

## **FDL Public Library Board Minutes**

### **June 20, 2024**

1. Call to Order and Roll Call: On Thursday, June 20, 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 4:30 p.m. by Board President, Dusty Krikau. Trustees present: Tiffany Brault, Anne Deacy, Rebekah Gary, Emily Hayes, Dusty Krikau, Jay Myrechuck, Sharon Simon and Brendan Wood-Taylor. Members absent: Julie Schroeder. Those also in attendance included Library Director Jon Mark Bolthouse, Assistant Director of Operations Lori Burgess, Youth Services Coordinator Sarah Davis, Information and Public Relations Coordinator Ian Stepleton, Information Services and Outreach Coordinator Melanie Kearn and Administrative Assistant Laurie Moore.

\* Deacy arrived at 4:31 pm.

#### 2. Approval of Minutes:

A. Discussion and possible approval of minutes from the May Regular Meeting of the Board. Motion to approve the minutes: Simon; second: Brault; carried by unanimous voice vote; abstention from Myrechuck.

3. Comments from the Public: Amy Krupp (Downtown Fond du Lac Partnership) and Sam Meyer spoke regarding concerns regarding the homeless population. Krupp shared a letter reaching out on behalf of downtown businesses regarding concerns of people congregating at both entrances to the library. She stated that The Downtown Fond du Lac Partnership would like to work together to figure out a solution to this issue, noting that it is happening everywhere, but notably at the library. Sam Meyer feels this issue needs to be talked about out loud and discussed more.

\* Hayes arrived at 4:33 pm.

#### 4. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for May

Bolthouse shared thank you letters from Broken Bread for the donations from the library's food for fines program, and Amber from United Way for the Reach Out and Read presentation.

#### 5. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Simon; second: Hayes; carried by roll call vote: yes eight (8); noes none (0); absent and not voting one (1). Krikau asked about the low balance in the electronic media account and Bolthouse said we should be fine. Krikau also asked about the reimbursement from Sheboygan County and Bolthouse said he is working on that. Moore explained what makes up the miscellaneous grant revenue upon Krikau's request.

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

#### 6. Director's Report:

A. Monthly Library Statistics

\* Bolthouse shared that the library had 3 bids on the solar project, with 2 coming in under budget. There is some discrepancy in the bids, so Excel will be going over the proposals. The hope is to have an answer from them soon and accept a bid next week. **Krikau requested a run down during the July meeting on the solar project.**

\* The Friends of the Fond du Lac Public Library were audited for their raffle. They were informed that it was not being handled appropriately by having library staff handle the sales, along with allowing people to place tickets into multiple baskets using the same raffle tickets. The Friends may now decide to do a silent auction going forward.

\* Bolthouse gave an update that there have been no gull eggs found by the depredation company in 2024 thus far. We will need to decide if we continue to mitigate next year again. **Krikau requested Bolthouse to discuss what effect any gull issues would have on the solar panels we are looking to install.**

\* Multiple comments were made from board members about staff reports. Brault was excited to hear about the interest in the Teen Internship. Krikau likes the work being done with Free Little Libraries. Brault gave a shout out to the staff for all the school visits that were done. Krikau asked about the Literacy Coalition and the possibility of staff burnout from that. Davis has not figured out a solution to that yet, but would like to pick a focus and push forward on that.

## 7. Old Business:

A. Behavior Policy: Motion to accept the policy with the suggested edits: Myrechuck; second: Brault; carried by unanimous voice vote.

Bolthouse shared that the picnic tables moving back to storage has changed the tenure outside. The library is working with police regarding the issue of sleeping on library property. The police have implemented more regular times to patrol the area and ask anyone sleeping to move along. The City reviewed the policy and suggests the time people are prohibited from library property to be 9:00 pm – 8:00 am. Simon asked how this would affect shows at Thelma and other events.

Bolthouse suggested adding an exception to these times for special events. Deacy asked if the person who donated the funds for the picnic tables should be notified of the temporary removal; Bolthouse will be sure to contact them.

Krikau asked about creating a designated smoking area. Bolthouse said that was discussed, but staff did not come up with a good idea for that. Brault felt that a smoking area would still cause an issue of gathering and loitering. Wood-Taylor felt that having a smoking area would hopefully prevent patrons from having to walk through any smokers who would gather on the sidewalks.

Krikau asked what the plan was to enforce this policy. Bolthouse shared that staff will have to enforce the policy as there are no funds to hire security or a social worker. He will work on getting staff the right tools and verbiage to enforce the policy and when a coordinator should be contacted to handle any issues. Krikau wants to be sure we are not selectively enforcing policies so it doesn't look like we are targeting a specific group. Brault asked if we are doing welfare checks on bathrooms. Bolthouse shared that when staff or patrons notice an issue, staff will approach it as a safety and security concern.

Krikau inquired if the Hope on the Block cabinet is causing an issue. Bolthouse feels the perception is that it is, but he has not seen an issue. He does feel that the new prohibited hours will cause issues of access to the cabinet. Krikau wanted to know if the goal of locking the cabinet during the day to require people to come in and request items and hear about other resources available seems to be working. Burgess is not sure if it is. Krikau wanted to know if Hope on the Block should find another location for the cabinet. Brault asked if Nick from Hope on the Block has any other ideas of a new location. Burgess said at their last board meeting that it sounded like Holy Family would not be interested in having the cabinet outside the warming shelter. Simon inquired if the cabinet should be locked after hours and open during the day. Burgess said the goal of the cabinet is for people to have access when other agencies are closed. The idea of possibly putting the cabinet inside the library came up. Bolthouse was not sure we'd have space, and Burgess said there is a stigma associated with people having to ask for items. Hayes requested an exception during prohibited hours for access to the cabinet. Bolthouse said if this policy passes, he will pass the word on to the police officers for their night shift to allow people to access the cabinet, but then move along and not loiter on library property during the prohibited hours.

Suggested edits to the policy are listed below:

- \* 1) e. - Change times from 11:00 pm – 7:00 am to 9:00 pm to 8:00 am; add the exception for special events and Hope on the Block access.
- \* 1) p. - Move below 1) k.
- \* 1) s. - Move below 1) o.
- \* 2) a. – Remove “old enough to be” from this line.

B. Reconsideration policy and procedure: Motion to accept the Reconsideration of Materials policy, procedure and form with suggested edits: Simon; second: Hayes; carried by unanimous voice vote. The board would like “not materials that are accessed through Libby” to be removed from the sixth paragraph of the policy. Also, they would like (e-book) removed from the request form.

\* Myrechuck left at 5:49 pm.

Krikau requested the following to be put on the agenda for next month: adding a timeline to “Individuals may challenge up to three items at any given time” in the policy, and adding a timeline to the active appeals process in the procedure to make these clearer.

8. New Business: None.

9. Other: Krikau presented Anne Deacy with a proclamation recognizing her time on the library board.

10. Adjournment: Motion to adjourn: Brault; second: Simon; carried by unanimous voice vote. Meeting was adjourned by board president Dusty Krikau at 5:59 pm.

Respectfully submitted,

Anne Deacy  
Secretary