

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
January 2, 2007, 7:30 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, December 28th, 2006 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

ABSENT:

Sarah J. Hicks

ATTENDING:

Jos N. Holman, County Librarian
Teena Flook, Friends President

Prior to the regular meeting, a work session on TCPL budgets and finances took place. The County Librarian shared information about fund balances, appropriations, and budget development.

President Patricia Garrott chaired the regular meeting and called it to order at approximately 7:46 p.m. A quorum was declared to conduct business for the library.

Friends President Teena Flook led the Board in reciting the Pledge of Allegiance.

Board Secretary Van Phillips moved the **Board Minutes** of October 26th, 2006 be accepted as presented. Board Vice President, Janet Stapleton provided a second and the motion passed. Also, Mr. Phillips moved to accept the minutes of December 5th, 2006 as presented. 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 three new stops were added to the mobile library schedule. The stops are at SIA, Even Start at Durgan Elementary and Early Childhood Education at Washington School. Mr. Holman informed the Board another "One Great Read" activity would take place this summer. Both TCPL and West Lafayette staff members were considering specific titles for this community-reading event. He mentioned

that in relation to the work of developing a collection manager, several TCPL staff members were scheduled to visit other area libraries. Mr. Holman noted he signed up for one membership in the legislative breakfast called Third House sponsored by the Lafayette-West Lafayette Development Corporation. He shared the dates of the upcoming meetings and invited Board members to attend as guests. Finally, Mr. Holman stated the Mayor of Lafayette offered him an appointment of the Redevelopment Commission. This one-year renewable appointment meets for one hour each month. Board members voiced support of this appointment.

Mrs. Stapleton moved to approve the January 2nd, 2007 **Personnel Actions**. Mr. Phillips seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Facilities Committee chair Jerry Withered shared new pictures of the west branch construction project. The project continues to progress well without any notable hitches. Mr. Withered stated the Facilities committee needed to meet to consider current and future facilities matters.

Under **Other Reports**, Friend's President Teena Flook shared information about the Friends membership campaign currently taking place. Membership chair Sue Nesbitt was coordinating the campaign reporting 9 new members already joined as a result of the campaign. About 100 new members are needed to pay for the campaign. Teena reported she would be Friends President for the next three months and then new officers would be installed. She mentioned that in her time left as president, she would continue to focus on policies and procedures for the organization. Finally, Ms. Flook mentioned she and Head Technical Services Librarian, Terry Travis, were meeting to discuss staff access to materials donated to the Friends.

Under **Old Business**, the Board reviewed a draft of the Capital Projects Fund plan. The County Librarian highlighted changes and additions in the plan. The Board discussed the specific projects listed in the plan in relation to the funding of the plan. It was decided to remove the dormer repairs on the roof of the downtown library and pay for these repairs through the 2007 Operating budget. The Board requested the County Librarian make additional changes to the document and to prepare the plan for future sharing with the County Council. Mr. Phillips indicated he and the County Librarian planned to attend the County Council meeting on January 9th.

There was no **New Business** to conduct.

Under **Other Business**, Mrs. Garrott asked for a motion to recess the regular monthly meeting and convene the Board of Finance. Mrs. Stapleton made the motion and Ms. McClure provided a second. The motion passed.

After convening as the Board of Finance, Mr. Phillips moved to elect Pat Garrott as President and Van Phillips as Secretary of the Board of Finance. Mrs. Stapleton provided a second and the motion passed. Mr. Withered moved to reaffirm the Investment Policy of the Tippecanoe County Public Library. Ms. McClure seconded the motion and it passed. Mr. Phillips moved to designate the Lafayette Bank & Trust, Chase, and Lafayette Community Bank for receipt of library funds in 2007. Ms. McClure provided a second. The motion passed. Ms. McClure moved to approve the Lafayette Journal & Courier and the Lafayette Leader as publishers of TCPL's legal advertisements in 2007. Mrs. Stapleton seconded the motion and it passed. Mr. Phillips moved to approve the request for advance tax draws from the County Auditor for the 2007 fiscal year. Ms. McClure provided a second to the motion. The motion passed. Mr. Phillips moved to adjourn the Board of Finance and Ms. McClure seconded the motion 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, numbered 10898 thru 10986 for a grand total of \$538,996.26. Mrs. Stapleton seconded the motion and it passed.

Under **Comments from the Board**, Mrs. Garrott provided a copy of the TCPL Committee assignments for 2007. A few changes were made, but overall the committee chairs remained the same. Mr. Phillips mentioned that he appreciated the work and information the County Librarian presented about finances in the earlier work session. Mr. Holman took the opportunity to verbally acknowledge his gratitude for an increase in pay based on his 2006 evaluation and indicated he appreciated receiving it.

Ms. McClure moved to adjourn the regular Board meeting at 8:40 p.m. Mrs. Stapleton seconded the motion and it carried.

Van Phillips, Secretary

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