

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

May 7th , 2013

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 Monday, May 6th, 2013 in conformity with the Indiana Open Meeting Act.

PRESENT:

Van Phillips, Secretary
Sarah J. Hicks, Member
Lora Goonewardene, Member
Dinah McClure, Treasurer
Mida Grover, Vice President

ABSENT:

Brandon Hawkins, President
Ed Perez, Member

GUESTS

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian
Harry Mohler, Architect
Audrey Burghardt, Friends President

Vice President Mida Grover 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 member Sarah Hicks led the Board in reciting the Pledge of Allegiance.

Board Treasurer Dinah McClure moved the **Board Minutes** of April 2nd, 2013 be approved as presented. Mrs. Hicks provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted several items. He indicated that good progress has been made in the Portal to return it to routine operations after the sprinkler mishap on April 18th. Most of the computers are available to the public. A total of 5 pc's along with the projection unit and smart board in the video conference space could not be repaired. The Lafayette Fire Department was very helpful in their initial response to the emergency including some clean-up assistance. TCPL staff members really pitched in to assist with furniture moving and relocation. Ironically, a new brochure was just created for the Portal and a copy was given to the Board. Mr. Holman noted that the insurance company was involved and

a claim would be submitted for the damage and cleanup. Also, Mr. Holman mentioned that TCPL hired its first Communications Assistant as Elizabeth Mogan joined the library staff on April 29th. Liz has a Master of Arts in Publishing with a concentration in production and design and worked for two years as a graphic designer at Lafayette Copier. Additionally he stated that TCPL has a new Human Resources Coordinator. Steve Berman accepted the position and should start work on May 13th. Mr. Berman has several years of experience in human resources and previously worked for DHL Global Mail in two different locations. Mr. Holman reported that TCPL's National Library Week celebrations went fairly well with presentations of several popular programs. One program, presented by the Indiana State Poet Laureate, received nice newspaper coverage in the J & C. Mr. Holman provided a copy of the article and also a notepad that was distributed throughout the week long celebration. Finally, Mr. Holman shared that in an effort to continue to address behavior issues with one segment of TCPL customers, a special meeting is scheduled after the May 8th monthly staff meeting. The focus of the meeting will be customer engagement and the pursuit of a clear definition of what this means for TCPL. Previously, public service department heads of the downtown library met with Jennifer Layton of Lafayette Transitional Housing to discuss services available to the homeless population in Lafayette. Also, at the April 9th Who's in Charge training, Officer Swick of the Lafayette Police Department spoke with WIC staff about LPD's approach to issuing No Trespass citations and the definition of loitering.

Ms. McClure moved to approve the May 7th, 2013 **Personnel Actions**. Board member Lora Goonewardene seconded the motion and it passed unanimously.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends President Audrey Burghardt updated the board on Friends activities. Mrs. Burghardt mentioned that Friends established two new committees. One committee will focus on the Friends upcoming 50th Anniversary that occurs in 2014. The committee is being chaired by former booksale chair, Adele Needham and will plan activities for recognition and celebration of the anniversary. The second newly formed committee will consider a thorough review and potential revision of the Friends bylaws. Vice-President Jessica Tweets is chair of the committee. Mrs. Burghardt also reported that the next booksale will be held June 14-17. A couple of special sections include a section of books for homeschooling and a section of "practically perfect" books.

Also, under the heading of **Other Reports**, the County Librarian provided an update on the "Co-Working Space". Mr. Holman shared information conveyed to him by Dennis Carson. Activities for the new space are moving along with a basic design that has been decided upon and an architect

being sought for the project. A decision has been made to incorporate a "maker space" into the project. Also, it is hoped that a major portion of the electrical run can be installed through the partial basement. Mr. Carson and his consultants are working on some type of individual identity to create branding for the space. A meeting of lawyers representing the library, the City of Lafayette, Greater Lafayette Commerce, and the Lafayette Urban Enterprise Association took place. The meeting focused on which entities should enter into a formal agreement. Representing the library, Bob Bauman volunteered to draft a lease agreement for future review. The lease may come to the Board at the June Board Meeting.

There was no **Old Business**.

Under the heading of **New Business**, the County Librarian presented information about notification of a potential distribution from an endowment held by the Community Foundation of Greater Lafayette (CFGL). The distribution is based on how the stock market performed in the previous 12 months. The Board briefly discussed the option of accepting the estimated \$1700 disbursement. In order to do so, TCPL must complete paperwork formally requesting the dollars be sent to the library. Mrs. Hicks moved that TCPL formally request the annual disbursement from the CFGL. Ms. McClure provided a second 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 20699 through 20824. The prewritten claims were \$377,628.05 and the regular claims were \$201,418.86 for a grand total of \$579,046.91. Mr. Phillips seconded the motion and it passed.

There was no **Other Business**.

Ms. McClure moved to adjourn the regular Board meeting at 7:59 p.m. Mrs. Hicks seconded the motion and it carried.

Van Phillips, Secretary

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