

**Lansing Public Library
Board of Trustees
Regular Board Meeting
May 20, 2004
Minutes**

Lansing Public Library's April 2004 Regular Board Meeting was called to order by Tom Nowak at 6:55 P.M.

Present: Larry Ginensky, Suzanne Holba, Laura Hyzy, Mary Kern, Bob Lauer, Tom Nowak,

Absent: Howard Schug

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

Visitors Present: Debbie Albrecht, Jan Gadus, Gail Guzman, Sandra Iosue, Barbara Milton

Approval of Minutes. Laura Hyzy moved and Mary Kern seconded that the minutes of the meeting of April 15, 2004 be approved as presented. All present voted aye. Motion carried.

Approval of Bills. Bills were presented in the amount of \$63,545.81 for May, 2004, and bills were also presented for \$2,181.22 for "Additional" May, 2004. Bob Lauer moved and Laura Hyzy seconded to pay the bills as presented. All present voted aye on a roll call vote. Motion carried. Finally, bills were presented in the amount of \$30,125.10 for April "End," 2004. Bob Lauer moved and Mary Kern seconded to pay these bills as presented. All present voted aye on a roll call vote. Motion carried.

Financial Report. Bob Lauer reported to the Board that the cash balance in the IPTIP account is \$218,210.04, and the balance in the general account is \$354,117.52. The library's working cash balance is \$572,927.56. There is \$17,263.05 remaining in the bond account. We have approximately \$86,000 more in cash than we have had in previous years.

Communications. Director Babcock informed the Board of a letter recognizing Debbie Albrecht for serving on the Monarch Reading Committee. The Monarch Award was established by the ISLMA and will be given annually to an author and/or illustrator of a book voted as the favorite of participating K-3 children in Illinois.

Director Babcock received a proposal from American Maintenance for seal coating and striping the parking area. The cost is \$2,318.97. The quote was accepted, and the job will be done on May 29, 2004.

A memo was received from the office of Jesse White, Secretary of State to the Illinois Public Libraries regarding the Per Capita Grant Program.

Director Babcock informed the Board of a recent quote from Allen Landscaping for \$5,361.93 to redesign his front yard. This was used as information for the Board when considering revamping the area at the front of the Library.

SLS's LIMRiCC sent Director Babcock information regarding The Unemployment Compensation Program.

The Board Accepted the Director's Report.

Old Business

1. Resolution to Honor David Rodriguez

David Rodriguez was unable to attend this month's meeting to receive his Certificate of Appreciation. Director Babcock hopes he will be able to attend a future meeting.

New Business

1. 2004-2005 Budget Review

The budget was tabled until the next meeting.

2. Request for furnishings for Youth Services

Suzanne Holba moved and Bob Lauer seconded that furniture be purchased for the Youth Services Department, not to exceed \$6,700, as quoted by DEMCO. Barbara Milton is checking other sources for a better price. Unless a lower price is obtained, the furniture will be purchased from DEMCO from the remaining bond monies. All present voted aye on a roll call vote. Motion carried.

3. Report from Denise Cox, President, Lansing Public Library's Friends of the Library

Denise Cox reported to the Board on the progress of Lansing's Friends of the Library. The 60th anniversary of D-Day will be commemorated Saturday, June 5, with a joint program with the Historical Society. A lot of work has gone into the extensive displays that can be seen throughout the library. She also reported that a \$400 check was received by the Friends of the Library from the Lansing Lions Club for the purchase of Audio Books.

Denise Cox, President of Lansing Public Library's Friends of the Library, requested permission to use the library's tax number to open a checking account for the Friends, and thereby become an unincorporated association. Two signatures would be required to sign checks; one a Friend of the Library and the other a library board member.

Laura Hyzy moved and Suzanne Holba seconded that Friends of the Library be granted permission to use the library's tax number and open a joint checking account Friends of the Lansing Public Library/Lansing Public Library; with the two signatures being Carole Potter representing Friends of the Library and Laura Hyzy representing the Library Board. All present voted aye on a roll call vote. Motion carried.

5. Laura Hyzy's Report on the "Nitty Gritty Series"

Laura Hyzy reported to the Board on the "Nitty Gritty Series" meeting that she attended May 6 at SLS. She informed the Board that the seminar was very informative. A synopsis of what she believed were the most important points applicable to our library was distributed to the Board.

Debbie Albrecht informed the Board that a mobile Lewis & Clark Exhibit is coming to the library Parking Lot on Wednesday, June 9, from 8:30 A.M until 9:00 P.M.

Gail Guzman informed the Board that the Grand Opening for the Teen Center will be Saturday, May 22.

The next Regular Board Meeting for June 17, 2004, will be preceded by a Committee of the Whole Meeting.

There being no further business, Tom Nowak declared the meeting adjourned at 8:10 P.M.

The Board entered into Executive Session at 8:11 P.M.

Submitted by

Joan Ridder, Administrative Asst.