

**LUTHER AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Thursday, JULY 13, 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
	Vice-President:	J. Trimberger
	Treasurer:	D. Long
	Secretary:	K. Goodlein
	Director:	A. Shank

Absent:	Trustee:	K. Frankfort
----------------	-----------------	--------------

VISITOR COMMENTS

Garden Manager Debbie Lakatos updated the Board on the garden rejuvenation and discussed what tools/products she would like for next year.

APPROVING AGENDA

Langenburg approved the agenda.

APPROVAL OF MINUTES

Motion and seconded made by Trimberger and Langenburg to approve the regular meeting minutes of June 8, 2023. **Motion CARRIED.**

TREASURER'S REPORT

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

LIBRARIAN'S REPORT

Director Shank confirmed her written report and added the following:

- They continue taking inventory.
- The book sale netted \$812.73. For a fee of \$30.00, a shredding company in Cadillac (Ms. Green), will stop by tomorrow on their way to Grand Rapids and will recycle any remaining books the library does not keep.

- The Lake County Community Foundation approved the movie grant and summer reading program grant.

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

Motion CARRIED.

OLD BUSINESS

BUILDING MAINTENANCE

- Flagpole** – James Tree Service removed it. Discussion about its replacement. Long will purchase a flag and holder that can be mounted on the front porch column.
- Garden** – See above comments from Garden Manager Debbie Lakatos.
- Door Locks** – Bernie (Bernie's Lock Shop) changed the locks. There is a new problem with the handle set on the door leading to the rear yard. Bernie will be out to fix it.
- Dumb waiter/Stairlift** – Long said the Baptist Church has a stairlift. She will check with the minister to see who installed it. Shank will also call Acorn Stairlifts for a quote.

NEW BUSINESS

- E-Rates – Elite Funds services, billing approval, for \$325.00** - Motion and seconded made by Langenburg and Trimberger to pay the E-Rates bill of \$325.00
Roll Call Vote: **(4) AYES** – Goodlein, Langenburg, Long, Trimberger
 (0) NAYS **Motion CARRIED.**
- Sunshine Carpet Cleaning for \$300.00 approval** - Motion and seconded made by Langenburg and Goodlein to have the carpet and tile cleaned for \$300.00.
Roll Call Vote: **(4) AYES** – Goodlein, Langenburg, Long, Trimberger
 (0) NAYS **Motion CARRIED.**
- Lake County Chamber of Commerce Membership** – The Board decided not to join this year. Motion and seconded made by Long and Trimberger to earmark the \$100.00 donation they gave us toward the cost of the mini-rototiller for the garden.
- Unattended Children Policy and Patron Code of Conduct Policy** – Referred to our legal counsel.
- Winter Library Hours after Labor Day** – This will be discussed in October.
- Reader Board Sign** – Long said the sign needs to be moved to the edge of the building. In its current location, the person changing out the letters must stand down in the garden and in the mud. Shank will have the sign maker move it.

TRUSTEE COMMENTS

Long is going to accept Crystal Flash's lock-in price of \$2.30/gal for the coming year. Goodlein asked about the Summer Reading Program's graduation/party plans.

BUDGET AMENDMENTS

Motion and seconded made by Langenburg and Goodlein for using the Fremont Area Community Foundation Endowment check for programming to:

- Increase Receipts, Spreadsheet Line 16 Grants/Endowment by \$1,000.00
- Increase Expenditures, Spreadsheet Line 40 Programming/Misc. by \$1,000.00

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

Motion and seconded made by Langenburg and Goodlein for Summer Reading Program and Movie Grant checks to:

- Increase Receipts, Spreadsheet Line 16 Grants/Endowment by \$4,250.00
- Increase Expenditures, Spreadsheet Line 39 Grant Expenditures by \$4,250.00.

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

NOTE: Director Shank wanted it noted regarding the Budget Spreadsheet, that the totals will be off due to the Bank Correction total, an error of \$.25. Director Shank made a mistake, and forgot to make the deposit slip, when depositing the money. Both A. Shank and T. Laughlin count the money before a deposit is made. She will check with the bank about the mistake. The Budget Spreadsheet will reflect the total of \$185.40, the sum of the items on Treasurer Long's report. Corrections to the spreadsheet will be made, if needed, after talking with the bank.

NEXT MEETING DATE

August 10, 2023, at 4:30 p.m.

ADJOURNMENT

President Langenburg adjourned the meeting at 5:55 p.m.

Karin Goodlein, Secretary