

**TIPPECANOE COUNTY PUBLIC LIBRARY**  
REGULAR BOARD MEETING  
627 South Street, Lafayette, Indiana  
January 6, 2009

**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 Wednesday, December 31, 2008 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

Dinah McClure, President  
Sarah J. Hicks, Treasurer  
Mida Grover, Member  
Van Phillips, Member  
Jerry Withered, Member

**ABSENT:**

Brandon Hawkins, Vice-President

**ATTENDING:**

Susan Robey, Friends President  
Jos N. Holman, County Librarian  
Amy Paget, Assistant County Librarian

President Dinah McClure chaired the regular Board meeting and called it to order at 7:36 p.m. A quorum was declared to conduct business for the library.

Board Treasurer Sarah Hicks led the Pledge of Allegiance.

Board member Van Phillips moved the **Board Minutes** of December 2<sup>nd</sup>, 2008 be approved as presented. Mrs. Hicks provided a second and the motion passed. Mrs. Hicks moved to approve the minutes of the December 15<sup>th</sup>, 2008 special meeting. Mr. Phillips seconded the motion and it passed.

Mr. Holman highlighted a number of items from the **County Librarian's Report**. He notified the Board about the next and final meeting on January 27<sup>th</sup> of the TCPL employee committee who are working on the salary/wage study. Also, the consultant hopes to meet with the Board's Personnel Committee that day and possibly have recommendations for the February Board Meeting. The County Librarian pointed out, that as part of the claims listing for January, repayments for the loans from the Indiana Bond Bank were included. In total, TCPL paid over \$25,000 in interest for the use of \$1.9 million dollars. Mr. Holman informed the Board the Indiana Library Federation scheduled its Legislative Day activity on Tuesday, February 24, 2009 in Indianapolis. The day includes a luncheon with local legislators and an update by ILF legislative advocates on the progress of legislative topics related to libraries. Mr. Holman directed the Board's

attention to a copy of an article from Library Hotline, a weekly library newsletter, that focused on the Kernan-Shepherd report. Finally, Mr. Holman shared that the annual Martin Luther King, Jr. program will be held on Monday, January 19<sup>th</sup> in the Library's meeting rooms. Sanders Howse, Jr. will be the keynote speaker and a choir from Word of Life Fellowship will provide musical presentations.

Board member, Jerry Withered inquired about the last item on the County Librarians report regarding a subpoena requesting bibliographic information on a video owned by TCPL. Mr. Holman provided a few more details about the situation, which was satisfactory to the Board.

Mrs. Hicks moved to approve the January 6, 2009 **Personnel Actions**. Board member Mida Grover seconded the motion and it passed unanimously.

President McClure shared two items received as **Communications to the Board**. WLFI TV18 sent a formal request to receive notification of all Board meetings, executive sessions, and specially called meetings. The second item was correspondence from Indiana Insurance requesting the completion of an audit report form. Ms. McClure referred both items to the County Librarian.

Under the heading of **Committee Reports**, Ms. McClure updated the Board on the committee appointments for 2009. Assignments will be similar to 2008 with just a few changes. Mr. Hawkins will be chair of the Personnel Committee and Ms. McClure will replace Patricia Garrott on that committee. Also, a replacement for Mrs. Garrott is needed on the Joint Board. President McClure inquired if the Board would accept Mrs. Garrott continued service on the Joint Board as a community member. Mrs. Garrott's experience, knowledge, and interest in the campus library situation would serve TCPL well. Board members concurred and President McClure will directly contact Mrs. Garrott.

Under the heading of **Other Reports**, Friends President Susan Robey presented the final numbers for the December book sale. \$16,867 was earned with about 800 boxes of books. The Friends are doing a great job sorting books and appropriately pricing the books. Ms. Robey announced the dates of the next book sale are March 13 – 16. The theme of the sale will be "Pot of Gold". Also, the 2009 annual meeting of the Friends will be held on Thursday, March 5. Finally, Ms. Robey mentioned she heard very positive feedback on the youth room renovation.

Under the heading of **Old Business**, the Board reviewed a revised Personnel Code Policy. The policy outlined the eligibility and costs of medical insurance. Revisions were based on the Boards discussion at a special meeting in December 2008. After questions and comments on the policy and its intent, it was decided the revision should go back to the

Personnel Committee who will take another look at the language of the policy. Also, under Old Business, the Board heard background information and a recommendation from an ad hoc committee regarding a formal proposal from the West Lafayette Public Library. Though it is a good idea to keep communication open, the Board decided it was premature to start formal discussions of cooperative ventures with WLPL and instead to wait and see if the state legislature mandates action for public library consolidation.

There was no **New Business**.

Under **Other Business**, President McClure suspended the regular meeting and convened the Board of Finance to consider financial matters and routines for 2009. The first item of business was to elect a President and Secretary of the Board of Finance. Mr. Withered moved to elect Dinah McClure as President and Mida Grover as Secretary of the Board of Finance. Mr. Phillips provided a second and the motion passed. After a review of the TCPL Investment Policy, Mr. Withered moved to reaffirm the Investment Policy of the Tippecanoe County Public Library. Mrs. Hicks seconded the motion and it passed. Mr. Holman informed the Board of the local banks which served as depositories in 2008. Mr. Phillips moved to designate the following banks as depositories for library funds in 2009: Lafayette Bank and Trust, Chase, Old National Bank, and Lafayette Community Bank. Mrs. Hicks provided a second and the motion passed. Mr. Phillips moved that the Lafayette Journal & Courier and the Lafayette Leader be approved as designated newspapers to publish TCPL's legal advertisements in 2009. Mrs. Grover seconded the motion and it passed. Mrs. Hicks moved to approve the request for advance tax draws from the County Auditor for the 2009 fiscal year. Mr. Phillips provided a second and the motion passed.

The County Librarian shared information about occasional situations where TCPL has challenges with due dates of specific bills, often utility companies. In order to avoid late fees, Mr. Holman requested the Board consider adopting a resolution that allows claim payments to be paid in advance of board meetings. After some discussion as well as suggestions for changes to the resolution, it was recommended that this item be tabled and brought back to the Board in February. The final item for the Board of Finance was to update TCPL's Purchasing Policy. Mrs. Hicks moved to approve the revised TCPL Purchasing Policy effective January 1, 2009. Mr. Phillips seconded the motion and it passed.

Mrs. Hicks moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 14248 through 14329. The pre-written claims were \$2,201,136.43 and the regular claims were \$68,646.63 for a grand total of \$2,269,783.06. Mr. Phillips seconded the motion and it passed.

There were neither **Comments from the Public** nor any **Comments from the Board**.

Mr. Withered moved to adjourn the regular board meeting at 8:35 p.m. Mrs. Grover seconded the motion and it carried.

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Mida Grover, Secretary

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