

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

November 4, 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 October 31, 2002, in conformity with the Indiana Open Meeting Act.

PRESENT:

Jerry Withered, President
Prella McBride, Member
Van Phillips, Treasurer
Dinah McClure, Member

ABSENT

Dan Taylor
Juan Lewis
Pat Garrett

ALSO ATTENDING:

Jos Holman, County Librarian
Scottie Wallace, Assistant County Librarian
Jamie Yearly, Administrative Assistant
Rita Bulington, Friends President
Staff Members of TCPL

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

Upon motion by Mr. Phillips and second by Ms. McClure, the Minutes of the September 5, 2002 special meeting were approved. Motioned by Mr. Phillips and seconded by Ms. McBride, the Minutes of the October 1, 2002 regular meeting were approved.

Mr. Holman briefly covered highlights of the County Librarians report. Items highlighted included the new replacement doors for the Alabama street entrance have been ordered and will be installed in late November. The written request for proposals for TCPL's space/facilities study has been completed and mailed out. One of the three firms has already visited the library.

The library has received another completed "Comments on Library Materials" form on the book "Mutation". A letter of response will be prepared and sent to the customer.

TCPL Board member Van Phillips was showcased recently in a local publication called the Downtowner.

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

For the Finance Committee, Mr. Phillips reported that the exit interview with Gary Roberts, with State Board of Accounts, went fine. Mr. Roberts suggested some changes and it will be up to TCPL to address those changes. Mr. Holman will make recommendations to the Board. Mr. Phillips has offered the use of a fire safe storage bin at Jones & Phillips.

Ms. Withered reported that the Foundation Board met with Mr. Klusman who indicated the greater Lafayette Community Foundation investments are on par with the stock market.

Rita Bulington reported that the Friends are anticipating a report from the By-Laws Committee who have reviewed and revised the Friends By-Laws. Also a policy and procedures manual project will start being compiled for the Friends, so as to have a written record of procedures. The Friends Boutique, "Dickens of a Book Sale", will be held December 6-8. The Harry Potter tickets have sold out.

A motion by Mr. Phillips to authorize a MBNA of America Platinum Plus Business account in the name of Jos N. Holman and Scottie Wallace, was seconded by Ms. McBride, and was approved. Mr. Phillips suggested that a letter along with the minutes of this be placed on file. The letter should state that Mr. Holman and Ms. Wallace are officers of the library and be signed by the Treasurer and President of the board.

Mr. Holman suggested that the board hold a special meeting on December 20, 2002 to conduct year-end financial transactions. The board agreed.

Mr. Holman discussed potential retreat dates in hope of finding a workable date before 2002 expires. Mr. Withered suggested that it may not be feasible to have before the end of this year and January or February looked promising. Mr. Holman will email board members to check on available dates using evenings and Saturday mornings in January and February, 2003.

Mr. Holman informed the board that the Tippecanoe Arts Federation is interested in paying their mortgage off early because of special donations they anticipate receiving.

Mr. Phillips moved, seconded by Ms. McBride that Claims #3614 through #3802 in the amount of \$334,918.86. The Claims were unanimously approved for payment.

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There being no further business, upon motion by Mr. Phillips and second by Ms. McBride, President Withered adjourned the meeting at 8:15 PM.

Prella McBride, Secretary

Jerry Withered, President

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