TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
May 1st, 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, April 27, 2017 in conformity with the Indiana Open Meeting Act.

PRESENT:
Mida Grover, President
Lora Goonewardene, Vice-President
Stephen Bultinck, Treasurer
Gail Summers, Secretary
Dinah McClure, Member

ABSENT:
Brandon Hawkins, Member
Dave Lahr, Member

GUESTS
Frank Niemiec, Friends President
Jos N. Holman, County Librarian

President Mida Grover 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 Treasurer Steve Bultinck led the Board in reciting the Pledge of Allegiance.

Board member Dinah McClure moved the **Board Minutes** of April 4th, 2017 be approved as presented. Vice President Lora Goonewardene provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted a few items from the report. He reported in two months the Wyandotte Branch will have been opened for a full year and the one-year warranties end this summer. Before the landscape warranty ends, there will be a coordinated "grounds punch list" with representatives of TCPL and key contractors. Mr. Holman indicated a two-inch leaking water pipe valve is being replaced under warranty. The warranty associated with the automatic entry doors was used three separate times. Also related to facilities, the red bricks at the downtown library South Street entrance and on the patio outside the meeting rooms will be pressure washed in early May. Additionally, the Greater Lafayette LaLa marketing decals affixed on the glass windows of the Red Crown Mini-Museum (RCMM) were removed by employees of MatchBOX. The decals and the video projectors were returned to MatchBOX as well. Work continues at the RCMM to reduce items inside the garage bay and generally clean the building. Mr. Holman mentioned the spring author visit hosted by youth services takes place on Thursday, May 11. Award-winning author Diana Hutts Aston will make three presentations that day. Aston wrote a six-book nature based series for elementary and junior high school students and has several fiction books.

More than 300 students and adults are slated to attend the first two performances. A 4:30 p.m. presentation is open to the public and includes lemonade and cookies. Finally, Mr. Holman commented on a new brochure aimed at local educators. The brochure highlights various programs, materials, and services TCPL can provide to local educators, students, caregivers and other adults who interact with children. At the beginning of the 2017-2018 school year, there will be a concerted effort to get the brochure to every school in the library district. TCPL had 5,000 brochures printed by a national firm.

Ms. McClure moved to approve the May 1st, 2017 **Personnel Actions.** Board Secretary Gail Summers seconded the motion and it passed unanimously.

Under the heading of **Committee Reports,** Ms. McClure reported as TCPL Foundation Board liaison. Ms. McClure reported the Foundation held its most recent meeting on April 5. A few items of interest included the election of new officers and the addition of a new Foundation Board member. Richard Carson was elected President, Mary Piantek as Vice President, Chase Newsom as Treasurer, and Dinah McClure as Secretary. Prella McBride was nominated and approved to join the board for a three year term. A key action was the approval to establish a permanent fund with the Greater Lafayette Community Foundation. The fund will open with $20,000 from this year's annual appeal. Finally, Ms. McClure reported the Foundation agreed to submit a formal letter to the TCPL Board of Trustees requesting repayment of the $400,000 reimbursable grant. The TCPL Board will consider action on this item at a subsequent meeting.

Under the heading of **Other Reports,** Friends President Frank Niemiec reported the next Friends book sale occurs June 2-5. He also reported the recent special children's book sale went fairly well with a noticeable slowdown in attendance around noon time. Over 250 books were sold and everyone seemed to leave happy. Several teachers attended the event making it well worth the effort to host the event.

Also under the heading of **Other Reports,** the County Librarian shared information about and demonstrated a "mobile hotspot" (MHS). Mr. Holman indicated TCPL purchased and is circulating 15 MHS that provide free wifi to library customers. The devices were purchased through TechSoup, a discount technology vendor who works with schools and libraries. The MHS can be used by individuals who do not have an internet service provider at home or may be traveling without access to his/her provider. The MHS can also be used at outdoor events and in outreach library activities. Sprint provides the 4G LTE service. Mr. Holman mentioned all 15 MHS were checked out and there were already over 10 customer holds on the items.

Continuing under the heading of **Other Reports,** the County Librarian responded to the Board's request for additional information on circulation statistics at comparative libraries. Initially Mr. Holman referred to a document included in the Board packet. Using video projection, he presented statistical info of several Indiana public libraries which TCPL often compares itself to. The comparisons are based on

a variety of factors including size, population, budget, and the community. The selected libraries vary according to the factors. Board members asked several questions and made several comments as well. The activity was meant to enhance Board members knowledge of TCPL operations. No action was taken.

Finally under the heading of **Other Reports,** the County Librarian sought direction from the Board regarding a future Board retreat he referred to as a "strategic advance." Mr. Holman hoped to identify two aspects of the strategic advance. First, Board members discussed which future season might work best in terms of timing. There were pros and cons for the summer, fall, or winter. It was decided the County Librarian would use some type of tool to poll Board members. Second, the Board briefly brainstormed on potential topics for the strategic advance. Suggested topics included:

1. A plan for a south branch location including the acquisition of land
2. Future improvements to the corner of South and Sixth Streets
3. Future improvements to the Red Crown Mini-Museum
4. A review of the recently expired TCPL strategic plan
5. Examining the relationship of TCPL to the poverty level of students in the Lafayette School Corporation
6. A continued review of statistical information to determine what TCPL can do to increase use of library resources including benchmarking which stats really matter to TCPL
7. Succession plan for the County Librarian

The Board will further decide on the next course of action regarding these topics.

There was no **Old Business**.

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

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 26043 through claim number 26137. The prewritten claims were $235,272.10 and the regular claims were $187,274.92 for a grand total of $422,547.02. Ms. McClure seconded the motion and it passed.

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

Mrs. Goonewardene moved to adjourn the regular Board meeting at 8:20 p.m. Mrs. Summers seconded the motion and it carried.

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Gail Summers, Secretary

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