

FDL Public Library Board Minutes
October 18, 2018

1. Call to Order and Roll Call: On Thursday, October 18, 2018 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: Marilyn Averbeck, Anne Deacy, Joseph Koch, Mel Kolstad, Jerry Letcher, John McDowell, Sharon Simon and Brendan Wood-Taylor. Members absent: Catherine Block and Jeff Morrell. Those also in attendance included Library Director Jon Mark Bolthouse, Assistant Director of Operations Lori Burgess and Administrative Assistant Laurie Moore.

2. Approval of Minutes:

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

3. Input: None

4. Comments from the Public: None

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for September 2018

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Letcher; second: Koch; carried by roll call vote: yes eight (8); noes none (0); absent and not voting two (2).

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

7. Director's Report:

A. Monthly Library Statistics

B. Quarterly Express Branch Statistics

C. Quarterly Chapter 52 Statistics

* Bolthouse shared with the Board that statistics are showing the smallest drop in circulation since the recession; along with an increase in visitors.

* Bolthouse informed the board of ½ of the Library staff getting trained in CPR & Stop the Bleed.

* Bolthouse spoke of the Tornado Warning the County had last month and how well it was handled at the Library. There are a few things that need to be tweaked, but overall it went very well.

* Idea Studio staff visited the Wisconsin Rapids Library Makerspace, which was modeled after Fond du Lac Library's Idea Studio. They also had the chance to see the large solar array at the Library.

* Bolthouse thanked Wood-Taylor for the donation of the Popcorn for the Manhattan Film Festival, which went well.

* Averbeck informed the Board that the Galloway House does not have a stuffed eagle that would have belonged to the Library, which was discussed at the meeting in September.

8. Old Business: None

9. New Business: 2018 Library Operating Budget: Motion to approve budget as presented: Simon; second: Letcher; carried by unanimous voice vote. Bolthouse had shared with the board that the Library is working on spending down carryover funds from previous years to get some capital improvements done, instead of taking them to the City. The Library will be replacing hand dryers and installing touchless fixtures in the restrooms. The next large CIP project that

the Library would most likely submit would be for the roof in 2021 or 2022. McDowell questioned the lighting changes that are being done. Bolthouse explained that the smaller lights are being switched out to LED as needed.

10. Other: None

11. Adjournment to closed session: Motion to adjourn to closed session at 5:07 for the evaluation of the Library Director: McDowell; second: Koch; carried by roll call vote: yes eight (8); noes none (0); absent and not voting two (2).

* Averbeck left at 5:20 p.m.

Motion to enter into open session for the purpose of adjournment: Simon; second: Deacy; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 5:22 pm.

Respectfully submitted,

Anne Deacy
Secretary