TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
October 1st, 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 Thursday, September 26th, 2013 in conformity with the Indiana Open Meeting Act.

PRESENT:
Brandon Hawkins, President
Mida Grover, Vice-President
Dinah McClure, Treasurer
Van Phillips, Secretary

ABSENT:
Sarah Hicks, Member
Lora Goonewardene, Member
Ed Perez, Member

GUESTS
Harry Mohler, Architect
Chris Morrissey-Vizza, Lafayette Journal & Courier
Audrey Burghardt, Friends President
Jos N. Holman, County Librarian

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

Board Treasurer Dinah McClure moved the **Board Minutes** of September 3rd, 2013 be approved as presented. Board Secretary Van Phillips provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted a few items from his report. He mentioned that TCPL's Management Team developed a document to assist staff members in their interactions with library customers who behave inappropriately. The document will complement the Building and Property Use Policy and provide consistent expectations and application of library policy for individual and group conduct at the library. Mr. Holman noted it was for staff use only and will not be given to the public. Also,

Mr. Holman indicated that the Development and Communications staff members were diligently preparing final documents for the annual appeal of the Foundation of TCPL. The appeal will focus on a pilot program to purchase e-readers with pre-loaded titles that will circulate to the public. The same staff members are working to develop and design the layout for the November/ December edition of the TCPL Pocket Edition newsletter. After this edition is done, an evaluation of this approach will take place to determine if eliminating the use of an outside vendor was a good decision. Mr. Holman reported the Indiana Library Federation will hold (and he will attend) its annual legislative forum in Indianapolis on October 21st. Mr. Holman also reported that 10 staff members would attend the ILF annual conference in Indianapolis on October 22-23. Finally, Mr. Holman shared that TCPL's 2014 Operating and BIRF budgets will be reviewed by the Tippecanoe County Council on Monday, September 30th during their evening meeting. Budget information was made available to the County via the Gateway website of the Department of Local Government Finance. Ms. McClure congratulated the County Librarian on being selected as the Outstanding Librarian of the Year by the Indiana Library Federation. Other Board members echoed congratulatory comments.

Mrs. Grover moved to approve the October 1st, 2013 **Personnel Actions**. Ms. McClure seconded the motion and it passed unanimously.

There were no **Committee Reports.**

Under the heading of **Other Reports,** Friends President Audrey Burghardt announced the results of the Friends sale held September 13-16. The total income was $19,246 with about $500 being Friends membership renewals. Plans are underway for the December book sale. Also, the Friends 50th Anniversary committee continues to plan events for the 2014 celebrations. The committee has decided to make a large gift to the library to fund a major project or two. Also, the Friends will hold a fund drive during 2014.

There was no **Old Business.**

Under the heading of **New Business,** the Board considered several action items. The County Librarian gave an update on the 2014 budgets. In 2014 TCPL will utilize a General Operating budget plus a Bond and Interest Redemption Fund budget. Once the Board adopts both budgets, official forms will be filed by the County Librarian via the DLGF's Gateway website and using an electronic P.I.N. Ms. McClure moved to approve the 2014 Operating and BIRF budgets. Mr. Phillips provided a second to the motion and the motion passed. The Board moved on to the 2014 Preliminary Bond Resolution. This activity is predicated on TCPL's plan to issue a new general obligation bond to obtain funds to renovate and make improvements to the downtown building. The County Librarian provided a summary of the bond activity and a listing of potential repairs and improvements to the exterior of the downtown building.

At its September meeting, the Board decided to issue a single year bond in the amount of $360,000 with an interest rate not to exceed 3.75%. Once the resolution is approved, TCPL will seek approval from the Tippecanoe County Council as an elected fiscal body. Ms. McClure moved to approve the Preliminary Bond Resolution. Mrs. Grover seconded the motion and the motion passed. Finally, the Board considered a Bond Reimbursement Resolution to recoup any professional fees spent in the current fiscal year but associated with the bond being issued for next year. By approving this motion, the library can be reimbursed from the bond proceeds for these costs. Ms. McClure moved to approve the Bond Reimbursement Resolution. Mr. Phillips provided a second and the motion passed.

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 21276 through 21382. The prewritten claims were $325,478.93 and the regular claims were $96,309.50 for a grand total of $421,788.43. Mr. Phillips seconded the motion and it passed.

Under **Comments from the Board,** President Hawkins indicated he would attend the County Council meeting on Tuesday, October 8th at 9:30 a.m. Mr. Hawkins will make the presentation to the council and Mr. Holman will assist in explanations if necessary. Mr. Phillips indicated his availability to attend that meeting as well. There were no **Comments from the Public.**

Mrs. Grover moved to adjourn the regular Board meeting at 8:02 p.m. Ms. McClure seconded the motion and it carried.

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Van Phillips, Secretary

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