

**TIPPECANOE COUNTY PUBLIC LIBRARY**

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

October 1, 2002, 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 September 26, 2002, in conformity with the Indiana Open Meeting Act.

PRESENT:

Jerry Withered, President  
Prella McBride, Member  
Pat Garrott, Vice Treasurer  
Van Phillips, Treasurer  
Dan Taylor, Member

ABSENT

Dinah McClure  
Juan Lewis

ALSO ATTENDING:

Jos Holman, County Librarian  
Scottie Wallace, Assistant County Librarian  
Jamie Yearly, Administrative Assistant  
Tom Yarnall, Facilities Manager  
Staff Members of TCPL

President Jerry Withered called the meeting to order and established that a quorum was present for the conducting of business. Melissa Nelson led the board in the Pledge of Allegiance.

Upon motion by Mr. Taylor and second by Ms. Garrott, the Minutes of the September 3, 2002 regular meeting were approved.

Mr. Holman briefly covered highlights of the County Librarians report. Items highlighted included staff day that was held September 30. Mr. Holman received over 50 evaluation forms back from the staff with positive feedback on the day. The Courtesy Fund which was in the operating fund of TCPL, is now the TCPL Social Committee's responsibility in a separate account. TCPL will sponsor it's annual program to collect new children's books to be given out during the holiday season to children of families that cannot afford to buy books. The library has received two comment cards on library materials with negative comments. The titles are "The Travels of Babar" and The Mystery of the Pirate Ghost". Letters of response are being prepared and will be sent to both customers.

Upon motion by Ms. McBride and second by Ms. Garrott, the personnel actions were approved.

For the Facilities Committee, Mr. Taylor reported that they are still trying to get a final response from Amyir to close the construction of the Campus Library. Also, the committee is looking at finalizing a recommendation of a consultant for the future space/facilities study. Also, Dan Taylor will assist with review of the estimates for replacement of the front doors.

Ms. McBride reported that the Personnel Committee met and reviewed some of the Personnel Policies. The director is expected to make recommended changes to the committee. It is recommended that an outside consultant be hired to do a salary classification review.

Reporting for Friends Liaison, Ms. McBride stated that the book sale brought in around \$18,200. The new Harry Potter movie will be shown on the 16<sup>th</sup> of November. Also, the Friends will no longer seek first right of refusal for the purchase of the Unitarian church.

Moved by Mr. Taylor and seconded by Mr. Phillips, a motion to elect Prella McBride as secretary of the Tippecanoe County Public Library Board of Trustees was accepted.

A motion by Mr. Phillips to publish the "Notice of Adoption" one time in both local newspapers to meet the requirements of the State of Indiana regarding the Capital Projects Fund, was seconded by Mr. Taylor, and was approved.

Mr. Holman informed the board of the recommendation for discontinuing the circulation of the film and toy collection. There has been very little demand for either collection over the past few years. The board concurred with the recommendation and declared the collections surplus.

A motion by Mr. Taylor to declare the 1988 Ford Bookmobile as surplus and the library director to work out a way to request proposals for anyone interested in buying the vehicle, was second by Ms. Garrott, and was approved.

Mr. Phillips moved, seconded by Ms. Garrott that Claims #3511 through #3613 in the amount of \$260,930.66. The Claims were unanimously approved for payment.

There being no further business, President Withered adjourned the meeting at 8:15 PM.

---

Prella McBride, Secretary

EXHIBITS AND OTHER MATERIALS REFERENCED IN THESE MINUTES CAN BE INSPECTED AND COPIED IN THE ADMINISTRATIVE OFFICE, TIPPECANOE COUNTY PUBLIC LIBRARY, 627 SOUTH STREET, LAFAYETTE, INDIANA 47901-1470.