

**Lansing Public Library
Board of Trustees
Regular Board Meeting
April 15, 2004
Minutes**

Lansing Public Library's April 2004 Regular Board Meeting was called to order by Tom Nowak at 6:35 P.M.

Present: Larry Ginensky, Suzanne Holba, Laura Hyzy, Bob Lauer, Tom Nowak,

Absent: Mary Kern, Howard Schug

Also Present: William Babcock, Library Executive Director, Joan Ridder, Administrative Asst.

Visitors Present: Debbie Albrecht, Kathy Gough, Gail Guzman, Sandra Iosue, Barbara Milton

Approval of Minutes. Laura Hyzy moved and Bob Lauer seconded that the minutes of the meeting of March 18, 2004 be approved as presented. All present voted aye. Motion carried.

Approval of Bills. Bills were presented in the amount of \$97,328.62 for April, 2004 and \$3,763.44 "Additional" April, 2004 invoices. Bob Lauer moved and Laura Hyzy seconded to pay the bills as presented. All present voted aye on a roll call vote. Motion carried.

Financial Report. At the end of the fiscal year, we are coming in right where we projected. We are currently 92% through the budget and have spent 84%. We presently have \$722,748.09 in our general account and approximately \$25,000 left in our bond account. Butch Kooy informed Bob Lauer that the Village would have no problem with the Library obtaining comparable bids for Workmen's Compensation, etc. The Board requested Director Babcock report back to them within the next two months with these quotations. Director Babcock will go to SLS first for their information.

Laura Hyzy inquired if a switch should be made from American Express to VISA or Master Card to avoid paying the annual fee. A telephone call to American Express was also suggested requesting them to waive this charge.

Communications. A thank you card was received from staff member Carrie Seymour for flowers sent after the birth of her 3rd son.

The Board Accepted the Director's Report. Director Babcock spoke with Village Treasurer Butch Kooy about attending a meeting sometime in the near future.

Director Babcock advised the Board that the Library is joining OCLC.

Sandra Iosue reported that Friends of the Library now has 32 members. Officers have been elected and things are going very well. They are currently busy working on an upcoming event marking the 60th anniversary of D-Day. The 1st annual Friends of the Library Book Sale will be July 10. They are also in the process of seeking grant money for the library.

Director Babcock advised the Board that Lansing Library Board of Trustees officers will be elected at next month's Annual Meeting.

Suzanne Holba inquired as to whether Trustees were ever sent to the ALA Conferences. Director Babcock advised the Board that the cost would be approximately \$1,000 per board member. Director Babcock was asked to bring a list of ALA publications to the next meeting.

Director Babcock recommended that the Board consider attending the ILA Conference this Fall (Sept. 27-Oct. 2) at Navy Pier. The Board asked Director Babcock to give them the information on the ALA Conference as soon as it comes out in January, 2005.

Old Business

1. Resolution to Honor David Rodriguez

The Board asked Director Babcock to invite Dave Rodriguez to our next meeting so that he can be properly thanked for his time of service on the Board.

New Business

1. 2004-2005 Budget Review

Director Babcock will revise the proposed 2004-2005 Budget. The new figures will be faxed to the Board members.

Director Babcock will advise Village Hall that the Budget submitted will be amended.

2. Ethics Ordinance

Suzanne Holba moved and Bob Lauer seconded the implementation of the Ethics Ordinance by the Lansing Public Library and that Director Babcock serve as the Ethics Advisor. All present voted aye on a roll call vote. Motion carried

The next Regular Board Meeting and the Annual Board Meeting was set for May 20, 2004.

There being no further business, Tom Nowak declared the meeting adjourned at 7:52 P.M.

Submitted by

Joan Ridder, Administrative Asst.