

**TIPPECANOE COUNTY PUBLIC LIBRARY**  
REGULAR BOARD MEETING  
627 South Street, Lafayette, Indiana  
**December 6, 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 1, 2022 in conformity with the Indiana Open Meeting Act.

**PRESENT:**

Stephen Bultinck, President  
Mary Springer, Vice-President  
Dave Lahr, Treasurer  
Mida Grover, Secretary  
Kay Walton, Member  
Connie Harper, Member

**ABSENT:**

Grant Fischer, Member

**GUESTS**

Jim Plantenga, President, Friends of TCPL  
Harry Mohler, Architect  
Steve Berman, Human Resources Coordinator  
Various Staff and Guests  
Jos N. Holman, County Librarian

Prior to the Board meeting, the traditional holiday reception was held for staff and Board members. The reception was informal with dessert style refreshments. No official action was taken by Board members.

President Steve Bultinck chaired the regular Board meeting and called it to order at 7:02 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.

Board Secretary Mida Grover moved the **Board Minutes** of November 1<sup>st</sup>, 2022 be approved as presented. Board member Connie Harper provided a second. President Bultinck called the motion and the motion passed unanimously. For the Human Resource area Steve Berman, HR Coordinator, gave a report on current staffing activities. Mr. Berman indicated a Branch Assistant started this week at Klondike and we anticipate starting a Circulation Clerk II next week. There were no questions regarding the report.

Mrs. Grover moved to approve the December 6<sup>th</sup>, 2022 **Personnel Actions**. Mrs. Springer seconded the motion. The motion passed unanimously. Mrs. Grover moved to approve the 2022 Longevity Recognition List as presented. Mrs. Springer seconded the motion. President Bultinck called for the vote and the motion passed. Mr. Holman facilitated the presentation of the 13 staff members being recognized including a photo of each staff member and comments about them. Each staff member received a new name tag with their length of service and a monetary amount. Mr. Bultinck congratulated each staff member on their recognition.

There were no **Committee Reports**.

Under **Other Reports**, Friends President Jim Plantenga gave a very brief report highlighting the upcoming Friends book sale that takes place December 9-12. He also mentioned the Friends are finalizing plans for the next calendar year based on the potential impact of the downtown renovation activity. Mr. Plantenga thanked the Board for allowing the Friends winter book sale to be held in the downtown library. President Bultinck thanked Mr. Plantenga for his report.

There was no **Old Business**.

Under the heading of **New Business**, the Board began by considering two calendar related topics. The Board considered the 2023 Library Closed Days which included scheduled federal holidays when the library will be closed and also “floating holidays” when the library remains open. The dates submitted did not include the 2023 Staff Day which will be determined at a later date. Next, the Board considered the 2023 Board meeting dates with its regular monthly meeting on the first Tuesday of the month based on the Board’s bylaws. Mr. Holman mentioned no adjustments were made for election days in 2023. The starting time for the meeting will continue to be 7:00 p.m. The July Board meeting occurs on the July 4<sup>th</sup> holiday and will be rescheduled. A small discussion about optional days for this meeting took place with a consideration of July 5<sup>th</sup> being possible. A final decision will be made at a later date. Mrs. Grover moved to approve the 2023 Library Closed Days and the 2023 Board Meeting Dates as presented. Mrs. Springer provided a second and the motion passed.

Also, under the heading of **New Business**, as a representative of the Nominating committee, Mrs. Springer initiated the election of Board officers. She presented the 2023 slate of Board officers as follows: President, Stephen Bultinck, Vice President, Grant Fischer, Secretary, Mida Grover and Kay Walton, Treasurer. President Bultinck inquired about any discussion about the slate of officers. Mrs. Grover moved the 2023 slate of officers be approved as presented by acclamation. Mrs. Springer seconded the motion and the slate was approved.

Under the heading of **Other Business**, Board Treasurer Dave Lahr moved to approve prewritten claims number 892-931 in the amount of \$291,854.50, and the regular claims number 932-982 in the amount of \$312,463.92 with the grand total of all claims presented of \$604,318.42. Mrs. Grover seconded the motion. The motion passed. On a related note, the County Librarian pointed out claim number 949 in the amount of \$86,195 representative of the final payment for the new “community outreach vehicle.” Because there was not enough of a cash balance in the BIRF fund, a temporary cash loan was taken from the Operating fund. This temporary loan will be formally documented in a “Transfer of Funds Resolution” adopted at the December 19<sup>th</sup> special Board meeting to finalize year-end finances. With the adopted resolution, it is anticipated that enough cash will be collected in the BIRF fund to repay the Operating Fund.

Under the heading of the **County Librarian’s Report**, Mr. Holman shared information about several library activities. Mr. Holman introduced the Technical Services staff’s new department head who started work November 14<sup>th</sup>. Brittany (Britt) Fechtman came to TCPL from the Delphi Public Library where she served as Adult

Services librarian. In that role she performed collection development, public service and programming duties. Britt has a number of years of supervisory experience at Indiana University Bloomington Libraries. Mr. Holman acknowledged her being present at the meeting. Mr. Holman moved on to mention TCPL will host an Indiana State Library (ISL) sponsored training on December 6<sup>th</sup> from 10:00 a.m. to 12 noon. The ISL event helps youth services staff start to plan the 2023 summer reading activities by attending a Collaborative Summer Library Program Trainings/Roundtable. Attendees at the training will receive updates about the 2023 CSLP Summer Reading Program *"All Together Now,"* followed by a roundtable discussion of programming ideas. Finally, Mr. Holman pointed out the copy of a "thank you card," from a retired employee Stacy Weinreich which was addressed to the Board. Stacy retired after working for 18 years in a part-time status in the downtown Circulation department. Related to the County Librarian's Report, Mrs. Springer positively commented on the completed work with the monument sign at the Wyandotte Branch and the initial activity at the Lafayette Transitional Housing Center. The County Librarian was asked if there was any update on the downtown renovation project. Mr. Holman responded the Notice to Proceed Letter was completed and sent to Mattcon General Contractors, Inc. He also reported a formal AIA contract was being developed by the architect and would be sent to TCPL. Mr. Holman indicated he would forward it to the library's attorney. Finally, he reported it is expected staging for construction might start in mid-February.

There were no **Comments from the Public.**

The County Librarian asked President Bultinck if he could speak. Mr. Holman then went on to point out this meeting was the last regular Board meeting of Mr. Lahr. Mr. Holman took time to recognize Mr. Lahr for his eight years of service on the Board of Trustees and for his work on behalf of TCPL. Mr. Lahr was given a couple of gifts as a token of appreciation for his service. Mr. Lahr commented he enjoyed the work and was thankful for the gifts presented to him.

Under **Comments from the Board**, starting with Mrs. Walton, several Board members stated their appreciation of Mr. Lahr's service on the Board and acknowledged that he would be missed.

Mr. Lahr moved to adjourn the regular Board meeting at 8:15 p.m. Mrs. Harper seconded the motion and it carried.

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Mida Grover, Secretary

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