

**Outagamie Waupaca Library System**  
**Board of Trustees**  
August 18, 2022 Meeting Minutes

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

PRESENT: Mitesh Ajmera, Diane Forsythe, Michelle Frola, Peter Gilbert, Paul Girod, Marilyn Herman, Lila Malvik-Shower, Cathy Thompson, Marcia Trentlage, Angela Ver Voort.

OTHERS PRESENT: Liz Kauth, Kristin Laufenberg, Bradley Shippis.

Excused: Tyler Baeten, Bobbie Buchholtz, Mike Hankins, Brian Looker, Mark Marnocha

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

Forsythe moved, seconded by Gilbert, to approve the June 16, 2022, meeting minutes as presented. Motion carried.

Forsythe moved, seconded by Trentlage, to accept the June 30, 2022, and July 31, 2022, financial reports, and file for audit. Motion carried.

Forsythe moved, seconded by Ajmera, to approve the June/July/August bills, checks numbered 32724–32804, inclusive in the amount of \$42,718.08; \$1,677,912.56 and payroll-related expenditures in the amount of \$61,772.34; \$83,761.78. Motion carried.

**DIRECTOR'S REPORT**

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

**BUSINESS**

Trentlage moved, seconded by Girod, to adopt the recommended personnel committee's budget. Motion carried.

Forsythe moved, seconded by Ver Voort, to adopt the recommended section 125 policy changes to the employee handbook.

Trustees reviewed the changes to the OWLS Employee Handbook.

Trustees reviewed the 2023 Draft Budget.

Forsythe moved, seconded by Trentlage, to approve the NEWI CE Agreement as presented. Motion carried.

Trentlage moved, seconded by Herman, to approve the letter of agreement with Baker Tilly to continue annual audits. Motion carried.

Trustees reviewed the OWLSnet Resource Sharing Policy. No action taken.

Trustees reviewed Trustee Essentials 22 & 23: Freedom of Expression and Inquiry & Dealing with Challenges to Materials and Policies. No action taken.

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

Respectfully submitted,

Liz Kauth  
OWLS Secretary/Treasurer, *Pro Tem*