

**L.D. Fargo Public Library Board of Trustees**  
**May 16, 2022**  
**Meeting Minutes**  
**Held at LD Fargo Library Hall and online through Zoom**

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

**Members absent:** none

**Call to Order:** Shaun Bollig called the meeting to order at 4:31 p.m.

**Approval of agenda:** Tonya Olson moved and Wendy Brockert seconded approval of the agenda; motion carried.

**Approval of minutes:** Michelle Quednow moved and Robin Untz seconded approval of the April 18, 2022 minutes; motion carried.

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

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

**Discussion and/or Decision on Circulation policy regarding overdue fines:** The board discussed overdue fines procedures. Robin Untz moved and Bud Skupniewitz seconded that we immediately discontinue charging of fines for overdue materials; motion carried.

**Discussion and/or Decision on draft RFP for engineering services:** Robin Untz had shared information about the standards for additions and remodeling to Historic Places on the National Register. It was agreed that the RFP should contain language informing the bidders that there is required State Preservation Office oversight because our Library is registered as an historical place. Gerard Saylor shared the most recent version of the RFP.

**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.

**Set next meeting date:** June 20, 2022 at 4:30 p.m.

**Adjourn:** 5:22 p.m.