TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
December 5, 2023

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, November 30, 2023 in conformity with the Indiana Open Meeting Act.

PRESENT:
Stephen Bultinck, President
Grant Fischer, Vice-President
Kay Walton, Treasurer
Mida Grover, Secretary
Connie Harper, Member
Terry Ashlock, Member
Mary Springer, Member

ABSENT:

GUESTS
Steve Berman, HR Coordinator
TCPL Department Heads
Various staff members
Jos N. Holman, County Librarian

President Stephen 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. Prior to the start of the meeting, a dessert reception was held for TCPL staff and Board members.

Board member Mary Springer led the Board in reciting the Pledge of Allegiance.

Board Secretary Mida Grover moved the **Board Minutes** of November 7th, 2023 be approved as presented. Board member Connie Harper provided a second to the motion. The motion passed.

For the HR Report, Steve Berman, HR Coordinator gave a staffing update to the Board. Mr. Berman reported that hires were made last month, referencing the personnel actions, and that work continues to fill our open positions. The Board posed a question regarding the number of open positions and there was no discussion or action taken.

Mrs. Grover moved to approve the December 5th, 2023 **Personnel Actions** including awarding Longevity Pay for eligible TCPL staff members. Board Treasurer Kay Walton seconded the motion and it passed unanimously.

At this point in the meeting, President Bultinck turned the meeting over to County Librarian, Jos N. Holman for Staff Longevity Recognitions. Mr. Holman shared the approach of the presentations for the evening. Staff members who achieved longevity were recognized by their department head or the County Librarian along with their picture shown using PowerPoint. A new name tag and monetary compensation was given based on the length of time worked at TCPL. President Bultinck presented the name tag

and live check. Twenty-two staff members were recognized. Mr. Holman thanked them for their work and longevity with TCPL.

Under the heading of **Committee Reports,** President Bultinck reported, the Nominating committee developed a slate of officers to serve during 2024 for TCPL's Board of Trustees. He indicated the slate of officers will be presented under **New Business**.

Under the heading of **Other Reports**, Friends President, Jim Plantenga communicated to the County Librarian he would be unable to attend. No report was presented for the Friends.

There was no **Old Business** for the Board to consider.

Under the heading of **New Business,** there were several routine year-end items to consider. President Bultinck started with the December 2023 Surplus List. The County Librarian made a few comments about the items on the list as well as responded to a few questions for clarification about the list. Board member Terry Ashlock moved to approve the December 2023 Surplus List as presented. Mrs. Grover seconded the motion and the motion passed. President Bultinck moved on to two calendaring topics. The Board considered the 2024 Board meeting dates for its monthly meeting based on it's bylaws stating the meeting be held the first Tuesday of each month. Mr. Holman pointed out no adjustments were made for election days in 2024. After discussion about the spring and fall election dates, it was decided to modify the dates for May and November. The starting time for the meeting will continue to be 7:00 p.m. Mrs. Springer moved to approve the 2024 Board Meeting Dates as discussed. Mrs. Grover provided a second and the motion passed. Next, the Board considered the 2024 Library Closed Days. These days included federal holidays when the library will be closed and "floating holidays" when the library remains open. The dates submitted included the 2024 Staff Day. Mrs. Springer moved to approve the 2024 Board Meeting Dates as presented. Mrs. Walton provided a second and the motion passed. Finally, under the heading of **New Business**, President Bultinck initiated the election of Board officers. He presented the 2024 slate of Board officers as follows: President, Grant Fischer, Vice President, Connie Harper, Secretary, Terry Ashlock and Treasurer, Kay Walton. Mrs. Springer moved the 2024 slate of officers be approved by acclimation as presented. Mrs. Walton seconded motion and the slate was approved. Mr. Bultinck congratulated the members on their new roles as officers.

Under the heading of **Other Business**, Mrs. Walton moved to approve the grand total of the claims listing presented by the County Librarian starting with the prewritten claims numbered 871-900 and the regular claims numbered 901-951. The prewritten claims were $328,747.84 and the regular claims were $433,755.76 for a grand total of $762,503.60. Mrs. Springer seconded the motion and it passed.

Under the heading of the **County Librarian's Report**, Mr. Holman highlighted three items from his report. He reported he met with Jackson Bogan of the Mitchell Agency and reviewed TCPL's insurance package. The package is inclusive of most of the library's insurance policies including general liability, automobile coverage, property and casualty and workers' compensation. There is an 8% increase from last year's cost. The Directors and Officers insurance policy renews separately. It will be invoiced mid-year 2024. Mr. Holman spoke about the recent activity associated with the oil paintings of Dr. Albert A. Wells and his wife, Ellen, who were benefactors of the first building constructed

in Lafayette to be a public library. The Wells' portraits are being restored by a professional restoration artist in Indianapolis. The portraits were professionally appraised before being delivered to Indianapolis. Mr. Holman indicated TCPL Friends member, Adele Needham has been a staunch advocate and supporter for this restoration project. Several years ago, Adele contributed a restricted gift to the TCPL Foundation to help fund the project. Finally, Mr. Holman commented briefly on the downtown renovation project. He mentioned the project was closing one phase and moving to the next phase. The temporary wall is down which permits the new carpet and lights to display a real refreshing look. Both the ADMIN and Adult Services staff offices are almost done as well as the Swezey Room of Indiana History. Hallett Movers will return in late December to relocate the adult fiction shelving and the periodical shelving. Shortly after the beginning of the new year, work will begin on the west side of the building. Another temporary wall will be built that separates this area from the renovated area. Mr. Holman concluded his report responding to a question about the damaged wooden valances in the Swezey Room. He indicated this unfortunate situation has been remedied using local professional wood specialist and refinisher. Jack Hughes of Jack's Custom Wood Shop. Mr. Holman asked President Bultinck for additional time to make a few comments. Mr. Holman went on to recognize the departure of 16-year Board member Mida Grover along with Mary Springer who served for five years. Mr. Holman commented on their positive and dedicated service to TCPL. In showing the library's appreciation, Mr. Holman gave Mrs. Grover and Mrs. Springer a few gifts from the library. He extended his wholehearted thanks for their serving the community as a Board member.

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

Under **Comments from the Board**, Mr. Bultinck congratulated Mrs. Springer and Mrs. Grover on their years of service to the Board and wished them well. Mrs. Harper moved to adjourn the regular Board meeting at 7:55 p.m. Mrs. Walton seconded the motion and it carried.

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Grant Fischer, Vice President

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