

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
December 20th, 2004, 5:30 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, December 16, 2004, in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

ALSO ATTENDING:

Jos N. Holman, County Librarian
Amy Paget, Assistant County Librarian
WLF1 TV18

Board President Van Phillips chaired the meeting and called it to order at approximately 5:35 p.m. A quorum was declared to conduct business for the library.

To begin the meeting, Board member Jerry Withered was asked to lead the Pledge of Allegiance.

Board member Prella McBride moved to approve the resolution for the 2005 Salary Ordinance as presented. Board Secretary Juan Lewis provided a second and the motion passed. The resolution specified the beginning and ending dates for TCPL employees to be paid during the fiscal year.

Board Treasurer Pat Garrott moved to approve the transfer of funds by decreasing the specified appropriation balances and transferring funds to the appropriate budget lines. Board member Janet Stapleton seconded the motion and it passed. This transfer ensures no budget lines show a negative balance at the end of the year.

Facilities Committee Chair Jerry Withered reported on recent interviews and discussions to hire an "owner's representative" to represent

the interests of the library during the construction phase of the renovation and to assist TCPL staff members in the construction process. Mr. Withered suggested the “owner’s representative” would work directly with the architects at K.R. Montgomery and Associates to finalize the construction documents for the downtown library renovation and to make the documents available for public bid in January 2005. It is anticipated TCPL will receive good bids on the renovation project with better specifications in the bid documents after they are reviewed by an “owner’s representative”. Mr. Withered moved the Facilities Committee be given approval to engage the services of Tom Walters/Link Management, Inc. according to the terms of his December 17th proposal and a maximum of \$30,000 be expended toward this proposal. Mrs. Garrott seconded the motion and it passed.

Under **Other Business**, Board treasurer Pat Garrott moved to approve claims number 7635 to 7666 and 7668 totaling \$95,130.03 including the pre-written claims numbered 7667 totaling \$15,319.59 for a grand total of \$110,449.62. Mrs. Stapleton seconded the motion and it passed unanimously.

Mrs. McBride moved to adjourn the meeting at 6:00 p.m.

Juan Lewis, Secretary

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