

Luther Area Library

Board Minutes 12/10/2020

The regular board meeting was called to order by President Lois Langenburg at 4:30 pm.

Present were Lois, Diane, Jan, Donna and Kees. The Director Amy was present. Meeting was conducted on Zoom.

There were no visitors.

Sect. minutes. Minutes were reviewed and amended. Lois motioned to pass minutes. Jan second.

Tres. report. New flag bought.

\$100 in contest prizes.

\$995.51 in CARES Act Grant for New Chromebooks bought.

Propane filled.

Budget approved.

Motion by Diane, second by Lois.

Librarians report. Doing passive programs that allow kids and adults to join while maintaining staying safe.

The overall count is down due to Covid restrictions.

Crafts are ongoing and themed around the holidays.

Gingerbread house planned. Candy guess jar.

We are changing over to the Apollo system from the Verso system

The library wrote a mini grant from MMLL for:

3 new desktop computers.

External hard drive.

Order new books to fill in series. Jr. Library Guild had a sale of kid's books.

Newsletter is going out.

Discussed possible T-Mobile hotspot. Pathfinder sent info on this. Health Dept. has educational materiel kits available. We continue to discuss, monitor our ability to remain open during the Covid crisis. Staff are doing a great job keeping the library safe and open. We will stay in touch with other libraries and follow recommendations as they apply.

Old Business. Reviewed library hours in context of ongoing Covid concerns. Hours will remain the same for next month. Staff are doing a good job of managing safety issues. Diane expressed concerns about contact tracing if there is an issue. Discussed safety and remaining open. We will monitor and adapt as situation calls for. The front step issue was discussed. We are covered for front ramp issues.

We have new signs (\$32.60) asking kids to not use the front ramp for skateboarding.

ICHAT is slowly moving forward. Fed. ID is required (letter)

Smoke detectors and new EXIT signs are ordered. Kees has agreed to install the smoke detectors.

Library friends will cover the cost.

Exit lights will be installed by electrician, Brian Kanoush.

New Business.

Discussed enhancing security of files by getting locking and fireproof cabinets.

Talked about getting the fireplace inspected.

We will also have the furnace inspected.

Changes to the budget were made.

Increase Receipts, Line 12 Grants from \$4,000 to \$6,500

Increase Expense, Line 19 Grants from \$4,000 to \$6,500

Increase Expense, Line 12 Office by \$2,000
Decrease Expense, Line 11 Equipment/Verso Server by \$2,000
Motion to accept Jan, second Lois

Increase Expense, Line 7 Audit by \$250
Decrease Expense, Line 18 Mid-Michigan Library League/Dues by \$250
Motion to accept Lois, second Kees

Increase Expense, Line 13 IRWS Blue Bags by \$3,000
Decrease Expense, Line 14 Shoreline Yellow Bags by \$3,000
Motion to accept by Lois, second by Kees

Increase Expense, Line 17 Internet/Phone by \$2,000
Decrease Expense, Line 18 Mid-Michigan Library League/Dues by \$250
Decrease Expense, Line 10 Education/Travel by \$750
Decrease Expense, Line 1 IRS Withholdings by \$1,000
Motion to accept by Kees, second Lois.

Roll call to approve changes to budget.

Lois	Y
Kees	Y
Diane	Y
Jan	Y
Donna	Y

Next mtg will be Jan 14, 2021, Zoom at 4:30 pm
Mtg. adjourned at 5:50 pm
Submitted by Kees Frankfort