

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
March 8, 2007, 7:00 P.M.

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, March 1, 2007 in conformity with the Indiana Open Meeting Act.

PRESENT:

Pat Garrott, President
Janet Stapleton, Vice President
Van Phillips, Secretary
Dinah McClure, Treasurer
Jerry Withered, Member
Brandon Hawkins, Member
Sarah J. Hicks, Member

ABSENT:

ATTENDING:

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian
Teena Flook, Friends President

At 7:00 p.m., prior to the regular monthly Board meeting, Board members met at the construction site of the new branch facility for a tour of the building. General questions and comments were made about the facility with Board members mostly satisfied with the progress of the building. The Board then traveled to nearby Klondike Middle School to conduct its regular monthly meeting. President Patricia Garrott chaired the meeting and called it to order at approximately 7:38 p.m. A quorum was declared to conduct business for the library.

The Board omitted reciting the Pledge of Allegiance.

Board Secretary Van Phillips moved the **Board Minutes** of February 6th, 2007 be accepted as presented. Board member Jerry Withered provided a second and the motion passed. Mr. Withered moved to accept the minutes of February 15th, 2007 as presented. Board member Brandon Hawkins seconded the motion and it passed as well.

The County Librarian, Jos N. Holman, highlighted a few items from the **County Librarian's Report**. Mr. Holman reported that six TCPL staff members planned to attend the Indiana Library Federation District 2 meeting in Crawfordsville on Friday, March 9, 2007. Also, the staff of the

Outreach department will present a program on mobile library services and the differences in our vehicle from other bookmobiles. Also, he commented on the hiring of a new Human Resources Coordinator in the Administrative office. Grace Lilly worked as a temp at TCPL for five months and did very well in her capacity as an administrative assistant. Her background and nine years of experience in Human Resources will serve the library well. Mr. Holman mentioned a meeting calendar has been loaded onto Staffnet and is accessible by every staff member to assist with internal planning and scheduling. Also, he informed the Board that TCPL's Management Team revised and finalized the 2007 action plan, which serves as a guide for the efforts and energy of TCPL staff in 2007. Finally, Mr. Holman shared a few statistics for the Indiana State Library 2006 annual report that was completed in early February.

Mrs. Stapleton moved to approve the March 6th, 2007 **Personnel Actions**. Board Treasurer Dinah McClure seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Mrs. Garrott asked Facilities Committee chair Jerry Withered to update the Board on a recent meeting with the Wabash Valley Trust for Historic Preservation. Mr. Withered stated Mrs. Garrott, Mr. Phillips, Assist County Librarian Amy Paget, and he attended a luncheon meeting with several representatives of Wabash Valley Trust. The meeting focused on the consideration of a future partnership to utilize the old Lowrie Library building which is on the grounds of the Old Soldiers Home. Also, at the meeting, discussion revolved around "Could this building be a future branch for TCPL?" Mr. Withered shared a general description of the building and surrounding property as part of his report. The Board was encouraged to keep an open mind about the potential of this project, but also realize this project was not an immediate objective of the library.

Under **Other Reports**, Friends President Teena Flook reported on Friends activities. Ms. Flook mentioned the recent book sale which made over \$17,000. This was a very impressive amount, especially since it was a smaller sale with fewer books. She thanked the library staff for their support and patience during the sale. Ms. Flook indicated the Friends annual meeting was scheduled for March 29th, in the Lilly Room at Ivy Tech Community College. She expected it to be a short meeting with light refreshments. New Friends officers and Friends board members will be elected at the meeting. Only three current Friends board members will be retained and the rest will be new members. Also, Teena noted the Friends board passed 5 new policies including one she and Terry Travis developed together. This policy centered on library staff having access to donations prior to the book sale. Though the policy showed an increased need for communication, now that it was formalized, development of the policy was a

positive solution for both parties. Finally, Ms. Flook shared this was her last meeting as Friends President. She realized she created an expectation for attendance at the board meeting by other Friends members, not just herself, and she hoped this activity would continue. Also, she talked about learning from the TCPL Board during her tenure as Friends president, including becoming keenly aware the Board genuinely cared about the Friends and about the community it serves.

Under **Old Business**, the Board considered names for the new library branch being built at Klondike and Lindberg, previously referred to as “west branch”. The County Librarian shared suggested names from TCPL staff. After several comments and questions, Mr. Withered moved the new branch be identified as the Klondike Branch of the Tippecanoe County Public Library. Ms. McClure seconded the motion and it passed unanimously. The Board agreed to include Klondike Branch on the exterior sign located off Lindberg Road. Also, under Old Business, Mr. Phillips noted the County Council held its make-up session on February 22nd, 2007. The council passed TCPL’s Capital Projects Fund Plan as presented and reminded the Board the plan was for approximately \$60,000 in new funds.

Under **New Business** the Board considered a request from the County Librarian to approve August 8th as a closed day for TCPL’s staff development day. Mrs. Stapleton moved to approve being closed on August 8th, 2007. Ms. McClure provided a second and the motion passed. Also under New Business, Mr. Phillips commented about TCPL’s historical connection to the Albert A. Wells Memorial Library and the Wells one condition the new library have a children’s room. He mentioned the 1920’s monetary gift for the Wells Library would equate to \$1.5 million using the current CPI. Mr. Phillips indicated since dollars in the 2008 Capital Projects Fund focused on renovation in the downtown library children’s room, he saw a way to keep the Wells name associated with TCPL. Mr. Phillips moved upon completion of the renovation of the downtown library’s youth services area, the room be dedicated as the Wells Youth Services Area. Mrs. Hicks seconded the motion and it passed.

Under **Other Business**, Ms. McClure moved to approve the total of the claims listing presented by the County Librarian numbered 11140 to 11270 totaling \$349,127.21 including the pre-written claims numbered 11140 to 11165 totaling \$177,633.80 for a grand total of \$526,761.01. Mrs. Stapleton seconded the motion and it passed.

Under **Comments from the Board**, Mrs. Stapleton reported as Friends Liaison that the Friends of TCPL would support and assist the Williamsport Warren Township Public Library with a future book sale. TCPL Friends intended to help organize the sale, price the books, loan tables and cash register boxes, and offer guidance in support of the sale. Mr. Phillips

presented a copy of the 2006 Area Plan Commission annual report, which showed various subdivisions, and other developmental plans already approved and some plans that were currently pending.

Mr. Stapleton moved to adjourn the regular Board meeting at 8:15 p.m. Mr. Phillips seconded the motion and it carried.

Van Phillips, Secretary

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