

**Outagamie Waupaca Library System**  
**Board of Trustees**  
April 21, 2022 Meeting Minutes

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

PRESENT: Mitesh Ajmera, Tyler Baeten, Bobbie Buchholtz, Diane Forsythe, Michelle Frola, Peter Gilbert, Paul Girod, Mike Hankins, Marilyn Herman, Brian Looker, Mark Marnocha, Cathy Thompson, Marcia Trentlage, Angela Ver Voort.

OTHERS PRESENT: Liz Kauth, Bradley Shipps.

Excused: Lila Malvik-Shower, newly appointed.

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

Buchholtz moved, seconded by Herman, to approve the March 24, 2022 meeting minutes. Motion carried.

Hankins moved, seconded by Looker, to accept the March 31, 2022 financial report and file for audit. Motion carried.

Ver Voort moved, seconded by Forsythe, to approve the March/April bills, checks numbered 32535–32578, inclusive in the amount of \$1,944,305.43 and payroll-related expenditures in the amount of \$62,887.06. Motion carried.

**DIRECTOR'S REPORT**

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

**BUSINESS**

Looker moved, seconded by Trentlage, to contract with ADT to install and service fire, security, and access control to the new OWLS building. Motion carried.

Hankins Moved, seconded by Girod, to authorize the purchase of additional office furnishings with an approximate cost of \$2000. Motion carried.

Trustees reviewed the OWLS Open House plans and guest list.

Looker moved, seconded by Hankins, to accept the changes for the job description of Consulting & Outreach Librarian. Motion carried.

Trustees reviewed the trash and recycling agreement.

Trustees reviewed the Technology and Resource Sharing Plan.

Trustees reviewed the Public Records Policy.

Trustees reviewed Trustee Essentials 12: Library Standards.

Having completed the agenda, the meeting was adjourned by President Frola at 7:13 pm.

Respectfully submitted,

Liz Kauth  
OWLS Secretary/Treasurer, *Pro Tem*