

Outagamie Waupaca Library System
Board of Trustees
March 16th, 2023, Meeting Minutes

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

PRESENT: Bobbie Buchholtz, Diane Forsythe, Michelle Frola, Peter Gilbert, Paul Girod, Mike Hankins, Wendy Hartman, Marilyn Herman, Brian Looker, Lila Malvik-Shower, Cathy Thompson, Marcia Trentlage, Angela Ver Voort.

OTHERS PRESENT: Bradley Shipps, Melissa Knight.

Excused: Mitesh Ajmera, Tyler Baeten.

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

Trentlage moved, seconded by Herman, to accept the February 16th, 2023, meeting minutes as presented. Motion carried.

Forsythe moved, seconded by Ver Voort, to accept the February 2023 financial report and file for audit. Motion carried.

Trustees discussed procedural change in allocation of facilities costs. Quarterly allocation is preferred. No action taken.

Looker moved, seconded by Buchholtz, to approve the February and March 2023 checks numbered 33057 - 33136 inclusive in the amount of \$104,880.36 and payroll-related expenditures in the amount of \$71,627.02. Motion carried.

DIRECTOR'S REPORT

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

BUSINESS

Trustees reviewed Outagamie and Waupaca County library service plans. No action taken.

Trustees reviewed joint strategic plan draft. No action taken.

Forsythe moved, seconded by Malvik-Shower, to approve System Annual Report. Motion carried.

Looker moved, seconded by Hartman, to approve revised Information Security Policy.

Motion carried.

Trustees reviewed Trustee Essentials Introduction and Chapter 1. No action taken.

Having completed the agenda, the meeting was adjourned by President Frola at 7:02pm.

Respectfully submitted,

Melissa Knight
OWLS Administrative Assistant.