

TIPPECANOE COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
September 7, 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, September 2, 2021 in conformity with the Indiana Open Meeting Act.

PRESENT:

Gail Summers, President
Stephen Bultinck, Vice-President
Mary Springer, Secretary
Brandon Hawkins, Member
Mida Grover, Member

ABSENT:

Dave Lahr, Treasurer
Lora Goonewardene, Member

GUESTS

Suzanne Cunningham, Friends Vice-President
Harry Mohler, Architect
Jos N. Holman, County Librarian

President Gail Summers chaired the regular Board meeting and called it to order at 7:03 p.m. She declared there was a quorum to conduct business on behalf of the library. Board Treasurer Stephen Bultinck led Board members in reciting the Pledge of Allegiance.

Mr. Bultinck moved the **Board Minutes** of August 3rd, 2021 be approved as presented. Board Secretary Mary Springer provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted a few items from the report. He mentioned an approach was being made to determine if TCPL can gain cost savings for its employee health insurance plan. He stated several discussions have taken place with insurance broker Jim Gothard of Paradigm Consulting. As part of the determination, eligible staff members completed forms to create a group health census. This census was provided to an alternative health insurance provider. Mr. Holman anticipates the results of the health census will be known in early September. These monthly premium costs will be compared with CIGNA's renewal costs to see if there is a cost savings. Mr. Holman stated that ultimately the information will be reviewed and decided by the Board's Personnel Committee. Mr. Holman reported TCPL plans to highlight the 20th anniversary of the September 11 attacks in the United States of America by hosting a special educational exhibit. The exhibit displays professionally designed poster prints from the 9/11 Memorial and Museum and is called "*September 11, 2001: The Day That Changed the World.*" It shares the history of 9/11, its origins, and its ongoing implications through personal stories of those who witnessed and survived the attacks. Finally, Mr. Holman reported several TCPL staff members were preparing to attend the Tippecanoe Latino Festival at Columbian Park on Saturday, September 25 from 12-5 p.m. Four to five staff members will staff a booth and provide a give-away craft to festival attendees. The Friends of TCPL paid the \$100 participation fee.

Board member Mida Grover asked the County Librarian about his volunteering at the Indiana Library Federation Youth Conference. Mr. Holman briefly commented on the positive experience at the event.

Mrs. Grover moved to approve the September 2021 **Personnel Actions** as stated in the Board packet. Mr. Bultinck seconded the motion and it passed unanimously.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends of TCPL Vice-President, Suzanne Cunningham spoke about the upcoming September 17-20 book sale. Ms. Cunningham reported that posters with information about the sale were sent to both the Tippecanoe and Lafayette school systems. The information also appears on the TSC website. Ms. Cunningham believes the Friends have conducted a good media blitz including posters that will be on the information table at the Lafayette Farmer's Market. Mr. Bultinck suggested the Friends consider a "pop-up" sale at a future "Mosey" event. Ms. Cunningham indicated she would take the idea to the book sale committee.

At this point, Mr. Bultinck moved to suspend the regular Board meeting to open a public hearing for TCPL's 2022 budgets. Mrs. Grover seconded the motion and the motion passed. At 7:15 p.m., President Summers opened the public hearing on the 2022 budgets. After several minutes without any public comment, Mr. Bultinck moved to close the public hearing. Mrs. Springer provided a second. The motion passed. Mr. Bultinck moved to re-convene the regular Board meeting. Mrs. Springer seconded the motion and the motion passed.

Also, under the heading of **Other Reports**, the County Librarian presented background information related to the 2022 Operating and BIRF budgets. Mr. Holman explained a few changes were made to the Operating budget to properly calculate the anticipated debt service payments associated with the new bond issue. He commented on specific budget lines that were reduced since the initial presentation of the budget at the August Board meeting. Mr. Holman also reviewed the Form 3 Notice to Taxpayers from the DLGF Gateway website. This form notifies the public of the budget estimate, current levy, and the maximum amount of funds to be raised. There was some discussion around a few of the budget changes and a clarification of the total budget estimate. Mr. Holman stated the budget should be adopted at the October Board meeting and submitted to DLGF two days later. No action was taken on this topic.

There was no **Old Business**.

Under the heading of **New Business**, the County Librarian updated the Board on the AIA contract with Keystone Architects. The 36-page AIA contract is a traditional contract used to engage an architectural firm. A draft contract was submitted by Keystone. Upon review, TCPL's attorney, Bob Bauman suggested several changes. After sharing those changes and a verbal discussion between the County Librarian and lead architect, Justin Sorber, all changes were agreed on and

a revised contract was sent to TCPL. Mr. Holman indicated after a final review, Mr. Bauman signed off on the contract. Mr. Holman took the Board through a few pages of the contract to highlight key information. Mr. Hawkins moved to approve the AIA contract with Keystone Architects. Mrs. Grover seconded the motion. The motion passed. Also, under the heading of **New Business**, the County Librarian used the overhead projector to provide background on the 2022 General Bond Authorization and Calendar. This topic and options to issue a general obligation bond was postponed at the August Board meeting in order to carefully consider a petition remonstrance process. Mr. Holman shared illustrative financing information prepared by Baker Tilly. He also shared key dates from the proposed timetable provided by bond counsel Ice Miller. Capping the project at \$5,575,000 million dollars keeps the project under the amount that involves a remonstrance process. The Board also wanted a general estimate for the cost of the entire project. Mr. Holman interacted with Keystone Architects to acquire estimated costs for the scope of the project. After a brief discussion and review of everything that was presented, Mr. Bultinck made a motion to move forward with the downtown renovation by issuing a general obligation bond based on the proposed timetable. Mrs. Springer provided a second to the motion. The motion passed.

Under the heading of **Other Business**, in light of the absence of Board Treasurer Dave Lahr, Mr. Bultinck moved to approve the claims listing for the September 2021 claims starting with claim number 666 and ending with 759. This includes both the pre-written and regular claims. The grand total was \$458,076.30. Mrs. Springer seconded the motion and it passed. There was no **Other Business**.

There were no **Comments from the Public**. Under **Comments from the Board**, President Summers thanked Ms. Cunningham and the Friends of TCPL for their work and support of the library. Under **Comments from the Director**, the County Librarian mentioned upcoming meetings with Keystone Architects regarding the downtown renovation. He indicated Board members were welcome to attend the September 27 meeting. Mr. Holman then asked for Board member's reactions regarding moving forward with making TCPL meeting rooms available to groups after Labor Day given the numbers associated with COVID. There was general consensus to go ahead and open the meeting rooms to smaller groups and to request attendees wear masks. Finally, Mr. Holman updated the Board on Staff Development Day plans. He stated consultant Amanda Standefer, who guided the work of TCPL's new strategic plan, will be the keynote speaker for the day. There will also be "bystander intervention" training provided by staff from the Evansville Vanderburgh Public Library. Lunch will be served by The Outpost Catering paid for by the Friends of TCPL. There were no other **Comments**.

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

Mary Springer, Secretary

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