

February 21, 2012

The Marion Public Library Board of Trustees met Tuesday, February 21st, 2012, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Owen, Mrs. Cline, Dr. Case, Mr. Ott, and Mrs. Turner. Mrs. Eckerle, Mrs. Gioe and Ms. Riddle were also present. Mr. Cline and Mrs. Enyeart were absent.

Mrs. Cline called the meeting to order at 6:00 p.m.

On motion of Mrs. Turner, seconded by Mr. Owen, the minutes of the January 17th, 2012 meeting were unanimously approved.

On motion of Mrs. Turner, seconded by Mr. Owen, the minutes of the January 17th, 2012 Board of Finance meeting were unanimously approved.

The Treasurer's report showed a balance of \$1,780,741.62 in all funds as of January 31st, 2012.

On motion of Mr. Ott, seconded by Dr. Case, the payment of the docket was unanimously authorized. Ms. Riddle could not present a Treasurer's report because the new budget has not as yet been imported to CompuTrain. The 1782 Budget form was received on February 20th. After the budget is imported, the January reports will be sent to Board members.

Travel, meeting attendance: On motion of Mrs. Turner, seconded by Mr. Ott, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) March 9th, Muncie, Discovery to Delivery III: Resource-sharing Core Service conference, Mary Leffler, Shirley Mooney, Kristie Fuller.

Non-resident fee: Each year, the non-resident fee is reviewed and re-approved by the Board. Currently, the fee is \$53. The Board wanted further clarification of the fee and this will be brought to the March meeting.

Inventory: The last complete inventory of the Library was done in 1996. An inventory is long overdue. The firm Buckland & Associates has completed the library updates each year and they connect with many libraries in Indiana. They provided a quotation for New Insurance Appraisals and Fixed Asset Inventory on 3 Buildings, 2 Furniture and Equipment locations, 1 Data Processing Equipment and 1 Building items which would be done this year. Buckland's estimate is \$9,940. On motion of Mr. Owen, seconded by Mr. Ott, it was unanimously approved to have Buckland & Associates conduct a new inventory and the cost would be taken from the Modlin Fund.

Long Range Plan. A Long Range Plan was presented again for Board consideration. The Indiana State Library provides direction on doing the planning process and what needs to be included. This plan is intended to be a living, working document that is subject to change and re-direction. The Board wanted more time to review this plan during the next month.

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

Materials and Services: The statistics were given on an attachment.

Staff: New hire for the Indiana History and Genealogy Room is Teresa Love. She started work on February 13th. Existing staff member Natalie Hawkins took Nathan Mitchener's hours in Circulation. Jessy McMurray, Circ clerk, took additional page hours in the Children's Department. Children's Staff member Anna Baker passed the Boards as a certified Registered Nurse and will begin full-time employment at Marion General Hospital. She will remain as a sub.

Property: 1) Some of the heaters in the Carnegie building are having issues but Mr. Marx is keeping up with repairs; 2) Still having theft in the public restrooms; and 3) The 2nd floor painting project progresses.

2012 Great Central United States ShakeOut: The Library participated in the Central US Earthquake drill on February 7th and made the front page of the newspaper.

Children's/Youth Services: 1) Children did make-it, take-it crafts all day on Valentine's Day; 2) Most of the Children's audio books are being replaced by CD's; 3) During March, the Children's Department will celebrate Read Across America – Dr. Seuss's birthday, Disability Awareness Month, and Farm month; and 4) The Children's Department was the recipient of an information kiosk donated by the Convention and Visitor's Bureau.

Circulation/Audio-Visual Services: Joanne Hix is teaching Basic Computer classes on Tuesday evenings. She also continues to schedule individual help sessions on Wednesday afternoons.

Indiana History and Genealogy Services: 1) The Indiana Room will be offering One on One Workshops on using the Indiana Room database during February; and 2) Members of the Grant County DAR have asked to be allowed to come to the Indiana Room one afternoon a month to be available to help people research their Revolutionary War ancestors and to become members of the DAR if they wish. Members will be in the Indiana Room on the 4th Tuesday of every month from 2 to 6 p.m. to aid researchers. This is an exciting new development in the Genealogy services provided at the Library.

Museum Services: 1) The *Business & Industry (pre 1950)* exhibit opened on February 1 and will run until April 12th. There are 51 photographs of businesses that are no longer in existence; 2) AARP Tax Assistance in the Carnegie Room began February 14th. The tax preparers are at the Library for three days each week until April 17th; and 3) 97 visitors came to the Museum in January.

Digitizing Photographic Collections: Sue Bratton attended and presented at a Photo Digitization Workshop in January. Since the Library's Digitization grant in the late 1990's, there have been new standards for digitizing materials. Storage and back-up have changed enormously. The Library's archival images are currently stored on CD's and these are not as stable as once thought. Eventually, there are storage and retrieval methods that will have to be discussed and brought up-to-date.

Reference Services/Adult Programming: 1) 56 people attended the first Saturday movie, *A Dolphin Tale*. *Puss in Boots* is scheduled for March; 2) Tax season has begun. So far, over 4500 tax forms have been distributed. The Library is already out of State forms and will not be sent more by the State. Patrons will have to download their forms or call the State for a personal copy; 3) Ivy Tech student Jessica Robbins will be job shadowing in the Reference Department during February; and 4) The 2nd Wednesday Book Discussion group continues to attract new members. The February discussion had eight participants. On tap for March is *Once Upon a Town* by Bob Greene.

Network Manager/Security: The Computer team is discussing the necessity of purchasing a new server this year. Estimates will be gathered.

Teen Programming: 1) The Teen Craftsters met recently and made apron cover-ups out of t-shirts; 2) The Otakus group continues to bring in new teens; 3) Teen Game Day was a success. Everyone enjoyed taking turns playing video games; 4) A Hunger Games program is planned for March 16th; and 5) A QR Treasure Hunt is planned for *Teen Tech Week* which begins March 3rd. The treasure hunt clues will be QR codes telling the participant to complete a task or go to the next destination. Participants will start at Reference Services. Some of the QR codes will have videos embedded that were made by the Teen Advisory Group.

Technical Services/System Administrator: The BookMyne app for Android and iOS phones is now up and running for the Marion Public Library catalog. It is free for those with smart phones, iPods, or iPads. Detailed information can be found on the Library's web page.

Barb Wilson: The Wilson family requested that the 2nd Wednesday Book Discussion group be named after Barbara and there will be a plaque to commemorate this. Additional money can be put toward books for that group or books for the general collection.

Marketing: 1) Sue Bratton and June Felton discussed the new Museum exhibit on Tim George on February 2nd. On deck for March are Cheryl Smith and Clare Jozwiak who will discuss Children's activities at the Library; 2) Mary Eckerle is working with Taylor Professor Donna Downs and one of her classes. Some of the students might work on a press kit/marketing plan for the Civil War/Lincoln programs; and 3) The Sunday LIVE column will feature the Library sometime in February.

Let's Talk About It: Making Sense of the Civil War/Lincoln: The Constitution and the Civil War: Planning for the Civil War Grant/Lincoln exhibit has begun. A planning committee comprised of Ed Breen, Mike Cline, Tim Enyeart, Stan Tyner, Tom Jones, Mary Eckerle, Sue Bratton and Kristen Gioe is working to have a variety of programs and events this year.

Library Annual Report: Jonie Riddle and Mary Eckerle are working through the Library Annual Report for the State Board of Accounts. The Cash Balance statement must be advertised as well. Due date: February 29th, 2012.

Marion Community Gardens Association: The newly painted sign is up for the Boots Street Garden. This past month, the Marion Community Gardens Association received its 501C3 status. There are at least 8 new community gardens in Marion that are planned for this summer.

Mississinewa 1812: June Felton, Sue Bratton and Mary Eckerle met with Karen Vincent and Susan Smith from the Minnetrista Center in Muncie on February 14th to discuss the scope of the 1812 project and to obtain advice on planning a project with the Battlefield Society.

District 8 Directors' Meeting: Mary Eckerle attended a meeting of area library directors on February 10th in Anderson. Common concerns and complaints among the directors include a) staff cuts; b) vandalism; c) issues with ereaders; and d) lower circulation statistics but higher computer use. The demographics of the library populations are changing too. Most libraries deal with the homeless and have social service issues on a daily basis. Schools and day cares no longer have transportation to visit libraries. There are frustrations on not knowing how much property tax income will be received.

Community Involvement: 1) Sue Bratton is now teaching knitting to women at the Women's Shelter. She is doing it on a trial basis and is working with Linda Wilk on this project; and 2) Mary Eckerle is on a committee at Marion High School that is working on a renovation design for the high school library.

Appreciations: 1) Thanks for all of your help. I used to work with someone from your department, probably about 6-7 years ago but when I moved I lost her card. She was really responsible for me finding everything I did on the Brocks. You are the best Local History Department I've ever worked with. Best, Teri Brock Swolsky; and 2)" I wanted to let you know Gigi, my Mom and I attended the movie at the library this past Saturday. We had such a good time and it was a treat to see the room filled with a variety of community members on a Saturday afternoon. Thanks for doing this!" Michelle Bunker, Marion-Grant County Chamber of Commerce.

The meeting adjourned at 7:10 p.m. Next meeting: March 20th, 2012 at 6:00 p.m.

_____ President _____ Secretary
_____ Member _____ Member