

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
July 17, 2014

President Tim Glinski called the meeting to order at 6:38 p.m.

Present: Anthony Comer-Hill, Bonnie Cuthbert, Tim Glinski, Mary Kern, Judy Koch, Jeri Villa

Absent: Aaron Barnes

Visitors: Joan Ridder

Also Present: Debbie Albrecht, Library Director

Visitors: Joan Ridder Administrative Assistant for eighteen years at the Lansing Public Library announced her retirement effective August 28, 2014. Joan has been an asset to the library and has kept us running smoothly for the past eighteen years. Debbie Albrecht stated she was sad for herself and the library that Joan was leaving but thrilled for her to begin this new chapter in her life. Everyone wishes Joan well in the future and we thank her for her years of service.

Approval of Minutes: Judy Koch moved and Anthony Comer-Hill seconded the motion to approve the June 19, 2014 minutes of the Regular Board Meeting. All present voted aye. Motion carried.

Approval of Expenditures: Judy Koch moved and Anthony Comer-Hill seconded to approve payment of the July 2014 bills in the amount of \$136,825.60. All present voted aye on a roll call vote. Motion carried.

The Board Accepted the Director and Department Heads' Monthly Reports:

Debbie explained how the pilot program for library/debit cards is progressing. It is such a new concept that people are having a difficult time wrapping their heads around it. SirsiDynix and the card company are creating new information leaflets to help explain how it works. The board appreciated hearing from Juan Estrada and Beth Bozzo on their experiences at the NEXT LIBRARY conference held in Chicago this year. Debbie also reported on her attendance at ALA in Las Vegas this year. Debbie also reported we were pleased to have Patti Baker back but that she would be working a 30 hour week instead of her regular 35 hour week.

Friends of the Library: Friends continue to hold book sales and although revenue is down it is most welcome. Friends were asked to assist in beer sales at Lansing Autumn Fest this year LACE decided to ask non-profits to help and in turn they will give a donation to the respective groups. Friends are pleased to be able to participate in this fundraising effort.

Per Capita Requirements for 2014/2015 Discussion: The board discussed Chapter 7, “Collection Management and Resource Sharing” in Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014. Lansing Public Library does an excellent job meeting all standards in this chapter. All board members present at the meeting were given the URL to view the Edge Initiative informational webinar. Those who watch it will report on that at our September meeting. We were a soft launch Illinois library in 2013 so we have already completed the other requirements relating to Edge. We completed an Environmental Scan last year and while a public library never has all the funds they desire we are doing okay considering the economic conditions in our area. We are very mindful of how we spend our funds while continuing to make upgrades to equipment and our building.

Second Reading and Vote on Change to Library Card Policy: Bonnie Cuthbert moved and Jeri Villa seconded to revise the Library Card Policy, Notice to Families section. The words “use of any library services” is added for clarification. All present voted aye. Motion carried.

Approval of Staff In-Service on Friday, August 15, 2014: Debbie asked the board to approve a Staff In-Service Day with activities to include “Active Shooter Training” from Sgt. Al Phillips of the Lansing Police Department and other library related activities. Bonnie Cuthbert moved and Judy Koch seconded the approval of holding a staff in-service day. All present voted aye. Motion carried.

Discussion on National Library Card Month in September: We will be having our first hopefully to become annual “With Your Library Card – Shop Local and Save”. We have partnered with the Village of Lansing and Lansing Area Chamber of Commerce with the hope of increasing holders of library cards and increasing use of our local businesses. We want to increase the number of library card holders. So during the month of September at participating retailers there will be special discounts for those who show their valid library card. At the first meeting of the Village Board in September the Mayor will read a proclamation in regards to National Library Card Month.

Music is in the Air in 2015: Good Neighbor Parade theme for 2015 is “Lansing Alive With Music” which ties in nicely with the opening of Visible Music College and our summer reading theme “Read to the Rhythm”.

Tim Glinski declared the Regular July 17, 2014 Board Meeting adjourned at 7:17 p.m.

The next board meeting will be on September 18, 2014.

Submitted by, Bonnie Cuthbert.