

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

March 2, 2004, 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, February 26th, 2004, in conformity with the Indiana Open Meeting Act.

PRESENT:

Van Phillips; President

Pat Garrott, Treasurer

Dinah McClure, Vice President

Jean Stapleton, Member

Jerry Withered, Member

Juan Lewis, Secretary

ABSENT:

Prella McBride, Member

ALSO ATTENDING:

Jos N Holman, County Librarian

Friends President Nancy Mancing

Terry Travis

President Van Phillips chaired the meeting and called it to order at approximately 7:40 p.m. A quorum was declared to conduct business for the library. Earlier, at 6:45 p.m., as a part of their continuing education series, Board members heard a presentation on the practical realities of Internet filtering conducted by Steve Belter of Wintek.

TCPL board member Janet Stapleton was asked to lead the Pledge of Allegiance.

TCPL Board Secretary Juan Lewis moved the Board minutes of February 3rd, 2004 be accepted as presented. Board Treasurer Pat Garrott provided a second and the motion passed.

The County Librarian highlighted a few items from the County Librarian's Report. Mr. Holman commented on a recent training opportunity for the department heads conducted by Personnel Employment Lawyer Mitzi Martin in Indianapolis. Also, he informed the Board that TCPL's Library Annual Report (LAR) was completed and mailed to the State Board of

Accounts. Finally, Mr. Holman apprised the Board of the upcoming Indiana Library Federation annual conference and encouraged Board members to let him know of attendance plans before the March 29th advance registration deadline.

Board Vice President Dinah McClure made a motion to approve the March 2nd, 2004 Personnel Actions. Mrs. Stapleton seconded the motion and it passed unanimously.

There were no reports given under the heading of **Committee Reports**.

Friends President Nancy Mancing reported on upcoming Friends activities. The Friend's annual dinner will be held from 6:00 to 9:00 p.m. on April 23rd in the ballroom of the Holiday Inn Select. Mrs. Mancing commented on the next book sale scheduled for March 5-8 and how set-up was going for the sale. The Friends expected the county road crew to assist with the set up and anticipated having 40,000 books to sell. TCPL Board member Janet Stapleton shared she had seen Friends book-sale flyers around Lafayette.

Under **New Business**, Board member Jerry Withered reported on recent communications with John Gambs concerning the remaining escrow funds on deposit with the St. Paul Surety Company. Mr. Withered offered background information on bonding transactions related to the construction of the joint campus library that occurred the previous two years. On behalf of the Facilities Committee, Mr. Withered moved to allow attorney John Gambs the authority to negotiate up to \$15,000 of the remaining \$47,000 deposited with St. Paul Surety to settle the bonding contract with St. Paul Surety. Board Treasurer Pat Garrott seconded the motion and it passed. It was agreed Board President Van Phillips would write a letter to John Gambs informing him of the Board's decision.

On behalf of the Personnel Committee Mrs. Stapleton moved to approve the revision of several of TCPL's Personnel Code policies effective March 3rd, 2004. Vice President Dinah McClure provided a second to the motion and it passed. The revised policies are represented by the following list:

- I.B.1 Conditions of Employment
- I.B.2 Work Week
- I.B.3 Absenteeism
- I.B.4 Performance Evaluation
- I.B.5 Outside Employment
- I.B.6 Staff Meetings
- I.B.7 Telephone Calls
- I.B.10 Dress Code

II.B.2 Holidays.

Under **Other Business**, Board treasurer Pat Garrott moved to approve claims number 6167 to 6293 totaling \$289,145.81 including the prewritten claims numbered 6294 to 6307 totaling \$61,015.95 for a grand claim total of \$350,161.76. Prella McBride seconded the motion and it passed.

There being no further business, President Phillips adjourned the meeting at 8:00 PM.

Juan Lewis, Secretary

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