

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

February 02, 2016

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 Thursday, January 28, 2016 in conformity with the Indiana Open Meeting Act.

PRESENT:

Mida Grover, President
Lora Goonewardene, Vice-President
Gail Summers, Secretary
Steve Bultinck, Treasurer
Brandon Hawkins, Member
Dinah McClure, Member

ABSENT:

Dave Lahr, Member

GUESTS

Jessica Teets, Friends President
Harry Mohler, Architect
Victoria Wacek, Assistant Vice Chancellor, Ivy
Tech
Jos N. Holman, County Librarian

President Mida Grover chaired the regular Board meeting and called it to order at 7:30 p.m. A quorum was declared to conduct business for the library.

Board member Brandon Hawkins led the Board in reciting the Pledge of Allegiance.

Mr. Hawkins moved the **Board Minutes** of January 5th, 2016 be approved as presented. Board member Dinah McClure provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman commented on several items in the report. The County Librarian reported he met with Jackson Bogan of the Mitchell Agency to go over the renewal for the library's insurance package. TCPL's auto, property and worker's compensation insurance are part of the package. Mr. Holman indicated the renewal premium increased 6% to \$43,977 which is reasonable given at least one claim each year for the past three years. Mr. Holman mentioned that TCPL's Youth service staff members are finalizing their preparation for the annual Family Read Aloud (FRA) program. The program occurs each February with this year's theme being *Hoosier Favorite Reads*. The program encourages families to schedule time reading together during the winter months. Standalone programs this year include a storyteller, a family fun night, fairy-tales and a Mother Goose activity. The Friends of TCPL and the Purdue Federal Credit Union are sponsors of FRA.

Finally, the County Librarian shared he has been in contact with Jessica Rebman, a Certified Financial Planner, with Morgan Stanley. The investment firm holds the remaining cash assets of the Anna Akely gift which the Board designated to the East Branch construction project. Mr. Holman noted that within the next 45 days, it will be necessary to transfer the majority of the assets to the library's construction account.

Board Secretary Gail Summers moved to approve the February 2nd, 2016 **Personnel Actions**. Ms. McClure provided a second to the motion and the motion passed.

Under the heading of **Committee Reports**, Mr. Hawkins reported on a recent meeting and presentation on the City of Lafayette's proposed mini-library park. Mr. Hawkins wanted to inform the Board on key aspects of the activity along with who was in attendance. He mentioned Mayor Roswarski suggested a decision within 4-5 months would be fine. He also commented on the ownership status of the Red Crown Mini-Museum and how that might factor into the decision. The Board wanted to know more about the project. There was consensus for a future presentation to the full Board. The County Librarian was directed to extend an invitation to Dennis Carson for the presentation to be made.

Under the heading of **Other Reports**, Friends President Jessica Teets reported on recent Friends activities. Mrs. Teets mentioned the Friends reviewed 2015 year-end financial reports. Though the Friends income goals were met, the Friends ended with a negative \$42,000 because of the \$50,000 gift to the East branch. However, without that gift, the Friends would have had a net \$8,000 gain. The Friends have set their annual meeting date for Wednesday, March 16. Annual meeting activities include board elections, awarding Friends scholarships, a trivia contest and door prizes. Finally, Mrs. Teets announced the next Friends book sale will be March 4-7.

Also under the heading of **Other Reports**, the County Librarian presented an Excel spreadsheet based on the Annual Statistics submitted to the Indiana State Library. The spreadsheet documents nine years of TCPL statistics in twenty different categories. Many of the categories note the number of programs conducted and attendance at those programs. Also, there is information related to total items held in the collection and a few stats about use of technology resources. Mr. Holman commented on several categories showing yearly increases. He also commented on several categories that continue to show annual declines. Board members asked several questions during the presentation. No Board action was required. The statistical discussion transitioned to a PowerPoint presentation on Project Outcome surveys. During his presentation, the County Librarian provided background information on Project Outcome, a national program established by the Public Library Association of the American Library Association. TCPL's management team decided to thoroughly immerse TCPL in this methodology to gather information from library users that conveys the impact of the library on their

lives. The presentation included an overview of TCPL's participation in the program and basic output regarding two surveys already conducted. Board members were inquisitive about the survey responses and they also commented on how the information seemed really useful. Mr. Holman mentioned the survey results might eventually influence budgetary decisions as TCPL analyzed summary reports on the impact of library services and resources on library users. No Board action was taken after the discussion.

Under the heading of **Old Business**, the Board continued the discussion it started at its January meeting regarding an official name for the East branch. Last month, the Board narrowed the recommended list to two names. During the discussion, Board members were less enthusiastic about the two options. Several of the Board members suggested the decision for a name be delayed. Board members requested the original list of staff suggestions for branch names. Immediate Past President McClure agreed to lead the process for Board members to review the list of suggested names. Ms. McClure requested Board members come to the March meeting with definitive choices and the intent to make a final decision. The County Librarian will send the list to Ms. McClure. No formal action was taken.

There was no **New Business** to consider.

Under the heading of **Other Business**, Board Treasurer Steve Bultinck moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 24374 through claim number 24478. The prewritten claims totaled \$263,062.83 and the regular claims totaled \$478,024.49 for a grand total of \$741,087.32. Ms. McClure seconded the motion and the motion passed.

Mrs. Summers moved to adjourn the regular Board meeting at 8:47 p.m. Board Vice-President Lora Goonewardene seconded the motion and it carried.

Gail Summers, Secretary

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