

**TIPPECANOE COUNTY PUBLIC LIBRARY**

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

**May 7, 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, May 2, 2019 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

Gail Summers, Vice-President  
Dave Lahr, Treasurer  
Mary Springer, Member  
Mida Grover, Member

**ABSENT:**

Lora Goonewardene, President  
Stephen Bultinck, Secretary  
Brandon Hawkins, Member

**GUESTS**

Harry Mohler, Architect  
Jos N. Holman, County Librarian

Vice President Gail Summers chaired the regular Board meeting and called it to order at 7:05 p.m. A quorum was declared to conduct business for the library.

Board member Mida Grover led the Board in reciting the Pledge of Allegiance.

Mrs. Grover moved the **Board Minutes** of April 2<sup>nd</sup> 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 four specific items. He mentioned the Youth Services department held a successful author visit with children's author Margaret Read MacDonald. Mrs. MacDonald wrote more than fifty books, many of which are folktale based picture books. She graciously entertained several classes of students in her scheduled daytime performances. There were 255 students in the morning and 282 in the afternoon. The evening activity had 29 attendees. Mr. Holman updated the Board on recent legislation passed by the Indiana state legislature. House Bill 1343 passed with an effective date of July 1, 2019. The new law has impactful fiduciary regulations when triggered by a resolution of the library's fiscal body. The resolution would subject the library to binding review of its proposed budget. The topic will resurface when the library goes through its summer budget process. Finally, Mr. Holman reported TCPL Finance Controller, Loretta Carter, is uploading monthly bank reconciliation documents to the Department of Local Government and Finance (DLGF) Gateway website. This activity was requested July 1, 2018, however with Ms. Carter being fairly new, the County Librarian delayed the task for six months. This activity assists the State Board of Accounts in future audits of TCPL as a local taxing unit. Separately, the County Library completed the "PreBudget Worksheet" required by DLGF on its Gateway website. This worksheet gives DLGF a sense of the indebtedness of TCPL and advance notice if additional bonds are being issued. The worksheet had an April 30<sup>th</sup> deadline.

Mrs. Grover moved to approve the May 7<sup>th</sup>, 2019 **Personnel Actions**. Board member Mary Springer seconded the motion and it passed unanimously.

There were no **Committee Reports**.

Under the heading of **Other Reports**, the County Librarian provided details on the Department of Local Government Finance's Additional Appropriation (AA) process. Mr. Holman shared a flow chart showing each step of the process. A written narrative of the process was also referenced. Mr. Holman recommended the AA process be utilized to generate funding for the furnishing, fixtures, and equipment for operation of the South branch. He reminded Board members the Finance committee previously discussed this option. After a brief discussion, Mrs. Summers moved to authorize the County Librarian to begin the AA process by placing the necessary legal advertisements as discussed. Mr. Lahr seconded the motion. The motion passed.

There was no **Old Business**.

Under the heading of **New Business**, the Board considered a process for formally naming the South branch library currently under construction. The County Librarian provided background information on the naming of the existing branches. Mr. Holman also mentioned by starting a process to name the branch now, it could conclude in the early fall. After a brief discussion, Board members decided to create an ad hoc committee to coordinate and oversee the process to name the branch. Mary Springer, Mida Grover, and Dave Lahr will serve as the ad hoc committee. The committee will report back to the Board.

Under the heading of **Other Business**, Mr. Lahr moved to approve the grand total of the claims listing presented by the County Librarian starting with claim number 28516 through 28613. The prewritten claims were \$280,200.65 and the regular claims were \$125,780.76 for a grand total of \$405,981.41. Mrs. Grover seconded the motion and it passed.

There was no Other Business. Prior to adjournment, Mr. Lahr inquired about an updated listing of Board members. Mr. Holman indicated he could follow up to share the latest edition of this document.

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

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Gail Summers, Vice President

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