

**TIPPECANOE COUNTY PUBLIC LIBRARY**  
REGULAR BOARD MEETING  
627 South Street, Lafayette, Indiana  
**January 4, 2022**

**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, December 30, 2021 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

Stephen Bultinck, President  
Mary Springer, Vice-President  
Dave Lahr, Treasurer  
Mida Grover, Secretary

**ABSENT:**

**GUESTS**

Suzanne Cunningham, Friends Vice-President  
Laura Serikaku, Staff  
Jos N. Holman, County Librarian

President Stephen Bultinck chaired the regular Board meeting and called it to order at 7:01 p.m. A quorum was declared to conduct business for the library.

Board Vice-President Mary Springer led the Board in reciting the Pledge of Allegiance.

Mrs. Springer moved the **Board Minutes** of December 7<sup>th</sup> and December 16<sup>th</sup>, 2021 be approved as presented. Board Secretary, Mida Grover provided a second and the motion passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted two items to bring to the Board's attention. He indicated all paperwork, filings, and other activities associated with the issuance of the general obligation bond were completed. TCPL confirmed the banking transaction representing the full bond amount minus the good faith deposit. Mr. Holman suggested a reasonable portion of the funds can be invested for 6-8 months without any financial challenges to the project or library operations. He shared a document with a flow chart indicating how TCPL should categorize and officially record the funds. Next, Mr. Holman mentioned though the TCPL Foundation's annual appeal didn't arrive in homes until mid-December, responses reflect a very good start. Thus far, TCPL received just under 100 responses. As the Foundation board decided, monetary gifts given through the annual appeal will go toward the downtown renovation project for two consecutive years. Mr. Holman predicted this appeal will net \$12,000 to \$15,000 during this first year of the appeal. The 2020 annual appeal totaled \$14,271 among 100 gifts.

Mrs. Grover moved to approve the January 4<sup>th</sup>, 2022 **Personnel Actions**. Mrs. Springer seconded the motion and it passed unanimously.

There were no **Committee Reports**.

Under the heading of **Other Reports**, Friends Vice-President, Suzanne Cunningham, reported on recent Friends activities. Ms. Cunningham mentioned the Friends had a successful December book sale where they raised over \$12,000. Though a lot of books were sold, there were so many items remaining that the Friends filled up eight “gaylord” containers of unsold books. The Saturday weather may have factored into the number of attendees at the book sale, but overall, the Friends were pleased with the turnout. During the Saturday afternoon, Ms. Cunningham stopped by the Long Center for the Performing Arts to let families, attending an afternoon movie, know the sale was taking place. She stated the next book sale would be the first weekend in March. Finally, she shared that given the high inventory of children’s books, the Friends are considering several single day children’s book sales. At most it would be 3 sales, maybe one a month.

Under the heading of **Old Business**, the County Librarian reminded the Board of the previous discussions about using consultant Paula Singer for TCPL’s wage/compensation study. An initial delay was based on Ms. Singer having sold her business to a larger company, *The Segal Company*. There was also a delay due to the lack of technical staff at *Segal* to support the work of the study. To adhere to a spring time frame, Mr. Holman solicited and received a written proposal from *Segal*. After a review by the library’s attorney, Bob Bauman, there were a few concerns regarding the proposal and the legal protections afforded to TCPL. Mr. Holman displayed the specific sections of the proposal to the Board and led a discussion about the legal language. The Board agreed several items in the proposal should be changed. Nearing the end of the discussion, there was consensus and support by the Board to keep this activity moving forward by pursuing Mr. Bauman’s suggested changes. Mr. Holman indicated he would follow up with Mr. Bauman and also with Ms. Singer to determine next steps.

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

Under the heading of **Other Business**, President Bultinck requested a motion to suspend the regular meeting. At 7:26 p.m., Mrs. Springer moved to suspend the regular meeting and convene the Board of Finance to consider financial matters and routines for 2022. Board Treasurer, Dave Lahr seconded the motion and it passed. The first item of business was to elect a President and Secretary of the Board of Finance. It was suggested Board President Stephen Bultinck and Board Secretary Mida Grover serve as officers of the Board of Finance. Mrs. Springer moved to nominate and elect by consensus Stephen Bultinck as President and Mida Grover as Secretary of the Board of Finance. Mr. Lahr provided a second and the motion passed. Regarding the TCPL Investment Policy, Mr. Lahr moved to reaffirm the Investment Policy of the Tippecanoe County Public Library. Mrs. Springer seconded the motion and it passed. The County Librarian informed the Board of the local banks which served as depositories in 2021. Mrs. Springer moved to designate the following banks as depositories for library funds in 2022: Old National Bank, First Merchants Bank, and U.S. Bancorp. Mr. Lahr provided a second and the motion passed. Mrs. Grover moved that the Lafayette Journal & Courier and the Lafayette Leader be approved as designated newspapers to publish TCPL’s legal advertisements in 2022. Mrs. Springer seconded the motion and it passed. Mr. Lahr

moved to approve the request for advance tax draws from the County Auditor for the 2022 fiscal year. Mrs. Springer provided a second and the motion passed. At 7:34 p.m., Mrs. Grover moved to adjourn the Board of Finance meeting. Mrs. Springer seconded the motion and it passed. Mrs. Springer moved to reconvene the regular Board meeting. Mrs. Grover seconded the motion and it passed.

Next, under **Other Business**, Mr. Lahr moved to approve the grand total of the claims listing presented by the County Librarian starting with the prewritten claims numbered 1068-1076 and the regular claims numbered 1-35. The prewritten claims were \$153,721.58 and the regular claims were \$138,939.32 for a grand total of \$292,660.90. Mrs. Springer seconded the motion and it passed.

There were no **Comments from the Public**. Also, there were no **Comments from the Board**. Under **Comments from the Director**, Mr. Holman commented on several items. He updated the Board members on the status of the three vacancies on the Board. The Tippecanoe School Corporation decided on an appointee, Connie Harper. The Lafayette School Corporation has someone they are considering. The Lafayette City Council does not have a prospect to fill their open position. Mr. Holman suggested the Board President delay making committee assignments until additional Board members are officially appointed. Mr. Bultinck was accepting of this approach. Next, Mr. Holman suggested the Finance committee will want to consider a conservative investment of the cash dollars received with the sale of the general obligation bond. He stated a large percentage of the cash would not be used until the fall of 2022. Mr. Holman will contact Old National Bank to explore options based on the wealth management account presently being used. Mr. Holman went on to inquire about and confirm continued use of the current Administrative Plan for Pandemic/Covid Relief. Mr. Holman briefly discussed the current use and application of the plan. There was Board consensus to continue use of the plan during the 2022 calendar year. Finally, Mr. Holman sought advice and perceptions on holding the annual Dr. Martin Luther King Jr. program based on increases in Covid cases in Tippecanoe county. Mr. Holman stated he was wavering about going forward with the program. After discussing the pros and cons of holding the program, Mr. Holman indicated he would speak directly with local health officials to get their input before making a final decision. This approach was supported by Board members.

Mrs. Grover moved to adjourn the regular Board meeting at 7:48 p.m. Mrs. Springer seconded the motion and it carried.

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Mida Grover, Secretary

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