

## **FDL Public Library Board Minutes**

### **July 18, 2024**

1. Call to Order and Roll Call: On Thursday, July 18, 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, Emily Hayes, Lauren Herlache, Dusty Krikau, Jay Myrechuck, Julie Schroeder, Sharon Simon, and Brendan Wood-Taylor. Members absent: None. 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, Administrative Assistant Laurie Moore, and previous board member Antonio Godfrey.

#### 2. Approval of Minutes:

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

3. Comments from the Public: Bolthouse shared a thank you card with the board from Envision Greater Fond du Lac for being part of the Amazing Race.

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

A. Bank Statement from Seefeld Trust for June

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: Brault; carried by roll call vote: yes nine (9); noes none (0); absent and not voting none (0).

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

#### 6. Director's Report:

A. Monthly Library Statistics

\* Bolthouse shared with the board the quarterly financial reports for Buechel Branch and Chapter 52.

\* Bolthouse gave an update on the solar project. The lower bidder is not as experienced on this type of project, but the engineer is not concerned with that. We are waiting on one more response from the engineer, then a decision should be made soon. Once the bid is offered and accepted, a timeline will be worked out for the project. The Friends of the Library have about \$80,000 in their fund at the Fond du Lac Foundation to help cover the cost. As a follow-up to the question regarding if the gull remediation would be an issue for the solar project, the engineer and remediation company feel that is not a concern. On a side note, Bolthouse shared that there were complaints from patrons regarding gull issues in the parking lot again, but is most likely due to babies from nearby buildings.

\* Hayes left at 4:32 and returned at 4:33.

\* Bolthouse shared a patron complaint regarding the all gender restroom sign at Buechel Branch. The recommendation from Bolthouse is to keep the signage. There were no concerns from the board, and they feel it follows library policy and aligns with the strategic plan.

\* Bolthouse shared information on trustee training coming up and encourages board members to attend if they are able.

\* Brault asked for more information on the Literacy Coalition. Davis shared that in February United for Diversity did a screening of Right to Read, which brought on the feeling of a need for early literacy in our community. Local groups

including Ebony Vision, Literacy, Dr. Jugal and others joined and felt the need to discuss the next steps. They are in the process of working on a plan and are meeting monthly. This could potentially include workshops for the community to train people on reading to children.

\* Myrechuck asked how much Literacy raised at the 50/50 drawing at the Dockspiders game. Bolthouse will ask Literacy and follow-up. He also wondered about possibly giving a shout-out to Wendy, who is working with Literacy, when she gets her citizenship. Bolthouse will speak to Literacy regarding this.

\* Krikau asked for more information on how to request an item being added to Libby. Bolthouse shared that you can request an item from the Overdrive site.

## 7. Old Business:

A. Reconsideration policy, procedure, and form: Motion to approve the Request for Reconsideration of Material Form with suggested edits: Simon; second: Schroeder; carried by unanimous voice vote. Motion to approve the Reconsideration of Material Policy and the Procedure Regarding Requests for Reconsideration with suggested edits: Myrechuck; second: Brault; carried by unanimous voice vote.

Bolthouse shared with the board the reorganized request form which mirrors the WPLC form. He also asked for clarification on “challenging up to 3 items at any given time”. Schroeder expressed that instead of asking patrons (in Part 3) to answer each question as completely as possible, that we need to ask patrons to complete all questions. It is stated in the policy that patrons complete the form in its entirety, but it needs to be clearer on the form. It was suggested that the following be added to the form:

“Incomplete forms will be returned.” at the end of the first paragraph on the form.

“Forms lacking detail sufficient to support a reasonable request for reconsideration will be returned.” at the end of the first paragraph in Part 3).

Krikau suggested changing Part 3:4. to “What action are you requesting the Library to consider?”.

Bolthouse shared the Reconsideration of Material Policy and the Reconsideration of Materials Procedure with the requested timeline included. The board feels the policy lacks how the board would handle a large amount of requests that would be submitted at one time. Krikau suggested getting rid of the amount of time the board has to review an item, but Bolthouse shared that ALA recommends keeping that in there. Hayes suggested adding the following wording, “Timelines are subject to change as the board works through requests for reconsideration on a first come, first served basis”. Davis gave multiple suggestions to the board on wording to handle this situation. The board agreed to add the following verbiage before the timeline in the Reconsideration of Materials Procedure, “Review time may be reasonably extended due to factors such as the unavailability of materials, existing staff workload, limited staff availability, or the prioritization of previously-submitted requests.” Hayes suggested changing the verbiage in section 6. of the procedure. Instead of stating “enter the place where the hearing is to be held”, use “enter the hearing location”.

## 8. New Business: None.

9. Other: Recognition was given to Antonio Godfrey for his time on the library board.

10. Adjournment: Motion to adjourn: Myrechuck; second: Simon; carried by unanimous voice vote. Meeting was adjourned by board president Dusty Krikau at 5:33 pm.

Respectfully submitted,

Emily Hayes  
Secretary