

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

June 2nd, 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, May 28th, 2009 in conformity with the Indiana Open Meeting Act.

PRESENT:

Dinah McClure, President

Sarah J. Hicks, Treasurer

Mida Grover, Secretary

Jerry Withered, Member

Van Phillips, Member

ABSENT:

Brandon Hawkins, Vice-President

Lora Goonewardene, Member

ATTENDING:

Stephanie Schmitz, League of Women Voters

Carol Stults, Head Youth Librarian

Jos N. Holman, County Librarian

Amy Paget, Assistant County Librarian

President Dinah McClure chaired the regular Board meeting and called it to order at 7:35 p.m. A quorum was declared to conduct business for the library.

Board Secretary Mida Grover led the Pledge of Allegiance.

Board Treasurer Sarah Hicks moved the **Board Minutes** of May 5th, 2009, the executive session minutes of March 3rd, 2009 and the executive session of May 5th, 2009 be approved as presented. Mrs. Grover provided a second and the motion passed.

Mr. Holman highlighted a number of items from the **County Librarian's Report**. He reported that TCPL formally applied to the Indiana State Library for the use of its mobile scanning unit to assist libraries in their digitization efforts. In an inaugural digitization project, TCPL will digitize selections of unique items in our local and Indiana history collection. Several collections of photographs and a book of photographs has already been identified and selected to be digitized. These images may be made available to ISL for possible inclusion in the Indiana Memory digital library. Mr. Holman mentioned that new magnetized signs of the library logo were ordered for the truck pulling the mobile library. Also, a new decal has been ordered for the back of the mobile library. Both of these items will

provide greater recognition and visibility as our vehicles move around town. Mr. Holman indicated TCPL department heads held several discussions about the role of internal committee chairs for library activities and processes. This effort is an attempt to solidify expectations, skills, and agree on general guidelines on an effective committee chair. This approach sets the stage for individual training and development as a committee chair. Also, this should achieve more focused work and accomplishments for each committee. Finally, the County Librarian stated he is wrapping up his work as the chair of the search committee for the Indiana Library Federation's new executive director. Interviews with selected candidates are being scheduled for early June.

Mrs. Grover moved to approve the June 2nd, 2009 **Personnel Actions**. Mrs. Hicks seconded the motion and it passed unanimously. The County Librarian pointed out the retirement of Betty Muehl as Processing Supervisor for TCPL. The Board acknowledged her work and tenure at TCPL.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends President Susan Robey shared a reminder about the upcoming book sale, June 12 – 15. Initially, there were concerns about the lack of donations of books for the sale, but recently donations picked up so the inventory of material should be acceptable to shoppers at the sale.

Also, under **Other Reports**, Head Youth Librarian Carol Stults made a presentation about the 2009 Summer Reading Clubs (SRC). Using handouts with information about special programs, Mrs. Stults provided details about the SRC including dates, registration numbers, and the theme of "Be Creative". Kids who sign up will set their own reading goal and receive prizes along the way. Also, kids have the opportunity to attend special programs each Thursday and there is a set of teen programs scheduled for Tuesdays. Registration numbers for all age groups have already shown an increase within the first couple of weeks and as in previous years there are many local sponsors of the SRC. Board members were encouraged to attend at least one program this summer.

Finally, under **Other Reports**, the County Librarian presented background information about challenges regarding the shared financial responsibility of major repairs at the campus library. Referring to a specific section of the Joint Operating Agreement, Mr. Holman indicated there has not been a clear-cut way to agree on the expense of major repairs for the building. The Joint Board discussed a revision to the Operating Agreement and referred the revision to the governing Board of each institution. Mr. Holman presented the draft of the revision for initial review and further discussion at next month's meeting. Board member Jerry Withered shared a bit of perspective regarding the Joint Operating Agreement and gave

examples of repair situations. He indicated a major part of the revision is the definition of “major repairs” and that there should be a reasonable expectation for Ivy Tech maintenance staff to handle minor repairs.

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

Under the heading of **New Business**, the Board considered the Shared Operating Costs agreement for the campus library. The agreement covers three categories, staff expenditures, library supplies, and bond payments. The costs are calculated, totaled, and divided in half resulting in Ivy Tech’s contribution to help cover the expense of the building bonds. After a review of the actual numbers, Mrs. Hicks moved to approve the 2010 Joint Board Shared Operating Costs agreement. Mr. Phillips provided a second to the motion and it passed unanimously. Mr. Withered pointed out and suggested a couple of grammatical changes to the agreement that did not affect the integrity of the agreement. Mr. Holman will correct the changes and issue a new copy for official signatures.

Under **Other Business**, Mrs. Hicks moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 14853 through 14981. The pre-written claims were \$442,184.16 and the regular claims were \$135,332.05 for a grand total of \$577,516.21. Mrs. Grover seconded the motion and it passed.

There were no **Comments from the Public**. Under **Comments from the Board**, Mrs. Grover and Mr. Withered asked questions about the monthly financial report presented to the Board. Responses were given by the County Librarian who also pointed out the cost of health insurance was running less than expected and that TCPL was currently paying an unemployment claim.

Mr. Phillips moved to adjourn the regular board meeting at 8:19 p.m. Mrs. Hicks provided a second to the motion and it carried.

Mida Grover, Secretary

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