

## **FDL Public Library Board Minutes**

### **December 19, 2024**

1. Call to Order and Roll Call: On Thursday, December 19, 2024, in the Community Room and via Zoom, the regular meeting of the Fond du Lac Public Library Board of Trustees was called to order at 4:32 p.m. by Board President, Dusty Krikau. Trustees present: Tiffany Brault, Rebekah Gary, Lauren Herlache, Dusty Krikau, Jay Myrechuck, Julie Schroeder, Sharon Simon and Brendan Wood-Taylor. Members absent: Emily Hayes. Those also in attendance included Library Director Jon Mark Bolthouse, Assistant Director of Operations Lori Burgess, Youth Services Coordinator Sarah Davis, Information Services and Outreach Coordinator Melanie Kearn, and Administrative Assistant Laurie Moore.

2. Approval of Minutes:

A. Discussion and possible approval of minutes from the November Regular Meeting of the Board. Motion to approve the minutes: Brault; second: Wood-Taylor; carried by unanimous voice vote.

3. Comments from the Public: None.

4. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for November

5. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Gary; second: Myrechuck; carried by roll call vote: yes eight (8); noes none (0); absent and not voting one (1).

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

6. Director's Report:

A. Monthly Library Statistics:

\* Chapter 52 work on the roof is almost complete. Some flashing work needs to be completed, then IRS will do a look over the work and do the final sign off.

\* February 11<sup>th</sup> will be Library Legislative Day. Let Jon Mark know by January 9<sup>th</sup> if you are interested in going so he can get you registered.

\* Work continues on the website, but it will not be completed by the end of this year. Negotiations are being done with the current company to see if we can get a partial year rate. The design is looking great. Wood-Taylor asked if there will be an app, but Bolthouse said that is not in the plan right now, although the website will be optimized to work better on a phone.

\* The HVAC pilot program that the library is part of, which is supposed to turn down the temperature in unoccupied spaces, is not showing the money savings as anticipated. Some settings may need to be adjusted.

\* The LED lighting project is showing about a 30% savings on costs.

\* The Santa program went okay. Unfortunately, the bad weather on the 2<sup>nd</sup> night meant lower attendance than anticipated.

\* Krikau suggested inviting board members to future all-staff meetings and in-services if they relate to the strategic plan. Kearn suggested sharing the past all-staff meeting recordings.

\* Krikau mentioned that the Madison Public Library makes use of volunteer opportunities to help pack seed packets. Is this something we want to do here? Kearn said we did not take advantage of that in the first year, but will look into that in the future, along with accepting seed donations.

\* Herlache commented on the Parent Café at the Children’s Museum not being what she expected. She mentioned that maybe a library program on building literacy skills would be a good idea. Davis said that Parent Café typically looks for volunteers to present and Hannah and herself are looking into that.

\* Krikau mentioned a possible partnership with Chimera Hobby Shop in their new space next to the Children’s Museum would be a good idea. Davis said some staff have not felt welcome there in the past, but will revisit the idea.

7. Old Business:

A. None

8. New Business:

A. 2025 Holiday and Closure Schedule: Motion to approve the Holiday and Closure Schedule as presented: Brault; second: Wood-Taylor; carried by unanimous voice vote. Bolthouse stated that there are 3 new items from previous years, including the weekend after Independence Day, a staff in-service date in April and a staff in-service date in October. April’s staff in-service will be about nonverbal communication and strength finders. October’s in-service will be a visit with staff to some local libraries in the morning, then reviewing what was observed in the afternoon. Krikau inquired if there would be any staff that would be affected by closure dates with no pay. Burgess explained that any staff this would affect would be allowed to make up their hours during the week if they are able to.

B. 2025 Operating Budget: Motion to approve the 2025 Operating Budget as presented: Brault; second: Wood-Taylor; carried by unanimous voice vote. Bolthouse shared that the increase in the city and county appropriations would cover cost of living increases, step increases and an increase in health insurance costs. No positions will be cut in 2025. The library will be rolling out a couple new new databases, Comics Plus and Mango Languages. Also, a new mobile print solution will be introduced that should work more seamlessly. Krikau asked how other database subscriptions are going, and Bolthouse shared how Winnefox is covering the cost of Creative Bug and Ancestry in 2025. Brault mentioned hearing many libraries dropping Hoopla services and asked how Kanopy is working for us. Bolthouse stated that Kanopy is going well.

9. Other: None.

10. Adjournment: Motion to adjourn: Wood-Taylor; second: Herlache; carried by unanimous voice vote. Meeting was adjourned by board president Dusty Krikau at 5:20 pm.

Respectfully submitted,

Laurie Moore  
Administrative Assistant