

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
March 6, 2018

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 1, 2018 in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

Stephen Bultinck, Secretary
Mida Grover, Member

GUESTS

Harry Mohler, Architect
Jos N. Holman, County Librarian

President Lora Goonewardene chaired the regular Board meeting and called it to order at 7:09 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 February 6th, 2018 be approved as presented. Board Treasurer Dave Lahr provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted three items from his report. He reported TCPL is in the process of reformatting its monthly staff meetings. In an effort to have a more participatory and engaging staff meeting, we will integrate opportunities where a staff developed presentation on a specific topic is shared and other library related improvements are actively discussed. A Board meeting summary will be sent via email prior to the staff meeting. All full-time staff members are required to attend and part-time staff are paid for their attendance as well. Mr. Holman shared that on Thursday, March 22nd, he is scheduled to make a presentation to the Lafayette Fortnightly Literature Club. The group is interested in hearing about censorship of library materials, banned books, and how TCPL selects books. Finally, Mr. Holman reported that TCPL's Finance Controller for the past three years, Mort Imamura, submitted his resignation and is finishing his last week at TCPL. Mort kept great financial records and was very consistent with daily, weekly, and monthly tasks. TCPL is working on an approach to his departure in order to limit the time financial tasks go unattended. Mr. Holman updated the Board to let them know an arrangement with Olsten Staffing Services resulted in an Olsten temporary assignee who has the foundational skills to do the work. The employee already reported to TCPL and spent a few hours with Mort before his departure.

Board Vice-President Gail Summers moved to approve the March 6th, 2018 **Personnel Actions**. Ms. McClure seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, briefly reporting for the Facilities Committee, Brandon Hawkins indicated the County Librarian kept the committee informed on the land acquisition since the February meeting. Mr. Hawkins also reported the purchase agreement discussions are finalized and will be considered later in the meeting. Reporting for the TCPL Foundation, Ms. McClure mentioned Morgan Stanley was chosen as the new investment advisor for the Foundation. Morgan Stanley will manage the majority of the Foundation's funds which were transferred from the Community Foundation of Greater Lafayette. Ms. McClure also reported the Foundation is seeking a replacement for Mary Piantek whose term expired in December 2017. A Merchants Bank employee who works in the Wealth Management department was invited to join the five-member board of directors. The County Librarian was tasked with making contact to schedule an orientation session for the new member with the Foundation board president.

With Friends President Frank Niemiec's absence because of his medical related situation, there was no report of Friends activities under **Other Reports**. Under **Other Reports**, the County Librarian reported on the South Branch progress relative to specific factors affecting future project work. Mr. Holman commented on the rezoning approach and potential timeline, community/neighborhood meetings, positive public relations, site engineering, and potential interactions with Wea Ridge School. He also indicated legal counsel advised the rezoning process be led by someone really familiar with the process and current legal counsel should not conduct this activity.

No **Other Reports** were presented.

There was no **Old Business**.

Under the heading of **New Business**, the Board considered the list of Outstanding Check Warrants as presented by the County Librarian. Mr. Holman made a few comments about the list of 13 checks. All checks were written as refunds to individuals with the exception of one check written to the Indiana State Library. No staff members were listed. Mr. Hawkins moved to approve the Outstanding Check Warrants List as presented. Mr. Lahr provided a second to the motion. The motion passed and the Board approved the Outstanding Check Warrants list as presented. Continuing with **New Business**, the County Librarian presented information related to the Purchase Agreement for the South 18th Street land acquisition. Mr. Holman highlighted several sections of the 14 page agreement. The Board asked questions along the way and discussed a few of the key elements. Overall, the Board was satisfied with the conditions of the Purchase Agreement and desired to continue moving forward with the land purchase. Ms. McClure moved to accept the Purchase Agreement as presented and for President Goonewardene to sign the agreement. Mr. Lahr seconded the motion and the motion unanimously passed. The County Librarian was authorized to convey the Purchase Agreement to the real estate agent and also to deposit the \$5,000 Earnest Money with Stallard

and Schuh, Inc. Mr. Hawkins asked about the timeline for issuing a bond for the construction. Mr. Holman indicated the bond still could and should be issued in 2018.

Under the heading of **Other Business**, Mr. Lahr moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 27146 through claim number 27249. The prewritten claims were \$229,943.85 and the regular claims were \$120,088.18 for a grand total of \$350,032.03. Mr. Hawkins seconded the motion and it passed.

Mrs. Summers moved to adjourn the regular Board meeting at 7:58 p.m. Ms. McClure seconded the motion and it carried.

Gail Summers, Vice-President

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