

Lansing Public Library  
Board of Trustees  
Regular Board Meeting Minutes  
April 15, 2021

Board President Tim Glinski called the Regular Board meeting to order at 6:30 pm.

Present: Tim Glinski, Sharon Novak and Bonnie Cuthbert and Judy Koch

*Via Zoom:* Mozella Brown, Lillian Ball and Jeri Villa

Absent: None

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

Visitors: Kelli Staley, IT Department (*via Zoom*), RJ Reynolds, IT Department

**Correspondence:** Debbie shared the miniature version of Home Town Hero Banner that the Library will be displaying. May 27<sup>th</sup> will kick off “Hometown Heroes Celebration”. The 100 banners will be on display from May 27<sup>th</sup> thru Veterans Day. She invited the board to join in the Celebration.

**Approval of Minutes:** Sharon Novak moved and Bonnie Cuthbert seconded the motion to approve the March 18, 2021 minutes of the Regular Board Meeting. All present voted aye. Motion carried.

**Approval of Expenditures:** Bonnie Cuthbert moved and Judy Koch seconded to approve payment of the April 2021 General/Prepaid bills in the amount of \$109,265.06 and additional April 2021 bills in the total amount of \$343,293.26. All present voted aye on a roll call vote. Motion carried.

**Accept Director and department Heads' Monthly Reports:** Debbie spoke briefly about the Lansing Historical Society's new hours. They will be open only on Saturdays from 9:00 am – Noon. Debbie announced that Sandra Iosue will be retiring; her last day will be June 25, 2021.

**Friends of the Library:**

Debbie spoke with Friend's president Roselle about the old collection in the Book Sale room. Debbie said in the future staff would watch more closely once we resume accepting donations.

**Discussion on Election of Officers for May meeting:**

Debbie asked the Board which trustees are interested in running for next election. She explained to all the trustees the process for the upcoming election. Judy Koch said that the Secretary position would be open. Mozella Brown said she would like to nominate Lillian Ball for the position.

**Reminder File Ethics Statement:**

Debbie reminded all Trustees to file their Ethics statement with Cook County Clerk if they have not yet done so. All Trustees stated they have already filed

**Discuss Re-Opening for general seating (no more than 3hrs):** Debbie spoke on the plans to re-opening the Library for general seating. She said the Youth Department are in the process of relocating back to the lower level in the very near future. She would like to begin with one person per table. She is planning to have the Library ready for this transition by May 27<sup>th</sup> for the “Hometown Heroes Celebration”.

**Discuss and Vote on Hiring a Consultant for new Director Hire:**

Debbie explained the firm would narrow down to 5-8 candidates for the Board. If the board approves Deiters & Todd, they will come to the May board meeting to discuss what the Library is looking for in a new Director. President Glinski asked if she would be involved in the hiring process. Debbie said she would not be involved. Debbie stated her retirement date is October 15, 2021. Sharon Novak moved and Judy Koch seconded to approve the hiring of consultants Deiters & Todd Library Consulting to find the new Director. All present voted aye on a roll call vote. Motion carried.

**Presentation, Discussion and Approval of FY21/22 Budget:** Debbie explained why some of the anticipated revenue/expenditures budget lines are higher as well as why some are lower. She also explained that it included future changes in personnel full and part time salaries.

Bonnie Cuthbert moved and Sharon Novak seconded to approve the \$3,197,116.00 FY 21-22 budget. All present voted aye on a roll call vote. Motion carried.

President Tim Glinski declared the April 15, 2021 Board Meeting adjourned at 7:16 p.m.

The next regular board meeting will be on May 20, 2021.

Submitted by,

Eleanor Borys, Administrative Asst.