

FDL Public Library Board Minutes
November 21, 2019

1. Call to Order and Roll Call: On Thursday, November 21, 2019 in the Seefeld Conference Room at the FDL Public Library, the regular meeting of the Fond du Lac Public Library Board of Trustees was called to order at 4:29 p.m. by Board President, Mel Kolstad. Trustees present: Anne Deacy, Ben Giles, Joseph Koch, Mel Kolstad, Jerry Letcher, Sharon Simon and Brendan Wood-Taylor. Members absent: Marilyn Averbeck, John McDowell and Jeff Morrell. Those also in attendance included Library Director Jon Mark Bolthouse, Administrative Assistant Laurie Moore and Assistant Director of Operations Lori Burgess.

2. Approval of Minutes:

A. Discussion and possible approval of minutes from the October Regular Meeting of the Board. Motion to approve the minutes as presented: Simon; second: Letcher; carried by unanimous voice vote; abstention from Kolstad.

3. Input: Bolthouse shared thank-you notes for obituary work that was done and also from Theisen for some gift certificates.

4. Comments from the Public: None.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for October 2019

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the October bills as presented: Koch; second: Deacy; carried by roll call vote: yes six (6); noes none (0); abstention one (1); absent and not voting three (3).

B. Statement of Accounts: Motion to approve as presented: Letcher; second: Giles; carried by unanimous voice vote.

7. Director's Report:

A. Monthly Library Statistics – Bolthouse supplied to the Board at the meeting

* Bolthouse gave a solar project update: A consultant will be giving Jon Mark a baseline price. Fleming and Bolthouse discussed marketing plans.

* Alliant is looking to possibly install a couple of electric vehicle charging stations in the Library lot.

* Burgess will take over supervising the Children's department between the departure of Sarah Newton and the hiring of the new Youth Services Coordinator.

8. Old Business:

A. None

9. New Business:

A. Revisions to Employee Handbook: Motion to approve the changes to the Employee Handbook as presented: Giles; second: Koch; carried by unanimous voice vote. The changes are being made to match up with the current City of Fond du Lac handbook; they are basically only verbiage changes. They are no actual content changes.

B. Revision of Reconsideration of Material Policy: Motion to approve the policy changes as presented: Simon; second: Letcher; carried by unanimous voice vote. There are no changes to the actual policy. The changes were basically to clean

up the policy and separate procedure and request form from the actual policy. In presenting it this way, procedures can actually be changed without having to affect the policy itself.

C. Youth In Governance Participation: Motion to approve the Library's participation in the Youth in Governance Program: Simon; second: Koch; carried by unanimous voice vote. Bolthouse is in favor of the library being a part of this program. It would add 2 youth members to the Board starting in April for a 1 year term. They would be able to join in discussions, but would not have voting capabilities. This is for 9th – 12th grade students.

10. Other: None

11. Adjournment: Motion to adjourn: Letcher; second: Deacy; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 5:06 p.m.

Respectfully submitted,

Anne Deacy
Secretary