

# Luther Library

## Board Minutes, Aug. 13, 2020

The regular board meeting was called to order by President Lois Langenburg at 4:35 pm. Mtg was conducted on Zoom.

Present were Kees, Lois, Jan, Diane and Donna. Also present was the Library director, Amy Shank. Jody was also present Sheryl Mase was present to conduct the Zoom mtg.

No visitors

No new board comments.

**Minutes** , were reviewed, Diane reported that she did not know that the last mtg which was conducted by both phone and in person was an option. Correction to spelling of name noted.

Motion by Kees to accept the minutes, second Lois

### **Treasurer's report**

No current treasurer's report due to info being at the auditor's office.

Deposits were reported. Follow up in Sept.

Motion to accept as is, Lois, second Jan

### **Library Director's report -**

*No programming*  
~~No~~ stats, numbers for the month

No story time. Limited hours as we start to reopen. Melcat is now up and running.

E books are being checked out.

## Luther Library

We are in region #2

New director already has a Level 4 certification, <sup>#3</sup> Level <sup>#4</sup> #3 is needed for a library our size.

Director's workshops are available for additional training.

Motion by Llois, second by Donna. Passed.

### **New business:**

Update on new by-laws and policies.

New policies issues will be put in writing and brought back to board.

Board will look at By-laws and seek input.

Covid 19 update will be added.

Issues of adding library hours and security were brought up and discussed. Issue tabled until more information is available including schedules, times and cost.

Currently we have opened on M,W,F, and Sat.

? on Tuw, and Thursday's opening to be decided later, will need more information.

Keep the back door locked and only staff use the back door.

Security question is if one staff member can work alone in the library. Further discussion needed.

Discussed getting own Zoom acct. \$15/mo. ? Do we need it.

Other libraries use other systems.

Got a grant for 4 additional computers.

Look at the trial period for Zoom use.

Motion Lois

Second Jan. Passed.

## **Luther Library**

Amy reported that board packets were sent out.  
Minutes are now placed in a binder.

Discussion on use of committees to do work outside of board meetings. Committees will bring back recommendations to the board for the board to vote on.

Diane raised issues of background checks which have not yet been done. Kees is working on setting up a free non profit account with the Michigan State Police for background checks on hires. Kees will report back on progress.

adjourn 5:30 pm

Next meeting is on Sept. 10, 2020.  
Zoom mtg.