

FRASER PUBLIC LIBRARY
REGULAR BOARD MEETING
OCTOBER 16, 2023

CALL TO ATTENDANCE: The library board meeting was called to order by President Hoeft at 4:04 pm in the Fraser Library Building.

ATTENDANCE: President-Marlene Hoeft, Vice-President-Mike Wettstein, Treasurer-Kyle Burley, Secretary-Tina Bullis, Trustee-MaryAnn Kuechle, Director-Lorena McDowell. Excused absence: Jim Sutherland. Quorum met.

APPROVAL OF MINUTES: Member Wettstein motioned to approve the September 18, 2023 minutes. Member Bullis seconded the motion. All in favor.

Member Bullis motioned to approve the October 6, 2023 minutes, with corrections. Member Wettstein seconded the motion. All in favor, motion passes.

PUBLIC COMMENTARY:

** Resident Erica Zutz asked if there was an easier way to record numbers for State Aid. She also asked to link library minute posts for easier access to residents. Director McDowell will look into the website.

DIRECTOR'S REPORT:

Statistics: There are 2 separate library entry doors for patrons, so the door count numbers remain somewhat inaccurate. We do not have a better system for recording wireless users. Current numbers are hand figures. The Hold data (?), for last year is unknown due to the changing of the system to Polaris from Sirsi, last year. All statistics have bounced close to last year.

**Resident Marie Cilluffo noted that our library is utilized by patrons from other districts.

Member Burley would like to include preCovid statistics as a Benchmark. The Board will revisit in December.

Library Building and City Updates: The City has not yet started work on the crashed Library Building. AEW will be getting plans and going to the planning commission.

The heat is not working in the end unit of the building in the current library. The landlord sent someone to come out to fix it. Parts have been ordered for the repair.

The bathroom sink has been cracked from our ladder falling on it. The library will cover the fee incurred with this repair.

Fund report: Tax money is received. LCSA funds are not yet received. Those funds will go to the City and they pass it on to us.

Staffing: Lorena has applied for the Thinkspace program. Thinkspace is an effective tool to examine the new demands on reader space in library's. Lorena received a \$900 stipend which will cover half the cost.

Collection Updates: STEAM bag kits will be put together. The kits focus on science and technology kits contain books, lesson plans with engaging activities and more that offer wonderful learning experiences.

A Cricket will be purchased for staff and patron use. The library will be looking into purchasing some well used Databases. The library has acquired 5 Hotspots for patron circulation. There will be 3 hotspots to circulate independently, and 2 to circulate with the computers being purchased.

Member Burley motioned to approve the Amended Investment Policy to comply with act 20 PA 1943, as amended. The motion was seconded by Member Hoeft. All in favor.

President's Report: President Hoeft reported she had received an email, again, from the church next door about dispensation of the library building.

Treasurer's Report: Member Burley would like more transparency for public access to Library information within the city website. The board will form a committee to share content and increase awareness to resident's unable to

attend Library board meetings. Members Burley and Hoeft will form the committee.

The board discussed including a Path to Ownership plan in any instance for a relocation.

Member Burley motioned to sign and send the real estate title purchase agreement as of October 9, 2023. Member Hoeft seconded the motion.

Voting: Hoeft,yes; Wettstein,yes; Burley,yes; Bullis, No; Kuechle,No

The motion passes 3yes/2no.

\$400,000 is 80% of rent and taxes. Members Hoeft and Kuechle both agree that the baseline should be \$350,000.

Secretary's Report: A card of condolences will be sent to staff during a time of bereavement.

Old Business:

* A committee to review the lease agreement from PNC will meet at a later time.

*The Fraser Lions Club will be hosting a Spaghetti Dinner to benefit the library next Friday, October 27, 2023. The dinner will begin at 5:30pm. The cost is \$15/adult and \$10/child. Several 50/50 raffles will be offered throughout the night.

*Members agreed the Cookies and Question events could be held at the library. The event could be held bi-annually.

*The Fraser Fire Department Open House, October 7th, was successful. The library gave away 3 books to each child.

New Business:

The Board and residents agreed that meetings should specifically follow agenda items posted. The board meetings will follow Robert's Rules.

* President Hoeft motioned to limit public commentary to 5 minutes per incident and the audience to state their name, and address. The motion was seconded by Member Burley. All in favor, motion carries.

Adjournment: Member Burley motioned to adjourn the meeting. Member Wettstein seconded. All in favor, the meeting closed at 6:26 pm.

NEXT MEETING: NOVEMBER 20, 2023