

**Outagamie Waupaca Library System**  
**Board of Trustees**  
October 15, 2015 Meeting Minutes

The meeting was called to order at 6:30 p.m. by President Diehl at the Appleton Public Library.

PRESENT: Will Bloedow, Patricia Craig, Terry Dawson, Carol Diehl, Peter Gilbert, Paul Girod, Richard Goldsmith, Mike Hankins, David Hovde, Eunice Lawrence, Theresa Rechner, Marcia Trentlage.

EXCUSED: Bobbie Buchholtz, Marilyn Herman.

OTHERS PRESENT: Gerri Moeller.

Bloedow moved, seconded by Gilbert, to approve the minutes of the September 17, 2015 meeting. Motion carried. Hankins moved, seconded by Trentlage, to approve checks numbered 29207-29245, inclusive, in the amount of \$31,424.08 and 09/06/2015-10/03/2015 payroll-related expenditures in the amount of \$61,944.08. Motion carried. Trentlage moved, seconded by Lawrence, to approve the September 2015 financial report. Motion carried.

#### DIRECTOR'S REPORT

In addition to written report, Moeller suggested board member consider in November whether we need a December meeting (since the December meeting often does not have a quorum.)

We have a tentative installation date for the new Sierra server. Details are being worked through with member libraries to minimize the impact of any downtime.

Moeller reviewed the status of the Wisconsin Library System Redesign project.

#### PRESIDENT'S REPORT

There was no President's report.

#### OLD BUSINESS

Hankins reported on meeting with the NFLS Trustees regarding the Automation Services Agreement. There was general discussion of the meeting and the concern of the OWLS Board to ensure that there is good communication with OWLSnet members, including NFLS libraries. Craig moved, seconded by Girod, to extend the existing Automation Services Agreement with NFLS for another year. Motion carried.

Moeller noted that Outagamie County has received the new Outagamie County Library

Service plan, but not yet considered it.

The Outagamie County/Brown County lawsuit has a court date of August 29-30. Moeller will provide information to Outagamie County as requested.

Moeller reported on the OWLS-Winnefox joint staff meeting and results of the survey. The groups discussed CE, consulting and delivery and had productive discussions on collaborative opportunities. Another group discussed the ILS. Moeller will share more details in the future. Workgroup meetings will continue.

The OWLS board is still seeking a trustee from Waupaca County.

#### NEW BUSINESS

Moeller reviewed the 2016 OWLS budget in detail, including personnel costs and cost of living. Bloedow moved, seconded by Hankins to approve the budget as presented. Motion carried. Trentlage moved, seconded by Gilbert to again contribute \$500 to each employees Section 125 plan. Dawson moved, seconded by Bloedow to have the cost of living increase be effective October 1, 2015, and next year's cost of living increase to be effective Jan 1, 2017. Motion carried. Lawrence moved, seconded by Trentlage to approve the 2016 System plan. Motion carried.

The meeting was adjourned by President Diehl at 7:51 p.m.

Respectfully submitted,

Terry Dawson  
Secretary/Treasurer