

Luther Area Public Library board meeting minutes, May 8, 2025

DRAFT, v2

Meeting called to order by President K. Goodlein at 4:30 p.m.

Present: K. Goodlein President K. Frankfort, Vice President

 K. Pendley, Treasurer A. Baker, Secretary

 D. Long, Trustee T. Laughlin, Director

Absent: S. Clark, Trustee

No visitors.

Motion to accept the draft meeting minutes from April 17, 2025 board meeting.

Amendment to the Signatory motion within the minutes. Should read:

“Add Kimberly Pendley, Treasurer, as signatory on the Lake Osceola State Bank Accounts, Certificates of Deposit, Safe Deposit Box and any Chase credit cards. Remove Donna Long from these same banking/financial accounts.”

Goodlein/Frankfort - Motion passed (5-0), minutes accepted with amendment.

Treasurer’s report was presented by D. Long. Motion to accept the report as presented. Goodlein/Frankfort - Motion passed (5-0).

Librarian’s report presented by Director Laughlin.

- Seeking Silent auction items requested
- Dollar General grant received for \$3000 for Summer Reading Program for books and incentives
- Gerber Foundation grant received in the amount of \$2000
- Director Laughlin requested participating in the Feeding America meal pick up program from June 6 – August 31. Meals can be provided to any person, but are meant for school aged children. They are distributed on a first come/first served basis. This program will be advertised with the school and on the library fb site. Cadillac, Baldwin, Leroy libraries all participate in this program. Motion was made to join the distribution of Feeding America meals at the library. Goodlein/Baker - motion approved (5-0).

Old Business

- Sick Time Pay, policy update presented by Goodlein/Laughlin for discussion (see attached)

- Modifications made to proposal: employees will accrue 1 hour for every 30 hours worked; program will run using the fiscal year (April 1 – March 31); can use 40 hours per 12 month period; do not pay out if employee leaves. Program to begin June 1st as a stub year and renew on April 1st, 2026.
- Motion made to accept the policy with modifications as stated above. Goodlein/Baker - motion approved (5-0)
- Door replacement selection.
 - President Goodlein led a discussion on exterior door selections. A wood grain door was recommended. Committee to continue to review options and look for a decision at June meeting. It was agreed to change the French doors to a single door.
- Cement repair – Director Laughlin shared that she is waiting contractor quotes; but that Matt could do a simple repair. Will give some time to gather quotes.

New Business

- Hours of Operations – Director Laughlin would like board to consider approving new hours, extending the library to some evening hours. In addition, she would like to hire a clerk to assist with front desk/customer support. Proposing MWF from 10:30 a.m. – 6 p.m.; adding Tuesday 4-8 p.m. Vice President Frankfort asked what will success look like? Director Laughlin replied having Eight or more persons during the evening hours.
- Clerk position – Director Laughlin is requesting a 9 hr week for the clerk position. The costs could be up to \$5,850/yr for an adult; \$4,965 for a youth 16-19 years old.
 - Hiring of a clerk could increase the efficiency of administrative work to be completed by Jody & Cameo
 - Would still plan to rotate staff to the front desk to assist customers
 - Request to consider addition of this position at the next board meeting
- Gardening Club
 - Request to remove five trees
 - Discussion ensued with board members
 - At this time, the board declines this request as we are looking to respect our neighbor and believe the removal may interfere with his view

Trustee Comments:

President Goodlein requested if you are unable to attend a meeting to notify Director Laughlin or another board member to assure we have a quorum and respect everyone's time.

Meeting was adjourned at 5:46 p.m. by President Goodlein

Approved June 12, 2025

Minutes respectfully submitted,
Ann Baker, secretary
Luther Area Public Library