

Lansing Public Library
Board of Trustees
Regular Board Meeting
January 17, 2008
Minutes

President Tom Nowak called the meeting to order at 6:30 p.m.

Present: Carrie Appold, Laura Hyzy, Cecelia Gonzalez, Mary Kern, Judy Koch,
Tom Nowak

Absent: Howard Schug

Also Present: Debbie Albrecht, Director
Joan Ridder, Administrative Asst.

Visitors: None

Communication: There was no correspondence this month. Debbie called the Board's attention to the book on the board table put together by Susan Schmidt of Adult Services highlighting the programs and events sponsored by the library in 2007.

Approval of Minutes: Laura Hyzy moved and Cecilia Gonzalez seconded to approve the November 15, 2007 minutes. All present voted aye. Motion carried.

Financial Report: Howard Schug was not present, however the Village's most recent financial postings for the Library Fund were distributed to the Board. There is currently \$602,691.64 in the Library's account. Debbie commented that \$200,000 borrowed in December has been repaid. The interest paid on that loan was \$219.11.

Approval of Bills: Laura Hyzy moved and Judy Koch seconded to approve the prepayment of the December 2007 bills in the amount of \$86,934.33, the January 2008 bills in the amount of \$67,831.46, and the additional January 2008 bills in the amount of \$4,078.38. All present voted aye on a roll call vote. Motion carried.

Discussion of Monthly Director and Department Head Reports: Laura Hyzy commented that the recent Diversity Training Seminar made available to the library staff through the Village of Lansing was a good idea. Debbie relayed that it was also very economical to participate in this way. The library's total cost for this training was only \$608.40. The Village plans to do this on a yearly basis, and Debbie would like to have the library employees attend annually, as well.

Tom Nowak questioned the statement made in the Technical Services report regarding the necessity to spend the budget money soon. His concern was that money might be getting spent indiscriminately. Debbie assured him that this is not the case, and that she had already informed the department heads to be selective in their purchases.

The Board commented on the recent improvements made to the Reference Department. One thing Tom Nowak would like to see, however, is better cord management behind the computer area.

Friends of the Library: The Friends raised \$931.00 in the recent book sale. They have set aside \$6,500 for use in the library's landscaping project. The Friends' 501C3 has been filed. This means they should have their own tax-exempt number next month.

Clarification of Non-Resident Card Requirements: In response to Laura Hyzy's questions at the November Board Meeting, Debbie informed the Board that our library's policy is correct. People can only apply for library cards at the library in their residential area. Our library does allow teachers in the Village of Lansing to obtain temporary cards on a yearly basis upon proof of identification.

Tom Nowak declared the regular meeting adjourned at 7:00 p.m. and requested that the Board enter into Executive Session.

The Board entered into Executive Session at 7:05 p.m. Tom Nowak declared the Executive Session meeting adjourned at 7:28 p.m.

Submitted by

Joan Ridder, Administrative Asst.