

Lansing Community Library Trustee Meeting Minutes May 22, 2024

Trustees Attending: Axtell, Barber, Dier, Eisenhut, Gossett, Shackell, Shaffmaster, Trowbridge

Newly Elected Trustees Attending: Ann Johnson, Susan Mehringer

Trustees Absent: Patrician

Also Attending: Susie Gutenberger, Megan Williams

I.Call to Order and Welcome 7:01pm

The Annual Meeting was well attended and the LCL Budget passed.

There were no additions to the agenda.

The minutes of the March and April meetings were approved without correction.

II.New Business

Policies: A motion was made by Trustee Trowbridge and seconded by Trustee Eisenhut to approve the Meeting Room Policy, the Artist Contract Policy, and the Trustee Administrative Procedures Policy. The motion passed 8/0.

III.Friends of LCL Report

Megan thanked the trustees for helping to make the chicken BBQ a success. The cookie contest will be held at Myers Park on 8/31. The Friends have a new logo which they will be sharing on t-shirts, hats and other promotional items. Costumes and Cocktails will not be held this year.

IV.Library Director's Report – Please see the report.

V.Committee Reports

Trustee Gossett gave the report from the Personnel Committee. They are working to improve new trustee training. Ms Shelly is now responsible for adult and children's programming. Trustee Trowbridge will help with the ongoing organizing of the Google drive.

The Policy Committee met. Please see the above policy revisions.

VI.Finance Officer's Report

A motion was made by Trustee Barber and seconded by Trustee Gossett to approve the March and April transactions. Motion passed 8/0. The LCL requested an extension in filing taxes. This has happened in past years.

VII.New Business

Ann Johnson and Susan Mehringer were sworn in as new trustees. Trustees are asked to complete Annual Conflict of Interest forms.

Slate of Officers – The slate as presented is:

President – Elizabeth Gossett

Vice President – Annie Axtell

Secretary – Maureen Trowbridge

Finance Officer – David Dier

This slate will be voted on at the June meeting.

Trustees are asked to consider Committee preferences which will also be finalized at the June meeting. The Ad Hoc committees of Grant Writing and Technology are no longer needed. The work of the Endowment Committee will now be the responsibility of the Finance Committee. Trustee Johnson will take on the position of liaison to the Town Board. The Expansion Committee will be led by Matt Montague (a former trustee).

There will be a staff/volunteer recognition celebration some time in August.

VIII. Announcements

New trustees were asked to make sure that their library email is set up in order that they may receive all of the important information from the FLLS and training opportunities to fulfill their education requirement of 2 hours, including Sexual Harassment Prevention Training.

IX. Period of Public Expression – Trustee Gosset expressed the gratitude of the BOT to Christine Eisenhut and Christian Shaffmaster for their service to the library. They both expressed gratitude in return.

X. Executive Session - None

XI. The meeting was adjourned at 8:06 pm.