

Lansing Public Library Board of Trustees

Agenda for the Regular Board Meeting

November 21, 2024

6:30 pm

- I. Call to Order
- II. Roll Call
- III. Recognition of Visitors/ Public Comment
- IV. Correspondence
- V. Motion to approve the minutes from the Regular Board Meeting October 17, 2024
- VI. Motion to approve October and November 2024 expenditures for payroll, invoices, debit/credit card, and the Treasurer's report
- VII. Director and Department Head Reports: Denise Benson Information Services Report
- VIII. Old Business
  - a. Update on HVAC project: Dan Eallonardo
- IX. New Business
  - a. *"Serving Our Public"* chapters 11-13 discussion
  - b. December In-Service & holiday meal: 12/06/2024 lunch at 12:30 pm
  - c. Motion to approve tuition in the amount of \$1,650.00 for Beth Bozzo for the spring semester at Valdosta State for her MLIS degree.
  - d. Motion to approve the updates to the Lansing Public Library's General Policy Manual: Computer & Internet Use Policy
  - e. Motion to approve the disposal of 1 Calibri book covering machine for \$800.00, 1 Neatgear switch for \$300.00 and 9 HP 250G6 laptops at \$300.00 each (\$2700.00)
  - f. Motion to approve the transfer of \$700,000.00 from the library's Illinois Funds account to the library's primary checking account at Illinois National Bank between 12/16 /2024 and 01/13/2025.
  - g. Remember in January meetings will start at 6:00 pm
  - h. Motion to adjourn

The next scheduled meeting of the Board of Trustees January 16, 2025 at 6:00 pm.

Any person needing an accommodation for a disability at the meeting should contact Lisa Korajczyk, Director, Lansing Public Library by telephone at (708) 474-2447 or in writing five (5) days prior to the meeting date.