

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
October 4th, 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, September 29th, 2005, in conformity with the Indiana Open Meeting Act.

PRESENT:

Van Phillips, President
Pat Garrott, Treasurer
Prella McBride, Member
Jerry Withered, Member

ABSENT:

Dinah McClure, Vice President
Juan Lewis, Secretary
Janet Stapleton, Member

ATTENDING:

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian
Mark Nesbitt, Friends Vice President
Bill Ponko, Troyer Group
Sean Frederick, Troyer Group
Dave Niemantsverdriet, J.R. Kelley, Inc

Earlier at 6:45 p.m. the Board held a meeting to discuss the County Librarian's written evaluation. The Board's Personnel Committee will meet with Mr. Holman on October 12th to convey the sentiments of the Board.

Board President Van Phillips chaired the regular Board meeting and called it to order at approximately 7:32 p.m. A quorum was declared to conduct business for the library.

Board Treasurer, Pat Garrott led the Board in reciting the Pledge of Allegiance.

Board member Prella McBride moved the **Board Minutes** of September 6th, 2005 be accepted as presented. Mrs. 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 started by acknowledging the

designation of TCPL as one of the beneficiaries of Anna Akeley's estate. TCPL anticipates receiving an estimated \$200,000 from this donation. Board members suggested the money be used to help fund the "west branch" and an area of the library named for Ms. Akeley. Board members agreed a gift of this size should be appropriately recognized and Ms. Akeley's memory should be kept alive. Mr. Holman stated TCPL will discontinue placing a \$.01 bill on library customer's accounts to remind customers of expired holds. This will improve customer service by eliminating multiple communications in customer transactions. Also, Mr. Holman shared information about a new communications activity called "Dialogue with the Director". TCPL staff will have the opportunity to informally interact and question the County Librarian and further promote an exchange of ideas and information to benefit the library. Finally, Mr. Holman indicated reference librarian Neal Starkey had an article published in the September issue of American Libraries and shared copies of the article.

Mrs. McBride moved to approve the October 4th, 2005 **Personnel Actions**. Mrs. Garrott seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Facilities Committee Chair, Jerry Withered, commented on the completion of the renovation. One outstanding item remained related to the wall coverings in the meeting rooms. Mr. Withered showed the Board his concerns and asked the Board to consider what should be done. After discussion, the consensus was to accept the wall coverings as installed without any repair and to use the credit from J.R. Kelly to have wall covering work done in the northeast lobby of the library. The County Librarian is expected to follow-up on the matter

Friends Vice-President Mark Nesbitt reported for the Friends of TCPL. Mark mentioned the Friends book sale garnered about \$18,000. Also, he indicated the layout for the sale worked out quite well in the newly renovated library and the Friends had partnered with WBAA and Wolf Park for special book sale activities.

Mr. Withered mentioned Mark Nesbitt was the Friends designee on the TCPL Foundation Board and was doing a good job.

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

Under **New Business**, the County Librarian shared information about the renewal process for health insurance TCPL provided to eligible staff members. The renewal rate came in at just over 4% on a monthly basis and is below the industry average. Primarily this was due to a very limited high claim experience being factored in. Two other changes occurred. The specific Stop-Loss increased from \$15,000 to \$20,000 and the library was granted a 15-month renewal to get on a calendar year. Mrs. Garrott moved to retain Great-West Healthcare as the health insurance provider for TCPL employees

for the plan year October 1, 2005 through December 31, 2006. Mrs. McBride seconded the motion and it passed.

As a part of the funding of the 2006 Operating Budget for the general fund, the County Librarian asked the Board to reduce appropriations based on anticipated unspent funds in the current fiscal year. A reduction in appropriations offsets revenue for the 2006-budget year, thereby reducing the 2006 tax levy. This activity must be done by Board resolution. Mrs. Garrott moved to approve the Resolution to Reduce 2005 General Operating Fund as presented. Mrs. McBride provided a second and the motion passed as presented.

Under **Other Business**, Mr. Withered introduced two Troyer Group representatives who were in attendance to provide an update on the schematic design of the "west branch project". Bill Ponko and Sean Frederick presented sketches representing the exterior and interior of the library. The topographical survey has been completed but they still need information regarding setbacks and easements. Questions and comments were shared between Board members and the architects. The Board reached a consensus it would like to see a fireplace in the building. Mr. Withered moved to approve the designs presented by the Troyer Group as complete schematic designs and release the Troyer Group to start on design development. Mrs. Garrott seconded the motion and it passed.

Mrs. Garrott moved to approve **Claims** 8904 to 9010 totaling \$331,555.32 including the pre-written claims numbered 8889 to 8903 totaling \$156,588.77 for a grand total of \$488,144.09. Mrs. McBride seconded the motion and it passed unanimously.

Under Comments from the Board, Mr. Withered indicated the ad hoc committee on Parental Controls and Internet Filtering had completed its work and he moved to abolish the ad hoc committee. Mrs. McBride provided a second and the motion carried.

Mrs. Garrott moved to adjourn the regular Board meeting at 8:45 p.m. Mrs. McBride seconded the motion and it carried.

Pat Garrott, Treasurer

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