

Appleton Public Library
Board of Trustees Minutes
November 11, 2004

Present: Bergen, Bergman, Ducklow, Eng, Moua
Excused: Bloedow, Chandler, de Young, Dunlap
Others present: Attorney Behrens, Dawson, Kelly, Lenz, Muench Shriver, Ward, Wiltzius

Board members selected a temporary chair and secretary in the absence of Bloedow and de Young. Bergman was appointed as chair and Ducklow was appointed as secretary. Bergman called the meeting to order at 4:12 p.m.

Minutes and Bill Registers

Bergen moved and Eng seconded approval of the October 14, 2004 minutes. Motion passed unanimously. Bergman moved and Eng seconded approval of the October 2004 Bill Registers; the motion passed unanimously. Dawson stated he did not have any recommendations at this time for variances. Next month will show a clearer picture of any funds balances.

Moua inquired about the utility costs and the money allocated for utilities in the 2004 budget. It appears the actual utility costs exceed that monies budgeted. Dawson stated the money would come from accounts where funds had not been exhausted to pay the difference.

2005 Library Budget

Dawson informed the Library Board that the Common Council approved the 2005 Library Budget. There was one modification to the budget. The City Clerks office beginning January 1, 2005 will handle library mail/postage. Bergman thanked Dawson, Alderperson Eng and the Library Staff for their effort and hard work on the 2005 Budget. Great job! Bergen moved to approve the 2005 Budget as approved by City Council, seconded by Moua. Motion passed.

OWLS Resource Library Agreement

Dawson reviewed the annual OWLS Resource Library Agreement, which provides databases, library materials and other support to the Appleton Public Library by OWLS in recognition of the role APL fulfills as a regional resource. Eng moved to approve the 2005 OWLS Resource Library Agreement, seconded by Ducklow. Motion passed.

Director's Report

Invitations to the APL Holiday Brunch were distributed. The Board Retreat will take place immediately following the Holiday Brunch on Friday, December 10, 2004 at the Outagamie County Historical Society. Topics for discussion at the Board retreat will include; Greenville Library, fundraising, WLA follow-up and the Appleton Public Library Foundation Board.

The Library Foundation will sponsor a fundraising dinner February 13, 2005 at Riverview Country Club. More details will be forthcoming.

Dawson distributed October statistics, noting that circulation was up 2% in October over October 2003. Overall, we are 8,000 below the 2003 statistics at this time last year. We may come close to attaining last year's numbers with the restoration of the Library hours.

Eng suggested providing Common Council with these statistics as well as an update on what is going on at the library (such as book readings, musicians, etc.) on a monthly basis rather than just a quarterly basis.

Other business

A power point presentation on the Patriot Act was distributed to the Board to review. Also distributed was a list of the 2005 Board Meetings.

The meeting adjourned at 5:00 p.m.