

**Lansing Public Library
Board of Trustees
Regular Board Meeting
May 15, 2003
Minutes**

Lansing Public Library's May 15, 2003 Regular Board Meeting was called to order by Tom Nowak at 6:35 P.M.

Present: Suzanne Holba, Laura Hyzy, Tom Nowak, David Rodriguez, Howard Schug

Absent: Mary Kern, Bob Lauer

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

Visitors Present: Michelle Streeter, daughter of deceased board member Bill Streeter, Debbie Albrecht, Department Head, Youth Services, Kathy Gough, Technical Services Associate, Barbara Milton, Technical Services Associate

Director Babcock introduced Micelle Streeter to the Board and presented her with a plaque in memory of her late father, reading: "In appreciation of service and dedication WILLARD STREETER, Trustee 2001-2003, Avid Reader, Library Advocate, Lansing Public Library". Michelle was accepting this plaque on behalf of her mother, who was unable to attend due to a prior commitment. An identical plaque will be hung in the library in his memory.

Director Babcock informed the Board that another plaque will be hung in the library reading: "A tree has been planted in memory of LOREN "BUD" WILMES, Devoted Employee, 1986-1996, Lansing Public Library".

Approval of Minutes. Howard Schug moved and David Rodriguez seconded that the minutes of the meeting of March 20, 2003 be approved as presented. All present voted aye. Motion carried.

Approval of Bills. Bills were presented in the amount of \$79,101.90 for May, 2003, and \$17,920.35 for April April End, 2003. Howard Schug moved and Dave Rodriguez seconded to pay the bills presented. Laura Hyzy, Tom Nowak, David Rodriguez, and Howard Schug voted aye. Suzanne Holba abstained. Motion carried.

Financial Report. The financial report will be given next month by Bob Lauer. There is no financial data this month from the Village due to it being the end of the fiscal year.

The Board accepted the Director's report.

The Adult Services Department has supplied the Board with last month's newspaper listing of the programs offered by our library.

Old Business

1. Dynix Automation Upgrade Project

Patty Higgins gave a report on the ongoing automation upgrade project. We are two weeks away from going online. Dynix will be sending a service person May 20. Howard Schug commended Patty and Kelli for a job well done.

2. David Rodriguez moved and Suzanne Holba seconded to pass the Non-Resident Library Card Policy. All present voted aye. Motion passed.

New Business

1. 2003-2004 Budget

Howard Schug moved and David Rodriguez seconded to adopt the 2003-2004 Budget as presented. All present voted aye on a roll call vote. Motion carried.

2. Rebinding Machine Purchase

Howard Schug moved and David Rodriguez seconded the purchase of a Fastback 15XS Rebinding Machine for \$4,295.00. All present voted aye on a roll call vote. Motion carried.

Executive Session

Howard Schug moved and David Rodriguez seconded that the Board enter into Executive Session at 7:35 P.M. to discuss **Retention/Dismissal of Staff**. All present voted aye. Motion carried.

The Board returned from Executive Session at 8:00 P.M. Roll Call: Suzanne Holba, Laura Hyzy, Tom Nowak, David Rodriguez, Howard Schug. Howard Schug moved and David Rodriguez seconded the Board reconvene the Regular Board Meeting.

Adjournment There being no further business, Tom Nowak declared the meeting adjourned at 8:01 P.M.

Submitted by Joan Ridder
Administrative Asst.

Posted 8/26/03