

Lansing Public Library  
Board of Trustees  
Regular Board Meeting  
June 19, 2008 Minutes

President Tom Nowak called the meeting to order at 6:30 P. M.

Present: Carrie Appold, Timothy Glinski, Laura Hyzy, Mary Kern, Tom Nowak

Absent: Cecilia Gonzalez, Judy Koch

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

Visitors: Patti Baker, Gail Guzman, Patty Higgins,

Tim Glinski was sworn in as the new Library Trustee, filling the position previously held by Howard Schug.

**Correspondence:** Debbie informed the Board that a patron continues to ask that our policy be changed to allow people to remain on our computers until five minutes before closing time. Debbie told the Board that the computers will continue to be shut-off at 7:45, and no change will be made.

Debbie informed the Board that a photo gallery of the Block Party is on display near the atrium. Once again the Block Party was a tremendous success.

**Approval of Minutes:** Laura Hyzy moved and Carrie Appold seconded to approve the minutes from the May 15 regular Board Meeting. All present voted aye. Motion carried.

**Financial Report:** There is presently \$785,235.24 in the library account.

**Approval of Bills:** Laura Hyzy moved and Carrie Appold seconded to approve the June 2008 bills in the amount of \$66,985.71, and the additional June 2008 bills in the amount of \$4,423.73. All present voted aye on a roll call vote. Motion carried.

**The Board Discussed the Monthly Director and Department Head Reports.**

Debbie called attention to the fact that that Maureen Mason will be the new department head in Youth/Teen Services. She will be starting July 7, two weeks before Gail Guzman's departure.

Gail Guzman and Patti Baker were both in attendance to ask the Board to consider approving the hiring of a full-time person as soon as possible in Youth and Teen Services, to fill the position recently vacated by Loraine Tiedemann. Debbie concurred by stating that this is the worst time of year to lose someone in Youth Services because there is so much going on.

**Friends of the Library:** Friends made \$900 at their recent \$5 Fill-A-Bag Book Sale. Debbie reminded the Board of the Wine Tasting on the 27<sup>th</sup> of June.

**In-Service September 5.** Laura Hyzy moved and Mary Kern seconded that the library be closed the morning of September 5 for an In-Service entitled “Internet Troubleshooting & Public Computing Tips and Tricks.” The library would be open to the public from 1 P.M. to 5 P.M. that day. All present voted aye. Motion carried.

**Library Trustee Day at ILA:** Debbie noted that ILA’s Library Trustee Day will be September 25 at Navy Pier. She informed the Board that she will handle the registration, if anyone is interested in attending.

**Discussion of Vacation Policy:** The Staff Vacation Policy was discussed. After considerable discussion, the Board asked Debbie to provide a comparison between our staff vacation benefits and those allotted at other suburban public libraries and our village employees for next month’s board meeting.

**First Reading of Behavior Policy:** Debbie explained that this policy was written by the library staff after doing extensive research. The Board will vote on this policy at next month’s meeting.

**Review of Open Meetings Act:** The Board discussed Opens Meeting Act. They reviewed our current policy pertaining to the Open Meetings Act and we are in compliance.

**Review of the Freedom of Information Act:** The Board discussed the Freedom of Information Act. After reviewing our policy, the Board finds we are in compliance.

**Review of Ethics Law and Ethics Filing Statement:** The Board and Director file statements of Ethics every year as required by law.

**Vote on Status of Executive Session Board Minutes:** Carrie Appold moved and Mary Kern seconded to keep the Executive Session minutes sealed for six months. All present voted aye. Motion carried.

Tom Nowak requested the Board enter into Executive Session at 7:30 P.M. The regular Board Meeting reconvened at 7:55 P.M.

Laura Hyzy moved and Carrie Appold seconded to permit Debbie to hire a full-time person in Youth/Teen Services, and if necessary, Debbie may replace a part-time employee in Youth/Teen Services in the same transaction. All present voted aye on a roll call vote. Motion carried.

Tom Nowak declared the meeting adjourned at 8:00 P.M.

Submitted by

Joan Ridder, Administrative Asst.