

LANSING COMMUNITY LIBRARY TRUSTEE MEETING MINUTES

December 19, 2024 at 7:00 PM In Person at Library

Trustees Attending: Barber, Gossett, Johnson, Mehringer, Patrician, Shackell, Trowbridge

Trustees Absent: Axtell, Dier

Also Attending: Director Gutenbergger

I. Call to Order at 7:04 pm

- A. Additions to agenda-none
- B. Approval of November meeting minutes - Motion to approve the November meeting minutes made by Trustee Dowell, seconded by Trustee Johnson, approved 7-0-0.

II. Old Business

- A. Holiday hours for 2024 was discussed. Holiday schedule for 2025 was reviewed and will follow guidelines in Personnel policy.
- B. Pros & cons of book club via zoom was discussed.
- C. Friends MOU was discussed. A motion to approve the MOU made by Trustee Gossett, seconded by Trustee Trowbridge, approved 7-0-0.

III. Friends of LCL report - Director Gutenberg reported for the Friends group as Megan Williams was absent.

- A. The artisan fair went well. Approximately \$1200 was made.
- B. The Friends group continues to look for new members.

IV. Library Director's report - see report

V. Committee Reports

- A. Personnel - committee discussed 2026 staffing needs and salary increase recommendation

VI. Finance Officer's report

Motion to Approve November transactions made by Trustee Trowbridge, seconded by Trustee Gossett, approved 7-0-0.

VII. New Business

- A. Summary of Annual self evaluation of Trustees was provided by Trustee Gossett.
- B. Annual Vote 2025 - review document and actual assignments will be discussed in January.
- C. Trustee candidates for 2025 - three new candidates will be needed.

VIII. Announcements

- A. Thank you Friends of LCL for organizing the Artisan Fair, and to the Friends and Trustees for working and shopping that day
- B. Please begin thinking about Board Officer positions
- C. Check 2025 meeting dates, mark your calendars
- D. FYI read LCL weather related closing policy
- E. FLLS newsletter in your email

F. Happy Holidays!

IX. Period of Public Expression - none

X. Executive Session - none

XI. A motion to adjourn the meeting at 8:16 was made by Trustee Gossett, seconded by Trustee Barber, passed 7-0-0.