

West Lafayette Public Library

Board of Trustees Meeting Minutes

Wednesday, December 9, 2020

Members present: Anastasia Krutulis, Christiane Keck, Mark Pugh, Pat Garrott, Martha Altschaeffl, John Meyers, Jim Knapp

WLPL Staff: Nick Schenkel, Scott Tracey

Friends/Foundation: Jean Sullivan

krM Architects: Stuart Godfrey

Veridus Group: Marc Griffith

Wilhelm Construction: Tom Kerker

The meeting was called to order at 6:30 p.m.

1. Quorum

A quorum was established through roll call. Seven library board members were present.

2. Library Board Meeting Minutes and Claims/President's Report and Librarian's Report

Library Board Meeting Minutes

Christiane Keck moved and Martha Altschaeffl seconded the motion to accept the minutes for the November 11, 2020 meeting. The motion carried 7-0.

Martha Altschaeffl moved and Mark Pugh seconded the motion to accept the minutes for the November 18, 2020 meeting. The motion carried 7-0.

Claims

John Meyers moved and Mark Pugh seconded the motion to accept the Register of Claims from 11/12/2020 to 12/9/2020. The claims totaled \$160,200.24. The motion passed 7-0.

President's Report

No President's Report was given.

Librarian's Report

The Librarian's Report was sent to the board via email before the meeting.

3. Old Business

a. Report from the Veridus Group, krM Architects, and Wilhelm Construction

Veridus Group:

Marc Griffith reported he has received relocation proposals and he is looking over the proposals.

b. Review of Bid Alternatives not yet approved.

Bid Alternate #4 for first floor study rooms, Bid Alternate #5 for sun shades, and Bid Alternate #9 for lobby lighting on the west side of the addition were discussed. No decisions needed to be made.

c. Review of Additional Scope Items

Additional Scope item #2 for a snow melt system for the sidewalk outside of the door for the new addition was discussed.

Tom Kerker reported the designs of the alternate and additional scope items discussed will be presented for a final decision at the January 2021 Board meeting.

d. Location of Library Services

~~Tom Kerker~~ Marc Griffith and Nick Schenkel met with the West Lafayette School Corporation Board to see if an agreement can be reached with for the library to use the Happy Hollow building for library use during construction. By using a remote location for library services during construction it is hoped that shutdowns of library services and safety of library staff and patrons will be controlled. Several options are available depending upon the final terms of the conditions.

e. Holiday Closed Days as Paid Work Days

Nick Schenkel presented a proposal that due to the circumstances of this year, he would like the library staff to be paid for the holiday closed days: December 24, 26, 28, and 31. This proposal would be used only for this year. Pat Garrott moved and Christiane Keck seconded the proposal presented by Nick. The motion passed 7-0.

f. Dumbwaiter Repair Cost

The repair cost for the dumbwaiter used for transporting books from floor to floor at the library will be \$5,000 instead of the originally estimate of \$15,000. Martha Altschaeffl moved and John Meyers seconded the motion to accept the cost of the repair to the dumbwaiter. The motion passed 7-0.

4. New Business

a. Library Board appointments to Library Foundation and Library Leasing Corporation Board

Nancy Dunn is retiring from the Library Foundation board. Martha Altschaeffl moved and John Meyers seconded the motion to appoint Linda Eales to replace Nancy. The motion carried 7-0.

Mark Pugh moved and Martha Altschaeffl seconded the motion to nominate Jeff Schwab to the Library Leasing Corporation Board. The motion carried 7-0.

b. Background Check Policy Statement

After discussion, Mark Pugh moved and Pat Garrott seconded the motion to table this topic until a special meeting could be held on Dec. 22, 2020. The motion carried 7-0.

5. Topics for Future Action and Discussion

The Library board needs to re-accept the By-Laws of the Board at its February 2021 meeting.

6. Comments from Public

Zach Baiel asked when public input and questions about the alternatives bids which were discussed at this meeting would be discussed. He also wondered how a public member gets on the board agenda. He also raised concerns about communication with the Library Board and the Friends and timely communication for library issues.

The meeting was adjourned at 7:35 p.m.

The next regularly scheduled board meeting will be on Wednesday, January 13, 2021 at 6:30 p.m.

A special meeting of the board will be held on Tuesday, Dec. 22, 2020 at 6:30 p.m.

Patricia S. Garrott
1/13/21
Recording Secretary