

Lansing Public Library  
Board of Trustees  
Regular Board Meeting Minutes  
April 18, 2019

Board President Tim Glinski called the Regular Board meeting to order at 6:31 pm.

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

Absent: None

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

Visitors: Emily Laidley, Lansing Library Youth Department Head

Jennifer DeGrauwe, Lansing Library Youth Services

Lillian Ball

Jennifer passed out t-shirts to the Trustees that are walking in the parade. She also gave them the time and location to meet on (May 4<sup>th</sup>) Parade day.

Emily asked the Board for approval, to hire a new Outreach Associate for the Youth Department, which will be a full time position. She explained the requirements and responsibilities of a new Outreach Associate.

**Correspondence:** Debbie shared our current tax collection balance.

**Approval of Minutes:** Bonnie Cuthbert moved and Sharon Novak seconded the motion to approve the March 21, 2019 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 2019 General/Prepaid bills in the amount of \$131,102.10 and additional April 2019 bills in the total amount of \$38,701.84. All present voted aye on a roll call vote. Motion carried.

**Accept Director and department Heads' Monthly Reports:** Debbie spoke about paying the Bond off 2 years early in March 2020. We will save approximately \$21,400.00 in interest. Tim stated the he was pleased with the information and the savings on interest. He thanked Debbie for a job well done.

**Friends of the Library:** Friend are still friendly.

**Reminder File Ethics Statement:** Debbie reminded all Trustees that May 1<sup>st</sup> is the deadline to file their Ethics statement with Cook County Clerk and that any fine incurred is their responsibility.

**Second Reading and Approval of Content Policy:**

Debbie pointed out the one word change from the First reading. Bonnie Cuthbert moved and Sharon Novak seconded to approve the Content Creation Policy. All present voted aye on a roll call vote. Motion carried.

**First Reading of Collection Development Policy:** Debbie will add corrections noted from Bonnie and Judy. She will have policy ready for second reading at our next meeting.

**Presentation, Discussion and Approval of FY19/20 Budget:** Debbie explained why some of the anticipated revenue/expenditures budget lines are higher as well as why some are lower. Bonnie Cuthbert moved and Sharon Novak seconded to approve the \$2,984,538.00 FY 19-20 budget. All present voted aye on a roll call vote. Motion carried.

President Tim Glinski declared the regular April 18, 2019 Board Meeting adjourned at 7:33 p.m.

The next regular board meeting will be on May 16, 2019.

Submitted by,

Eleanor Borys,

Administrative Asst.