

**LUTHER AREA PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR BOARD MEETING  
Thursday, January 11, 2024  
115 State Street Luther, MI 49656**

**CALL TO ORDER**

President Langenburg called the meeting to order at 4:30 p.m.

**Present:**

<b>President:</b>	L. Langenburg
<b>Vice-President:</b>	J. Trimberger
<b>Treasurer:</b>	D. Long
<b>Secretary:</b>	K. Goodlein
<b>Trustee:</b>	K. Frankfort
<b>Director:</b>	A. Shank

**VISITOR COMMENTS**

No visitors.

**APPROVING AGENDA**

Langenburg added two items: *Director/Co-Director Position* and *Employee Pay Increase* under **New Business**. Long added *Up North Digital Invoice \$921.61* under **New Business**. Motion and seconded made by Goodlein and Trimberger to approve the agenda.

**Motion CARRIED.**

**APPROVAL OF MINUTES**

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

**TREASURER'S REPORT**

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

**LIBRARIAN'S REPORT**

Director Shank confirmed her written report and added the following:

- They are having computer problems with *MelCat* and *Apollo* not talking to each other. Some books are on the shelves but are not showing as available in the

system, and vice versa. Consequently, the inventory is not finished. Other area libraries are experiencing similar problems.

- The firewall is up, and she chose a password for the library.
- The State Aid Report, due Feb. 1<sup>st</sup>, was finished in November.
- She has started visiting area townships again to discuss how the library can better serve their residents.

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

**Motion CARRIED.**

## OLD BUSINESS

## BUILDING MAINTENANCE

- a. **Flagpole** – On hold.
- b. **Front Light** – On left side of porch – Functioning.
- c. **Back Door Light** – In workroom, towards back of building – Frankfort will replace.

**Hotspot Funding** –All hotspots were collected by Dec. 31 and four rolled over to the new plan under our own name.

## NEW BUSINESS

**Library Closed on School Snow Days** – Discussion. Staff will make the decision whether the library closes on a school snow day. If the library closes on a school snow day, staff will have the option of coming in and working a “desk day” or making up work hours on an off day.

**Biblionix Invoice** – Annual Fee - \$1,320.00. Motion and seconded made by Langenburg and Frankfort to approve payment.

**Roll Call Vote:** (5) **AYES** – Frankfort, Goodlein, Langenburg, Long, Trimberger  
(0) **NAYS** **Motion CARRIED.**

**Up North Digital Invoice** - \$921.61. Motion and seconded made by Langenburg and Frankfort to approve payment.

**Roll Call Vote: (5) AYES – Frankfort, Goodlein, Langenburg, Long, Trimberger**  
**(0) NAYS Motion CARRIED.**

**Employee Pay Increase** – Theresa Laughlin obtained a Level 4 Public Librarian Certification. Motion and seconded made by Langenburg and Trimmerger to increase her hourly rate to \$13.50.

**Roll Call Vote: (5) AYES – Frankfort, Goodlein, Langenburg, Long, Trimberger**  
**(0) NAYS Motion CARRIED.**

**Director/Co-Director Position** – Discussion. We will not fill it for now.

### TRUSTEE COMMENTS

Long said Marcella Leusby would like to be a Trustee on the Library Board. Langenburg will call her.

## BUDGET AMENDMENTS

None.

**NEXT MEETING DATE**

February 8, 2024, at 4:30 p.m.

## ADJOURNMENT

President Langenburg adjourned the meeting at 5:30 p.m.

Karin Goodlein, Secretary

# Luther Area Public Library

1-1-24 thru 1-31-24

Check Balance 1-1-24

\$142,256.65

## income

1/19	cp/fn/fx - 23.50	}	323.50
	bk - 6.00		
	candy - 16.50		
	Ybg - 58.50		
	Bbg - 219.00		

1/31	cp - 33.50	}	306.00
	bk - 1.00		
	laminare - 20.00		
	candy - 12.50		
	Y bags - 45.00		
	B bags - 162.00		
	plat bk - 30.00		
	donation - 2.00		

1/31	LOS B - interest	5.89
		<u>635.39</u>

	635.39
+	<u>\$142,892.04</u>

## expenses

#5822	1/5	A. Shank	501.23
		31 hr (443.30 - 27.48 - 6.43)	
		164 mi (91.84)	
23	1/5	T. Laughlin	393.35
		36 1/4 hr (425.94 - 26.41 - 6.18)	
24	1/5	G. Marvin	18.66
		2 hr (20.20 - 1.25 - .29)	
25	1/5	Xerox Financial (copier)	136.68
26	1/7	Chase Card Service	551.81
		book and movies	
27	1/11	D. Long	73.88
		Jan. meet. (80. - 4.96 - 1.16)	
28	1/12	Biblionix	1320.00
29	1/16	MMLibrary League	921.61
		Digital for 2024	
30	1/16	T. Laughlin	<u>43.41</u>
		4 hr (47 - 2.91 - .68)	3960.63

		carry over	3960.63
5831	1/16	MI Municipal League	200.00
		dues that were due in Sept 23	
32	1/16	MI Office Supplies (copies)	46.84
		overages 215 color 2201 white	
33	1/19	T. Laughlin	547.19
		24 hr (11.75) (232. - 17.48 - 4.09)	
		23 hr (13.75) 310.50 - 19.25 - 4.50)	
34	1/19	A. Shank	567.86
		43 hr (614 <sup>90</sup> - 38.12 - 8.92)	
35	1/19	C. Marvin	87.71
		4 hr clean (41.32 - 2.56 - .60)	
		2 hr (20.66 - 1.28 - .30)	
		3 hr (clerk) (33.00 - 2.05 - 1.48)	
36	1/19	R. Williams	120.00
		6 shovels	
37	1/17	Auto Owners (Bldg ins.)	1405.00
38	1/20	Nottowan Twp. Library	12.99
		lost book dated 11/28/23	
39	1/20	Consumers Energy	132.45
40	1/22	St of MI/ UIA (4th qt)	3.00
41	1/22	US Treasury (4th qt)	1393.11
42	1/27	ATT	258.73
43	1/27	CLS (rugs)	71.99
			<u>8807.50</u>

### Debits

1/2	ATT (by ETF)	258.73
1/8	Amazon (equipmt/vacuum)	159.99
1/8	DG prg (max) 29.40	62.60
	office 23.00	
	supplies 10.20	
1/17	DG bldg maint (salt)	11.00
1/19	DG (movie) food & supplies	<u>27.05</u>

1/24	Demco	(books) 3 cartons bk jackets	188.27
1/24	Demco	(books) ?	187.57
1/24	DG	(amovie)	19.95
1/25	Walmart	bldg supplies (14.23) coffee etc (14.22) bldg supplies (11.88) (T. P.)	45.31
1/29	DG	bldg supplies (Lysol spray)	16.00
1/29	Crystal Flash	propane	730.12
			<u>1706.59</u>
		(expenses)	= 1706.59
			- 8807.50

Check Balance 1/31/24 \$132,377.95 \*

CD Balance \$111,717.96 \*

1/31/24 total assets \$244,095.91 \*

Donna Long, treasurer

(income)

Army, Dec/23 statement - I failed to include \$.10 on donation line. was included in total deposit - should have been \$30.10, not \$30.00



Manage your account online at :  
[www.chase.com/cardhelp](http://www.chase.com/cardhelp)

Customer Service:  
1-800-945-2028



Mobile: Download the  
Chase Mobile® app today

## ACCOUNT ACTIVITY

Date of  
Transaction

Merchant Name or Transaction Description

\$ Amount

11/27	AMZN Mktp US Amzn.com/bill WA	-51.02
12/02	Payment ThankYou Image Check	-439.09
11/20	AMZN Mktp US*2200S62X3 Amzn.com/bill WA	17.78
11/21	AMZN Mktp US*FL8FU7SM3 Amzn.com/bill WA	13.97
11/21	AMZN Mktp US*2Z6BC9WA3 Amzn.com/bill WA	21.80
11/21	AMZN Mktp US*D86GM0V23 Amzn.com/bill WA	58.43
11/21	AMZN Mktp US*YO21U4XC3 Amzn.com/bill WA	12.10
11/21	AMZN Mktp US*C54JN2DC3 Amzn.com/bill WA	31.05
11/21	AMZN Mktp US*YO43555H3 Amzn.com/bill WA	10.20
11/21	AMZN Mktp US*Y79F73T83 Amzn.com/bill WA	5.90
11/22	AMZN Mktp US*1L7C309Y3 Amzn.com/bill WA	171.99
11/22	AMZN Mktp US*O81ED4LT3 Amzn.com/bill WA	5.48
11/24	AMZN Mktp US*FK1PA1QP3 Amzn.com/bill WA	113.09
11/28	AMZN Mktp US*SF1LY0NL3 Amzn.com/bill WA	13.17
12/03	Amazon.com*YB3DM6183 Amzn.com/bill WA	19.96
12/09	Amazon.com*P88ON91T3 Amzn.com/bill WA	37.92
12/12	AMZN Mktp US*FQ8H08OV3 Amzn.com/bill WA	69.99
12/13	DONNA LONG	
	TRANSACTIONS THIS CYCLE (CARD 1167) \$112.72	
	INCLUDING PAYMENTS RECEIVED	

Book Credit

Books

Movie  
Grant

### 2023 Totals Year-to-Date

Total fees charged in 2023	\$40.00
Total interest charged in 2023	\$4.59

Year-to-date totals do not reflect any fee or interest refunds  
you may have received.

ACCOUNT OPENED





	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	89	61	94		
Tuesday	0	0	0	0	0	0	0	0	0	0		
Wednesday	103	129	106	190	148	130	122	143	138	83		
Thursday	0	0	43	36	60	33	34	57	0	0		
Friday	88	72	152	100	84	122	81	63	118	94		
Saturday	67	41	200	86	55	64	52	57	76	39		
	373	356	618	502	437	393	364	409	393	310	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)

November - Thanksgiving (Thurs/Fri)

December - Christmas (Mon)

January - New Year (Mon), Weather Closing (1 time everyday open)

# NEW E-RATE APPROVAL

## Internet

1. Cytranet
2. MERIT
3. ATT

## Category 2

1. Switch
2. Server Rack
3. UPS – Power battery to switch
4. Firewall
5. BM – Basic Maintenance
6. MIBS – Managed Internal Broadband Services

## Board meeting Thursday

From: luther area public library (lutherlibrary@att.net)


To: lutherlibrary@att.net

Date: Wednesday, February 7, 2024 at 03:26 PM EST

Hello Board,

I've attached below a copy of Donna's report and documentation. I've also included the bid price lists for our internet service provider for the upcoming e-rate year. A decision will have to be made at Thursday's meeting. AT&T is NOT fiber optics, which is what we have now. I've also included a copy of an email that I have received from our e-rate consultant, Missy. If we were to change to Cytranet for our internet service provider, there would be some additional costs for the change over.

I'm still working on the Category 2 equipment. I have someone coming later today to tell us about our switch. He is charging us \$50. Cory isn't a network guy, so he doesn't do this kind of work. I'll probably come into the office before our meeting tomorrow to finish everything up. There are a number of things on our agenda for this month. Thanks!!

 Amy Shank, Director

Luther Area Public Library

<https://lutherlibrary.ploud.net/>

[lutherlibrary@att.net](mailto:lutherlibrary@att.net)

Ph: 231-797-8006

Fax: 231-797-8010

<https://www.facebook.com/LutherLibrary/>



2024.02 Treasurer\_02072024150506.PDF

604.1kB

RE: Question

From: Missy Studley (missy@elitefund.com)

To: lutherlibrary@att.net

Date: Tuesday, February 6, 2024 at 10:01 AM EST

Hi,

The individual bids have that information.

For AT&T, go to page 5 of the bid. They have 2- and 3-year contracts and then the speed goes from 50MB to 1GB. No install charges.

For Merit, go to pages 15-19 for the different options. They have three- year contracts and only have install charges if you increase the speed.

For Cytranet, go to page 6. They have 100MB to 10GB. They say their install for the slower speeds is \$550 but then complex construction may require extra fees, etc. No term is mentioned that I see. Like I said before, I don't think that I trust this bid as they send the exact same one to everyone and multiple times.

You will also need to decide what you want to do for all the category 2 equipment so don't forget that.

Let me know if you have any questions!

Missy Studley  
Elite Fund, Inc  
406 N State St  
Stanton, MI 48888  
Phone: 800-705-9703  
Fax: 815-717-9761

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**From:** luther area public library <lutherlibrary@att.net>  
**Sent:** Monday, February 5, 2024 5:01 PM  
**To:** Missy Studley <missy@elitefund.com>  
**Subject:** Question

Hi Missy,

## Dedicated Fiber Internet

Cytranet

### **100mb/100mb**

\$709/month - \$550 installation

For Year  
\$8,508

### **250mb/250mb**

\$1065/month - \$550 installation

\$12,780

### **500mb/500mb**

\$1368/month - \$550 installation

### **600mb/600mb**

\$1467/month - \$550 installation

### **1000mb/1000mb**

\$1515/month - \$550 installation

### **5000mb/5000mb**

\$3111/month - \$1250 installation

### **10000mb/10000mb**

\$4353/month - \$1250 installation

IP addresses included at no charge, up to 128 block. Complex construction may require extra fees. Taxes, fees, surcharges of up to 17.5% may be assessed. Prices are per individual circuit.

## Point-to-Point MPLS Fiber

### **1000mb/1000mb**

\$1900/month - \$550 installation

### **10000mb/10000mb**

\$2500/month - \$1250 installation

Prices are for complete circuit (both locations). Complex construction may require extra fees. Taxes, fees, surcharges of up to 17.5% may be assessed.

## Voice

### **PRI (23ch) – Unlimited Local & LD**

\$399/month - \$550 installation

### **Analog Line – Unlimited Local & LD**

\$29.99/month - \$50 installation

### **Hosted Phone Seat – Unlimited Local & LD**

\$29.99/month - \$50 installation

### **SIP Trunk Channel – Unlimited Local & LD**

\$19.99/month - \$50 installation

Each line includes a single DID, additional DIDs billed \$1 each. Toll-Free numbers billed at \$0.04/minute. Taxes, fees, surcharges of up to 17.5% may be assessed.

880 Technology Drive  
Suite B  
Ann Arbor, MI 48108-8968  
<https://www.merit.edu>  
(734) 527-5700

# merit

## Merit Internet Service



Provided by:

**Merit Network, Inc.**  
John Winfrey  
616-743-7991  
Fax (734) 527-4125  
[johnwin@merit.edu](mailto:johnwin@merit.edu)

Prepared for:

**Luther Area Public Library**  
115 State St  
Luther, MI 49656  
Amy Shank  
(231) 797-8006  
[lutherlibrary@att.net](mailto:lutherlibrary@att.net)

Quote Information:

**Service Agreement#**  
**20230701-DED-96580-JS-1**  
**Quote# 002662** Version: 1  
Delivery Date: 12/15/2023  
Expiration Date: 03/14/2024

## One-Time Summary

Description	Amount
1 Gbps Connection - 100 Mbps of Bandwidth - 3 Year	\$250.00
1 Gbps Connection - 300 Mbps of Bandwidth - 3 Year	\$250.00
1 Gbps Connection - 500 Mbps of Bandwidth - 3 Year	\$250.00

## Annual Recurring Expenses Summary

Description	Amount
1 Gbps Connection - 50 Mbps of Bandwidth - 3 Year	\$5,670.00
1 Gbps Connection - 100 Mbps of Bandwidth - 3 Year	\$9,090.00
1 Gbps Connection - 300 Mbps of Bandwidth - 3 Year	\$20,250.00
1 Gbps Connection - 500 Mbps of Bandwidth - 3 Year	\$20,250.00

Should you choose to proceed with the Service(s) included in this proposal, please provide the following details:

- \* Billing Contact Name, Phone Number, Email: \_\_\_\_\_
- \* Billing Cycle Date: ☐ July 1, ☐ January 1, ☐ October 1, or ☐ Other \_\_\_\_\_
- \* Billing Frequency: ☐ Annual, ☐ Semi-annual, ☐ Quarterly, or ☐ Monthly  
(NOTE: non-annual billing frequencies incur a \$25 fee per non-annual invoice)
- \* Service Implementation Contact Name, Phone Number, Email: \_\_\_\_\_

Your signature below constitutes your agreement to purchase the Service(s) outlined in this proposal, the associated pricing, and the terms and conditions included in the proposal.

# E-Rate Proposal for LUTHER AREA PUBLIC LIBRARY



## Solution Pricing

Pricing for AT&T Dedicated Internet (ADI) is based on the following term: 24 and 36 months. The 24-month term allows three, one-year voluntary extensions. The 36-month term allows two, one-year voluntary extensions.

We are submitting our proposal based on this address ONLY. Please let us know if this is not the correct address - ASAP! Additional sites may qualify for this pricing pending further fiber availability review.

115 STATE STREET LUTHER, MI 49656

ADI 2YR and 3YR Rates - SPIN 143001192						
Access Speed	Access Monthly	Port Speed	Port Monthly w/AT&T Managed Router	Class of Service (CoS)	TOTAL* Monthly (MRC)	NRC - Install/One Time
50 Mbps	\$310.00	50 Mbps	\$76.40	\$0.00	\$386.40	\$0.00
100 Mbps	\$425.00	100 Mbps	\$108.85	\$0.00	\$533.85	\$0.00
500 Mbps	\$610.00	500 Mbps	\$259.50	\$0.00	\$869.50	\$0.00
1 GB	\$610.00	1 GB	\$449.60	\$0.00	\$1,059.60	\$0.00

For Year  
\$4,636.80  
\$6,406.20

\*Price is per circuit. Pricing for circuits without an AT&T Managed Router available upon request

Our solution includes an Ethernet access circuit, AT&T Managed Internet Service, AT&T owned and managed Router and AT&T technician installation. AT&T personnel unpack, mount, connect, configure, and test the managed router. AT&T installation is required for all optical interfaces. In addition, if conduit is needed at your property, AT&T will supply up to 1000' of conduit at no charge (Not valid on new construction).

AT&T Dedicated Internet (ADI) is a symmetrical service delivered on fiber with an electrical (1 Gbps and below) or optical (1.5 Gbps and above) handoff (AT&T owned, managed router only) and Dual Stack (IPv4/IPv6). Our standard usable Public IP addresses is 5 and is included in ADI pricing.

Customers are responsible for the provisioning and monthly cost of one phone line for management and remote troubleshooting when using an AT&T Managed Router. Without which will render the SLAs null and void. AT&T is not making any determinations, representations, or warranties regarding the E-Rate eligibility of these additional products and services. The eligibility of these products and services for E-Rate funding is solely determined by USAC and/or the FCC based on the applicants E-Rate discount request.

AT&T's contract can be structured so the customer can increase the bandwidth during the contract term without extending the term or without a new agreement.

## Category 2 equipment

From: luther area public library (lutherlibrary@att.net)


To: lutherlibrary@att.net

Date: Wednesday, February 7, 2024 at 06:12 PM EST

Dear Board,

I had Jacob Gingrich, Marcella's grandson, who works at the Wexford-Missaukee ISD, come and look at our switch. He said the End of Life for the switch was 2 years ago, which means there haven't been any updates since then. Attached is a list of equipment that he said that we needed. I thought I should share the list before our Board meeting so you can look over things. Missy is our e-rate consultant as she put together all of the prices for us. I doubled check.

The very last two items, BM and MIBS, are service or technical support. Cory said he doesn't do that kind of stuff, so we may want to consider that service as well. I asked a few questions from Heimler, to get a better understanding about what it all entails. Heimler's prices includes installation as well.

 Amy Shank, Director

Luther Area Public Library  
<https://lutherlibrary.ploud.net/>  
lutherlibrary@att.net

Ph:231-797-8006

Fax:231-797-8010

<https://www.facebook.com/LutherLibrary/>



2024.02 Category 2 equipment\_02072024175825.PDF  
63.4kB



Re: Question about e-rates

From: Nick Heimler (nick@heimlerconsulting.com)

To: lutherlibrary@att.net

Date: Wednesday, January 17, 2024 at 07:35 PM EST

See responses below:

Q: There is your proposed pricing list and installation. For example, the Switch at \$400 under proposed pricing. There is an additional \$510 for the installation, which would be 6 hours @ \$85/hour, correct? Would we receive both when we request the switch? Same with all the other items and their installation fees? Just to clarify as I'm new to Category 2 needs.

A: Yes. For each item you purchase you will be invoiced for the item, plus the time for installation. I do a lot of prep work before I bring the items or I bring extra help most times to cover everything on my end. In the end, I'm not there 6 hours per say for the install, so just a heads up that it's my total time of prep and if I have to hire extra help to do some of the things while I'm onsite.

~~Q: We found our firewall. It was simply not up and running on the computer it was on. Can you tell me what brings down a firewall?~~

~~A: Would you give me more info on this question? The firewall you are thinking of is actually a router (It's the one that says linksys on it I believe). Did you have a recent outage? If so, I wasn't aware to help assist in getting you back up and running.~~

Q: Would you be considered a network guy, as my brother-in-law would say?

A: Well....technically.... My business experience is in networks, servers, PCs, cameras, phones, and I'm sure I'm leaving something off that list. So...yes...I would be a "network guy", "server guy", "PC guy", etc etc LOL :-)

Q: Can you tell me what the difference is between Managed Internal Broadband Service vs. Basic Maintenance?

It says MIBS for \$1,140/yr, billed quarterly, and BM for \$4,500/yr, billed as needed. Can you tell me how that would work in regards to paying you?

A: I'm answering both questions together since they are kind of one of the same with what I'm going to talk about. The MIBS (aka Managed Internal Broadband Services) is for remote assistance, monitoring, etc. Basically I would be monitoring for outages etc. If you have an outage you can call, text, or email me and I will reach back out quickly to see what needs to be done to get you back up and running. This covers having WiFi issues, network or PC slowdowns I can possibly track remotely. Basically things that I can easily troubleshoot remotely. If it's something that I have

## Switch

### One Point

Missy:

\$1608.52 plus install total \$4350

### Elevate

Missy:

\$2675 no install

### Heimler

Missy:

\$910

End of Life  
was 2yrs Ago.  
No more updates

Server  
Rack - Equipment on it & Switch must fit on it

### One Point

Missy:

\$504.90 plus install total \$4350

### Elevate

Missy:

\$425 or \$510 no install

### Heimler

Missy:

\$270

UPS - Power battery to Switch

### One Point

Missy:

\$2176.20 plus install total \$4350

### Elevate

Missy:

\$600 no install

### Heimler

Missy:

\$1025

## Firewall -

### One Point

Missy:

\$1289.10 plus install total \$4350

### Elevate

Missy:

router \$1115 no install

### Heimler

Missy:

\$2350

*installation included*

## BM- Basic maintenance — *fixing equipment*

### One Point

Missy:

Combined \$99 mo with MIBS

*\$1,188/yr*

### Heimler

Missy:

\$4500 year

*max amount just in case  
could vary depending on  
what is needed*

*1188  
x 2  
-----  
\$2,376*

## MIBS- Managed internal broadband services

### One Point

Missy:

\$99 mo combined with BM

*\$1,188/yr.*

*timber???? no matter what*

Missy:

\$1140

*Only Change*

Fw: Question about e-rates

From: luther area public library (lutherlibrary@att.net)

To: lutherlibrary@att.net

Date: Wednesday, February 7, 2024 at 09:18 PM EST

I was told I seemed to cut off part of the pages, so here is the full email. I was told today we don't have a firewall as I thought in reference to one of the questions below.

Amy

Sent from AT&T Yahoo Mail for iPad

Begin forwarded message:

On Wednesday, January 17, 2024, 7:35 PM, Nick Heimler <nick@heimlerconsulting.com> wrote:

See responses below:

Q: There is your proposed pricing list and installation. For example, the Switch at \$400 under proposed pricing. There is an additional \$510 for the installation, which would be 6 hours @ \$85/hour, correct? Would we receive both when we request the switch? Same with all the other items and their installation fees? Just to clarify as I'm new to Category 2 needs.

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A: Well....technically.... My business experience is in networks, servers, PCs, cameras, phones, and I'm sure I'm leaving something off that list. So...yes...I would be a "network guy", "server guy", "PC guy", etc etc LOL :-)

Q: Can you tell me what the difference is between Managed Internal Broadband Service vs. Basic Maintenance?

It says MIBS for \$1,140/yr, billed quarterly, and BM for \$4,500/yr, billed as needed. Can you tell me how that would work in regards to paying you?

A: I'm answering both questions together since they are kind of one of the same with what I'm going to talk about. The MIBS (aka Managed Internal Broadband Services) is for remote assistance, monitoring, etc. Basically I would be monitoring for outages etc. If you have an outage you can call, text, or email me and I will reach back out quickly to see what needs to be done to get you back up and running. This covers having WiFi issues, network or PC slowdowns I can possibly track remotely. Basically things that I can easily troubleshoot remotely. If it's something that I have to come onsite to resolve, that's where the BM (aka Basic Maintenance) comes in. That's time you get only invoiced for when I have to stop out, So anything that I cannot resolve remotely or if hardware died etc etc and I had to come out to get you back up and running.

Hopefully that answers your questions. If you have any further questions, please do not hesitate to reach out to me! Thanks again!

Nick Heimler | IT Consultant

Phone: (616) 970-2662

Email: [nick@heimlerconsulting.com](mailto:nick@heimlerconsulting.com)

HC Tech Help Email: [tech-help@heimlerconsulting.com](mailto:tech-help@heimlerconsulting.com)

SOS Remote Assistance: <https://sos.splashtop.com/>

Support Ticket: <https://heimlerconsulting.freshdesk.com/support/home>

Home Page: <http://www.heimlerconsulting.com>

Facebook: <https://www.facebook.com/heimlerconsulting>

Re: Another e-rate question

From: Nick Heimler (nick@heimlerconsulting.com)

To: lutherlibrary@att.net


Date: Thursday, February 8, 2024 at 01:50 PM EST

Only the MIBS is quarterly. The basic maintenance is billed as needed.

On Thu, Feb 8, 2024, 1:48 PM luther area public library <lutherlibrary@att.net> wrote:

In regards to your services...

You have \$4500/yr for Basic Maintenance and \$1140/yr for Managed Internal Broadband Services. How does that work? Would we have the full amount in 4 equal payments? Your bid says Quarterly charged. Thanks!!

 Amy Shank, Director

Luther Area Public Library  
<https://lutherlibrary.ploud.net/>  
[lutherlibrary@att.net](mailto:lutherlibrary@att.net)

Ph:231-797-8006  
Fax:231-797-8010

<https://www.facebook.com/LutherLibrary/>

## Fw: Question about e-rates and other things

From: luther area public library (lutherlibrary@att.net)

To: lutherlibrary@att.net

Date: Thursday, February 8, 2024 at 09:42 AM EST

Dear Board,

One of the people I've been in contact with is Eric, the Director in Ludington, about our problems. Here is his response to some of my questions to help with your decisions tonight.

Amy

Sent from AT&T Yahoo Mail for iPad

Begin forwarded message:

On Thursday, February 8, 2024, 9:36 AM, luther area public library <lutherlibrary@att.net> wrote:

Thanks, Eric!! We have an e-rate consultant that we have for internet with MERIT. We are looking at e-rates and Category 2 for new equipment to help with our problems, since we would only have to pay 20% of the costs and USAC, or EFT, would pay the other 80% for us. I was looking at your take on doing it this way through e-rates. You must approve since you do it this way. I'll probably have more questions about the whole process if we continue on this route.

Amy Shank

Sent from AT&T Yahoo Mail for iPad

On Thursday, February 8, 2024, 7:55 AM, Eric Smith <esmith@mcdlibrary.org> wrote:

Well, erate will fund a bunch of your equipment, which I thought included firewalls. It should also include basic maintenance. You'll have to write up bids for both of those things, and be ready to receive federal funds, in order to get them. The easiest way to do that is to use a consultant like elite fund, but there's others out there. It takes a lot of the hassle out for us and the fees are reasonable. We get a reimbursement through EFT once or twice a year for Category 2 things, but Merit just discounts the bill and gets the money themselves. It seems worthwhile to me, for the internet at the very least.


On Wed, Feb 7, 2024 at 6:30 PM luther area public library <lutherlibrary@att.net> wrote:

Hi Eric,

Hope all is well with you. All of this e-rate Category 2 equipment stuff is overwhelming to me. I had someone come in to check our switch today who said the END OF LIFE was 2 years ago. A couple of people I've talked to still don't think that is our issue with the dropping of letters in barcodes, but we won't know until we receive the new switch in July, if my Board approves tomorrow. The person also said that we should get the new Rack, UPS, and

Firewall. I thought the Firewall was found, but today I was told that is NOT the case.

There is different Basic maintenance associated with e-rates. I don't like to assume anything, for all of this is VERY CONFUSING to me. This is ALL BEYOND ME!! Do you think we need someone to maintain all this new equipment once we get it? I've also asked Cory to get his input as well. Does e-rates pay for MCDL technical support, or do you do it another way? Maybe e-rates isn't the way to go about technical support for equipment. Thanks!!

 Amy Shank, Director

Luther Area Public Library  
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A	B	C	D	E	F	G	H	I	J
1	Luther Area Public Library								
2	2023-2024 Budget								
3	General Fund	Original	Amended						
4	Receipts	2022-2023	2022-2023	April	May	June	July	August	September
5	1 Library Millage	\$ 51,500.00	\$ 51,500.00			\$ 54,692.40			
6	2 Local Government Support								
7	3 Penal Fines	\$ 17,000.00	\$ 17,000.00						
8	4 State Aid	\$ 2,500.00	\$ 2,500.00	\$ 1,990.74			\$ 19,239.08	\$ 2,018.88	
9	5 Plat Book Sales	\$ 400.00	\$ 400.00						
10	6 Shoreline Yellow Bags	\$ 3,000.00	\$ 3,000.00	\$ 98.00	\$ 273.00	\$ 119.00	\$ 262.00	\$ 225.00	\$ 30.00
11	7 IRWS Blue Bags	\$ 10,000.00	\$ 10,000.00	\$ 550.00	\$ 253.50	\$ 527.50	\$ 245.00	\$ 325.00	\$ 279.00
12	8 Copies, Fines, Faxes & Sales	\$ 1,500.00	\$ 1,500.00	\$ 161.85	\$ 77.30	\$ 109.96	\$ 834.23	\$ 129.75	\$ 84.25
13	9 Donations	\$ 5,000.00	\$ 5,000.00	\$ 7.00	\$ 25.00	\$ 990.00	\$ 0.25	\$ 1,081.35	\$ 357.86
14	10 Interest/Checking & CD	\$ 200.00	\$ 200.00	\$ 5.48	\$ 5.31	\$ 5.03	\$ 7.32	\$ 7.04	\$ 6.62
15	11 Miscellaneous Fundraising	\$ 1,000.00	\$ 1,000.00	\$ 45.00	\$ 59.00	\$ 56.50	\$ 23.00	\$ 57.50	\$ 55.00
16	12 Grants/Endowment	\$ 3,000.00	\$ 8,250.00			\$ 5,250.00			
17	13 Checking/Fund Balance		\$ 27,500.00					\$ 291.76	
18	Total Receipts	\$ 95,100.00	\$ 127,850.00	\$ 2,858.07	\$ 693.11	\$ 61,750.39	\$ 20,610.88	\$ 4,136.28	\$ 1,267.73
19									
20	Expenditures								
21	1 IRS Employer (Escrow)			\$ (190.04)	\$ (199.43)	\$ (202.03)	\$ (206.97)	\$ (202.75)	\$ (290.95)
22	2 IRS Paid	\$ 7,000.00	\$ 7,000.00	\$ 1,314.36			\$ 1,182.97		
23	3 Wages	\$ 34,000.00	\$ 34,000.00	\$ 2,484.18	\$ 2,606.88	\$ 2,640.83	\$ 2,706.05	\$ 2,655.23	\$ 3,806.48
24	4 UIA/Workers Comp.	\$ 200.00	\$ 200.00	\$ 31.00		\$ 153.00	\$ 28.00		
25	5 Books & Movies	\$ 5,400.00	\$ 5,400.00	\$ 2,291.87	\$ 394.53		\$ (595.24)	\$ 145.20	
26	6 Supplies Exp.	\$ 1,000.00	\$ 1,000.00	\$ 44.11	\$ 32.52	\$ 37.90	\$ 38.12	\$ 29.20	
27	7 Auditor								
28	8 Utilities	\$ 6,000.00	\$ 6,000.00	\$ 770.99	\$ 133.79	\$ 145.39		\$ 433.92	\$ 163.32
29	9 Building Insurance/D&O Liability	\$ 2,500.00	\$ 2,500.00	\$ 868.00					
30	10 Education/Travel	\$ 200.00	\$ 200.00		\$ 28.00	\$ 35.78	\$ 71.74	\$ 22.40	
31	11 Equipment/Software/Biblionix	\$ 3,000.00	\$ 3,000.00			\$ 60.00			
32	12 Office Exp.	\$ 5,000.00	\$ 5,000.00	\$ 218.46	\$ 234.78	\$ 245.84	\$ 338.10	\$ 50.76	\$ 601.29
33	13 IRWS Blue Bags	\$ 10,000.00	\$ 10,000.00	\$ 920.00	\$ 460.00	\$ 460.00		\$ 520.00	\$ 520.00
34	14 Shoreline Yellow Bags	\$ 3,000.00	\$ 3,000.00					\$ 1,068.75	
35	15 Plat Books	\$ 600.00	\$ 600.00						\$ 141.50
36	16 Building Maintenance	\$ 5,000.00	\$ 5,000.00	\$ 501.55	\$ 1,300.94	\$ 283.56	\$ 69.22		\$ 671.52
37	17 Internet/Phone/E-Rates	\$ 4,000.00	\$ 4,000.00		\$ 366.95		\$ 574.37	\$ 360.72	\$ 250.39
38	18 Mid Michigan Library League/Dues	\$ 2,500.00	\$ 2,500.00		\$ 995.37			\$ 1,009.44	
39	19 Grant Expenditures	\$ 3,000.00	\$ 7,250.00	\$ 671.43	\$ 25.51	\$ 415.13	\$ 1,998.65	\$ 692.19	\$ 357.83
40	20 Programming/Misc	\$ 2,700.00	\$ 31,200.00	\$ 226.88	\$ 11.25		\$ 27,629.98	\$ 4.00	\$ 121.35
41	Total Expenditures	\$ 95,100.00	\$ 127,850.00	\$ 10,152.79	\$ 6,391.09	\$ 4,275.40	\$ 33,834.99	\$ 6,789.06	\$ 6,342.73
42									
43	Beginning Checking Balance			\$ 133,951.09	\$ 126,656.37	\$ 120,958.39	\$ 178,433.38	\$ 165,209.27	\$ 162,556.49
44	Ending Checking Balance			\$ 126,656.37	\$ 120,958.39	\$ 178,433.38	\$ 165,209.27	\$ 162,556.49	\$ 157,481.49
45	Transfer In/Out CD								
46	CD Balance								
47	Total Ending Balance			\$ 84,737.19	\$ 84,737.19	\$ 84,737.19	\$ 112,237.19	\$ 112,237.19	\$ 111,717.96
48				\$ 211,393.56	\$ 205,695.58	\$ 263,170.57	\$ 277,446.46	\$ 274,793.68	\$ 269,199.45

A	K	L	M	N	O	P	Q	R	S	T
1	Luther Area Public Library									
2	2023-2024 Proposed Budget									
3	General Fund									
4	Receipts	Original	Amended	October	November	December	January	February	March	Actual
5	1 Library Millage	\$ 51,500.00	\$ 51,500.00							Total
6	2 Local Government Support	\$ -	\$ -							\$ 54,692.40
7	3 Penal Fines	\$ 17,000.00	\$ 17,000.00							\$ -
8	4 State Aid	\$ 2,500.00	\$ 2,500.00							\$ 19,239.08
9	5 Plat Book Sales	\$ 400.00	\$ 400.00	\$ 60.00	\$ 30.00	\$ 30.00				\$ 4,009.62
10	6 Shoreline Yellow Bags	\$ 3,000.00	\$ 3,000.00	\$ 166.50	\$ 162.00	\$ 126.00				\$ 150.00
11	7 IRWS Blue Bags	\$ 10,000.00	\$ 10,000.00	\$ 521.00	\$ 193.00	\$ 562.00				\$ 1,710.50
12	8 Copies, Fines, Faxes & Sales	\$ 1,500.00	\$ 1,500.00	\$ 163.70	\$ 90.50	\$ 67.55				\$ 3,632.00
13	9 Donations	\$ 5,000.00	\$ 5,000.00	\$ 544.50	\$ 5.25	\$ 783.35				\$ 1,719.09
14	10 Interest/Checking & CD	\$ 200.00	\$ 200.00	\$ 6.68	\$ 6.24	\$ 6.24				\$ 3,794.56
15	11 Miscellaneous Fundraising	\$ 1,000.00	\$ 1,000.00	\$ 49.00	\$ 10.00	\$ 17.50				\$ 55.96
16	12 Grants/Endowment	\$ 3,000.00	\$ 8,250.00							\$ 372.50
17	13 Checking/Fund Balance	\$ -	\$ -							\$ 5,541.76
18	Total Receipts	\$ 95,100.00	\$ 127,850.00	\$ 1,511.38	\$ 496.99	\$ 1,592.64	\$ -	\$ -	\$ -	\$ -
19	Expenditures									\$ 94,917.47
20	1 IRS Employer (Escrow)									
21	2 IRS Paid	\$ 7,000.00	\$ 7,000.00	\$ (207.73)	\$ (208.69)	\$ (202.33)				\$ (1,910.92)
22	3 Wages	\$ 34,000.00	\$ 34,000.00	\$ 1,394.39						\$ 3,891.72
23	4 UJA/Workers Comp.	\$ 200.00	\$ 200.00	\$ 2,715.25	\$ 2,727.84	\$ 2,644.73				\$ 24,987.47
24	5 Books & Movies	\$ 5,400.00	\$ 5,400.00	\$ 24.08						\$ 236.08
25	6 Supplies Exp.	\$ 1,000.00	\$ 1,000.00	\$ 4.00	\$ 390.69					\$ 2,631.05
26	7 Auditor	\$ -	\$ -	\$ 66.43	\$ 155.20	\$ 19.25				\$ 422.73
27	8 Utilities	\$ 6,000.00	\$ 6,000.00	\$ 700.16	\$ 134.39	\$ 780.73				\$ -
28	9 Building Insurance	\$ 2,500.00	\$ 2,500.00							\$ 3,262.69
29	10 Education/Travel	\$ 200.00	\$ 200.00	\$ 35.73						\$ 868.00
30	11 Equipment/Software/Bibliolix	\$ 3,000.00	\$ 3,000.00	\$ 11.76	\$ 47.58					\$ 193.65
31	12 Office Exp.	\$ 5,000.00	\$ 5,000.00	\$ 256.06	\$ 439.49	\$ 970.56				\$ 119.34
32	13 IRWS Blue Bags	\$ 10,000.00	\$ 10,000.00		\$ 520.00	\$ 1,040.00				\$ 3,355.34
33	14 Shoreline Yellow Bags	\$ 3,000.00	\$ 3,000.00			\$ 1,068.75				\$ 4,440.00
34	15 Plat Books	\$ 600.00	\$ 600.00							\$ 2,137.50
35	16 Building Maintenance	\$ 5,000.00	\$ 5,000.00	\$ 138.44	\$ 409.47	\$ 170.49				\$ 141.50
36	17 Internet/Phone/E-Rates	\$ 4,000.00	\$ 4,000.00	\$ 260.66	\$ 258.73	\$ 1,346.40				\$ 3,545.19
37	18 Mid Michigan Library League/Dues	\$ 2,500.00	\$ 2,500.00							\$ 3,418.22
38	19 Grant Expenditures	\$ 3,000.00	\$ 7,250.00		\$ 148.28					\$ 2,004.81
39	20 Programming/Misc	\$ 2,700.00	\$ 31,200.00	\$ 407.29	\$ 65.04	\$ 92.73				\$ 4,309.02
40	Total Expenditures	\$ 95,100.00	\$ 127,850.00	\$ 5,806.52	\$ 5,088.02	\$ 7,931.31	\$ -	\$ -	\$ -	\$ 28,558.52
41	Beginning Checking Balance			\$ 157,481.49	\$ 153,186.35	\$ 148,595.32	\$ 142,256.65	\$ 142,256.65	\$ 142,256.65	
42	Ending Checking Balance			\$ 153,186.35	\$ 148,595.32	\$ 142,256.65	\$ 142,256.65	\$ 142,256.65	\$ 142,256.65	
43	Transfer In/Out CD									
44	CD Balance			\$ 111,717.96	\$ 111,717.96	\$ 111,717.96	\$ 111,717.96	\$ 111,717.96	\$ 111,717.96	
45	Total Ending Balance			\$ 264,904.31	\$ 260,313.28	\$ 253,974.61	\$ 253,974.61	\$ 253,974.61	\$ 253,974.61	