

**LOUIS LATZER MEMORIAL PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
THURSDAY, JANUARY 20, 2022**

The meeting was called to order by Sharon Rinderer on Thursday, January 20, 2022.

Roll call showed the following members present:

Susan Martz
Justin McLaughlin
Sharon Rinderer
Joshua Short
Bill Wagner
Joyce Zerban

Nancy Genteman, Marshall Rinderer, and Shaun Voegelé were absent.

William Piper, Associate Member
Louis Latzer, Associate Member, was absent.
Angela Kim, Director

NO PUBLIC FORUM.

NOVEMBER MINUTES:

The minutes for November, 2021 were reviewed. Josh Short moved to approve and Joyce Zerban seconded. All voted in favor and the motion carried.

TREASURER'S REPORT:

Josh Short presented the reports for November and December. The library's stolen tax account money has been recovered and returned to the account. Bill Wagner moved to approve and Susan Martz seconded. All voted in favor and the motion carried.

NOVEMBER/DECEMBER BILLS:

Bills for November and December were presented for payment. Josh Short moved to approve and Bill Wagner seconded. All voted in favor and the motion carried.

LIBRARIAN'S REPORT:

Donations: Options for Harold Byers' \$10,000 memorial donation were discussed. Other memorial contributions were made in honor of Jon Boulanger and Priscilla Plocher.

Women's Club Christmas Tour: Approximately 50 people attended the tour. Feedback was positive. Updates were made to this year's Christmas decor, including a Grinch tree.

Holiday Dinner: Due to Covid there was no dinner; however, the library received over \$7,300 in donations. This was a record high. Josh Short suggested that the library look into modern options for people to donate other than cash or check for next year.

Digitization Equipment: Angela is working with Lazerware and Shaun Voegle to select a computer and other equipment that will accommodate the library's graphic needs. The Belleville News Democrat and the Troy Tribune are covering this news in their papers.

Railing Project: Due to supply chain issues, Thole estimates that the railing will be completed in the near future.

Curbside Service: Due to rising Covid numbers and the library's small staff, curbside pick up went into effect on December 29. All other needed services are being provided on an appointment basis. The goal is to re-open by February.

Per Capita Grant: This grant will be used for a new Children's Library circulation desk and a larger J Graphic Novel shelf section. The circulation desk will be ADA compliant and compatible with modern technology. Weiss Woodworks in Highland will provide estimates for the needed work.

Self-Checkout: The self-checkout system has been installed. It is user friendly and was purchased with the HACF grant.

ILS Grant: The library received \$25,000. Angela is waiting on bids to purchase a generator with this grant.

BOOK COMMITTEE REPORT:

Donations: \$1,275 in memory of Priscilla Plocher.

One Painting

One Decorative Nativity Set

OLD BUSINESS:

Sharon Rinderer will establish the library's new tax account.

Angela Kim presented the review of Revenue and Expenses for 2022-2023. Bill Wagner motioned to approve and Joyce Zerban seconded. All voted in favor and the motion passed.

Angela Kim will finish compiling waded fine totals and adjust the budget accordingly. She will also add the grant money to the budget.

Angela Kim reviewed the 4% wage increase for library employees. An error in Tara Lenz's wages will be corrected. Josh Short moved to approve and Bill Wagner seconded. All voted in favor and the motion passed.

In regard to the Weber bequest, the board discussed using some of the money to purchase a new electronic piano and investing the rest of the gift. Bill Wagner will create an appropriate pass through account for the Weber bequest. Justin McLaughlin moved to approve and Josh Short seconded. All voted in favor and the motion passed.

ADJOURNMENT: Justin McLoughlin motioned to adjourn and Josh Short seconded. All voted in favor and the motion passed. The next meeting will be February 15, 2022.