

The meeting of the Louis Latzer Memorial Public Library Board of Trustees was called to order by Sharon Rinderer on Tuesday, June 15, 2021 at 5:00 p.m.

Roll Call showed the following members were present:

Nancy Genteman  
Susan Martz  
Justin McLaughlin  
Marshall Rinderer  
Sharon Rinderer  
Josh Short  
Shaun Voegele  
Joyce Zerban

Louis Latzer, Associate Member  
Angela Kim, Director

Roll Call showed the following members were absent:

William Wagner  
William Piper, Associate Member

#### MAY MINUTES:

1. The minutes of May 18, 2021 were reviewed. Marshall Rinderer moved and Joyce Zerban seconded the motion to approve the May 18, 2021 minutes. All voted yes. Motion carried.

#### MAY TREASURER'S REPORT:

1. Josh Short provided the Treasurer's Report for May 2021. He and Angela reviewed the items on the cash flow spread sheet. Justin McLaughlin moved and Marshall Rinderer seconded the motion to accept the Treasurer's Report. All voted yes. Motion carried.

#### MAY BILLS:

1. Bills for May were presented for payment. Nancy Genteman moved and Josh Short seconded the motion to pay all bills. All voted yes. The motion carried.

#### LIBRARIAN'S REPORT:

1. Rear Entrance: The millwork, flooring, and new railing will be installed in the near future.
2. Summer Reading Program: Almost 200 signed up. The Tropical Sno truck was at the sign up event. Angela is in the process of finding a suitable microphone and small sound system for outdoor events.
3. Stained Glass: The art glass was picked up and delivered Monday, June 7, 2021.
4. Vacation: Angela will be out of town for funerals the last week of June. She will be available by cell, text, or email.
5. Landscaping: Trimming and cleanup are ongoing.
6. Sensory Garden: We have a container garden which we may expand if needed.

7. Business After Hours: A BAH with the Highland Chamber of Commerce has been planned for August 19 pending the completion of the building project.

8. Annual Report: This report will be completed by the due date.

#### BOOK COMMITTEE REPORT:

1. A total of 16 books were donated in May 2021.

#### OLD BUSINESS:

1. Live & Learn Construction Grant: This project is close to completion.

2. COVID 19: Hours have been expanded with few issues regarding workers and patrons.

3. Google Interior Mapping: The grant money is coming and this will be completed in due time.

4. Non-Resident/Juvenile Cards: This is a work in progress involving state leaders and local school authorities. More discussion and information is needed.

#### NEW BUSINESS:

1. Joyce Zerban and Sharon Rinderer were reappointed.

2. Shaun Voegele and Susie Martz were appointed to the board.

3. Susie Martz will fill the Board Secretary role.

#### OTHER BUSINESS:

1. Josh Short discussed updating the Strategic Plan. It was decided that the current plan is sufficient.

2. Procedures and checkout needs for Self Serve Holds were discussed. Angela will research and assess these needs.

#### ADJOURNMENT:

1. Nancy Genteman moved and Josh Short seconded the motion. All voted yes. Motion carried.

THE NEXT MEETING WILL BE TUESDAY, AUGUST 17, 2021.