

**LUTHER AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Thursday, June 8, 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
	Trustee:	K. Frankfort (Arrived 4:33 p.m.)
	Director:	A. Shank

VISITOR COMMENTS

No visitors.

APPROVING AGENDA

Langenburg approved the agenda.

APPROVAL OF MINUTES

Motion and seconded made by Trimberger and Frankfort to approve with corrections the regular meeting minutes of May 11, 2023. **Motion CARRIED.**

Motion and seconded made by Langenburg and Trimberger to approve additional corrections to the regular meeting minutes of April 13, 2023. **Motion CARRIED.**

TREASURER'S REPORT

Motion and seconded made by Langenburg and Goodlein to approve the May 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.
- She will visit Luther Village next week to discuss how the library can better serve their residents.

- She is waiting to hear back on the movie grant and summer reading program grant from the Lake County Community Foundation.

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

OLD BUSINESS

BUILDING MAINTENANCE

- a. **Flagpole** – Still working on it. James Tree Service did not return Shank's call. When Shank visits Luther Village next week she will ask if the DPW can help remove it.
- b. **Garden** – Discussion. Shank will call Debi Lakatos to see if she is still planning on being Garden Manager. If not, we will find another person to commit to the work and work with volunteers. Dennis & Pam Karczynski offered to help with the weeding.
- c. **Director Evaluations for Compilation** – Board members will get them to Langenburg.

NEW BUSINESS

- a. **Possibility of Closed Monday, July 3rd** – Discussion. Motion and seconded made by Long and Trimberger to approve closing the library on Monday, July 3rd.
Motion CARRIED.
- b. **Board Volunteers for the Luther Days Book Sale** – June 30-July 1 – Discussion. The library will take donations for the books, but staff needs help getting the books from the basement ahead of time. Shank polled the Board for participation.
- c. **Certificate of Deposit Renewal/Approval** – One came due today. Motion and seconded made by Langenburg and Trimberger to approve renewing the certificate of deposit in the amount of \$10,325.57, paying 4.75% interest for 11 months. **Motion CARRIED.**

TRUSTEE COMMENTS

Long said Luther Days wants to use the library's water and electricity; they have done it in the past. Approved. Long also said they have received \$860.00 so far in memorial contributions from friends of Alicia Campbell, with two donors specifying their donations be used for education. Frankfort commented that if they need volunteers to move books in and out of storage, that our top priority with unspecified donations is something to manage the books. Rough estimates are around \$4000.00 for a hand pulley dumbwaiter and \$8000.00 for a chairlift. Trimberger will also look into getting a quote on a chairlift.

BUDGET AMENDMENTS

None.

NEXT MEETING DATE

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

ADJOURNMENT

President Langenburg adjourned the meeting at 5:20 p.m.

Karin Goodlein, Secretary

Luther Area Public Library

6/1/23 thru 6/30/23

Checking balance 6/1/23

\$120,958.39

income

6/2	Campbell memorials (w)	\$890.00	
6/7	cp/fn - 37.75		296.75
	bk. sales - 4.50		
	fndr. - 17.00		
	Y bags - 35.00		
	B bags - 202.50		
6/16	cp/fn - 25.40		185.15
	fnd - 25.50		
	Y-bags - 7.00		
	B bags - 127.50		
		bank correction \$185.40	
6/28	cp/fns - 42.31		330.81
	fndr - 14.00		
	Y bags - 77.00		
	B bags - 147.50		
6/30	Lake Co, Fd - SRP/2250	4250.00	
	- Movie / 2000		
6/30	Lake Co Chamber - 100.00		1100.00
	Fremont Foundation - 1000.00		
	(Endowment)		
6/30	Lake Millage	54,692.40	
6/30	LOSB - interest	5.03	
		\$61,750.14	
			+ 61,750.14
			\$182,708.53

expense

#5686	6/3	MML Workers Comp Fund	153.00
87	6/6	IRWS (B bags)	460.00
88	6/6	CLS (rugs)	69.22
89	6/8	D. Long (Ju. meet 80-446-1.16)	73.88
90	6/9	A. Shank	554.65
		42 hr (600.60 - 37.24 - 8.71)	
91	6/9	T. Laughlin	358.09
		33 hr (387.75 - 24.04 - 5.62)	
92	6/9	C. Marvin	251.84
		27 hr (272.70 - 16.91 - 3.95)	
93	6/15	D. Lakotis (hose, garden maint)	114.82
			2035.50

		2035.50
# 5694	6/15 Emergency Geek (labor on office harddrive)	60.00
95	6/18 CLS (rugs)	69.22
96	6/18 Xerox (copier) "late" but OK'd	136.68
97	6/23 A. Shank	567.86
	43hr (614.90 - 38.12 - 8.92)	
98	VOID	
99	6/23 C. Marvin	279.82
	26hr (262.60 - 16.28 - 3.81)	
	4hr (40.40 - 2.50 - .59)	
5700	6/23 Consumers	145.39
01	6/23 T. Laughlin	352.66
	32 hrs (381.88 - 23.68 - 5.54)	
02	6/23 T. Laughlin (63.9 miles)	35.78
03	VOID	
04	6/30 Damien Domingo	30.30
	3hr (30.30) bk. sale	
	(Bldg maint.)	-3719.21

-3719.21

Debits

6/5	Amazon (movie grant - DVD)	24.95
6/7	DG (movie grant - DVD)	19.95
6/9	Walmart (SRP Grant - Crafts)	179.20
6/9	Walmart (office)	23.45
6/12	DG (movie grant - food)	18.70
6/12	DG (SRP Grant - Crafts)	40.50
6/12	North Bar (movie grant - food)	24.91
6/20	DG (Bldg supplies)	20.00
6/20	DG (Bldg. supplies)	17.90
6/21	DG (movie grant - food)	23.60
6/22	DG (movie grant - plates)	7.25
6/22	Demco (office - labels)	85.71
6/23	North Bar (movie grant - food)	76.07

562.19

-562.19

total expense - 4275.40

Checking balance 6/30/23 \$178,433.13*

CD balance \$84,737.19 \$84,737.19*

Total Assets 6/30/23 \$263,170.32*

Donna Long treasurer

[illegible]

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
Monday	115	114	117									
Tuesday	0	0	0									
Wednesday	103	129	106									
Thursday	0	0	43									
Friday	88	72	152									
Saturday	67	41	200									
	373	356	618	0	0	0	0	0	0	0	0	0

April - 2 Girls Scouts (Mon) and PR Assoc. (Sat.)

May - 2 Girls Scouts (Mon) and Memorial Day (Mon)

June - 2 Girls Scouts (Mon), Movie (Wed), Story Hour (Sat) and Luther Days (Fri/Sat)