

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
November 6, 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 Friday, October 27th, 2006 in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

ATTENDING:

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian
Adele Needham, Friends member

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

Guest Friends member Adele Neeham led the Board in reciting the Pledge of Allegiance.

Board Secretary Van Phillips moved the **Board Minutes** of October 3rd, 2006 be accepted as presented. Board Treasurer Dinah McClure 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 the celebration of National Children's Book Week with children's author Kate Klise making three presentations on November 14th. He mentioned TCPL distributed over 500 tickets for author Amy Tan's presentation at Purdue University. This was a positive collaborative experience for TCPL. Mr. Holman shared that the management team agreed to a set of standards to complement the evaluation instrument for all TCPL supervisors. Finally, he updated the Board about preparations the Williamsport library had in place for a temporary location since fire destroyed their building. In support of the

Williamsport library, the Lafayette Breakfast Optimist Club coordinated a weekend book drop with TCPL being a key drop-off site.

Mrs. Stapleton moved to approve the November 6th, 2006 **Personnel Actions**. Mr. Hawkins seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Facilities Committee chair Jerry Withered shared recent photos taken of the west branch construction activity. Mr. Withered pointed out several specific aspects of the building project. Progress on the building continues to go extremely well. The County Librarian was asked to check on the dormer windows to confirm there were two and it was built according to design. The County Librarian updated the Board on the status of the roofing replacement of the Stein Building. A preconstruction meeting was held, the contracts signed, and materials ordered. Star Environmental had not started tearing off the roof yet, but expected to get started as soon as possible. The new garage door opening on the Alabama Street side of the Stein building is being worked on and should be completed by mid-November.

Under **Other Reports**, there was not a report from the Friends of TCPL. The county Librarian provided an update on the "Action Plan" of TCPL's strategic plan. Mr. Holman shared a few comments about the progress being made with the plan. Overall, efforts are going well and Mr. Holman shared examples of Library activities that showed the objectives of the plan were being met. Mr. Holman pointed out a few differences in the format of the plan, including the index key for recognition of contributors to the plan. Also, Mr. Holman indicated a new action plan should be adopted for 2007.

There was no **Old Business** to be addressed.

Under **New Business**, Mr. Holman shared information about the need to reduce appropriations in the Operating Budget with unspent funds in budget categories. In reducing the appropriations, this helps fund the 2007 Operating Budget. The County Librarian was asked about the connection between reducing appropriations and fully spending the Library's materials budget. Ms. McClure moved to approve the Resolution to Reduce Appropriations in the 2006 Operating Budget. Mrs. McBride provided a second and the motion passed.

Also, under **New Business**, Mr. Holman presented a document representing Capital Fund Project ideas for a new capital project plan. The Board discussed a few of the ideas and suggested reviewing the listed projects for further consideration at the December meeting. After a review of ideas, a CPF plan should be formalized in December. Mr. Phillips suggested inserting an expense for a consultant to help develop a utilization plan for the Stein Building.

Under **Other Business**, Mrs. Garrott indicated Friends member Adele Needham requested to speak directly to the Board. Mrs. Needham shared background information about her request to speak to the Board including her strong ties to the downtown library. Mrs. Needham expressed the intent to donate a bronze sculpture to be displayed at the downtown library. She shared documents representing her intent and sample photos of the sculptures. The donation would be in honor of her father, Al Wright. Finally, she suggested the Board might consider a “committee for the arts” within the library. Mr. Withered moved to accept the gift and Mrs. McBride seconded the motion. The motion passed.

Also under **Other Business**, Ms. McClure moved to approve claims numbered 10622 to 10746 totaling \$597,858.96, including prewritten claims 10609 to 10621 totaling \$159,992.85, for a grand total of \$757,851.81. Mrs. Stapleton seconded the motion and it passed.

Under **Comments from the Board**, Mrs. Garrott expressed thanks to Mrs. Needham for the spectacular gift being offered to the library. Board members agreed it was a wonderful idea.

Ms. Stapleton moved to adjourn the regular Board meeting at 8:50 p.m. Mrs. McClure 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.