

**TIPPECANOE COUNTY PUBLIC LIBRARY**

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

November 1<sup>st</sup>, 2010

**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, October 28, 2010 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

Sarah Hicks, President

Mida Grover, Secretary

Dinah McClure, Treasurer

Jerry Withered, Member

Brandon Hawkins, Member

**ABSENT:**

Van Phillips, Vice-President

Lora Goonewardene, Member

**ATTENDING**

Jos N. Holman, County Librarian

Larry French, Friends President

Kyle Copelin, Troyer Group, Inc.

President Sarah Hicks chaired the regular Board meeting and called it to order at 7:32 p.m. A quorum was declared to conduct business for the Board's regular meeting.

Board Member Dinah McClure led the Board in reciting the Pledge of Allegiance.

Ms. McClure moved the **Board Minutes** of October 5<sup>th</sup>, 2010 be approved as presented. Board Secretary Mida Grover provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman commented on a few items from the report. He mentioned the agreement TCPL made with Jim Slaven, board President of Homestead Consulting. Mr. Slaven requested to temporarily store a few items in the Stein Building. These items are integral to the Haunted Halloween House community event held annually in Lafayette. The items should only be stored for about 4 months and not interfere in any way with the Stein Building project. Also, Mr. Holman pointed out that on Friday, October 22, a "Zombie Lock-In" was held for teenage users. As part of this event, TCPL held its first author visit via webcam as twenty teenagers interacted with teen author Carrie Ryan. The program was coordinated by librarians Melissa Delaney and Mandie Roberts. Next, Mr. Holman reported on personal changes at TCPL. After working several months

as an Olsten temporary staff, Tess Williams was hired as the new Human Resources Coordinator for TCPL. Tess has more than ten years of experience in payroll duties and basic staff benefits in commercial settings. Also, Klondike Branch Manager Neal Starkey has been selected as the new department head of Technical Services and Automation. Neal is very interested in work processes, statistics, and the potential impact of technical services on the future of libraries. Finally, Mr. Holman indicated once again Klondike will be used as a vote center for the upcoming fall elections. The building will be open for voting from 6:00 a.m. to 6:00 p.m. with library business being conducted during the regular hours of 12 noon to 9:00 p.m.

Mrs. Grover moved to approve the November 1<sup>st</sup> , 2010 **Personnel Actions**. Board member Brandon Hawkins seconded the motion and it passed.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Kyle Copelin, an architect representing the Troyer Group, Inc. of Mishawaka presented background information about his architectural firm. Mr. Copelin indicated he was the architect assigned to the Stein Building project. He talked a bit about the architect's approach to the project and shared photos of other completed projects. The Board thanked Mr. Copelin for his presentation and for attending the meeting. Also, under Other Reports, Friends President Larry French gave a report on Friends activities. He reported on the success of the most recent book sale indicating the Friends made just over \$20,000. Also, he stated the Friends were working on their 2011 budget. Finally, under Other Reports, the Board reviewed the draft annual appeal letter for TCPL's Foundation. Previously reviewed by the Foundation board, the approach of the letter regarding new technology generated several questions. The discussion by TCPL's Board focused on the parallel of newer digital technology to TCPL's mission and vision. With a tight time line for mailing, the County Librarian sought Board consensus for the use of technology examples and pictures utilized in the annual appeal letter. After much discussion and several suggestions, the Board directed the County Librarian to revise the annual appeal letter and to work with President Hicks for final approval of the revisions. Once completed, the annual appeal letter will move forward and be mailed to Foundation donors.

There was no **Old Business**.

Under the heading of **New Business**, Mr. Withered commented on the standard AIA contract with the Troyer Group covering the relocation of technical services to the Stein Building and the conversion of the vacated space into a technology center. Both Mr. Withered and attorney Bob Bauman reviewed the contract and suggested several changes. Mr. Withered suggested a final follow-up to the contract should take place. In response to a question from Mr. Withered, Mr. Copelin provided clarification for one item in the draft contract. Mr. Withered moved to approve the contract with the Troyer Group,

Inc. based on the minor details being clarified by the County Librarian. Mr. Hawkins seconded the motion and the motion carried.

Under the heading of **Other Business**, Ms. McClure moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 16999 through 17116. The prewritten claims were \$259,085.94 and the regular claims were \$223,211.12 for a grand total of \$482,297.06. Mrs. Grover seconded the motion and it passed. There were no comments from the public.

Mr. Hawkins 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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