

**FRASER PUBLIC LIBRARY  
REGULAR BOARD MEETING  
NOVEMBER 2022**

**ATTENDANCE:** President-Marlene Hoeft, Vice President-Mike Wettstein, Treasurer-Kyle Burley, Secretary-Tina Bullis, Trustee-Jim Sutherland, Director-Lorena McDowell and guest Karen Arendell. Absent: MaryAnn Kuechle.

The meeting was called to order at 4:08 pm at the Library.

A motion was made by Member Sutherland to accept the October minutes. The motion was seconded by Member Wettstein. All in favor. Passed.

**PRESIDENT'S REPORT:** None at this time.

**VICE PRESIDENT'S REPORT:** None at this time.

**TREASURER'S REPORT:** None at this time.

**SECRETARY'S REPORT:** None at this time.

**DIRECTOR'S REPORT:**

The library had outstanding community involvement in their Trunk or Treating event. 838 participants attended this year's event. The new Polaris system shows an increase in door count at the Library.

**FUND REPORT:** The library has received overdue fines from other libraries. 36% of budgeted funds have been used to date.

The Library Custodian has been busy with repairs in the building. Although he has repaired leaks on the roof, more sites remain.

**KEM-TEC Environmental Services will perform a Phase I survey of the PNC Bank building to identify “Recognized Environmental Conditions” of lead and mold. The report is expected to be complete by November 30, 2022.**

**The Library Title search requested by the city has been obtained from the 1970’s purchase. The City Lawyer has received the information.**

**A Bond is needed for either the Library to move into a new building, or to stay in the current building with repairs and/or an addition. Member Burley motioned to accept the proposal from MCD Architects. Member Sutherland seconded the motion. Aye-motion passes.**

**Healthiest You is a 24/7 on-line healthcare service available for non-emergency healthcare issues. This monthly benefit will be offered to staff in their benefit package from the Library. Member Sutherland motioned to approve offering Healthiest You health care to any employee that works at least 1 time per month. Member Bullis seconded the motion. All in favor. Motion passes.**

**Michigan Class is a local government investment pool meeting the daily cash flow needs of the library. A motion was made by Member Burley to accept the amended Investment Policy, 10-14-22. The motion was seconded by Member Sutherland. All in favor. Motion passes.**

**Member Hoeft motioned approval of the Resolution of the Addition of Michigan Cooperative Liquid Assets Securities System as an Approved investment Option. Member Sutherland seconded the motion. All in favor. The motion passes.**

**STAFFING:** The library has hired 1 sub librarian. They are currently in training and doing well. Opening positions for 1 clerk and 1 page have been posted.

**Member Bullis** motioned to offer the current staff member who functions as Cataloging and Reference Librarian a change in position from Part-Time to Full-Time beginning December 1, 2022. **Member Wettstein** seconded the motion. All in favor. Motion passes.

**COMMITTEE REPORTS:** The Building Committee continues to be proactive and await the results of several tests. They will proceed with meetings as they come in.

**OLD BUSINESS:** The city has been contacted to reattach the doors on the Free Library at Somerset Park.

**NEW BUSINESS:** None at this time.

A motion was made by **Member Sutherland** to adjourn the meeting. **Member Burley** seconded the motion. All in favor.

The meeting was adjourned at 5:38 pm.

Respectively submitted,

**Tina Bullis, Secretary**

