

February 16, 2016

The Marion Public Library Board of Trustees met Tuesday, February 16th, at 6:00 p.m. in the Israel Conference Room. Present were Dr. Case, Mr. Holderead, Mr. Ott, and Mrs. Enyeart. Mrs. Eckerle and Ms. Riddle were also present. Mrs. Cline, Ms. Sumpter and Mr. Cline were absent.

Dr. Case called the meeting to order at 6:00 p.m.

On motion of Mr. Holderead, seconded by Mrs. Enyeart, the minutes of the January 19th meeting was unanimously approved. The minutes of the Board of Finance meeting will be approved at the next meeting in January 2017.

The Financials for the past month will be presented at the next Board meeting. Because the 1782 came in February and was re-submitted and because of a computer upgrade, Financials were not available at this meeting.

A temporary docket totaling \$157,576.06 was presented and approved by board consensus.

On motion of Mr. Holderead, seconded by Mr. Ott, the payment of the temporary docket was unanimously authorized.

New Business:

Travel, meeting attendance: On motion of Mrs. Enyeart, seconded by Mr. Ott, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) February 18th, Ivy Tech Marion campus, United Way presents “Developing your fundraising plan”, Sue Bratton, Mary Eckerle, registration; and 2) February 22nd, Indiana Landmarks Center, Indianapolis, “All Politics Aside: Advocacy Training 101”, Sue Bratton, Mary Eckerle, registration; mileage.

Non-resident fee: IC 36-12-2-25c Except as provided in subsections (d) and (e); a library board must set and charge a fee for a local library card issued under subsection (b) (2). The minimum fee that the board may set under this subsection is the greater of the following: 1) The library district’s operating fund expenditure per capita in the most recent year for which that information is available in the Indiana State Library’s annual “Statistics of Indiana Libraries”. 2) Twenty-five dollars (\$25). Marion Public Library’s Operating Fund Expenditures per capita was \$57.39, according to the 2015 Annual Report. The current non-resident fee is 60.00 . The Library Board can keep the fee as is or lower it. The non-resident fee was raised last year. New figures reflect latest census information. On motion of Mr. Ott, seconded by Mr. Holderead, the Board unanimously voted to keep the current \$60 non-resident fee.

Budget review: The 1782 budget form was received February 9th. The Library Operating Fund was not approved for the entire amount due to low tax collection. The 1782 was resubmitted to the State Board of Accounts showing a balance at the end of 2015. The entire budget was then approved.

Salary Plan: A Salary Plan for 2016 will be presented at the March meeting.

Policy Review: PATRON PHOTOGRAPHS. As an identity theft precaution, the Library will photograph residents for the sole purpose of including the photo as an identifying piece in our cardholder database. Photos will be taken at the time of patron registration and may be updated upon renewal of library cards. Board wishes to have more information from other libraries, particularly relating to whether or not photos are mandatory.

History Made Here project: Work is continuing toward the installation of the gas boom exhibit. Roger Marx and Paul Burritt have worked to update lighting and prep the walls for painting. A few pieces of surplus furniture have been sold and there are still some display cases available.

Director’s Report: The following report was approved by consensus of the Board:

Materials and Services: Statistics will be presented at the meeting.

Staff: Jennifer Hilgeman resigned in order to take a job opportunity in Virginia. Sheri Sharlow will replace her and will become full-time. A replacement is being sought for the part-time reference position. Helga Wiesmann, new hire in maintenance, also quit in order to take a full time position at a local company. A part-time maintenance position is being advertised.

Property: 1) Fortunately, the lack of snow has enabled Mr. Marx and Mr. Burritt to work in the Museum in preparation of the spring exhibit; and 2) Gold Seal Pest control will treat some problem bug areas in the Library.

Children's/Youth Services: 1) During the month of January, there were 18 storytimes. 115 children and 79 adults attended; 2) Scheduled group visits to the Children's Department included Frances Slocum Special Needs, Faulkner Academy, a Homeschool group, and Early Head Start; 3) 15 people attended the Martin Luther King, Jr. storytime which included a movie, craft, and the children listened to the *I Have a Dream* speech; d) 53 people participated in National Soup Month; 4) 70 people participated in National Puzzle Day; 5) The Battle of the Books was a success. 4<sup>th</sup> graders from Riverview, Kendall, Frances Slocum, Allen and Northview Elementary participated. Riverview won after an initial tie. 230 attended the program. John Butcher read the questions to the students; and 6) Opportunities in the Children's Department this month included a giveaway from the Honeywell Center for tickets to *A Very Hungry Caterpillar*, and participation in the Indiana State Library Bookmark contest.

Museum Services: 1) AARP training has begun. The Tax Assistance program will run from February 9th to April 15th; and 2) Visitors to the Museum during December totaled 158.

Reference Services/Adult Programming: 1) 56 patrons attended the first Saturday movie; 2) Trying out the Senior movie afternoon again with more publicity; and 3) Tax forms have arrived and are in the lobby.

Teen Programming: 1) A Teen Lego night was held on February 9th; 2) Otakus meets on February 19th; and 3) A Gaming Unplugged Day is planned for February 27th.

Circulation: 1) The Library is participating in a new audio book lease program with TEI Landmark audio which deals mostly in nonfiction titles. Hopefully, this will keep the nonfiction audio book collection stocked with the best new titles; 2) Patrons may now borrow 6 titles from Hoopla instead of four; and 3) With the latest upgrade for the Horizon circulation system, it is now possible to take photos of patrons to display on their borrower file so staff can match cards to patrons.

Network Manager: Chester Technologies will assist the Library in upgrading the Wireless system in late spring. This upgrade will be completed with assistance from the Erate program.

Marketing: 1) Tylanna Jones and Mary Eckerle spoke about February events on WBAT on February 4th; and 2) The Battle of the Books competition was covered by the newspaper.

Next Indiana Bookshelf: The following events are being planned to coincide with the Next Indiana Bookshelf: 1) The Bookshelf will be displayed prominently in the Library; 2) There will be a book discussion on *Paper Towns* by John Green; 3) There will also be a teen book discussion on *Paper Towns*; 4) There will be a Hoosier Trivia Night this summer; 5) Children and parents will do an Indiana chant composed by April Pulley Sayre during National Library Week in April; 6) Author Skila Brown (from a different grant) will be here on April 9th; and 7) Host a food festival featuring Hoosier delicacies. It is hoped that this series will become a Legacy project endorsed by the State Bicentennial Commission.

Thinking Money Exhibit: Five staffers worked together to complete an application for the *Thinking Money* travelling exhibit. The purpose of the exhibit is to encourage financial literacy particularly among families. The application was submitted on January 28th and the notification for the grant will be by March 25th.

Bicentennial: Members of the Library staff continue to participate in the planning of Bicentennial events throughout the community. A February 11th meeting held at the Library drew members of various organizations in addition to the new mayor.

Community Involvement: 1) Rhonda Stoffer will have a Library table at the Marion LDS Church's *Family Discovery Day* on Saturday, February 13th; and 2) The partnership with Marion Utilities to help distribute recycling bags is working well. Most of the residents have been pleased and appreciative of our part in this distribution.

Appreciations: 1) "Many thanks for your prompt reply to my request for copies of the obituaries of my relative Albert G. Messmore. Sincerely, Patrick Roten, Big Sky, MT."

The meeting adjourned at 6:25 p.m. The next meeting will be on Tuesday, March 15th at 6:00 p.m.

\_\_\_\_\_ President \_\_\_\_\_ Secretary  
\_\_\_\_\_ Member \_\_\_\_\_ Member