

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
July 7, 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 Thursday, July 2, 2015 in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

GUESTS

Jessica Teets, Friends President
Harry Mohler, Architect
Alex Gonzalez, Kettelhut
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 Steve Bultinck led the Board in reciting the Pledge of Allegiance.

Board member Gail Summers moved the **Board Minutes** of June 2nd, 2015 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 highlighted a few items of interest for the Board. With general contractor's bids for the East Branch construction project due on Tuesday, July 7th, Mr. Holman informed the Board an official ground breaking ceremony for the new facility is scheduled for Tuesday, August 4th. The activity will include brief presentations and refreshments. Amy Paget and Joan Strother are coordinating the activity. TCPL's monthly board meeting will be held after the groundbreaking ceremony. Mr. Holman mentioned financial gifts to fund the East Branch project continue to come in. Old National Bank Foundation committed to support the project with a \$20,000 gift. The gift came to TCPL as the result of a comprehensive grant application spearheaded and written by Amy Paget. TCPL is waiting to

hear from several other grants from local companies. In a first look and review of the 2016 budget estimates, Mr. Holman indicated he plans to meet with a field representative of the Department of Local Government and Finance (DLGF) on Tuesday, July 21st. Together they will review current year revenue and expenditures along with estimates regarding the funding and appropriations for 2016. Finally, Mr. Holman reported TCPL's annual Staff Development Day will take place on Wednesday, August 12th. Lee Rainie, Director of the Pew Internet and American Life Project in Washington D.C., is the invited guest speaker. The Outpost Catering will cater the staff lunch for a second year in a row. Staff will have free time after lunch to play organized games or relax with a good book. The Friends of TCPL are generously providing financial support for all activities and the library will be closed for the day.

Board Secretary Brandon Hawkins moved to approve the July 7th, 2015 **Personnel Actions**. Mr. Bultinck provided a second to the motion and the motion passed.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends President, Jessica Teets reported the Friends June book sale netted just under \$12,000. This was less revenue than expected, but is still new money for the Friends. Also, Mrs. Teets mentioned the Friends received a \$200 donation through Fidelity Charitable from an anonymous donor. The County Librarian wrote a letter about Friends activities in support of the activity and a Friends director provided legal advice on the activity.

Also under **Other Reports**, Alex Gonzalez of Kettelhut presented summary information about construction bids received earlier in the day for the East Branch project. Mr. Gonzalez stated TCPL received four qualifying bids for the project. There is a five percent difference from the lowest to the highest bid. There is an apparent low bidder. The bids will be thoroughly reviewed for accuracy, proper financial paperwork, and bond documents. Mr. Gonzalez indicated the list of subcontractors will be requested and subsequently reviewed. Also, the Troyer Group will review the list of subcontractors. Mr. Gonzalez expects to complete his review of the bids by the end of the week and make a recommendation on how to proceed. After a bit of discussion, it was decided the Facilities committee would meet in mid-July to review the information and develop a recommendation for the full Board. The recommended bid will be reviewed by the attorney. Bonding will be put in place as needed to protect the library against unusual situations during the construction process.

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

Under the heading of **New Business**, the County Librarian reported that in preparation for the opening of the Family Memory Center (FMC), TCPL department heads discussed the cost of printing in the FMC. The discussion

led to a more thorough review of the entire schedule of fees. The group reached agreement on several changes in the fee schedule. The County Librarian brought those changes to the Board's attention for its review and approval. A copy of the document was sent with the Board package. After a brief discussion, Mr. Hawkins moved to approve the Schedule of Fees as presented. Board member Dave Lahr provided a second to the motion and the motion passed.

Under the heading of **Other Business**, Mr. Bultinck moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 23585 through 23710. The prewritten claims totaled \$623,361.85 and the regular claims totaled \$198,670.08 for a grand total of \$822,031.93. Mrs. Goonewardene seconded the motion and the motion passed. Mr. Bultinck pointed out that about \$360,000 of the July claims were payments for general obligation bonds.

Also under **Other Business**, President McClure indicated Board members would be asked to attend a summer board retreat to consider future direction and activities for TCPL. Dates will be coordinated for the retreat. Also, the County Librarian requested the Board consider holding a special meeting to approve the successful low bidder for the East Branch construction project. The Board was agreeable to both requests. Dates for both meetings will be confirmed via email.

Mr. Lahr moved to adjourn the regular Board meeting at 8:01 p.m. Mrs. Goonewardene seconded the motion and it carried.

Brandon Hawkins, Secretary

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