

Outagamie Waupaca Library System
Board of Trustees
September 18th, 2025, Meeting Minutes

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

PRESENT: Cindy Fallona, Michelle Frola, Peter Gilbert, Wendy Hartman, Bastia Looker, Cathy Thompson (arrived at 6:07pm), Rob Way, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps, Melissa Knight.

Excused: Mitesh Ajmera, Tyler Baeten, Bobbie Buchholtz, Diane Forsythe, Mike Hankins, Steve Hart, Angela Ver Voort.

Hartman moved, seconded by Frola, to approve the agenda as presented. Motion carried.

Hartman moved, seconded by Fallona, to approve July 17th, 2025, meeting minutes as presented. Motion carried.

Hartman moved, seconded by Fallona, to accept the August 2025 financial report and file for audit. Motion carried.

Way moved, seconded by Fallona, to approve the August and September 2025 automatic payments and checks numbered 34357 – 34437 inclusive, in the total amount of \$118,362.87 and payroll-related expenditures in the amount of \$166,737.54. Motion carried.

DIRECTOR'S REPORT

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

BUSINESS

Frola moved, seconded by Hartman, to approve the 2026 personnel budget. Motion carried.

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

Thompson moved, seconded by Woodward, to approve allocation of \$5,000 in surplus interest revenue toward the OWLS 50th anniversary party in 2026. Motion carried.

Thompson moved, seconded by Hartman, to approve the 2026 OWLS budget. Motion carried.

Way moved, seconded by Fallona, to approve the 2026 system plan. Motion carried.

Woodward moved, seconded by Fallona, to approve the following agreements:

2026 Resource Library Agreement with Appleton Public Library.

2026 Services Agreement with Appleton Public Library.

2026 Youth Services Liaison Agreement with New London Public Library.

2026-2028 OWLS Member Agreements.

Motion carried.

Fallona moved, seconded by Frola, to accept BakerTilly's proposal for the 2025, 2026, and 2027 audits. Motion carried.

Having completed the agenda, the meeting was adjourned by President Looker at 6:51pm.

Respectfully submitted,

Melissa Knight

OWLS Administrative Assistant.