

**TIPPECANOE COUNTY PUBLIC LIBRARY**  
REGULAR BOARD MEETING  
627 South Street, Lafayette, Indiana  
**October 3<sup>rd</sup>, 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, September 28, 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  
Dave Lahr, Member  
Brandon Hawkins, Member

**ABSENT:**

**GUESTS**

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

President Mida Grover chaired the regular Board meeting and called it to order at 7:32 p.m. A quorum was declared to conduct business for the library.

Board Secretary Gail Summers led the Board in reciting the Pledge of Allegiance.

Board member Dinah McClure moved the **Board Minutes** of September 5<sup>th</sup>, 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 highlighted a few items from his report. He mentioned for the first time in 15 years, TCPL will hold its annual staff development day at a different time of the year. Usually held in August, "Staff Day" will take place on Columbus Day, October 9. TCPL staff will participate in a "cultural competency training" in the morning session while the afternoon session will feature Lafayette Mayor Tony Roswarski who will share his vision for the city. Great Harvest Bread boxed lunches will be available. Mr. Holman reported the warehouse TCPL used to house furniture from the Campus Library was recently sold to an Indianapolis based company. TCPL will have to reposition the short term storage items to the other side of the building and compact the long term storage items. Hopefully, a sale of the short term surplus items will occur in October. Finally, Mr. Holman indicated that four TCPL staff members participated in a Community Engagement Reboot September 28<sup>th</sup> at the Brownsburg Public Library. Annette Griessman, Neal Starkey, Carrie Pedigo and the County Librarian spent the morning listening to a keynote presentation on "Creating an Engaged Library." Sponsored by the Midwest Collaborative for Library Services, the event was

a follow-up to the Harwood training several staff received more than two years ago in Detroit.

Ms. Summers moved to approve the October 3<sup>rd</sup>, 2017 **Personnel Actions**. Board member Brandon Hawkins seconded the motion and it passed unanimously.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends President Frank Niemiec reported the Friends last book sale netted just over \$15,000. Five new memberships were sold. Overall the Friends were very happy with the sale and the tremendous amount of community support. There were several teachers and groups of students who attended on "bag day" when the remaining books are \$3 a bag. He relayed he often hears the most interesting stories during the book sales. Mr. Niemiec stated another special children's book sale is being planned. Finally, he mentioned by way of the online book sales, a book about chess was sold to a buyer in Denmark.

There was no **Old Business**.

Under the heading of **New Business**, the County Librarian presented a recommendation to modify the hours of operation for all TCPL locations. Mr. Holman presented a spreadsheet showing the modified hours. He indicated hours will be standardized for TCPL operations along with adding additional morning and evening hours at all TCPL locations. Mr. Hawkins moved to approve the change to the hours as presented. Board member Dave Lahr seconded the motion and the motion passed.

The County Librarian provided background information on the timing and process to issue a general obligation bond. This bond will allow the library to receive funds to facilitate its capital project plans which is the renovation of the Red Crown Mini-Museum. After the Board approves the preliminary bond resolution, local taxpayers will be notified of the intent to sell bonds through legal ads in local newspapers and by publically posting the notification in the library district. TCPL will need to seek approval of the bond issuance from the County Council as an elected fiscal body. The interest rate of the bond and its repayment schedule has been estimated by Umbaugh and Associates. The firm of Ice Miller LLP, bond counsel of Indianapolis, Indiana had been consulted relative to the procedure to be followed in connection with the proposed bond issue and the rendering of an opinion approving the legality of the bonds. The Board was then presented a form of resolution approved by Ice Miller LLP, and recommended by them for adoption for the purpose of authorizing the issuance of bonds. After due consideration of the final bond resolution, on motion duly made by Board Treasurer Stephen Bultinck, seconded by Ms. McClure and unanimously carried, the same was adopted and is attached hereto as Exhibit A by a vote of seven to zero.

The President next stated that the Board needed to consider a Reimbursement Resolution. The County Librarian explained that related to TCPL's decision to issue a general obligation bond for the renovation of and improvements to facilities owned

or operated by the library, including the former Standard Oil station, there may be a need to use the services of architects, engineers, and other professionals. If TCPL incurs costs for professional services in 2017 associated with preparation of the construction project, the library can be reimbursed from the bond proceeds for these costs. The County Librarian recommended approval of the Bond Reimbursement Resolution. On motion duly made by Mr. Hawkins and seconded by Mr. Bultinck, the resolution attached as Exhibit B was adopted by a vote of seven to zero.

Finally, under the heading of **New Business**, the County Librarian indicated that with the discussion at the Board "strategic advance," deliberations related to the 2018 budget preparations were finalized. Via an Excel spreadsheet, Mr. Holman explained a couple of minor revisions in three budget lines. He recommended the Board of Trustees formally adopt the 2018 General Operating and Bond and Interest Redemption Fund (BIRF) budgets. After adoption, both budgets will be filed electronically through the Department of Local Government and Finance Gateway website using the library's assigned PIN. The electronic filing must be completed by November 2, 2017. Mr. Hawkins moved to approve the 2018 Operating and BIRF budgets as presented. Mr. Bultinck seconded 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 26592 through claim number 26698. The prewritten claims were \$216,533.51 and the regular claims were \$153,467.70 for a grand total of \$370,001.21. Mrs. Goonewardene seconded the motion and it passed.

Under **Comments from the Board**, Mr. Bultinck thanked the County Librarian for his work on the 2018 budget.

Mr. Lahr moved to adjourn the regular Board meeting at 8:28 p.m. Ms. McClure seconded the motion and it carried.

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Gail Summers, Secretary

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