

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

October 2, 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, September 27, 2018 in conformity with the Indiana Open Meeting Act.

PRESENT:

Lora Goonewardene, President
Gail Summers, Vice-President
Dave Lahr, Treasurer
Dinah McClure, Member
Mida Grover, Member

ABSENT:

Brandon Hawkins, Member
Stephen Bultinck, Secretary

GUESTS

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

President Lora Goonewardene chaired the regular Board meeting and called it to order at 7:00 p.m.

Board member Dinah McClure led the Board in reciting the Pledge of Allegiance.

Ms. McClure moved the **Board Minutes** of September 4th, 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 written report. He reported four interviews were held for the Facilities Coordinator position. All candidates are capable of doing the work. After references are checked on the most qualified and available candidates, a verbal offer will be made. Based on the County Librarian's schedule, it will likely be late October before a new individual is hired and training can begin. Mr. Holman noted the downtown youth services department will host a special author visit on Tuesday, October 9th at 6:30 p.m. The stand-alone evening presentation features Lafayette native Ben Hatke who wrote several books including the *Mighty Jack* series. He is also the author and illustrator of the New York Times – bestselling *Zita the Spacegirl* trilogy. Hatke will participate in a book signing during the event. Finally, Mr. Holman shared that as part of a sub-committee of the Greater Lafayette Diversity RoundTable, he is working to provide several opportunities for members of the community to have “open, fluid civil discussions” on implicit bias and white privilege. The conversation is based on a short YouTube video that focuses on human reactions and perceptions to a “set-up car theft” with individuals of two different races. The initial presentations will take place at Ivy Tech.

Board member Mida Grover moved to approve the October 2nd, 2018 **Personnel Actions**. Vice President Gail Summers seconded the motion. The motion passed unanimously.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends President Janet Bessler shared information about the September book sale. The Friends were very pleased with a total of \$16,000 in profit. Also, twenty new members joined the Friends during the sale and indicated a desire to volunteer for Friends activities. Mrs. Bessler mentioned increased publicity for the September sale brought in more customers along with good weather. The Friends are planning to try something different to decrease their inventory of mystery and thriller books. They will hold a special one day sale of these adult fiction books on October 20th. Finally, as the Friends continue to work on raising awareness about their activities, an article will appear in a local publication called "*Hear and Now*". An article written by Friends board member Jan Briller will appear in an upcoming edition.

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

Under the heading of **New Business**, as reported by the Facilities committee, the County Librarian provided background information related to the issuance of a new general obligation bond for the construction of a new branch library in southern Tippecanoe County, specifically at CR430 South. He mentioned the Board must adopt two specific resolutions to get the bond process started. First, the Board must adopt a Preliminary Bond Resolution (PBR) which establishes the maximum amount to be borrowed, the maximum term of repayment and the maximum interest rate. This authorizes the issuance of bonds. Bond counsel, Jane Herndon of Ice Miller LLP prepared the PBR. Umbaugh and Associates estimated the interest rate of the bond and calculated the bond repayment schedule. After the Board approval of the PBR, local taxpayers will be notified of the intent to sell bonds through legal ads in both local newspapers and through public posting in the library district. Finally, TCPL will need approval of the bond issuance from the County Council as the elected fiscal body in the library district. Mrs. Grover moved to approve and adopt the Preliminary Bond Resolution as presented. Board Treasurer Dave Lahr provided a second and the motion passed.

The County Librarian went on to provide background information on the next action item. Based on TCPL's decision to issue a general obligation bond to construct a new branch library, there is a need to use architects, civil engineers, and other professionals during the planning stages. Specifically, when TCPL pays preliminary costs for professional services related to the construction project, the library may reimburse itself from the bonds proceeds to cover these costs. The Internal Revenue Service requires that a Library declare its official intent to reimburse as documented in the Bond Reimbursement Resolution in order to reserve this ability to reimburse. To utilize this option, the Board must adopt a "declaration of official intent to reimburse expenditures." Mrs. Grover moved to approve and adopt the Declaration of Official Intent to Reimburse Expenditures as presented. Mr. Lahr seconded the motion and the motion carried.

Finally, under the heading of **New Business**, the County Librarian reminded the Board of final actions needed to adopt the 2019 budget. Following discussion of the 2019 Operating budget at the August Board meeting, modifications were incorporated and all budgets are finalized. The Board of Trustees must formally adopt the 2019 budgets as appropriations for the General Operating Fund and the Bond and Interest Redemption Fund (BIRF). Both budgets are filed electronically through the Department of Local Government and Finance Gateway website using the library's assigned PIN within two days after the budget is adopted. Board members sign a resolution confirming their approval of the budget. Ms. McClure moved to adopt the Resolution for Appropriations and Tax Rates. Mrs. Summers provided a second. The motion passed.

Under the heading of **Other Business**, Mr. Lahr moved to approve the claims presented by the County Librarian starting with prewritten claims numbered 27839 through 27865 totaling \$220,059.01 and the regular claims numbered 27866 through 27926 totaling \$132,422.93 for a grand total of \$352,481.94. Ms. McClure provided a second to the motion and the motion passed.

There were no **Comments from the Public** or **Comments from the Board**.

The County Librarian took a minute to announce that prior to the Board meeting, he attended a Community Foundation of Greater Lafayette reception recognizing the final results of the LaNelle Geddes Matching Funds campaign. The TCPL Foundation was recognized for its fundraising efforts which totaled \$31,815.00 with matching funds.

Mrs. Summers moved to adjourn the regular Board meeting at 7:29 p.m. Ms. McClure seconded the motion and the motion carried.

Gail Summers, Vice-President

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