

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

July 7th, 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 Thursday, July 2nd, 2009 in conformity with the Indiana Open Meeting Act.

PRESENT:

Dinah McClure, President
Brandon Hawkins, Vice-President
Sarah J. Hicks, Treasurer
Lora Goonewardene, Member
Van Phillips, Member
Jerry Withered, Member

ABSENT:

Mida Grover, Secretary

ATTENDING

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian

President Dinah McClure chaired the regular Board meeting and called it to order at 7:33 p.m. A quorum was declared to conduct business for the library.

Board Vice-President Brandon Hawkins led the Pledge of Allegiance.

Board member Van Phillips moved the **Board Minutes** of June 2nd, 2009, be approved as presented. Board Treasurer Sarah Hicks provided a second and the motion passed.

Mr. Holman highlighted a number of items from the **County Librarian's Report**. He reported that the Greater Lafayette Community Foundation awarded TCPL a grant for \$7320 to purchase a new assistive computer for the downtown library. This new computer equipment is designed to provide library customers who have physical challenges like abnormal eyesight or limited mobility to utilize technology with much greater ease. Special equipment beyond a keyboard and larger screen, i.e., a BIGtrack mouse and a Read Tec Magnifier enable users to take full advantage of the Windows XP Professional software and the 256MB of dedicated graphics memory. Mr. Holman mentioned that when Klondike was first designed, a group of local gardeners has continued to work with staff and now the entire Klondike property has been certified as a wildlife habitat. Signs were purchased and posted to share this news with library customers. Next, Mr. Holman reported on the kickoff event of the One Great

Read program that selected Persepolis as the title for this summer. The event, which took place on Wednesday, July 1st at the West Lafayette Public Library, included Middle Eastern dancing and drumming and Middle Eastern foods from the Olive House and the Blue Nile. About 62 people attended and enjoyed the event. Finally, Mr. Holman shared that in preparation for the implementation of the Board's new policy of a smoke-free property, several decisions and actions have taken place. The PR/Communications department developed several plans for signs, press releases, and other communications to the public. Also, custom printed tobacco-free "Customer Courtesy Cards" with information about smoking cessation resources will be available in all TCPL libraries. Management staff held several discussions and we are clear about the approach TCPL will take to this new policy. Mr. Holman shared samples of the information resources during the meeting.

Mr. Hawkins moved to approve the July 7th, 2009 **Personnel Actions**. Board member Lora Goonewardene seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Personnel Committee chair Brandon Hawkins reported on behalf of his committee. Providing copies of the report to the Board members, Mr. Hawkins presented information on several topics. He spoke about "across the board increase", merit pay, and longevity pay. Mr. Hawkins indicated the committee carefully considered several aspects of each topic. Also, the committee held a thorough discussion about the new pay grade minimums and maximums and how to be fair and objective with any implementation of the Singer Group recommendations. From the formal report, Mr. Hawkins presented several recommendations. There were several questions and comments among Board members. After a lengthy discussion, the Board agreed to consider three simple recommendations as action items from the report. Mr. Hawkins moved that the "across the board" raises would cease to exist as of December 31, 2009. Mrs. Hicks seconded the motion and the motion passed. Mr. Hawkins moved that longevity would cease to exist in its current application. Mrs. Hicks provided a second and the motion passed. It was noted that a new approach to longevity that recognized longer spans of employment be developed by the County Librarian. A formal proposal should be presented to the Board. Mr. Hawkins moved that the wages be adjusted for employees identified in the Singer study in grades 3,4 and 5 by placing those employees at the minimum pay range of the recommended salary study. Mr. Phillips seconded the motion and the motion passed by a vote of 4-1.

There were no reports under the heading of **Other Reports**, Friends President Susan Robey had notified the County Librarian of her planned absence.

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

Under the heading of **New Business**, the County Librarian presented information about the 2010 budget process and timeline. Because this is used as an internal document to keep the entire Board and administrative staff aware of the formal process for an approved budget, no formal action was taken on this item. The agenda item to advertise the 2010 budget was postponed because of changes in the budget deadlines dictated by the Indiana state legislature with the adoption of the state budget bill. TCPL no longer needed to place its first advertisement by August 2nd, 2009, but instead by September 2nd, 2009. Finance Committee Chair Sarah Hicks indicated the committee would set a meeting date to review the 2010 budget and consider the revision to the timeline as well. In considering dates for a full Board discussion of the 2010 budget, Mrs. Hicks stated she would be unable to attend the August 4th Board meeting. After some discussion and other considerations of schedules, Board member Van Phillips moved to schedule the regular monthly meeting of the Board for August 11th instead of August 4th. Mr. Hawkins seconded the motion and the motion passed.

Finally, under **New Business**, the Board considered the revision to the Joint Board Operating Agreement for the campus library. As an informational item, Mr. Holman provided a document showing specific repairs and the payments made by TCPL for the campus library building during 2006. After a brief discussion, Mr. Phillips moved to approve as presented the revision to the Joint Operating Agreement. Mrs. Hicks provided a second to the motion and the motion passed.

Under **Other Business**, Mrs. Hicks moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 14981 through 15121. The pre-written claims were \$693,594.07 and the regular claims were \$222,994.27 for a grand total of \$916,588.34. Mr. Hawkins seconded the motion and it passed.

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

Mrs. Hicks moved to adjourn the regular board meeting at 8:45 p.m. Mrs. Goonewardene provided a second to the motion and it carried.

Sarah Hicks, Treasurer

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