

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
April 4th, 2006, 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, March 2nd, 2006, in conformity with the Indiana Open Meeting Act.

PRESENT:

Pat Garrott, President
Janet Stapleton, Vice President
Dinah McClure, Treasurer
Van Phillips, Secretary
Brandon Hawkins, Member
Jerry Withered, Member
Prella McBride, Member

ABSENT:

ATTENDING:

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

Board President Patricia Garrott chaired the regular Board meeting and called it to order at approximately 7:36 p.m. A quorum was declared to conduct business for the library. Earlier at 6:30 p.m., a Board work session was held. Sallie Fahey of the Area Plan Commission presented information to the Board related to population growth and transportation plans for Tippecanoe County. Mrs. Fahey also discussed projected dwelling unit and employment growth and included detailed maps in her presentation. Board President Pat Garrott suggested notes be written and shared by the County Librarian and a follow-up discussion be held with Board members sometime during the summer.

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

Board Treasurer Dinah McClure moved the **Board Minutes** of March 7th, 2006 be accepted as presented. Board Vice-President Janet 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 reported the next meeting of the Joint Library Board is scheduled for Monday, May 8th at Ivy Tech. He

shared “communications training” for TCPL staff members will take place on Friday, May 12th. Eileen Steele will conduct two 3.5-hour sessions on communication methods and elements. Mr. Holman referred to a revised “welcome” brochure that helps acclimate library customers to various services. This brochure included TCPL’s visions and values and is the first official sharing of this information on a customer service level. Also, he informed the Board of a \$25,000 donation to the west branch by the Hockerman family in memory of Claire and Nathan Hockerman. Writing pens previously distributed to library customers in celebration of National Library Week were given to Board members. Finally, Board members were encouraged to complete an Indiana Library Trustee Association survey of public library trustees sponsored by ILF.

Mrs. Stapleton moved to approve the April 4th, 2006 **Personnel Actions**. Board member Brandon Hawkins seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Mr. Withered reported for the Facilities Committee. He stated Link Management put together a list of contractors and subcontractors who requested west branch bidding documents. Four general contractors appeared to be interested in our construction project. All four companies were experienced and had good work histories. Mr. Withered shared the timeline for receiving and approving bids and indicated that with the recommendation of Link Management, the special Board meeting of April 12th could go on as planned. The public bid opening scheduled for April 11th will take place with Mr. Withered and Mrs. Garrott expected to attend.

Mr. Withered asked the County Librarian about the reporting on plans for a groundbreaking activity for the west branch. Mr. Holman shared an outline highlighting various elements of a groundbreaking activity and spoke in detail about a few of the items. After general discussion concerning the day, time, length of program, and who to invite, Mr. Withered recommended the County Librarian and TCPL staff proceed with the planning and getting the activity scheduled for mid-May. Mr. Holman commented that requested additional suggestions for the invitation list would be welcome.

Under **Other Reports**, Friends President Teena Flook was absent because of personal travel.

There was no **Old Business** to discuss.

Under **New Business**, Mr. Phillips moved to approve the 2007 Public Employee’s Retirement Fund contribution at 6.50%. Ms. McClure Provided a second and the motion passed. Also, under new business, Mr. Phillips

mentioned an obituary reporting the death of former TCPL employee Ed Veach. Discussion was held regarding an acknowledgement of Mr. Veach's death to his family. Mr. Phillips and Mrs. Garrott will collaborate on sending correspondence to Mr. Veach's family.

Under **Other Business**, Ms. McClure moved to approve **Claims** 9724 to 9824 totaling \$167,848.11 including the pre-written claims numbered 9697 to 9723 totaling \$114,428.37 for a grand total of \$282,276.48. Mr. Phillips seconded the motion and it passed unanimously.

Mrs. Stapleton moved to adjourn the regular Board meeting at 8:16 p.m. Mrs. McBride seconded the motion and it carried.

Van Phillips, Secretary

EXHIBITS AND OTHER MATERIALS REFERENCED IN THESE MINUTES CAN BE INSPECTED AND COPIED IN THE ADMINISTRATIVE OFFICE, TIPPECANOE COUNTY PUBLIC LIBRARY, 627 SOUTH STREET, LAFAYETTE, INDIANA 47901-1470.