

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

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

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

Absent: Carrie Appold, Tim Glinski, Mary Kern

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

Visitors: Paula Else, Patty Higgins, Maureen Mason

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

Approval of Minutes: Laura Hyzy moved and Cecilia Gonzalez seconded to approve the minutes from the June 19, 2008 regular Board Meeting. All present voted aye. Motion carried.

Financial Report: Debbie distributed the latest financial sheet received from the Village of Lansing, which shows there is presently \$698,555.24 in the library account.

Debbie informed the Board that the Village budget was passed on Tuesday evening.

Approval of Bills: Laura Hyzy moved and Judy Koch seconded to approve the July 2008 bills in the amount of \$73,136.63. All present voted aye on a roll call vote. Motion carried.

The Board Discussed the Monthly Director and Department Head Reports:

Debbie pointed out that staff will be available at schools in Districts 158 and 171 in August during registration to sign people up for library cards. Most of the staff will be involved in this endeavor. This was so successful last year that we are expanding the service to include District 171 and the high school this year.

Debbie mentioned that she was disappointed that author Greg Mortenson will be unable to speak in Lansing next year due to his hectic schedule. She told the Board she is still going ahead with the One Book project and is eagerly waiting the arrival of the Three Cups of Tea picture book and middle school version coming out next spring.

Tom Nowak requested that the outside stairs at the front of the building be swept on a regular basis.

Friends of the Library: Laura Hyzy and Tom Nowak commented favorably about the Friends sponsored Wine Tasting held at the library on June 27. Debbie informed the Board that approximately 100 people turned out for the event.

Debbie said that the Friends of the Library now have a little over \$10,000 in their savings account. The money in this account will be used specifically for the landscaping project scheduled for the front of the building next year. In view of this major undertaking, Tom Nowak suggested that Debbie get a quotation for the cost of repairing the sprinkler system out in front.

Debbie reported that the ongoing Book Sale in Adult Services continues to do well.

Approval to Hire a Part-Time Circulation Clerk for Jessica Roeda's position: Laura moved and Cecilia Gonzalez seconded to approve the immediate hiring of a part-time Circulation Clerk. All present voted aye on a roll call vote. Motion carried.

Approval of Revised Behavior Policy – 2nd Reading: Laura Hyzy moved and Judy Koch seconded to accept the new Lansing Public Library Behavior Policy as presented, effective August 1, 2008. All present voted aye. Motion carried.

Continued Discussion of Vacation Policy: The Staff Vacation Policy was discussed. The Board requested that Debbie obtain further information from the Village prior to next month's board meeting. They would like a list of vacation time, personal time, and holiday time, and sick time benefits allotted to the non-union Village employees.

1st Reading of Revised Computer/Internet Policy: Debbie presented the 1st Reading of the Revised Computer/Internet Policy to the Board. The 2nd Reading of this revised policy will occur at the August board meeting.

Tom Nowak declared the meeting adjourned at 7:15 P.M.

Submitted by

Joan Ridder, Administrative Asst.