



APPLETON PUBLIC LIBRARY
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TO: Members of the Appleton Public Library Board of Trustees
FROM: Dean Gazza, Director of Parks Recreation and Facilities management
Colleen Rortvedt, Library Director
DATE: October 16, 2023
RE: Recommend approval of sublease agreement between Appleton Public Library and the Thompson Center on Lourdes through December 31, 2024 with an option to extend, if necessary, contingent upon library closure date approval, approval of the moving contract, approval of ARPA support to Thompson Center on Lourdes, and the approval of a sublease agreement by the Thompson Center on Lourdes.

Due to the current temporary library lease ending December 31, 2023, we propose that the library enter into a sublease agreement with the Thompson Center on Lourdes (TCoL), contingent on several factors:

- The financial terms of the sublease should be consistent with current net operating expenses.
- Approval of library closure dates from the library board per October 16, 2023 memo.
- Approval of move contract from the library board per October 16, 2023 memo.
- Approval of the use of ARPA funds to support TCoL from the City of Appleton Common Council.
- Approval of sublease agreement by TCoL.

This approach meets the library's needs in the most cost-effective manner while leveraging a partnership with Thompson Center on Lourdes.