

Appleton Public Library
Board of Trustees Minutes
4:00 PM, May 17, 2006
Library Board Room

1. **Call to Order**

President Bloedow called the meeting to order at 4:03 p.m.

2. **Roll Call**

Members Present: Bergen, Bloedow, Brooker, de Young, Ducklow, Dunlap, Moua, Wilbourne

Members Excused: Bergman,

Others present: Assistant City Attorney Behrens, Dawson, Kenney, Lenz, Shriver, Ward, Wiczorek

3. **Approval of Minutes**

De Young moved and Wilbourne seconded approval of the April 13, 2006 minutes. Motion passed. (8-0)

4. **Appearances and Communications**

Welcome to newly appointed Library Board Trustee Earl Brooker. Brooker is the City's Common Council liaison.

Ducklow and Wilbourne each thanked the Trustees for the sympathy cards sent to them acknowledging family members who recently passed away.

5. **Action Items**

a. **Approval of Bill Register**

Ducklow moved to approve the April 2006 Bill Register, seconded by Moua; motion passed. (8-0)

de Young questioned what the Library purchases from Pipes and Pages. Wiczorek answered the Library purchases daily publications of various newspapers such as the New York Times.

b. Meeting Dates

Bergen moved to approve changing the remaining 2006 APL Board of Trustee Meetings from the 2nd Wednesday of each month to the 2nd Tuesday of each month, seconded by Moua. Motion passed. (8-0) The Board members also decided to cancel the August 2006 meeting at this time. If needed, a special meeting will be held in August. A revised 2006 meeting schedule will be emailed to trustees in the next week.

c. 2006 – 2007 Foundation Grants Budget

No action taken. Item held until the next meeting.

The trustees did not vote on this action item because the Appleton Library Foundation Board has not approved the 2006 – 2007 Foundation Grants Budget.

d. Library Facilities Consulting RFP

Ducklow moved to approve the Library Facilities Consulting RFP contingent upon approval of the 2006 – 2007 Foundation Grants Budget by the Appleton Library Foundation Board, seconded by Bergen. Motion passed. (8-0)

e. Delegation of Authority to Retrieve Materials

This is a resolution authorizing designated staff of the City Attorney's office and City Police department to act as agents of the Library in recovering materials, moneys owed and assisting in enforcement of Library policies when requested.

The Library Board hereby authorizes staff designated by the City Attorney's Office and Police Department to act as agents of the Library to recover materials, obtain payment for any moneys owed the Library and otherwise assist in enforcement of Library policy whenever requested by Library staff. This authorization recognizes that all designated staff are subject to applicable limitations in use of library records per Wis. Stat. 43.30(1m). This authorization will remain in force unless otherwise modified or rescinded by the Library Board.

After discussion, Ducklow moved to approve the Delegation of Authority to Retrieve Materials, seconded by Brooker. Motion passed. (8-0)

6. Information Items**a. Committee Appointments**

Bloedow and Dawson consulted on committee appointments. Brooker will replace Defferding on the Finance Committee and the Policy Committee. Wilbourne will chair the Finance Committee.

b. Planning Committee Report

de Young summarized the Spring Board retreat which took place on Friday, May 12, 2006 at the Library in the Children's Programming Room from 9:00 a.m. – 1:00 p.m. She was intrigued by the conversations on demographics of our community, the Library and its role in meeting the changing needs of the community, changing patterns of service, culture, language and economics. Trustees discussed marketing the great things the Library offers to promote and advocate the wonderful resource the Library is to the community.

Also discussed was having another Council / Library Trustee social.

c. Director's Report**i. Community Read 2007**

The Community Read Committee 2007 consists of Judy Owen - AASD, Pete Gilbert – Lawrence University, Michele Marino – Conkey's Book Store, Jeff Kuepper – UW Fox Valley, Andrew Oppmann – Post Crescent, and Library staff, Meg Shriver, Paula Wright, and Michael Kenney. There were 31 suggested reads for the Community Read for 2007. Of those 31 suggestions the committee narrowed selections down to 5 books. The 5 books are: *My Sisters Keeper*, *The Bean Trees*, *Nickel and Dimed*, *A Step from Heaven*, and *The Curious Incident of the Dog in the Night*. The public can vote for their choice at Conkey's, the Library, and at the Post Crescent online. Voting will also take place in the AASD middle schools and high schools. The voting ends on Monday, May 22, 2006 and the winning selection will be named on June 4th 2006.

ii. Behavior & Policy Staff Task Force

An ad hoc task force to discuss library patron behavior and library policies has been formed. The task force has met once and will continue to meet and discuss revising library policies and concerns with unacceptable patron behavior. Dawson will be making a presentation on these topics to library staff at the APL General Staff meeting on Friday, May 17, 2006 at 8:00 a.m. Dawson invited all interested trustees to attend.

iii. 2007 Budget

Staff has begun to work on the 2007 Budget. City departments have been instructed to submit a status quo budget with a 5% cut list.

iv. Monthly Statistics

April 2006 statistics continue to see increases in circulation. Holds seem to be at a plateau. Program attendance in April is way up due to two special

programs; astronaut Harrison Schmitt and the showing of the movie Good Night and Good Luck with a panel discussion. Electronic use has also increased. Ducklow inquired about the new door counter and it's accuracy. Dawson said it was working well and appears to be very accurate with the door count.

8. Adjournment

The meeting adjourned at 5:22 p.m.