

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
August 5, 2014

MINUTES

Notice of the date, time, place and agenda for this meeting was posted in prominent public view at the Library and mailed to requesting media on Friday, August 1st, 2014 in conformity with the Indiana Open Meeting Act.

PRESENT:

Dinah McClure, President
Mida Grover, Vice-President
Ed Perez, Treasurer
Steve Bultinck, Member
Gail Summers, Member
Lora Goonewardene, Member

ABSENT:

Brandon Hawkins, Secretary

GUESTS

Audrey Burghardt, Friends President
Harry Mohler, Architect
Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian

President Dinah McClure chaired the regular Board meeting and called it to order at 7:33 p.m. A quorum was declared to conduct business for the library.

Board Treasurer Ed Perez led the Board in reciting the Pledge of Allegiance.

Board Vice-President Mida Grover moved the **Board Minutes** of July 1st, 2014 be approved as presented. Board member Lora Goonewardene provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman talked about a few system items and library activities. He pointed out that a pilot program was recently started to assist with a library card initiative at Sunnyside Middle School. With support from school administration the media specialist at Sunnyside is working to get a library card for every student at the school. This initiative is in conjunction with the issuance of new technology tablets for every student. With a library card, student use of TCPL's electronic databases is expected to enhance student learning and research. TCPL will develop a detailed process that allows us to duplicate this activity when we receive the same request from another school. Library cards will go directly to the student in order to safeguard the card. Mr. Holman mentioned the Mobile Library and its staff participated in the annual June 26th "Back to School Rally"

sponsored by the Greater Lafayette Chapter of the Indiana Black Expo. Held on the campus of Ivy Tech the event offered the opportunity for a heightened awareness of library services offered by the Mobile Library. Four hundred and two visitors came onto the Mobile Library to interact with library staff that made 9 new library cards, updated several accounts, checked out a few items, and passed out a lot of Mobile Library schedules and Pocket Editions. Finally, Mr. Holman reported on TCPL's upcoming annual staff development day. Held on Wednesday, August 13th, from 8:45 a.m. to 4:00 p.m., the day of training is funded by the Friends of TCPL. Staff will have two formal training sessions along with lunch catered by the Outpost. The monthly staff meeting will be held and also department meetings. Staff will have the opportunity to receive library education units approved by the Indiana State Library.

Mrs. Grover moved to approve the August 5th, 2014 **Personnel Actions**. Mrs. Goonewardene provided a second to the motion and the motion passed.

Under the heading of **Committee Reports**, President McClure reported as a member of the Facilities Committee. She noted that the committee recently met and discussed several topics including the refurbishment of the water damaged areas at the Campus Library and two options for the Friends anniversary gift. Also, the committee heard about the possibility of a new look for the 6th Street corner. Mr. Perez reported the Finance Committee was unable to schedule a meeting, but he met with the County Librarian to review the draft 2015 Operating budget and to hear about bonding options for a new branch. He indicated a recommendation was forthcoming under New Business.

Under the heading of **Other Reports**, Friends of TCPL President Audrey Burghardt formally invited TCPL Board members and a guest to attend the Friends 50th Anniversary Dinner by issuing printed invitations. There is limited seating at the dinner, so an early RSVP is encouraged. She indicated there was not any progress on finalizing the Friends bylaws because there was no additional communication from legal counsel. She anticipates resolving this topic at the Friends August meeting. Finally, she reported the Friends next book sale is September 13-15.

Also, under **Other Reports**, the County Librarian presented information on the draft operating budget for 2015. Board members reviewed the draft budget and considered it for modifications and reallocations. Mr. Holman drew attention to a few specific budget lines. He spoke of increased budget lines and those that decreased as well. In keeping with the timeline presented at the July meeting, Mr. Holman indicated the budget will be adopted at the Board's October meeting. The presentation helped the Board reach consensus on which budgets to utilize in 2015 and the total amount for each budget. No action was taken on the draft budget.

There was no **Old Business**.

Under the heading of **New Business**, the Board considered advertisement of the 2015 budgets. The first external step in the budget process is public notification of the 2015 budget announcing the tax rate, the maximum levy and the public hearing dates. To meet the legal classified ad deadlines established by the Lafayette Leader, a weekly newspaper, the ad for the 2015 budget must be submitted less than two days after the Board meeting. The County Librarian sought approval to place the approved information in legal ads with the Leader and the J & C. Mrs. Grover moved to approve the legal advertisement of the 2015 maximum tax levy, budget totals, public hearing dates, and adoption dates. Board member Stephen Bultinck provided a second to the motion and the motion passed.

Also under **New Business**, with the Board's determination to move forward in issuing a bond at the July meeting, the Board needed to consider the exact amount of the bond. The Board spent time discussing the advantages and disadvantages of a higher or lower bond amount. A key factor is whether the Board wanted to have a controlled project of less than \$2 million dollars. Also, there was discussion about what, if any, other funding sources might be used in the construction project. Mr. Perez recommended the topic be tabled and referred to the Board's Finance committee. Members of the Board agreed and President McClure encouraged the Finance committee to bring a recommendation back to the September meeting.

Under the heading of **Other Business**, Mr. Perez moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 22335 through 22482. The prewritten claims totaled \$278,215.36 and the regular claims totaled \$150,425.67 for a grand total of \$428,641.03. Mr. Bultinck seconded the motion and it passed.

Also, under **Other Business**, staff member Melissa Freed addressed the board with comments about staff compensation. Also, local architect Harry Mohler commented on the factors associated with issuing general obligation bonds for construction projects especially in light of property tax caps. President McClure thanked both for their comments.

Mrs. Grover moved to adjourn the regular Board meeting at 8:54 p.m. Mrs. Goonewardene seconded the motion and it carried.

Mida Grover, Vice-President

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