

**Lansing Public Library  
Board of Trustees  
Regular Board Meeting  
March 13, 2008  
Minutes**

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

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

Absent: Cecilia Gonzalez and Howard Schug

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

Visitors Present: none

**Correspondence.** There was no correspondence this month

**Approval of Minutes.** Laura Hyzy moved and Mary Kern seconded to approve the February 21, 2008. 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 \$743,855.62 minus \$593.49 which showed deposited twice, in the Library's account.

**Approval of Bills.** Laura Hyzy moved and Judith Koch seconded to approve the payment of the March 2008 bills in the amount of \$102,770.14. 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 "Black Belt Librarian". Debbie explained that it was a workshop about library security. Loraine and a committee are working on a short list of library rules that we can hand to library patrons who are not cooperating.

Laura Hyzy referred to the Technical Services report and asked if audio books with cassettes are being replaced with cd's if possible. Debbie told her probably not unless it was needed.

Comments were made about the graffiti on the wall next to the street and how well and quickly it was cleaned up.

Laura Hyzy asked when the PC Reservation system would be working. Debbie said that it would be up and in use by the middle of April or by May 1<sup>st</sup> at the latest.

**New Business:**

**Friends of the Library.** The Friends raised \$601.00 at the March 1<sup>st</sup> book sale. The Wine tasting fundraiser will be June 27<sup>th</sup> at 6:00p.m., tickets will be \$20.00.

**Good Neighbor Day Parade.** The parade will be May 3<sup>rd</sup>. There are 13 staff members and 2 children signed up to represent the library in the parade.

**SWAN costs update.** Debbie explained we have just found out that SWAN board is voting whether or not to reinstate fees to reenter SWAN. Our fee would be \$60,000.00. We would also have to pay approx. \$40,000.00 for the first year. Joining SWAN is looking much less attractive that it did. Debbie will file the letter of intent for the grant just in case.

**Revised Fax Policy.** There was discussion and the first reading of the revised fax policy. The cost of faxing 11-20 pages would increase to \$5.00 and there would be a limit of 20 pages faxed. The Board will vote on this next month.

**Approve Staff In-service day in April/May.** Debbie requested permission to pick the day for Staff In-service when the new public computers can be put in place, the new PC Reservation system installed and staff cross training. Laura Hyzy made a motion for the in-service at the Director's discretion. Seconded by Carrie Appold. The motion passed.

**Set budget meeting for FY 08/09.** The budget meeting will be Wednesday, April 2, 2008, at 6:00 p.m.

The next regular Library Board meeting will be April 17<sup>th</sup> at 6:30 P.M.  
Tom Nowak declared the Board would go into Executive Session at 7:15 P.M..  
The meeting adjourned at 7:50 P.M.

Submitted by

Paula Else  
Circulation Services Department Head