

FDL Public Library Board Minutes

December 21, 2023

1. Call to Order and Roll Call: On Thursday, December 21, 2023 in the Midstates Meeting Room and via Zoom, the regular meeting of the Fond du Lac Public Library Board of Trustees was called to order at 4:30 p.m. by Board President, Dusty Krikau. Trustees present: Tiffany Brault, Anne Deacy, Rebekah Gary, Dusty Krikau, Jay Myrechuck, Julie Schroeder, Brendan Wood-Taylor and Sharon Simon. Members absent: Antonio Godfrey. Those also in attendance included Library Director Jon Mark Bolthouse, Assistant Director of Operations Lori Burgess, Youth Services Coordinator Sarah Davis and Administrative Assistant Laurie Moore.

2. Approval of Minutes:

A. Discussion and possible approval of minutes from the November Regular Meeting of the Board. Motion to approve the minutes as presented: Simon; second: Wood-Taylor; carried by unanimous voice vote; abstention by Schroeder.

3. Comments from the Public: Bolthouse shared with the board a multitude of holiday cards from vendors and patrons.

4. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for November.

5. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Wood-Taylor; second: Myrechuck; carried by roll call vote: yes eight (8); noes none (0); absent and not voting one (1). Myrechuck questioned the bill for Chat GPT. Bolthouse shared that the SEED staff are using it. Krikau questioned if the Buechel Branch rent will be pro-rated for January. Bolthouse shared that they are still in discussions regarding that.

B. Statement of Accounts: Motion to approve as presented: Gary; second: Wood-Taylor; carried by unanimous voice vote. Krikau questioned where the miscellaneous grants amount comes from and Bolthouse shared that the Seefeld Trust money is deposited into there. Myrechuck had just signed the check to deposit the funds for the year.

6. Director's Report:

A. Monthly Library Statistics

* Bolthouse shared that there is a lot of work going on at the Buechel Branch. Bayland Builders were ahead of schedule on the build out until this week. There were issues with the door being on backorder. The final walk through has been pushed back until the first week of January. There have been issues with the network infrastructure and the actual move with the landlord. Opening of the new location may be pushed back until the 2nd week of January. The lack of having an overall project manager has caused some issues. The landlord has also not finalized if we can get specific parking spaces just for Library patrons when the branch is open from 2:00 – 6:00. Myrechuck brought up the possibility of having a future meeting at the new Buechel Branch.

* Russ has made a lot of progress on the LED lighting project.

* The solar technical drawings have not come in yet, but the funds can carry over into the 2024 budget year with the city's permission.

* Regarding the AI presentation, Krikau questioned AI and ethics and was frustrated that the presenter didn't talk through that at all. She did state that the session offered a few links that may be helpful for the staff at service desks to use, and to also offer to patrons.

* Krikau questioned why there were no computer use stats for the past month. Bolthouse shared that those numbers come from Josh Cowles, and he has been out sick.

* Krikau asked how the homeless shelter was going and Bolthouse shared that it has been a bit rough at the library with the people experiencing homelessness. Bolthouse feels that the city needs a secondary location for people to go beyond

the library. There have been discussions about possibly relocating furniture within the library to spread people out, as it may be causing issues that those patrons are around each other all day and all night long.

* Krikau questioned how the spend down on the budget at the end of the year was affected by circulation stats. Burgess said you will see changes next year. Bolthouse shared how we need to figure out a way to not be reactive and strategically figure out ahead how to handle the issue. Brault questioned if people not having internet service available could affect Kanopy usage. Bolthouse shared that the library does offer hot spots for patrons to check out. Brault questioned if another streaming service would be beneficial if we are seeing that patrons don't have internet service.

* Krikau noted that she would appreciate a note to Ian to introduce forward facing staff periodically on social media.

* Krikau questioned Davis about any swag she may have decided on. Sarah noted that she has not made any decisions, but does have a note out to coordinators to ask their opinion, but there is cost to keep in mind. She is open to suggestions. Brault suggested possibly crafty ideas for swag, and Davis shared how Kearns had also suggested seeded bookmarks for sustainability. Schroeder also suggested gift certificates.

* Krikau asked about the teen space. Davis shared the following:

The bulletin board has been removed and more shelving put up in its place.

Arm chairs can be removed and bean bags put out.

Shifting to be done to allow for more room for Manga and Graphic Novels.

A TV has been purchased, along with a gaming system to add to the space.

Davis also shared that the Kiwanis group has requested a plan to do some possible fundraising for items.

7. Old Business: None.

A. Community Materials Display Policy: Motion to approve the policy with changes made and the removal of the extra space in the second bullet point: Deacy; second: Myrechuck; carried by unanimous voice vote.

8. New Business:

A. 2024 Operating Budget: Motion to approve the 2024 budget as presented: Myrechuck; second: Wood-Taylor; carried by unanimous voice vote.

B. 2024 Holiday Schedule: Motion to approve the 2024 Holiday Schedule with additional commas as noted: Wood-Taylor; second: Brault; carried unanimous voice vote. Add commas after the day of the week where missing.

* Simon left at 5:31 pm. *

Brault questioned past discussions regarding the library closing on Juneteenth. Krikau sees the value of the library being open to honor that day as a day of service. Wood-Taylor feels we should discuss this with staff for the 2025 calendar year. Bolthouse asked for Brault to help come up with some ideas to bring up to the city the idea of closing on that day.

9. Other: Krikau shared that she sent an email to Deb Hoffmann regarding the position description for approval. She also suggested a possible prize for the library to offer for summer reading; tickets to the Dan Egan author event in September. She will share a link for this with the board.

10. Adjournment: Motion to adjourn: Wood-Taylor; second: Myrechuck; carried by unanimous voice vote. Meeting was adjourned by board president Dusty Krikau at 5:49 pm.

Respectfully submitted,

Anne Deacy
Secretary