

Outagamie Waupaca Library System
Board of Trustees
August 27, 2015 Meeting Minutes

The meeting was called to order at 6:32 p.m. by President Diehl at the Appleton Public Library.

PRESENT: Will Bloedow, Bobbie Buchholtz, Patricia Craig, Terry Dawson, Carol Diehl, Peter Gilbert, Richard Goldsmith, Paul Girod, Mike Hankins, Eunice Lawrence, Marcia Trentlage.

EXCUSED: Linda Hagen, Marilyn Herman, David Hovde, Theresa Rechner.

OTHERS PRESENT: Gerri Moeller.

Hankins moved, seconded by Gilbert, to approve the minutes of the July 16, 2015 board meeting and July 23, 2015 Personnel Committee meeting. Motion carried. Bloedow moved, seconded by Trentlage, to approve checks numbered 29108 - 29179, inclusive, in the amount of \$1,533,777.16 and 7/12/15-8/22/15 payroll-related expenditures in the amount of \$85,750.15. Motion carried. Buchholtz moved, seconded by Lawrence, to approve the July 2015 financial report. Motion carried.

DIRECTOR'S REPORT

Moeller reviewed her written report, touching on the OWLS Directors meeting and discussions with Winnefox. Linda Hagen will resign from the OWLS board, as she has accepted a position with the Waupaca Area Library. Moeller asked for suggestions for potential board members from Waupaca.

PRESIDENT'S REPORT

Diehl discussed her President's report with some ideas for future consideration by the Board. There was discussion of inviting Dave Murphy to a future board meeting. Ideas will be discussed at the next meeting.

COMMITTEE REPORTS

Girod reported for the Personnel Committee.

Hankins moved, seconded by Bloedow to convene into closed session pursuant to Wis. Statutes 10.95(1)(f) for the purpose of considering specific employment matters. Roll call vote carried unanimously.

Craig moved, seconded by Bloedow to return to open session at 7:09 p.m. Roll call vote carried unanimously.

OLD BUSINESS

Hankins moved, seconded by Girod to accept the revised OWLS Table of Organization as

presented. Motion carried.

Girod moved, seconded by Trentlage to approve the draft position description of Assistant Director as presented. Motion carried.

Moeller reviewed the OWLS Audit Report and discussed the findings and recommendations. Gilbert moved, seconded by Hankins to accept the report as presented. Motion carried.

Moeller discussed the Automation Services agreement with NFLS. President Diehl appointed Dawson, Goldsmith, Hankins and Trentlage to represent the OWLS Board as a committee to meet with the NFLS Board representatives.

Moeller proposed a change in the Outagamie County Library Service Plan which had been adopted at the July Board meeting. Based on conversations with the Outagamie County Executive's office and the Kaukauna Public Library, she proposed adding the phrase "rent or net lease costs", thereby slightly modifying the formula to exclude rent or net lease costs from operating expenses for the County's funding methodology. Gilbert moved, seconded by Girod to approve of the proposed change. Motion carried.

Girod moved, seconded by Bloedow to move the September 17 meeting to the Appleton Public Library and begin with a public hearing on the Outagamie County Library Service Plan. Motion carried.

Moeller reviewed the OWLS/Winnefox small group conversation and encouraged OWLS Board members to read the report.

NEW BUSINESS

The Board reviewed the OWLS Compensation Policy. Girod moved, seconded by Trentlage to reaffirm the policy. Motion carried.

The WPLC board will be paying for the OverDrive subscription service from the WPLC reserve funds.

President Diehl reported that she sent thank you notes to the two OWLS Directors who met with the Board last month and received a very nice response .

The meeting was adjourned by Diehl at 7:53 p.m.

Respectfully submitted,

Terry Dawson
Secretary/Treasurer