

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

September 3, 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, August 29, 2019 in conformity with the Indiana Open Meeting Act.

PRESENT:

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

ABSENT:

GUESTS

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

Prior to the regular Board meeting, at 7:00 p.m. President Lora Goonewardene convened a Public Hearing on the 2020 budgets. No one from the public spoke to the 2020 budgets. Board Secretary Stephen Bultinck moved to adjourn the public hearing at 7:02 p.m. Board member Mida Grover provided a second and the motion passed.

President Goonewardene chaired the regular Board meeting and called it to order at 7:04 p.m. A quorum was declared to conduct business for the library.

Mrs. Grover led the Board in reciting the Pledge of Allegiance.

Mrs. Grover moved the **Board Minutes** of August 6th, 2019 be approved as presented. Board member Brandon Hawkins provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman reported on several library related items. Mr. Holman shared that because of a dwindling supply of library cards and the intention to order a large quantity of new cards, TCPL staff took the opportunity to modify the design of our library card. Head Circulation Librarian Carrie Pedigo initiated the change to modify the card. Ultimately, it was decided to add the key action verbs of the library's vision, "explore, enjoy, and enrich" to the front of the card. The card will be first distributed during National Library Card Sign-up Month in September. A complete overhaul of the library card will be considered with the renovation of the downtown library. Mr. Holman mentioned four part-time TCPL staff members will attend an upcoming support staff conference hosted by the Indiana State Library on September 13th. **"The Difference is You Conference"** will be attended by Stacy Weinreich, Rain Gerteis, Holly Fitzpatrick, and Theresa Clift. The conference theme is "*Staff Transform Libraries*". Mr. Holman informed the Board TCPL staff members will participate in more offsite activities during the month of September. Outreach staff will participate in the 18th Annual Hands on Transportation event held at Tecumseh Junior High School on September 7th.

Also, staff will have a booth at the Tippecanoe Latino Festival on Saturday, September 14 from 12 noon to 6:00 p.m. and host a table at the September 21st Global Fest activity held in West Lafayette. Finally, Mr. Holman brought to the Board's attention he would once again participate in the Miller Elementary Success Academy. As part of a group of African-American male mentors, Mr. Holman will participate in bi-weekly meetings over the lunch hour to present improvement topics to fourth grade at-risk male students. The program starts on September 30th and lasts throughout the school year.

Mrs. Grover moved to approve the September 3rd, 2019 **Personnel Actions**. Board Vice President Gail Summers seconded the motion and it passed unanimously.

There were several **Committee Reports**. As Finance committee chair, Mr. Lahr reported on an August 24th late afternoon meeting of the committee. The entire committee was present to meet with the County Librarian and review the proposed 2020 Operating Budget. The County Librarian took the committee through the budget commenting on individual budget lines. The committee identified typos and suggested changes in several lines. A revised copy will be provided for the Board for use during the public hearing. No action was taken by the committee.

Mr. Bultinck reported on the July 25th meeting of the Tippecanoe County Public Library Foundation board. He mentioned the board is in the process of re-organizing with his joining the board. The board briefly reviewed its investment approach, especially as it pertains to risk and thus the cause for the change in investment companies last January. Mr. Bultinck stated the next Foundation board meeting will be held in late October and any formal request for the South branch donation should occur at that meeting.

Also under the heading of **Committee Reports**, Mr. Lahr updated the Board on the work of the ad hoc committee to name the South branch. Mr. Lahr reported the committee met a couple of times over the past few weeks. Mrs. Springer conducted research on the history of the geographic area as well as owners of the land. The ad hoc committee started working on a few initial suggestions which will be shared with the Board in a subsequent email.

Under the heading of **Other Reports**, Mrs. Jan Bessler reported on several items. Mrs. Bessler mentioned the Friends board is in the process of recruiting members to replace upcoming vacancies in two important volunteer positions. The positions will be vacant because current members need to step down. One vacancy is for the "Sorting Room chair" as Jan Cartwright steps down after 15 years of volunteer service and leadership in that position. The other vacancy is for newsletter editor because Cherry Delaney is stepping down after a decade of service. On an interim basis, long-time Friends member Larry French will edit the newsletter. Also, Mrs. Bessler stated two Friends committees are pretty active right now. One is the Scholarship committee as it reviews and updates scholarship eligibility guidelines. The other is the Membership committee which is presently focusing on increasing the number of members and also raising visibility of the organization. Finally, Mrs. Bessler mentioned the next book sale takes place September 13-16.

Also under **Other Reports**, the ad hoc Naming committee updated its report on efforts to name the South branch. This led to a discussion on several aspects and options for names based on the research done by Board member Mary Springer. The research included maps of the land area near the South branch and the people who lived there. Two specific suggestions for a name were shared during the discussion. One suggestion was

“Wea Plains Branch” and the other was the “Wea Prairie Branch”. The discussion turned to the question of the Board accepting a significant donation to name the South branch. Several factors were brought up including what dollar amount, any criteria for the donor, and how an individual name might be combined with a name TCPL desired. The County Librarian provided background information on the previous approach to name the Campus Library while it was being built. There was consensus to create an ad hoc committee to consider the need for TCPL to create a “naming policy”. Mr. Hawkins, Mr. Lahr, and Mr. Bultinck will serve on the committee and bring a report to the November Board meeting.

There was no **Old Business**.

Under the heading of **New Business**, the County Librarian presented an overview of the 2020 Operating budget. Mr. Holman commented on the four distinct categories of the budget along with increases and decreases in several budget lines. The majority of the increases are associated with the opening and operation of the South branch. Mr. Holman was asked a few questions and responded with references to specific budget lines and any historical data associated with the question. No changes were made to the budget. Mr. Holman reminded the Board of the opportunity to adopt the budget at its regular monthly meeting on October 1st. No action was taken on the topic.

Also under the heading of **New Business**, the County Librarian brought the Board’s attention to the recently developed “action plan” related to TCPL’s outdated strategic plan. Mr. Holman pointed out specific activities/tasks on the plan related to the future work of the library Board. He stated the Board would clearly have oversight and responsibility for those specific areas. The Board asked a few questions and accepted the plan as presented. No action was taken on this topic as well.

Under the heading of **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 28906 through 29000. The prewritten claims were \$312,089.41 and the regular claims were \$557,941.99 for a grand total of \$807,931.40. Mrs. Grover seconded the motion and it passed.

Under the heading of **Board comments**, Mr. Holman was asked for an update on the planning of the 30th anniversary activity. Mr. Holman shared several ideas that were being pursued. The activity is expected to begin at 1:30 p.m. Photos will be shared related to the construction of the building, the 24-Hour Library will be highlighted, and input gathered for future library service. Also, refreshments will be served and a giveaway provided to remember the occasion.

There was no Other Business.

Mrs. Grover moved to adjourn the regular Board meeting at 8:08 p.m. Board member Mrs. Springer seconded the motion and it carried.

Stephen Bultinck, Secretary

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