

FRASER PUBLIC LIBRARY
Board of Trustees
Regular Meeting Minutes
January 13, 2020

1. **Call to Order:** President Marlene Hoeft calls meeting to order at 4:00 pm.
2. **Attendance:** Director Lorena McDowell, Marlene Hoeft, Michael Wettstein, Tina Bullis, Kyle Burley, Kathryn Parrott, Christine Munteanu
3. **Approval of Minutes:** November 4, 2019 minutes were approved by Bullis, second by Wettstein.
4. **Public Commentary:** None
5. **President's Report:** President Hoeft discussed the services Suburban Library Cooperative provides to all the libraries and how the system for representatives has changed. All libraries will be represented equally as a democratic seating of board members.
6. **Directors Report:** Director McDowell stated that all Statistics will be more accurate due to the new counter that was installed. Freegal has been dropped by the coop, CreativeBug and BookFlix has been added. Statistics for BookFlix are very high, Fraser Public School students are able to use this with their lexile score. Global Warrior is a travel site that costs \$100/year. We also pay for RBDigital Audiobooks. MelCat (state-wide) numbers have changed because the coop is trying to get books sent to and from closer requested sites. UNIQUE collection service is bringing in less money; however, we are sending less to them. Even though we have had fewer programs, we do have more patrons attending them. As of December 2019, 41.93% of the current budget has been used. The trust fund the library held has been used for the purchase of shelving, which was installed in December in the amount of \$14,621.43 and was paid in January. The fund no longer exists. McDowell submitted budget amendment line items for board approval. Motion to approve amendments by Wettstein, second by Parrott. All approved, motion carries. MOMS Club/Organization is a new group we will be cosponsoring with. This group will meet monthly on Wednesdays at 10:30 a.m. upstairs in the library. They are a group of Moms with young children who have relocated and are new to the area, eager to make community connections. The library will be doing their own audit this year. Lorena will be putting out bids for this year's Audit. SLC can refer those that specialize in libraries. Last year's was done by the city. We have not received anything from the city regarding a Purchase Agreement for the Library building. Our attorney has not had any correspondence and is waiting to hear from the City attorney. Plans for the shed are on hold. The DPW was unable to install it, and because of the frost will put on hold. Lorena will be accepting bids for the new shed. The new board positions will require adjustments for bank signatures. A motion was made to modify signatures for authorized signers for Fraser Public Library banking business to the following: Lorena M., Marlene H., Mike W., and Kyle B. Motion made member Burley, 2nd by Parrott. All in favor, motion passed
7. **Treasurer's Report:** None

8. **Secretary's Report:** None
9. **Committee/Communications Report:** None
10. **Old Business:** Evaluations for Library Director and Trustees are due. Mike suggested HR be contacted to see how we handle staff requested information. Item is tabled to February meeting.
11. **New Business:** Looking forward, Marlene would like to start gathering information for a millage. No date has been determined at this time. Kathy offered to spearhead a committee to begin the process for the library. A comprised list of future needs and desires for the library will assist to determine any future millage increase.
12. Meeting adjourned. Called by Hoeft at 6:10 p.m.

NEXT MEETING: *February 10, 2020 4:00 pm*