

**Lansing Public Library  
Board of Trustees  
Regular Board Meeting  
April 21, 2005  
Minutes**

Lansing Public Library's April 2005 Regular Board Meeting was called to order by Laura Hyzy at 8:00 P.M.

Present: Larry Ginensky, Laura Hyzy, Mary Kern, Bob Lauer

Absent: Suzanne Holba, Tom Nowak, Howard Schug

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

Visitors Present: Debbie Albrecht, Wilma Ellison, Paula Else, Kathy Gough, Sandra Iosue Barb Milton, Irene Sherlund

**Approval of Minutes.** Mary Kern moved and Larry Ginensky seconded to approve the minutes of the March 17, 2005 Regular Board Meeting. All present vote aye. Motion carried.

**Approval of Bills.** Bob Lauer moved and Mary Kern seconded the motion to pay the April 2005 bills in the amount of \$105,377.46 based on renewing the TolTel telephone service contract and the additional April 2005 bills in the amount of \$3,427.84. All present voted aye on roll call votes. Motion carried.

**Financial Report.** Bob Lauer reports that there is \$591,103.81 in the library's general account, \$1,072.11 in the bond account, and \$150.16 in the money market account.

Bob Lauer reported that the library is 11/12 through the fiscal year, and 93% of the total budget has been spent. By 4/30/05 we should be quite close to what we budgeted for the 2004/2005 fiscal year.

**Communications.** Debbie Albrecht received an envelope of thank you letters from the 2<sup>nd</sup> graders at St. Ann School after their recent tour of the library. Debbie also received a thank you note from the Wentworth Jr. High students in Calumet City. These notes were passed around the board table by Director Babcock.

**Discussion of Director's Report**

Director Babcock informed the Board that we are going to sell some of the paper that was donated to us to the public. After he and Barb Milton took an inventory, it was apparent that there is a huge surplus. Pricing information sheets will be posted at both Circulation Desks.

Laura Hyzy asked Director Babcock to investigate options for a new Vending Machine for the Staff Lunchroom.

The Board discussed the lists presented to Director Babcock at last month's meeting. Laura Hyzy expressed that she believes time management seems to be a major problem for Director Babcock because of continual interruptions. The Board believes Director Babcock has proven he can manage his time. Laura Hyzy suggested improvement to the Director's office remain a priority. The Board also discussed a shed for the gas powered equipment.

### **Old Business.**

#### **Discussion of 2005-2006 Budget**

##### **1. Final Budget Figures**

Director Babcock informed the Board that he still does not have the final budget figures from Butch Kooy. As soon as he is told the rate of increase for the police & fire fighters' union and the new insurance rate, Director Babcock will be able to call a special board meeting to finalize the library budget.

### **New Business.**

##### **1. ToleTel Maintenance Contract in the amount of \$2,352.00**

Director Babcock will supply more information about what is covered under this agreement at the next board meeting.

##### **2. Novacon Contract**

The new Novacon contract for library on-line service was signed by Board Vice-President Laura Hyzy.

Laura Hyzy declared the meeting adjourned at 8:40 P.M.

Submitted by

Joan Ridder, Administrative Asst.