

Lansing Public Library  
Board of Trustees  
Regular Board Meeting Minutes  
June 17, 2021

Board President Tim Glinski called the Regular Board meeting to order at 6:33 pm.

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

Absent: Lillian Ball and Mozella Brown

Visitors: None

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

**Correspondence:** Debbie shared a letter from Mayor Patty Eidam thanking Debbie and staff for hosting Hometown Hero's Celebration at the Library. Mayor Patty went on to say she appreciates Debbie and all that work with her. In her letter, she also mentions to mark your calendar for a 20<sup>th</sup> anniversary of 9/11/2001 event. Debbie also shared a very nice thank you from the Raich Family for our community service. The Raich's also donated painted art bookmarks for our homebound patrons.

**Approval of Minutes:** Judy Koch moved and Bonnie Cuthbert seconded the motion to approve the May 20, 2021 minutes of the Regular Board Meeting. All present voted aye. Motion carried.

Judy Koch moved and Bonnie Cuthbert seconded the motion to approve the June 14, 2021 minutes of the Special Board Meeting. All present voted aye. Motion carried.

**Approval of Expenditures:** Bonnie Cuthbert moved and Sharon Novak seconded to approve payment of the June 2021 General/Prepaid bills in the amount of \$121,069.13. And additional June 2021 bills in the amount of \$5,185.36. All present voted aye on a roll call vote. Motion carried.

**Accept Director and Department heads' Monthly Reports:** Debbie hoped that Trustees had the chance to read Sandra's last Department Head address to the Director and Library Board. Sandra reflected on her 29 wonderful years at the Lansing Public Library.

**Friends of the Library:** The Friends of the Library are meeting the 2<sup>nd</sup> Monday in July, since the Pandemic started. Debbie said she has spoken with the High School and they do not want any of the Friends old inventory.

**Second Reading and Approval of Idea Audio & Visual Lab & Makers Space Equipment**

**Policy:** Debbie asked that we table second reading until next board meeting. The board accepted Debbie's request.

**First Reading to Amend Hiring Policy to Include a Background Check:** After Debbie read the amended Hiring Procedure; the board had a discussion on the proper language. The Board will have second reading and approval of the Amended Hiring Policy at the next month's Board Meeting.

**Approve new Cabinets and Counter Tops:** Debbie explained that every aged cabinet as well as countertops that have not been replaced in a very long time are being replaced and paid for with remodel contingency budget. Bonnie Cuthbert moved and Judy Koch seconded the motion to replace aged cabinets and counter tops in the Tech room in the amount of \$43,000.00. All present voted aye. Motion carried.

**Vote on status of Executive Board Minutes:** Debbie stated that the board votes on Executive minutes to remain sealed or not every six months. 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 June 17, 2021 Board Meeting adjourned at 7:10 p.m.

The next regular board meeting will be on July 15, 2021.

Submitted by,

Eleanor Borys,  
Administrative Asst.