

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
September 20, 2012

Present: Carrie Appold, Kelly Campos, Tim Glinski, Judy Koch, Mary Kern, Tom Nowak
Absent: Cecilia Gonzalez

Visitors: Sandra Iosue, Kelli Staley

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

Prior to the start of the meeting, Debbie Albrecht stated there was one amendment to the September 20, 2012 meeting's agenda to be announced by Tom Nowak. After roll call, Tom Nowak relayed that effective immediately, he would be resigning from his trustee position on the Board, and, therefore, from his office as President of the Board of Trustees. Upon his departure, Carrie Appold consented to being appointed Acting President of the Library Board of Trustees for tonight's meeting.

Debbie Albrecht thanked Tom for his years of service and informed him that he would be recognized as this year's Library Volunteer 2012 at the Lansing Chamber of Commerce Volunteer Dinner in November. Tom commented that he thoroughly enjoyed the many years he served on the board, and, in particular, being able to see the Library Renovation Project come to fruition in the last year. Tom said he felt satisfied that he was leaving the library in a better place than it was when he came into office.

After goodbyes were said, Tom Nowak left the meeting, and Acting President Carrie Appold adjourned the September 20, 2012 Regular Board Meeting at 6:38 p.m. to begin the annual Trustee Walk-Around.

The Board reentered the Regular Board Meeting at 7:15 p.m.

Roll Call: Carrie Appold, Kelly Campos, Tim Glinski, Mary Kern, Judy Koch.

Correspondence: Debbie said that a \$16,323.32 check was received from the Secretary of State's office in conjunction with the EDD Grant.

Approval of Minutes: Tim Glinski moved and Judy Koch seconded to approve the minutes of June 21, 2012. All present voted aye. Motion carried.

Financial Report: As of 9/17/12, there is a \$2,539,806.64 balance in the library's account.

Approval of Expenditures: Judy Koch moved and Kelly Campos seconded to approve the July 2012 bills in the amount of \$80,368.07, the additional July 2012 insurance prepaids in the amount of \$24,698.83, the additional July bills in the amount of \$1,761.79, the August 2012 bills in the amount of \$116,043.93, and the September 2012 bills in the amount of \$118,758.32, and additional September 2012 bills in the amount of \$24,908.99. All present voted aye on a roll call vote. Motion carried.

The Board accepted the Director and Department Heads' Reports. Debbie told the Board about the many preparations being made for Lansing's first Autumn Fest and encouraged everyone to come out for the great food, entertainment and fun. She and Sandra informed the Board that there would be approximately fifty food and craft vendors on the streets of Randolph and Henry during the fest, many fun activities for families; Wizard of Oz movie night in the park, a hayride, face painting and games for the kids. The Pillars of Honor World War II model will be displayed at TF South on Sunday, with a Day of Honor Program for all veterans at 1 p.m. The whole weekend is loaded with activities. And don't forget, Friends and the library are sponsoring four of the bands that will be performing.

Friends of the Library: Friends raised \$70 at the ElSalto Fundraiser recently. Debbie said she really appreciates Friends and all of their hard work.

Vote on Resolution 2012-01: Judy Koch moved and Kelly Campos seconded to approve Resolution 2012-01: declaring a vacancy in the office of Library Trustee Cecilia Gonzalez. All present vote aye on a roll call vote. Motion carried.

It was agreed that a copy of the signed resolution be delivered to Cecilia Gonzalez by registered mail and the trustee vacancy be publicized on the website.

Discussion of the Strategic Plan and Focus Groups was tabled until next month's meeting.

New Telephone System: Kelly Campos and Mary Kern approved the purchase of the Wave IP2500 telephone system to be supplied and installed by ToleTel Communications, Inc. for \$19,979.45. All present voted aye on a roll call vote. Motion carried.

Discussion of New Security Cameras and Lighting of the Alley and Parking Lot: Debbie informed the Board that she has been waiting for a quote on this from our electrician. She hopes to have all of this information by next month's meeting.

First Reading of Amended Tuition Reimbursement Policy: The Board discussed making tuition reimbursement available to full time staff only. They will vote on the revision of this policy at the October meeting.

The next Lansing Public Library Board of Trustees Meeting is set for October 17 at 6:30 p.m.

Carrie Appold declared the September 20, 2012 Lansing Public Library Board of Trustees Meeting adjourned at 8:15 p.m.

Submitted by

Joan Ridder, Administrative Asst.