

Lansing Community Library Board of Trustees Minutes May 26, 2021

Attending Via Zoom: Trustees Barber, Cowen, Eisenhut, Gossett, Huber-Hwang, Rigdon, Schweitzer, Shaffmaster, Trowbridge, Trustee to-be Patrician

Also Attending: Susie Gutenberger

I. Call to Order and Welcome 7:09

A. Additions to the Agenda – none

B. The Minutes of the March 2021 meeting and the 2021 Annual Meeting were approved with minor corrections.

II. Old Business

Swearing In of New Trustees – Christine Eisenhut, Steve Patrician and Christian Shaffmaster were sworn in as trustees for a term of three years.

All trustees are asked to update their Conflict of Interest form and bring it to the library.

Policy Review – **A motion was made by Trustee Huber-Hwang and seconded by Trustee Barber to approve the Public Disaster Policy. Motion passed 9/0.**

A motion was made by Trustee Barber and seconded by Trustee Rigdon to approve the Trustee Administrative Procedures. Motion passed 9/0.

III. Friends of the Library Report

Susie gave the report for Nikki Wells. The BBQ fundraiser went well, raising \$1,900. They are hoping to host a book sale in August.

IV. Library Director's Report

Please see report. In addition to the report, Rep. Anna Kelles is requesting \$5,000 from the State for library maintenance/repairs. A question was asked about the status of the library moving to the site of the former girls' school. Susie is not interested due to costs and location.

V. Committee Reports

Annual Vote Committee – The vote went well but there was not as much participation as in past years. Next year, a BOT member will go to the LCSD BOE meeting to ensure that our vote information will be posted on the school LED sign.

Logo Contest – Trustee Eisenhut will email the 3 finalists of the contest to board members for their vote.

VI. Finance Officer's Report

A motion was made by Trustee Gossett and seconded by Trustee Huber-Hwang to approve the March transactions. Motion passed 9/0. A motion was made by Trustee Gossett and seconded by Trustee Huber-Hwang to approve the April transactions. Motion passed 9/0.

VII. New Business

LCL NY Forward Reopening Plan – The Policy Committee will meet to approve the reopening plan and present it to the BOT at our June meeting. The staff will continue wearing masks and will continue to ask patrons to do the same.

Slate of Officers beginning June 1st - **A motion was made by Trustee Huber-Hwang and seconded by Trustee Shaffmaster to approve the following slate of officers: Motion passed 9/0.**

President – Debora Huber-Hwang

Vice President – Elizabeth Gossett

Treasurer– Darcey Rigdon

Secretary – Christine Eisenhut

Trustee Committee Preferences – Trustees are asked to consider their preferences for committee responsibilities. Please email them to Trustee Huber-Hwang. New committee assignments will be discussed at the June meeting.

LCL Board Meeting Dates – The June meeting will be on 6/16, originally scheduled for 6/23. Our next meeting will be on 7/28. It will be a brief meeting with some time to socialize. The hope is that it will be “in-person”.

VIII. Announcements

Continuing Education for trustees will take place at 6:30 on 6/16, prior to the BOT meeting. Melissa Jordan, library bookkeeper will give a presentation on how to read financial documents.

Trustee Huber-Hwang expressed the board’s gratitude to Trustee Cowen for her years of service to the library and especially her work on Costumes and Cocktails. She will be missed! The BOT was introduced to Lila, the newest member of the Cowen household.

IX. Executive Session – none

X. Adjourn – The meeting was adjourned at 8:44.