

Lansing Public Library Board of Trustees Regular Board Meeting Minutes
April 17, 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 6:11) , Trustee Carr, Trustee Farmer and Trustee Villa

Absent: Trustee Klausner

Also Present: Lisa Korajczyk, Library Director, Kelli Staley, Technology Manager
and Eleanor Borys, Admin. Asst.

Recognition of visitors:

Visitors: None

Correspondence: The director shared an e-mail regarding very positive feedback from the Kindergarten Ready program. The director also shared an e-mail regarding the passing of one of the library's patrons and thanking us for making this a special place for him

Approval of Minutes: Trustee Novak moved and Trustee Carr seconded the motion to approve the March 20, 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 Carr seconded to approve payment of the March/April 2025 General/Prepaid bills in the amount of \$166,363.43 and additional April 2025 bills in the amount of \$9,726.13.

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

Director and Department Heads' Monthly Reports: Kelli Staley cybersecurity presentation on the Yubikey function and training that the library will be using in the near future

OLD BUSINESS:

Update on HVAC project: Dan Eallonardo: No updates

NEW BUSINESS:

Motion to approve the Unexcused Absence Policy for the 2024 Lansing Public Library

Personnel policy:

Trustee Cuthbert moved and Trustee Villa seconded the motion to approve the Unexcused Absence Policy for the 2024 Lansing Public Library Personnel policy:

Voice vote. Motion carried.

Motion to approve the update to the Employee Use of Telephone, Mail, Internet and Electronic Data systems for the 2024 Lansing Public Library Personnel Policy:

Trustee Carr moved and Trustee Farmer seconded motion to approve the update to the Employee Use of Telephone, Mail, Internet and Electronic Data systems for the 2024 Lansing Public Library Personnel Policy.

Voice vote. All present voted aye. Motion carried.

Motion to approve the 2025-2026 Inter Agency Agreement for the daycare Academy 2 for Children:

Trustee Cuthbert moved and Trustee Carr seconded motion to approve the 2025-2026 Inter Agency Agreement for the daycare Academy 2 for Children.

Voice vote. Motion carried

Motion to approve the 2025-2026 Inter Agency Agreement for the daycare A Step-Up academy:

Trustee Novak moved and Trustee Villa second motion to approve the 2025-2026 Inter Agency Agreement for the daycare A Step-Up academy.

Voice vote. Motion carried

Motion to approve Resolution 04172025AA for FY 2025/2026 Non-Resident Card fee of \$332.00:

Trustee Carr moved and Trustee Cuthbert second motion to approve Resolution 04182024A for FY 2025/2026 Non-Resident Card fee of \$332.00.

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

Draft of FY 2025-2026 budget: The Director stated she moved some numbers around for the board to look it over.

Motion to approve up to 3% for staff merit raises & bonuses for those approved staff members for the FY 2025-2026 fiscal year:

Trustee Cuthbert moved and Trustee Carr second motion to approve up to 3% for staff merit raises & bonuses for those approved staff members for the FY 2025-2026 fiscal year.

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

Motion to ban Laquie Osiomita until 3/31/26:

Trustee Novak moved and Trustee Carr second the motion to ban Laquie Osiomita until 3/31/26.

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

Motion to approve the disposal of a 4-drawer wood cabinet for \$900.00 (1975)

Trustee Cuthbert moved and Trustee Farmer seconded the motion to approve the disposal of a 4-drawer wood cabinet.

Voice vote. All present voted aye. Motion carried

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 Cuthbert made the motion and Trustee Carr seconded that the board go into closed session at 6:42 PM under Section 2(c) (1) of the Open Meetings Act for " the appointment, employment, compensation, discipline, performance or dismissal of specific employees" as mandates by section 2.06 of the Open Meetings Act. Upon a roll call vote the motion passed.

Trustee Cuthbert made the motion and Trustee Carr seconded that the board leave the closed session and return to open session at 6:52 PM. Upon a roll call vote the motion passed.

The Director reminded the Board the new officers are appointed in May and ATLAS Trustee Day.

The Direction's vacation will be 5/16-27/2025

Motion to Adjourn:

Trustee Cuthbert made a motion and Trustee Farmer seconded the motion to adjourn the March 20, 2025 Board Meeting Upon a voice vote the motion passed and the meeting was adjourned at 6:54 PM.

The next regular board meeting will be on May 15, 2025 at 6:00 p.m.

Submitted by,

Eleanor Borys, Administrative Asst.

Trustee Steven Carr, Board Secretary

Board President Sharon Novak