

# Minutes for October 17, 2002

## Board Meeting

### Lansing Public Library Board of Trustees Regular Board Meeting October 17, 2002 Minutes

Lansing Public Library's October 17, 2002 Regular Board Meeting was called to order by Bill Streeter at 6:38 P.M.

Present: Larry Ginensky, Bob Lauer, Dave Rodriguez, Bill Streeter

Absent: Mary Kern, Tom Nowak, Howard Schug

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

Visitor Present: Debbie Albrecht, Youth Services Department Head

**Approval of Minutes.** Bob Lauer moved and Larry Ginensky seconded that the minutes of the meeting of September 19, 2002 be approved as presented. All present voted aye. Motion carried.

**Approval of Bills.** Bills were presented in the amount of \$68,795.21 for October, 2002. Bob Lauer moved and Larry Ginensky seconded to pay the bills presented. All present voted aye on a roll call vote. Motion carried.

**Financial Report.** Bob Lauer advised the Board that we are 5/12 through the fiscal year and have spent 41.6% of the budget.

The Village has created two new account numbers for the library; #92-3310 for Bond Proceeds and #92-4592 for Project Costs. We still need separate account numbers designated for the items to be purchased with bond monies; i.e. telephone, HVAC, computer.

Since we had run out of cash, the Village transferred some of the bond money to our general account to cover our bills. The Village also paid themselves back the \$62,500 that the library owed them. As the tax money comes in, it should be transferred back into the bond account. Bob Lauer asked Butch Kooy for a copy of the repayment schedule, but he did not have it yet.

**Communications.** A thank you note was received from staff member Lynne Howe for flowers sent to her during her hospitalization. Director Babcock invited the Board to

attend the Art Wall Dedication on November 16 in honor of Lynne's 29 years of service. Lynne's two daughters are also honoring her with a party on October 26. The Library Staff has been invited to attend. Director Babcock informed the Board that he had directions and that they would also be welcome.

The Times article about the library's "Banned Book Week" featuring Sandra Iosue was passed around for the board members to peruse.

### **The Board Accepted the Executive Director's Report.**

#### **New Business. 1. Proposal to lease new telephone system**

Discussion of a new phone system will be postponed until the next board meeting. Director Babcock has received three proposals and is waiting for the fourth.

#### **2. Proposal to Upgrade Computer System from Epixtech**

Larry Ginensky moved and Bob Lauer seconded the upgrading of the Library's Computer System from Epixtech at a cost of \$131, 000.00; \$102,00 for the equipment and \$29,000 for the maintenance for five years. The Board asked Director Babcock to check into the possibility of prepaying the maintenance costs. Director Babcock informed the Board that this is something that we will have to plan in the budget. The cost of the equipment would be handled in thirds; 1/3 down, 1/3 when it is delivered and 1/3 when it is finalized. Delivery of the new equipment would be in several months. All present voted aye on a roll call vote. Motion carried.

The Board also inquired that if Sherwin would be purchasing the new computer equipment, would we be entitled to a discount, and what would it be? If not, we should check other computer providers for the best price.

Bob Lauer asked if there were grants that could be obtained to purchase this type of equipment. Director Babcock informed him that no technology grants were available. Bob Lauer asked Director Babcock to be sure if that was the case.

**Adjournment:** There being no further business, Bill Streeter declared the meeting adjourned at 7:45 P.M.

Submitted by Joan Ridder

Administrative Asst.

posted 12/9/02