

**FDL Public Library Board Minutes**  
**March 18, 2021**

1. Call to Order and Roll Call: On Thursday, March 18, 2021 via Zoom, 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: Marilyn Averbeck, Ben Giles, Mel Kolstad, Dusty Krikau, Jerry Letcher, John McDowell, Jay Myrechuck, Sharon Simon and Brendan Wood-Taylor. Members absent: Anne Deacy. Those also in attendance included Library Director Jon Mark Bolthouse, Administrative Assistant Laurie Moore, Assistant Director for Operations Lori Burgess, Information and Outreach Services Coordinator Alana LaBeaf and Library Technology Leader Joshua Cowles.

2. Approval of Minutes:

A. Discussion and possible approval of minutes from the February Regular Meeting of the Board. Motion to approve the minutes as presented: Simon; second: Letcher; 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 February 2021

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: McDowell; second: Myrechuck; carried by roll call vote: yes nine (9); noes none (0); absent and not voting one (1).

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

7. Director's Report:

A. Monthly Library Statistics

\* Bolthouse informed the board of two larger donations that the Library received towards the Library Endowment Fund. \$2000 was donated from a family whose father was a past president of the Friends of the Fond du Lac Public Library. Also, we received a letter from a law firm stating that \$50,000 would be donated to the Library Endowment Fund from an estate that was being settled.

\* Library staff who chose to be vaccinated were included in the vaccination clinic that the County held on March 18<sup>th</sup>. At this point, we have just over 30 of the Library staff who are either vaccinated or choosing not to vaccinate.

\* The STEAM grant work has been finalized and we should find out by July if we were chosen. This would amount to \$400,000 per year for 5 years if we are awarded the grant.

\* Strategic planning is going well. We have received many surveys back. Gabriela has also translated the survey into Spanish.

8. Old Business:

A. Response to COVID-19 Pandemic: Motion to increase the capacity of visitors in the building to 75 and the max visitors in the Seefeld Meeting Room to 4, with the understanding that if the county reverts back to phase 2, then the Library would revert back to the previous maximum numbers that were set: Krikau; second: Letcher; carried by unanimous voice vote. Coordinators met today. They are tentatively looking to open back up for regular hours starting on May 1<sup>st</sup>. This gives staff that choose to, to become fully vaccinated. No decision will be made on this until the April meeting at this point. Masks would still be required if that is what the City/County building is doing and also what the County Health department is recommending.

9. New Business:

A. Annual Report: Winnefox Statement of Effectiveness: Motion to approve the Winnefox Statement of Effectiveness: Myrechuck; second: Averbeck; carried by unanimous voice vote.

10. Other:

A. None: Krikau inquired how the online donation setup was coming along. Bolthouse said that it was in the works. He also shared with the board that some of the library staff spent time viewing a new calendar software this week that looks very promising.

11. Adjournment: Motion to adjourn: Simon; second: Averbek; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 4:53 p.m.

Respectfully submitted,

Laurie Moore  
Administrative Assistant