TIPPECANOE COUNTY PUBLIC LIBRARY

REGULAR BOARD MEETING
627 South Street, Lafayette, Indiana
March 3, 2026

MINUTES

Notice of the date, time, place and agenda for this meeting was posted in prominent public view at the Library on Thursday, February 26, 2026 in conformity with the Indiana Open Meeting Act.

PRESENT:
Connie Harper, President
Sallie Fahey, Vice-President
Terry Ashlock, Secretary
Stephen Bultinck, Treasurer
Kay Walton, Member
Terry Gilbert, Member
Melissa McCandless, Member

ABSENT:

GUESTS
Karen Hibdon, Staff member
Brantly McCord, Staff member
Robert Gump, Guest
Jos N. Holman, County Librarian

President Connie Harper chaired the regular Board meeting and called it to order at 7:00 p.m. A quorum was declared to conduct business for the library. Board Secretary, Terry Ashlock led the Board in reciting the Pledge of Allegiance.

Board Treasurer, Stephen Bultinck moved the **Board Minutes** of February 3rd, 2026 be approved as presented. Board Vice President, Sallie Fahey provided a second for the motion. The motion passed.

President Harper asked the County Librarian if there were any comments on the Human Resources Report. There were none. No action was taken on the report.

Under the heading of **Personnel Actions,** Board member Melissa McCandless, moved to approve the **Personnel Actions** of March 3rd, 2026 as presented**.** Board member, Kay Walton provided a second to the motion. The motion passed.

Under the heading of **Committee Reports,** Personnel Committee member Melissa McCandless shared information regarding the approach being taken for the 2025 evaluation for the County Librarian. No action was taken on this topic.

No information was shared under **Other Reports.**

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

Under the heading of **New Business,** the County Librarian introduced two action items. The first item was the list of 2026 Outstanding Warrants. Mr. Holman provided background on a section of the Indiana Code, where TCPL should void outstanding check warrants that were never cashed. In order to be voided, the outstanding check must be at

least two years old. He shared that once the checks were voided, the dollar amounts of the checks are credited back into the fund the check was written against. The majority of uncashed checks were written against the Operating Fund. Mrs. Fahey moved to approve the March 2026 Outstanding Warrants List as presented. Mr. Ashlock seconded the motion. The motion passed. Next, the County Librarian commented on the recommended Rainy Day Fund Transfer. Mr. Holman reminded the Board of the Rainy Day Fund Transfer made in October 2025. The previous transfer and the current recommended transfer will decrease the cash balance in the Operating Fund as the fund balance negatively impacts the library's tax levy. After discussion with the Board about the recommendation and a review of the amount being considered, Mr. Bultinck moved to approve a $500,000 transfer from the Operating Fund to the Rainy Day Fund. Mrs. Walton provided a second and the motion passed.

Under the heading of **Other Business,** Mr. Bultinck presented information on the March 3rd, 2026 Claims Listing. Mr. Bultinck stated the prewritten claims are numbered 123-151 and the regular claims are numbered 152-200. The prewritten claims totaled $362,991.66 and the regular claims totaled $142,992.92 for a grand total of $505,984.58. Mr. Bultinck moved to approve the claims as presented. Mrs. Walton seconded the motion. The motion passed.

Under the heading of the **County Librarian's Report,** Mr. Holman highlighted a few items from his report. He announced TCPL renewed its annual institutional membership in the Indiana Library Federation (ILF). This membership provides discounts for conference registration and other ILF events. It also makes each member of the Board an individual member of ILF. Another benefit of the membership is the opportunity to post job openings in the ILF Focus newsletter. Separately, TCPL also renewed its annual membership with Greater Lafayette Commerce (GLC). This membership provides discounted registration for most GLC events. Also, GLC supports TCPL by sharing resources when needed that enhance TCPL activities. Next, Mr. Holman reminded Board members of a modified Continuing Education (CE) and Travel Bulletin. The TCPL Management Team reviewed and reached consensus on the document with a few modifications that resulted in clarifications about use of the bulletin. The Bulletin complements the CE policy in TCPL's Employee Handbook and delineates rates for travel, meals, lodging and conference registration. There were a few general questions and comments on the Bulletin, but no changes were made. The final topic of the CL Report was the upcoming Creativity Suite "open house" on Monday, March 23rd from 4:00 to 6:00 p.m. The Adult Services staff have been preparing for the activity and the public will get a chance to see the selected equipment. After the "open house", individuals will be able to reserve times to use the suite's resources.

Separate from the CL Report, Mr. Holman commented on three other topics. He shared the Indiana Library Federation received a grant to conduct a library Trustee training starting in the fall of 2026. The company conducting the training sent out a survey that he will send via email during the week. He moved on to mention TCPL was seeing more instances with individuals sleeping in the library. Also, there are more circumstances with unhoused individuals' personal belongings taking up space in the library. Mr. Holman indicated a review of the Building and Property Use Policy should occur in order to consistently apply the policy to both situations. Finally, Mr. Holman informed the Board of an upcoming review of the library district boundaries based on an initial discussion with the West Lafayette Public Library. The Board discussed various nuances to the topic, asked

a few questions of Mr. Holman and made several comments. He suggested more discussions need to take place before any clear-cut decisions are made about this topic.

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

Under **Comments from the Board,** there were several general comments about various topics. The topics included TCPL's radio ads on Q106.7, the Creativity Suite Open House, and Douglas Eberle Governance Series hosted by the Community Foundation. There was a reminder about two upcoming Friends activities; their Annual Meeting and their book sale. Mrs. Fahey mentioned an upcoming League of Women Voters event that will focus on state legislation (SEA 1) related to property tax changes. No action was taken on any of these topics.

Mrs. Fahey moved to adjourn the regular Board meeting at 7:50 p.m. Mr. Ashlock seconded the motion and it carried.

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Terry Ashlock, Secretary

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