

FRASER PUBLIC LIBRARY BOARD MEETING

NOVEMBER 13, 2017

Present: Tina Bullis, Kathryn Parrott, Michael Wettstein, Dana Usndek, Director; Lorena McDowell. **Absent:** William Kelley (excused).

Call to Order: Meeting called to order at 3:55 pm. Motion by Tina Bullis, second by Mike Wettstein.

Approval of Minutes: Minutes approved from September 25, 2017 meeting. Motion made by Mike, second by Kathy.

Amendment: Motion to correct the minutes from July 11, 2017 meeting regarding the raise in pay for the library director. The increase in pay reflects the cost of living. Motion made by Kathy and second by Mike. All in favor.

Election Results: The results from the November 7, 2017 City election for Library Board have been filled by all candidates. Tina Bullis and Dana Usndek filled the 2 two-year terms, Kathryn Parrott filled 1 of the four-year terms, and Michael Wettstein filled 1 of the six-year terms. Selection of the offices were determined to be: President: Dana Usndek, Vice President: Tina Bullis, Secretary: Kathryn Parrott, Treasurer: Michael Wettstein.

The library election also had 1 write in. Marlene Hoeft received enough votes to be elected to the Board. She has been contacted by the Library, City and County. We look forward to meeting her soon. Mike has also taken the position as Vice Chairperson for the Suburban Library Cooperative for a 1 year term.

Responsibilities and procedures for positions can be found in the Michigan Libraries and Law Trustee manual. This can be found at www.michigan.gov/.../libraryofmichigan/lm_2004_trusteemanual_451609_7.pdf. We are not in violation by posting government policy.

All new positions will begin at our next meeting on January 8, 2018.

Library Happenings: Tina has contacted QMI about shirts for the Library. They have our logo and are in the process of designing a shirt. They will contact us with shirt options soon.

The Library would like to have a coffee/drink area available, since this was one of patrons top requests. Vending companies do not want to talk with the Library since we are small and they would like to include selling other items. There could be a snack area in the front of the library that would provide control of food/drinks. Lids on drinks would be mandatory. To start out this venue, we will begin selling water. Lorena has inquired into clear glass front refrigerators. This would allow patrons to see selections. A motion by Tina was made to purchase a refrigerator up to \$600 from the donation account. It was second by Mike, with all in favor. A new policy will be implemented.

Shelving: We have purchased a new unit for our badly needed shelving in the childrens area. That said, we are still in need of more. Barnes and Noble is closing their Grosse Pointe

store and has offered their shelving to us. Lorena will look into the units because they must meet certain library specifications .

Overdrive changes: E-book restrictions have changed. Patrons will now be allowed 7 holds on books, instead of 10 from past.

Staffing: We are still looking for a sub librarian. Lorena has increased the starting pay to \$17/hr. She has interview candidates and hopes to hire one soon, since our librarian will be on leave in Decemeber.

The library lawyers have been contacted and agreed to meet with us at our January meeting.

Donations: Per GASBY, accounts are being reorganized due to new regulations beginning in June 2018. We have a balance of \$19,000 in our donation account. There are some funds that are restricted. Some donors request that their monies be used for specific memorials, books and materials.

Directors Report: PA33 did not pass and the Library should expect some changes in our building budget from the city. The library was budgeted for \$136,000 annually. We have not used \$78,000 in capital expenditures and should expect this is be taken away. This would leave \$58,000 for the fiscal year to cover buidldng costs. We do not know yet what will happen with this.

We may eventually need to bring a cost option for rent on the Library building to the City Ccouncil.

The statistics for September are not accurate. Our October statistics and Fund Report has already been reviewed.

All candidates should contact Kelly Dolland to be sworn in as elected trustees.

Old Business: none

New Business: none

Meeting Adjourned: The meeting was closed at 6:09 pm. Motion made by Dana, second by Tina.

NEXT MEETING: January 8th at the Fraser Library 4:00 pm.

Have a very HAPPY THANKSGIVING and MERRY CHRISTMAS!

Submitted by

TinaMarie Bullis, secretary