

**Luther Area Public Library
Board Meeting
October 9, 2025**

Meeting called to order by Chairperson K. Goodlein at 4:30 p.m.

Members present: Board members K. Goodlein, S. Clark, K. Pendley, D. Long, A. Baker and Director T. Laughlin

Members absent: K. Frankfort

Visitor Comments: N/A

Agenda was approved (Goodlein/Clark 5-0)

Secretary's minutes from 09.11.25 were approved as submitted (Goodlein/Pendley 5-0)

Treasurer's report was presented by K. Pendley – Item from last month's report in the profit and loss statement (Fundraiser -79.35) – should have been listed as a purchase; an expense not income. Information submitted for worker's compensation. Quarterly unemployment payment made but it shows a late payment for some reason. All our records show we paid the payments and checks were cleared. Making a note of it and will wait to see if something was missed. Report approved (Goodlein/Baker 5-0).

Librarian's report: Presented by Director Laughlin

- ADA regulations going into effect April 2027 require libraries to have accommodations for blind persons to be able to access social media/websites to be audible. Library of Michigan is providing an online training course to guide local libraries on how to comply. Director is asking all staff to take the courses online.
- Personnel updates: Jody will be retiring in the Spring; Cameo currently taking the online courses to become certified
- Will begin requiring employees to take a lunch period
- Follow up on costs for Hotspots: each is \$39.99 – there is no multiple unit discount
- Xerox copier contract ends in July 2026; exploring cost and other vendor options. Our current copier is leased with a maintenance contract and covers all ink. Director feels the current copier is more than library needs.
- Author Talks contract is up in April. Director feels the numbers are strong.
- No longer making flyers/business cards; avoid any copyright concerns
- Nonprofit/Veterans are now limited to twenty free copies per month
- Library Clerk, Anthony, has introduced a new programs- one is making Pokeballs; starting an Anime Club. While SWANK license does not allow showing Anime, Aniplex does have a free license to show, so that is the platform that will be used. Will be showing Demonslayer, Windbreaker, Full Metal Alchemist, as well as others.
- Potential yoga club, running club, etc. to meet at library – winter programming, maybe walk the aisles

- Library Attendance is staying strong; Computer use is going down, but e-book use is going up

Librarian's report approved (Goodlein/Clark 5-0).

Old Business:

Wages – Anthony's 90 day evaluation – he is progressing as expected. Feedback provided to him to do more problem solving on his own. If an increase in January is discussed, Director indicated Cameo should be considered for a raise.

New Business:

Policies – many changes were discussed. Documents are currently under revision. Electronic copies will be sent to members for December 2025 meeting approval.

Thanksgiving – Library will be closed Friday, 11/28 and Saturday 11/29 with a five hr paid holiday for Friday. No pay for Saturday. Motion approved to have library closed on Friday and Saturday following Thanksgiving (Goodlein/Clark 5-0).

Holiday gifts – Director Laughlin shared that traditionally gifts are given to Staff members. Board discussed gifts for Community Garden Club manager and volunteers. With current rules, need to award as wages, and given they are volunteers, giving a gift of monetary value is problematic. Look to take group out for lunch in Luther as an option to show appreciation.

Advertising – Looking to send out a quarterly newsletter in bulk mail. Costs would include \$369.02 for the 49644 zip code and \$210.20 for 49656 zip code. Motion approved to send out newsletter within the next 30 days (by 12/1). Motion made by Goodlein/Pendley. Roll call vote conducted: Goodlein yes; Pendley yes; Long yes; Clark yes; Baker yes. Motion approved.

Trustee Comments:

- Dover Township affirmed Karin for another 4 year term.
- All agreed to keep the holiday program for kids gift buying held at the library free. Need dad gifts and gift bag donations.
- Director Laughlin shared if you want to learn a new language, including American Sign Language, it can be found on Mid Michigan Library League online program called Transparent.

Meeting was adjourned at 6:22 p.m.

Next meeting will be on November 13, 2025 at 4:30 p.m.

Respectfully submitted,

Ann Baker

