

**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
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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.

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.

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

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

- 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, Trimmerger
(0) NAYS Motion CARRIED.

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

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

Luther Area Public Library

7/1/23 thru 7/31/23

Check balance 7/1/23

16 178,433.13

Income

7/5	book sale -	812.73	812.73
7/19	shortage add from previous dep.	.25	
7/19	cp/40.00 fundra. - 23.00 bk. sale - 1.00 V bags - 262.00 B " - 245.00 don. - .25	551.75	
7/19	Penal Fines	19,239.08	
7/31	LOSB - interest	7.32	7.32
		20,611.13	

+ 20,611.13
\$ 199,044.26

expenses

#5705	7/3	Dynamic Assemblies ^{SRP} (Magic Show)	495.00
06	7/4	S. Hillman (4 hr. 50 - 3.10 - .73)	46.17
07	7/5	Chase Card (1 book / 8 movies)	172.47
		- 796.96 - .50 credit - 613.99 overage -	
08	7/5	ATT	249.37
09	7/7	T. Laughlin	401.50
		37 hr (434.75 - 26.95 - 6.30)	
10	7/7	C. Marvin	79.29
		8.5 hr (85.85 - 5.32 - 1.24)	
11	7/7	A. Shank	594.30
		45 hr (643.50 - 39.90 - 9.30)	
12	7/7	Xerox (copier)	161.68
13	7/10	Ms. Green (books removal)	30.00
14	7/14	D. Long (Aug - 80 - 4.96 - 1.16)	73.88
15	7/17	B. Rothig (SRP - music)	125.00
16	7/17	Elite Fund (E-rate service)	325.00
17	7/18	MOS, Inc (copy overages)	68.44
18	7/21	A. Shank	574.46
		43.5 hr (622.05 - 39.57 - 9.02)	
19	7/21	T. Laughlin (128 miles)	484.09
		38 hr (446.50 - 27.68 - 6.47)	
			3880.65

		3880.65
5720	7/21 C. Marvin	317.13
	30hr (303-18.79-4.39)	
	clean-4 hr (40.40-2.50-.59)	
21	7/24 CLS (rugs)	69.22
22	7/24 IRS (2nd qt)	1182.97
23	7/24 St. of ME VIA (2nd qt)	28.00
		<u>5477.97</u>

Debits

7/15	John Ball Zoo (SRP)	286.80
7/16	DG ?	10.60
7/10	Walmart (SRP-food)	139.48
7/10	Walmart Bldg supplies	25.12
7/10	GFS-(candy-fundraising)	137.96
	(candy-movie)	
7/10	OfficeMax/Depot ?	107.98
7/12	DG (SRP-teaparty)	25.00
7/13	Ebels (SRP-cakes-teaparty)	24.76
7/13	DG (SRP food-teaparty)	24.00
7/17	Walmart (SRP-prg)	29.92
7/18	LOSB- withdrawal for CD	27,500.00
7/26	DG (SRP-Food)	34.40
7/31	DG (Bldg. maint supplies)	10.00
		<u>28,357.02</u>
		- 28,357.02

Checking Balance 7/31/23 \$165,209.27*

CD Balance \$84,737.19*

new CD 27,500.00*

current CD total \$112,237.19*

total assets \$277,446.46*

Lonna Long, Treasurer

	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	90								
Tuesday	0	0	0	0								
Wednesday	103	129	106	190								
Thursday	0	0	43	36								
Friday	88	72	152	100								
Saturday	67	41	200	86								
	373	356	618	502	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)
 July - July 3 (Mon), Luther Days (Sat. with guess on numbers: 50A/15C), SRP (Wed.)

