

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

March 3, 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, February 26, 2009 in conformity with the Indiana Open Meeting Act.

PRESENT:

Brandon Hawkins, Vice-President

Sarah J. Hicks, Treasurer

Mida Grover, Member

Jerry Withered, Member

Lora Goonewardene, member

ABSENT:

Dinah McClure, President

Van Phillips, Member

ATTENDING:

Susan Robey, Friends President

Jos N. Holman, County Librarian

Amy Paget, Assistant County Librarian

Grace Lilly, Human Resource Coordinator

Vice President Brandon Hawkins 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 member Jerry Withered led the Pledge of Allegiance.

Board Treasurer Sarah Hicks moved the **Board Minutes** of February 3rd, 2009 be approved as presented. Board member Mida Grover provided a second and the motion passed.

Mr. Holman highlighted a number of items from the **County Librarian's Report**. He reported that the One Great Read committee selected *Persepolis* by Marjane Satrapi as the title of the next community wide reading activity. *Persepolis* is a graphic novel that serves as a memoir of the story of Satrapi growing up during the Iranian revolution. Programs are still being developed for this title. Mr. Holman informed the Board that TCPL re-applied for a Community Development Block grant requesting \$66,500 to assist with the rehabilitation of the Stein Building. Specifically, efforts to address the security, safety, and esthetic repairs to the building prior to a more comprehensive public use are the focus of the grant application. He explained to the Board that in order to increase the bandwidth and speed for Internet service in all library buildings, Wintek, a

local Internet provider, installed new underground fiber optic cable at the downtown building and at Klondike. The change will vastly increase Internet speed along with improving SIRSI software for staff use in serving the public. Finally, Mr. Holman mentioned the Friends of TCPL will sponsor the visit of one of the biggest names in children's literature on Tuesday, April 14 when Newberry award winning author, Christopher Paul Curtis makes presentations to local youth at the downtown library. Also, Mr. Curtis will make a public presentation at 7:00 p.m. at Ivy Hall. His book, *The Watsons Go to Birmingham* was a Newbery honor book and *Bud Not Buddy* won the Newbery award.

Board Treasurer Sarah Hicks moved to approve the March 3rd, 2009 **Personnel Actions**. Mrs. Grover seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Mrs. Hicks indicated the Finance committee would share information under two other Board topics. There were no committee reports.

Under the heading of **Other Reports**, Friends President Susan Robey informed the Board about the upcoming annual meeting of the Friends of TCPL at 7:00 p.m. on March 4th. Four new Board members will be elected and seven staff scholarships will be awarded. After a short business meeting, Friends members will enjoy an ice cream social. A silent auction will take place as well. The next book sale for the Friends will be held March 13 – 16th with the selected theme of "Pot of Gold".

Also, under Other Reports, the County Librarian presented several statistics reported on the recently submitted Indiana State Library Annual Report. Circulation totals, material holdings, and the number of visits to the library were key items that were shared.

Finally, under Other Reports, the Board was given a summary report of the 2006-2007 official audit by the Indiana State Board of Accounts. Major audit comments were reviewed by the County Librarian with the Board Treasurer making a few comments as well. The audit findings centered on bank reconciliations, recording deposits in a timely fashion, posting tax distributions received after the fiscal year, and putting the Akeley funds on the library's financial records. Also, the lack of a capital assets record was mentioned in the audit.

Under the heading of **Old Business**, the Board reviewed a management team recommendation in relation to the Building and Property Use Policy. Previously, the Board decided TCPL would be a smoke-free facility effective July 1st, 2009. The recommendation included adding a statement to the Building and Property Use Policy instead of a whole new policy just for smoking. Also, the Board was given a choice of two sentences to add to the policy. After discussion, the Board reached consensus on its

preferred version of the two sentences and Mrs. Hicks moved to approve the revised Building and Property Use Policy with the following wording "Smoking or use of tobacco products is prohibited both inside and outside of library buildings, including library parking lots and entrances". Mr. Withered seconded the motion and it passed.

Under the heading of **New Business**, Mrs. Hicks provided background related to the possibility of pursuing a refinancing of the 2000 general obligation bonds issued to construct the Tippecanoe County/Ivy Tech library. She indicated that TCPL had the opportunity to refinance the bonds at a new and lower interest rate, the bonds would be paid off sooner, and a lower payment was also a possibility. There is a potential savings of just under \$186,000. The County Librarian mentioned a resolution for refinancing the bonds would need to be approved by the County Council at their March 10 meeting. After a bit of discussion, Mrs. Hicks moved that the County Librarian move forward with the bond refinancing activity. Mrs. Grover provided a second and the motion passed. Mr. Withered suggested at least one Board member and the County Librarian attend the County Council meeting. Board members agreed this was a good idea.

Under **Other Business**, Mrs. Hicks moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 14471 through 14591. The pre-written claims were \$278,641.99 and the regular claims were \$133,731.83 for a grand total of \$412,373.82. Mrs. Grover seconded the motion and it passed.

There were no **Comments from the Public**. Under **Comments from the Board**, Vice President Hawkins shared comments from Board member Van Phillips on the effectiveness of a speech made by the County Librarian at the ILF Legislative Day.

Mrs. Hicks moved to adjourn the regular board meeting at 8:15 p.m. Mrs. Grover seconded the motion and it carried.

Mida Grover, Secretary

EXHIBITS AND OTHER MATERIALS REFERENCED IN THESE MINUTES CAN BE INSPECTED AND COPIED IN THE ADMINISTRATIVE OFFICE, TIPPECANOE COUNTY PUBLIC LIBRARY, 627 SOUTH STREET, LAFAYETTE, INDIANA 47901-1470.