

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
June 1, 2021

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, May 27, 2021 in conformity with the Indiana Open Meeting Act.

PRESENT:

Gail Summers, President
Dave Lahr, Treasurer
Mary Springer, Secretary
Mida Grover, Member

ABSENT:

Stephen Bultinck, Vice-President
Brandon Hawkins, Member
Lora Goonewardene, Member

GUESTS

Harry Mohler, Architect
Jim Plantenga, Friends President
Jos N. Holman, County Librarian

President Gail Summers chaired the regular Board meeting and called it to order at 7:04 p.m. President Summers declared there was a quorum to conduct business on behalf of the library. Board member Mida Grover led Board members in reciting the Pledge of Allegiance.

Mrs. Grover moved the **Board Minutes** of May 4th, 2021 be approved as presented. Board Treasurer Dave Lahr provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted several items from the report. He reported a "*Request for Qualifications*" (RFQ) proposal, to gauge the interest and abilities of architectural firms to work on the renovation of the downtown library, was sent out to several firms. The four-page RFQ provides background on the renovation, lists key components of the renovation and indicates the funds available for the project. Also, the RFQ included 20 questions the architectural firm must answer by Friday, June 18th. Mr. Holman stated interviews with potential firms will take place the last week of June. Mr. Holman indicated the Summer Reading Program (SRP) for all ages started June 1st. He showed the Board the SRP youth video, mentioned a few of the stand-alone programs and provided handouts representing the SRP youth programs. There were several positive comments about the video. Mr. Holman stated the first special program occurs on June 5th and is a popular returning performer, Amazon John of Silly Safari. Mr. Holman reported that Wea Prairie hosted kindergarten and first grade classes from Wea Ridge Elementary in April. The students received a tour of the building and a short literary presentation. Students without library cards were encouraged to get their first library card and revisit the library at a future date. Wea Prairie staff members anticipate more class visits this fall. Finally, Mr. Holman shared that earlier today, TCPL debuted a new digital resource for library customers. The 30,000-film resource called Kanopy is similar to Hoopla's streaming

digital content. Most of the films are documentaries, independent films, and award-winning films including kids' material (like PBS and Weston Woods). Kanopy adds more than 50 new items each month. Library customers access Kanopy via a website, phone/tablet, smart TV or a ROKU device. TCPL will budget \$7,500 annually for the service.

Mrs. Grover moved to approve the June 1st, 2021 **Personnel Actions**. Board Secretary Mary Springer seconded the motion and it passed unanimously.

Under the heading of **Committee Reports**, Mrs. Grover reported as Personnel Committee chair on several compensation related matters. She shared information from discussions the committee had to follow-up on unresolved topics associated with the Salary Ordinance. There are several concerns about the current ordinance, the biggest of which is compensating staff who have reached their maximum wages in their pay range. Also, consideration needs to be given to the topic of starting wages of support staff pay in competition with local employers. The County Librarian pointed out these topics would be considered in conjunction with the compensation statements described in the new strategic plan. Mrs. Grover moved to adjust/modify the 2021 Salary Ordinance. Mrs. Springer seconded the motion. Board discussion revolved around an examination of all ranges to determine if circumstances warranted adjustments in multiple ranges. Mrs. Grover indicated the Personnel Committee would seek additional information regarding this topic from the Human Resources Coordinator. The vote was taken and the motion passed. Finally, Mrs. Grover moved to approve retroactive performance pay for the County Librarian. Mrs. Springer seconded the motion and the motion passed.

Under the heading of **Other Reports**, Friends President Jim Plantenga reported for the Friends of TCPL. Mr. Plantenga stated the recent half-day parking lot sale of non-fiction books garnered about \$2,000. Books left over from the outdoor sale were rained on when the tarps covering the gaylord containers came loose. The Friends are planning another parking lot sale on Saturday, June 19 from 10:00 a.m. to 2:00 p.m. The sale will include fiction books, DVDs and children's books. Finally, Mr. Plantenga indicated the Friends are really hoping to return to a four day inside book sale in early September.

There was no **Old Business** to consider.

Under the heading of **New Business**, the County Librarian presented the June 2021 Surplus List. The Automation department maintained a running list of technological equipment that TCPL can no longer use. In most cases the equipment is broken and nonfunctional. The Automation staff did their best to use older computers for spare parts, so there is no further use for computers on this document. Mrs. Springer moved to approve the June 2021 Surplus List as presented. Mrs. Grover provided a second to the motion and the motion passed.

Under the heading of **Other Business**, Mr. Lahr moved to approve the grand total of the June 2021 claims listing presented by the County Librarian starting with prewritten claim number 402 to 434 totaling \$283,755.54 and the regular

claims numbering 435 to 482 totaling \$184,472.57. The grand total of the prewritten and regular claims was \$468,228.11. Mrs. Springer seconded the motion and it passed.

There was no **Other Business**.

Under **Comments from the Board**, Mrs. Grover complimented and thanked the County Librarian for his work on behalf of TCPL. Under the heading of **Comments from the Director**, Mr. Holman mentioned with things opening up in the community, the library may have to re-examine its approach to customers and staff wearing masks. He indicated a consideration to anonymously survey TCPL staff to find out the percentage of staff who were vaccinated. The results of the survey will likely factor into any decision made regarding masks. There was consensus to support a future decision easing the masks guidelines for library customers and staff in TCPL buildings. Mr. Holman also reminded the Board the library would continue to restrict use of the library meeting rooms to TCPL staff and operations throughout the summer. Consideration for public use of the meeting rooms will occur during the summer months.

Mrs. Springer moved to adjourn the meeting at 8:10 p.m. Mrs. Grover seconded the motion and it carried.

Mary Springer, Secretary

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