

Outagamie Waupaca Library System
Board of Trustees
May 15th, 2025, Meeting Minutes

The meeting was called to order at 6:04 p.m. by Vice President Hartman.

PRESENT: Tyler Baeten, Bobbie Buchholtz, Cindy Fallona, Diane Forsythe, Peter Gilbert, Mike Hankins, Steve Hart, Wendy Hartman, Bastia Looker, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps, Rob Way.

Excused: Mitesh Ajmera, Michelle Frola.

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

Forsythe moved, seconded by Baeten, to approve the March 20th, 2025, meeting minutes as presented. Motion carried.

Woodward moved, seconded by Buchholtz, to accept the April 2025 financial report and file for audit. Motion carried.

Forsythe moved, seconded by Gilbert, to approve the April and May 2025 automatic payments and checks numbered 34200 – 34271 inclusive, in the total amount of \$261,000.49 and payroll-related expenditures in the amount of \$163,995.56. Motion carried.

DIRECTOR'S REPORT

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

BUSINESS

Trustees reviewed the report of the Executive Committee. No action taken.

Gilbert moved, seconded by Fallona, to approve the 2024 fund balance designation. Motion carried.

Fallona moved, seconded by Buchholtz to approve the revised 2025 budget. Motion carried.

Forsythe moved, seconded by Thompson, to approve the 2026 Outagamie and Waupaca county budget requests. Motion carried.

Woodward moved, seconded by Thompson, to approve OWLSnet fees for 2026. Motion carried.

Trustees Buchholtz and Thompson, joined by OWLS staff member Kristin Laufenberg and member library director Elizabeth Timmins, will serve as the planning committee for the OWLS 50th anniversary celebration to be held in 2026.

Trustees reviewed the Technology and Resource Sharing Plan. No action taken.

Trustees reviewed the OWLS member agreement template. No changes recommended and no action taken.

Trustees reviewed Trustee Essentials Chapter 15: The Library Board and Public Records Law. No action taken.

Having completed the agenda, the meeting was adjourned by Vice President Hartman at 7:19pm.

Respectfully submitted,

Bradley Shipps
OWLS Director.