

**LUTHER AREA PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
Thursday, OCTOBER 12, 2023
115 State Street Luther, MI 49656**

CALL TO ORDER

President Langenburg called the meeting to order at 4:36 p.m.

Present:

President:	L. Langenburg
Vice-President:	J. Trimberger
Treasurer:	D. Long
Secretary:	K. Goodlein
Trustee:	K. Frankfort (Arrived 4:55 p.m.)
Director:	A. Shank

VISITOR COMMENTS

No visitors.

APPROVING AGENDA

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

APPROVAL OF MINUTES

Motion and seconded made by Trimberger and Long to approve the regular meeting minutes of September 14, 2023. **Motion CARRIED.**

TREASURER'S REPORT

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

LIBRARIAN'S REPORT

Director Shank confirmed her written report and added the following:

- The Clerk resigned, but she will continue doing the cleaning.
- Interviews for the Clerk's position will be held on October 16.
- The Librarian rescinded her resignation letter.

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

OLD BUSINESS

BUILDING MAINTENANCE

- a. **Flagpole** - The flagpole will be installed in the near future.
- b. **Door Locks** - This was taken care of last month.
- c. **Lights – Staff Entry Door** - Frankfort will pick up a new one and install it.
- d. **Picnic Table** - Frankfort will order the wood to repair the table.

Unattended Children Policy & Pet Policy - Motion and seconded made by Langenburg and Frankfort to approve the revised policies with the changes discussed. **Motion CARRIED.**

Patron Code of Conduct Policy – Motion and seconded made by Langenburg and Frankfort to approve the revised policy with the changes discussed, along with the additional Policy Violation Form. **Motion CARRIED.**

Luther Days Assoc. Access to Water/Electrical for Carnival Next Year – They have access to electricity via another building but would like to use our hose bib. Approved, and donations are always accepted.

NEW BUSINESS

a. **Hotspot Funding** – MMLL provided the initial grant, but it will end after November. We will see if they applied for a new one. Based on that information, we will discuss next month if we will fund the hotspots and get a cost to work it into the budget.

b. **Winter Open Hours** – We will close on Thursday. Date to be determined.

TRUSTEE COMMENTS

None.

BUDGET AMENDMENTS

None.

NEXT MEETING DATE

November 9, 2023, at 4:30 p.m.

ADJOURNMENT

President Langenburg adjourned the meeting at 5:50 p.m.
Karin Goodlein, Secretary

Luther Area Public Library

10/1/23 thru 10/31/23

Check Balance 10/1/23

\$157,481.49 *

income

10/2	Winda Jurik memorials	245.00
10/9	cp/fn - 43.25	303.25
	laminat - 10.00	
	candy - 9.00	
	Y bags - 90.00	
	B bags - 146.00	
	donate - 5.00	
10/13	cp/fn/fx - 16.00	289.70
	bk sale - 30.20	
	candy - 34.00	
	Y bags - 31.50	
	B bags - 177.00	
	donate - 1.00	
10/25	-reimburse for overdraft	40.00
	+ \$12.00 for Jurik memorial	
10/27	cp - 54.25	376.75
	bk sale - 10.00	
	candy - 6.00	
	Y bags - 45.00	
	B bags - 198.00	
	Plat bk - 60.00	
	donate - 3.50	
10/27	donation Pine River Assoc.	200.00
10/31	LOSB interest	6.68
		1511.38

+ 1511.38

\$158,992.87 *

expenses

#5766	10/3	CLS (rugs)	69.22
67	10/8	Cadillac News (ad)	67.85
68	10/13	A. Shank	594.27
		45 hr (643.50 - 39.90 - 9.33)	
69	10/13	T. Laughlin (63.8 miles)	534.88
		46 hr (540.50 - 33.51 - 7.84)	
70	10/13	S. Hillman	46.17
		4 hr (50 - 3.10 - .73)	
71	10/13	D. Long - Oct (80 - 4.96 - 1.16)	73.88

			1386.27
#5772	10/13	C. Marvin	81.12
		4hr (44-2.73-.64)	
		4hr (40.40-2.50-.59)	
		supplies (3.18)	
73	10/13	Lake Co. Star(ad)	13.75
74	10/23	U1A/St. of M.L. 3qt.	24.08
75	10/23	US Treasury 3qt 941	1394.39
76	10/24	A T T	260.66
77	10/24	MOS- copy overages	37.78
78	10/24	Consumers	124.87
79	10/27	A. Shank	647.10
		49 hr (700.70-43.44-10.16)	
80	10/27	T. Laughlin	531.70
		49 hr (575.75-35.70-8.35)	
81	10/27	C. Marvin	37.31
		4hr (40.40-2.50-.59)	
82	10/31	CLS (rugs)	69.22
83	10/31	Xerox (copier)	136.68
			<u>4744.93</u>

-4744.93

Debits

10/2	Walmart	?	94.96	what for?
10/2	Meijer	?	77.31	what for?
10/2	Amazon (DVD) Books/Movie		4.00	
10/6	North Bar (prg) food		16.96	
10/10	DG (bldg supplies)		32.25	
10/12	DG (bldg supp -14.50)(prg 2.75)		22.25	
10/16	Walmart (equip-hot spot cords)		11.76	
10/16	GFS (candy/fund raising)		199.96	
10/25	Crystal Flash (utilities)		575.29	
10/26	DG (prg)		15.35	
10/26	DG (bldg supplies)		<u>11.50</u>	

1061.59

-1061.59

October total expense - \$5806.52

checking balance 10/31 \$153,186.35 *

(9) CD balance \$111,717.96 *

total assets \$264,904.31 *

Bonna Long, Treasurer

Linda Jurik memorials \$307

	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	90	44	75					
Tuesday	0	0	0	0	0	0	0					
Wednesday	103	129	106	190	148	130	122					
Thursday	0	0	43	36	60	33	34					
Friday	88	72	152	100	84	122	81					
Saturday	67	41	200	86	55	64	52					
	373	356	618	502	437	393	364	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.)
 August - Pine River Assoc. (Sat), and Power Outage (Wed.)
 September - Labor Day (Mon) and Harry Potter SH (Wed)
 October - Interviews (Mon), Harry Potter SH (Wed) and PR Assoc. (Sat)

