

FDL Public Library Board Minutes
April 15, 2021

1. Call to Order and Roll Call: On Thursday, April 15, 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 Averbek, Anne Deacy, Ben Giles, Mel Kolstad, Dusty Krikau, Jerry Letcher, John McDowell, Jay Myrechuck, Sharon Simon and Brendan Wood-Taylor. Members absent: None. Those also in attendance included Library Director Jon Mark Bolthouse, Administrative Assistant Laurie Moore, Assistant Director for Operations Lori Burgess and Information and Outreach Services Coordinator Alana LaBeaf.

2. Approval of Minutes:

A. Discussion and possible approval of minutes from the March Regular Meeting of the Board. Motion to approve the minutes as presented: Simon; second: Myrechuck; carried by unanimous voice vote (abstention from Deacy).

3. Input: The Library received a thank you card from a patron for making items available during the pandemic.

4. Comments from the Public: None.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for March 2021

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Averbek; second: Myrechuck; carried by roll call vote: yes ten (10); noes none (0); absent and not voting none (0).

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

7. Director's Report:

A. Monthly Library Statistics

* Dusty questioned what the cost per circulation at the main branch is. Bolthouse figures close to \$5.00. He also noted that the amount listed for Express for first quarter of 2021 is higher than normal.

* Bolthouse shared that 51 staff members have indicated they either have been vaccinated or are choosing not to vaccinate, so we should be on track for a reopening to normal hours beginning May 1st.

* Bolthouse informed the board that a press release has gone out and a statement has been received notifying the Library they have been awarded a \$98,000 LED light grant.

* Bolthouse shared with the board that the solar committee is in the process of a 2nd grant for \$100,000 towards solar panels.

* The STEAM Grant is still in the works and we are feeling very positive.

* Bolthouse received a phone call from an insurance agent in Stevens Point notifying him that the Library is the recipient of a life insurance policy for \$50,000 towards the Endowment Fund. He expressed that some of these funds could help to cover the cost of the new calendar and schedule software the Library has decided to move forward with called Communico.

* The Library should receive the results of the strategic planning surveys within the next few weeks. We received about 1400 surveys, which exceeded our expectations.

* Chapter 52 had record sales weeks. We are looking to go back to regular hours starting May 1st.

8. Old Business:

A. Response to COVID-19 Pandemic: Motion to begin summer hours of 12:00 – 4:00 on Sundays from May 2nd – October: Deacy; second: Giles; carried by unanimous voice vote. Motion to approve a 3-day holiday weekend for Memorial Day, July 4th and Labor Day for 2021: Krikau; second: Wood-Taylor; carried by unanimous voice vote. Bolthouse asked the board to look at being open on Sunday for summer hours. This is something the Library has been thinking about for years, and there was some indication on the paper survey forms that patrons are looking for summer Sunday hours. This gives another option for people to come in and cool down that may not have another space to go. He also requested that the Library be closed for Saturday, Sunday and Monday during the summer holiday weekends. This will have to be reviewed, with success being based on people utilizing the Library. The new sensors we had installed can track foot traffic down to the minute. We will also review computer and wireless internet usage during those Sunday hours. Myrechuck questioned how staff feel about adding the Sunday hours during the summer, and Bolthouse said staff have expressed mixed feelings. Deacy questioned the effect on the budget and Bolthouse said this is basically a budget neutral change. Wood-Taylor questioned when we would want to look at approaching if we continue this change into 2022. Kolstad suggested that we should review possibly in September of 2021. Krikau suggested a report from Bolthouse in October or November to gauge how the added hours went and to make a decision after reviewing that information.

9. New Business:

A. None.

10. Other:

A. Krikau shared information regarding Trustee Training through Winnefox. It will be held virtually on May 5th and June 2nd at 6:30 pm. Also, there will Trustee Training Week from August 23rd through August 27th virtually over lunch hour. Krikau will share the information with Jon Mark for him to forward to the Board. Giles mentioned that this could be his last meeting as City Council will be swearing in new board representatives at its next meeting. Simon questioned when the Library Board could start meeting in person again. Bolthouse shared that the Library will start using the McLane Meeting Room again with a max of 20 people, so that would be an option, while still offering the virtual option for anyone who may want that. We will include this as an agenda item for May.

11. Adjournment: Motion to adjourn: Giles; second: Letcher; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 5:25 p.m.

Respectfully submitted,

Anne Deacy
Secretary