

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
September 6th, 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, September 1, 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
Brandon Hawkins, Member

ABSENT:

GUESTS

Harry Mohler, Architect
Amy Paget, Assistant County Librarian
Jos N. Holman, County Librarian

President Mida Grover chaired the regular Board meeting and called it to order at 7:30 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 Brandon Hawkins moved the **Board Minutes** of August 2nd, 2016 be approved as presented. Board member Dinah McClure provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman reported TCPL continues to explore its potential to use the Harwood Institute's methodology. During the months of September and October, in small group settings, TCPL staff members are being scheduled to view and discuss several videos describing key Harwood concepts. It is anticipated staff members will look for and suggest ways to integrate the Harwood practices into library services. Mr. Holman mentioned he is an advisory member of an eight person committee who will plan the next bi-annual Diversity Summit hosted by the Diversity RoundTable. The committee is in the early stages of determining a theme and inviting a keynote speaker. The summit will likely be held on the campus of Ivy Tech in April 2017. The Board President commented on item eight of the County Librarian's Report related to the antiquated oil tanker that previously sat at the corner of 6th and South Streets. Mr. Holman noted the tanker was sold for \$700 and that was the first step in making changes to this street corner. Staff members are continuing to discuss minor modifications to the corner and the Red Crown Mini-Museum before the winter sets in. Any building stabilization that can take place before this winter will be pursued.

Mr. Hawkins moved to approve the September 6th, 2016 **Personnel Actions**. Ms. 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 was not in attendance. In his absence, the County Librarian stated there is an upcoming Friends book sale on September 9-12. During the sale, the Friends will offer a new canvas bag as a promotional item. The bag was shown to Board members and will be sold for \$3 at the book sale only. It will not be sold at other times. Mr. Holman also indicated the Friends will start work on their 2017 budget at their October meeting.

Also under **Other Reports**, the County Librarian presented an overview of the 2017 Operating Budget. Mr. Holman and Board members worked from a color coded Excel spreadsheet. Mr. Holman stated overall, the budget will increase by \$199,000. He commented on several budget lines, specifically pointing out reasons for increases and decreases in a few key budget lines, i.e. Transfer to LIRF, Building and Maintenance Repair, and Other Personnel Services. Several of the increases are associated with stabilization work on the Red Crown Mini-Museum and also new costs for utilities for the Wyandotte Branch. The County Librarian indicated the next activity is to advertise the budget to the general public. He sought consensus on the budget as presented and indicated the Board could still make changes to it. Without taking action, by consensus, the Board supported the overall budget. The County Librarian will move forward to advertise the budget in the online Gateway program.

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

Under the heading of **New Business**, the County Librarian reminded the Board of their January 2016 decision to utilize the State of Indiana Mileage Rate as the basis for reimbursement for work-related travel by TCPL staff members. The Board also agreed to reconsider the adoption of the state rate as necessary. Mr. Holman referred to a July 2016 memo by the Department of Administration for the state of Indiana which indicated a change in the state mileage rate. The rate was increased from \$.36 to \$.38 cents per mile. Mr. Bultinck moved to approve a change in the TCPL mileage reimbursement rate from \$.36 to \$.38 cents per mile. Mrs. Goonewardene 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 25162 through claim number 25282. The prewritten claims totaled \$337,701.06 and the regular claims totaled \$165,448.33 for a grand total of \$503,149.39. Ms. McClure provided a second to the motion and the motion passed.

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

Under the heading of **Comments from the Board**, President Grover indicated a new committee list will be sent out with Gail Summers serving as chair of the Personnel Committee. Positive comments and compliments were shared regarding

the grand opening celebration of the new Wyandotte Branch. Also, it was suggested a "thank you" card be sent to the storyteller and singers who entertained at the Wyandotte grand opening. The County Librarian indicated this would be done.

Board member Dave Lahr moved to adjourn the regular Board meeting at 7:58 p.m. Ms. McClure seconded the motion and it carried.

Gail Summers, Secretary

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