

**Luther Area Public Library**  
**Board Minutes, May 14, 2020**

The regular board meeting was called to order by President Lois Langenburg at 4:40 pm. This meeting was conducted on Zoom due to the Corvid 19 restrictions.

Present were Lois, Donna, Kees, Diane, Jan, Janet and Acting Director Jodi

Julie, a potential board member was present.

**Minutes** , were reviewed, Motion by Jan to accept the minutes, second Janet

**Treasurer's report**

Due to being closed, we had few expenses.

IRS 1st Q was paid.

\$1863 for mechanical work. 1st half.

\$1862 for mechanical work 2nd half.

Motion to accept, Janet, second Kees

**Library Director's report -**

No stats, numbers for the month, due to Corvid 19. And the library is closed.

No story time.

Looking ahead to summer and being able to reopen and restart programs. Reading program for 8-12 to write your own story this summer. Grant for Lake Co. Foundation applied for.

We expect to be doing a soft opening and follow state health dept. guidelines. Curbside initially.

Shane has been deep cleaning the library and any return books or packages.

Great work Jodi and Shane for keeping the Library going while we are closed.

We can buy cleaning and safety supplies through Sheryl Motion by Diane, second by Jan. Passed.

Old Bussines

A.C. was installed \$3725.46.

Both furnaces were inspected and are fine.

New budget was reviewed and accected.

Vote

Jan Y

Janet Y

Diane Y

Kees Y

Lois Y

Donna Y

State aid is unknown at this time due to unknown budget results Corvid 19.

Trustee Diane accepted a renewal of 4 years as a board trustee Apr. 1st 2020

Policies, Lois presented updated personnel policies recommended.

1. 1A The Director will have 1 year after hire to complete required training.
2. 1B Director will sign an agreement to complete training and reimburse the Library if she/he leaves employment before the year is up. This is a level 4 certification. State requires 2080 hours to qualify for state aid.
3. The level 4 certification training is required for the position.

Policy updates. Recommended

1. The Director employs, directs, and trains all staff in collaboration with Personal committee
2. The Director and Personnel committee will interview and hire staff.
3. Director will train and supervise staff.

Policy updates put on hold for more clarification.

Motion is made by Lois to close the meeting so that the board trustees can review, discuss, and vote on staff pay raises.

Motion was made by Lois to reopen the meeting following discussions on staff pay

Lois will work with Jodi to create a plan to reopen the Library. Jodi requested a new director be hired as soon as possible. We are looking at a hiring process on Zoom.

Meeting adjourned at 5:40.

Next meeting is in Jun 9th, 2020. It will be conducted on Zoom