

**Lansing Public Library
Board of Trustees
Regular Board Meeting
February 21, 2008
Minutes**

President Tom Nowak called the Lansing Public Library's February 2008 Regular Board Meeting to order at 6:30 P.M.

Present: Carrie Appold, Cecilia Gonzalez, Laura Hyzy, Mary Kern, Judith Koch, Tom Nowak

Absent: Howard Schug

Also Present: Debbie Albrecht, Library Director
Paula Else, Circulation Services Department Head

Visitors Present: Patty Higgins, Kelli Staley

Correspondence. There was no correspondence this month. Debbie told the Board that she received a call that we were receiving a grant from Wal-Mart and they would present the check to her February 22 at 8:30 a.m.

Approval of Minutes. It was pointed out that the date on the minutes is for 2007. Laura Hyzy moved and Carrie Appold seconded to approve the January 17 minutes with the date correction. All present voted aye. Motion carried.

Financial Report. Howard Shug was not present, however each Board member had a copy of the Village's most recent financial postings for the Library Fund. There is currently \$515,670.36 in the Library's account. Debbie reminded them that tax bills were out and due soon so we should be getting more money soon. Taxes are due March 4th.

Approval of Bills. Laura Hyzy moved and Cecilia Gonzalez seconded to approve the payment of the February 2008 bills in the amount of \$107,002.03. All present voted aye on a roll call vote. The motion carried.

Discussion of Director's Report and Department Head Reports. Tom Nowak asked about the fire alarm pulls and if we would be better off getting the kind that have a cover. Debbie said we would have to find out about the cost.

Carrie Appold asked what e commerce, mentioned in the Circulation report, was and how it worked. Paula explained that people could pay SWAN bills online through the SWAN website even from our library. This is not affected by Internet access.

Laura Hyzy commented about the greeters. She had seen in the job openings that one library is hiring someone specifically to be a greeter. Debbie commented that the school staff and the police are helping keep order after school.

Laura Hyzy asked about Technical Services report that we want to store cd's in a different way. Debbie explained we want to get rid of the racks and we will not be locking them. We need to have enough money to make the change.

Laura Hyzy commented how nice it is to walk into the library now with it being more open.

Tom Nowak mentioned the cord management. Debbie said we will do the best we can, it is difficult when cords all need to go different directions.

New Business:

Friends of the Library. The Friends raised over \$500.00 in their recent book sale. The Friends have received their 501C3.

One Book, One Community. Debbie described the program to the Board and explained how it can be used to pull the entire community together. Her hope is to get the Mayor, the Village, the schools, and everyone possible involved. The book she would like to use is "Three Cups of Tea" by Greg Mortenson. She would like to do this during the summer or fall 2009.

Unique – new company for collections. Debbie described this company that helps libraries recover money owed them. We will be trying them for three months at no cost.

Smart Filter purchase from new vendor. Debbie explained we would no longer be getting Smart filter from Veicon. We will be getting it from Performance Network Solutions, Inc (Niles, IL). It will cost less and the company is closer to us.

PC Reservation. Debbie explained that she and the Department Heads went to the Glenwood/Lynwood library to see their system. She described the program. Laura Hyzy told the positives of the program. The cost will be \$4,942.00 for 2 years.

Purchase of computer equipment to finish update planned for FY07/08. Debbie told the Board that Veicon is completely paid. She explained we have money in the budget to purchase computers and she explained the plans. Board members each had a copy of costs broken down. Kelli answered questions. Laura made a motion to spend \$16,275 for the computers. Mary seconded the motion. All members present voted aye on a roll call vote. The motion passed.

Discontinue Veicon/Thin Clients. Debbie explained that Sherwin is able to change the thin clients to access only our catalogue and SWAN catalogue. We will have 3 located upstairs near the stacks and 3 located in Youth Services.

Begin discussion on SWAN vs. Symphony. Debbie explained about how the grant opportunity came up. Kelli found out at CODI in November that Horizon will not be continuing. The next move would be Symphony. Patty explained how we went with DYNIX. We will have to make some system change in a couple years so Debbie is exploring SWAN. She hopes to have costs next meeting. Debbie explained it really would be better for us to be with SWAN as part of MLS but we need to know what the cost is.

Change next month's meeting date. The next regular Library Board meeting will be March 13th at 6:30 P.M.

Tom Nowak declared the Board would go into Executive Session at 7:45 P.M..

The meeting adjourned at 8:05 P.M.

Submitted by

Paula Else
Circulation Services Department Head