APPROVED: 03/14/2024

BOARD OF TRUSTEES MINUTES OF REGULAR BOARD MEETING Thursday, February 8, 2024 115 State Street Luther, MI 49656

CALL TO ORDER

President Langenburg called the meeting to order at 4:30 p.m.

Present: President: L. Langenburg

Vice-President: J. Trimberger

Treasurer: D. Long
Secretary: K. Goodlein
Trustee: K. Frankfort
Director: A. Shank

VISITOR COMMENTS

John Trimberger said that Michigan Secretary of State Jocelyn Benson just created two voluntary grant programs that could help bring school-based driver's education programs back to more public school districts. The programs would improve access to driver's education and benefit students in underserved geographic areas such as ours. He urged both the Library and individual trustees to support the grant programs. Theresa Laughlin addressed the Board on the Luther Days Carnival, the Summer Reading Program, and Garden Care.

APPROVING AGENDA

Trimberger added *Mini-Math Workshop* under **New Business**. Long added *Thank You Notes* under **Trustee Comments**. Motion and seconded made by Langenburg and Goodlein to approve the agenda. **Motion CARRIED**.

APPROVAL OF MINUTES

Motion and seconded made by Frankfort and Trimberger to approve the regular meeting minutes of January 11, 2024. **Motion CARRIED.**

TREASURER'S REPORT

Motion and seconded made by Goodlein and Trimberger to approve the January 2024 Treasurer's Report as presented. **Motion CARRIED.**

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LIBRARIAN'S REPORT

Motion and seconded by Frankfort and Langenburg to approve the Librarian's Report. **Motion CARRIED**.

OLD BUSINESS

BUILDING MAINTENANCE

- a. Flagpole On hold.
- b. Front Light On left side of porch Functioning. Remove from agenda.
- c. Back Door Light In workroom, towards back of building Functioning. Remove from agenda.
- d. Lock on Addition's Double Doors Have Bernie's Lock Shop repair it.
- e. **Shoveling Increase to \$20 or \$25.** Discussion. Motion and seconded made by Langenburg and Trimberger to increase the shoveling to \$25. Long voted No. **Motion CARRIED.**

Hotspot Funding – Discussion on Verizon bill. Long and Goodlein were added as alternate authorized agents. Motion and seconded made by Langenburg and Frankfort to pay the Verizon bill of \$464.64.

Roll Call Vote:

(5) AYES – Frankfort, Goodlein, Langenburg, Long, Trimberger

(0) NAYS

Motion CARRIED.

NEW BUSINESS

Luther Days, Carnival Questions - Bathrooms Locked

Discussion. Portable toilets are available to carnival attendees. Approval given to limit bathroom access to patrons only and post signs "No public restrooms available".

Review Summer Reading Program – Laughlin discussed the program, its costs, and community donations. Frankfort made a suggestion concerning the prizes.

New E-Rate Approval – Discussion. The Board approved MERIT for internet. The Board called a Special Meeting for February 13 at 3 p.m. to discuss E-Rates and Category 2.

Garden Care – There is interest in creating a new Garden Club. Shane Hillman and Garden Manager Debbie Lakatos would like to use the vegetable gardens to grow food and distribute it to the community. Approved.

Closed Good Friday - March 29th. Approved.

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Theresa Laughlin's Back Pay – Discussion. Laughlin obtained a Level 4 Public Librarian Certification on September 15, 2023. Motion and seconded made by Frankfort and Langenburg to have her new hourly rate be retroactive to that date.

Roll Call Vote:

(5) AYES – Frankfort, Goodlein, Langenburg, Long, Trimberger

(0) NAYS

Motion CARRIED.

New Staff Member – Shane Hillman wants to change from casual clerk to part-time clerk. According to the Personnel Policy, the job opening needs to be posted in the library staff area. She can then apply for the position.

Director's Evaluation - Distributed. Return it to Langenburg at the March meeting.

Mini-Math Workshop – Trimberger is considering creating a small workshop for preschoolers (ages 3-5 years old) and their parents but would like to see if there is sufficient interest before developing it. Discussed posting information about it in the Community Newsletter and on the Library's Facebook page.

TRUSTEE COMMENTS

Long shared Thank You notes written to the library.

BUDGET AMENDMENTS

Shank wanted to make note of the mistake/correction that was made to the spreadsheet found this month in regard to the Checking/Fund Balance change to the budget regarding the new Certificates of Deposits purchased in September for the last few months. It is now corrected on the spreadsheet.

NEXT MEETING DATE

Special Meeting: February 13, 2024, at 3:00 p.m. to discuss E-Rates and Category 2. Regular Meeting: March 14, 2024, at 4:30 p.m.

ADJOURNMENT

President Langenburg adjourned the meeting at 6:15 p.m.

Karin Goodlein, Secretary