

Luther Area Public Library
Board Minutes October 8, 2020

The meeting of the LAPL Board was called to order at 4:35pm by President Lois Langenburg, via Zoom.

Present were Lois Langenburg, Jan Trimmerger, Donna Long, Kees Frankfort (by phone), Diane Roberts, Library Director Amy Shank, Library staff Jody Lucas and MMLL director Sheryl Mase.

No visitors were present

Secretaries minutes for September 10, 2020 were presented and approved with appropriate changes. Jan made a motion to accept, second by Diane.

Treasurers report was given. Motion to accept by Lois, second by Kees.

Librarian's Report: Passive programs are being done to comply with Covid-19 Restrictions.

Acorn count was done in September with 2 gift basket prizes awarded
October is Ghosts in the Library with prizes to be awarded
Pumpkin decorating contest Friday afternoon, Oct 30, to be judged by Jan and Lois
A bees nest was removed from the peak on the north side of building by Terminex
2 chrome books and a tablet were purchased with money from the Cares Grant
Motion to accept Librarian's report by Donna, second by Jan

Old Business: Addition to Covid-19 Exposure Plan , Plan Positive Case Protocol
Policy was approved and motion made by Lois, second by Kees
It was discussed and decided to leave Library Hours as they are until the next meeting
4 new Library signs were installed
Kees has the information to complete background checks when needed

A discussion was had to change from Auto Graphics to Apollo, an ILS integrated library
System for circulation, patron records and management systems.
A motion was made by Lois, seconded by Kees. Roll call vote approved by All

New E-rate consultant needed. Jan made a motion to use Janelle Morgan at Elite Fund, Inc. at
\$ 300.00 a year
Second by Donna Roll call vote approved by All

A Correction Action Plan was submitted to the State of Michigan Department of Treasury from the auditor in regards to deficiencies that were found in the Audit, The letter has resolved the problem

Deep freeze licenses were bought for 2 computers. Library will need to renew 12 licenses when they expire June of 2021 at a costly amount

A sign stating no bikes or skate boards is needed for front porch and ramp. Donna will check how we are covered for liability. Ordering information will be given to Library Staff to order

It was discussed and decided a 501c3 tax exempt status is not needed at this time

An amendment was made to the Budget to move \$1000.00 from Books (line 5) to Maintenance (line 16) Donna made a motion to accept, Kees seconded, Roll call vote approved by All.

A recommendation was made to begin sending the Newsletter again.

Next meeting will be November 12, 2020 at 4:30pm via Zoom

Meeting adjourned 5:45pm