

Fraser Public Library
Board of Trustees Meeting Minutes
March 12th, 2018
(Approved)

1. **Call to Order:** President Usndek called the meeting to order at 4:05pm.
 2. **Attendance:** Lorena McDowell-Director, Dana Usndek, Michael Wettstein, Tina Bullis, Kathryn Parrott, Marlene Hoeft, Karen Arendall-FoFPL, Molly Christiansen - prospective board member. Quorum present: Yes
 3. **Approval of Minutes:** January Board Meeting minutes were reviewed with corrections noted. Vice-President Bullis made a motion to approve the minutes. Treasurer Wettstein seconded.
 4. **Approval of Bills:** Director McDowell noted new computer purchase for children's area. Board reviewed Fund Reports from January and February. Secretary Parrott made a motion to file Fund Reports. Treasurer Wettstein seconded. Motion carried.
 5. **Director's Report:** Director McDowell presented a draft of the *Memorandum of Understanding* between the Friends of FPL and the library, drawn up by the FoFPL for the board's approval. President Usndek made a motion that the approval of the document be contingent upon the review and approval of the library attorney. Vice-President Bullis seconded. Motion carried.
Director McDowell presented Jan/Feb statistics. Discussion involved promoting tutor.com to surrounding schools and the community possibly at conferences, orientation, etc.
New amended line items for the Library budget was presented. President Usndek moved to adopt new budget line items. Trustee Hoeft seconded. Motion carried.
New phone system is now up and running. Phone supplier asked to be put on insurance for liability.
New Covered Beverage Policy presented. Secretary Parrott made a motion to approve policy with changes. Vice-President Bullis seconded. Motion carried.
- President Usndek made a motion to vote to hold special budget meeting on April 16th at 4:00pm in the library meeting room. Vice-President Bullis seconded. Motion carried.
- Prospective board member Christiansen was introduced to library board meeting attendants. Board members interviewed candidate. Treasurer Wettstein motioned to vote on new member. Trustee Hoeft seconded. Motion carried.
- Roll call for new member Molly Christiansen:
Yeas: 5 Nays: 0 Welcome, Molly!
Trustee Christiansen will hold this office until next election held November, 2019.

6. **Committee Reports:** None

7. **Communications:** None

8. **Old Business:** Vice-President Bullis presented 3 bids for library t-shirts. Discussion ensued about color, style, distribution to staff, and availability in time for summer programs. Bullis to have further contact with prospective supplier. Goal to have order decided by May meeting. Board agreed to table discussion about cost coverage until then.

9. **New Business:** Director McDowell discussed the need to have a pre-paid card or credit card to be able to pay for fees resulting from library advertising such as Facebook and other library uses that could not be charged any other way. Board gave president the go ahead to pursue various ways of obtaining a card, and agreed to further discuss matter of obtaining a card at the budget meeting in April.

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

11. **Adjournment:** President Usndek moved to adjourn the meeting at 6:50.

NEXT SPECIAL BUDGET MEETING: APRIL 16TH, 2018 4:00PM