

**Lansing Public Library
Board of Trustees
Regular Board Meeting
August 17, 2006
Minutes**

Vice President Laura Hyzy called the Lansing Public Library's August 2006 Regular Board Meeting to order at 6:30 P.M.

Present: Carrie Appold, Laura Hyzy, Mary Kern, Bob Lauer, Howard Schug

Absent: Tom Nowak, Bob Reich

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

Visitors Present: Sandra Iosue

Approval of Minutes. Howard Schug moved and Bob Lauer seconded to approve the July 20, 2006 minutes of the Regular Board Meeting. Motion carried.

Financial Report. The Village of Lansing's Library Balance Sheet for the period of July 13 to August 17, 2006 was distributed by Howard Schug. Currently, the library bank account has a balance of \$315,237.88. No other budget information was available from the Village for this month's board meeting. They recently passed their budget, and the updated information will be available soon.

Approval of Bills. Howard Schug moved and Carrie Appold seconded the approval of the August 2006 bills in the amount of \$65,922.30 and Additional August 2006 bills in the amount of \$2,710.53. All present voted aye on a roll call vote. Motion carried.

Correspondence. Youth Services Department Head Gail Guzman had copies available for the board to read of a few of the letters sent by members of the Teen Writing Group to the local pizza parlors thanking them for donating pizzas for their group's summer writing program.

Discussion of Director's Report and Department Head Reports. Debbie A. informed the Board that the new newsletter is available at the Circulation desks. She would like to see this sent out to Lansing residents again next year. Laura Hyzy commented that this would be Debbie Albrecht's decision as Library Director, if there is enough money in the budget.

Mary Kern complimented the library's participants in the Village's Night Out Against Crime earlier this month. Debbie A. informed the Board that although attendance was down due to the extreme heat, Patty Higgins, Sandra, Brandi and she passed out freeze pops to the kids and encouraged them to visit the library.

Debbie A. amended the agenda to include discussion to close the Library on September 15 for a full In-Service cross-training day.

Debbie A. also told the Board she is applying for a grant to partially pay for ADA doors, and ADA accessible Reference and Circulation desks.

Unfinished Business:

YST Printer. Debbie A. informed the Board that Andy of AT Business is actively searching for a printer for Youth Services.

Estimates for work to be done on building. A Preferred Windows & Doors representative was out to look at our window situation and Debbie is still attempting to get bids on tuck pointing, painting, and power washing the building. She should have three quotes for all the work by the next board meeting.

New Business:

Friends. Laura Hyzy informed the Board that the next Friends Book Sale is September 2. September 11 is the next Friends meeting. Friends is sponsoring "After-Hours" on September 14.

Board Perks. Debbie A. informed the Board that they will now be able to get the same privileges as staff, when it comes to overdue fines, taking out videos, dvds, and purchasing books from the library.

Leave of Absence for Gail Guzman. Debbie A. informed the Board that Gail will be on leave from August 28 until the beginning of December. Gail is working on her master's in library science, and will be student teaching to earn her school certification. She will work part-time, as her schedule permits.

The Youth Services Department has their programming planned out through October. Patrons will be referred to Loraine Tiedemann when there is a problem. Debbie A. will be called upon when further intervention is needed.

Jan Gadus' Retirement. Jan Gadus is retiring September 29. Because of the hiring freeze, Debbie requested that the Board approve hiring a part-time person for the Adult Services Dept

Howard Schug moved and Bob Lauer seconded the authorization to hire a new part-time employee immediately to replace Jan's Gadus' full-time position in Adult Services. After an evaluation period, Debbie A. will inform the Board if it is necessary to hire another part-timer for that department. All present voted aye on a roll call vote. Motion carried.

Annual Walk-Through of Building. A Committee of the Whole will be at 6:00 P.M. on September 21 for the Board's annual walk-through of the building. The Regular Board Meeting will begin at 6:30 P.M.

Laura Hyzy declared the Regular Board Meeting adjourned at 7:00 P.M., and requested the Board enter into Executive Session.

Submitted by

Joan Ridder
Administrative Asst.

