

**Outagamie Waupaca Library System**  
**Board of Trustees**  
April 18th, 2024, Meeting Minutes

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

PRESENT: Mitesh Ajmera, Bobbie Buchholtz, Diane Forsythe, Michelle Frola, Peter Gilbert, Mike Hankins (arrived at 6:13pm), Steve Hart, Wendy Hartman, B Looker, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps, Melissa Knight.

EXCUSED: Tyler Baeten, Cindy Fallona, Lila Malvik-Shower.

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

Thompson moved, seconded by Gilbert, to approve the March 21<sup>st</sup>, 2024, meeting minutes as presented. Motion carried.

Ver Voort moved, seconded by Frola, to accept the March 2024 financial report and file for audit. Motion carried.

Hartman moved, seconded by Ajmera, to approve the March 2024 and April 2024 checks numbered 33701 - 33746 inclusive in the amount of \$2,068,366.96 and payroll-related expenditures in the amount of \$79,534.54. Motion carried.

**DIRECTOR'S REPORT**

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

**BUSINESS**

Trustees reviewed preliminary 2025 county funding calculations for home and adjacent counties. No action taken.

Trustees discussed the process for revision of County Library Service Plans. No action taken.

Trustees reviewed the Compensation Policy. No action taken.

Trustees reviewed Trustee Essentials Chapter 4: Effective Board Meetings and Trustee Participation.

Having completed the agenda, the meeting was adjourned by President Looker at

6:36 pm.

Respectfully submitted,

Melissa Knight  
OWLS Administrative Assistant