

**Outagamie Waupaca Library System  
Board of Trustees**

May 19, 2016 Meeting Minutes

The meeting was called to order at 6:38 p.m. by President Herman at the Appleton Public Library.

PRESENT: Will Bloedow, Patricia Craig, Terry Dawson, Carol Diehl, Diane Forsythe, Peter Gilbert, Paul Girod, Richard Goldsmith, Mike Hankins, Marilyn Herman.

EXCUSED: Bobbie Buchholtz, David Hovde, Marcia Trentlage.

OTHERS PRESENT: Gerri Moeller.

Hankins moved, seconded by Forsythe, to approve the minutes of the April 21, 2016 meeting. Motion carried. Bloedow moved, seconded by Hankins, to approve checks numbered 29530-29586, inclusive, in the amount of \$119,898.52 and 4/17/16-5/14/16 payroll-related expenditures in the amount of \$60,272.42. Motion carried. Hankins moved, seconded by Girod, to approve the April 30, 2016 financial report. Motion carried.

**DIRECTOR'S REPORT**

Moeller reported that salary studies are delayed due to a number of systems being late with annual reports. Moeller has been elected Vice President of the Fox Valley Library Council. Laura will be leaving OWLS, and staff are working to fill the position. WPLC may be increasing funding for digital buying pool, but the fate of the Overdrive magazines is uncertain. Moeller has been discussing state issues with WLA lobbyist for ways to reach out to legislators; she will discuss with OWLS directors in August. SRLAAW is considering increased membership fees.

Relationships with neighboring library systems were discussed. There are opportunities and barriers in considering a closer relationship. In looking at any future system configuration opportunities, Herman notes that we should understand our priorities. Moeller will place this on a future board agenda.

Moeller reviewed upcoming AAC agenda discussions, including CIPA and Internet funding, lending wifi hotspots, purging GEAC fines, and the use of collection agencies.

**OLD BUSINESS**

Herman asked that Waupaca County board members help recruit an additional board member.

Moeller shared a prototype OWLS Trustee Manual and invited comments.

Craig moved, seconded by Hankins, to approve the proposed bylaw changes. Moeller noted

DPI staff had no concerns with the changes. Motion carried.

#### NEW BUSINESS

Moeller reviewed proposed budget amendment changes to the 2016 budget. Gilbert moved, seconded by Hankins, to approve the amended budget. Motion carried.

Moeller requested 50% tuition reimbursement for graduate cataloging course taken by the cataloging assistant. Bloedow moved, seconded by Girod to pay reimbursement. Motion carried.

Moeller proposed electronic distribution for board packets via the website. There was consensus that this would be worth trying. She will experiment with implementation for the next few months and the board will evaluate. This will be used to share updated job descriptions.

There was general discussion of NFLS's interest in exploring a merger. The board asked Moeller to respond to NFLS staff.

Moeller plans to recommend to AAC that there be no increase in OWLSnet fees, assuming no additional products. Adding additional products would carry a cost. She will bring feedback from AAC back to the board at the June meeting.

Moeller presented her self-evaluation, last year's director evaluation and an alternate process used by the Milwaukee County Federated Library System. Girod asked board members for their feedback on the form. There will be a closed session at the June meeting to discuss the review and new goals.

Diehl and Herman encouraged board members to respond individually to the Post Crescent survey regarding a new library.

The meeting was adjourned by President Herman at 7:57 p.m.

Respectfully submitted,

Terry Dawson  
Secretary/Treasurer