

Lansing Community Library Board of Trustees Minutes May 25, 2022

Attending via Zoom: Trustees Barber, Eisenhut, Gossett, Huber-Hwang, Patrician, Rigdon, Schweitzer,* Shaffmaster, Trowbridge **Also Attending:** Susie Guttenberger

I. Call to Order and Welcome – 7:04pm

1. Additions to the Agenda – Discussion about the role of Melissa as Treasurer (and officer of the BOT)
2. The minutes of the March and April meeting were approved.

II. Old Business

1. Lansing Library Bill of Rights – It is the position of the Policy Committee that this is a statement more than a policy. It is their recommendation that this policy be retired. It will be linked to the Collection Development Policy.
2. Free Access to Libraries of Minors – The Committee made changes to the wording to have it read more like a policy than a statement.
3. Airborne Infectious Disease Exposure Prevention Plan (AIDEPP) – NYS has withdrawn these rules but the LCL will keep them in place in the event that they are reinstated.
4. Personnel Policy – minor changes in wording were made for consistency.

A motion was made by Trustee Shaffmaster and seconded by Trustee Barber to approve the policies above as revised by the Policy Committee. Motion passed 8/0.

III. Friends of LCL Report

Trustee Huber-Hwang read the report from Megan Williams. The chicken BBQ was a success with a profit of \$1716. Pandemic Posting which was their first in-person event since the pandemic, was also a success. Saturday, July 9th is their next event. The Friends will be present at the Summer Reading Kick-Off on June 18th to promote community membership in the Friends group.

IV. Library Director's Report – Please see the report. In addition, new computers were purchased. The technology replacement schedule will be updated by Michelle.

V. Committee Reports

Personnel – Minor language changes were made to several policies.

Building and Grounds – Lightbulbs were replaced, mice were taken care of, leaks around the foundation were also addressed. The committee will be reviewing the in:site:architecture report to review and update the expansion plans.

VI. Finance Officer's Report

The taxes were submitted. **A motion was made by Trustee Barber and seconded by Trustee Huber-Hwang to approve the March and April transactions. Motion passed 8/0.**

From the Additions to the Agenda - Melissa is an employee of the library and also serves as Treasurer of the BOT at the will of the Board (not the director of the LCL). Questions regarding swearing in and oversight were discussed. Susie will be seeking guidance from Sarah at the FLLS.

VII. New Business

A. Trustees Gossett, Trowbridge and Barber were sworn in. They are asked to sign, date and return printed copies to the Library to have on file.

B. Slate of Officers – please see below.

C. Conflict of Interest – Trustees are asked to complete the appropriate pages of the form and return to the Library.

D. Committee Preferences – Trustees are asked to review the list of committees and make any changes at the June meeting.

E. Summer Reading Kick-off – Susie reported that plans are underway and t-shirts have been ordered.

F. Annual Picnic – It will be most likely be held in-person on July 27th. Trustee Huber-Hwang will confirm this date at the June meeting. The June BOT meeting will be moved from 6/22 to 6/15.

VIII. Announcements

A. Trustee Continuing Education – A recording of Accessible Library Customer Service is available from the FLLS.

B. From the FLLS Newsletter -NYS (Senate Bill 8006-C/Assembly Bill 9006-C part WW) amendment to the Open Meetings Law to make permanent (until 7/1/24) to expand the use of video conferencing. Also, State Aid for Library Construction – this grant is not available to us. (* Trustee Schweitzer now in attendance.) FLLS Workshop on Strategic Planning is planned for the near future. More details to follow. The Audiofile's SYNC Program and Teen Book Cloud are free resources are available to teens.

IX. Public Expression – Happy Birthday to Deb and to baby Jackson, newest grandson of Maureen.

X. Executive Session – none

A motion was made by Trustee Trowbridge and seconded by Trustee Barber to approve the following Slate of Officers as of June 1, 2022

President – Huber-Hwang

Vice President – Gossett

Secretary – Eisenhut

Finance Officers – Shaffmaster/Schweitzer

The motion passed 9/0. In order for Trustee Huber-Hwang to serve a third consecutive (year) term as President, the vote must be unanimous.

XI.Adjourn – The meeting was adjourned at 8:22pm.