

Lansing Community Library Trustee Meeting Minutes October 25, 2023

Approved November 7, 2023

Trustees Attending: Axtell, Eisenhut, Gossett, Patrician, Shackell, Shaffmaster, Trowbridge

Also Attending: Susie Gutenberger, Megan Williams

I. Call to Order and Welcome 7:06pm

A. Additions to the Agenda - none

B. The minutes of the September meeting were approved.

II. Old Business

Documents to Review

Long Range Plan – Trustee Gossett requested that each Committee chair and staff of the library where appropriate review the goals that are specific to their Committee and be prepared at the January BOT meeting to present any new goals or edits to existing goals listed on the Long Range Plan.

III. Friends of LCL Report

Costumes and Cocktails was a tremendous success with more than 200 people in attendance. The final number on funds raised was not yet available.

The Artisan Fair is scheduled for 12/1-2 at the Library and the Community Center.

IV. Library Director's Report – please see report.

V. Committee Reports

Building and Grounds – Priorities this month are the hot water tank, asbestos removal and bathroom repairs as well as repair to the teen room from the leak in the upstairs bathroom. Susie is waiting on insurance information. The library will be closed 10/23-27 for asbestos removal. Curbside service will be available as needed if more work needs to be completed.

Policy – **A motion was made by Trustee Gossett and seconded by Trustee Shaffmaster to approve the Conflict of Interest Policy and the Disaster Management Policy. Motion passed 7/0.**

VI. Finance Officer's Report

A motion was made by Trustee Shaffmaster and seconded by Trustee Shackell to approve the September transactions. Motion passed 7/0.

VII. New Business

A. A motion was made by Trustee Gossett and seconded by Trustee Trowbridge to approve the 2023 and Future Amendments to the Municipal Corporation Agreement of the Greater Tompkins County Municipal Health Insurance Consortium. Motion passed 7/0.

B. Trustee candidates for 2024 – Trustee Eisenhut will be completing her second 3 year term in 2024. Trustees Shaffmaster and Patrician are eligible to run for another term. Trustees are asked to consider future trustee candidates and bring suggestions to the November and/or December BOT meetings.

VIII. Announcements

A. Thank you to the Trustees who were able to attend the FLLS annual meeting. Trustees should have gotten via e-mail the slides and other materials from the excellent guest speaker. Look for a new Trustee Handbook to be distributed soon.

B. The FLLS Nov. newsletter is now available via website and Trustee email.

C. Please make sure that the two hour continuing education requirement for all trustees is completed and recorded by 12/31/23.

D. The forms for the annual review for the Library Director and the Board Annual review are due to Trustee Gossett by 12/1.

E. A reminder that the November BOT meeting will take place on 11/15.

IX. Period of Public Expression - none

X. Executive Session – none

XI. The meeting was adjourned at 8:23pm.