

Lansing Community Library Trustee Meeting Minutes February 28, 2024

Via Zoom

Approved March 27, 2024

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

Trustees Absent: Barber, Dier, Trowbridge

Also Attending: Susie Gutenberger, Megan Williams

I. Call to Order and Welcome

Additions to the agenda - none

Approval of January meeting minutes – approved with three minor changes.

II. Unfinished Business

A motion was made by Trustee Gossett and seconded by Trustee Eisenhut to approve the Code of Conduct policy. Motion passed 6/0.

A motion was made by Trustee Gossett and seconded by Trustee Axtell to approve the Cell Phone Use policy. Motion passed 6/0.

III. Library Director's Report

Please see report. **A motion was made by Trustee Gossett and seconded by Trustee Axtell to approve the submission of the State Report to the Finger Lakes Library System. Motion passed 5/0** (with Trustee Shackell abstaining).

IV. Friends of LCL Report

The Friends approved the LCL 2024 \$5,000.00 funding request. The 2023 donation was received and deposited. Winter programming is going well. The Friends are creating a new logo. The chicken BBQ is scheduled for 5/4. Looking ahead, the Cookie Contest and the End of Summer Reading Celebration will be held on different dates.

V. Committee Reports

The Personnel Committee met and approved the Teen Worker job description. Bobbie Weaver will be working less hours. Karen Yahn will be out on leave for a few weeks at the end of March.

Building and Grounds will be meeting at the beginning of March.

Policy met and prepared the two policies for approval (please see above).

VI. Finance Officer's Report

A motion was made by Trustee Shaffmaster and seconded by Trustee Axtell to approve the January transactions. Motion passed 6/0.

VII. New Business

A motion was made by Trustee Gossett and seconded by Trustee Shaffmaster to approve the Tax Cap Override. Motion passed 6/0.

Annie Johnson and Susan Mehringer have agreed to run for new trustee positions.

Vote Teams/Annual Meeting – Trustee Gossett will submit the articles and dates to the local media. The vote will take place at the library on 4/23 from 10am-7pm. The Logo Contest will be from 3/8 to 4/10.

Trustee are asked to review the Long Range Plan as it pertains to each Committee assignment and make comments or adjustments as needed.

VIII. Announcements

Trustees were reminded to fulfill and document their training requirement.

IX. Period of Public Expression -none

X. Executive Session – none

XI. Adjourn – The meeting was adjourned at 8:15pm.