

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
October 18, 2012

Present: Carrie Appold, Tim Glinski, Judy Koch, Mary Kern,
(Kelly Campos arrived at 7:25 p.m.)

Visitors: Shartearra Connigan, Tracey Hill, Kelli Staley

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

Correspondence: Debbie informed the Board that an email was received from Gayety's complimenting the Autumnfest volunteers for the great job they did on the Fest.

Debbie said that the letter sent to Cecilia Gonzalez was returned to the library by the post office.

Maureen Spatz received a nice thank you letter from Linda Torres, of Music and Movement, for inviting her to come to our library to present this program.

Approval of Minutes: Tim Glinski moved and Mary Kern seconded to approve the minutes of September 20, 2012. All present voted aye. Motion carried.

Financial Report: As of 9/29/12, there is \$2,466,413.65 in the library's account.

Approval of Expenditures: Judy Koch moved and Mary Kern seconded to approve the October 2012 bills in the amount of \$118,428.65 and the additional October 2012 bills in the amount of \$8,277.45. All present voted aye on a roll call vote. Motion carried.

The Board accepted the Director and Department Heads' Reports. Debbie informed the Board that Megan Grady is updating our Disaster Plan.

Debbie said that Brandi and Maureen attended the ILA Conference recently in Peoria. Brandi wrote up a nice report about the sectionals she attended.

Debbie said that Tony has been busy working on the wall down in Youth Services. D&M Construction will frame, drywall, and insulate this wall at a cost of \$2,625.00.

Debbie informed the Board that Rebecca King's last day at our library was today, as she has accepted a full time job at Palos Heights Public Library.

Youth/Teen Services is looking forward to having a Bi-Lingual Storyteller here on November 7, December 5, and January 16.

Mary Kern commented that she observed our staff registering a good number of people to vote when she has visited the library recently.

Appointment of a New President of the Library Board of Trustees: Tim Glinski moved and Judy Koch seconded the motion to appoint Carrie Appold to replace Tom Nowak as President of the Library Board of Trustees. All present voted aye. Motion carried, and Carrie Appold accepted the appointment of President of the Lansing Public Library Board of Trustees.

Appointment of a Vice President to Replace Carrie Appold: Mary Kern moved and Judy Koch seconded to appoint Tim Glinski to replace Carrie Appold as Vice President of the Library Board of Trustees. All present vote aye. Motion carried and Tim Glinski accepted the appointment of Vice President of the Lansing Public Library Board of Trustees.

Friends of the Library: Friends had their monthly Book Sale last Saturday. Debbie relayed that they were cosponsors with us on music for the Autumnfest. Thank you, Friends, from the Board of Trustees!

Approval to Close the Library on Friday, November 30 for Staff In-Service Day: Judy Koch moved and Tim Glinski seconded to approve closing the library on November 30 for the ATLAS Staff In-Service Day. All present voted aye on a roll call vote. Motion carried.

Logo Design: Mary Kern moved and Judy Koch seconded to approve the new library logo design by Terri Williams that Debbie displayed to the Board. All present voted aye. Motion carried.

First Reading of Laptop Checkout Policy: Debbie and the Board read and discussed the First Reading of the Laptop Checkout Policy. A vote will be entertained at the November board meeting.

Second Reading of Revised Tuition Reimbursement Policy: Judy Koch moved and Tim Glinski seconded to approve the Second Reading of the Revised Tuition Reimbursement Policy as read. All present vote aye. Motion carried.

Discussion on Possible New Board Members: Carrie Appold commented that the Board is very pleased to see so many people expressing interest to serve on the Library Board of Trustees. With that, two board candidates, Shartearra Chanel Conigan and Tracey Hill were invited to introduce themselves and summarize why they are interested in serving on the Board.

Set Tax Levy: Mary Kern moved and Tim Glinski seconded the motion to keep the tax levy at the same rate as it was last year, \$1,993.100. All present voted aye. Motion carried.

The Board suggested Debbie send a Press Release to the newspaper stating that the Lansing Library Board of Trustees approved the tax levy that dictates the library's share of the property tax bills, and that this is the second year the library board has not increased its tax levy.

Discussion of New Strategic Plan: The Board briefly discussed some of the suggestions to be implemented in the New Strategic Plan, however, Debbie suggested they hold a special meeting as soon as possible to discuss the Focus Group Synopsis and the New Strategic Plan exclusively.

It was determined that a Special Board Meeting will be held on Thursday, November 8, from 6 to 8 p.m. to discuss this matter.

Executive Session:

Carrie Appold made a motion to exit the Regular Board Meeting at 7:40 p.m. to enter into Executive Session. Mary Kern moved and Tim Glinski seconded the motion to enter into Executive Session to discuss new board member applications and personnel issues. All present voted aye. Motion carried.

The Board reentered the Regular Board Meeting at 8:05 p.m.

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

Tim Glinski moved and Mary Kern seconded to approve the hiring of one additional part time staff person. In addition, we will review the remaining trustee candidates on November 8 or November 15, at which time we will have an idea of who we are going to appoint. All present voted aye on a roll call vote. Motion carried.

Judy Koch moved and Mary Kern seconded the motion to adjourn the October 18, 2012 Board Meeting at 8:10 p.m.

Submitted by

Joan Ridder, Administrative Asst.