

FDL Public Library Board Minutes
January 17, 2019

1. Call to Order and Roll Call: On Thursday, January 17, 2019 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 4:30 p.m. by Board President, Mel Kolstad. Trustees present: Catherine Block, Anne Deacy, Joseph Koch, Mel Kolstad, Jerry Letcher, Sharon Simon and Brendan Wood-Taylor. Members absent: Marilyn Averbek, John McDowell 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 December Regular Meeting of the Board. Motion to approve the minutes as presented: Koch; second: Block; carried by unanimous voice vote.

3. Input: None

4. Comments from the Public: Bolthouse shared a thank you from Dyann Benson for the participation from the Library in the Winterfest at Hamilton Park.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for December 2018

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Simon; second: Letcher; carried by roll call vote: yes seven (7); noes none (0); absent and not voting three (3).

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

7. Director's Report:

A. Monthly Library Statistics

* Bolthouse pointed out that circulation was down 2.2% for the year, which was not a bad drop. He also pointed out that the visitor count was up 4.3%, with an increase in programming numbers also.

* Bolthouse discussed the summary of costs for Chapter 52 vs. the revenue. If we were to include the commission from Better World Books and the total coupons turned in, the numbers would look much better.

* Bolthouse shared a copy of the postcard that was being mailed out by the Friends of the Fond du Lac Public Library for the 2019 Browser Open. The Friends are going to try out some new ideas with the raffle (displaying the baskets ahead of time at the Library and selling tickets ahead) and hopefully that goes well.

* Bolthouse, Burgess and Letcher attended the All Director's meeting on Tuesday 1/15/19. It was announced that Mark Arend will be retiring this year.

* The staff elevator is finally complete; the carpet was installed this week.

* There was more leakage issues once again with the latest heavy rains, so there will be more patching work going on in the next few weeks.

8. Old Business: None

9. New Business:

A. Modification of Meeting Room Policy: Motion to approve the changes to the hours to rent the meeting room in the Meeting Room Policy as proposed, with changes as noted: Simon; second: Letcher; carried by unanimous voice vote.

“A fee of \$5 per hour, prorated in 30 minute increments will be charged for nonprofit groups, and a fee of \$25 per hour, prorated in 30 minute increments will be charged for private parties,etc.”

10. Other: Letcher put a shout out looking for 2 more members from Fond du Lac County to join him on the Winnefox Board.

11. Adjournment: Motion to adjourn: Simon; second: Deacy; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 4:56 pm.

Respectfully submitted,

Anne Deacy
Secretary