

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
August 3, 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, July 29, 2021 in conformity with the Indiana Open Meeting Act.

PRESENT:

Gail Summers, President
Stephen Bultinck, Vice-President
Dave Lahr, Treasurer
Mary Springer, Secretary
Brandon Hawkins, Member

ABSENT:

Mida Grover, Member
Lora Goonewardene, Member

GUESTS

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

President Gail Summers chaired the regular Board meeting and called it to order at 7:02 p.m. President Summers declared there was a quorum to conduct business on behalf of the library. Board Secretary Mary Springer led Board members in reciting the Pledge of Allegiance.

Mrs. Springer moved the **Board Minutes** of July 6th, 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 three items from the report. He mentioned several activities associated with the downtown renovation. Mr. Holman met with Keystone Architecture's lead architect, Justin Sorber, to talk about the scope of the project and consider how to start the project. Separately, TCPL provided blueprints of the downtown library to Keystone staff as well. On July 26, Mr. Holman led several staff members from Keystone on a tour of the downtown library to get a closer look at the building. He indicated the basic AIA contract for the project was sent to Bob Bauman for legal review. Key observations and suggestions from Bauman have been shared with Keystone. Mr. Holman's final comment on this topic mentioned the first meeting for TCPL staff to convey building needs and design ideas with Keystone architects is scheduled for Wednesday, August 11. Mr. Holman went on to mention there are several facilities related problems at different TCPL buildings. For the downtown library, the sewage ejection pump in the basement needs to be replaced. At Wea Prairie, there is a ground leak in the staff lounge. At Wyandotte, software controlling the HVAC is not working consistently. The situations are being addressed and necessary quotes are being requested for the repairs. Finally, Mr. Holman reported he was asked to serve on the search committee for a new Executive Director (ED) of the Art Museum of Greater Lafayette. The current ED, Kendall Smith, is stepping down to become the

Campaign Planning Project Manager to raise funds for a new Art Museum building on the banks of the Wabash River in West Lafayette. The activity anticipates being finished by December 2021.

Board Vice-President Steve Bultinck moved to approve the August 3rd, 2021 **Personnel Actions** as stated in the Board packet. Mrs. Springer seconded the motion and it passed unanimously.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends of TCPL President, Jim Plantenga expressed gratitude and appreciation to the Board for approval of the full four-day book sale scheduled for September. Mr. Plantenga said the Friends are excited about holding their traditional multi-day book sales because they acquired quite a bit of inventory over the past 14-18 months. Mr. Plantenga also reported the Friends received a large quantity of donated books in excellent shape through the Bibler family. The County Librarian pointed out the Bibler's were long-time supporters of TCPL and contributed to the Odyssey Sculpture in the downtown youth room.

Also, under the heading of **Other Reports**, the County Librarian briefly introduced the Board to a draft version of the Strategic Plan's Action Plan. The document was shared via the overhead projector in both Excel and pdf format. Mr. Holman reminded the Board these were staff ideas that TCPL Management Team was assigning and categorizing according to the three key strategic directions. He also reminded them that a timeline, with fiscal implications and who might work on these ideas/projects, was still being developed. No action was taken on this topic.

The County Librarian went on to present background information on the issuance of the 2022 General Obligation Bond as the major funding process for the downtown renovation. Using the overhead projector, Mr. Holman shared two funding scenarios developed by Baker Tilly showing the total amount of debt and calculated bi-annual payments based on an estimated interest rate. He pointed out any amount over \$5.75 million dollars would need to go through an official petition remonstrance process once an initial objection was filed. The timeline for each scenario starts out the same, but changes dramatically when the remonstrance activity turns into a full-blown signature gathering activity. Board members shared thoughts on a potential petition remonstrance process and discussed the pros and cons of such an activity. There was quite a bit of discussion and some concern about not having an estimate to assist in making the decision about the dollar amount needed for the bond. The County Librarian indicated he would touch base with Keystone Architecture to see what they could do about providing an estimate. No action was taken on this topic.

Finally, under the heading of **Other Reports**, the County Librarian presented the draft 2022 Operating Budget. Mr. Holman showed the Board this first version of the budget as discussed during the Board's Finance Committee meeting. There was quite a bit of support and understanding for the increased budget lines in the

personnel category area. The projected increases are based on the implementation of a new salary schedule based on a recommended wage compensation study for all staff. There are anticipated increases in staff benefits as well. There are also anticipated increases in the materials budget, furniture and equipment, and the professional services area. At this time, the anticipated property tax levy will support increases in the budget. Overall, the budget increase is less than 4% and within the state determined average growth quotient for budget increases. This was the first review of the budget in anticipation of a public hearing at the September 6 regular Board meeting. No action was taken on this topic.

There was no **Old Business**.

The County Librarian indicated the one topic (Keystone Architecture AIA Contract) under **New Business** was postponed because the contract was not finalized. The contract will be on the agenda for the September Board meeting.

Under the heading of **Other Business**, Mr. Lahr moved to approve the grand total of the August 2021 claims listing presented by the County Librarian starting with prewritten claim number 577 to 612 totaling \$189,390.31 and the regular claims numbering 613 to 655 totaling \$152,163.28. The grand total of the prewritten and regular claims was \$441,553.59. Board member Brandon Hawkins seconded the motion and it passed. There was no **Other Business**.

Under the heading of **Comments from the Public**, architect Harry Mohler made a few comments on the downtown renovation activity. Mr. Mohler indicated he would put his comments in writing. President Summers thanked Mr. Mohler for his comments. Under **Comments from the Board**, Mr. Bultinck complimented the County Librarian on the development of the 2022 Operating budget. Under **Comments from the Director**, the County Librarian shared TCPL's Management Team had a recent discussion about customers being required to wear masks. At this time, staff preference is for masks to continue to be optional. Mr. Holman went on to mention TCPL plans to re-start on-site programming in early September. TCPL will begin with registered youth Story Times and continue from there with other scheduled programs. Finally, Mr. Holman stated with a vacant Executive Director position at the Indiana Library Federation, he will assist with the transition by spending time with ILF activities including occasionally supporting office operations. There was support for this professional involvement. There were no other **Comments**.

Mr. Hawkins moved to adjourn the meeting at 8:25 p.m. Mrs. Springer seconded the motion and it carried.

Mary Springer, Secretary

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