

Lansing Public Library Board of Trustees Regular Board Meeting Minutes
January 15, 2026

Call to Order

The meeting was called to order at 6:03 pm

Roll Call

Present: Trustee Novak, Trustee Carr, Trustee Brown, Trustee Farmer, Trustee Montgomery and Trustee Villa

Absent: None

Also Present: Lisa Korajczyk, Library Director – Denise Benson, Information Services
Beth Hamater, Asst. Director/Youth Services and Eleanor Borys, Admin. Asst.

Recognition of visitors:

Visitor: Dan Eallonardo, Independent Construction (Via Zoom)

Correspondence: The director shared several patron applause thankful for the kindness and helpfulness they have received from the library staff. Also shared was a thank you note for helping Deiters & Todd Consulting in succeeding from Jim Deiters, as well as an e-mail from Illinois State Library Associate Director stating how she really enjoyed reading our Technology Grant report and saying our Library is amazing.

Approval of Minutes: Trustee Carr moved and Trustee Villa seconded the motion to approve the November 20, 2025 minutes of the Regular Board Meeting.

Voice vote. Motion carried.

Approval of Expenditures for payroll, invoices, IMRF, and debit/credit and financial reports:

Trustee Brown moved and Trustee Carr seconded to approve payment of the December 2025/January 2026 General/Prepaid bills in the amount of \$133,424.68 and additional January 2026 bills in the amount of \$26,492.89.

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

Director and Department Heads' Monthly Reports: The director spoke briefly on a situation of the school contacting the library on a graphic book that a 4th grader brought to school that they did not think was appropriate. Ms. Benson Information Services DH, provided the board with information on the future of Library of Things fees applying to patrons when LOT are not returned on the due date.

Ms. Benson also was pleased with the marketing plan advancements.

OLD BUSINESS:

Dan Eallonardo Elevator & bathroom renovations:

Dan joined the board meeting via Zoom to discuss the elevator and restroom renovation. He explained that the plumbing/ventilation/ADA compliance are all going to play into this renovation. He is expecting it to take about 6-8 months. He suggested that it is on next months agenda to get the process going forward.

NEW BUSINESS:

Motion to keep the executive session minutes for the Lansing Library closed :

Trustee Carr moved and Trustee Farmer second the motion to keep the executive session minutes for the Lansing Library closed.

Voice vote. All present voted aye. Motion carried

Motion to approve the disposal of three Samco long range walkie talkies for \$308.00, 5 hotspots for \$555.00, 3 large magazine bins for \$360 and 13 regular magazine bins for \$1,495.00:

Trustee Novak moved and Trustee Carr second Motion to approve the disposal of three Samco long range walkie talkies for \$308.00, 5 hotspots for \$555.00, 3 large magazine bins for \$360 and 13 regular magazine bins for \$1,495.00.

Roll call vote. All present voted ay. Motion carried

Motion to approve the 2026 IRS mileage rate of 72.5 cents per mile:

Trustee Novak moved and Trustee Brown second the motion to approve (with correction) IRS 2026 mileage rate of 72.5 cents per mile.

Roll call vote. All present voted aye. Motion carried

Motion to approve the updates to the Lansing Public Library's 2025 General Policy Manual:

Circulation Overdue Materials:

Trustee Brown moved and Trustee Carr second the motion to approve the updates to the 2025 General Policy Manual: Circulation: Overdue materials.

Roll call vote. All present voted aye. Motion carried

Motion to approve the updates to the Lansing Public Library's 2025 General Policy Manual:

Lansing Public Library IDEA Audio & Video Lab & Equipment:

Trustee Brown moved and Trustee Montgomery second the motion to approve the updates to the Lansing Public Library's 2025 General Policy Manual: Lansing Public Library IDEA Audio & Video Lab & Equipment.

Voice vote. All present voted aye. Motion carried

Motion to approve the updates to the Lansing Public Library's 2025 Personnel Policy Manual:

Vacation Benefits:

Trustee Novak moved and Trustee Villa second the motion to approve the updates to the Lansing Public Library's 2025 Personnel Policy Manual: Vacation Benefits.

Voice vote. All present voted aye. Motion carried

Motion to approve the updates to the Lansing Public Library's 2025 Personnel Policy Manual:

Bereavement Leave:

Trustee Montgomery moved and Trustee Villa second the motion to approve the updates to the Lansing Public Library's 2025 Personnel Policy Manual: Bereavement Leave.

Voice vote. All present voted aye. Motion carried

Lansing Public Library's 2025 Personnel Policy Manual: Employee Benefits - New Organ & Blood Donation Leave: Table for February Board Meeting

Lansing Public Library's 2025 Personnel Policy Manual: New NICU Leave Policy:

Table for February Board Meeting

Lansing Public Library's 2025 Personnel Policy Manual: New PTE Floating Holidays

Table for February Board Meeting

Lansing Public Library's 2025 General Policy Manual: New Records Retention Policy:-

Table for February Board Meeting

Lansing Public Library's 2025 General Policy Manual: New Artificial Intelligence Use in the Library: Table for the February Board Meeting

Lansing Public Library's 2025 General Policy Manual: New Lansing Assisted Living Facility Library Card: Table for February Board Meeting

Disaster Plan: Discussion topic

Motion to go into closed session under Section (2) c (1) of the Open Meetings Act for

“Litigation” as mandated by Section 2.11 of the Open Meetings: Trustee Novak moved and Trustee Carr seconded that the board go into closed session under Section (2) c (1) of the Open Meetings Act for “Litigation” as mandated by Section 2.11 of the Open Meetings. Upon a roll call vote the board went into closed session at 6:57 pm.

Trustee Carr moved and Trustee Novak seconded that the board leave closed session and return to open session. The board returned to open session at 7:01 p.m. Upon a roll call vote the motion passed

Motion to approve the settlement for Mr. Blake in the amount of \$500.00:

Trustee Novak made a motion and Trustee Farmer second that the board approve the settlement to Jermain Blake in the amount of \$500.00.

Roll call vote. All present voted aye. Motion carried

Trustee Comments: None

Motion to Adjourn:

Trustee Carr made a motion and Trustee Novak seconded the motion to adjourn the January 15, 2026 Board Meeting Upon a voice vote the motion passed and the meeting was adjourned at 7:07 PM.

The next regular board meeting will be on February 19, 2026 at 6:00 p.m.

Submitted by,

Eleanor Borys, Administrative Asst.

Trustee Steven Carr, Board Secretary

Board President Sharon Novak