

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
July 5th, 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, June 30, 2016 in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

Brandon Hawkins, Member

GUESTS

Frank Niemiec, Friends President
Harry Mohler, Architect
Amy Paget, Assistant County Librarian
Jos N. Holman, County Librarian

Prior to the regular Board meeting, the Board of Trustees held an executive session "for discussion of strategy with respect to the purchase or lease of real property." The meeting was held at 7:00 p.m. in the Friends Conference Room of the downtown library. No action was taken in the executive session.

President Mida Grover chaired the regular Board meeting and called it to order at 7:36 p.m. A quorum was declared to conduct business for the library.

Board member Dinah McClure led the Board in reciting the Pledge of Allegiance.

Ms. McClure moved the **Board Minutes** of June 7th, 2016 be approved as presented. Board Vice-President Lora Goonewardene provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman provided an update on the Wyandotte Branch. A few unexpected challenges occurred with the mandatory inspections for new construction. The biggest two challenges were associated with the fire department inspection as several items were not properly identified. Separately, the lack of a useable egress at the emergency exit door of the meeting room was a real issue. Mr. Holman reported that instead of a couple thousand dollars, this expense will likely be closer to \$6,000. Kettelhut, MattCon, Troyer and Schneider Engineering are all working together to resolve the egress situation. Mr. Holman reported on several

facilities and grounds related matters. Additional mulch is being placed in the south and west part of the grounds at the downtown library. Also, new parking signs have been installed near the western part of the parking lot to discourage non-library parking in that area. The parking signs clearly state towing may occur at the expense of the owner. Finally, keys to the Wyandotte Branch were officially turned over to the County Librarian on June 29th. TCPL now becomes responsible for the contents of the building. Also, telephone numbers were assigned to Wyandotte. Mr. Holman mentioned staff member access to the internet on the Mobile Library was recently upgraded with the purchase of a T-Mobile hotspot. The device improves connectivity through "hot spots" which assists with greater geographical coverage and allows for increased internet speed as well. Also, library customers on the ML can utilize the hotspot to access TCPL databases while on the vehicle. Finally, Mr. Holman indicated that late June is usually the time he begins budget preparation for the next fiscal year. A meeting with a DLGF representative is scheduled for Wednesday, August 17 to review preliminary budget figures and dates. Mr. Holman anticipates meeting with the Finance committee of the Board prior to the August Board meeting.

Ms. McClure moved to approve the July 5th, 2016 **Personnel Actions**. Board Secretary Gail Summers provided a second to the motion and the motion passed.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends President Frank Niemiec reported the final numbers for the June book sale. The Friends were very satisfied as they cleared \$14,000 in sales. About 250 boxes of books that were not sold were donated to Discover Books out of Hammond, IN. Mr. Niemiec handed out flyers announcing the special Friends sale of children's books on Saturday, August 6th. The special sale will be held in McAllister Meeting room B and books will be placed on tables with a lower height so children can easily select what they wish to buy. The sale will go from 10:00 a.m. to 3:00 p.m. All children's books will be the same price, just fifty cents.

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

Under the heading of **New Business**, the County Librarian provided background information related to Shared Operating Costs (SOC) for the Campus Library. Previously, at the May 16th, 2016 Joint Board meeting, concerns related to the decrease in hours of operation were expressed by representatives from Ivy Tech. Therefore, action on approving the SOC was postponed. A special meeting took place on June 20th to reconsider the SOC. In between the two meetings, a compromise was reached regarding hours of operation. There were several changes to personnel costs this year based on what each institution is doing. The SOC was revised and submitted for approval to the Joint Board at the June 20th meeting. Once adopted by the Joint Board, the Shared Operating Costs document needed to be adopted by the TCPL Board to formalize the agreement. Mrs. Goonewardene moved to

approve the Shared Operating Cost as presented. Board Treasurer Steve Bultinck provided a second to the motion. 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 24934 through claim number 25055. The prewritten claims totaled \$239,957.08 and the regular claims totaled \$902,981.00 for a grand total of \$1,142,938.08. Ms. McClure provided a second to the motion and the motion passed.

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

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The County Librarian did take a minute to clarify the change in hours for the Campus Library. The Campus building will be open 56.5 hours per week instead of 51.5 hours. There was no further discussion on the topic.

Board member Dave Lahr moved to adjourn the regular Board meeting at 8:02 p.m. Mr. Bultinck seconded the motion and it carried.

Gail Summers, Secretary

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