

**Lansing Public Library Board of Trustees**

**Agenda for the Regular Board Meeting**

**June 20, 2024**

**6:30pm**

- 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 May 16, 2024
- VI. Motion to approve May and June 2024 expenditures for payroll, invoices, debit/credit card, and the Treasurer's report
- VII. Director and Department Head Reports
- VIII. Old Business
  - a. Update on HVAC project: Darren Schretter
- IX. New Business
  - a. Motion to dispose of the server backup battery APC X1350M for \$300.00
  - b. Motion to approve the updates to the 2024 Personnel Handbook to policy: Employee Use of Telephone, Mail, Internet and Electronic Data Systems
  - c. Motion to approve the updates to the 2024 Lansing Public Library's General Policy Manual policy: Access and Use of the Facility
  - d. Motion to approve the updates to the 2024 Lansing Public Library's General Policy Manual policy: Applicant Agreement Policy
  - e. Motion to approve the updates to the 2024 Lansing Public Library's General Policy Manual policy: Use of Materials
  - f. Illinois Public Library Annual Report (IPLAR) stats report
  - g. Reminder two trustee trainings must be accomplished for the year: sexual harassment & cybersecurity Kelli will send the invite
  - h. Trustee By-Laws discussion
- X. Motion to Adjourn

The next scheduled meeting of the Board of Trustees July 18, 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.