

Louis Latzer Memorial Public Library Board of Trustees

The meeting of the Louis Latzer Memorial Public Library Board of Trustees was called to order by Sharon Rinderer on Tuesday, August 18, 2020, at 5:00 p.m.

Roll Call showed the following members present:

Nancy Genteman, Lee Ann Landmann, Sharon Rinderer, Joshua Short, Bill Wagner, Joyce Zerban
Angela Kim; Library Director
William Piper, Associate Member
Louis Latzer, Associate Member

Absent member(s) Justin McLaughlin, Marshall Rinderer

The minutes of June 16, 2020 were reviewed. Motion by Joshua Short, seconded by Nancy Genteman to approve the minutes. All members present voted yes. Motion carried.

The Treasurer's report for the month(s) of June and July were reviewed. Motion by Joyce Zerban, seconded by Joshua Short to approve the treasurer's report. All members present voted yes. Motion carried.

Bills for April were presented for payment. Motion by Joshua Short, seconded by Bill Wagner, to pay all bills presented for payment. All members present voted yes on roll call. Motion carried.

Director Angela Kim gave the Librarian's Report

- Live & Learn Construction Grant: Tabled until Old Business.
- Per Capita Grant: The old cabinets have been removed and the new cabinets are on order. They should be installed around September.
- Painting: The fiction area behind the books has been painted, as well as the shelving units and the staff restroom.
- Coronavirus / Covid-19: Although the library has not returned to their regular hours, the hours have been extended to include 2 evenings when they are open until 8:00 pm.
- Sump Pump: The sump pumps have been rerouted and seem to be working.
- Photographs: Voegele Photography digitalized several black and white original library photos and they have been hung. Voegele has other photos that they will continue to restore.
- IMEA Rebate: The library has received a check for \$2,162.15 as a rebate from the LED lighting upgrades that were completed recently. This is the 2nd time we have received this rebate.
- HACF: Trust fund checks were issued totaling \$20,124.50 and were deposited in the FCB endowment account. These funds were used for maintenance of the building.
- Donation/Book Sale: Many items have been added to our collection due to everyone cleaning out their homes during the quarantine. Some space will need to be cleared to prepare for the installation of the new floor.

Book Committee Report: 250 books, 3 books on CD, and 2 monetary donations were received as gifts. Many of them were memorials.

Old Business:

- Gazebo project: Tabled
- Covid-19: There are no new updates. The library plans to continue as they have been doing.
- Live and Learn Construction Grant: Korte Co. was asked to handle the Request for Proposal however, they wanted over \$7200 to complete this. Therefore, Angela will work with the city to prepare the advertisements. The city is hoping to assist with funding of this project. The library also received a \$,5000 donation towards the project from Mr. Charles McKittrick. Bill Wagner motioned, and Joshua Short seconded to accept a bid from ADT for security and monitoring with additional items discussed such as panic buttons, not to exceed \$25,000. All voted yes. Motion carried.

New Business:

- Oath of Office: Joshua Short, Nancy Genteman, Marshall Rinderer, Joyce Zerban took the oath of office.
- Board Meetings: The Board will continue to hold meetings on the 3rd Tuesday of every month.
- Election of Officers: Bill Wagner motioned and Joyce Zerban seconded the election of Officers. Sharon Rinderer - President, Nancy Genteman - Vice-President., Lee Ann Landmann - Secretary. All voted yes. Motion carried.
- Annual Report: Angela finished the Annual Report well before the due date of June 30th. The numbers look good especially considering that the library was essentially closed several months.
- Holiday Dinner Fundraiser: The dinner has been canceled for 2020 due to the Covid-19 status.

Other Business:

Motion by Nancy Genteman, seconded by Joshua Short to adjourn the meeting at 6:10 pm. All members present voted yes. Motion carried.

The next meeting will be held September 15, 2020, at 5:00 pm.

Respectfully Submitted,

Lee Ann Landmann, Secretary