

**TIPPECANOE COUNTY PUBLIC LIBRARY**

**REGULAR BOARD MEETING**

627 South Street, Lafayette, Indiana

**November 7, 2017**

**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, November 2, 2017 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

Lora Goonewardene, Vice-President  
Stephen Bultinck, Treasurer  
Gail Summers, Secretary  
Dinah McClure, Member  
Dave Lahr, Member  
Brandon Hawkins, Member

**ABSENT:**

Mida Grover, President

**GUESTS**

Jos N. Holman, County Librarian

At 7:30 p.m., prior to the regular monthly Board meeting, Vice President Lora Goonewardene convened an Additional Appropriation Hearing to hear taxpayers in the matter of the additional appropriation in the amount of \$560,000 proposed on account of the Project. No members of the public attended. Board Treasurer Stephen Bultinck moved to close the Additional Appropriation Hearing. Board member Brandon Hawkins provided a second and the motion passed.

Vice President Goonewardene chaired the regular Board meeting and called it to order at 7:32 p.m. A quorum was declared to conduct business for the library.

Board member Dinah McClure led the Board in reciting the Pledge of Allegiance.

Ms. McClure moved the **Board Minutes** of October 3rd, 2017 be approved as presented. Mr. Bultinck provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman mentioned several items from his report. He reported the TCPL Foundation is developing the 2017 annual appeal correspondence with the intent to build up its newly established endowment. The annual appeal occurs later this year as the Foundation incorporates the LaNelle Geddes Matching Campaign initiative coordinated by the Community Foundation. The Geddes campaign provides a fifty cent match for every dollar contributed. Also, Mr. Holman stated to further educate benefitted staff members about more benefit options, HRC Steve Berman arranged for presentations by three service providers during November. Hoosier START, a deferred compensation provider, the Indiana Public Retirement System (previously known as PERF) and AFLAC will share information. Mr. Holman commented on TCPL activities during Library Card Sign-Up month. TCPL gave away 608 free replacement

library cards throughout the system. Finally, Mr. Holman indicated for the second year, he will participate in the "Human Library" hosted by Purdue University's Krannert School of Management. He stated it was such a rewarding experience, he wanted to participate again. The activity takes place on November 13 from 10:00 a.m. to 3:00 p.m.

Board Secretary Gail Summers moved to approve the November 7<sup>th</sup>, 2017 **Personnel Actions**. Ms. McClure seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Mr. Hawkins reported as chair of the Facilities committee. Mr. Hawkins indicated the Facilities committee met and conducted a field trip to identify potential sites for a South branch facility. Mr. Hawkins mentioned four different locations, all of them south of Veteran's Memorial Parkway. Also, he shared specific factors the committee considered might make a good site. These included the distance to other service locations, existing sidewalks, and how suitable the land is for building. There was a brief discussion on the design of the building. Board consensus is the building will follow the same design as other TCPL branches. Mr. Hawkins requested the County Librarian send the address of potential site locations to all Board members. The committee will continue to consider the sites and eventually make a recommendation to the full Board.

Also under the heading of **Committee Reports**, Mrs. Summers reported as chair of the Personnel committee. Mrs. Summers stated the committee met to consider renewal of the health insurance benefit for staff members. TCPL received a favorable renewal option based on use of the plan in 2017 and negotiations by Jim Gothard of Paradigm Consulting, Inc. The committee reviewed a one page document with a recommendation for renewal that included a health savings account option. The same document was provided to the full Board. Mrs. Summers stated the library is in a good position to retain similar benefits at a similar cost. An action item is included under the heading of New Business.

Finally under the heading of **Committee Reports**, TCPL Foundation liaison Dinah McClure gave an update on the Foundation's work. Ms. McClure reported the Foundation board approved text for a "request for proposals" that went out to local companies. The responses will be evaluated and 2-3 companies will be interviewed. Ms. McClure also reported the 2017 annual appeal will focus on building the newly established endowment at the Community Foundation. The appeal will attempt to make full use of the LaNelle Geddes matching fund campaign. Finally, Ms. McClure mentioned the Foundation board is searching for a good candidate to become a new member of its board. They are looking for someone who is connected to and has an affinity for the library. Mary Piantek will leave the board after serving the three three-year terms.

Under the heading of **Other Reports**, Friends President Frank Niemiec was unable to attend the Board meeting. The County Librarian shared the Friends are working on their 2018 budget. He also reported the Friends "surplus furniture sale" made about \$550 dollars during the eight hour two day sale. Some of the left over items will be donated to Don Stein's Surplus Salvage store to support local charities.

There was no **Old Business**.

Under the heading of **New Business**, the Board considered two items associated with the \$560,000 bond issue. First, the County Librarian presented documentation of the proofs of publication notifying taxpayers of the public hearing. The hearing centered on the matter of the additional appropriation proposed to be made on account of the renovation of and improvements to facilities owned or operated by the library, including the former Standard Oil station (the "Project"). The proofs of publication show that such notice was published in The Leader and in the Journal and Courier on October 12, 2017. A notice was publically posted in three local buildings as well. Ms. McClure moved to approve the proofs of publication and the posting to make them a part of the library Board records. Mr. Bultinck seconded the motion and the motion passed.

Second, the County Librarian reviewed the Appropriation Resolution provided by Ice Miller, LLP. Previously, the Board determined to issue bonds in the amount not exceeding \$560,000 for the purpose of procuring funds to be applied on the cost of the renovation of and improvements for facilities owned by the library including the former Standard Oil station. Without a provision made in the existing budget, a need exists for the making of an additional appropriation for such purpose of \$560,000 is hereby made to be applied on the cost of the Project, which appropriation includes the incidental expenses necessary to be incurred in connection with the Project and the issuance of bonds on account thereof. Also, the appropriation shall be in addition to all appropriations provided for in the existing budget, and shall continue in effect until the completion of the Project. Mr. Hawkins moved to adopt the Appropriation Resolution as presented. Board member Dave Lahr provided a second and the motion passed.

Since the Board adopted a preliminary bond resolution determining to issue bonds in an amount not to exceed \$560,000 for the purpose of providing funds to pay the total cost of the renovation of and improvements to facilities owned by the library, including the former Standard Oil station in the Library district, the Board must now advertise the sale of the bonds. The Board was then presented a form of resolution approved by Ice Miller LLP, and recommended by them for adoption for the purpose of authorizing the issuance of bonds. The Board also determined, after being advised by Ice Miller LLP, that since the total cost of the Project will not exceed \$2,000,000 the bonds will not be issued to fund a controlled project. Ms. McClure moved to adopt the Final Bond Resolution authorizing the sale of the bonds. Mr. Bultinck seconded the motion and the motion passed.

Also, under the heading of **New Business**, the Board considered renewal of the CIGNA health insurance contract for benefitted staff members. Earlier in the meeting, Personnel committee chair Gail Summers presented a report on information associated with the renewal. Overall, TCPL is in a good position for the renewal with CIGNA which becomes effective January 1, 2018. Mr. Bultinck moved to approve the recommendation to renew the health insurance with CIGNA inclusive of the options presented. Ms. McClure seconded the motion and the motion passed.

Under the heading of **Other Business**, Mr. Bultinck moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 26699 through claim number 26817. The prewritten claims were \$243,297.24 and the regular claims were \$137,730.38 for a grand total of \$381,027.62. Ms. McClure seconded the motion and it passed.

There were no **Comments from the Public or the Board**.

Mr. Bultinck moved to adjourn the regular Board meeting at 8:24 p.m. Ms. McClure seconded the motion and it carried.

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Gail Summers, Secretary

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