

Lansing Public Library
Board of Trustees
Regular Board Meeting
November 17, 2011
Minutes

Vice President Carrie Appold called the meeting to order at 6:20 P.M.

Present: Carrie Appold, Kelly Campos, Tim Glinski, Judy Koch

Absent: Cecilia Gonzalez, Mary Kern, Tom Nowak

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

Visitors: Daniel Eallonardo, ICS

Approval of Minutes: Kelly Campos moved and Tim Glinski seconded to approve the minutes of the October 13, 2011 Regular Board Meeting. All present voted aye. Motion carried.

Financial Report: The Village of Lansing registered a balance of \$2,260,073.87 in the library's account as of 11/7/11.

Approval of Bills: Judy Koch moved and Kelly Campos seconded to approve the November 2011 bills in the amount of \$400,851.59 and the additional November 2011 bills in the amount of \$41,590.49. All present voted aye on a roll call vote. Motion carried.

The Board accepted the Director and Dept. Heads' Monthly Reports.

Approval of Lease/Purchase of New Canon Printer for Lower Level. Tim Glinski moved and Judy Koch seconded to approve the lease/purchase of a Canon Imagerunner Advance C5035 copier/printer for the lower level of the library at a total price \$12,900.00 for a five year lease. All present vote aye on a roll call vote. Motion carried.

Approve "Food for Fines" to run from November 21st through December 31, 2011.

Kelli Campos moved and Tim Glinski seconded to approve implementing "Food for Fines" this holiday season, meaning one late fee will be waived for each food item brought in. The maximum amount waived per patron will be \$25. All present voted aye on a roll call vote. Motion carried.

The First Reading of the Revised Fax Policy was distributed to the Board.

Vote to keep the Executive Board Minutes Sealed. Judy Koch moved and Kelly Campos seconded to approve keeping the Executive Board Minutes sealed. All present vote aye. Motion carried.

The following items were tabled until the December meeting:

1. Holiday Schedule and Library Board Meeting Schedule for 2012.
2. The First Reading of Review and Selection and Use of Materials Policy
3. Discussion of the Grand Re-Opening Celebration

Carrie Appold invited Dan Eallonardo of ICS to proceed with his monthly progress report regarding the building renovations.

He relayed that the work is moving along well. The upper window frames are in and the glass work will be completed by tomorrow. The old window frames will be coming out from the inside. They will be moving downstairs next week. Their priority is to complete the outdoor window work first in view of the colder weather conditions.

As of today, the roof is covered; it still has to be sealed around the ducts and the skylight needs some flashing. The canopy roofing should be finished soon.

The job is scheduled for completion around December 31, depending on weather and material delays.

Debbie informed the Board that there should be a December Board Meeting. After some discussion it was determined that the meeting will be either December 14 or 15, depending on the availability of the board members.

Debbie relayed that our library will be hosting the ATLAS Trustee/Legislature Night on Friday, February 10 from 6:00 to 8:30 P.M.

Carrie Appold declared the November 17, 2011 Lansing Public Library Board Meeting adjourned at 7:20 P.M.

Submitted by

Joan Ridder, Adm. Asst.