

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

August 5, 2003, 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 August 1, 2003, in conformity with the Indiana Open Meeting Act.

PRESENT:

Prella McBride, Secretary
Dinah McClure, Member
Juan Lewis, Vice President
Dan Taylor, Member
Jerry Withered, President
Pat Garrott, Vice Treasurer

ABSENT

Van Phillips

ALSO ATTENDING:

Jos Holman, County Librarian
Friends President Nancy Mancing
Vice-President Adele Needham
Other Friends members
Michael Montgomery & Stuart Godfrey
of KRM Montgomery & Associates, Inc.
Terry Travis
Carol Stults

President Jerry Withered chaired the meeting and called it to order at approximately 7:35pm. A quorum was declared to conduct business for the library.

Friends member Jane Rhinehart led the Pledge of Allegiance.

Board Secretary Prella McBride moved the Board minutes of July 1, 2003 be accepted as presented. Dinah McClure provided a second and the motion passed.

The County Librarian highlighted a few items on the County Librarian's Report. Mr. Holman began by mentioning to the Board that the Long Range Plan would expire at the end of 2003 and the Board might consider what would be the next step in replacing it. Also, he pointed out the recent gift from the Ray K. Gretencord estate. Additional information was given on the 2003 Staff Day and Board members were encouraged to attend. Finally, Mr. Holman asked Board members be aware of planning for

an upcoming special donor event and his hope that Board members would make sure and mark that date on their calendars.

Juan Lewis made a motion to approve the August 5th, 2003 Personnel Actions. Board member Pat Garrott seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, several Committees made reports. Reporting for the Personnel Committee, Chair Prella McBride indicated the evaluation document for the County Librarian was complete. The committee set a date to meet with the County Librarian to review the evaluation. Prior to the August 5th regular meeting, the Board met in Executive Session to discuss the evaluation. Ms. McBride also reported as Friends Liaison and commented on the significant amount of financial support the Friends provided for TCPL programs.

Mr. Taylor reported for the Facilities Committee. He mentioned the committee had met with KRM Associates to receive a preliminary presentation on the Facilities Study. Also, Mr. Taylor reminded the full Board and it's guests they would receive a presentation later in the meeting from KRM representatives.

In her report, Friends President Nancy Mancing commented on the other Fiends members in attendance at the meeting and their interest in the Facilities Study presentation. She shared the dates for the Fall Book Sale, September 12-15, and indicated Friends members had been sorting books by the drove because of an unusual increase in donations of books. Finally, Mrs. Mancing shared the Friends 2004 annual meeting date and that a committee had been appointed to plan this activity.

Under **Old Business**, the County Librarian shared that the Department of Local Government and Finance had approved the Capital Projects Plan and instructed TCPL to do the final advertisement for the Capital Projects Fund. Dan Taylor moved to publish the Capital Projects Fund Notice of Adoption one time in both local newspapers to meet the requirements of the State of Indiana. Pat Garrott seconded the motion and it passed unanimously.

Under **New Business**, Ms. McBride moved to publish the budget estimates, tax levies, and the schedule of the public hearing and board adoption dates for the 2004 Operating, BIRF, LIRF, and Capital Project Fund budgets as required by Indiana Library laws. The motion was seconded by Dinah McClure and passed by the Board.

Under **Other Business**, President Withered briefly discussed the timeline created by Mr. Phillips to help the Board consider the various factors associated with building a new branch library. The Board reached a

consensus to have the Finance and Facilities committees consider the factors involved and move forward in compiling the necessary data to help the Board make a final decision on this topic.

Board Treasurer Pat Garrott moved to approve claims numbered 5068 to 5208 totaling \$309,540.88 including the pre-written claims numbered 5209 to 5226 totaling \$93,233.03. The motion was seconded by Dinah McClure and passed.

President Withered introduced KRM and Associated, Inc. representatives Mike Montgomery and Stuart Godfrey provided a visual presentation of the progress made thus far in the feasibility study. Statistical information comparing TCPL to other libraries including building square footage and collection size was shared. Also, preliminary designs of changes to the interior of the downtown library and possible additions to the building were presented. Mr. Montgomery and Mr. Godfrey responded to questions from the Board and Friends members. Also, Mr. Godfrey indicated he would send a hard copy of the draft designs to the Board for further review. President Withered thanked them for their presentation and indicated the Board's appreciation for their work.

There being no further business, President Withered adjourned the meeting at 8:30 pm.

Prella McBride, Secretary

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