

Outagamie Waupaca Library System
Board of Trustees
October 20, 2022 Meeting Minutes

The meeting was called to order at 6:00 p.m. by President Frola.

PRESENT: Mitesh Ajmera, Tyler Baeten, Bobbie Buchholtz, Diane Forsythe, Michelle Frola, Peter Gilbert, Mike Hankins, Marilyn Herman, Brian Looker, Angela Ver Voort.

OTHERS PRESENT: Bradley Shipps, Melissa Knight.

Excused: Paul Girod, Lila Malvik-Shower, Mark Marnocha, Cathy Thompson, Marcia Trentlage.

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

Forsythe moved, seconded by Herman, to accept the September 15th, 2022 meeting minutes as presented. Motion carried.

Forsythe moved, seconded by Buchholz, to accept the September 2022 financial report and file for audit. Motion carried.

Ver Voort moved, seconded by Ajmera, to approve the September 2022 and October 2022 checks numbered 32845-32880 inclusive in the amount of \$41,895.20 and payroll-related expenditures in the amount of \$64,746.75. Motion carried.

DIRECTOR'S REPORT

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

BUSINESS

Forsythe moved, seconded by Ajmera, to move OWLS bank accounts to First Business Bank, and to utilize Option 2 in the proposal. Motion carried. Shipps and McGlone will begin the paperwork in November. Funds will not be moved until after we receive our first 2023 state aid payment in the third week of November. Our LGIP account will be moved. Our Ecommerce account will not be moved until we determine whether it is separate due to compliance requirements.

Hankins moved, seconded by Buchholtz, to approve the 2023 Youth Services Liaison Agreement. Motion carried.

Ver Voort moved, seconded by Gilbert, to approve the 2023-2024 Inclusive Services Liaison

Agreement. Motion carried.

Trustees discussed possible action on ARPA 2021-22 IT Hardware Improvements & Upgrades grant. No action taken.

All three current officers are willing to serve second terms in 2023 pending election in January. The Board did not appoint a Nominating Committee.

Trustees reviewed the OWLSnet Bylaws. No changes recommended. No action taken.

Trustees reviewed TE6: Evaluating the Director.

Having completed the agenda, the meeting was adjourned by President Frola at 7:18 pm.

Respectfully submitted,

Melissa Knight
OWLS Administrative Assistant.