

FRASER PUBLIC LIBRARY

Board of Trustees

Regular Meeting Minutes

March 9, 2020

1. **Call to Order:** Meeting was called to order by President Marlene Hoeft at 4:01 pm.
2. **Attendance:** Director Lorena McDowell, Marlene Hoeft, Tina Bullis, Kyle Burley, Kathryn Parrott, Christine Munteanu. Excused: Michael Wettstein.
3. **Approval of Minutes:** Motion to approve minutes of February 10, 2020 meeting was made by Parrott, seconded by Burley.
4. **Public Commentary:** None
5. **President's Report:** Hoeft provided information from Patrick Sweeney, Political Director, for the EveryLibrary committee. Guidelines for the Library Director, Board Members and Friends, along with a strategic organization were given. The data was also presented in a Webinar through the Library of Michigan.
6. **Director's Report:** Director McDowell presented the February Statistics. The library has an overall increase in numbers. We received positive results from promoting the meeting room, and a large increase in new patrons from school visits. The city has issued us a check from late fee taxes and we are expecting to receive another substantial amount soon. The Library Attorney still has not received any correspondence from the city attorney regarding a purchasing agreement for the library building. The library has received bills from the DPW for snow removal and custodial services they provided. The board is reviewing the summer lawn service estimate. Lorena has hired 2 new employees, Daniel and Krystal. A new RBDigital streaming database should be up within the next 2 weeks: Acorn TV, Great Courses, Indieflix and Qello will be available. We have received a Proposal from Gabridge and Co. Consulting Firm for the library's audit. The Library Board will discuss their proposal at the next meeting.
7. **Treasurer's Report:** Kyle and Marlene, along with Lorena, will meet with PNC bank this week to complete new authorized signer cards for the library's bank accounts.
8. **Secretary's Report:** None
9. **Committee/Communications Report:** Christine will attend the school Board meeting to introduce herself to the FPS board.
10. **Old Business:** Director and Board review committees will be formed at the May 11, 2020 Library Board Meeting.
11. **New Business:** A board representative will attend the next Friends of the Library meeting. They have not set a date for the next meeting.

12. Adjournment: Hoeft adjourns meeting at 5:54 pm, second by Bullis.

April will have 2 meetings: April 6, 2020 - 4:00 pm, Special Meeting.

April 20, 2020 – 4:00 pm.

Respectfully submitted,

Tina Bullis, Secretary