

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
November 21, 2019

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

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

Absent: Judy Koch

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

Visitors: Emily Laidley, Youth Department

Correspondence: Debbie shared an advertisement post-card from ASI Signage in which they used Lansing Library pictures from our renovation project. Debbie explained the Energy Efficiency Program collaborating with ComEd, the installation being one by Dominion Lighting scheduled to start on Nov 22nd. Debbie also shared Lansing Christmas Tree Lighting ceremony flyer information as well as a Thank You card from LACE for the Census 2020 posters.

Approval of Minutes: Bonnie Cuthbert moved and Jeri Villa seconded the motion to approve the October 24, 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 November 2019 General/Prepaid bills for \$135,570.40 and additional November 2019 bills for \$9,940.81.

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

Friends of the Library:

Debbie reminded the board that Friends are still selling Pie cards from Baker's Square \$15 each or 2 for \$25 available at the front desk.

Approval to close 9am-Noon for All Staff Census Training –Library open 1-5pm.

Debbie asked for approval to close the Library on March 20, 2020 from 9:00am – Noon for all staff census training. Sharon Novak moved and Bonnie Cuthbert seconds the motion to the library on March 20, 2020 for All Staff Census training from 9 am – Noon.

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

Holiday Schedule and Library Board Meeting Schedule for 2020:

Debbie gave all board members the 2020 Board meeting and Holiday dates.

Per Capita Requirement for Trustees: Please watch **Library as Social Connector: Forging Community Connection (58 min.)** <https://bit.ly/36EvpP7> by our Christmas lunch on December 6th so you can share your thoughts.

Preliminary Discussion on Lower Level Re-Model, including HVAC system and Parking

Lot Lighting: Debbie shared a blue print from StudioGS along with estimates of this project cost. These are extremely tentative figures. There are no estimates for parking lot lighting, Independent Construction contractor fees, and moving the books for this project that must be worked out. And probably some other items too!

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

President Tim Glinski declared the regular November 21, 2019 Board Meeting adjourned at 7:30 p.m.

The next regular board meeting will be on January 16, 2020.

Submitted by,

Eleanor Borys, Administrative Asst.