

**Lansing Public Library Board of Trustees**

**Agenda for the Regular Board Meeting**

**September 19, 2024**

**6:00 pm**

- I. Call to Order
- II. Roll Call
- III. Recognition of Visitors/ Public Comment
- IV. Facility tour: Tony Kieltyka
- V. Correspondence
- VI. Motion to approve the minutes from the Regular Board Meeting July 18, 2024
- VII. Motion to approve August and September 2024 expenditures for payroll, invoices, debit/credit card, and the Treasurer's report
- VIII. Director and Department Head Reports
- IX. Old Business
  - a. Update on HVAC project: Dan Eallonardo
  - b. Motion to approve the quote from IWS, Inc for \$24,500.00 to repair the retaining wall
- X. New Business
  - a. *"Serving Our Public"* chapters 1-5 discussion
  - b. Discussion on changing board meeting time to 6:00 pm
  - c. Discussion on adding an August board meeting
  - d. Discussion for the upcoming year's levy request: I would recommend 4.95 %
  - e. Motion to approve the updates to the 2024 Trustee By-Laws
  - f. Motion to approve the quote from Johnson Floor Company for \$10,085.00 to repair the stairs
  - g. Motion to approve a 10 month ban for the African American woman who stalked the middle school aged child on library property.
  - h. Motion to open the executive session minutes from July 18,2024.
  - i. Motion to approve the executive session minutes from July 18, 2024
  - j. Motion to approve the updates to the Lansing Public Library's Personnel Handbook: Vacation time
  - k. Motion to approve the updates to the Lansing Public Library's 2024 General Policy: Safe Child Policy
  - l. Motion to dispose of the two chairs for \$200.00 and sofa for \$100.00 in the staff room & the TP Link Network Switch model TL-SG3424 for \$500.00, 1 self-check machine EliteOne for 800 \$1,187.00, drawer file cabinet for \$200.00, 5 HP computer fans "SPS-Fan Galahad \$45.00, 2 patio tables \$1400.00, 2 storage tables \$400.00.
  - m. Motion to go into closed session under Section 2 (c) (1) of the Open Meetings Act for "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees" as mandated by Section 2.06 of the Open Meetings
  - n. Motion to approve a pay increase for the library director
  - o. Motion to Adjourn

The next scheduled meeting of the Board of Trustees October 17, 2024 at 6:30 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.