

**LUTHER AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Thursday, February 10, 2022
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
	Secretary:	K. Frankfort
	Treasurer:	D. Long
	Trustee:	K. Goodlein
	Director:	A. Shank
Absent:	Vice-President:	J. Trimberger

VISITOR COMMENTS

None.

BOARD COMMENTS

President Langenburg would like to add under **NEW BUSINESS**, Personnel Committee Meeting.

APPROVAL OF MINUTES

Regular Meeting of January 13, 2022.

Motion and seconded made by President Langenburg and Secretary Frankfort to approve the regular meeting minutes of January 13, 2022.

**All in Favor: (4) AYES – Frankfort, Goodlein, Langenburg, Long
 (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.

All in Favor: (4) AYES – Frankfort, Goodlein, Langenburg, Long
 (0) NAYS

Motion Carried

LIBRARIAN’S REPORT

Director Shank confirmed her written report and added the following:

- They received the books from the Pilcrow Foundation 2:1 matching grant.
- The extender for WIFI connection to reach in the other room will be installed February 14.
- The craft swap went well.
- She is pleased with the survey results that are coming in.
- The Little Free Library out front of the library was repaired.
- The Library hosted a bake sale for the Fire Department and the total amount raised was technically \$296.25 (\$271.25 plus a \$25.00 check written to the Fire Department).

Motion and seconded made by Trustee Goodlein and Secretary Frankfort to approve the Librarian’s Report.

All in Favor: (4) AYES – Frankfort, Goodlein, Langenburg, Long
 (0) NAYS

Motion Carried

OLD BUSINESS

The *Libraries as Mental Health Hubs Initiative* was discussed by Director Shank and the Board. A motion was made by President Langenburg and seconded by Trustee Goodlein to join the *Libraries as Mental Health Hubs Initiative*. A vote was taken. **Frankfort voted YES to join; Goodlein, Langenburg and Long voted NO to not join. The Motion failed for lack of support.**

NEW BUSINESS

Director Shank and Treasurer Long will review the 2022-2023 Budget and we will approve it next month.

Due to increased heating costs, Treasurer Long will get bids from two vendors for a high-end programmable thermostat to better regulate the heat when the library is closed.

The Personnel Committee Meeting will be held February 24, 2022, at 10:00 a.m.

TRUSTEE COMMENTS

None.

BUDGET AMENDMENTS

Motion and seconded made by President Langenburg and Trustee Goodlein regarding the grant from MMLL to:

- Increase Receipts, line 12 Grants/Endowment by \$1,000.00 to \$6650.00
- Increase Expenditures line 19 Grant Expenditures by \$1,000.00 to \$5800.00

**Roll Call Vote: (4) AYES - Frankfort, Goodlein, Langenburg, Long
 (0) NAYS**

Motion Carried

Motion and seconded made by President Langenburg and Secretary Frankfort regarding the Fire Department bake sale fundraiser to:

- Increase Receipts, line 11 Miscellaneous Fundraising by \$271.25 to \$771.25
- Increase Expenditures, line 20 Programming/Misc. by \$271.25 to \$2271.25

**Roll Call Vote: (4) AYES - Frankfort, Goodlein, Langenburg, Long
 (0) NAYS**

Motion Carried

NEXT MEETING DATE

March 10, 2022, at 4:30 p.m.

ADJOURNMENT

Motion and seconded made by President Langenburg and Trustee Goodlein to adjourn the meeting at 5:40 p.m.

Respectfully submitted,

Karin Goodlein, Trustee

Luther Area Public Library

2/1/22 thru 2/28/22

Checking 2/1/22

\$178,472.60

income

2/11 cp/fn/fx	25	55.50	
2/16 donation jars		72.00	
2/21 Blue Bgs (Grocery)		200.00	
2/28 LOSB - interest		<u>6.77</u>	
		534.27	

Yellow 21.00
 Blue 167.50
 Don 5.00
 Fund 9.00
 cp/fn/fx 53.00

+ 534.27

expense

#5392	2/12 M. Jager (book)		10.00
93	2/2 IRWS (BBags)		466.00
94	2/2 Luther Fire Dept		271.25
95	2/4 A. Shank		561.02
	45 hr (607.50 - 37.67 - 8.81)		
96	2/4 S. Hillman		356.47
	30.5 hr (366 - 22.69 - 5.31)		
	2 hr (20 - 1.24 - .29)		
97	2/4 T. Laughlin		204.78
	19.5 hr (211.75 - 13.13 - 3.07)		
	1 hr (10. - .62 - .15)		
98	2/4 G. Davis		60.00
	4 shovels		
99	2/10 D. Long		78.99
	Feb. meet (80 - 4.96 - 1.16)		
	\$5.11 postg (IRS)		
5400	2/9 Mi Off. Supply		13.50
	overage on copier		<u>2016.01</u>

carried over 2016.01

5401 219 CLS (rugs) 55.62

02 2118 A. Shank 511.15
41 hr (553.50 - 34.32 - 8.03)

03 2118 T. Laughlin 353.24
32.5 hr (357.50 - 22.17 - 5.18)
2 1/2 hr (25. - 1.55 - .36)

04 2118 S. Hillman 265.96
24 hr (288 - 17.86 - 4.18)

05 VOID

06 2118 J. Lucas 31.86
3 hr (34.50 - 2.14 - .50)

07 2117 Xerox (copier) 112.08

08 2117 Consumers 163.91

09 2117 IRWS (B Bags 2x) 920.00

Debits 4429.83

-4429.83

2/01 Dollar General ^{6 boxes office}
_{calculator staples, notes} 24.91

2/04 Crystal Flash propane 411.52

2/08 Luther Grocery salt-maint 6.99

2/16 Dollar General ^{toilet paper & supplies}
_{bags, cleaner popcorn (prgmg.)} 16.95

2/22 Dollar Tree ^(office)
_{plates, tape, hocks, bd} 6.63

2/22 Hobby Lobby bulletin bd (supplies) 7.41

2/28 Dollar General water (supplies) 3.50

-477.71

-477.71

2128/22 Ckg. balance

\$174,099.33

Supplies \$13.00
Prmg. \$3.75

ckg balance \$174,099.33*

CD's balance \$34,381.79*

total assets \$208,481.12*

Donna Long, treasurer

LIBRARIAN'S REPORT - 2021-2022	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Adult Attendance	169	183	176	418	255	250	242	207	214	235	217		2566
Children Attendance	68	95	81	216	132	46	76	99	92	101	121		1127
Total Attendance	237	278	257	634	387	296	318	306	306	336	338		3693
Story Hour Attendance - Kids	0	0	0	0	0	0	0	0	0	8	2	0	10
Story Hour Attendance - Adults	0	0	0	0	0	0	0	0	0	32	2	0	34
Movie Program - Adults	0	0	0	0	0	0	5	3	0	5	13	0	26
Movie Program - Kids	0	0	0	0	0	0	4	2	4	4	19	0	33
Craft Club	0	0	0	0	0	0	0	0	0	0	0	0	0
Summer Reading Program - Kids				50	24								74
Summer Reading Program - Adults				21	9								30
Summer Reading Program--Extra People													0
Special Program - All ages						16							16
Take It & Make It - All ages	24	16	10				4	27	48	16			145
Read It & Rate It - All ages	4	8	0										12
Gamers Club													21
Passive Library Programs - Both									79	13	8		110
Passive Library Programs - Kids	3	32	0						22	17	14		145
Passive Library Programs - Adults	26	1	0			7	13		3				50
Adult Books Loaned	89	145	133	149	193	150	112	110	156	267	150		1654
Children Books Loaned	74	102	102	84	109	50	52	38	67	83	98		859
Music CDs, DVD's and Video's Loaned	139	159	167	161	185	121	276	289	367	385	277		2526
E-Book Used	39	43	40	46	36	37	46	72	57	71	71		558
Computer Use	37	43	32	44	41	35	43	31	38	34	28		406
Laptop/wifi Use	35	36	41	65	46	39	41	36	30	31	27		427
New Registers	2	3	6	7	6	3	0	2	6	0	3		38
Books/DVD/Tapes Etc. Added	129	54	42	68	101	74	79	90	206	102	170		1115
Mel-cat Borrowed (Received for patrons)	41	67	58	53	62	47	55	76	27	20	90		596
Mel-cat Loaned (Out to other libraries)	34	26	25	29	39	38	27	35	43	50	36		382
Website visits	54	350	341	236	91	52	89	109	79	85			1486

Luther Area Public Library
2022-2023 Budget

	B	C
1	Luther Area Public Library	
2	2022-2023 Proposed Budget	
3	General Fund	Original
4	Receipts	2022-2023
5	Library Millage	\$ 54,000.00
6	Local Government Support	\$ 2,500.00
7	Penal Fines	\$ 18,000.00
8	State Aid	\$ 2,500.00
9	Plat Book Sales	\$ 400.00
10	Shoreline Yellow Bags	\$ 3,000.00
11	IRWS Blue Bags	\$ 10,000.00
12	Copies, Fines, Faxes & Sales	\$ 1,500.00
13	Donations	\$ 2,000.00
14	Interest/Checking & CD	\$ 200.00
15	Miscellaneous Fundraising	\$ 750.00
16	Grants/Endowment	\$ 3,000.00
17	Checking/Fund Balance	\$ 7,000.00
18	Total Receipts	\$ 104,850.00
19		
20	Expenditures	
21	IRS Employer (Escrow)	
22	IRS Paid	\$ 7,000.00
23	Wages	\$ 34,000.00
24	UIA/Workers Comp.	\$ 400.00
25	Books & Movies	\$ 6,000.00
26	Supplies Exp.	\$ 1,000.00
27	Auditor	\$ 6,000.00
28	Utilities	\$ 5,000.00
29	Building Insurance	\$ 1,500.00
30	Education/Travel	\$ 1,000.00
31	Equipment/Software/Biblionix	\$ 6,000.00
32	Office Exp.	\$ 4,500.00
33	IRWS Blue Bags	\$ 10,000.00
34	Shoreline Yellow Bags	\$ 3,000.00
35	Plat Books	\$ 600.00
36	Building Maintenance	\$ 6,000.00
37	Internet/Phone/E-Rates	\$ 5,000.00
38	Mid Michigan Library League/Dues	\$ 2,500.00
39	Grant Expenditures	\$ 3,000.00
40	Programming/Misc	\$ 2,000.00
41	Total Expenditures	\$ 104,500.00

Advanced Mechanical & Electrical Services, LLC



19466 18 Mile Rd.
LeRoy, MI 49655

(231) 829-9533

Estimate

Date	Estimate #
2/12/2022	3261

Billing Name / Address
Luther Library 115 State St. Luther Mi 49656

Jobsite

Job Description / P.O. / Project
Programable thermostat

Qty	Description	Total
	Labor and materials to provide and install (1) Honeywell programmable thermostat. Price includes wiring and set up. Total	246.42 0.00
Thank you for the opportunity to quote this project		Subtotal \$246.42

Acceptance Signature / Date: _____

Printed Name / Title: _____

Total	\$246.42
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