

Fraser Public Library
Board of Trustees
Regular Meeting Minutes
October 14th, 2019
Approved

1. **Call to Order:** President Usndek called the meeting to order at 4:08pm
2. **Attendance:** Lorena McDowell-Director, Dana Usndek, Tina Bullis, Kathryn Parrott, Marlene Hoeft, Kristen Getzin. Absent: Molly Christiansen and Michael Wettstein
3. **Approval of Minutes:** Vice President Bullis makes a motion to approve the Regular Board Meeting minutes of September 9th, 2019. Hoeft seconds. All in favor. Motion passes.

Usndek makes a motion to amend current agenda to move FOIA Policy from President's Report to Director's Report. Parrott seconds. All in favor. Motion passes.
4. **Public Commentary:** None. Kristen Getzin introduces herself as the new *Programming and Youth Services Librarian*. Board welcomes Kristen!
5. **President's Report:** None
6. **Director's Report:** Director McDowell presents Statistics Report for September noting drop in MelCAT numbers due to new procedure utilizing the delivery of materials to other libraries from libraries that are closer in proximity to requesting patron's home library to gain faster turnaround. Fund Report for September presented to board for review noting 21.74% of budget being spent for the first quarter of the fiscal year.
Fiscal Agency Agreement update- McDowell contacted city for progress of approval of Agreement. City Manager and City lawyer said it will be on the November City Council Meeting Agenda. Staff Updates: Along with new Youth Services Librarian, new substitute librarian Doug, and new Marketing and Development Coordinator Kelly Forrester hired with Forrester starting October 23rd.
Shed and Shelving- foundation being poured by DPW. City says Library is grandfathered in in terms of placement. Temporary Cards- Beginning on November 15th, residents *from* other cities who come to the Fraser Library will be able to get a one-day-use temporary card. FOIA Policy- Board reviewed new FOIA Policy drawn up by Library attorney. Policy was reviewed with changes to be made with the intent the remainder of policy to be reviewed and discussed at next meeting. Bullis makes a motion to approve the policy with changes discussed to date. Hoeft seconds. All in favor. Motion carries.
7. **Treasurer's Report:** Wettstein not present
8. **Secretary's Report:** None
9. **Committee/Communications Report:** None
10. **Old Business:** None
11. **New Business:** None

12. **Adjournment:** Usndek adjourns meeting at 5:18pm

(OVER)

NEXT MEETING; **NOVEMBER 4th, 2019** (Note: This date is not the second Monday of the month due to the Library being closed on Veterans Day.)

Respectfully,

Kathryn Parrott