

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
March 4, 2008

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, February 28, 2008 in conformity with the Indiana Open Meeting Act.

PRESENT:

Dinah McClure, President
Sarah J. Hicks, Treasurer
Van Phillips, Member
Jerry Withered, Member

ABSENT:

Patricia Garrott, Secretary
Brandon Hawkins, Vice-President

ATTENDING:

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian

President Dinah McClure chaired the regular Board meeting and called it to order at 7:40 p.m. A quorum was declared to conduct business for the library.

Board member Jerry Withered led the Board in reciting the Pledge of Allegiance.

Mr. Withered moved the **Board Minutes** of February 5th, 2008 be accepted as presented. Board member Van Phillips provided a second and the motion passed.

Mr. Holman highlighted a number of items from the **County Librarian's Report**. He reported Management team completed the final action plan of the current strategic plan. The Board will be updated on the progress of the plan in May. Mr. Holman mentioned that though the paperwork isn't final, Mayor Tony Roswarski has committed to appointing Mida Grover to TCPL's Board of Trustees. Mrs. Grover is the Hispanic/Latino Liaison for the Lafayette School Corporation and is very involved in the Hispanic/Latino community. Mr. Holman provided copies of the League of Women's Voters annual publication of local elected officials. Also, he passed around a copy of ILF's quarterly magazine, Indiana

Libraries, that had a seven-page article written by Head Outreach Librarian Angela Clements. Mr. Holman informed the Board that on March 12-13, several TCPL staff members will visit IMCPL's new library in Indianapolis to gather ideas that may be incorporated into the youth room renovation and to see the architectural elegance of this new building. Mr. Holman shared that he is working with the Indiana State Library and Dr. Tom Turpin of Purdue University to develop a specific program that can be used in summer reading programs throughout the state. "Catch the Reading Bug" is this summer's theme and Dr. Turpin has agreed to videotape a program that will be available to all Indiana public libraries. Finally, Mr. Holman indicated he had a role in a play called "Crowns" being produced by the Lafayette Civic Theater in early April. He indicated this should not conflict with his work.

Mr. Phillips moved to approve the March 4th, 2008 **Personnel Actions**. Board Treasurer Sarah Hicks seconded the motion and it passed unanimously.

Though there were no **Committee Reports**, Mr. Phillips requested that Capital Projects be added to the list of committees since President McClure had made appointments and included Capital Projects on her committee list.

Under **Other Reports**, the County Librarian informed the Board that Susan Robey was not going to be in attendance. As Friends Liaison for the Board, Mrs. Hicks indicated she reported to the Friends that TCPL had applied for the Community Development Block Grant for work in the Stein Building. Also, she reported the Friends Annual meeting would be held on March 18 at 6:30 pm. The Friends reported they were still looking for a new Treasurer for their 2008 slate of officers. The County Librarian presented information from the Indiana State Library Annual Statistical report. He shared a three-year summary on various TCPL statistics including circulation of materials, program attendance, library visits, and library holdings. Also, he shared 2006 statistical information about other larger libraries in the state including square footage of their main library building and the population they served. The County Librarian and Board members made various comments about the information being reviewed. Mr. Withered did a bit of calculation and commented on TCPL's square footage in comparison to Vigo County, Porter County, and Monroe County public libraries.

Under **Old Business**, Mrs. Hicks updated the Board on the review of proposals received from local banks. Mr. Withered moved to accept the proposal from Old National Bank and move TCPL's banking services to ONB. Mrs. Hicks seconded the motion. After a bit of discussion, Mr. Phillips moved to table the motion because of the weather's impact on Board

attendance for the meeting. Mrs. Hicks seconded the motion and the topic was tabled. Also, under Old Business, Mr. Phillips reminded the Board that the Capital Projects Fund plan was being considered for approval at the March 11, 2008 County Council meeting. Because of guidelines related to advertising the public hearing, the County Council did not take action at the February meeting.

Under **New Business**, the County Librarian commented on the circumstances and regulations regarding outstanding checks. He presented the list prepared by Finance Manager Nancy Terry and asked the Board to consider approval of the list. Mrs. Hicks moved to approve the Outstanding Checks List as presented. Mr. Phillips seconded the motion and it passed. Also, Mr. Holman presented background information on the Youth Services Music Cassette Collection. After careful review and consideration of the size, condition, and format of the cassette collection, TCPL's Management Team concurred with the staff recommendation to discontinue purchasing items in this format and permanently withdraw the 151 item collection. Mrs. Hicks moved to withdraw the children's music cassette collection and discontinue purchasing music in that format. Mr. Phillips seconded the motion. As part of the discussion, Mr. Phillips suggested we query the local schools to see if they have any use of the collection. The County Librarian indicated this would be done. The vote was taken and the motion passed.

Under **Other Business**, Mrs. Hicks moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 12826 through 12952. The pre-written claims were \$245,844.20 and the regular claims were \$148,190.45 for a grand total of \$394,034.65. Mr. Phillips seconded the motion and it passed.

Also, under **Other Business**, President McClure reviewed background information that led to the idea of a Board retreat. She stated there was a positive response to the idea of the retreat and there were a number of factors to consider including how long it should be, what topics to discuss, and when it should occur. Several comments were made by Board members including the possibility of it being held on a weekend time, it being held off-site, and using a facilitator or not. An agenda will be set and perhaps time limits may be assigned for some topics if that is appropriate. An open discussion with an "experienced" library leader, director, or trustee may be considered. President McClure asked for a couple of volunteers to work on setting an agenda. Jerry Withered and Van Phillips volunteered to do so. President McClure will communicate with Board members to try and coordinate dates so the retreat can be held in April or May.

Mr. Withered moved to adjourn the regular board meeting at 8:31 p.m. Mr. Phillips seconded the motion and it carried.

Sarah J. Hicks, Treasurer

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