

Louis Latzer Memorial Public Library
Board of Trustees Meeting Minutes
Tuesday, May 21, 2024

The monthly meeting of the Louis Latzer Memorial Public Library Board was called to order by Sharon Rinderer on Tuesday, May 21, 2024.

Roll Call:

Nancy Genteman

Amy Kloss

Justin McLaughlin

Sharon Rinderer

Joshua Short

Shaun Voegele

Bill Wagner

Associate Members: Louis Latzer

Director: Angela Kim

Absent: Susan Martz and Marshall Rinderer

April Minutes: An error in the March minutes was noted and a correction was made. Joshua Short made a motion to approve the amended April minutes and Bill Wagner seconded the motion. Motion carried.

Public Forum: None

Treasurer's Report: Short presented the treasurer's report for both March and April. He noted that budget was up in March, but down in April. He also noted that the accounts will change once the account is closed with Bradford Bank. Shaun Voegele made a motion to approve the treasurer's reports for both March and April and Amy Kloss seconded the motion. Motion carried.

April Bills: Wagner asked Angela Kim as to whether the fraud protection was in place. Kim noted that the First Mid Bank fraud protection is in place, but that the library has been charged twice for an analysis fee. She will look into why it is happening. After discussion of the bills, Short made a motion to approve the April bills and Wagner seconded the motion. Roll was called and the motion carried.

Librarian's Report: The Children's Library Ceiling Project is almost completed. The crown molding was installed where the circulation desk is.

Trash collection has become a problem as they have not emptied the recycle bins since they have brought them. Kim reached out to the company. They said there were no bins at the curb, but Kim let them know that pick up is in the alley, along with the bins from the church. They were emptied and hopefully this is the end of the issue.

The library received monies from a Walmart Grant. A bubble wall was installed in the open area near the middle stairs and next to the sensory boards. The color of the lights can be changed and it seems to be a great feature.

Kim received a set of the *Mayflower Families through Five Generations* from the Illinois Mayflower Society. It is a 44 volume set that has been cataloged with plaques in them. Kim plans to put together a couple of press articles so the public is aware.

During the regular HVAC maintenance/filter change, it was discovered that one of the compressors in an air unit is bad. This set of units, which is located on the penthouse roof, has two air units at the back of the penthouse and two furnace units in front of them. They were last replaced in 2008. The maintenance company has suggested that all four units be replaced instead of removing the two furnaces to replace the condenser in the old units. The cost to replace is \$24,922.00. This includes using a crane to remove the units. Several units were replaced in 2022. To access them better, it was suggested that the doors be flipped to allow for more accessibility. There was also discussion about a solar panel grant. Kim will look into it.

Kim noted that she had been out due to an emergency appendectomy in April. Since the surgery, she had become ill and had to go to the ER. She is doing better, but has been in and out of the library.

Book Committee Report: It was noted that 22 books were given in honor and memorial.

Unfinished Business: Kim has spent time evaluating records and memorabilia belonging to Roland Harris. There are still boxes to evaluate. She plans to revisit them in the fall.

New Business: Kim presented the HVAC issues to the board and it was decided that the library would replace the units. Albers Heating and Cooling will handle the project. Since the check for the unit replacement was approved in the April bills, no roll call was needed.

Board Appointments/Reappointments have come up for Sharon Rinderer, Amy Kloss, and Shaun Voegele. Kloss noted that she will be moving out of the city limits by the end of the year. She will remain on the board until that happens. Kim asked the board to look into possible replacements.

Other Business: Short attended Reaching Forward South Conference through the Illinois Library Association. He brought back many ideas from the conference including library trustee forum workshops for the board to consider. He also mentioned the importance of the Aspen Discovery layer which allows patrons to explore reading choices. Short had several other ideas for the library to explore including a presence at the local Farmers Market and possibly consider Hoopla in the next budget cycle.

Adjournment: Bill Wagner made a motion to adjourn and Justin McLaughlin seconded. Motion carried.

The next meeting will be Tuesday, June 18, 2024.