

FDL Public Library Board Minutes
May 17, 2018

1. Call to Order and Roll Call: On Thursday, May 17, 2018 in the Midstates Training Room at the FDL Public Library, the regular meeting of the Fond du Lac Public Library Board of Trustees was called to order at 4:33 p.m. by Board President, Mel Kolstad. Trustees present: Marilyn Averbeck, Catherine Block, Anne Deacy, Joseph Koch, Mel Kolstad, Jerry Letcher, Jeff Morrell, Sharon Simon and Brendan Wood-Taylor. Members absent: John McDowell. 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 April Regular Meeting of the Board. Motion to approve the minutes as presented: Koch; second: Averbeck; carried by unanimous voice vote.

3. Input: Kolstad shared an email she received from John McDowell thanking Bolthouse for the time he spent working on the solar grant from EBSCO.

* Morrell arrived 4:35

* Wood-Taylor arrived 4:36

4. Comments from the Public: None.

5. Correspondence (Discussion and Possible Action)

A. Bank Statement from Seefeld Trust for April 2018

* Bolthouse also shared multiple cards we received with the Board: A thank you to Bolthouse for presenting at LPL, a thank you from the Food Pantry for the donation of the food items collected during Food for Fines, a thank you to Lori Burgess for the tour of the Library from Farnsworth Public Library and a thank you to Bolthouse for presenting at Money Smart.

6. Approval of Financial Reports:

A. List of bills paid since the last regular meeting: Motion to approve the bills as presented: Averbeck; second: Letcher; carried by roll call vote: yes nine (9); noes none (0); absent and not voting one (1).

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

7. Director's Report:

A. Monthly Library Statistics

* The City has started the process of installing the new driveway and book drop. The South entrance to the building will be closed for a few days next week.

* PLSR is working on decisions for governance of the ideas they have come up with. Bolthouse shared with the Board the Funding & Cost Standards Subcommittee report.

* Burgess is re-envisioning artwork placement throughout the Library, and also getting an inventory of what we all have on hand. As part of the policy, each piece that is donated is to have an accession form filled out. Records were not kept well in the past, but moving forward there will be a form filled out for each piece, and a copy of the form placed on the back of the artwork.

* We are working on a re-keying project to take us down to 2 keys from over 10 different keys to access different areas of the building. The plan is to use carryover funds to cover the cost.

* The decision has been made to move future library board meetings to the Seefeld Conference Room to open up the larger Midstates Training Room to larger groups.

* Elevator measurements have been taken and the new car is being built.

* Josh Cowles, Sarah Newton and Shelley Armstrong are working on re-envisioning the website.

8. Old Business: None

9. New Business:

A. Elimination of redundant “Use of Study/Reading Space” policy: Motion to eliminate the “Use of Study/Reading Space” policy: Letcher; second: Simon; carried by unanimous voice vote.

B. Revisions to the Gifts and Memorials Policy: Motion to approve the revisions to the “Gifts and Memorials” policy: Block; second: Morrell; carried by unanimous voice vote. Bolthouse noted the addition of “Significant cash donations being forwarded to the Library’s Foundation Fund.

10. Other: Simon thanked Bolthouse for allowing the school district to hold their administrative meeting in the Idea Studio the past month. She sees great things moving forward in a connection between schools and the Library with this space.

11. Adjournment: Motion to adjourn: Simon; second: Koch; carried by unanimous voice vote. Meeting was adjourned by Board President Mel Kolstad at 5:00 pm.

Respectfully submitted,

Marilyn Averbek
Secretary