

**FDL Public Library Board Minutes**  
**February 20, 2025**

1. Call to Order and Roll Call: On Thursday, February 20, in the Community 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, Rebekah Gary, Emily Hayes, Lauren Herlache, Dusty Krikau, Jay Myrechuck, Julie Schroeder, Sharon Simon and Brendan Wood-Taylor. Members absent: None. Those also in attendance included Library Director Jon Mark Bolthouse, Assistant Director of Operations Lori Burgess, Youth Services Coordinator Sarah Davis, Information and Outreach Services Coordinator Melanie Kearn, Public Relations Coordinator Ian Stepleton 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: Simon; second: Wood-Taylor; carried by unanimous voice vote; abstentions from Brault, Gary, Hayes and Herlache.

3. Comments from the Public: Members of the public in attendance: None.

4. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for January

5. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Simon; second: Wood-Taylor; carried by roll call vote: yes nine (9); noes none (0); absent and not voting none (0). Krikau asked about the December 2024 miscellaneous grants being low. Bolthouse explained how that was funds from the Seefeld fund that we budget to move over to the regular budget, but it was not needed in 2024, mainly due to lower payroll costs from vacancies.

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

6. Director's Report:

A. Monthly Library Statistics:

\* Myrechuck spoke about his experience at Library Legislative Day with Bolthouse. Bolthouse also shared some handouts with the board that he had shared with the senator about Winnefox, Shelving, Book Challenges and the Life Cycle of a Book.

\* Bolthouse gave an update on the solar project. The project manager informed him that the drawings were approved by Alliant. The interconnect paperwork (how the solar connects to the grid) is being worked on and will need to be approved by Alliant also. After that has happened, the installation can be scheduled.

\* Bolthouse shared that there was a Committee of the Whole meeting before the last City Council meeting. He felt it was well received. Brault shared how Advocap came and presented on the Opportunity Center. Also, the police chief came and shared some statistics. He felt that calls regarding homelessness were no higher than regular calls they receive. St. Katherine Drexel center also plans to have a case manager to hopefully field some of the calls that the police are receiving. There was no action taken at this meeting; it was just a discussion. Krikau asked if there was any report on changing the location of Hope on the Block and how that impacted people. Brault said not stats were given on that.

\* Krikau shared her experience after attending the Waupun library board meeting. There was some discussion there in response to a letter sent asking to remove all LGBTQ books from the collection. She felt we should be prepared for this same group to possibly come our way. She also shared that they amended their agenda to state that no more public comment was allowed after that part of the agenda. It was also noted that Waupun is currently working on a display policy.

\* Brault questioned the mention of proctoring in Kearn's report. Kearn stated that it is a free service we provide that does not require a lot of staff time.

\* Krikau commented on the seeds coming back to the library and wondered if we should have a plastic jug drive next year for winter sowing.

\* Krikau asked Davis if there was anything to report on the Literacy Coalition. Davis shared that there was not a meeting in January.

## 7. Old Business:

A. None

## 8. New Business:

A. Annual Report Review: Motion to approve the Statement of System Effectiveness for the annual report: Herlache; second: Myrechuck; carried by unanimous voice vote. Some corrections need to be made to the report itself; fix the spelling of Gary's name, fix the spelling of Wood-Taylor's name and fix Simon's email address. Herlache questioned why the summer hours were listed as zero. Bolthouse explained that that category is only used if the summer hours are different than the rest of the year.

B. Monthly Staff Reports Discussion: Kearn stated that she feels it would be helpful to know what the board wants included in the monthly reports. Simon questioned how much time is spent on these reports? If it's taking more than 2-3 hours, she feels that their time could be better spent on other things. Davis stated that she spends about 2 hours on her report, as her staff submits reports and she compiles them. Simon suggested maybe highlighting a story a month for the board. Wood-Taylor would like to hear what each department is most looking forward to in the upcoming month. Hayes stated that some staff may enjoy sharing and not mind the extra work. Krikau stated it would be helpful to have more consistent formatting, and would like to see all the reports in a folder on Google Drive where the board can access them upon completion. Here is a list of what each board member would love to see:

Wood-Taylor – likes the children's department wide-ranging report and would like to see bullet formatting.

Myrechuck – likes to hear the "overheard from patrons" remarks

Herlache – likes the detail of the youth services report and would like to know if there are goals for the department and if they are on track and meeting them

Brault – likes the visual aspect with the specific details; would like to see more from the Idea Studio

Simon – likes the reports to the point

Hayes – likes the broader strategic position and also including professional development

Krikau – states that the Idea Studio report is too short and would like to see the children's report in a bullet format with brief concise idea, then add detail

Gary – would like to see bullets with spacing between them to make it easier to read and loves hearing the patron interaction stories

Schroeder – likes the depth of the youth services report

The general consensus seems to be reports that are concise and can be skimmed, with added detail and personality. Krikau commented that maybe Stepleton can pull some of the patron quotes from the reports to share on social media. Burgess asked if there is a page count that the board would like to see. Krikau and Herlache like to see the creativity flow, but thought maybe a maximum of 3 pages would be good, but more if there is information that needs to be shared.

C. Book Club Discussion: Bolthouse shared the newest flyer regarding book clubs at the library with the board. The changes he noted are: book club material can be checked out individually now, the rooms are still free for the book clubs, and staff will continue to direct book clubs the bulletin board on the second floor. Bolthouse did state that he met with book clubs and did some damage control and also shared the flyer. Herlache asked if the book clubs show on the library calendar, and Bolthouse shared that only library run book discussions that are led by staff are on the calendar, not the outside clubs. Krikau questioned if the clubs were given a chance to be a club led by library staff? Kearn stated that they weren't give that chance as there is not enough time for the current staff to do that.

9. Other: Simon asked for Bolthouse's annual review to be added to next month's agenda. Krikau would like to see an update on the Strategic Plan on next month's agenda also.

10. Adjournment: Motion to adjourn: Myrechuck; second: Wood-Taylor; carried by unanimous voice vote. Meeting was adjourned by board president Dusty Krikau at 5:50 pm.

Respectfully submitted,

Emily Hayes  
Secretary