

Luther Area Public Library  
Board Meeting Minutes  
June 12, 2025

Meeting called to order by Chairperson K. Goodlein at 4:29 p.m.

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

Members absent: K. Frankfort

No Visitors attending

June Agenda was approved (Goodlein/Clark 5-0).

Secretary's minutes from May Board meeting were accepted as presented (Clark/Goodlein 5-0).

Treasurer's report was accepted as presented by K. Pendley (Goodlein/Baker 5-0).

Librarian's report:

- Director Laughlin paid for a membership to ALA (\$125/yr); recommended that Board members consider joining as well.
- Two grants received: Dollar General and Gerber Foundation; spending to begin soon

Librarian's report is accepted as presented (Goodlein/Clark 5-0).

Old Business:

1. Hot Spots – should we limit the usage? No contract so we can cancel if needed at any time. Topic tabled until next meeting.
2. Clerk's position – Director presented the need for a front desk clerk. Difficult for current library staff to adequately support front desk responsibilities with rotation and continue their other work. Looking for a possible student with 14 hrs/week. Duties would include assisting patrons, computer assistance, shelving, light cleaning, wrapping books, work to publicize the library through social media, etc. Rate would be \$10.61/ hr for a student; \$12.48 for an adult – total yearly requirement would be \$3,862.04 for a student / \$4,542.00 for an adult. A motion to hire a part time clerk position (Goodlein/Clark 5-0; roll call vote conducted) was approved. Position to be posted in Lake County Star. To start July 1<sup>st</sup> if candidate can be selected by personnel committee.
3. Director's hours: Stay with 29 hrs/week. Activities have included networking, completion of three grants (2 received); MSU/4-H connection, \$1800 program donations, **better rural books program**, and Feeding America lunch program

4. Concrete repair – Kolenda Concrete has submitted a quote to repair the stairs after Director Laughlin has not heard back from Sikkema from previous quote. Laughlin to send a certified letter to Sikkema to terminate the previous quote. Motion approved to accept concrete step repair with bid from Kolenda at \$7500 and terminate proposal from Sikkema proposal (Goodlein/Clark, roll call voted conducted 5-0).
5. Door replacements – Director Laughlin to develop a Statement of Works and reach out to potential contractors for Board review in future meetings.

New Business

1. Vacancy on the personnel committee. Baker to join Frankfort and Long on committee.
2. Library credit card – Director Laughlin asked for a proxy to be added to have a secondary contact. K. Goodlein to be added.
3. Story hour – will plant ornamental tree to coincide with story (Rascal and the Rory Bandits). Utilizing grant money for purchase of tree.
4. Holiday closing for 4<sup>th</sup> of July holiday/Luther Days – Director requested to have Library closed Saturday 7/5 and Monday 7/7. Motion was approved (Goodlein/Baker, 5-0).

Trustee comments – none

No Budget amendments.

Meeting adjourned at 5:40 p.m.

Next meeting July 10<sup>th</sup>, 2025, 4:30 p.m.

Respectfully submitted,

Ann Baker, LAPL secretary