

**LUTHER AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Thursday, August 10, 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
	Director:	A. Shank

VISITOR COMMENTS

Mary McNamara arrived at 4:42 p.m. and expressed some concerns regarding the Librarian's (Theresa Laughlin) resignation. The Library Board decided to take a two minute break at 4:55 p.m. and the meeting resumed at 4:57 p.m.

APPROVING AGENDA

Motion and seconded made by Langenburg and Trimberger to approve the agenda.
Motion CARRIED.

APPROVAL OF MINUTES

Motion and seconded made by Long and Langenburg to approve the regular meeting minutes of July 13, 2023. **Motion CARRIED.**

TREASURER'S REPORT

Motion and seconded made by Langenburg and Trimberger to approve the July 2023 Treasurer's Report as presented. **Motion CARRIED.** Long will look into putting the money from the penal fines into another Certificate of Deposit (CD).

LIBRARIAN'S REPORT

Director Shank confirmed her written report and added the following:

- The Librarian submitted her resignation.
- They continue taking inventory.

- They have been experiencing computer problems with *MelCat* (the Michigan eLibrary Catalog and Resource Sharing System) and *Apollo* (the Library Circulation System).
- The Summer Reading Program is over, and it went well.
- She needs to write a final report for the use of the grant money on the Summer Reading Program.

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

Motion CARRIED.

OLD BUSINESS

BUILDING MAINTENANCE

- a. **Flagpole** – Long ordered a flag (made in the USA) for the porch column.
- b. **Garden** – Garden work continues. It looks very nice.
- c. **Door Locks** – Still waiting for Bernie (Bernie's Lock Shop).
- d. **Dumb waiter/Stairlift** – Shank called Acorn Stairlifts. Because the library is zoned commercial and has public access, the basement must be 57 inches wide, handrail to handrail, at its narrowest point. It is not. Discussion. Many of the books on the shelves come from donations and we are very grateful for them. But the donated books need to be screened at the front door and not just accepted in bulk so that many languish in the basement. Additionally, we can hire people to haul the books up when the need arises.

Unattended Children Policy and Patron Code of Conduct Policy – This has been referred to our legal counsel.

NEW BUSINESS

None.

TRUSTEE COMMENTS

Long said the new Clerk is coming up on her 90th day of employment. Director Shank needs to do an employee evaluation and then the Personnel Committee needs to meet.

BUDGET AMENDMENTS

NOTE: Director Shank wanted it noted regarding the Chase Credit Card internal record-keeping problems, as stated in the May 11, 2023 corrected Board minutes, that movies that are purchased with Movie Grant money are considered an Expenditures, Spreadsheet Line 39, Grant Expenditure. A number of movies were purchased recently,

to use up the rest of last year's Movie Grant, which eliminated the Chase Credit Card credit. The Budget spreadsheet will reflect this correction in the near future date.

NEXT MEETING DATE

September 14, 2023, at 4:30 p.m.

ADJOURNMENT

President Langenburg adjourned the meeting at 5:27 p.m.

Karin Goodlein, Secretary