

**L.D. Fargo Public Library Board of Trustees**  
**June 20, 2022**  
**Meeting Minutes**  
**Held at LD Fargo Library Hall and online through Zoom**

**Members Present:** Shaun Bollig, Wendy Brockert, Michelle Quednow, Thomas (Bud) Skupniewitz, Robin Untz, Kristi Wendt, and Gerard Saylor

**Members absent:** Tonya Olson

**Call to Order:** Shaun Bollig called the meeting to order at 4:30 p.m.

**Approval of agenda:** Kristi Wendt moved and Michelle Quednow seconded approval of the agenda; motion carried.

**Approval of minutes:** Kristi Wendt moved and Robin Untz seconded approval of the May 16, 2022 minutes; motion carried.

**Public Comment & Correspondence:** No public comment

**Approval of monthly expenditures:** Wendy Brockert moved and Thomas Skupniewitz seconded to approve the monthly expenditures; motion carried

**Discussion and/or Decision on Circulation policy updates:** Gerard Saylor shared an updated policy with minor changes including the discontinuation of charging fines for overdue materials. Kristi Wendt moved and Michelle Quednow seconded approval of the policy updates; motion carried. Robin Untz moved and Thomas Skupniewitz seconded to have the new policy effective June 21, 2022; motion carried. It was requested that Gerard Saylor present data in a year on overdue materials to see if there is a significant change in materials being returned since the elimination of fines.

**Discussion and/or Decision on draft RFP for engineering services:** Gerard Saylor provided an undated draft of the RFP for engineering services. Robin Untz moved, Wendy Brockert seconded to approve the draft modifying the language to replace LEED Language with Energy Efficiency Standards; motion carried. The draft will be given to Steve Wilke and Dan Drescher to make final modifications.

**Director's Report:** Report included building updates, personnel news, collection updates, technology news, programming news, news from Bridges Library System, news from the Friends of the L.D. Fargo Library, and budget news and updates. Gerard Saylor presented a proposal from WILS for services to work with us to update our five year strategic plan. This will be discussed at a future meeting.

**Set next meeting date:** July 18, 2022 at 4:30 p.m.

**Adjourn:** 5:02 p.m.