

**LUTHER AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Thursday, July 8, 2021
115 State Street
Luther, MI 49656**

CALL TO ORDER

President Langenburg called the meeting to order at 4:35 p.m.

Present:	President:	L. Langenburg
	Vice-President:	J. Trimberger
	Trustee:	K. Goodlein
	Director:	A. Shank

Absent:	Treasurer:	D. Long
	Secretary:	K. Frankfort

VISITOR COMMENTS

None.

BOARD COMMENTS

None.

APPROVAL OF MINUTES

Regular Meeting of June 10, 2021

Director Shank noted the following errors:

- In the Treasurer's Section. It should read: We returned funds to the *Lake County Community Foundation*, not Michigan Municipal League.
- In the Librarian's Section. It should read: *TALK (Teach and Learn for Kindergarten) has services for libraries*, not Michigan serve has services for librarians.
- In the Librarian's Section. It should read: *ECF (Emergency Connectivity Fund) is looking for hotspots by T-Mobile and Verizon*, not \$300 relief fund. Looking for hotspots by T-Mobile.

- In the Old Business Section. It should read: *A recent donation from the Shirley Winquist Memorial was used to buy a programmed computer for learning. \$2919 A.W.E. program, not The recent donation from Shirley W. Use to buy programmed tablets for learning \$2919 A.W.E program.*

Motion and seconded made by President Langenburg and Vice-President Trimberger to approve the regular meeting minutes of June 10, 2021 along with the above corrections.

**Roll Call Vote: (3) AYES – Goodlein, Langenburg, Trimberger
(0) NAYS**

Motion Carried

TREASURER'S REPORT

Motion and seconded made by President Langenburg and Trustee Goodlein to approve the Treasurer's Report as presented.

**Roll Call Vote: (3) AYES – Goodlein, Langenburg, Trimberger
(0) NAYS**

Motion Carried

LIBRARIAN'S REPORT

Director Shank confirmed her written report and added the following:

- Director Shank and staff are getting ready for the Summer Reading Program.
- Director Shank did the July newsletter.
- Director Shank reviewed several grants (ECF, MMLL, E-rate Central).
- The Great Lakes Energy People Fund grant was approved and used to clean CDs and remove scratches.
- Director Shank and staff are reorganizing the library and correcting catalog programs.
- The new leased printer arrived and is working well.
- Director Shank is participating in a bi-weekly ZOOM Directors' meeting to discuss COVID issues at least through the end of July.
- The Winquist Memorial contributions currently total \$6985.00 from 42 people/groups.

- The Sharon Baker Memorial contributions currently total \$385.00 from 8 people.

Motion and seconded made by President Langenburg and Vice-President Trimberger to approve the Librarian's Report as presented.

Roll Call Vote: **(3) AYES – Goodlein, Langenburg, Trimberger**
 (0) NAYS

Motion Carried

OLD BUSINESS

Director Shank stated the library is working on getting two people on duty during library hours. Due to future staff vacancies, the library is looking to hire new staff and has received 19 applications. President Langenburg stated that the Personnel Committee needs to meet and review the applications.

Director Shank commented that the library has a COVID Response Plan in place (although currently obsolete).

A written proposal was received from Northern Castle Homes on the cost to replace the library roof. Estimates for both a shingle and metal roof were reviewed. President Langenburg and Director Shank are travelling to Cadillac tomorrow to meet with a second contractor and obtain an estimate.

NEW BUSINESS

A brief discussion was held regarding Filtering for Emergency Connectivity Grants to adhere to the Children's Internet Protection Act (CIPA). **IF** we apply for federal funding that requires adherence with the CIPA, we are willing to comply by applying filters to our connected devices owned by the library and to those circulated to the public.

The library has an Internet safety policy and has also posted a public notice of the filtering.

The library has five *Little Free Libraries* that it will place in various locations throughout the District. Two types of aluminum signs (8" x 1.5") are available for the front of the box: A Generic Sign for \$40.00 or a Custom Sign for \$80.00. In addition to additional lines for engraving, a custom sign offers benefits such as

the option to add our Library to the world map, which will help people find and visit our library and Steward's benefits with tips and access to groups and newsletters aimed at making our library a vital part of our community.

Motion and seconded made by President Langenburg and Trustee Goodlein to approve the purchase of five custom signs for a total of \$400.00.

**Roll Call Vote: (3) AYES – Goodlein, Langenburg, Trimberger
 (0) NAYS**

Motion Carried

TRUSTEE COMMENTS

None.

BUDGET AMENDMENTS

None.

NEXT MEETING DATE

August 12, 2021 at 4:30 p.m.

ADJOURNMENT

Motion and seconded made by President Langenburg and Vice-President Trimberger to adjourn the meeting at 5:25 p.m.

Respectfully submitted,

Karin Goodlein, Trustee