

Lansing Public Library  
Board of Trustees  
Regular Board Meeting Minutes  
October 18, 2018

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

Present: Mozella Brown, Bonnie Cuthbert, Tim Glinski, Judy Koch, Sharon Novak and Jeri Villa  
Absent: Anthony Comer-Hill

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

Visitors: Lynn Cartwright, L.A.C.E. Member  
Laurie Crosby, L.A.C.E. Member  
Cam Harvey, L.A.C.E. Member/Visible Music College  
Jenny Polley, L.A.C.E. Member  
Dan Eallonardo, Independent Construction

**L.A.C.E. Board Members:** A very surprise but welcoming visit from the LACE board members. They proudly presented Debbie Albrecht, Library Director an Appreciation Gold Sponsorship Lansing Autumn Fest 2018 plaque.

**Approval of the Bid for Signage Project:** Dan Eallonardo gave some information on the four bids that we received and made a recommendation the lowest bidder be awarded the project. Judy Koch moved and Jeri Villa seconded the motion to award bid to Latimer Associates, Inc. dba ADI Signage Innovations. And gave Debbie Albrecht approval to sign contract, but not to exceed \$47,090.47. All present voted aye. Motion carried.

**Correspondence:** Debbie shared with the Board a nice thank you note for our sponsorship at Autumn Feast, as well as two FOIA Requests.

**Approval of Minutes:** Sharon Novak moved and Bonnie Cuthbert seconded the motion to approve the September 20, 2018 minutes of the Regular Board Meeting. All present voted aye. Motion carried.

**Approval of Expenditures:** Bonnie Cuthbert moved and Sharon Novak seconded to approve payment of the October 2018 General/Prepaid bills in the amount of \$112,798.74 and additional October 2018 bills in the total amount of \$29,598.24.

All present voted aye on a roll call vote. Motion carried.

**Accept Director and department Heads' Monthly Reports:** Debbie reminded board that this year's first concert series will kick off with our local group Classic doing the Beatles' White Album in celebration of its 50 year anniversary.

**Friends of the Library:** We are thankful Friends are still sponsoring our concerts. Debbie said the Library may have to look at the book donation process in the future.

**Set Tax Levy for the upcoming tax year:** Debbie explained to the board why she would like to keep the Tax levy the same with no increase. Sharon Novak moved and Judy Koch seconded motion to keep the tax levy the same. All present voted aye. Motion carried.

**Approval to close Library for All Staff to Attend In-Service at the Library and Christmas Luncheon:** This year our In-Service will include Active Shooter, General Safety and Fire Safety training from 9:00 am-1:00 pm, followed with a Christmas lunch at 1:30 p.m. Mozella Brown moved and Bonnie Cuthbert seconded the motion to approve the library closed for All Staff to attend In-Service in AM and Christmas Luncheon in PM on Friday, December 7, 2018. All present voted aye on a roll call vote. Motion carried.

President Tim Glinski declared the October 18, 2018 Board Meeting adjourned at 7:03 p.m.

The next regular board meeting will be on November 15, 2018.

Submitted by,

Eleanor Borys,

Administrative Asst.