Lansing Public Library

August 20, 2026

Regular Board Meeting Minutes

Call to Order:

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

Roll Call:

Present: Trustee Carr, Trustee Montgomery, Trustee Novak, Trustee Olthoff, Trustee Villa

Absent: Trustee Brown, Trustee Farmer

Also Present: Lisa Korajczyk (Library Director), Beth Hamater (Assistant Library Director) Marla Cole Wieringa (Office Services Manager)

Recognition of Visitors & Public Comment:

Cheri Warnke, Lorraine Przbyl

Correspondence:

There were letters from the library's attorney about the new Suicide Hotline posting requirements, two kudos for staff members and the email from Cook County announcing tax bill dates.

Approval of the Minutes:

Trustee Carr made a motion and Trustee Olthoff seconded to approve the minutes from the Regular Board Meeting on July 16, 2026. Upon a voice vote the motion passed.

Motion to approve July 2026, and August 2026 expenditures for payroll, invoices, IMRF, and debit/credit card, and the financial reports:

Trustee Villa made a motion and Trustee Olthoff seconded to approve the July and August expenditures for payroll, invoices, IMRF, credit/debit card and financial reports in the amount of $147,570.69 and additional bills for $5,437.81 for a total of $157,111.86. Upon a roll call vote the motion passed.

ROLL CALL:

Ayes: Trustee Carr, Trustee Montgomery, Trustee Olthoff, Trustee Villa, Trustee Novak

Nays: 0

Abstain: 0

Director and Department Head Reports:

The director discussed with the board the tornado procedures and asked for feedback. The board listened and instructed the director to keep the doors locked during a tornado.

Old Business:

The director let the board know that there will be one last meeting with the building team before the plans are finalized and are drawn up.

New Business:

a. **Motion to approve the IRS mid-year mileage rate increase to .76**

Trustee Novak made a motion and Trustee Carr seconded to approve the mid-year IRS mileage increase to .76 cents. Upon a roll call vote the motion passed.

ROLL CALL:

Ayes: Trustee Carr, Trustee Montgomery, Trustee Olthoff, Trustee Villa, Trustee Novak

Nays: 0

Abstain: 0

b. **Motion to dispose of 1 NetApp server rack for $400.00 and 1 Dell server rack for $400.00**

Trustee Carr made a motion and Trustee Villa seconded to approve the disposal of 1 Net App for $400.00 and 1 Dell server rack for $400.00. Upon a roll call vote the motion passed.

ROLL CALL:

Ayes: Trustee Carr, Trustee Montgomery, Trustee Olthoff, Trustee Villa, Trustee Novak

Nays: 0

Abstain: 0

c. **Motion to approve changing the time of the September 17, 2026 board meeting to 6:00 to 5:00 pm.**

Montgomery made a motion and Trustee Olthoff seconded to approve moving the time of the September 17, 2026 board meeting from 6:00 pm to 5:00 pm. Upon a voice vote the motion passed.

d. **Motion to approve the inter-agency agreement for Tiny Town Daycare for a School Card.**

Trustee Carr made a motion and Trustee Villa seconded to approve the inter-agency agreement for Tiny Town Daycare for a School card. Upon a voice vote the motion passed.

e. **Self-Assessment Project: Discussion**

Trustee Villa and Trustee Carr spoke about the day of training from United for Libraries, and how they liked the idea of a board self-assessment project. They felt it would help the board improve its functionality. The director said she would look at the board by-laws and bring them to the next meeting to place an annual evaluation in the document. The board agreed that it would be a good tool.

Trustee Comments:

Trustee Carr noted that the training also included not to engage in dialog with the public during the comment section of board meeting.

Motion to Adjourn:

Trustee Carr made a motion and Trustee Villa seconded that the meeting be adjourned. Upon a voice vote the meeting was adjourned at 6:28 pm.

Submitted By:

Lisa Korajczyk

Library Director