

**Lansing Public Library
Board of Trustees
Regular Board Meeting
June 19, 2003
Minutes**

Lansing Public Library's June 19, 2003 Regular Board Meeting was called to order by Tom Nowak at 6:35 P.M.

Present: Suzanne Holba, Laura Hyzy, Mary Kern, Bob Lauer, Tom Nowak, Howard Schug

Absent: David Rodriguez

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

Visitors Present: Debbie Albrecht, Department Head, Youth Services, Kathy Gough, Technical Services Associate, Barbara Milton, Technical Services Associate

Approval of Minutes. Howard Schug moved and Suzanne Holba seconded that the minutes of the meeting of May 15, 2003 be approved as presented. All present voted aye. Motion carried.

Approval of Bills. Bills were presented in the amount of \$94,685.50 for June, 2003. Bob Lauer moved and Howard Schug seconded to pay the bills presented. All present voted aye on a roll call vote. Motion carried.

Financial Report. Bob Lauer reported that there is \$406,265.00 currently in the library bank account. Last year at this time we had \$263,000 in the bank, so this is a significant improvement. We have \$375,000 left in bond money, with the HVAC project nearing completion. Director Babcock spoke with Village Treasurer Butch Kooy June 18 who informed him that our money is now in an interest bearing account.

Communications. Director Babcock passed around a thank you card from Reference Librarian Debbie Boroviak for flowers sent at the time of her father's death.

Newspaper clippings were copied for the Board's information pertaining to activities offered by the Adult Services Dept.

Debbie Albrecht had information for the Board to peruse regarding ongoing events in Youth Services.

The Board accepted the Director's report.

Old Business

1. Patty Higgins Report on the Completion of the Automation Upgrade Project.

- Everything went great, and the new system is up and running.

New Business

1. 2003 Annual Report

Copies of the Annual Report were distributed to the Board.

2. FY2004 Per Capita Grant Application

This application is to be mailed to the Illinois State Library by July 15, 2003.

Signatures were obtained from President, Thomas Nowak and Secretary, Mary Kern. Funds received will be deposited into the Library General Fund.

3. Board Bylaws Wording Change

The Board will review the wording in the Bylaws – Section 2 – Letter G at the July meeting.

Executive Session.

Howard Schug moved and Mary Kern seconded that the Board enter into Executive Session at 7:45 P.M. to discuss the Director's evaluation and evaluation forms. All present voted aye. Motion carried.

The Board returned from Executive Session at 8:03 P.M. Roll Call: Suzanne Holba, Laura Hyzy, Mary Kern, Bob Lauer, Tom Nowak, Howard Schug. Howard Schug moved and Laura Hyzy seconded the Board reconvene the Regular Board Meeting.

The next Regular Board Meeting was set for Thursday, July 17, 2003.

Adjournment There being no further business, Tom Nowak declared the meeting adjourned at 8:05 P.M.

Submitted by Joan Ridder
Administrative Asst.

Posted 8/26/03