

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

January 2, 2019

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

PRESENT:

Lora Goonewardene, President
Gail Summers, Vice-President
Dave Lahr, Treasurer
Stephen Bultinck, Secretary
Mida Grover, Member

ABSENT:

Brandon Hawkins, Member

GUESTS

Jos N. Holman, County Librarian

President Lora Goonewardene chaired the regular Board meeting and called it to order at 7:06 p.m. A quorum was declared to conduct business for the library.

Board Vice President Gail Summers led the Board in reciting the Pledge of Allegiance.

Board member Mida Grover moved the **Board Minutes** of December 4th and December 19th, 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 reported on several items directly related to Board activities. First, he mentioned the Tippecanoe County Commissioners appointed Mary Springer to join the TCPL Board of Trustees. Mrs. Springer is a retired educator and school librarian. She will meet with the County Librarian in early January and anticipates attending the Board's February meeting. Second, Mr. Holman stated that in late December, TCPL received its 1782 Notice from the Department of Local Government Finance (DLGF). The notification was received later than other entities in the county because TCPL issued and closed on a new bond in mid-December. The DLGF anticipates completing 1782s earlier in 2019. This means TCPL needs to make sure and finalize a year-end Reduced Appropriation Resolution in September or October of 2019. TCPL's requested amount for the Operating budget was confirmed. The tax rate for the Operating budget, \$.0562, was lower than anticipated because of the increase in assessed valuation for our library district. Finally, Mr. Holman reported TCPL hired its first Divisional Librarian for Technology and Support Services. Neal Starkey returns to TCPL in early January after serving as director of the Alexandria-Monroe Township Public Library since October of 2017. Neal was interested in working with TCPL again and submitted his application for the position after a lengthy discussion with the County Librarian. It will be somewhat challenging with just one Divisional

Librarian position filled, but TCPL will move forward and make adjustments as best we can.

Mrs. Grover moved to approve the January 2nd, 2019 **Personnel Actions**. Board Secretary Steve Bultinck seconded the motion and it passed unanimously.

There were no **Committee Reports** presented.

There were no **Other Reports**. Friends President Janet Bessler was not in attendance at the meeting.

Under the heading of **Old Business**, the County Librarian requested the Board reconsider an action item from its December 19th, 2018 special meeting. At that meeting, the Board approved a Transfer of Funds Resolution. However, the County Librarian neglected to take into consideration additional salary and benefit information. Mr. Holman recommended the Board make a couple of minor modifications to the year-end Transfer of Funds Resolution. After reviewing and discussing the revised document, Mr. Bultinck moved to adopt the Transfer of Funds Resolution. Mr. Lahr provided a second and the motion passed.

There was no **New Business** to discuss.

Under the heading of **Other Business**, President Goonewardene requested a motion to suspend the regular meeting. At 7:22 p.m., Mrs. Grover moved to suspend the regular meeting and convene the Board of Finance to consider financial matters and routines for 2019. Mrs. Summers seconded the motion and it passed. The first item of business was to elect a President and Secretary of the Board of Finance. It was suggested Board President Lora Goonewardene and Board Secretary Steve Bultinck serve as officers of the Board of Finance. Mrs. Grover moved to nominate and elect by consensus Lora Goonewardene as President and Steve Bultinck as Secretary of the Board of Finance. Mr. Lahr provided a second and the motion passed. Regarding the TCPL Investment Policy, Mr. Bultinck moved to reaffirm the Investment Policy of the Tippecanoe County Public Library. Mr. Lahr seconded the motion and it passed. Mrs. Summers informed the Board of the local banks that served as depositories in 2018. Mr. Bultinck reminded the Board of the name changes that occurred with a couple of local banks. Mr. Bultinck moved to designate the following banks as depositories for library funds in 2019: Old National Bank, First Merchants and Horizon Bank. Mrs. Grover provided a second and the motion passed. Mrs. Grover moved that the Lafayette Journal & Courier and the Lafayette Leader be approved as designated newspapers to publish TCPL's legal advertisements in 2019. Mr. Bultinck seconded the motion and it passed. Mrs. Summers moved to approve the request for advance tax draws from the County Auditor for the 2019 fiscal year. Mr. Lahr provided a second and the motion passed. At 7:57 p.m., President Goonewardene closed the Board of Finance meeting and reconvened the regular Board meeting.

Also, under **Other Business**, Board Treasurer Dave Lahr moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 28188 through 28229. The prewritten claims were \$135,745.19 and

the regular claims were \$52,606.55 for a grand total of \$188,351.74. Mrs. Grover seconded the motion and it passed.

Prior to adjournment, the County Librarian commented on a couple of financial matters. The first comment centered on the small investment account held at Morgan Stanley. This account is the residual dollars from the Anna Akeley gift in 2006. The County Librarian recommended the Board consider closing the account. Mr. Holman's second comment was the Board's Finance committee should make time in the future to consider investment of funds on hand more than operating balance for the library. The committee should meet about this in 2019.

Mrs. Grover moved to adjourn the regular Board meeting at 7:37 p.m. Mrs. Summers seconded the motion and it carried.

Stephen Bultinck, Secretary

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