

**FRASER PUBLIC LIBRARY  
REGULAR BOARD MEETING  
SEPTEMBER 18, 2023**

**CALL TO ATTENDANCE:** The library board meeting was called to order by President Hoeft at 4:02 pm.

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

**APPROVAL OF MINUTES:** Member Wettstein motioned to approve the August 2023 minutes, and Member Sutherland seconded. All in favor.

**PRESIDENT'S REPORT:** Discussion of Board officer appointments were brought to the board's attention. President Hoeft announced that she does not plan to re-run after her term ending 2027.

**DIRECTOR'S REPORT:**

**statistics:** The door count is currently over reported due to having 2 doors. We recommend using the reference desk interactions for a baseline measurement. PC users are down due to less computer availability and relocation traffic. The library Director will work with SLC to address issues to find more friendly and easier internet access for users. Programming attendance is still down, some residents are not familiar with the new location. Member Sutherland inquired about the potential of the **New Patrons** as new members vs. renewals. Director McDowell will look into the data.

**Building updates:** There is more space still available, and work is being done to retrieve more items from storage to be released for circulation.

**Financial Updates:** Penal Fines have come in lower than anticipated. Last year's State Aid came in this fiscal year. The financial statements have been amended.

The Fraser Public Library's personal property insurance has been paying the claims on time. Currently, we have received about \$200,000 and have paid \$160,000 in damage expenses. The insurance Adjustor expects the total claim to cost approximately \$400,000.

**Old Business:** AAA insurance has denied the claim to the original Fraser Public Library building. The City insurance will be paying for the work. Construction started about 10 days ago with Allied Restoration Company. President Hoefft suggested that routine checks on the progress should be done as construction progresses. Director McDowell noted that she has already begun to check on the building progress. Fraser Public Library's property insurance is requesting a county inspector to inspect the building before re-entry into the building could be used as a library for residents.

**Alternative Building Updates:** Potential alternative location options were provided with hypothetical pricing. An additional meeting will follow for discussion of cost reductions. The pricing is for the building only and does not include library infrastructure needs for an operational library. The next steps are with the board to decide if these options are worth pursuing. Member Wettstein commented about the reliability of a funding partner and noted that due diligence needs to be done on any external source of funding. The PNC building has been purchased. Member Burley suggested providing FPLibrary's already performed survey work to the new owner as a good faith gesture to the new purchasers

**Current location updates:** The landlord rejected our request to split the purchase price of a door update. Their reasons include only being a 12-month tenant and unclear value add to the property. Director McDowell was instructed to investigate alternatives such as a doormat to increase the ease of access for patrons.

**Hiring/Staffing:** Our substitute catalog reference librarian has been promoted to full time leaving the part time position open. The Director said the part time position may be hard to get filled soon. The Internal Circulation Desk position was also removed from open posting because of temporary filling from our staff. SLC wide substitute library shortages continue to persist. Director McDowell has completed the Financial Cohort class. This will make Lorena better equipped in making accounting and financial policies for the library. Director McDowell will look over the

FPLibrary's financial policies to update over the next year. In addition, Michigan Public Library has funded this training which may reduce the yearly expenses budgeted for the staff training.

**Treasurer's Report:** none at this time.

**Secretary's Report:** none at this time.

**Committee Reports:** There are no meeting discussions to be reported for this month. Another well received Cookies and Questions event will be planned. Potential dates discussed are November 1st and November 8th.

**Old Business:** No returning old business.

**New Business:** The yearly audit is upcoming. Director requested President Hoeft and Treasurer Burly to refer to their email for audit readiness. A Spaghetti Dinner Fundraiser will be held on October 27th in partnership with the Lions Club. The time is to be determined. The library will be hosting a Puppet show and Trunk or Treat on October 28, 2023. Director McDowell has signed up for the MLA conference starting October 17th. Fraser Public Library will provide funding for the lodging.

**Public Commentary:** Friends of the Fraser Library shared their opinions about the potential alternative locations. The Friends will be sponsoring a booth for the Fraser FireFighters Open House on Sunday, October 8th from 12-3 pm.

**Adjournment:** The meeting was adjourned at 5:23 pm by Member Wettstein and seconded by Member Sutherland. All in favor. Motion carries.

**NEXT MEETING:** THE NEXT MEETING WILL BE OCTOBER 16, 2023

Respectfully submitted,  
Tina Bullis, Fraser Public Library, Secretary

