

FDL Public Library Board Minutes

April 17, 2025

1. Call to Order and Roll Call: On Thursday, April 17, 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, Rebekah Gary, Emily Hayes, Dusty Krikau, Jay Myrechuck, Julie Schroeder, Sharon Simon and Brendan Wood-Taylor. Members absent: Lauren Herlache. Those also in attendance included Library Director Jon Mark Bolthouse, Youth Services Coordinator Sarah Davis, Information and Outreach Services Coordinator Melanie Kearn, and Administrative Assistant Laurie Moore.

2. Approval of Minutes:

A. Discussion and possible approval of minutes from the March Regular Meeting of the Board. Motion to approve the minutes: Simon; 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 March: Simon asked about getting a presentation on the Seefeld Trust again. **Bolthouse will follow-up with the administrator of the trust to get something set up.**

5. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Brault; second: Myrechuck; carried by roll call vote: yes eight (8); noes none (0); absent and not voting one (1). Krikau shared a question from Herlache. She was wondering what the payment to Lunar and Lake was for and if we can continue to utilize them in the future. Moore shared that the payment was for a purchase of some books from a local author.

B. Statement of Accounts: Motion to approve as presented: Wood-Taylor; second: Schroeder; carried by unanimous voice vote. Krikau shared more questions from Herlache: Was the double payment amount from Washington County correct and why were there more refunds from lost book than revenue. Bolthouse stated the Washington County reimbursement is an accurate number. The numbers he budgets for are estimates from previous years. Moore shared that the reason the lost book revenue is negative is because we paid out more reimbursements for returned lost books than we brought in revenue for.

6. Director's Report:

A. Monthly Library Statistics: Bolthouse handed out the March statistics, along with the Literacy and Idea Studio reports at the meeting.

* Bolthouse pointed out the correction to the computer use stats from the previous months.

* The staff in-service went well. There was lots of positive feedback from staff.

* The solar panels have been delivered and installed. The next step is for the panels to be connected to Alliant and our building electrical panels. Brault asked if we were still planning to do a display on the solar usage in the library and Bolthouse shared that there will be a video display screen wired in to give current information. The plan is for this to be installed close to the donor wall on the first floor. Krikau shared a question from Herlache, wondering what the anticipated savings are supposed to be. Bolthouse shared that they are estimated at about \$17,000 per year, but that was before the LED lighting project was completed. They figured out a 17 year return-on-investment. **Krikau suggested asking Alliant for updated figures, now that the LED light project has been completed.**

* The library hopes to have the Book Bike at the Farmer's Market on May 31st to introduce it and hand out free books. A proposal was sent in for decals to be installed on the bike.

* Bolthouse has recently had meetings with City Hall regarding the upcoming closure for the season on the warming shelter.

* Krikau shared a question from Herlache regarding the loss at Chapter 52. She was wondering if we have always operated at a loss and also who is in charge of marketing for that location. Bolthouse shared that previous to the last couple of years, they were not operating at a loss. Ian works on marketing for that location, along with the staff who work there.

* Schroeder asked if the Literacy English Speaking Conversation Class is only for students learning English or if English speaking folks are welcome to join. **Bolthouse will follow-up with Juana regarding that.**

* Krikau shared a question from Herlache wondering if there have been any updates or incidents since the Behavior Policy changes last month. Kearn had no incidents to report.

* Krikau shared a comment from Herlache about how much she loves the Green Thumb Club. Kearn commented that she would love some pictures for social media posts.

* Schroeder gave kudos on the Fairytale Board Game/Escape Room. Davis shared that Candyland will be coming back also this summer.

* Krikau shared a question from Herlache regarding the parking meters, after reading the comment from Hannah in the report. Simon asked Brault how much the City makes from the parking meters. **Brault will check on that and follow-up with the board.**

7. Old Business:

A. Display Policy: Motion to approve the revised Display Policy in it's current form: Simon; second: Wood-Taylor; carried by unanimous voice vote. **Krikau made a note that the links at the bottom of the policy were broken, and to be sure to fix them before posting the updated policy.**

8. New Business:

A. Programming Policy: Motion to approve the programming policy as presented: Simon; second: Wood-Taylor; carried by unanimous voice vote. Bolthouse stated that this new policy is based on a lot of work that has been done by other libraries. Krikau shared a comment from Herlache that the Reconsideration Form may need to be adjusted to include programming. Schroeder asked if the timeline for programming reconsideration would be different than it is for materials, and do we need to address that in the policy? Would a program need to be canceled if a request was put in? Books are allowed to stay on the shelf during the reconsideration, so maybe we would only need to address how a program is affected in the future? Wood-Taylor asked if there is anything the board would need to be briefed on if a challenge happens? Bolthouse stated that he would like to review the procedures to be sure to include all points for a programming challenge. Krikau and Schroeder commented that they are both okay with approving the policy, if the Expression of Concern section was removed. Wood-Taylor asked if the policy was reactive of any issues that have come up. Bolthouse expressed that this is being brought to the board as a pro-active approach. **Brault asked if any other libraries have procedures to address a programming reconsideration. Bolthouse will follow-up on that.** Wood-Taylor inquired if we have an Outreach Policy right now. Bolthouse shared that we don't currently have one, but that we probably should develop one. Right now if any questions arose regarding Outreach, the reaction would be explaining how it fits the library's mission. Hayes was reviewing the the Reconsideration procedures and feels that if programming was added wherever it states materials, the policy would cover what we need it to. Kearn shared the verbiage from Manitowoc Public Library's policy, and Simon feels that would work well. It was suggested that maybe our current policy for reconsiderations could be changed to include materials, programming, and displays, all in one. **Bolthouse will bring an updated version of the Reconsideration of Materials procedure to the next meeting for review.**

9. Other: **Krikau asked that closed session be a part of next meeting's agenda for a follow-up on the director evaluation.**

10. Adjournment: Motion to adjourn: Schroeder; second: Myrechuck; carried by unanimous voice vote. Meeting was adjourned by board president Dusty Krikau at 5:38 pm.

Respectfully submitted,

Emily Hayes
Secretary