

WEST LAFAYETTE PUBLIC LIBRARY BOARD

Celebrating nearly 85 years of library service to our community

BOARD OF LIBRARY TRUSTEES MEETING MINUTES FOR 3/10/10

Board Members Present: Nancy Dunn (President), Al Altschaeffl, Marybeth Miller, O.L. Siebenthal, Mark Davis, and Library Director Nick Schenkel

Board Members Absent: Jeffrey Schwab, Linda Eales

Public present: Jean Sullivan, Treasurer, Friends of the West Lafayette Public Library

Location: Board Room of the West Lafayette Public Library, 208 W. Columbia

1. The meeting was called to order at 6:33 pm, at which time a quorum was determined. The agenda was unanimously approved the addition of an item related to the Library Foundation.
2. Secretary's Report: The minutes of the 2/10/10 meeting were unanimously approved as amended. Note that in item 6b, the amount received from the Friends was \$450, not \$490. The minutes of the 2/22/10 meeting were unanimously approved as presented.
3. Treasurer's Report
Claims: The payment of claims was unanimously approved as presented. It was noted that the payment made to Huston Electric was for replacement of lights in the parking garage. Johnson Controls adjusted the HVAC system, as is usually needed in the spring season. Trustee Mark Davies abstained from all votes involving Wintek Corp.
Income: The library received the final property tax settlement from 2009. We have received a COIT payment for 2010. Our interest income for 2010 is slightly ahead of budget.
Expenses: Approximately \$142,000 was remunerated to the Indiana Bond Bank as final payment on 2009 loans.
4. Librarian's Report: Funds for the purchase of new public access computers has been received from the Gates Foundation. The Census Bureau is using library facilities for interviewing, testing and training, and for a Question and Answer center.
5. Old Business
 - a. Evergreen Indiana update: Nick reported that new acquisitions software is being tested for the Evergreen Indiana system.
 - b. Capital Projects Fund 2010 and 2011: Board members reviewed the dollar amounts that will be published for the 2010 Capital Projects Fund. The board will be Monday 3/15/10 to approve the plan.
Nick presented a Long Range Plan for Computer and Computing Services and a lengthy discussion ensued. It was noted that expenses are rather high for 2010

and it was suggested that some expenses be delayed so that more money can be put toward overdue garage repairs.

Our email server is more than 5 years old and is in need of repair, so Nick recommended that the library outsource its email service. This action would result in a savings of approximately \$5000 as compared to replacing the email server. The suggested provider is Wintek Corp. Board members approved the outsourcing of email service with a vote of 4 in favor, 1 abstain (Mark).

- c. Library Foundation Trustees' Fund: A discussion ensued regarding initiation and management of such a fund. The Board would like to review the Foundation bylaws at the next meeting. Consideration of this topic will continue at future meetings.

6. New Business

a. Repairs

Security Cameras: Nick reported that repairs are needed for the security camera computer system. Replacement of the computer would cost about \$6,000, but Nancy Hartman has ideas for cost-saving measures, which Nick will report on at the next meeting.

Lighting: As reported above, almost \$6000 was spent recently on burned out light bulbs. Alternative lighting options were proposed in the energy audit and Nick will report on the changes being considered at the next meeting. Nick reported that Duke Energy has grants available for energy-efficient interior lighting, which may also be investigated as a money-saving option. See the Duke Energy website for more information.

Parking Garage: Nick has requested a report on needed repairs from Most and Sons. The damage to the exit wall brickwork will be repaired as soon as the weather is suitable. Trustee Siebenthal suggested that a "Watch for Pedestrians" sign be posted at the garage exit. It was thought the city might be willing to install such a sign.

- b. Bylaws: Nick will send trustees the bylaws for review at a future meeting. We need to include a nepotism clause.
- c. Library Standards: The new standards go into effect in 2011. Currently our library meets all of the standards at the basic level. Nick proposes that our goal be to exceed or be exceptional for all the standards. Discussions will continue on how we might accomplish this goal.
- d. Cooperation with other libraries: WLPL is working with TCPL to develop the One Great Read program for this summer.

There were no comments from the public. The meeting was adjourned at 8:20 pm.

The next meeting is scheduled for Wed. Apr. 14, 2010 at 6:30 pm.

Respectfully Submitted,

Marybeth Miller
Board Secretary