

**Outagamie Waupaca Library System**  
**Board of Trustees**  
February 15, 2018 Meeting Minutes

The meeting was called to order at 6:02 p.m. by President Trentlage at the Appleton Public Library.

PRESENT: Will Bloedow, Diane Forsythe, Peter Gilbert, Mike Hankins, Marilyn Herman, David Hovde, Marcia Trentlage.

EXCUSED: Bobbie Buchholtz, Patricia Craig, Carol Diehl, Michelle Frola, Paul Girod, Cathy Thompson, Garth Zimmermann.

OTHERS PRESENT: Bradley Shipps.

Forsythe moved, seconded by Gilbert, to approve the consent agenda consisting of the minutes of the January 18, 2018 meeting, checks numbered 30493-30537, inclusive, in the amount of \$133,768.36, payroll-related expenditures in the amount of \$50,943.63, and the January 2018 financial report. The agenda was amended to address items 6. b, c, and d immediately after item 2. Motion carried.

Forsythe moved, seconded by Bloedow, to accept the resolution supporting the OWLS-Winnefox ILS merger exploration. In the absence of Secretary Buchholtz, President Trentlage and Vice President Forsythe will sign the resolution on behalf of OWLS. Motion carried.

Bloedow moved, seconded by Herman, to approve the personal leave policy to be added to the Employee Handbook at the end of the "Time Away from Work" section. Motion carried.

Hankins moved, seconded by Forsythe to approve the OWLS 2017 Annual Report. Motion carried.

#### DIRECTOR'S REPORT

The director's report was shared in writing prior to the meeting.

#### PERSONNEL COMMITTEE REPORT

Report of the personnel committee was given by Gilbert. The next meeting will be scheduled for April.

#### OLD BUSINESS

Shipps continues to recruit for the board vacancy.

There will be a meeting on February 26<sup>th</sup> in Appleton Council Chambers at 5:30 pm regarding

the mixed-use development for Appleton Public Library.

**NEW BUSINESS**

We reviewed Trustee Essential 13: Library Advocacy. Shipps will attend Library Legislative Day next week. Trustees are encouraged to consider membership in the WLA Trustees & Friends section. Shipps will email a link to the February issue of Municipality magazine which features libraries.

The meeting was adjourned by President Trentlage at 6:45 p.m.

Respectfully submitted,

Marilyn Herman  
OWLS Trustee