

**Outagamie Waupaca Library System**  
**Board of Trustees**  
September 16, 2021 Meeting Minutes

The meeting was called to order at 6:00 p.m. by President Forsythe online via GoToMeeting.

PRESENT: Tyler Baeten, Bobbie Buchholtz, Patricia Craig, Diane Forsythe, Peter Gilbert, Paul Girod, Mike Hankins, Marilyn Herman, Brian Looker, Cathy Thompson, Marcia Trentlage, Angela Ver Voort.

OTHERS PRESENT: Evan Bend, Liz Kauth, Bradley Shipp.

Excused: Michelle Frola, Mark Marnocha, Nate Wolff.

Gilbert moved, seconded by Hankins, to approve the agenda as presented. Motion carried.

Hankins moved, seconded by Craig, to accept the August 19, 2021 meeting minutes as presented. Motion carried.

Herman moved, seconded by Buchholtz, to accept the August 31, 2021 financial report and file for audit. Motion carried.

Trentlage moved, seconded by Girod, to approve the August/September checks numbered 32281- 32314 inclusive in the amount of \$35,993.73 and payroll-related expenditures in the amount of \$59,822.26. Motion carried.

**DIRECTOR'S REPORT**

The director's report was shared in writing prior to the meeting. Evan Bend demonstrated the new Bibliocommons discovery layer.

**BUSINESS**

Trentlage moved, seconded by Herman, to approve the 2022 personnel budget as recommended by the Personnel Committee with the addition of the employer health insurance contribution at 100% of legal maximum. Motion carried.

Girod moved, seconded by Thompson, to approve the 2022 budget. Motion carried.

Herman moved, seconded by Hankins, to approve the 2022 system plan. Motion carried.

Craig moved, seconded by Ver Voort, to enter closed session pursuant to section 19.85(1)(e) Stat.: Deliberating or negotiating the purchasing of public properties, the investing of public

funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The motion carried on a unanimous roll call vote.

Craig moved, seconded by Herman, to reconvene in open session. The motion carried on a unanimous roll call vote.

Craig moved, seconded by Trentlage, to direct the Facilities Committee and Shipps to proceed with negotiations on the preferred property and engage a real estate attorney to review any potential lease.

Trustees reviewed Trustee Essentials 11: Planning for the Library's Future.

Having completed the agenda, the meeting was adjourned by President Forsythe at 7:42 p.m.

Respectfully submitted,

Liz Kauth  
OWLS Secretary/Treasurer, *Pro Tem*