TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
January 6, 2015

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, November 28th, 2014 in conformity with the Indiana Open Meeting Act.

PRESENT:
Dinah McClure, President
Brandon Hawkins, Secretary
Steve Bultinck, Treasurer
Gail Summers, Member
Dave Lahr, Member

ABSENT:
Mida Grover, Vice-President
Lora Goonewardene, Member

GUESTS
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 member Gail Summers led the Board in reciting the Pledge of Allegiance.

Board member Steve Bultinck moved the **Board Minutes** of December 2nd and December 16th, 2014 be approved as presented. Board Secretary Brandon Hawkins provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted several items for the Board. Mr. Holman reported the 1782 Notice from the Department of Local Government Finance was received. It confirmed the appropriations and revenue for the 2015 Operating and BIRF budgets. A minor change based on a new law pertaining to bonds "issued after 2013" will impact the revenue stream of the 2016 bond. Mr. Holman explained that based on routine distribution of property taxes, TCPL will be fine. Abnormal distributions of property taxes for the bond will cause TCPL to seek loans for bond payments. Also, per the 1782, TCPL's operating cash balance should increase approximately $700,000. Mr. Holman indicated progress is being made on several maintenance and repair projects at the downtown library. The dry sprinkler system had several "runs of pipe with pinholes in the pipe" replaced. Pin holes allowed air to escape and the system was being maintained

using a commercial grade air compressor on an hourly basis. Also, annual and three-year inspections were done on the wet and dry sprinkler system in addition to a five-year inspection on the riser. As part of the five-year inspection the old gauges were replaced on the riser system. Separately, ceiling tiles are being replaced in the library in various areas throughout the building. As much as possible, older ceiling tiles are being repurposed and saved for future replacements. In the downtown restrooms, ceiling tile is being updated to conform to code. Mr. Holman mentioned TCPL will hold its annual Dr. Martin Luther King, Jr. celebration on Monday, January 19th at 11:00 a.m. Keynote speaker Tom Brown will focus on Dr. King's 1967 speech titled "Beyond Vietnam." Mr. Brown is a Purdue Employee who (with his family)has attended just about every MLK celebration at TCPL. Finally, Mr. Holman stated he signed up for one seat at the 2015 session of Third House sponsored by Greater Lafayette Commerce. He invited Board members to attend as a guest of this bi-weekly Saturday morning breakfast activity which offers direct insight into legislative topics.

Mr. Hawkins moved to approve the January 6th, 2015 **Personnel Actions.** Mrs. Summers provided a second to the motion and the motion passed.

Under the heading of the **Committee Reports,** Mr. Hawkins briefly updated members of the Board about officer nominations. He indicated a full report and slate would be presented under Old Business.

Under the heading of **Other Reports,** Friends President Audrey Burghardt was unable to attend. President McClure read an email written by Mrs. Burghardt which shared that the Friends made a $15,000 profit at their December book sale. Also, Ms. McClure reported that Mrs. Burghardt acknowledged the Board of Trustees formal request of $50,000 to support the construction of the East branch. The Friends are checking into potential penalties for early withdrawal of a certificate of deposit.

Under the heading of **Old Business,** the Board considered the election of Board officers for 2015. Representing the Nominating committee, Mr. Hawkins presented the slate of Board officers for 2015 as follows: Dinah McClure, President, Mida Grover, Vice President, Brandon Hawkins, Secretary, and Steve Bultinck, Treasurer. President McClure requested the slate be approved by acclimation. Mr. Hawkins moved to "elect by acclimation" the 2015 Board officers as presented. Mrs. Summers seconded the motion and the slate was approved.

Under the heading of **New Business,** the County Librarian asked the Board to consider a recommendation for Staff Day 2015. At its December Management Team meeting, the department heads reached consensus on a date that will work well for the staff. The deliberation was somewhat

challenging because of the start of public schools, planned vacation, and a late summer conference. Mr. Bultinck moved to approve August 12, 2015 as Staff Day 2015 and to add the date to the list of Closed Days for TCPL. Mr. Hawkins provided a second to the motion and the motion passed.

Under the heading of **Other Business,** President McClure suspended the regular meeting and convened the Board of Finance to consider financial matters and routines for the 2015 fiscal year. The first item of business was to elect a President and Secretary of the Board of Finance. Mrs. Summers moved to nominate and elect by consensus Dinah McClure as President and Brandon Hawkins as Secretary of the Board of Finance. Board member Dave Lahr provided a second and the motion passed. Regarding the TCPL Investment Policy, Mr. Bultinck moved to reaffirm the Investment Policy of the Tippecanoe County Public Library. Mr. Hawkins seconded the motion and it passed. Mr. Holman informed the Board of the local banks which served as depositories in 2014. Mr. Bultinck moved to accept the existing financial institutions and designate them as depositories for library funds in 2015: Old National Bank and Lafayette Bank and Trust. Mr. Bultinck suggested TCPL review options, including pricing and service of local banks, during the 2015 fiscal year by issuing an RFP. President McClure directed the Finance committee to accomplish that objective during 2015 and bring a recommendation back to the Board. Mrs. Summers provided a second and the motion passed. Mr. Hawkins moved that the Lafayette Journal & Courier and the Lafayette Leader be approved as designated newspapers to publish TCPL's legal advertisements in 2015. Mr. Bultinck seconded the motion and it passed. Mr. Bultinck moved to approve the request for advance tax draws from the County Auditor for the 2015 fiscal year. Mr. Hawkins provided a second and the motion passed. Mr. Hawkins moved to adjourn the Board of Finance meeting and reconvene the regular Board meeting. Mr. Bultinck seconded the motion and it passed.

President McClure reconvened the regular Board meeting.

Also, under **Other Business**, Mr. Bultinck moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 22995 through 23068. The prewritten claims totaled $10,299.92 and the regular claims totaled $121,708.67 for a grand total of $132,008.59. Mr. Hawkins seconded the motion and it passed.

There were no **Comments from the Public.**

Under **Comments from the Board,** President McClure presented Board members with a document representing committee assignments for 2015. She suggested that concerns about assignments should be directed to her.

Mr. Bultinck moved to adjourn the regular Board meeting at 8:04 p.m. Mrs. Summers seconded the motion and it carried.

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Brandon Hawkins, Secretary

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