

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

June 5, 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, May 31, 2018 in conformity with the Indiana Open Meeting Act.

PRESENT:

Lora Goonewardene, President
Gail Summers, Vice-President
Dinah McClure, Member
Brandon Hawkins, Member
Mida Grover, Member

ABSENT:

Stephen Bultinck, Secretary
Dave Lahr, Treasurer

GUESTS

Janet Bessler, Friends President
Harry Mohler, Architect
Melissa Freed, Youth Librarian
Jos N. Holman, County Librarian

President Lora Goonewardene chaired the regular Board meeting and called it to order at 7:02 p.m.

Board member Brandon Hawkins led the Board in reciting the Pledge of Allegiance.

Board member Dinah McClure moved the **Board Minutes** of May 1st, 2018 be approved as presented. Board member Mida Grover 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 indicated TCPL worked with Bill Ensign of Evonik Corporation Tippecanoe Laboratories to receive a gift of six copiers for use in the downtown library. This gift occurred through a community initiative to support local non-profits. The copiers were delivered and set-up by Netwise Resources and will be serviced by them through TCPL agreements. Netwise Resources also removed the old copiers at no cost to TCPL. The copiers are being used by library customers and staff. Mr. Holman reported TCPL accepted an invitation to support a special grant Purdue University submitted to the National Endowment for the Humanities (NEH). The application, for the NEH Common Heritage Award, is a grant for a program identified as "Many Small Steps from the Greater Lafayette, Indiana to the Moon (1969 to 2019)." It celebrates the 50th anniversary of the walk on the moon. TCPL's role is to conduct oral recordings and also host a program where digitization of related materials will take place. TCPL wrote a letter of support and submitted the County Librarian's biographical information as accompanying information. Mr. Holman took time to note, TCPL's participation in the Wabash Oral History project

is nearing the end. Thus far, TCPL conducted interviews with 5 individuals and two couples. Finally, Mr. Holman stated that in the June Personnel Actions, Loretta Carter is transitioning from an eight week temporary employee of Olsten Staffing Services, Inc. to a part-time benefitted 20-hour TCPL employee. Loretta has a good understanding of basic accounting and is becoming familiar with Banyon each week. She most recently worked for a one owner local CPA investment firm.

Board Vice President Gail Summers moved to approve the June 5th, 2018 **Personnel Actions**. Mrs. Grover seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Personnel committee chair Gail Summers reported on their recent meeting. She mentioned the County Librarian brought a major topic to the committee. Mr. Holman reminded the committee he originally considered creating three positions of leadership instead of replacing retired Assistant County Librarian, Amy Paget. Mrs. Summers indicated that now two positions were being put forth. The positions are being referred to as "divisional leaders" for now. Draft job descriptions were submitted for review. The committee provided feedback and made several suggestions. Mr. Holman will work on the draft job descriptions and bring them back to the committee for further review.

Under the heading of **Other Reports**, Friends President Janet Bessler introduced herself to the Board. She mentioned that though the current members are doing a great job on behalf of the Friends, there is a concerted effort to recruit younger members to the organization. She also mentioned the upcoming book sale taking place June 9-11. She indicated she looks forward to attending future Board meetings.

Also under **Other Reports**, the County Librarian introduced Youth Librarian Melissa Freed who presented on TCPL's Summer Reading Program. Melissa shared registration numbers to date and highlights of the youth, teen, and adult programs. Through May 21st, 2671 children were registered with a benchmark goal of 4000. In 2016, there were only 2300 at this point in time. There are 411 teens registered and 833 adults. Melissa talked about the SRP prizes including large quantity donors and also provided introductory prizes to Board members. Finally, Melissa mentioned for the second year there is an anonymous donor who funded 1500-2000 books as a final prize for youth who complete the program. The Board screened the SRP video via the Youth department's YouTube site. No action was taken as the SRP topic was informational only.

Under the heading of **Old Business**, the Board considered a draft revision of its bylaws. The County Librarian remarked that all of the suggested deletions and additions related to appointing authorities, officer nominations, and term limits were considered and included. He reminded the Board that the Indiana State Library required the bylaws be reviewed every three years, but the format and order of things were left to the Board. Ms. McClure moved the revised Tippecanoe County Public Library Board of Trustees Bylaws be adopted as presented. Mr. Hawkins provided a second and the motion passed.

There was no **New Business**.

Under the heading of **Other Business**, Mr. Hawkins moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 27436 through claim number 27538. Prewritten claims 27436 through 27472 totaled \$236,613.55 and regular claims 27473 through 27538 totaled \$209,674.94 for a grand total of \$446,288.50. Mrs. Grover provided a second to the motion and the motion passed.

Also under **Other Business**, the County Librarian suggested there is future work for the Board's Facilities committee. The committee will need to consider the South branch with regard to engaging a local architect and hiring a civil engineer to create a site plan. Mr. Hawkins indicated he would poll the committee for a future meeting.

Mrs. Grover moved to adjourn the regular Board meeting at 7:53 p.m. Mr. Hawkins seconded the motion and it carried.

Gail Summers, Vice-President

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