

TIPPECANOE COUNTY PUBLIC LIBRARY

Regular Board Meeting

Meeting Room B, Lafayette, Indiana

April 2nd, 2013 – 7:30 pm

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 Friday, March 29th, 2013 in conformity with the Indiana Open Meeting Act.

PRESENT:

Brandon Hawkins, President
Mida Grover, Vice President
Van Phillips, Secretary
Dinah McClure, Treasurer
Ed Perez, Member

ABSENT:

Sarah Hicks, Member
Lora Goonewardene, Member

GUESTS:

Audrey Burghardt, President, Friends of TCPL
Harry Mohler, Architect
Dennis Carson, Economic Development Director
Jason Tennehouse, Co-Working Space Consultant
Mikel Berger, Co-Working Space Consultant
Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian

President Brandon Hawkins 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 Ed Perez led the Board in reciting the Pledge of Allegiance.

Board Secretary Van Phillips moved the **Board Minutes** of March 5th, 2013 be approved as presented. Board Vice-President Mida Grover provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted several items. He noted the upcoming celebration of National Library Week on April 14-21 with the theme "Communities Matter @ TCPL Libraries". Many activities are planned at all locations including special visits by the Mobile Library. During the celebration, the library will expand its communications into the texting arena with text messages being used to alert patrons to overdue items and holds. TCPL will experiment with another new activity by placing public service staff near the entrance of the downtown lobby to greet customers as they enter the downtown library. Also to celebrate April as National Poetry Month, several programs will highlight poetry and a poetry contest will be conducted. Mr. Holman also mentioned the Diversity RoundTable will host its bi-annual diversity summit on Thursday, April 11th in the Lilly Room on Ivy Tech's Lafayette campus. The theme of the summit is "Greater

Lafayette is a Great Place for All People". The keynote speaker is Dr. Gloria Thomas, Director of the Center for Education of Women at the University of Michigan. Finally, Mr. Holman reported that as part of the state legislature's 2013 deliberations, "fiscal authority for appointed Boards" associated with public libraries has been on and off the table. As HB116 was heard before the Senate's Tax and Fiscal Policy committee, an amendment was inserted into the bill which requires public libraries to have their budgets approved by a fiscal body. For TCPL's, this would be the County Council. This change in the library's budgeting process would create a different political landscape for public libraries. Mr. Holman indicated an update will be provided if any other actions occur before the bill is signed into law. Board member Van Phillips reminded the Board that this topic came up in previous legislative sessions and will need consistent monitoring.

Mrs. Grover moved to approve the April 2nd, 2013 **Personnel Actions**. Board Treasurer Dinah McClure seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Mr. Phillips mentioned that he attended a "co-working space" meeting with the group coordinated by Dennis Carson. With an anticipated report from Mr. Carson, Mr. Phillips deferred any further comments at this time. Reporting for the Personnel Committee, Mrs. Grover noted that the Personnel Committee met about the Human Resources Coordinator job description which will be discussed under new business.

Under **Other Reports**, newly elected Friends President Audrey Burghardt mentioned that the Friends financial records were recently audited and accepted by the Friends board. Also, she mentioned that the Friends had three new board members elected at their annual meeting. Marti, Frank, and Michelle will start serving at the April meeting. Finally, Mrs. Burghardt pointed out the Friends awarded four scholarships to TCPL staff members.

Also under Other Reports, Dennis Carson shared information about the "co-working space" initiative. Mr. Carson indicated this activity was moving along fairly well and a meeting of the working group was just held. Topics included branding for the initiative and space planning. He also reported that Jason Tennehouse was hired by the Lafayette Board of Works as a consultant for the initiative. Mr. Tennehouse's background includes being the Director of Campus Housing at Purdue, owner of GreyHouse in the village, and has experience with non-profit incubators. Also, Mikel Berger was hired to work with Jason. Mr. Berger is a Purdue graduate who is a software developer and the new President of Lafayette Tech. He also has some experience working with start-ups. Both Mr. Tennehouse and Mr. Berger spoke briefly to the Board. Both commented on an informal meeting during the recent snowstorm where twenty-two people showed up to see the space in the Stein Building. After this presentation concluded, Mr. Phillips mentioned he attended his first working group meeting and there was quite a bit of excitement about the initiative. Also, he stated there are other issues that must be dealt with outside the building space including neighborhood awareness and parking.

There was no **Old Business**.

Under the heading of **New Business** President Hawkins adjusted the agenda to discuss the "Co-Working space" as the first topic. President Hawkins made a few comments in reaction to the information that was shared and also asked a couple of questions. A brief discussion was held about the space. Ms. McClure moved the Board formally express support for the concept of using the currently unused portion of the Stein Building at Nine S. 6th Street as Co-Working Community Space with the understanding that the library is not obligated financially or contractually at this time and based on working out practical issues in the neighborhood. Mr. Phillips provided a second for the motion and the motion passed. Moving on to the Job Description Revision topic, Mrs. Grover reported prior to the recent resignation of the Human Resources Coordinator (HRC), the County Librarian began to give consideration to the work load of this position. She mentioned there has been turnover in the position and with upcoming changes in health benefit administration, FMLA oversight, potential training initiatives, and labor distribution, the 30 hour HRC position needs to be upgraded to 40 hours. Also, Mrs. Grover reported there are funds to cover this type of change. A draft revised job description was shared with the Board and the County Librarian reported on the specific personnel costs associated with the change. Mrs. Grover moved to approve the Human Resources Coordinator revised job description as presented. Ms. McClure seconded the motion and the motion passed.

Also, under **Other Business**, Ms. McClure moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 20604 through 20698. The prewritten claims were \$268,111.40 and the regular claims were \$101,739.84 for a grand total of \$369,851.24. Mrs. Grover seconded the motion and it passed.

Under the heading of **Other Business**, Mr. Phillips commented on the Friends annual meeting. Both he and Mrs. Grover attended the meeting and commented positively on the meeting and the storytelling by the County Librarian. Mr. Phillips mentioned that the Friends are doing well administratively and that he hopes the Friends see the TCPL Board as supportive of their work. Also, Mr. Phillips mentioned that the co-working space group and TCPL should really reach out to the Ellsworth-Romig neighborhood and publicize the impending change to the Stein Building. We should be very willing to provide answers to any questions they may have. Both Mr. Carson and the County Librarian agreed this was the appropriate approach and that they would look into it.

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

Van Phillips, Secretary

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