

**Lansing Public Library
Board of Trustees
Regular Board Meeting
January 20, 2005
Minutes**

Lansing Public Library's January 2005 Regular Board Meeting was called to order by Laura Hyzy 6:55 P.M.

Present: Larry Ginensky, Laura Hyzy, Mary Kern, Howard Schug
(Bob Lauer arrived at 6:58 P.M.)

Absent: Suzanne Holba, Tom Nowak

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

Visitors Present: Debbie Albrecht, Gail Guzman, Sandra Iosue, Irene Sherlund

Approval of Minutes. Laura Hyzy declared that the minutes of the Regular Board Meeting of January 20, 2005 be approved as amended to show Howard Schug absent from the meeting.

Laura Hyzy declared that the minutes of the Executive Session Board Meeting of January 20, 2005 be approved as amended to show Mary Kern present and Howard Schug absent from the meeting.

Approval of Bills. Bob Lauer moved and Howard Schug seconded to pay the January 2005 bills in the amount of \$71,465.23 as presented. All present voted aye on a roll call vote. Motion carried. Additional January 2005 bills were presented in the amount of \$7, 197.77. Bob Lauer moved and Howard Schug seconded to pay these bills as presented. All present voted aye on a roll call vote. Motion carried.

Financial Report. Bob Lauer reports that as of 1/19/04, there is \$239,526.41 in the library's general account. There is \$149.32 left in the IPTIP account. The balance in the bond account is \$1,072.11. \$655,000 has been collected thus far in the first installment of tax revenue.

As of 12/31/04, 47% of the anticipated revenue had been collected. Once the March installments come in, the amount will be up to what it should be.

Bob Lauer reported that the library is two thirds through the fiscal year, and 69% of the total budget has been spent.

Principal and interest payments on the bond will continue yearly until the end of 2012.

Communications. Director Babcock informed the Board of a video received from the National Library of Medicine entitled “The Library as Place.”

A packet of thank you letters from the 4th graders at St. Ann School’s was received by Debbie Albrecht following their field trip to the library. These letters were available for the Board’s perusal.

Laura Hyzy distributed a letter to the Board outlining the distribution of the monies raised by the Friends of Lansing Public Library. She informed the Board that the recent three-day book sale was a great success, raising over \$1,800.00 for the library. Laura Hyzy also passed around a copy of the invitation extended to the Friends members to the Appreciation Luncheon hosted by the library on February 5. The Library Board has also been invited to attend.

Director’s Report.

Director Babcock informed the Board that the next step the architect recommends regarding the proposed Book Sale Room would be to obtain a survey of the library property. A quote of \$3,000 was obtained for this service. The Board agreed with Dr. Babcock that this be put on hold until the new fiscal year starts.

Director Babcock informed the Board that \$15,000 that was assigned to Reference Acct. #8084951 should be distributed to the following account numbers: \$5,000 to Non-Fiction #8084950, \$5,000 to Fiction Acct. #8084954. \$2,800 to Adult AudioVisual, and \$2,200 to Youth Services AudioVisual. Howard Schug moved and Bob Lauer seconded to make these changes as recommended. All present voted aye on a roll call vote. Motion carried.

In regard to the copies of memos to and from the Village Payroll Dept., Sandra Iosue explained the recent situation regarding payroll to the Board.

Old Business.

1. Revised Community Room Policy

Mary Kern moved and Bob Lauer seconded to table voting on the Revised Community Room Policy until next month when a modified document will be presented. All present voted aye. Motion carried.

New Business.

1. First Draft of 2005-2006 Budget

The Board agreed to table further discussion of the 2005-2006 Budget until next month’s meeting when Director Babcock will present revised information. At that time, a date will also be chosen to hold a Special Budget Meeting to enable the Board to work exclusively on this matter..

2. Approval of Metropolitan Library System Public Library Membership Agreement

Howard Schug moved and Bob Lauer seconded the approval of the Metropolitan Library System Public Library Membership Agreement. All present vote aye. Motion carried.

Laura Hyzy moved and Bob Lauer seconded to adjourn the meeting at 8:05 P.M. All present voted aye. Motion carried.

Submitted by

Joan Ridder, Administrative Asst.