

**Fraser Public Library**  
**Board of Trustees**  
**Regular Meeting Minutes**  
*January 14th, 2019*  
(Approved)

1. **Call to Order:** President Usndek called meeting to order at 4:04pm.
  
2. **Attendance:** Lorena McDowell-Director, Molly Christiansen, Michael Wettstein, Tina Bullis, Dana Usndek, Marlene Hoeft, Kathryn Parrott. Absent: None Quorum: Yes
  
3. **Approval of Minutes:** Member Hoeft motions to approve October and November meeting minutes with changes. Treasurer Wettstein seconds. All in favor.
  
4. **Presidents Report:** None
  
5. **Director's Report:** Director McDowell stated that the Minutes and Agenda for the FPL Board of Trustees meetings will soon be posted on the Library's website. Director submitted for review the *Statistics Reports* for November and December mentioning with the help of FoFPL, the Library is able to acquire a new patron door counter that will include a camera. *Fund Reports* for November and December were received and filed.  
The City of Fraser Annual *Financial audit* was distributed which included the Library portion classified as a Component Unit which the City is financially accountable for. *Staffing Updates:* The Library will be involved in a shared librarian intern program, as well as, posting for a substitute librarian position.  
Board agreed to close the Library on December 23rd, 2019. *Election Info:* Three board members' terms will be up in November and if they wish to run, to contact Kelly Dolland at the City Clerk's office in early July in order to get their petitions in.  
Director proposed a solution to establishing a study room within the library offering up a company that sells portable walls for study rooms. The board gave permission for Lorena to obtain quote from Trendway walls.
  
6. **Treasurer's Report:** None  
Wettstein presented some points of conversation regarding the establishment of a written agreement with the City of Fraser as the Library moves toward becoming an independent entity while benefiting the City financially. Board discussed ideas.  
Wettstein made a motion to have the Library Director begin negotiations with the City Manager regarding establishing a formal agreement between the Fraser Public Library and the City of Fraser. Hoeft seconds. Further discussion continued regarding input from Library attorney. Roll Call taken: Usndek -Yes, Wettstein- Yes, Bullis-yes, Parrott-yes, Christiansen-Yes, Hoeft-Yes. Motion carries.
  
7. **Secretary's Report:** None

8. **Committee Reports/Communications:** None at this time

9. **Old Business:** *Computer and Internet Policy*- Wettstein made a motion to table the policy to the next meeting so all may review the policy before the meeting. Bullis seconded. All in favor. Motion carries.

10. **New Business:** None

11. **Public Commentary:** N/A

12. **Adjournment:** Usndek moved to adjourn the meeting at 6:01pm

NEXT MEETING: MONDAY, FEBRUARY 11th, 2019 at the Library Upstairs Meeting Room