

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

October 2, 2012

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, September 27th, 2012 in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

GUESTS

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian
Harry Mohler, architect
Eron Miller, Community Member

Board President Brandon Hawkins chaired the regular Board meeting and called it to order at 7:34 p.m. A quorum was declared to conduct business for the library.

Board member Lora Goonewardene led the Board in reciting the Pledge of Allegiance.

Board Treasurer Sarah Hicks moved the Board Minutes of September 4th, 2012 be approved as presented. Board Vice President Mida Grover provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted several items from his monthly report. Mr. Holman reminded the Board members that a meeting of the Joint Board of the Campus library will be held on Monday, October 15th at 5:30 p.m. Dinah McClure will chair the meeting with the Assistant County Librarian and Campus Managing Librarian coordinating the logistics of the meeting. Mr. Holman mentioned that TCPL started an online subscription to World Book Online and will subsequently purchase less print versions of the reference resource. With online access, library customers will be able to

utilize options that include animated videos, live links, and daily current events supported by the BBC and Reuter's news service. Also included is, an edition written in Spanish along with a kid's version with science experiments and other activities. Next, Mr. Holman pointed out that the second public program of the Building Common Ground initiative takes place on October 14th. The County Librarian will lead the program that centers on the topic of compassion by discussing *Twelve Steps to a Compassionate Life* by Karen Armstrong. Finally, Mr. Holman informed the board that he planned to attend Purdue University's Community Relations Advisory Council monthly meetings during the academic year.

Mrs. Grover moved to approve the October 2nd, 2012 **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 Larry French was absent and no report was given.

Under the heading of **Other Reports**, the County Librarian used the October 2012 financial report to provide his perspective of TCPL's financial status and to offer recommendations for potential changes to the 2013 Operating Budget. Mr. Holman pointed out that the Salary of Library Assistants budget line will be overspent by an estimated \$85,000 to \$90,000 in 2012. Mr. Holman recommended this budget line be increase by a similar amount in 2013. In order to offset this adjustment Mr. Holman recommended substantial changes in two other 2013 budget lines, Salary of Librarians and Other Supplies. The Salary of Librarians budget line is currently estimated to be under spent in the 2012 budget. Also, Mr. Holman made a few general comments about TCPL finances related to the current budget year. Overall, TCPL's financial status heading toward the end of the fiscal year looks better than it did last year.

No action was taken on this topic as changes will be reflected in the Board's adoption of the budget.

There was no **Old Business**.

Under **New Business**, the County Librarian presented a list of surplus items for the Board's consideration. In continuing to surplus and relocate computer equipment since the installation of the Portal, automation staff members have maintained lists of equipment and furniture that are no longer being used. This list is not extensive, but

does reflect equipment that cannot be reused. Some of the computer equipment has been cannibalized for parts for other machines. Mrs. Hicks moved to approve the Surplus List as presented. Mrs. Grover provided a second and the motion passed. Also, under the heading of **New Business** the County Librarian reiterated that TCPL will have a General Operating budget and a Bond and Interest Redemption Fund (BIRF) budget and that it was now time for the Board to officially adopt the 2013 budget. Mrs. Hicks moved to adopt the 2013 General Operating and BIRF budgets. Mr. Phillips seconded the motion and it passed. All 2013 forms will be submitted electronically again as required by the Department of Local Government Finance. (DLGF)

Under **Other Business**, Mrs. Hicks moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 19915 through 20031. The prewritten claims were \$256,632.95 and the regular claims were \$101,991.78 for a grand total of \$358,615.73. Mr. Phillips seconded the motion and it passed.

There was no **Other Business**.

Mrs. Goonewardene moved to adjourn the regular Board meeting at 8:00 p.m. Mrs. Grover seconded the motion and it carried.

Van Phillips, Secretary

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