

**FDL Public Library Board Minutes**  
**July 19, 2018**

1. Call to Order and Roll Call: On Thursday, July 19, 2018 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 4:34 p.m. by Board President, Mel Kolstad. Trustees present: Marilyn Averbek, Catherine Block, Anne Deacy, Joseph Koch, Mel Kolstad, Jerry Letcher, John McDowell, and Brendan Wood-Taylor. Members absent: Jeff Morrell and Sharon Simon. 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 June Regular Meeting of the Board. Motion to approve the minutes as presented: Koch; second: Letcher; carried by unanimous voice vote.

3. Input: None.

4. Comments from the Public: None.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for June 2018

\* A thank you note from the Envision Fond du Lac team for our partnership with them was shared with the Board.

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: McDowell; second: Averbek; carried by roll call vote: yes eight (8); noes none (0); absent and not voting two (2).

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

7. Director's Report:

A. Monthly Library Statistics

B. Chapter 52 Quarterly Statistics

C. Express Branch Quarterly Statistics

\* Bolthouse informed the Board that a leak was discovered at an after-hours event on the 2nd floor by the patron elevator and down an aisle of books. There was no damage to the books. IRS came and found a leak in the roof and patched it. They saw that the roof had some other issues that may need to be addressed, so they will give an assessment of what needs to be done.

\* There is a boiler that is not working at the moment. Bassett will check it in the fall with their normal fall maintenance to see what the issue may be.

\* There was a leak discovered in a cold water return pipe. It was found that there was a bad seal on the air release valve. Bassett will take care of getting that fixed.

\* Bolthouse shared with the Board that we will be using some leftover fund money to do upgrades on the security cameras and add some additional ones.

\* DPI contacted Bolthouse regarding what community engagement the FDLPL has. He shared a list with the Board of how we are engaged with other groups in the community. This list has been filed with the official July Board packet.

8. Old Business: None

9. New Business:

A. Revision of the Meeting Room Policy: Motion to approve the Meeting Room Policy revision as presented: Letcher; second: McDowell; carried by unanimous voice vote.

10. Other: Bolthouse informed the Board that we will need to vote on a Slate of Officers at the August meeting.

11. Adjournment: Motion to adjourn: Averbeck; second: Koch; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 5:03 pm.

Respectfully submitted,

Marilyn Averbeck  
Secretary