TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
October 7, 2025

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, October 2, 2025 in conformity with the Indiana Open Meeting Act.

PRESENT:	ABSENT:
Connie Harper, Vice-President	Grant Fischer, President
Stephen Bultinck, Treasurer	Terry Ashlock, Secretary
Sallie Fahey, Member	
Kay Walton, Member	
Melissa McCandless, Member	GUESTS
	Brantly McCord, Staff member
	Karen Hibdon, Staff member
	Kat Marcussen, Staff member
	Jos N. Holman, County Librarian

Vice President Connie Harper 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. Vice President Harper requested Board member, Sallie Fahey lead the Board in reciting the Pledge of Allegiance.

Board Treasurer Steve Bultinck moved the **Board Minutes** of September 2nd, 2025 be approved as presented. Board member Kay Walton provided a second to the motion. The motion passed 4-0. Board member Melissa McCandless abstained on the motion.

Vice President Harper commented briefly on the Human Resources Report prepared by HR Coordinator, Steve Berman. She noted it was nice to see only 2 vacancies posted. No action was taken on the report.

Under the heading of **Personnel Actions,** Mrs. McCandless moved to approve the **Personnel Actions** of October 7th, 2025 as presented. Mrs. Fahey provided a second to the motion. The motion passed.

Under the heading of **Committee Reports,** representing the Personnel committee, Mrs. Walton reported the committee met with Human Resources Coordinator, Steve Berman and the County Librarian. The committee reviewed the health insurance renewal offered by CIGNA which included one minor change in the High Deductible Health Plan (HDHP) deductible. After discussing the renewal, the committee also considered the employer contributions to the Flexible Spending Plan and Health Savings Accounts. Mrs. Walton indicated a recommendation for the health insurance renewal is forthcoming under **New Business.** Mrs. Walton went on to share the Personnel committee will meet on Friday, October 10th for an initial discussion on the next compensation study. Paula Singer of the Segal Group and the County Librarian will participate in the meeting. The committee will update the Board on next steps.

No reports were presented under the heading of **Other Reports.**

Under the heading of **Old Business,** the County Librarian reminded the Board that during the September Board meeting, he provided background information on TCPL's Rainy Day Fund. He reiterated the library has not made a Rainy Day Fund transfer for several years and that doing so will help manage the library's tax levy and cash balance in future budget years. Mr. Holman recommended the Board move a minimum of $250,000 to $400,000 to the Rainy Day Fund. After general discussion on the topic, Mr. Bultinck moved to approve a $500,000 transfer to the Rainy Day Fund. Mrs. Fahey provided a second to the motion. The motion passed. Mrs. Fahey then moved to approve the October 7th "*Resolution to Transfer Funds to the Rainy Day Fund*" from the General Fund in the amount of $500,000. Mr. Bultinck seconded the motion. The motion also passed.

Under the heading of **New Business** two items were considered. The first item was the adoption of the 2026 budgets. Mr. Holman indicated the public hearing was held in September. He reviewed several budget lines of the 2026 General Fund, offering explanations for various changes and modifications. Overall, the $7.1 million total remains the same as when the Finance Committee met and reviewed the budget. Mrs. Walton moved to adopt the 2026 Operating and BIRF budgets along with the levy tax rates. Mr. Bultinck provided a second to the motion. The motion passed. Mr. Holman will electronically submit the budget ordinance and forms via DLGF's Gateway Online. The second item was the CIGNA health insurance renewal for 2026. Following up on Mrs. Walton's earlier comments, the County Librarian reviewed the documentation provided regarding current rates, renewal rates, and the number of staff members covered by the insurance. He also mentioned the overall increase for the renewal was less than 10 percent, which is very reasonable. Finally, he shared background information on TCPL's employer contribution to the Flexible Spending Accounts **(FSA)** for staff enrolled in the PPO plan. Board members asked a few questions that were satisfactorily answered. Mrs. McCandless moved to approve the health insurance renewal with CIGNA including an increase from $200 to $250 for the employer **FSA** contribution. Mrs. Walton seconded the motion. The motion passed. Mr. Holman stated the decision to renew will be communicated to CIGNA.

Under the heading of **Other Business,** Mr. Bultinck presented information on the October 7th, 2025 Claims Listing. He indicated the prewritten claims are numbered 637-664 and the regular claims are numbered 665-723. The prewritten claims totaled $342,180.95 and the regular claims totaled $182,158.45 for a grand total of $524,339.40. Mr. Bultinck moved to approve the claims as presented. Mrs. McCandless seconded the motion. The motion passed.

Under the heading of the **County Librarian's Report,** Mr. Holman commented on two items from his report. He indicated that progress is being made on the "mini-maker space". The space will occupy two rooms of the Portal. Most of the equipment and supplies for staff and library customers have arrived and are placed in the space. Adult Services staff members continue to learn about the equipment by experimenting with it and watching YouTube videos. We will continue to work on internal procedures and signage for the space. Initially the space will be used by appointment only. Next, Mr. Holman reported that for a year or more, TCPL made plans to have a Young Adult (YA) non-fiction print collection for non-fiction that is published for and appropriate for teens. The collection is finally ready and has been shelved in an area of the Holman Branch. Signs that identify the collection are forthcoming. Mr. Holman reminded the Board that materials in this genre are

the ones often challenged in public libraries. Next, Mr. Holman brought up two topics that were not in his written report. First, he mentioned the West Lafayette City Council is working on a resolution related to the Freedom to Read and the American Library Association Bill of Rights. Led by former West Lafayette Public Library director, Nick Schenkel, the council offered for TCPL to be included in the resolution. The Board briefly discussed the overall activity and indicated it would consider joining the resolution. There was a desire to see a draft of the resolution before a final decision was made. Mr. Holman indicated he would get a copy and share it with the Board. Finally, Mr. Holman mentioned the Eberle Governance Series for non-profit organizations coordinated by the Greater Lafayette Community Foundation. The next and final session for 2025 will be held on November 12th and no one from TCPL is signed up to attend. After asking if anyone can attend this session, Mrs. Fahey indicated it fit into her calendar and she would attend. This comment ended the County Librarian's Report.

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

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Mr. Bultinck moved to adjourn the regular Board meeting at 8:05 p.m. Mrs. Walton seconded the motion and it carried.

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Connie Harper, Vice President

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