

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

President Tom Nowak called the meeting to order at 6:50 p.m.

Present: Laura Hyzy, Cecelia Gonzalez, Judy Koch, Tom Nowak

Absent: Carrie Appold, Mary Kern

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

Visitors: Patty Higgins

**Communication:** This month there were several thank-you cards from library patrons, as well as one from the Lansing Historical Society, thanking Kelly for putting their Flag Contest information on our website.

The Chamber of Commerce Community Ball invitation was circulated, and Debbie inquired who would be attending this event on May 9.

Debbie informed the Board that she received a letter from Trustee Howard Schug that he is regretfully resigning from the Board effective immediately due to a conflict in his work schedule. The Board accepted Howard Schug's resignation.

**Approval of Minutes:** Laura Hyzy moved and Judy Koch seconded to approve the minutes from the March 13, 2008 regular Board Meeting and the April 2, 2008 special Budget Meeting. All present voted aye. Motion carried.

**Financial Report:** There is presently \$998,994.64 in the library account. Debbie stated that \$93,000 is due yet in real estate tax revenue. Since we are nearing the end of the month, she has alerted staff to watch their spending, as it is possible that we will not accrue any more tax money until next Fall.

**Approval of Bills:** Laura Hyzy moved and Cecilia Gonzalez seconded to approve the payment of the April 2008 bills in the amount of \$87,024.55. All present voted aye on a roll call vote. Motion carried.

**Discussion of Monthly Director and Department Head Reports:** Laura Hyzy inquired as to who would be attending the ALA Conference this year. Debbie advised the Board that it would be Gail Guzman.

Laura Hyzy asked Debbie how many libraries in the area are open on Sunday. Debbie replied that she has not investigated this matter, but that she is aware that many libraries have added Sunday hours.

The Staff In-Service Day was discussed. Laura Hyzy commented that everyone on staff is doing a good job.

Debbie informed the Board that the Friends raised \$501.00 at their last Book Sale.

**FY2009-20011 Per Capita Grant Requirements:** Debbie distributed copies of the Per Capita Grant Requirements for the next three years.

**Fax Policy Revision:** Laura Hyzy moved and Cecelia Gonzalez seconded acceptance of the Revised Public Fax Policy with one correction; changing the word “requirement” to “requirements.” All present vote aye. Motion carried.

**SWAN:** Debbie informed the Board that she has decided she is not going to pursue a grant to rejoin SWAN.

**Block Party:** The 2<sup>nd</sup> annual Library Block Party will be Friday, June 6, from 6 to 8:30. Debbie informed the Board that their help is urgently needed that evening.

Judy Koch moved and Laura Hyzy seconded that the library be closed in the morning and open from 1 to 5 p.m on June 6, with the staff working from 1 to 9 p.m. All present vote aye. Motion carried.

Tom Nowak declared the regular Board Meeting adjourned at 7:20 p.m., and requested the Board enter into Executive Session at 7:25 p.m. The Executive Session meeting adjourned at 7:40 p.m.

Submitted by

Joan Ridder  
Administrative Asst.