

West Lafayette Public Library

Library Board Meeting Minutes

Wednesday, July 8, 2020

Virtual Meeting through Google Meet

The meeting was called to order at 6:32 pm.

Members Present by Roll Call: Anastasia Krutulis, Christiane Keck, Mark Pugh and Pat Garrott, Martha Altschaeffl

Others present:

Library staff: Nick Schenkel and Scott Tracey

krM: Mike Montgomery

Wilhelm: Tom Kerker

Veridus Group: Tim Jensen and Marc Griffith

Friends Representative: Jean Sullivan

1. Quorum

A quorum was established.

2. Old Business

Report on Remodeling and Construction Project

-Mike Montgomery from krM Architects gave an update of the design for the renovation and addition to the library.

-The Area Plan Commission will receive the final designs for approval in August

-The West Lafayette City Council will receive the final designs for approval in September

-By September the guaranteed maximum price for the renovation and building project will be known.

-In October the bond sale for the project will take place.

A Zoom meeting concerning the presentation of the proposed project will take place on Wednesday, July 29, 2020 at 3 pm and 6 pm.

3. New Business

a. Election of Officers for the Library Board

Officers for the 2020-2021 year will be

Anastasia Krutulius, President

Christiane Keck, Vice President

Pat Garrott, Secretary

Mark Pugh, Treasurer

b. Consideration of hiring an Owner's Representative for the Library

Nick discussed the role of an owner's representative in the building process for the library. Tim Jensen and Marc Griffith from the Veridus Group were present to discuss their company. They currently serve as the owner's representative for the City of West Lafayette in their renovation of the West Lafayette City Hall and the building of the new Health Center on Kalberer Road and have received strong recommendations from the West Lafayette City officials as to the quality of their work. Nick is in discussion with Veridus and the board attorney concerning a contract for their work as owner representative for the library. He will have a recommendation for the board to consider at the board meeting scheduled for July 22, 2020.

c. 2021 Budget Preliminary Information

- As of June 30, 2020 a healthy balance of 60% of the budget remained.
- Income for the library could be doing better. Property tax income as received mid year is down about 10% as there also has been a reduction in income Friends, fines, parking and copying fees.
- The library will have less money to spend next year than this year as property tax collections will be lower.
- Good news is there is a healthy operating balance in the Rainy Day Fund and there have been some savings from this past year.
- There is very little information from the state concerning budget information at this point.
- A more conservative budget will be proposed with a slant toward a higher budget which can be lowered as the budget process continues. -Nick will have a proposed budget by the end of the month.
- The budget needs to be approved by the October board meeting.

The meeting was adjourned at 7:50 pm.

A special board Meeting will be held on Wednesday, July 22, 2020 at 6:30 pm.

The next regular board meeting will be held on Wednesday, August 8, 2020 at 6:30 pm.

Patricia S. Garrott
Secretary