

Lansing Public Library
February 19,2026
Regular Board Meeting Minutes

Call to Order

President Novak called the meeting to order at 6:00 pm

Roll Call:

Present: Trustee Brown, Trustee Carr, Trustee Farmer, Trustee Montgomery, Trustee Novak, Trustee Villa

Absent: None

Also Present: Lisa Korajczyk, (Library Director), Beth Hamater (Assistant Director), Eleanor Borys (Admin Assistant)

Recognition of Visitors/ Public Comment: Barb Dust, Paul Schultz, Tony Di Laurentis, Darren Schretter

Ms. Dust spoke about the history of the Lansing Historical Society and its relationship with the library.

Correspondence:

The library received three letters from Cook County regarding the property tax situation.

Approval of the Minutes:

Trustee Farmer made a motion and Trustee Carr seconded to approve the January 19, 2026 regular board meeting minutes. Upon a voice vote the motion carried.

Approval of the Closed Session minutes:

Trustee Carr made a motion and Trustee Novak seconded to approve the January 19, 2026 closed session meeting minutes. Upon a voice vote the motion carried.

Approval of the Expenditures for payroll, invoices, IMRF, debit/credit card, and financial reports:

Trustee Brown made a motion and Trustee Carr seconded to approve the payment for the January 2026 and February 2026 General/Prepaid bills in the amount of \$173,233.99 and the additional February bills of \$9,009.20. Upon a roll call vote the motion passed.

Roll Call Vote: All Trustees present voted yes.

Director and Department Head Reports:

The board had no questions or comments concerning the reports.

Old Business

Darren Schretter from Studio GC spoke to the board about the renovation project. He addressed the cost, scope, and time frame. The cost is 1.9 million dollars and should take about 9 months.

The Board had a conversation about the three candidates for the board appointment. After the conversation they voted:

Trustee Carr made a motion and Trustee Montgomery seconded that board offer the open seat to candidate #3. Upon a roll call vote the motion failed.

Roll Call:

Yes: Trustee Carr, Trustee Montgomery, Trustee Villa

No: Trustee Brown, Trustee Farmer, Trustee Novak

Trustee Farmer made a motion and Trustee Brown seconded that the board offer the open seat to candidate #2. Upon a roll call vote the motion failed.

Roll Call:

Yes: Trustee Brown, Trustee Farmer, Trustee Novak

No: Trustee Carr, Trustee Montgomery, Trustee Villa

Trustee Novak made a motion and Trustee Carr seconded that the board offer the open seat to candidate #3. Upon a roll call vote the motion passed.

Roll Call:

Yes: Trustee Carr, Trustee Farmer, Trustee Montgomery, Trustee Novak, Trustee Villa

No: Trustee Brown

New Business:

Motion to accept the Studio GC proposal design fees for \$\$153,135.92 for the elevator/upper-level bathroom/server & fire panel replacement architectural fees

Trustee Farmer made a motion and Trustee Villa seconded to accept the Studio GC proposal design fees for \$153,135.92 for the elevator/upper-level bathroom/server & fire panel replacement architectural fees. Upon a roll call vote the motion passed.

Roll Call Vote: All Trustees present vote yes.

Motion to approve the update to the Lansing Public Library's 2025 Personnel Policy Manual: Employee Benefits - Organ & Blood Donation Leave Policy

The Library Director explained that there was a change in the law and the policy needed to be updated. Trustee Carr made a motion and Trustee Villa seconded to approve the update to the Lansing Public Library's 2025 Personnel Manual: Employee Benefits-Organ and Blood Donation Leave policy. Upon a voice vote the motion passed

Motion to approve the update to the Lansing Public Library's 2025 Personnel Policy Manual: Social Media Use Policy

Trustee Montgomery made a motion and Trustee Farmer seconded to approve the updates to the Lansing Public Library's 2025 Personnel Policy: Social Media policy. Upon a voice vote the motion passed.

Motion to approve the Lansing Public Library's 2025 Personnel Policy Manual: NICU Leave Policy

The Library Director informed the Board that the law is changing and the policy manual needed to be updated.

Trustee Brown made a motion and Trustee Carr seconded to approve the Lansing Public Library's 2025 Personnel Policy: NICU Leave policy. Upon a voice vote the motion passed.

Motion to approve the Lansing Public Library's 2025 Personnel Policy Manual: PTE Floating Holidays Policy

The Library Director spoke with the Board about giving this time to PTE under 18 hours per week (with the exception of the 3 PTE who receive vacation time) because of the amount of time they lose each year due to library closings.

Trustee Brown made a motion and Trustee Carr seconded to approve the Lansing Public Library's 2025 Personnel Policy Manual: PTE Floating Holidays. Upon a voice vote the motion passed.

Motion to approve the Lansing Public Library's 2025 General Policy Manual: New Records Retention Policy

Trustee Farmer made a motion and Trustee Villa seconded to approve the Lansing Public Library's 2025 General Policy: Records Retention Policy. Upon a voice vote the motion passed.

Motion to approve the Lansing Public Library's 2025 General Policy Manual: New Lansing Assisted Living Facility Library Card Policy

The Library Director explained that the card was for facility use and not for individuals that reside in these facilities. The ownership and managers would need to sign contracts like the daycare cards.

Trustee Montgomery made a motion and Trustee Villa seconded to approve the Lansing Public Library's 2025 General Policy: Lansing Assisted Living Facility Library Card policy. Upon a voice vote the motion passed.

Motion to approve the Lansing Public Library's 2025 General Policy Manual: Artificial Intelligence Use in the Library Policy

The Library Director explained that it was time to put in place a policy concerning AI and what the staff and public are allowed to do at the library.

Trustee Farmer made a motion and Trustee Carr seconded to approve the Lansing Public Library's 2025 General Manual: Artificial Intelligence policy. Upon a voice vote the motion passed.

Motion to approve the Memorandum of Understanding with the Historical Society

The Board asked a few questions regarding the document, but thought it was well developed. The visiting members of the Historical Society were given copies of the document and asked to bring back comments next month.

Trustee Villa made a motion and Trustee Farmer seconded to approve the Memorandum of Understanding with the Lansing Historical Society. Upon a voice vote the motion passed.

Trustee Comments

The Library Director informed the Board that the Eleanor Borys will be retiring as of 3/12/26. The library will have cake and a party on 3/11/26 at 11:00 A.M. if they wanted to attend and wish her well.

Motion to Adjourn

Trustee Carr made a motion and Trustee Montgomery seconded the motion to adjourn the February 19, 2026 board meeting. Upon a voice vote the motion passed. The meeting was adjourned at 7:00 P.M.

Submitted By:

Lisa Korajczyk

Library Director

Board Secretary, Steven Carr

Board President, Sharon Novak