

**Lansing Public Library
Board of Trustees
Regular Board Meeting
October 12, 2006
Minutes**

President Tom Nowak called the Lansing Public Library's October 2006 Regular Board Meeting to order at 6:30 P.M.

Present: Carrie Appold, Laura Hyzy, Mary Kern, Bob Lauer, Tom Nowak, Bob Reich

Absent: Howard Schug

Also Present: Debbie Albrecht, Library Director
Joan Ridder, Administrative Asst.

Visitors Present: Paula Else, Patricia Higgins, Sandra Iosue, Irene Sherlund

Approval of Minutes. Bob Lauer moved and Laura Hyzy seconded to approve the September 21, 2006 minutes of the Committee of the Whole Meeting and Regular Board Meeting. Motion carried.

Financial Report. The Village of Lansing's Balance Sheet for the period of September 13 to October 11, 2006 was distributed. Currently, the library bank account has a balance of \$734,385.73. Bob Lauer estimates the library will be receiving an additional \$50,000 to \$60,000 in tax revenue within the near future.

Bob Lauer reviewed the Village financial reports and expressed some concern that 69% of the monies budgeted for employee insurance have already been expended. Debbie informed him that the Village gave her the figures to use for the insurance lines. Debbie will ask Nancy Noworyta, Village Treasurer, about this matter.

Debbie informed the Board that we should have reserved a bit more money for Continuing Education. The bank charges line is also over budget, possibly due to an increase in check printing charges.

Approval of Bills. Bob Lauer moved and Laura Hyzy seconded to amend the September bill total to \$97,846.58. All present voted aye on a roll call vote. Motion carried.

Bob Lauer moved and Laura Hyzy seconded the payment of the October bills in the amount of \$64,158.49 and the additional October bills in the amount of \$3,414.39. All present voted aye on a roll call vote. Motion carried.

Correspondence. Tom Nowak stated the Board received a thank you card from retiree Jan Gadus for the flowers sent to her.

Debbie commented that she called Public Works Director Tim Watkins to thank him for the quick response to our request to repair the sidewalk in front of the library.

Discussion of Director's Report and Department Head Reports. Debbie reported that the miniature planes will be picked up on Saturday by their owners. The program, "Planes Fly Away Home" will be at 2:30 in the atrium. Each child will receive a certificate when they pick up their plane.

Unfinished Business:

Estimates for work to be done on the building. Director Albrecht informed the Board that she received a new bid from T&K in the amount of \$20,000 for power washing and tuck-pointing the building. In view of the high cost for this work and the time of year, Director Albrecht suggested not rushing into a decision at this time. She would like to get some other estimates and obtain references before the job is officially awarded to a specific contractor. The board unanimously agreed with this idea. Carrie Appold suggested checking into who is currently doing the work at TF South.

Updated Contracts. The revised Vendor Contract list dated 10/10/06 was distributed to the Board. Debbie informed the Board that the Muzak contract has expired, and we are awaiting the removal of their equipment. Patty Higgins and Joan Ridder went through each contract file to provide the current information. The old lists in the Trustee notebooks, dated 5/4/2005, should be replaced with this new sheet.

New Business:

Friends of the Library. Sandra Iosue reported that \$538.00 was raised at the Saturday book sale. Friends will be sponsoring the Sweet Adeline singers in December at the grand finale celebration of the library's 70th anniversary.

Trip to Springfield. Debbie traveled to Springfield on October 2 to attend a meeting about the grant application for ADA accessible doors and desks for the Circulation and Reference Departments. After attending this meeting, Debbie is very optimistic about receiving this grant.

ILA Conference. The department heads present gave brief overviews of the favorite sessions they attended at the recent ILA Conference. They also wrote information about these programs in their department head reports.

Additional Items:

Per Capita Grant and Laconi Survey: Debbie informed the Board that she filed the Per Capita Grant and the Laconi Survey this week. The Board received copies of the Per Capita Grant for their records.

Food for Fines: Debbie announced that the library will be offering Food for Fines in November. For every food item brought in, \$1.00 in overdue fines will be deducted from a patron's account. People may bring in as many food items as they want, but the maximum amount to be deducted from an individual account will be \$10.00.

Tax Levy: Debbie said that the Levy should be approved at the November 16 Board Meeting.

December Board Meeting: The Board will decide at the next meeting if a December meeting will be necessary.

Tom Nowak declared the Regular Board Meeting adjourned at 7:30 P.M. and requested the Board enter into Executive Session.

Submitted by

Joan Ridder
Administrative Asst.

