TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
January 14, 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, January 10th, 2014 in conformity with the Indiana Open Meeting Act.

PRESENT:
Dinah McClure, President
Mida Grover, Vice-President
Brandon Hawkins, Secretary
Ed Perez, Treasurer
Stephen Bultinck, Member
Lora Goonewardene, Member

ABSENT:

GUESTS
Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian

President Dinah McClure chaired the regular Board meeting and called it to order at 7:35 p.m. A quorum was declared to conduct business for the library.

Board member Lora Goonewardene led the Board in reciting the Pledge of Allegiance.

Board Vice President Mida Grover moved the **Board Minutes** of December 3rd, 2013 be approved as presented. Mrs. Goonewardene provided a second and the motion passed. Board Treasurer Ed Perez moved the Board minutes of December 19th, 2013 be approved as presented with one correction. Mrs. Grover seconded the motion and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted a few informational items for the Board. He mentioned the rollout of several new youth technologies that occurred on December 27th, 2013. Because of restricted use in the Portal by youth under twelve, TCPL wanted to provide new technologies for younger children. The new technologies included a 42-inch touch screen computer monitor, eight Samsung Galaxy tablets preloaded with educational games, and twenty-four touch screen laptops that will be stored in a mobile AV cart. The movable 42-inch screen is located downtown and the other smaller devices are at both branches. The new

technology was funded by dollars raised during the TCPL Foundation's annual appeal campaign. TCPL received good press coverage of the roll-out. Mr. Holman mentioned that TCPL's Youth staff will kick-off the 20th annual Family Read Aloud program on February 1st, 2014 with a theme of **"Book It to the Beach"**. The program is primarily sponsored by the Purdue Federal Credit Union and the Friends of TCPL. Special programs associated with the theme will take place each Saturday in February and prizes are awarded at weekly intervals in the program. Finally, Mr. Holman announced the annual Dr. Martin Luther King, Jr. program is scheduled for Monday, January 20th at 11:00 a.m. This year, the program will feature multi-generational speakers with a grandfather (Richard Womack) and his two grandsons (Courtland and Colin Keyes) speaking. Also, the boys' mother (Monica Keyes)will sing at the program and refreshments will be served.

Mrs. Grover moved to approve the January 7th, 2014 **Personnel Actions**. Board Secretary Brandon Hawkins provided a second to the motion and the motion passed. Also, the list of names and amounts for the 2013 longevity awards were presented to the Board for approval as personnel actions. Mrs. Grover moved to approve the December 3rd, 2013 longevity awards. Mr. Perez seconded the motion and it passed unanimously.

There was no information under the heading of **Communications.**

There were no **Committee Reports.**

Under the heading of **Other Reports,** there was not a Friends of TCPL report. The absence of a report was likely due to the rescheduling of the meeting without any direct notification to the President of the Friends.

There were no **Other Reports**.

Under the heading of **Old Business,** the Board considered the adoption of a three-year strategic plan. The Board initially reviewed the plan at its November 2013 meeting. The County Librarian reviewed the format and contents of the draft 2014-2016 Strategic Plan. He mentioned the values and vision have been retained from the outdated plan. Also, he mentioned an action plan will be developed for each of the goals and a metrics instrument to gauge the process of the action plan will accompany it. Once the plan is approved, it will be forwarded to the Indiana State Library. Mrs. Grover moved to adopt the 2014-2016 Strategic Plan. Mr. Hawkins provided a second to the motion and the motion passed.

Under the heading of **New Business,** the Board considered a technical correction to the 2014 Bond and Interest Redemption Fund (BIRF) budget. As Department of Local Government Finance (DLGF) field representative Ron Stinson reviewed TCPL's 2014 budgets, he noticed that TCPL did not officially

adopt a tax rate for the BIRF. The document signed by the Board actually showed "zero" as the rate. Mr. Stinson indicated the Board should make a technical correction by properly advertising a meeting, including the technical correction on the posted agenda, adopting the rate, and initialing the document. Once those actions are completed, the document should be forwarded to DLGF. Mr. Hawkins moved to approve the technical correction and adopt the rate of .012 for the 2014 BIRF budget. Mrs. Grover seconded the motion and the motion passed.

Under **Other Business**, President McClure requested a motion to suspend the regular meeting. Mr. Perez moved to suspend the regular meeting at 7:59 p.m. and convene the Board of Finance to consider financial matters and routines for 2014. Mrs. Grover seconded the motion and it passed. The first item of business was to elect a President and Secretary of the Board of Finance. Mr. Perez moved to nominate and elect by consensus Dinah McClure as President and Brandon Hawkins as Secretary of the Board of Finance. Mrs. Grover provided a second and the motion passed. Regarding the TCPL Investment Policy, Mr. Hawkins moved to reaffirm the Investment Policy of the Tippecanoe County Public Library. Board member Stephen Bultinck seconded the motion and the motion passed. Mr. Holman informed the Board of the local banks which served as depositories in 2013. Mr. Bultinck moved to designate the following banks as depositories for library funds in 2014: Old National Bank, Lafayette Bank and Trust and Lafayette Savings Bank. Board member Lora Goonewardene provided a second and the motion passed. Mrs. Grover moved that the Lafayette Journal & Courier and the Lafayette Leader be approved as designated newspapers to publish TCPL's legal advertisements in 2014. Mrs. Goonewardene seconded the motion and it passed. Mr. Bultinck moved to approve the request for advance tax draws from the County Auditor for the 2014 fiscal year. Mr. Perez provided a second and the motion passed. Mr. Hawkins moved to adjourn the Board of Finance meeting and reconvene the regular Board meeting. Mr. Perez seconded the motion and it passed.

President McClure reconvened the regular Board meeting. Also, under **Other Business**, Mr. Perez moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 21663 through 21726. There were no prewritten claims. The regular claims totaled $66,913.23. Mrs. Goonewardene seconded the motion and it passed.

There was no **Other Business.**

There were no **Comments from the Public** or **Comments from the Board.** The County Librarian requested to speak. He informed the Board the the Lafayette School Corporation appointed Gail Summers to complete the one-year term of Sarah Hicks. Mr. Holman has yet to make any direct contact with Ms. Summers.

Mrs. Grover moved to adjourn the regular Board meeting at 8:13p.m. Mrs. Goonewardene seconded the motion and it carried.

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Brandon Hawkins, Secretary

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