

**West Lafayette Public Library**  
**Board of Trustees Meeting Minutes**

**Wednesday, April 28, 2021**

Meeting called to order at 6:32 p.m.

**Board members present:** Anastasia Krutulis, Christiane Keck, Pat Garrott, Mark Pugh, Martha Altschaeffl, John Meyer, and Jim Knapp

**Library staff:** Nick Schenkel, Scott Tracey

**krM Architects:** Stuart Godfrey

**The Veridus Group:** Marc Griffith

**Wilhelm Construction:** Matt Mueller

**Library Foundation:** Jean Sullivan

**1. Quorum – by roll call**

Anastasia Krutulis, Christiane Keck, Pat Garrott, Mark Pugh, Martha Altschaeffl, John Meyer, Jim Knapp

**2. Library Board Minutes and Claims**

Library board minutes and claims will be presented at the regular board meeting on May 12.

**3. President's Report and Librarian's Report**

No president's report was given. Nick sent out the librarian's report to board members via email prior to the meeting.

**4. Old Business**

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

Marc Griffith from The Veridus Group reported they are working on lighting for the parking garage and the lease for space at Margerum City Hall during construction.

Matt Mueller from Wilhelm gave an update on progress of work on the basement, first floor Area 1A, test documentation for underground and permanent electricity, and keeping track of as-builts from each of the subcontractors.

Stuart Godfrey of krM said they also are keeping track of as-builts and are preparing an RFP for adding glass enclosed program space in the Children's Area.

**b. Review of bid alternatives not yet approved**

No update given

**c. Review of additional scope items**

Work continues on the electric snow melting system and the skylight. Recommendations will be made at the next board meeting.

**d. RFID program**

Scott Tracey presented a proposal for equipment needed for the remainder of items for the RFID system totaling \$44,106.83.

Pat Garrott moved and John Meyer seconded the motion to proceed with purchase of the second phase of the RFID program. A roll call vote was taken. The motion passed 7-0.

**e. Observation cameras**

Scott presented a scaled down option for a reduced number of security cameras in the library. After much discussion, Scott will further investigate specific questions from board members and make a final proposal at the next meeting.

**f. Declaration of surplus items**

There were no surplus items to present.

**5. New Business**

**a. Lease agreement with the West Lafayette Board of Parks and Recreation**

A lease agreement was presented by the West Lafayette board of Parks and Recreation for space for relocation of the Children's Department during construction. The term of the agreement will be for ten months with a rental fee of \$2,000 per month.

John Meyer moved and Mark Pugh seconded the motion to accept the lease agreement. A roll call vote was taken and the motion passed 7-0.

**b. Wintek lease of equipment**

CISCO is changing to a leasing option for our network infrastructure in the library rather than selling the systems. The cost will be \$1,043.00 per month.

Mark Pugh moved and Pat Garrott seconded the motion to accept the leasing proposal.

**c. Electronic board meetings**

Governor Holcomb signed HEA 1437 allowing electronic participation in board meetings by board members. Board members discussed in-person vs. electronic board meeting preferences. It was decided the board will wait to hear to see what the governor says about requiring in-person board meetings at

the library facilities after April 30 before a decision is made. Meanwhile board members are to let Nick know their preferences concerning in person vs. electronic board meeting attendance.

**6. Topics for future action and discussion**

Changing the name of the Anna Akeley Fund for the Library's gift and memorial fund.

The meeting was adjourned at 7:55 p.m.

The next Board meeting will be held on Wednesday, May 12, 2021 at 6:30 p.m.

*Patricia Garrett*  
*Secretary*