

**FDL Public Library Board Minutes**  
**February 21, 2019**

1. Call to Order and Roll Call: On Thursday, February 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 4:31 p.m. by Board President, Mel Kolstad. Trustees present: Catherine Block, Mel Kolstad, Jerry Letcher, Jeff Morrell, Sharon Simon and Brendan Wood-Taylor. Members absent: Marilyn Averbek, Anne Deacy, Joe Koch and John McDowell. Those also in attendance included Library Director Jon Mark Bolthouse, Assistant Director of Operations Lori Burgess and Administrative Assistant Laurie Moore.

2. Approval of Minutes:

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

3. Input: None

4. Comments from the Public: None.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for January 2019

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Letcher; second: Simon; carried by roll call vote: yes six (6); noes none (0); absent and not voting four (4).

B. Statement of Accounts: Motion to approve as presented: Morrell; second: Wood-Taylor; carried by unanimous voice vote.

7. Director's Report:

A. Monthly Library Statistics

\* Friends paid for solar shades to be installed in the gallery. Kolstad informed the board that she wrote a thank you note to the Friends as curator of the gallery and on behalf of the board.

\* Bolthouse gave a presentation at Evening Optimist. They donate funds to help fund the Santa event that the Library has in December. They hope to keep funding that and possibly increase the amount to help meet the need of increasing numbers that have been attending.

\* Winnefox is still short board members from Fond du Lac County. Bolthouse has sent a message to Sarah Spang with Envision Fond du Lac with the hopes of finding possibly some of the Young Professionals that may be interested.

\* Stats show that circulation and visitors were down, which comes as no surprise with the bad weather and multiple closed days for the Library.

\* Bolthouse pointed out in Burgess's report that the Library is now circulating cake pans and giant yard games.

\* A new display monitor has been installed in the Library entrance with the hope of displaying daily library meetings on it in the future. As of now, it is sharing the same information that the monitor above the circulation desk is showing.

8. Old Business: None

9. New Business:

A. Elimination of the Internet Linking Policy: Motion to approve the elimination of the Internet Linking Policy: Block; second: Letcher; carried by unanimous voice vote. Bolthouse shared with the board how this is more relevant in the selection policy night, instead of carrying a separate policy.

B. Modification of the Selection Policy: Motion to approve the modification to the Selection Policy: Simon; second: Morrell; carried by unanimous voice vote. Bolthouse shared the current version of the Selection Policy with the Board, which includes multiple items that are actually separate policies and also items that are actually procedures, not policy.

C. Discussion regarding the formation of an endowment task force or committee: Kolstad would like to start up an Endowment Fund Task Force again with some board members and outside members of the community also. The task force would need to look at how to raise funds by getting the word out to the community asking for donations to the Library Endowment Fund. A professional video will be made to use in raising funds. She is looking for people who possibly have experience raising funds, people who are passionate about the Library and have a very positive attitude towards what the Library can do for the community. Bolthouse pointed out that this year the Endowment Fund is being used to cover costs for Fond du Lac Reads. Wood-Taylor also brought up the possibility of running the video at the Fond du Lac Theater before a movie showing. People should contact Kolstad with anyone who would like to be on the task force.

10. Other: None.

11. Adjournment: Motion to adjourn: Letcher; second: Simon; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 5:08 pm.

Respectfully submitted,

Laurie Moore  
Administrative Assistant