

**FDL Public Library Board Minutes**  
**July 18, 2019**

1. Call to Order and Roll Call: On Thursday, July 18, 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 4:33 p.m. by Board President, Mel Kolstad. Trustees present: Anne Deacy, Ben Giles, Mel Kolstad, Jerry Letcher, John McDowell, Sharon Simon and Brendan Wood-Taylor. Members absent: Marilyn Averbeck, Joseph Koch and Jeff Morrell. Those also in attendance included Library Director Jon Mark Bolthouse, Administrative Assistant Laurie Moore and Assistant Director of Operations Lori Burgess.

2. Approval of Minutes:

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

3. Input: Bolthouse shared a thank you card from the Wisconsin LGBT Chamber of Commerce for supporting the *Welcoming and Inclusive campaign*.

4. Comments from the Public: None.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for June 2019

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the June bills as presented: Letcher; second: Wood-Taylor; carried by roll call vote: yes seven (7); noes none (0); absent and not voting three (3).

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

7. Director's Report:

A. Monthly Library Statistics – Moore supplied the Board with the full statistics at the meeting.

\* Summer reading program is going very well. Numbers are slightly down from last year, but we are on track to meet last year's numbers. The follow through to completing the cards has increased this year.

\* Touch a Truck went very well. It is a great partnership with Public Works and the Library, giving kids an opportunity to see trucks they don't normally get to see.

\* Fairytale Land was a great hit in the Children's Room.

\* Final interview for the Information Services Coordinator is on Friday, July 19th. Coordinators are very happy with how the search is going.

8. Old Business:

A. Nominating Committee: Motion to approve the slate of officers as presented for the 2019-2020 year: Giles; second: Letcher; carried by unanimous voice vote. The slate of officers is as follows:

President – Mel Kolstad      Vice President – Sharon Simon      Secretary – Anne Deacy      Treasurer – Jeff Morrell

9. New Business:

A. 2020 Library Budget: Motion to approve Jon Mark to submit to Joe Moore the option to close the Library on Sundays, to get to the budget cuts being requested: Simon; second: Letcher; carried by unanimous voice vote. Bolthouse informed the Board that Joe Moore requested all departments to try to cut their budget by a certain amount to cover a possible \$500,000 increase to Fire's budget and \$100,000 increase to Police's budget. The Library was asked to figure a possible cut of \$25,000 - \$38,000. Bolthouse gave 2 different options to the Board. The first option would be an elimination to some services (Lucky Day, Transparent Language, Material cut of \$15,000, Professional Journals, Technology cut of

\$2700, start charging Literacy for postage/printing and eliminate the Library paying for Bolthouse's Rotary fees), which would be a savings of about \$37,200. The second option would be eliminate Sunday hours at the Main Library (which would be a cut in staff through attrition), which would be a savings of about \$30,000. Bolthouse suggests the second option, as that stays in keeping more with the strategic plan. Express would still be open on Sundays, but it would mean we would not be open as a place for shelter at the Main Library. Giles shared more information regarding Fire's request at the request of Sharon Simon. There has been an uptick in ambulance calls over previous years. In the last year there have been about 150 calls where a 4th or 5th ambulance was needed (with transfers to other hospitals, it takes up one ambulance during those times). Letcher questioned Giles if we will be asked to cut again come time to secure the City/County Building. Giles informed the Board that the funding for that has been secured already, so that should not affect our budget. Simon questioned the possibility of raising taxes, but Giles informed her that we have already reached our levy. Giles feels Joe Moore is preparing for the worst case scenario. Wood-Taylor questioned what Agnesian can possibly do to help and Giles said those are discussions that need to be had. It seems as though it is the feeling of City Council to make the increase for Fire and Police happen, but also feels that other departments should not have to feel the pinch from it. Simon brought up the idea of Library Board members attending City Council meetings once per month to keep them informed of all the great things the Library is doing and how valuable it is to the community. Bolthouse shared the timeline as follows: Friday, July 19th the suggestions of departmental budget cuts are shared with Joe Moore. Special meetings will be held by City Council in the following weeks. Bolthouse will be presenting to City Council on September 11th, but the budget will have been submitted and pretty much set at that point.

10. Other: None

11. Adjournment: Motion to adjourn: Simon; second: McDowell; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 5:44 pm.

Respectfully submitted,

Anne Deacy  
Secretary