

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
November 15, 2018

Board President Tim Glinski called the Regular Board meeting to order at 6:32 pm.

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

Absent: Mozella Brown, Anthony Comer-Hill

Also Present: Debbie Albrecht, Library Director

Visitors: Sharon Murphy

Correspondence: Debbie shared a resignation letter from Anthony Comer-Hill. Anthony Comer-Hill resigned effective today, November 15, 2018. Also a nice Thank You letter from the Village, Mayor Patricia Eidam for hosting Illinois Department of Human Rights Workshop.

Approval of Minutes: Bonnie Cuthbert moved and Judy Koch seconded the motion to approve the October 18, 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 November 2018 General/Prepaid bills in the amount of \$102,142.40.

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

Accept Director and department Heads' Monthly Reports: Debbie shared that the Signage is going out to bid next week and is hopeful to have completed before the end of the year. But realistically will be early next year. Debbie announced a date of February 9, 2019 for our Annual "How to Fair". Debbie also shared a FOIA Request with the board. She also shared a new Information sheet that will be in all the Welcome Bags that the Village hand out to all new residents. Debbie is planning on seal coating the parking on School/Indiana this spring.

Friends of the Library:

Debbie announced a friendly reminder that Friends are selling Pie cards from Baker's Square \$15 each or 2 for \$25 available at the front desk cash only please! I think they will have some other items as well for you to check out!

Future Remodeling: Debbie spoke briefly about the possible downstairs renovation plans which may include a new HVAC system. We need to figure out best way to proceed. Redo entire HVAC or just downstairs.

Holiday Schedule and Library Board Meeting Schedule for 2019:

Debbie gave all board members the 2019 Holiday and Board meeting dates.

Purchase a new telephone system: Debbie presented the board with a proposal to purchase a new telephone system. Bonnie Cuthbert moved and Judy Koch seconded the motion to purchase a new telephone system from ToTel Communications, Inc. in the amount of \$15,240.75.

All present voted aye. Motion carried.

Vote on status of Executive Board Minutes: Bonnie Cuthbert moved and Sharon Novak seconded the motion to keep the Executive Board Minutes sealed. All present voted aye. Motion carried.

President Tim Glinski declared the regular November 15, 2018 Board Meeting adjourned at 7:03 p.m.

The next regular board meeting will be on January 1, 2019.

Submitted by,

Debbie Albrecht,

Library Director