

Fraser Public Library

Board of Trustees

Regular Meeting Minutes

February 10, 2020

- 1. Call to Order:** Meeting was called to order by Vice President Wettstein at 4:00pm
- 2. Attendance:** Marlene Hoeft, Michael Wettstein, Tina Bullis, Kyle Burley, Kathryn Parrott, Christine Munteanu, Lorena McDowell- Library Director.
- 3. Approval of Minutes:** Motion to approve minutes of January 13, 2020 was made by Wettstein, second by Burley. Motion carries.
- 4. Public Commentary:** None
- 5. Presidents Report:** Hoeft sent information for a webinar through the SLC website to Board Trustees. All members will watch the same hour instruction to discuss at the next meeting.
- 6. Director's Report:** Director McDowell gave the January statistics report for Board review. Comparing to last year, all statistics are up, although the door count is not completely accurate since installation of the new one. Bookflix has a large increase due to the school usage. The meeting room is reserved 8 times for the month of February. The Fund Report states 62.76% of our budget has been used. State Aid funds, issued from the city, have not been received yet. The PNC banking branch that services the Library will be closing the end of March and all accounts will be moved to the Groesbeck and Masonic building. Our lawyers have sent a purchase agreement to the city for the library building property but have not received a response back. We recommended that an easement be installed for access to the cemetery. The Library of Michigan will be hosting a one-day millage workshop for library directors, trustees, staff, and

friends. The workshop is at the Library of Michigan in Lansing on March 3, 2020. Lorena has posted for 2 positions at the library. Three employees have resigned. Bonnie's position will be filled within the current staff. Lorena will be interviewing to fill the positions. Evaluations of Trustees will be in November 2020 and on a yearly basis.

7. **Treasurer's Report:** None
8. **Secretary's Report:** None
9. **Committee/Communications Report:** None
10. **Old Business:** After reviewing the Directors Evaluation and Library Board Assessments completed last year, the Board decided those forms did not fill our needs. A committee will revise our evaluations to meet our goals.
11. **New Business:** Member Munteanu offered to go to the next Fraser Public School Board Meeting, as a liaison, to discuss our library cards, programs, and work in conjunction with each other. Burley will attend also.
12. **Adjournment:** President Hoeft adjourns meeting, supported by Bullis at 5:28 pm.

Next meeting is Monday, March 9, 2020 at 4:00pm.

Respectfully,

Tina Bullis, Secretary