

Lansing Public Library Board of Trustees Regular Board Meeting Minutes
February 20, 2025

Call to Order

President Sharon Novak called the Regular Board meeting to order at 6:00 pm.

Present: Trustee Novak, Trustee Cuthbert, Trustee Brown (arrived 6:15), Trustee Farmer,
Trustee Klausner and Trustee Villa

Absent: Trustee Carr

Also Present: Lisa Korajczyk, Library Director, Andrew Harootunian, Outreach Services Manager
and Eleanor Borys, Admin. Asst.

Recognition of visitors:

Visitors: Dan Eallonardo, Independent Construction Services and Larry Pyrzynski, patron

Motion to approve Secretary Pro Tem:

Due to the absence of the Secretary, President Novak moved and Trustee Cuthbert second motion to approve Trustee Klausner as Secretary Pro tem. Voice vote – Yes Motion Carried.

Correspondence: The director shared several patron applause for the helpfulness from staff, a thank you note from Debbie Boroviak for the generous recognition and support for her 35 years of service at the library.

Approval of Minutes: Trustee Novak moved and Trustee Cuthbert seconded the motion to approve the January 16, 2025 minutes of the Regular Board Meeting,
Voice vote. Motion carried.

Approval of Expenditures for payroll, invoices and Treasurer's report:

Trustee Cuthbert moved and Trustee Novak seconded to approve payment of the January/February 2025 General/Prepaid bills in the amount of \$356,956.76 and additional February 2025 bills in the amount of \$13,787.66.

Roll call vote. All present voted aye. Motion carried.

Director and Department Heads' Monthly Reports: Andrew Harootunian presented the board with a handout of bullet points of what outreach goals have been accomplished now and what the future is for the outreach team as well as stats on past years to present.

OLD BUSINESS:

Update on HVAC project: Dan Eallonardo:

Dan provided the board status report along with issue/adjustment log forms. Dan said the punch list should be complete and he will do the final inspection when all the punch list is complete.

NEW BUSINESS:

Motion to approve the updates to the 2024 Lansing Public Library Personnel policy: Equal Employment Opportunity:

Trustee Cuthbert moved and Trustee Farmer seconded to approve the updates to the 2024 Lansing Public Library Personnel policy: Equal Employment Opportunity:
Voice vote. Motion carried.

Motion to approve the updates to the 2024 Lansing Public Library Personnel policy: Vacation Policy:

Trustee Klausner moved and Trustee Villa seconded to approve the updates to the 2024 Lansing Public Library Personnel policy: Vacation Policy:
Voice vote. Motion carried.

Motion to approve the updates to the 2024 Lansing Public Library Personnel policy: Illinois Paid Leave Worker's Act:

Trustee Novak moved and Trustee Farmer seconded to approve the updates to the 2024 Lansing Public Library Personnel policy: Illinois Paid Leave Worker's Act.
Voice vote. Motion carried.

Motion to approve the disposal of 2015 Cricut for \$150.00, 2 pirate ship area rugs for \$50 each, wood book drop return \$250.00 1 alcatel hotspot \$100, 1 franklin T10 hotspot \$109, 1 NEC monitor LC02070 \$50, 1 Dell PC\$500, 1 plywood desk \$150.00

Trustee Cuthbert moved and Trustee Klausner seconded to approve the disposal of 2015 Cricut for \$150.00, 2 pirate ship area rugs for \$50 each, wood book drop return \$250.00 1 alcatel hotspot \$100, 1 franklin T10 hotspot \$109, 1 NEC monitor LC02070 \$50, 1 Dell PC\$500, 1 plywood desk \$150.00
Roll call vote. All present voted aye. Motion carried

Motion to approve the quote for \$6,980.00 to electrical work in the Youth Services department to allow the relocation of the computers:

Trustee Novak moved and Trustee Cuthbert seconded to approve the quote from Excel Electric for \$6,980.00 to electrical work in the Youth Services department to allow the relocation of the computers. Roll call vote. All present voted aye. Motion carried

2024-2027 strategic plan report:

The Director asked if the trustees had any questions in regards to the 2024-2027 strategic plan report. There were no questions.

Traveler's Insurance Company entity crime Coverage renewal:

The Director provided the board with the changes in the law to at least 10% coverage. Lisa stated that she would feel more comfortable at 35-40 percent.

Tabled

Trustee Comments: None

Trustee Novak moved and Trustee Villa seconded the motion to adjourn. President Sharon Novak declared the February 20, 2025 Board Meeting adjourned at 6:41 p.m. Voice vote. The motion carried.

The next regular board meeting will be on March 20, 2025 at 6:00 p.m.

Submitted by,

Eleanor Borys, Administrative Asst.

Trustee Klausner, Board Secretary Pro Tem

Board President Sharon Novak