

Lansing Public Library
Board of Trustees
Regular Board Meeting
March 19, 2009
Minutes

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

Present: Carrie Appold, Laura Hyzy, Tim Glinski, Mary Kern, Tom Nowak
Cecilia Gonzalez arrived at 7:00 p.m.

Absent: Judy Koch

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

There were no visitors present at this meeting.

Approval of Minutes: Laura Hyzy moved and Carrie Appold seconded to approve the minutes from the February 19, 2009 regular Board Meeting as amended. All present voted aye. Motion carried.

Financial Report: Tom Nowak noted that the library bank balance as of 3/19/09 is \$1,101,764.97. We are 83% through the fiscal year and have spent 73% of the budget.

Approval of Bills: Laura Hyzy moved and Carrie Appold seconded to approve the March 2009 bills in the amount of \$93,606.46. All present voted aye on a roll call vote. Motion carried.

Communications: Debbie received thank you notes from Patti Eidam, Mike Manno, Nancy Noworyta, and Bob Ryan thanking her for hosting the Candidates Forum held at the library on March 5. Leslie Schoon expressed her thanks, also, in an ad in the March 11 Shopper.

Debbie and Sandra received a thank-you note from Vivian Payne, President of the Chamber of Commerce for their work in hosting the monthly Chamber luncheons.

Two thank yous were also received from patrons. One thanked Circulation Clerk Anna Holben for her quick call when she left her wallet in the library; another patron expressed her thanks to the Circulation staff for their assistance when she misplaced her purse.

Susan Schmidt in the Adult Services Dept. received a thank you letter from Penelope Bingham who recently presented the program "Vintage Cookbooks/Modern Cooks." She thanked Susan and Donna Moore, also of Adult Services, for their professionalism as they co-hosted her program that evening.

Debbie passed around the Chamber newsletter, along with an offer from Lansing Country Club to Chamber members to sponsor a Golf Hole Tee Box Sign at the rate of \$250 for one year.

The library received a letter from Patrick Rush, Executive Director of the South Suburban College Foundation inviting participation in their Showcase 2009 event to be held at the Odyssey Country Club on April 24.

The Board Discussed the Monthly Director and Department Head Reports:

The board members complimented Debbie and the library staff for the successful Candidates Forum held at the library on March 5. Debbie said that because of the positive feedback she received from this event, she hopes to host town hall meetings at the library on a regular basis. Laura Hyzy agreed that this would be good for the community.

Tim Glinski has personally observed that the after-school crowd has been quite unruly recently, and will be suggesting a greater police presence at this time of day. Debbie said she would like all the police officers to know we have free coffee for them in the library Conference Room after 3:30 p.m., when they do a “walk-through.”

Tim Glinski asked about the possibility of hosting a job fair at the library sometime in the future. Debbie said she will look into this matter, and commented that Patty Higgins has recently started assisting patrons individually in the Reference Dept. with resume writing.

Debbie informed the Board that Youth Services will be getting Jillian LaBella to work in their department as a college intern this summer.

Debbie relayed that she is sending the library staff to the ALA Conference in Chicago for an in-service day this summer. Laura Hyzy encouraged Debbie to attend, also.

Friends of the Library: Debbie commented that the money keeps coming in, thanks to the Friends.

Good Neighbor Parade: Debbie told the Board that the Lansing Good Neighbor Parade will be on May 2. She invited them to participate alongside the library staff marching that day.

Budget Meeting: The Board will meet on Monday, April 6, at 6:30 p.m. to discuss the 2009/2010 budget.

Second Reading of Revised *Lansing Public Library Employee Personnel Policy*

Handbook: Laura Hyzy moved and Mary Kern seconded to approve the Revised Lansing Public Library Employee Personnel Policy Handbook with minor corrections mentioned. All present voted aye. Motion carried.

The First Reading of Revised Lansing Public Library Board of Trustees Bylaws was discussed briefly.

Tom Nowak requested that the Board enter into Executive Session at 7:10 p.m. to discuss compensation. Roll call was taken when the Board reentered the regular meeting at 7:20 p.m.

Laura Hyzy moved and Cecilia Gonzalez seconded that Youth Services Volunteer Kara Coffey-Hill be awarded a \$1,000 stipend for the help she gave the library as a participant in TF South's work study program. All present voted aye on a roll call vote. Motion carried.

Tom Nowak declared the regular meeting adjourned at 7:21 p.m.

Submitted by

Joan Ridder, Administrative Asst.