APPROVED: 05/08/2025

# LUTHER AREA PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES OF REGULAR BOARD MEETING Thursday, APRIL 17, 2025 115 State Street Luther, MI 49656

#### **CALL TO ORDER**

President Goodlein called the meeting to order at 4:33 p.m.

Present: R. Goodlein
Secretary: K. Frankfort
Trustee: A. Baker
Director: T. Laughlin

Absent: Treasurer: D. Long

Trustee: S. Clark

# **VISITORS**

Kim Pendley.

#### APPROVING AGENDA

Motion and seconded made by Goodlein and Frankfort to approve the agenda. Motion CARRIED.

# **APPROVAL OF MINUTES**

Motion and seconded made by Frankfort and Goodlein to approve the regular meeting minutes of March 13, 2025. **Motion CARRIED.** 

# TREASURER'S REPORT

Motion and seconded made by Goodlein and Baker to approve the March 2025 Treasurer's Report as presented. **Motion CARRIED.** 

# **LIBRARY DIRECTOR'S REPORT**

Director Laughlin confirmed her written report and added the following:

- Excessive use of the Wi-Fi has been causing the library to spike above our allotted 50
  Mbps/person, resulting in extra fees. Computer technician Michael Mckee tethered the system
  back so an individual would not exceed 50 Mbps. This adds approximately 10 seconds to the
  individual's download time.
- They received approximately \$3,000.00 in grants and donations.
- The numbers for attendance, books loaned and general library use has increased over last year's numbers. Part of the increase is due to the Director's selections of new authors.
- The Easter Egg Hunt festivities were a great success. A big THANK YOU to all the participating organizations, individual donors, and volunteers.

Motion and seconded by Goodlein and Frankfort to approve the Library Director's Report. **Motion CARRIED**.

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#### **OLD BUSINESS**

**Maintenance – Concrete Steps.** Laughlin has been calling contractor Steve Sikkema for the last 2 months to set a date for the work, but he is not returning her phone calls.

# **NEW BUSINESS**

**Computers** – See Emergency Geek Quote. Discussion. Motion and seconded made by Baker and Frankfort that we submit for \$1950.53 as a sum total.

Roll Call Vote:

(3) AYES – Baker, Frankfort, Goodlein

(0) NAYS

Motion CARRIED.

# Maintenance-

a. **Curtains/Blinds** – The vertical blinds are missing panels, don't turn by hand, and get stuck. Discussion. Motion and seconded made by Frankfort and Goodlein to buy and install blackout curtains as a replacement for vertical blinds not to exceed \$600.00.

Roll Call Vote:

- (3) AYES Baker, Frankfort, Goodlein
- (0) NAYS

Motion CARRIED.

- b. **Dropbox** Mailbox on porch is rusting through. The weatherproof ones are extremely expensive (\$5,000-\$10,000). Discussion. One idea is to cut a hole in the exterior and have books drop inside the building like they do at Baldwin's Library and Cadillac's Library. Decision put on hold and possibly incorporate into our exterior upgrade plan.
- c. **Building Exterior** Discussion. The library district is rural, but during the summer, the area experiences an influx of semi-permanent residents and seasonal visitors. Our goal is to be sensitive to the character and values of the community. We have been discussing replacing the doors for 3 years. Board members will look at sample manufacturers, colors and all the other necessary decisions that accompany new doors and follow-up on the doors at the next meeting.

**Benefits- Lunch, Open/Closing** – Laughlin would like to staff to have a paid 30-minute lunch break for staff that remain in the building during that time. Discussion. Motion and seconded made by Goodlein and Baker that staff gets a 30-minute paid lunch break if they remain in the building.

**Roll Call Vote:** 

(3) AYES – Baker, Frankfort, Goodlein

(0) NAYS

**Motion CARRIED.** 

**Ellsworth Township Board Appointee** – Received a copy of Ellsworth Township Meeting Minutes from March 10, 2025, nominating Kim Pendley to be the Luther Library Treasurer. Motion and seconded made by Frankfort and Baker to accept the appointee from Ellsworth Township. **Motion CARRIED.** 

**Board Nominations** – The Library Board received nominations for its Officers. Motion and seconded made by Frankfort and Goodlein that the following board members were elected to the respective positions:

President: Karin Goodlein Vice-President: Kees Frankfort

Treasurer: Kim Pendley Secretary: Ann Baker

**Motion CARRIED.** 

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**Treasurer's Salary** – Discussion. Motion and seconded made by Goodlein and Baker that the treasurer be paid \$150.00/month for all treasurer's responsibilities and allotted 6 hours/month for ESTA purposes.

**Roll Call Vote:** (3) AYES – Baker, Frankfort, Goodlein

(0) NAYS Motion CARRIED.

**Signatory Addition on Bank Accounts and Safety Deposit Box** – Motion and seconded made by Goodlein and Frankfort to add Kimberly Pendley as signatory on the Lake Osceola State Bank Accounts and Safety Deposit Box effective April 18, 2025. **Motion CARRIED.** 

# **TRUSTEE COMMENTS**

None.

# **BUDGET AMENDMENTS**

None.

# **NEXT MEETING DATE**

May 8, 2025, at 4:30 p.m.

# **ADJOURNMENT**

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

Karin Goodlein, Acting Secretary