

**LUTHER AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Thursday, MARCH 9, 2023
115 State Street
Luther, MI 49656**

CALL TO ORDER

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

Present:	President:	L. Langenburg
	Treasurer:	D. Long
	Secretary:	K. Goodlein
	Trustee:	K. Frankfort
	Director:	A. Shank

Absent:	Vice-President:	J. Trimberger
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VISITOR COMMENTS

No visitors.

APPROVING AGENDA

Goodlein added *Consider a Request for Approval of a Resolution to Indemnify And Hold Harmless From Civil Liability Claims And Judgments Board Members/Officers, Employees, And Volunteers When Acting In Good Faith And On Behalf Of The Luther Area Public Library* under **New Business**. Langenburg approved this addition to the agenda.

APPROVAL OF MINUTES

Motion and seconded made by Langenburg and Frankfort to approve the regular meeting minutes of January 12, 2023. **Motion CARRIED. [February meeting cancelled due to weather].**

TREASURER'S REPORT

Motion and seconded made by Langenburg and Goodlein to approve the January 2023 Treasurer's Report as presented. **Motion CARRIED.**

- d. **Lights** – We need to find a new installer for the fixtures. Must be licensed and insured. Director Shank will get a quote from Advanced Mechanical, our HVAC contractor.
- e. **Directors and Officers Liability Insurance** – Discussion. Motion and seconded by Frankfort and Goodlein to choose the \$1,000,000.00 policy for Directors and Officers (D&O) Liability Coverage with the Shared Limit Option for both D&O insurance and Employment Practices Liability (EPL) insurance with a premium of \$868.00. Director Shank will call Mark Cole and let him know.

NEW BUSINESS

- a. **Proposed 2023-2024 Budget.** Director Shank presented the Budget. Date at top will be corrected to 2023-2024. Change the name of Line 9 to Building Insurance/D&O Liability. Increase the amount in Line 9 to \$2500.00. Decrease the amount in Line 5 (Books & Movies) to \$5400.00. Motion and seconded by Langenburg and Frankfort to accept the 2023-2024 Budget as presented with the changes discussed by the Board.
Roll Call Vote: (4) AYES – Frankfort, Goodlein, Langenburg, Long
(0) NAYS
Motion CARRIED.
- b. **Hotspot Lending Program/Borrower Agreement – Address vs. Household.** The funding for hotspots service was approved for another year. Service started in February. Motion and seconded by Langenburg and Frankfort to amend the Hotspot Lending Program/Borrower Agreement page R-2 Rule 2, clarifying *Address vs. Household*. **Motion CARRIED.**
- c. **New Certificate of Deposits** – Long obtained three (3) additional CDs, each paying 4.25% interest for 11 months.
- d. **Garden** – Debi Lakatos will be Garden Manager and has volunteers lined up. The Librarian has some ideas incorporating the garden with a preschool project.
- e. **Resolution to Indemnify And Hold Harmless From Civil Liability Claims And Judgments Board Members/Officers/ Employees, And Volunteers When Acting In Good Faith And On Behalf Of The Luther Area Public Library.** Discussion. Motion and seconded by Long and Frankfort to adopt the above Resolution. **Motion CARRIED.** The original signed Resolution will be kept in the safe deposit box. Copies to be distributed to all board members, Director Shank, and attached to tonight's minutes.

TRUSTEE COMMENTS

Long wants to find an alternative way to take boxes of books up and down from storage in the basement. A used chairlift and a dumbwaiter were discussed. Perhaps an elevator company has some suggestions.

BUDGET AMENDMENTS

Motion and seconded made by Langenburg and Goodlein for additional CDs to:

- Increase Receipts, Line 13 Checking/Fund Balance: adding \$30,000.00 for a new balance of \$57,000.00
- Increase Expenditures, Line 20 Programming/Misc.: adding \$30,000.00 for a new balance of \$56,675.00

Roll Call Vote: (4) **AYES** – Frankfort, Goodlein, Langenburg, Long
(0) **NAYS** **Motion CARRIED.**

Motion and seconded made by Langenburg and Goodlein for wages to:

- Reduce Expenditures, Line 6 Supplies Exp. by \$500.00 for a new balance of \$500.00
- Reduce Expenditures, Line 16 Building Maintenance by \$3,000.00 for a new balance of \$3,000.00
- Increase Expenditures, Line 3 Wages by \$3,500.00 for a new balance of \$37,500.00

Roll Call Vote: (4) **AYES** – Frankfort, Goodlein, Langenburg, Long
(0) **NAYS** **Motion CARRIED.**

Motion and seconded made by Langenburg and Long to:

- Reduce Expenditures, Line 11 Equipment/Software/Biblionix by \$3,000.00 for a new balance of \$3,000.00
- Increase Expenditures, Line 8 Utilities by \$3,000.00 for a new balance of \$8,000.00

Roll Call Vote: (4) **AYES** – Frankfort, Goodlein, Langenburg, Long
(0) **NAYS** **Motion CARRIED.**

Motion and seconded made by Langenburg and Frankfort to:

- Reduce Expenditures, Line 15 Plat Books by \$300.00 for a new balance of \$300.00
- Increase Expenditures, Line 12 Office Exp. by \$300.00 for a new balance of \$4,800.00

Roll Call Vote: (4) AYES – Frankfort, Goodlein, Langenburg, Long
(0) NAYS Motion CARRIED.

NEXT MEETING DATE

April 13, 2023, at 4:30 p.m.

ADJOURNMENT

President Langenburg adjourned the meeting at 6:05 p.m.

Karin Goodlein, Secretary

