

**TIPPECANOE COUNTY PUBLIC LIBRARY**

REGULAR BOARD MEETING  
627 South Street, Lafayette, Indiana  
May 1<sup>st</sup> , 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, April 27<sup>th</sup>, 2006 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

Pat Garrott, President  
Van Phillips, Secretary  
Brandon Hawkins, Member  
Jerry Withered, Member  
Prella McBride, Member

**ABSENT:**

Janet Stapleton, Vice President  
Dinah McClure, Treasurer

**ATTENDING:**

Jos N. Holman, County Librarian  
Amy Paget, Assistant County Librarian  
Nancy Mancing, Friends Member

Board President Patricia Garrott chaired the regular Board meeting and called it to order at approximately 7:35 p.m. A quorum was declared to conduct business for the library.

Board Secretary Van Phillips led the Board in reciting the Pledge of Allegiance.

Mr. Phillips moved the **Board Minutes** of April 4<sup>th</sup>, 2006 be accepted as presented. Board member Brandon Hawkins 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 shared the May 8<sup>th</sup> meeting of the Joint Library Board had been rescheduled for Monday, June 12<sup>th</sup> at Ivy Tech. Also, he shared the mobile library participated in a very successful "Hand on Trucks" activity hosted at Imagination Station on Saturday, April 22<sup>nd</sup>. About 400 people visited the mobile library during the day and interacted with TCPL staff. Mr. Holman reported in an attempt to increase the turnover of popular materials, TCPL would shorten the length of time requested materials are kept for library customers. Instead of holding requested materials for seven days, the library will move to a five-day hold

period. Finally, he concluded by mentioning a luncheon and reception at Purdue where he interacted with participants of the Diversity Initiative of the Association of Research Libraries. The activities are meant to help Purdue diversify their library staff and interest minority library school students in employment opportunities at Purdue. Prella McBride commented she thought this was a good activity and very positive on Purdue's part.

Board member Prella McBride moved to approve the May 1<sup>st</sup>, 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 reported the committee met with Hamstra Builder's Inc. The owner's representative, a financial advisor from Umbaugh Associates, and TCPL Lawyers were in attendance as well. At the conclusion of the meeting, the committee was satisfied Hamstra was financially sound and was responsive as the lowest bidder for construction of the west branch. Also, Mr. Withered mentioned the committee would need to get together to discuss work associated with the Stein building. In reporting as the Foundation liaison, Mr. Withered stated the Foundation had recently met. When the Foundation Board reviewed the finances of the Foundation, it was pointed out the assets of the Foundation had topped \$800,000. Mr. Withered remarked this was amazing progress and very good news considering the relatively short life of the foundation.

Under **Other Reports**, Friends President Teena Flook was absent, but assigned immediate past President Nancy Mancing to report on the upcoming annual meeting. Mrs. Mancing formally invited the Board to the May 23<sup>rd</sup>, 2006 annual meeting being held in McAllister Room B at TCPL. She mentioned the meeting will be a standard business meeting along with electing officers and recognizing scholarship winners. Also, desert refreshments will be served. Mrs. Mancing indicated a more formal and separate recognition event for volunteers will occur later in the year.

Also, under Other Reports, County Librarian Jos N. Holman presented the current action plan of TCPL's strategic plan to the Board. Mr. Holman explained the format of the report including categories and designations of the information. He talked about the process of developing the strategic initiatives and the timelines for various projects. Finally, Mr. Holman pointed out the financial impact of the specific initiatives on future funding cycles.

Under **Old Business**, Mr. Withered moved to accept the bid of Hamstra Builders, Inc. as the low bid for the west branch project and execute the contract after TCPL attorneys review it. Mr. Phillips seconded

the motion and it passed. The county Librarian will contact Hamstra and acquire the appropriate signatures for the contract.

Under **New Business**, Mr. Withered moved to approve the Architect Change Notice showing the additional charges for designing a shared access drive off Lindberg Road. Mr. Phillips provided a second and the motion passed.

Under **Other Business**, Mr. Hawkins moved to approve **Claims** 9841 to 9861 totaling \$148,373.60 including the pre-written claims numbered 9825 to 9840 totaling \$171,222.11 for a grand total of \$319,595.71. Mrs. McBride seconded the motion and it passed unanimously.

Under **Board Comments**, Mrs. Garrott reminded the Board about the upcoming dinner with the West Lafayette Board. Mrs. McBride requested a list of West Lafayette Board members be shared in advance of the meeting. During the dinner Mr. Withered will provide an update on the west branch for the guests. Mr. Phillips commented the strategic action plan should help produce a coherent logical approach for the Capital Projects plan. It is possible to include repairs for the Stein building, but brainstorming on other projects could take place as well. Mr. Phillips mentioned the handicapped signs in the parking lot should be replaced. Other comments were made about the front entrance including possibly cleaning the sidewalk with acetone and being aware of the accumulation of cigarette butts in that area.

Mrs. McBride moved to adjourn the regular Board meeting at 8:25 p.m. Mr. Hawkins seconded the motion and it carried.

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Van Phillips, Secretary

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