

Lansing Public Library  
Board of Trustees  
Regular Board Meeting Minutes  
November 21, 2013

President Carrie Appold called the meeting to order at 6:32 p.m.

Present: Carrie Appold, Anthony Comer-Hill, Tim Glinski, Mary Kern,  
Judy Koch (arrived at 6:41)

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

Visitor: Kelli Staley

Debbie informed the Board that one item has been added to the agenda of the November 21, 2014 meeting: **Sirsi/Dynix Prepaid Debit Card Pilot Program & Blue Cloud Commerce**  
Debbie informed the Board that she invited Kelli Staley to this evening's meeting to explain this program to the Board.

Sirsi/Dynix' sheet of questions and answers about this program was distributed to the Board for their review. Kelli explained that one side of this new card would be a debit card, the other side a library card. It would remain solely a library card until the patron activates it to a debit card. Patrons could not use this debit card, however, to pay library fines or for other library transactions. There is no photo on the card. These cards will be provided at no cost along with the marketing materials. If patrons opt to keep their old library card initially and not switch over to this new card, they will be allowed to do so, at least for now.

The Prepaid Debit Card Program is Phase I; Phase II will be our acceptance of Blue Cloud Commerce, which will allow patrons to pay their fines by credit card. Right now this program is still in the planning stages, according to Kelli.

**Correspondence:** The Board was shown the nice article in the Times about Susan Powell's Holiday Cookie Program presented here on November 14.

**Approval of Minutes:** Tim Glinski moved and Mary Kern seconded to approve the minutes of the October 16, 2013 Regular Board Meeting. All present vote aye. Motion carried.

**Approval of Expenditures:** Judy Koch moved and Mary Kern seconded to approve the November, 2013 expenditures in the amount of \$104,272.32 and the additional November, 2013 expenditures in the amount of \$124,677.77. All present voted aye on a roll call vote. Motion carried.

**Financial Report:** Debbie relayed that there were no financial figures from the Village in the board packets this month.

**The Board Accepted the Director and Department Heads' Monthly Reports.** Debbie was happy to report that the parking lot is complete with the exception of the crooked light pole still needing replacement.

Debbie said that she has enjoyed being part of District 171's Strategic Planning Committee.

Debbie distributed copies of the Action Plan/Edge Initiative Assessment sheet to the Board.

The Board was pleased to hear that fifty students attended Brandi Smits' Library Lunch at TF South one day recently.

Debbie informed the Board that her home will be featured on Lansing's 1<sup>st</sup> Annual Christmas Tour on Sunday, December 8. She encouraged the Board to shop local this Christmas, and said Water's Edge was having a Girls Night Out Fundraiser on December 6.

Debbie invited the Board to the Staff Christmas Luncheon at Giovanni's on December 6 at 12:30 p.m.

**Friends of the Library:** Kelli was most appreciative of the generosity shown by Friends in conjunction with the library's first Cyber Monday Shopping Event. Five \$20 gift cards were donated by Friends as prizes for the patrons who participated in this event.

Debbie reminded the Board that right now the Friends are selling \$12 gift cards good for any type of pie purchased from Bakers Square. The cards are available at the Front Desk.

**Vote to Approve Participation in the SIRSI/Dynix Prepaid Debit Card Pilot Program:** Anthony Comer-Hill moved and Judy Koch seconded to approve the library's participation in Sirsi/Dynix Prepaid Debit Card Pilot Program. All present voted aye. Motion carried.

**The Holiday Library Schedule and Board Meeting Schedule for 2014 was submitted to the Board.**

**The Board Discussed The Process of Filling the Two Vacant Board Seats in 2014.**

It was decided that the two open positions would be posted on December 19. Letters of interest should be received by January 11, 2014. The applications will be reviewed at the January 16, 2014 Board Meeting. The applicants may be interviewed by the Board at the February 20, 2014 meeting.

**Vote to Keep Executive Board Minutes Sealed:** Anthony Comer-Hill moved and Tim Glinski seconded the motion to keep the Executive Board Minutes sealed. All present voted aye. Motion carried.

The Regular November 21, 2013 was adjourned at 7:47 p.m. The next meeting will be January 16, 2014.

President Carrie Appold called for the Board to enter into Executive Session at 7:48 p.m. to discuss personnel issues.

Submitted by

Joan Ridder, Administrative Asst.