

LANSING COMMUNITY LIBRARY TRUSTEE MEETING MINUTES

August 27, 2025 at 7:00 PM in Person at Library

Trustees Attending: Axtell, Chambliss, Dier, Johnson, Mehringer, Montague, Patrician, Shackell

Trustees Absent: none

Attending Remotely: none

Also Attending: Director Gutenberger, Megan Williams

- I. Call to Order and Welcome 7:05 pm
 - a. Additions to agenda – none
 - b. Approval of May meeting minutes – Trustee Shackell moved to approve the minutes for May. Trustee Dier seconded. 5 approved. 3 abstained.
 - c. Approval of June meeting minutes – Trustee Shackell moved to approve the minutes for June. Trustee Dier seconded. 7 approved. 1 abstained.
- II. Old Business - none
- III. Friends of LCL report – Megan Williams reported on the results of the cookie contest and gave updates on upcoming events, including Costumes and Cocktails and the Artisan Fair.
- IV. Director Gutenberger gave the Library Director's report and shared handouts.
- V. Committee Reports – none
- VI. Finance - Trustee Dier presented the Finance Officer's report. No questions were raised.
 - a. Trustee Axtel moved to approve the June transactions, Trustee Mehringer seconded, all approved.
 - b. Trustee Axtel moved to approve the July transactions, Trustee Montague seconded, all approved.
 - c. Discussion was held on a potential endowment distribution presented by Trustee Dier. After getting input from the Board, it was decided that the finance committee will discuss further after more information is gathered.
- VII. New Business
 - a. The Board discussed prospects to replace resigning Trustee Dwyer, from whom an official letter of resignation was received. The Board formally recognized the resignation.

- b. Chambliss moved to nominate Elizabeth Miller to fill the open position, Trustee Johnson seconded, all approved.

VIII. Announcements

- a. Reminder that trustees are required to take two hours of training per calendar year, as well as Training requirements for all trustees - 2 hours per calendar year as well as Sexual Harassment Prevention Training, and to fill out the tracking sheet.
- b. The committees were reminded to review the Long Range Plan.
- c. Each library organization needs a representative that will attend health care consortium meetings. Elizabeth Gossett will fill this role.

IX. Period of Public Expression – none

X. Executive Session – none

XI. The meeting was adjourned at 7:55 pm.