TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING

627 South Street, Lafayette, Indiana

June 4, 2024

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 30, 2024 in conformity with the Indiana Open Meeting Act.

PRESENT:
Connie Harper, Vice-President
Kay Walton, Treasurer
Terry Ashlock, Secretary
Melissa McCandless, Member

ABSENT:
Grant Fischer, President
Stephen Bultinck, Member
Sallie Fahey, Member

GUESTS
Emily Frazier, Friends Vice President
Brantly McCord, Staff member
Jos N. Holman, County Librarian

Vice-President Connie Harper 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 Treasurer Kay Walton led the Board in reciting the Pledge of Allegiance.

Board member Melissa McCandless moved the **Board Minutes** of May 8th, 2024 be approved as presented. Board member Terry Ashlock provided a second for the motion. Vice-President Harper called for the vote and the motion passed.

Mrs. Harper briefly commented on the Human Resources Report prepared by HR Coordinator, Steve Berman. She also asked a couple of questions about pending hires. She noted she was aware the new Klondike Branch Manager would start soon and it would help to relieve some of the staffing shortages that currently existed. Also, there were questions and general discussion about TCPL's potential use of exit interviews. Vice-President Harper proceeded to have the Board consider the **Personnel Actions.** Mrs. Walton moved to approve the June 4th, 2024 **Personnel Actions** as presented. Mrs. McCandless provided a second to the motion and the motion passed.

There were no **Committee Reports.** Mrs. Harper indicated she anticipated a Personnel Committee report at next month's regular meeting.

The County Librarian requested a modification to the agenda so a presentation about the Summer Reading Clubs (SRC) could be made to the Board. With permission from Vice President Harper, Mr. Holman showed the YouTube version of the SRC video produced and performed by system wide Youth Librarians. Afterwards, he introduced Head Youth Librarian, Maggie Andrejko who shared information about the SRC. Mrs. Andrejko spoke about the number of registered participants in the three age-based SRC clubs. She also spoke about the prizes participants would receive and the special

programs planned for families throughout the eight weeks of the SRC. Finally, Mrs. Andrejko provided the sign-up prizes for Board members to take if they wished to do so.

Under the heading of **Other Reports**, Friends Vice-President, Emily Frazier represented the Friends of TCPL. Mrs. Frazier reported online book sales are steady with 20-30 items being sold on eBay and Amazon each month. She mentioned "donation days" on the third Saturday of the month are working out well for individuals giving books to the Friends. Mrs. Frazier informed the Board of a $60,000 gift to TCPL for the downtown renovation project. The generous gift is being identified with the Friends 60th anniversary in 2024. She went on to announce the Friends will hold a 60th anniversary celebration at MatchBOX on Friday, September 6th from 5:30 to 7:30 p.m. The Friends will invite their entire membership and elected officials. Mrs. Harper thanked the Friends for their work and the financial support for the renovation project. Also, under the heading of **Other Reports,** the County Librarian presented TCPL information from the Indiana State Library (ISL) Annual Report. The report compiles statistics on various areas of services, programs, wages and technology. Once the information is gathered from public libraries throughout the state, ISL submits it to a vendor who compiles information from all 50 states to develop data on the status of public libraries in the U.S. Mr. Holman presented the information using the AV projector in the Friends Conference Room. There were several questions and a brief discussion about the information being reviewed. Moving to the final topic under **Other Reports,** the County Librarian worked through a one-page document representing all of the named financial funds identified with TCPL. He pointed out the two primary funds, General (Operating) and the BIRF (Bond and Interest Redemption Fund). He also provided background on donor initiated funds and pointed out a couple of dormant funds from previously completed construction projects.

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

Under the heading of **New Business,** there was a brief discussion on "dormant funds" as defined by the State Board of Accounts (SBOA). The County Librarian shared the response he received from the SBOA on the acceptable use of "dormant funds". He also communicated Board action must be taken in the form of a resolution. The primary purpose of the discussion was to gain an understanding of the necessary process. No action was taken by the Board.

Under the heading of **Other Business**, Mrs. Walton presented the Board claims. She inquired about the sequence of claim numbers as it appeared Claim 407 was missing. Mr. Holman searched the claim records and was unable to locate it. It was agreed the information would be provided to the Board after further research is completed. Mrs. Walton presented information about the grand total of the claims listing presented by the County Librarian starting with the prewritten claims numbered 402-430 and the regular claims numbered 431-495. The prewritten claims were $324,442.13 and the regular claims were $316,426.41 for a grand total of $640,868.54. Mr. Ashlock moved to approve the claims as presented. Mrs. McCandless seconded the motion and it passed.

In the interest of time, the County Librarian quickly shared two items from the **County Librarian's Report**. Mr. Holman announced the McAllister Foundation awarded

TCPL a $13,500 contribution for the downtown renovation activity. The gift is restricted to the purchase of a customized standalone Burgeon kiosk for younger children to use in the youth room. The kiosk will have several 15" square interactives for kids to interact with. Next, Mr. Holman explained the maintenance approach for the unused acreage on the north side of the Wea Prairie Branch. For the second year, this area will once again be maintained by local community member Tony Nelson of Nelson Farms. Mr. Nelson will mow the top half of the property where the house used to sit. He plans to eventually plant beans in the acreage adjacent to the Woodfield Village neighborhood. TCPL attempts to adhere to Lafayette's municipality regulations governing the mowing of the property.

After completing the **County Librarian's Report,** Mr. Holman brought up the date of the July Board meeting and its proximity to the July 4th holiday. With the Board members present willing to consider an alternate date, Mr. Holman indicated he would email the Board about the July 9th date. Also, Mr. Holman suggested a survey among the Board members to consider an August date for the building dedication. There was consensus to use these means to determine both dates.

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

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

Mrs. Walton moved to adjourn the regular Board meeting at 8:22 p.m. Mr. Ashlock seconded the motion and it carried.

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Terry Ashlock, Secretary

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