

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
September 21, 2017

Board President Tim Glinski called the Regular Board meeting to order at 6:52 p.m.

Present: Mozella Brown, Anthony Comer-Hill, Bonnie Cuthbert, Tim Glinski,
Judy Koch, Sharon Novak, and Jeri Villa

Visitors: None

Also Present: Debbie Albrecht, Library Director and Eleanor Borys, Admin. Asst.

Correspondence: Debbie passed around a copy of the article that the Library put in The Lansing Journal. Debbie also shared a bundle of more positive ‘patron Applause’ notes with the board. Debbie also shared a very big Thank You email that she received for participating in the 2107 Lunch Bus Program from the Greater Chicago Food Depository.

Approval of Minutes: Sharon Novak moved and Bonnie Cuthbert seconded the motion to approve the July 20, 2017 minutes of the Regular Board Meeting. All present voted aye. Motion carried.

Approval of Expenditures: Bonnie Cuthbert moved and Anthony Comer-Hill seconded to approve payment of the August 2017 regular/prepaid bills in the amount of \$132,524.07, also September 2017 regular/prepaid bills in the amount of \$152,132.02 and additional September 2017 bills in the amount of \$27,166.11.

All present voted aye on a roll call vote. Motion carried.

Accept Director and Department Heads’ Monthly Reports: Debbie said that with all staff on board with the kids after school, there seems to be more kids doing homework and using the library appropriately instead of messing around. Debbie also reminded the board about Trustee Day at the ILA Conference in mid-October at the Tinley Park Convention Center.

Friends of the Library: The Friends are chugging along and are always wonderful.

Per Capita Requirement for Trustees Watch a Library Security Video by next meeting:

Debbie asked the board if they all had received the email she sent with the link to view the security video. Some of the Trustees stated they had problems with the link. Debbie said she will re-send the link. Debbie mentioned that they are also welcome to come to the library and view the video.

First Reading and discussion on Proctoring Exam Policy & Weeding of Website Content:

Debbie gave the board a copy of the Exam Proctoring Policy. She explained the procedure and the need to implement a policy and to update the Study Room Policy as well. Debbie also explained the Weeding of Website Content policy.

Approval for All Staff to Attend Area In-Service in AM and Christmas Luncheon in PM:

The topic this year is “User Experience with Aaron Schmidt” and will be held in Tinley Park at the Convention Center. Bonnie Cuthbert moved and Sharon Novak seconded the motion to approve the library closed for All Staff to Attend Area In-Service in AM and Christmas Luncheon in PM on Friday, December 1, 2017. All present voted aye on a roll call vote. Motion carried.

President Tim Glinski declared the Regular September 21, 2017 Board Meeting adjourned at 7:20 p.m.

The next board meeting will be on October 19, 2017

Submitted by,

Eleanor Borys, Administrative Asst.