

**FDL Public Library Board Minutes**  
**May 18, 2023**

1. Call to Order and Roll Call: On Thursday, May 18, 2023 in the McLane Meeting Room and via Zoom, the regular meeting of the Fond du Lac Public Library Board of Trustees was called to order at 4:35 p.m. by Board President, Dusty Krikau. Trustees present: Tiffany Brault, Anne Deacy, Rebekah Gary, Antonio Godfrey, Dusty Krikau, Jay Myrechuck, Julie Schroeder and Brendan Wood-Taylor. Members absent: Martin Rudd and Sharon Simon. Those also in attendance included Library Director Jon Mark Bolthouse, Assistant Director of Operations Lori Burgess, Information and Outreach Service Coordinator Alana LaBeaf, Youth Services Coordinator Sarah Davis and Administrative Assistant Laurie Moore.

2. Approval of Minutes:

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

3. Input: None. Krikau commented that for future meetings, that maybe agenda items 3. Input and 4. Comments from the Public could be combined.

4. Comments from the Public: None.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for April. Bolthouse commented that the check from the Seefeld fund was to cover the copier lease buyout and also some new toys for the children's room.

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Brault; second: Godfrey; carried by roll call vote: yes seven (7); noes none (0); absent and not voting two (2).

\* Gary arrived 4:40 pm. \*

Krikau questioned if Communico is a one-time charge yearly. Bolthouse confirmed that is the cost for the year.

B. Statement of Accounts: Motion to approve as presented: Godfrey; second: Myrechuck; carried by unanimous voice vote. Krikau commented on the increase in payment from Washington County. Bolthouse shared that is from some past year's payments and some increase in usage.

7. Director's Report:

A. Monthly Library Statistics

\* Mitigation from the flooding is completed, but we are waiting on repairs to be done. It is now in the hands of the adjustor with the insurance company. Hopefully the work will move quickly once we get approval from the insurance company.

\* LED lighting project is moving along. Information was shared on a possibly Focus on Energy grant that would cover software to connect the HVAC system with the lighting system. Bassett and Graybar are meeting to discuss if this project would be a good fit for the library. The grant would cover the software, equipment and training.

\* The solar project is still moving along slowly. Excel has submitted a bid, but the city required some changes to be made. If the process of checking the loadbearing capacity of the roof passes, then the process would continue to put out for spec.

\* The Buechel Branch renaming ceremony went well. It was well attended with many positive comments.

\* Bolthouse shared information regarding some changes to the organization structure of the library. He shared that flattening of the management level has caused too much of his time taking care of daily activities instead of his traditional duties. Burgess as the Assistant Director of Operations will be taking on a stronger leadership role.

\* Bolthouse shared that he had a good meeting with the UW Extension, Education, Agriculture and Recreation Committee. In the past they felt that the contract between Winnefox, Fond du Lac County and Fond du Lac County libraries was rubberstamped. They had a much more in depth conversation about what the libraries goals are of services they offer. County Executive Sam Kaufman was in attendance and felt the meeting was very helpful and he stated that letting the libraries write up a document and bring it back for review is a good idea.

\* The Friends of the Fond du Lac Public Library annual meeting went well. The presenter spoke regarding writing and self-publishing books he has written. This prompted the library staff to think about possibly hosting a self-publishing program in the future.

\* Bolthouse shared how DPI figures the service population of a library. It is not geographical in nature, so there may need to be more discussion regarding our service population definition. Krikau suggested using “who we get paid for” as the service population; for example, Ripon has its own library, so they would not be allowed to challenge materials here at our library. She suggested bringing the policy back in June to clear up what the definition is of service area. She is wondering also if there is language that the county already uses for who we get paid for that we could use?

\* Krikau had questions regarding the organization structure that Bolthouse shared. Has the change resolved some of the issues? Bolthouse said yes and no. There needs to be some other changes that were suggested put in place first. She also questioned the different between the number of FTE for adult and children’s departments. Bolthouse said they are working on addressing that issue with the 2 retirements from the adult area. Burgess also pointed out that there are 2 desks for adult staff to cover, and only 1 for children’s staff.

\* Schroeder pointed out in response to a staff members report that she is very willing to be helpful as a board member on EDI issues. Brault also commented on Davis’ report speaking of “Under Scrutiny” training. She feels the board can be helpful on supporting staff and educating the community. She suggested in a future meeting to discuss and approach the issue for how staff should deal with it. Krikau did point out that there is a fine line on how to educate the community.

\* Schroeder asked how many books the library has in circulation. Bolthouse shared 189,000.

\* Schroeder commented on the excitement for all community partnerships. She stated she feels the library does a great job for language development and she is willing to help out if needed.

## 8. Old Business:

A. None.

## 9. New Business:

A. Collection Development Plan: Motion to approve the Collection Development Plan with the modifications listed: Godfrey; second: Myrecheck; carried by unanimous voice vote. Bolthouse shared that this is the final part in having a complete roadmap for the material challenge process. He gave a shout out to LaBeaf and Davis on all their hard work on getting this modified and the rest of the coordinators who did a great job editing. Brault felt it is very thorough and liked how it included notes regarding future changes to the collection. Bolthouse said he feels this should be reviewed every 1-2 years. Brault questioned the portion that talks about after material from the video game collection circulates 100 times, that it would come out of circulation. Bolthouse described that this would be inferring that the material would be replaced not removed completely from the collection. Davis said including that number was probably an oversight on her part. Krikau suggested that the plan should be amended. Davis said we should edit the plan to be less specific. The suggestion was to strike in the Equipment – Games portion “or if they have circulated over 100 times” (page 69) to match verbiage in other sections of the plan. Krikau commented the idea of bringing back the rotating art collection. She suggested the idea of asking artists who show in the gallery to see if they would be interested in donating artwork to the circulating collection.

10. Other: None

11. Adjournment: Motion to adjourn: Godfrey; second: Myrechuck. Meeting was adjourned by Board President Dusty Krikau at 5:27 p.m.

Respectfully submitted,

Anne Deacy  
Secretary