

Outagamie Waupaca Library System
Board of Trustees
September 21st, 2023, Meeting Minutes

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

PRESENT: Mitesh Ajmera, Tyler Baeten, Bobbie Buchholtz, Diane Forsythe, Michelle Frola, Peter Gilbert, Mike Hankins, Marilyn Herman, Brian Looker, Cathy Thompson, Marcia Trentlage, Angela Ver Voort.

OTHERS PRESENT: Bradley Shipps, Melissa Knight.

EXCUSED: Paul Girod, Wendy Hartman, Lila Malvik-Shower.

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

Forsythe moved, seconded by Thompson, to approve the August 17th, 2023, meeting minutes as presented. Motion carried.

Forsythe moved, seconded by Herman, to accept the August 2023 financial report and file for audit. Motion carried.

Trentlage moved, seconded by Buchholtz, to approve the September 2023 checks numbered 33360 - 33404 inclusive in the amount of \$44,250.58 and payroll-related expenditures in the amount of \$71,800.14. Motion carried.

DIRECTOR'S REPORT

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

BUSINESS

Looker moved, seconded by Ajmera, to approve the 2024 personnel budget including employer healthcare contribution at legal maximum. Motion carried. The Board instructed Shipps to research available ETF insurance program for 2025.

Ver Voort moved, seconded by Baeten, to approve the 2024 OWLS Budget. Motion carried.

Trentlage moved, seconded by Herman, to approve the 2024 OWLS System Plan. Motion carried.

Forsythe moved, seconded by Thompson, to approve the Services Agreement with Appleton Public Library. Motion carried.

Trustees reviewed the revised OWLSnet Borrowers' Card Program. No action taken.

Forsythe moved, seconded by Ver Voort, to approve the revised Resource Sharing: List of Exceptions. Motion carried.

Having completed the agenda, the meeting was adjourned by President Frola at 6:53pm.

Respectfully submitted,

Melissa Knight
OWLS Administrative Assistant