LANSING COMMUNITY LIBRARY ANNUAL MEETING AGENDA
August 26, 2026, at 7:00 PM
Lansing Community Library, 27 Auburn Rd.

Trustees Attending: Axtell, Cattan, Dier, Johnson, Mehringer, Montague, Patrician
Trustees Absent: Chambliss, Miller
Attending Remotely: None
Also Attending: Director Gutenberger, Megan Williams, Jess Shapiro

I. Call to Order and Welcome
The meeting was called to order at 7:03.
   A. Additions to agenda - none
   B. Approval of June meeting minutes:
   A motion to approve the June meeting minutes was made by Trustee Johnson, seconded by Trustee Cattan, passed all in favor.

II. Old Business - none

III. Friends of LCL report (Megan Williams)

The Friends continue effort on the cookie contest, which will be held on Aug 30 from 2-4pm at All Saints parish center. The event will include a balloon twister, ice cream sandwiches, and 250 celebration highlights. Friends shirts have arrived for sale. Planning for the artisan fair on December 4-5 continues. More vendor applications would be welcome.

IV. Library Director's report

The library is expecting a check from the State for a construction aid grant. After a state contract with Dell is in place, planning will continue to replace several computers; one has been ordered so far. The summer reading program has been a great success; the full report will be shared next month. Projects partnering with other organizations were shared including TCAT, PTSO, and the YMCA. Many general updates were also provided; please see the library director's report.

V. Committee Reports
   A. The Personnel Committee did not meet.
   B. The Policy Committee has a meeting planned for September 9.
   C. Trustee Montague reported that the Building and Grounds Committee met on the 19th. The meeting focused on library emergency preparedness, building maintenance, accessibility repairs, landscaping, staff scheduling, and upcoming board communications. Key action items include researching a generator or battery backup system, obtaining installation quotes and possible public funding, completing exterior repairs, addressing landscaping, and updating maintenance

records.

VI. Finance Officer's report (Trustee Dier)

A. The Finance Committee reviewed June-July transactions as well as the July financial reports. They also reviewed the credit card transactions. The review report is now complete. The 990 was completed and submitted.

B. A motion to accept the June and July transactions was made by Trustee Mehringer, seconded by Trustee Catan, passed all in favor.

VII. New Business - none

VIII. Announcements:

Trustee Axtell reminded trustees of annual training requirements, consisting of two hours per calendar year of general training, along with Sexual Harassment Prevention Training.

Director Gutenberger suggested we hold a mini board retreat, working with an outside consultant. The trustees expressed support for this plan.

Megan Williams noted that September 12 is the Lansing parade; Lansing Loves to Read will walk in the parade, with the Friends of LCL joining them. The FOL invited the trustees to join the group as well.

IX. Period of Public Expression - none

X. Executive Session - none

I. Adjourn

Trustee Axtell moved to adjourn the meeting at 7:42, Trustee Montague seconded, passed all in favor.