

Lansing Public Library
Board of Trustees
Regular Board Meeting Minutes
July 21, 2022

Call to Order

Board President Sharon Novak called the Regular Board meeting to order at 6:30 pm.

Present: Sharon Novak, Tim Glinski, Jennifer Arreola, Lillian Ball, Bonnie Cuthbert and Jeri Villa

Absent: Mozella Brown

Also Present: Lisa Korajczyk, Library Director and Eleanor Borys, Admin. Asst.

Recognition of visitors:

Visitors: None

Correspondence: The Director shared the Funding Commitment Decision Letter regarding the Library's E-Rate amount of \$1,511.28. A Patron Applause to recognize Kelli and Becca for great service. A letter from Office of the Secretary of State awarding the Lansing Public Library FY 2022 Illinois Public Library Per Capita Grant in the amount of \$42,887.10. Also our initial payment of \$500.00 from IEEE Science Kits Grant that Beth acquired for the Library in the amount of \$1,500.00.

Approval of Minutes: Trustee Cuthbert moved and Trustee Villa seconded the motion to approve the June 16, 2022 minutes of the Regular and June 23, 2022 Special Meeting, June 28, 2022 Special Meeting. Voice vote. All present voted ayes; Trustee Arreola abstained from June 28, 2022 Special Meeting. Motion carried.

Approval of Expenditures for payroll, invoices and Treasurer's report:

Trustee Cuthbert moved and Trustee Glinski seconded the to approve payment of the June/July 2022 General/Prepaid bills in the amount of \$190,125.52 and additional July bills in the amount of \$45,362.31. Roll call vote. All present voted aye on a roll call vote. Motion carried.

Director and Department Heads' Monthly Reports: Given to the Board of Trustees.

OPEN ITEMS:

Motion to approve the 2022 Recognition of Visitor's section for the Trustee By-Laws:

Trustee Cuthbert moved and Trustee Villa seconded the motion to approve the 2022 Recognition of Visitor's section for the Trustee By-Laws. Voice vote. All present voted aye. Motion carried.

Motion to approve the 2022 Lansing Public Library's 2022 Collection Development Policy:

Trustee Cuthbert moved and Trustee Villa seconded the motion to approve the 2022 Lansing Public Library's 2022 Collection Development Policy. Voice vote. All present voted aye. Motion carried

Motion to approve the 2022 Lansing Public Library's 2022 Photography and Filming Policy:

Trustee Cuthbert moved and Trustee Arreola seconded the motion to approve the 2022 Lansing Public Library's Photography and Filming Policy: Voice vote. All present voted aye. Motion carried

Motion to approve the 2022 Lansing Public Library's 2022 Background Check Policy:

Trustee Cuthbert moved and Trustee Villa seconded the motion to approve the 2022 Lansing Public Library's Background Check Policy. Voice vote. All present voted aye. Motion carried

Motion to approve the 2022 Lansing Public Library's Meeting Room Policy:

Trustee Cuthbert moved and Trustee Villa seconded the motion to approve the 2022 Lansing Public Library's Meeting Room Policy. Voice vote. All present voted aye. Motion carried

Motion to select a quote for the Capital Assessment Plan:

Trustee Cuthbert moved and Trustee Glinski seconded the accept StudioGC Architectural Service Proposal regarding Facility Assessment in the amount of \$5,500.00.

Roll call vote. All present voted aye. Motion carried

New Business

Motion to approve the 2022 -2023 School Card Policy memorandum of Understanding for the Lansing School Districts 158, 171, and 215:

Trustee Cuthbert moved and Trustee Villa seconded to approve the 2022-2023 School Card Policy memorandum of Understanding for the Lansing School Districts 158, 171, and 215.

Voice vote. All present voted aye. Motion carried

Motion to approve that Ms. Staley and Ms. Benson attend the Internet Librarian's Conference from 10/17/200-10/21/2022 for the total amount of \$6,600.00:

Trustee Glinski moved and Trustee Arreola seconded the motion to approve Ms. Staley and Ms. Benson attend the Internet Librarian's Conference from 10/17/200-10/21/2022 for the total amount of \$6,600.00

Roll call vote. All present voted aye. Motion carried

Motion to approve the Library closure on Friday, 8/5/2022 for a full day in-service for the staff:

Trustee Arreola moved and Trustee Cuthbert seconded motion to approve the Library closure on Friday, 8/5/2022 for a full day in-service for the staff. Voice vote. All present voted aye. Motion carried

Motion to approve the purchase of the online resource Hoopla for \$5,000.00:

Trustee Cuthbert moved and Trustee Villa seconded motion to approve the purchase of the online resource Hoopla for \$5,000.00. Roll call vote. All present voted aye. Motion carried

Motion to go into Executive Session under Section 2 (c) (1) of the Open Meetings Act for "The appointment, employment, compensation, discipline, performance or dismissal of specific employees" as mandated by Section 2.06 of the Open Meetings. The Board decided that an Executive Session was not necessary.

Motion based on the actions to be taken based on the results of the Executive Session:

Trustee Glinski moved and Trustee Cuthbert seconded the motion to keep the Executive Board Minutes sealed. Voice vote. All present voted aye. Motion carried

Motion to approve the Library's 1:00 pm closure on Saturday, September 3, 2022 for carpet cleaning:

Trustee Cuthbert moved and Trustee Villa seconded motion to approve the Library's closure with the confirmed 1 pm closure. Voice vote. All present voted aye. Motion carried

Reminder: Director's annual review October 2022: The Library Board agreed that a Director's annual review is not necessary. Lisa mentioned that Mr. Boomker has turned in his resignation effective mid-August.

Motion to Adjourn

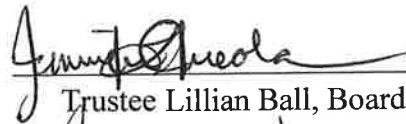
Trustee Cuthbert moved and Trustee Villa seconded the motion to adjourn. Board President Sharon Novak declared the July 21, 2022 Board Meeting adjourned at 7:10 p.m.
Voice vote. The motion carried.

There is no August 2022 Board Meeting.

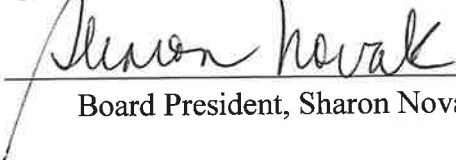
The next regular board meeting will be on September 15, 2022.

Submitted by,

Eleanor Borys, Administrative Asst.



Trustee Lillian Ball, Board Secretary



Board President, Sharon Novak