

**LUTHER AREA PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR BOARD MEETING  
Thursday, June 9, 2022  
115 State Street  
Luther, MI 49656**

**CALL TO ORDER**

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

<b>Present:</b>	<b>President:</b>	L. Langenburg
	<b>Vice-President:</b>	J. Trimberger
	<b>Secretary:</b>	K. Goodlein
	<b>Director:</b>	A. Shank
<b>Absent:</b>	<b>Treasurer:</b>	D. Long
	<b>Trustee:</b>	K. Frankfort

**VISITOR COMMENTS**

None.

**BOARD COMMENTS**

None.

**APPROVAL OF MINUTES**

Motion and seconded made by Trimberger and Langenburg to approve the regular meeting minutes of May 12, 2022. **Motion CARRIED.**

**TREASURER'S REPORT**

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

**LIBRARIAN'S REPORT**

Director Shank confirmed her written report and added the following:

- She is working on several grants.
- They are getting ready for the summer reading program.
- Staff are still taking inventory and cataloging materials.

- The hotspots are being checked out.
- A new volunteer started.

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

### OLD BUSINESS

- a. **Exterior Doors** - The contractor said the doors do not have to be replaced; they just need the locks adjusted and to be repainted. He can do the work. We will ask him for a bid.
- b. **Light Fixtures** - Four lights above Shane's work area need new ballasts. We will get an estimate on replacing them with LEDs.
- c. **Open Tues & Thurs** - Discussion to open the library on Tuesdays and Thursdays from 2-6 p.m. Staff are available. **Majority Approval** to open the additional hours for the summer. At the August meeting we will re-evaluate whether to continue it after Labor Day.

### NEW BUSINESS

- a. **Hotspot Lending Program/Borrower Agreement** – Motion and seconded by Langenburg and Trimmerger to approve the Hotspot Lending Program/Borrower Agreement. **Motion CARRIED.**
- b. **Personnel Policy regarding Volunteers** – Director Shank will write a policy for the volunteers and staff.
- c. **Board Fact Sheet on Book and Materials Challenges** – No comments or questions.
- d. **Directors & Officers Liability Insurance** – Tabled for next month when all the board members will be present.
- e. **Lake County Chamber of Commerce Membership** – The Board decided not to renew the membership.
- f. **The Garden Area** – David will work in the garden and turn his hours in like he did last year. Sharon Gray will work there as community service. Debi

continues to volunteer her time. The raised beds will not be planted this year.

**TRUSTEE COMMENTS**

None.

**BUDGET AMENDMENTS**

None.

**NEXT MEETING DATE**

July 14, 2022, at 4:30 p.m.

**ADJOURNMENT**

President Langenburg adjourned the meeting at 5:25 p.m.

Respectfully submitted,

Karin Goodlein, Secretary