

**TIPPECANOE COUNTY PUBLIC LIBRARY**

REGULAR BOARD MEETING  
627 South Street, Lafayette, Indiana  
September 4<sup>th</sup>, 2007

**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, August 30, 2007 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

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

**ABSENT:**

**ATTENDING:**

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

Prior to the regular Board meeting, President Patricia Garrott convened a public hearing on TCPL's 2008 budgets. Six Board members were in attendance. No members of the public attended the hearing. Mrs. Garrott adjourned the meeting at 7:10 p.m. At 6:00 p.m., a working group meeting was held to review the initial suggestions for the future use of the Don and Lois Stein Building. Members of both the Foundation and the Friends, along with representatives of the staff and Board, attended the Stein Building meeting.

President Patricia Garrott chaired the regular Board meeting and called it to order at 7:30 p.m. A quorum was declared to conduct business for the library.

Board Vice President Janet Stapleton led the Board in reciting the Pledge of Allegiance.

Board Treasurer Dinah McClure moved the **Board Minutes** of August 7<sup>th</sup>, 2007 be accepted as presented. Mrs. Stapleton provided a second and the motion passed.

The County Librarian, Jos N. Holman, highlighted a few items from the **County Librarian's Report**. Mr. Holman pointed out that September was National Library Card Sign-Up month and that TCPL planned to celebrate the activity in a variety of ways. The Mobile Library will visit first graders in the Tippecanoe County school district and new library magnets with the Klondike phone number and address will be distributed. Also, he mentioned Ann Williams is TCPL's first Collection Coordinator in the newly created position that will work out of the Technical Services department. Ms. Williams has worked as a reference librarian at Collin County Community College in Frisco, Texas. Mr. Holman indicated he planned to attend the 2007 ILF Legislative Forum on September 27<sup>th</sup>. The forum will include an update on the activities of the Blue Ribbon Commission on Local Government Finance. Finally, he spoke about the success of the 80<sup>th</sup> celebration of the Albert A. Wells Memorial Library. The audience attendance was good, the re-enactment of the building dedication went well and Board member Sarah Hicks participated in the program. Board Secretary Van Phillips added there is the possibility of local businessman Steve Klink donating some of the Wells memorabilia to TCPL.

Mrs. Stapleton moved to approve the September 4<sup>th</sup>, 2007 **Personnel Actions**. Ms. McClure seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Finance Committee chair Dinah McClure yielded to the County Librarian to make the report. Mr. Holman reported the assignment to the Finance Committee to reconsider the benefit lines of the 2008 Operating Budget was completed. Consensus was reached regarding FICA and Medicare and integrated into the budget. Also, he reported the library had turned on the "sweep account" with Chase Bank. Ms. McClure signed the paperwork for the account. As liaison to the Foundation, Mr. Withered reported there would be an appreciation event for donors some time this fall. Also, he mentioned an annual appeal would occur in November with an emphasis on additional improvements beyond the Capital Project Fund remodeling planned for the Youth area in 2008.

Under **Other Reports**, County Librarian Jos N. Holman provided a summary perspective of the security audit conducted by consultant Bruce Canal. He started by sharing the "identified strengths" of TCPL as recognized by Mr. Canal. Also, Mr. Holman shared the recommendations of the security audit and estimated costs associated with the recommendations. He pointed out that Mr. Canal did not recommend TCPL engage security guards in any of the buildings, but directly suggested TCPL consider closed circuit television for each building. Mr. Holman talked about distributing the security audit and agreed to provide a copy of the recommendations to Board members. Mr. Phillips suggested getting in touch with Arlan Stavnheim of the Lafayette Tree Fund to help with recommendations of tree trimming at the downtown property.

No one reported for the Friends of TCPL.

Under **Old Business**, Mrs. Garrott reminded the Board it agreed to consider creating an “art committee” in relation to accepting a gift of art from Adele Needham last fall. Mrs. Garrott shared her suggestion of the composition of the committee and asked for feedback from the board. The Board reached consensus that representatives from the TCPL Foundation, Friends of TCPL, TCPL Board, staff, and community representatives make up the committee. Mrs. Garrott suggested the TCPL Foundation oversee the committee and that Mr. Withered present that idea to the Foundation. Mr. Holman informed the Board that a formal acceptance of Mrs. Needham’s gift would take place on September 24<sup>th</sup> at 6:00 p.m. The media and public would be invited to attend.

Under **New Business**, Mr. Withered mentioned the Board should be aware that properties in close proximity to the downtown library were for sale. The Unitarian Church, the Red Cross building, and a parking lot were all available for sale. The Board agreed the library should at least look into the sale of the property and assigned the Facilities Committee to research the situation. Mr. Withered agreed to report back to the Board.

Under **Other Business**, Board Treasurer Dinah McClure moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 11938 through 12058. The pre-written claims were \$238,607.58 and the regular claims were \$224,711.67 for a grand total of \$463,319.25. Mrs. Hicks seconded the motion and it passed.

Under **Comments from the Board**, Mr. Phillips mentioned it was “neat” to continue to hear positive comments from the public about how much the Klondike branch is enjoyed.

Ms. McClure moved to adjourn the regular board meeting at 8:05 p.m. Mrs. Hicks seconded the motion and it carried.

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Van Phillips, Secretary

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