TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
March 7, 2017

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, March 2, 2017 in conformity with the Indiana Open Meeting Act.

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

ABSENT:
Gail Summers, Secretary
Dave Lahr, Member

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

President Mida Grover chaired the regular Board meeting and called it to order at 7:31 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.

Board member Dinah McClure moved the **Board Minutes** of February 7th, 2017 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 brought a few items to the Board's attention. He indicated Head Circulation Librarian Carrie Pedigo was invited to make a presentation at a workshop on March 23rd in Plainfield. The invitation was based on the utilization and involvement of TCPL with the Public Library Association's "Project Outcome" methodology. Carrie leads TCPL efforts in this outcome based approach to the impact of public libraries on the lives of its customers. Mr. Holman stated the Family Read Aloud (FRA) program ended on February 28. Registration increased in 2017 with a total of 528 families registered for the program compared to 461 in 2016. 226 families completed the program in 2017 compared to 192 in 2016. Several prizes including Friends Book Bucks, some of the food coupons and the book bags were depleted. Mr. Holman announced that with the financial support of the Friends of TCPL, the annual movie license with the Motion Picture Licensing Corporation was renewed for another year. The license allows program staff to present public performances of library owned movies inside

library facilities. Finally, Mr. Holman mentioned the Indiana Library Federation will hold Legislative Day at the Indiana Statehouse on March 14. The activity is an opportunity for library workers across the state to gather and discuss a legislative agenda and visit with their legislators. The activity is being revived after a three year hiatus. The County Librarian plans to attend this event.

Ms. McClure moved to approve the March 7th, 2017 **Personnel Actions.** Board Treasurer Stephen Bultinck seconded the motion and it passed unanimously.

Under the heading of **Committee Reports,** Mr. Hawkins reported on another meeting of the Facilities committee focused on future use of the Red Crown Mini-Museum (RCMM). The committee met with Tommy Kleckner, a consultant with Indiana Landmarks who is interested in the preservation of the RCMM. Mr. Kleckner informed the committee of various grant opportunities that might assist in the early planning and design of the space. He also suggested the library consider whether the RCMM apply to be listed on the National Register of Historic Places. Mr. Hawkins suggested further consideration of the project with the Board eventually making a decision about what direction it wants to go. The committee will continue its work towards restoration of the RCMM with a practical use in mind.

The County Librarian pointed out that Don Stein is making a diligent effort to clean and reorganize the RCMM. He is also making a very conscientious and concerted effort to sell many of its contents. Enough items are being kept to set up a display of items specific to the period of time when the gas station operated. Mr. Bultinck suggested TCPL tap into Mr. Stein's expertise and consult him regarding the future use of the RCMM.

Under the heading of **Other Reports,** Friends President Frank Niemiec reported the results of the recent Friends book sale. He reported the Friends totaled just over $16,000 in revenue with 700 boxes of books. He also stated a special children's book sale will be held on April 29 from 10 – 3 p.m. in McAllister Room B. Mr. Niemiec indicated due to the lack of eligible applicants, only one Friends Scholarship will be given out this year. The Friends may look at revising the criteria and employee requirements for eligibility. Finally, Mr. Niemiec reminded TCPL Board members the Friends annual meeting is scheduled for Tuesday evening, March 21st at 6:30 p.m. in McAllister Meeting Room B. Refreshments will be served.

Also under the heading of **Other Reports,** the County Librarian shared information on the Indiana State Library Annual Report. The report covers the calendar year and captures revenue, expenditures, programs and services, staff wages, Board member information, inter-library loans and other data. Mr. Holman reviewed a single page document that covers 10 years of various TCPL statistics. The Board discussed the information and asked several questions about the multiple year stats. Mr. Hawkins requested additional information related to library visits. Specifically, he requested the County Librarian drill down into the "visits by

facility" statistics and present a three year snapshot of library visits. No action was taken.

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

Under the heading of **New Business,** the County Librarian presented background information related to Outstanding Check Warrants. Based on Indiana Code 5-1-10.5-5, TCPL's Controller, Mort Imamura, listed the outstanding check warrants. Once approved, the voided check amounts can be re-entered into the fund where the amount was originally written against. Each year the list of checks continues to grow smaller. This year there are 13 checks totaling $270.00. These 2014 checks primarily reflect individual customer refunds for payment of outstanding fees. One check was written to the Indiana State Library. A list of the outstanding checks is included in the board packet. Ms. McClure moved to approve the list of Outstanding Check Warrants as presented. Mr. Hawkins provided a second for the motion. The motion was approved as presented.

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 25836 through claim number 25939. The prewritten claims were $227,111.88 and the regular claims were $95,955.30 for a grand total of $323,067.18. Ms. McClure seconded the motion and it passed.

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

Mr. Hawkins moved to adjourn the regular Board meeting at 8:07 p.m. Ms. McClure seconded the motion and it carried.

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Lora Goonewardene, Vice-President

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