

**TIPPECANOE COUNTY PUBLIC LIBRARY**

REGULAR BOARD MEETING  
627 South Street, Lafayette, Indiana  
November 1<sup>st</sup>, 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, October 27<sup>th</sup>, 2005, in conformity with the Indiana Open Meeting Act.

**PRESENT:**

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

**ABSENT:**

Van Phillips, President  
Prella McBride, Member

**ATTENDING:**

Jos N. Holman, County Librarian  
Amy Paget, Assistant County Librarian  
Teena Flook, Friends President  
John Gambs, Board Attorney  
Joanne Mullen, Friends member

Earlier at 6:45 p.m. the County Librarian presented the “state of the library” to those Board members who were present. Mr. Holman commented on collaborations with the Friends and the Foundation, the finances, staffing levels and organizational culture of the library, and finally new opportunities on the horizon for TCPL.

Board Vice-President Dinah McClure 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 member Janet Stapleton led the Board in reciting the Pledge of Allegiance.

Board Treasurer Pat Garrott moved the **Board Minutes** of October 4<sup>th</sup>, 2005 be accepted as presented. Mrs. 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 TCPL sent out bid

specifications to solicit proposals for the commercial insurance package carried by the library and the specifications were given to four local insurance agencies. He mentioned a TCPL teen financial series received national attention when it was published in Library Hotline. Mr. Holman shared opaque glass was being installed in the second floor restrooms of the campus library in order to insure privacy in the restroom. Finally, he mentioned TCPL staff members are discussing and working on details of the action plan, which is a key component of the new strategic plan.

Board Secretary Juan Lewis moved to approve the November 1<sup>st</sup>, 2005 **Personnel Actions**. Mrs. Stapleton seconded the motion and it passed unanimously. Mr. Lewis pointed out one typo on the Personnel Actions

Under the heading of **Committee Reports**, Facilities Committee Chair, Jerry Withered, shared a few updates. As a follow-up to changes in the wall covering in the Alabama Street lobby entry, Mr. Withered noted there is a small cost to offset the work that needed to be done, but the cost should be less than \$500. In commenting on work associated with the West Branch, Mr. Withered mentioned the architects were working on minor changes in the building design. A dormer on each side of the gabled roof is included in this change. An updated drawing of the design is expected before the next Board meeting. Also, Mr. Withered inquired if construction cost estimates was needed to sell the bonds? Mr. Holman indicated he would seek the answer to this question. Finally, Mr. Withered suggested information about construction of the west branch should be added to TCPL's web site.

For the Personnel Committee, Vice-President McClure reported the committee had met and would bring action items to the December Board meeting. Also, Mrs. McClure mentioned the committee reviewed the general job elements for the public relations position and signed off on a job summary of the position.

Friends President Tina Flook shared information about **Friends** activities. Ms. Flook mentioned the next book sale would be held December 2-5. Also, she noted the Friends would host a holiday open house on Sunday, December 11 and she invited TCPL Board members to attend. Ms. Flook introduced Joanne Mullen who shared information about the "Books for Travelers" program in partnership with the local Holiday Inn. The Friends have pursued business partners to generate more interest in and visibility for the Friends.

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

Under **New Business**, Board Attorney John Gambs handed out documents pertaining to the \$2.5 million general obligation bonds for the new west branch library. Ice Miler recommended the Board adopt the Final

Bond Resolution at the Board's November meeting. Mrs. Garrott moved to adopt the resolution for the purpose of authorizing the issuance of bonds as presented. Mrs. Stapleton seconded the motion and it passed.

At the October meeting of the Joint Board of the campus library, board member terms were reviewed. It was noted TCPL needed to reappoint one of its representatives to the Board. Mrs. Stapleton moved to appoint Pat Garrott to the Joint Board of the campus library for a three-year term covering 2005-2008. Mr. Lewis provided a second and the motion passed as presented.

Mrs. Garrott moved to approve **Claims** 9025 to 9149 totaling \$134,587.20 including the pre-written claims numbered 9011 to 9024 totaling \$168,435.04 for a grand total of \$303,022.24. Mrs. Stapleton seconded the motion and it passed unanimously.

Mrs. Stapleton moved to adjourn the regular Board meeting at 8:15 p.m. Mr. Lewis seconded the motion and it carried.

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Juan Lewis, Secretary

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