

LANSING COMMUNITY LIBRARY TRUSTEE MEETING MEETINGS JUNE 26, 2024

Approved Jul 24, 2024

Trustees Attending: Axtell, Barber, Dier, Gossett, Trowbridge

Trustees Absent: Shackell, Johnson, Patrician

Attending via zoom: Mehringer

Also Attending: Director Gutenberger, Megan Williams

I. Call to Order and Welcome 7:04 pm

- A. Additions to agenda
 - discussion of new hire
 - Discussion of health resolution to be part of the health consortium
- B. The minutes of the May meeting were approved without correction.

II. Old Business

- A. Reminder to new hires file Oath of Office, Conflict of Interest forms,
- B. A motion by Trustee Gossett to continue LCL's participation in the Health Insurance Consortium and seconded by Trustee Dier. The motion passed 5-0.

III. Vote on 2024 - 2025 Slate of Officers

A motion is made by Trustee Barber to approve the slate of officers and seconded by Trustee Axtell to approve the slate of officers as listed below. The motion passed 5-0.

Elizabeth Gossett President
Annie Axtell Vice President
Maureen Trowbridge Secretary
David Dier Finance Officer

IV. Friends of LCL report -

- A. Megan Williams shared that swag is being purchased for sale. The swag includes stickers, aprons, koozies, mugs, frisbees and high quality bookmarks.
- B. The Friends handed out glow in the dark frisbees at the Summer Reading kickoff.
- C. Other events that are planned are
 - Cookie Contest Aug. 31 in Myers Park
 - Artisan Fair Dec. 6 and 7 in all three town hall buildings
- D. The Friends are also paying for the preservation of the historic map of Tompkins County, focusing on Lansing.
- E. The Friends next meeting July 11, 2024.

V. Library Director's report - Please see the report.

VI. Committee Reports

B&G: Trustee Axtell gave the report.

- Elevator was inspected!!!
- Plans for new book shelving and work to update the camera system is being done.

Expansion:

- Matt Montague has agreed to chair this ad hoc committee.
- Some preliminary discussions have been made with an architect.

- The Lansing Community Library Feasibility Study is on the trustee drive (Sept. 2020) in the Expansion Committee Folder. ALL trustees are advised to review this document.

Policy:

- Trustee Mehringer shared this committee met for an introduction to the process.

VII. Finance Officer's report

- We are already looking at a positive surplus this budget year.
- Finance committee needs to be looking at what to do with the surplus sooner than later.
- Capital campaign account is ~ \$60K
- Gossett made a motion to approve the May transactions and seconded by Trustee Barber; approved 5-0.

VIII. New Business

- Discussed members' assignments on library committees.
- Trustee Gossett requested that committees begin review of the Long Range Plan as it pertains to their committees.
- Different board members agreed to attend the monthly Friends meetings for the rest of the year.
- Director Guttenberg hired a replacement for Bobbi Weaver, A motion was made by Trustee Barber and seconded by Trustee Gossett to approve the hire of Laura Hunsinger with an appointment date of July 8, 2024. The motion was passed 5-0.

IX. Announcements

- A. July Trustee meeting, in-person, Wed. 7/24 at 7:00pm
- B. Due to the Volunteer Gathering in August at Crossroads, there will **not** be a board meeting on Aug. 28, 2024.
- C. Training requirements for all trustees - 2 hours per calendar year. The Trustee Handbook Webinar Series offers good webinars that are archived.
Website <https://niogatrustees.org/bookclub.html>
 - Sexual harassment training is in addition to the 2 hours per calendar year.
 - When sex training is completed, Susie can make your certificate.

X. Period of Public Expression - none

XI. Executive Session - none

XII. The meeting was adjourned at 8:11pm.