

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
August 2, 2005, 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, July 28th, 2005, in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

ATTENDING:

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian
Teena Flook, Friends President
Mary Schultz, Friends Committee Chair
Dave Niemantsverdriet, J.R. Kelly, Inc.
Gina Quattrocche, WLFI TV 18 News

Earlier at 6:45 p.m. the Board met for a continuing education session and a discussion on the 2006 Operating Budget. A copy of the proposed 2006 Operating Budget was handed out and the County Librarian commented on increases in specific budget lines. Overall, the budget increases to just over \$5 million dollars, there is no Capital Projects Fund, and the Bond and Interest Redemption Fund includes the initial payments for the anticipated \$2.5 million dollar general obligation bond.

Board President Van Phillips 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.

The Pledge of Allegiance was not recited at this meeting.

Board member Jerry Withered moved the **Board Minutes** of July 5th, 2005 be accepted as presented. Board Treasurer, Pat Garrott 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 moveable shelving had been purchased and installed in the northeast corner of the basement area. The \$23,000 of shelving was purchased from a local company called LAMMCO. He also mentioned the TCPL's annual Staff Day was scheduled for August 10th with Daniel Griffith making a presentation on staff rewards, recognition, and motivation. Finally, Mr. Holman updated the Board on the renovation activity at the downtown library. The coordination of installing new carpet with the library remaining open was the next immediate challenge of the renovation. Also, he mentioned the \$366,250 paid to J.R. Kelly thus far. It is anticipated the construction on the public service floor will conclude near the first week in September.

Board Vice President, Dinah McClure moved to approve the August 2nd, 2005 **Personnel Actions**. Board Secretary Juan Lewis seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, there was not a report for the Personnel Committee and the Finance Committee expected to report under **New Business**. Mr. Withered made a report as the Foundation Liaison. Mr. Withered stated the Foundation Board discussed what should be done in terms of a fundraising campaign for the upcoming West Branch. The Foundation Board concluded no separate major fundraising campaign for the West Branch was necessary, but instead a low-key approach to raise money that supplemented the issue of a general obligation bond. This approach would likely be based on the Foundation's annual fund appeal held at the end of each year and perhaps a wish list. Also, with this approach, the campaign would run through the Foundation and whatever money is pledged would come back to the library. Mr. Withered recommended and moved the Board adopt the following resolution:

RESOLVED, that the Board of Trustees adopts the recommendation of the Tippecanoe County Public Library Foundation Board that neither the Foundation nor the library conduct a major capital campaign for the west branch library project, and that the Foundation make an appeal to its donors through its annual fund letter near the end of this year by asking for donations for the west branch and supplying a wish list for donors to consider.

Mrs. Garrott provided a second to the motion and it passed.

Friends President Teena Flook reported on recent activities for the Friends of TCPL. She mentioned the recently held booksale was very

successful, the Gray Building worked out well and it was advantageous to be able to set up the book sale in advance. She mentioned the Friends were making good use of the back page of the BookPage publication by changing the full-page ad to pertinent information. Also, Teena commented on the Friends Board retreat session indicating they identified general goal areas, started to develop goal statements, and eventually an action plan would come from the goal statements. Teena introduced Mary Schultz, the chairperson of the Friends Membership committee and editor of the Friends newsletter. Mrs. Schultz mentioned a number of ideas and initiatives the Friends are working on including consolidating their membership database, developing further membership guidelines, printing the Friends brochure in Spanish, and when possible, collaborating with local businesses on Friends projects.

No items were discussed under **Old Business**.

Under **New Business**, the County Librarian presented a list of surplus computer monitors, which the library no longer could use. Ms. McClure moved to approve the list of surplus items as submitted and to give the items to the Friends of TCPL who will dispose of the items at their discretion. Mrs. Garrott seconded the motion and it passed. Umbaugh and Associates submitted a contract for financial advisory services including the sale of bonds for the West Branch. Mrs. Garrott moved to table the contract in order to solicit additional details from Umbaugh. Mr. Lewis provided a second to the motion and the item was tabled. After a few comments by the Board Treasurer about the 2006 budget, Mrs. McClure moved to approve the tax rates and tax levy for advertisement in both local newspapers as part of the budgeting process. Mrs. Garrott seconded the motion and it passed. After the motion the Board agreed to meet at 5:30 p.m. on Tuesday, September 20th, 2005 to adopt the 2006 budgets.

Under **Other Business**, two topics were brought up. Under Comments from the Public, Dave Niemantsverdriet from J.R. Kelley responded to questions from the Board members about the renovation activity. Under Comments from the Board, President Van Phillips thanked WFLI TV 18 and other members of the media for their assistance in getting the word out about the July 12th public meeting on the West Branch. Also, he congratulated Mr. Lewis on his new position with the Lafayette School Corporation.

Mrs. Garrott moved to approve **Claims** 8629 to 8732 totaling \$331,118.51 including the pre-written claims numbered 8617 to 8628 totaling \$330,331.87 for a grand total of \$661,429.38. Mr. Lewis seconded the motion and it passed unanimously.

Vice President Dinah McClure moved to adjourn the regular Board meeting at 8:20 p.m. Mrs. Stapleton seconded the motion and it carried.

Juan Lewis, Secretary

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