

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
September 19, 2019

Board President Tim Glinski called the Regular Board meeting to order at 6:47 pm.

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

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

Visitors: Emily Laidley, Youth Department

Correspondence: Debbie shared with the board, Woodstock and “Follow the Yellow Brick Road” scavenger hunt articles from the Lansing Journal, Fox Pointe flyer announcing upcoming events. She also shared a Press Release from the Office of the Mayor announcing their partnership with the Lansing Public Library Woodstock 50th Anniversary Celebration. Also included was a list of the Library’s “Follow the Yellow Brick Road” scavenger Hunt 2019 winners as well as some informational brochures about restroom sanitizing.

Approval of Minutes: Bonnie Cuthbert moved and Geri Villa seconded the motion to approve the July 18, 2019 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 August 2019 General/Prepaid bills in the amount of \$190,040.83 and September 2019 General/Prepaid bills in the amount of \$139,613.10 and additional September 2019 bills in the total amount of \$21,441.16. All present voted aye on a roll call vote. Motion carried.

Accept Director and department Heads’ Monthly Reports: Emily was present and spoke about the youth department’s very busy schedule. She is very pleased that the school year got off to a good start with the student utilizing the library. Debbie spoke a little about the commercial (that was included in our sponsorship) the Library produced and that it will be played in-between performers up at Autumn Fest.

Friends of the Library: Debbie said that friends are still our friends and love the library.

Meeting with Dan Eallonardo and Darren Schretter to discuss next steps for HVAC and lower level re-model: Debbie is meeting with Dan and Darren in the next week or so to discuss the cost of a new HVAC system. They will get quotes on replacing both up/down and just the downstairs remodeling.

Discuss Com Ed lighting plan: Debbie stated that the lights in the library were installed about 20 years ago. She would like to replace the upstairs with the new LED lights. Since the downstairs remodeling will be starting soon, she will only update the upstairs lighting for now. Bonnie Cuthbert moved and Geri Villa seconded the motion to have the upstairs lights replaced with LED. All present voted aye on a roll call vote.

Permission to close on Friday, December 6th to attend ATLAS area In-Service – it will satisfy a per capita requirement for staff! This year ATLAS topic What Turns “Space” into “Place” will satisfy staff’s per capita requirements and will be held at Chicago Gaelic Park in Oak Forest. Mozella Brown moved and Bonnie Cuthbert seconded the motion to approve permission to close Library for All Staff to Attend Area In-Service in AM and Christmas Luncheon in PM on Friday, December 6, 2019. All present voted aye on a roll call vote. Motion carried.

Approval to close Library for All Staff to Attend Area In-Service in AM and Christmas Luncheon in PM: Mozella Brown moved and Bonnie Cuthbert seconded the motion to approve All Staff to Attend Area In-Service in AM and Christmas Luncheon in PM on Friday, December 6, 2019. All present voted aye on a roll call vote. Motion carried. Trustees would like the luncheon to be at Bellagoi’s.

Discuss Per Capita Requirement for Trustees - please look over the chapters I gave you and visit the websites! Debbie confirmed with the trustees that they read the required chapters and had explored the websites. Jeri and a few others said the second website was hard to navigate. She asked if there were any questions. Debbie also said that IT is researching looking for a friendly webinar for the trustees to view.

Change October meeting date to Thursday, October 24th as I am out of town: Debbie asked the trustees to move October 17, 2109 Board meeting to October 24, 2019 same time. All trustees agreed to change the date.

President Tim Glinski declared the September 19, 2019 Board Meeting adjourned at 7:25 p.m.

Submitted by,

Eleanor Borys, Administrative Asst.