

TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

October 7, 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 October 2, 2003, in conformity with the Indiana Open Meeting Act.

PRESENT:

Prella McBride, Secretary
Juan Lewis, Vice President
Jerry Withered, President
Pat Garrott, Vice Treasurer
Van Phillips; Treasurer

ABSENT

Dinah McClure; Member

ALSO ATTENDING:

Jos Holman, County Librarian
Friends President Nancy Mancing
Amy Paget
Carol Stults

President Jerry Withered chaired the meeting and called it to order at approximately 7:30pm. A quorum was declared to conduct business for the library.

Friends of TCPL President Nancy Mancing led the Pledge of Allegiance.

TCPL Board Treasurer Van Phillips moved the Board minutes of September 2nd, 2003 be accepted as presented. Pat Garrott provided a second and the motion passed. TCPL Board member Pat Garrott moved the minutes of the September 8th, 2003 special meeting to adopt the 2004 budgets be approved as presented. TCPL Board Vice-President Juan Lewis seconded the motion and it passed.

The County Librarian highlighted a few items on the County Librarian's Report. Mr. Holman reiterated the positive response to the TCPL 2003 Staff Day and referred to the evaluative summary in the board package. He requested a final date be decided on the dinner invitation received from the Board of the West Lafayette Public Library. Mr. Holman shared the recent renewal of a \$107,000 certificate of deposit. Finally, he mentioned TCPL employee Winnie Adler having celebrated her 20th year of working at the library. Mr. Phillips inquired if any of the items contained on the fire inspection list could be considered capital projects activities. Mr. Holman indicated he would check to see.

Juan Lewis made a motion to approve the November 3rd, 2003 Personnel Actions. Board member Prella McBride seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Juan Lewis reported as chair of the Long Range Planning Committee. Juan shared the results of the committee's discussion from the meeting held on September 17, 2003. He mentioned the committee would review the current plan and receive an updated written report of the progress made on the plan. The County Librarian will share his perspective on the update and make recommendations of any items which should be carried into the next plan. Also, the committee will consider if an outside consultant would prove beneficial and productive to the development of a new long range plan. The County Librarian will get preliminary cost estimates for the involvement of a consultant. Finally, the committee expected that all TCPL Board members would somehow be involved in the process of developing a new plan and that an evaluative/assessment component be included in the new plan.

Mr. Phillips reminded the Board and the County Librarian that October was the time to begin to research and discuss appropriate projects for the Capital Projects fund.

In her report, Friends President Nancy Mancing shared comments on the most recent book sale held by the Friends of TCPL. She relayed it was a great sale with a total sales amount of \$21,140. This was an increase of about \$3000 from the 2002 fall book sale. Also, the Friends are recruiting individual Friends' members to work on a special project with TCPL staff to apply security strips to the library collection. This is in preparation to install the new security system for the library. Finally, she mentioned the Friends are starting preparations for the Holiday Boutique sale which will be held December 5-7th.

Under **New Business**, Mrs. McBride moved to approve retaining Great West Healthcare as the health insurance provider for eligible TCPL employees and to accept the quoted rates provided for the plan year October 1, 2003 through September 30, 2004. Mrs. Garrott seconded the motion and it passed unanimously. Also, Mr. Phillips moved to declare the list of submitted items as surplus and the items be disposed of by the Friends of TCPL as they deem appropriate. Juan Lewis seconded the motion, which passed as well.

Under **Other Business**, President Withered brought up the subject of committee assignments, especially in light of Dan Taylor's resignation from the Board. Mr. Withered provided suggestions for interim committee assignments for the last three months of the year. His recommendation included his chairing the Facilities Committee through the end of the year

and Pat Garrott being added to the committee. Also, he mentioned Dinah McClure would be assigned the chair of the Parental Controls and Internet Filtering committee. President Withered requested a motion to approve the committee changes. Mr. Phillips moved and Pat Garrott seconded the motion and it passed. Finally, Mr. Withered reminded the Board that Dan Taylor had agreed to continue as a member of the Joint Board of the campus library through June 30, 2004

Board Treasurer Van Phillips moved to approve claims numbered 5375 to 5514 totaling \$302,613.33 including the pre-written claims numbered 5515 to 5526 totaling \$54,080.78. The motion was seconded by Juan Lewis and passed.

Under general comments, Mrs. McBride mentioned and provided a copy of the recent article in the Lafayette Leader, which profiled the County Librarian.

There being no further business, President Withered adjourned the meeting at 7:55 pm.

Prella McBride, Secretary

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