

March 20, 2012

The Marion Public Library Board of Trustees met Tuesday, March 20th, 2012, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Owen, Mrs. Cline, Dr. Case, Mr. Ott, Mr. Cline, Mrs. Enyeart and Mrs. Turner. Mrs. Eckerle and Ms. Riddle were also present. Mrs. Enyeart called the meeting to order at 6:00 p.m.

On motion of Mr. Ott, seconded by Mrs. Turner, the minutes of the February 21st, 2012 meeting were unanimously approved.

The Treasurer's report showed a balance of \$1,666,463.94 in all funds as of February 29th, 2012.

Edward Jones: Ryan Jones gave an update on the Library's account. Altria dividends are up 8%. Philip Morris dividends up 20%. For the year, he estimates that income will be \$68,260. Kraft probably will not split until later this date – no definitive date on that yet.

A copy of the Non-Appropriated Funds Financial Report was distributed.

A projection sheet for the 2012 budget year was distributed.

On motion of Mrs. Turner, seconded by Mr. Owen, the payment of the docket was unanimously authorized.

Travel, meeting attendance: On motion of Dr. Case, seconded by Mr. Ott, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) March 20th, Indianapolis, Constant Comment Boot Camp, Sue Bratton; 2) March 29, West Lafayette, Indiana State Library workshop, Michelle Morgan, Joanne Hix; and 3) April 13th, Muncie, Minnetrista Center, Historic Preservation regional collections training conference, Sue Bratton, June Felton.

Annexation: An issue has arisen with a portion of Mill Township that was annexed by the City of Marion in 2002. There must be a formal resolution of transfer from the Gas City-Mill Township Public Library and an acceptance resolution from the Marion Public Library.

Non-resident fee: Each year, the non-resident fee is reviewed and re-approved by the Board. Currently, the fee is \$53. The statute reads: "IC 36-12-2-25 (c) 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)."

Currently, non-residents pay \$53 a year for a card. According to the formula, the current amount is calculated at \$50.55. The Board may set a new rate or keep the fee at \$53. On motion of Mr. Cline, seconded by Mr. Owen, the Board unanimously voted to keep the non-resident fee at \$53.

Long Range Plan. A Long Range Plan was presented again for Board consideration. On motion of Mrs. Turner, seconded by Mr. Owen, a proposal to accept the Plan was unanimously rejected. With further discussion, there was a motion by Mrs. Cline, seconded by Mr. Owen, to accept the Plan with amendments (remove highlights and bullets and put board priorities first). This plan was unanimously authorized.

Grant County Historical Society Board appointment: The Library Board annually appoints a member to the Grant County Historical Society Board. Jonie Riddle is presently the appointee and would be willing to continue in that position. On motion of Mr. Ott, seconded by Mr. Cline, Ms. Riddle's appointment to the Board was unanimously accepted. The Grant County Historical Society will be notified of this appointment.

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

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

Staff: No staff changes in February.

Property: 1) Roger Marx is gradually replacing light bulbs with energy saving fixtures; 2) Bathroom crime has decreased in the last month; 3) The chillers have run a few times already this year and are running properly; and 4) Basement water levels remain low and it is hoped that this continues.

Lawn mowing: Ron's Lawn Care currently provides lawn care service for the Library. After discussion, it was the consensus of the Board to remain with Ron's Lawn Care.

Children's/Youth Services: 1) On March 2nd, Dr. Seuss's birthday, thirty MHS National Honor Society students read Seuss books and prepared green eggs and ham for about eighty children; 2) March is Farm Month and the large barn with machinery and animals is once again on display. Kris Goff, Purdue Extension, will present Grant's Story, which is about agriculture; 3) March is also Disabilities Awareness Month. The Children's Department had a program on Leader Dogs for the Blind that was presented by Dick and Isabelle Atchison, who raise leader dogs, and Pat Greenberg, who has one to assist her; and 4) Over Spring Break, the Children's Department will have special activities.

Circulation/Audio-Visual Services: 1) Circulation staff has been weeding the spoken audio shelves in hopes of relieving the overcrowded shelves; 2) Joanne Hix is teaching a daytime Basic Computer class this month; and 3) Interest in the one on one patron help sessions has slowed down somewhat but the program still has been very helpful to the patrons who have taken advantage of this service.

Indiana History and Genealogy Services: 1) The Indiana Room will be offering a One on One Workshop on using FamilySearch.org during March; and 2) Three ladies from the DAR were in the Indiana Room on February 28th to assist patrons in finding their revolutionary roots. There was an article in the *Chronicle-Tribune* about this new service. Rhonda Stoffer submitted her application for one of her patriot ancestors!

Museum Services: 1) 104 people visited the Museum in February; 2) The Business & Industry exhibit had 34 visitors; and 3) AARP Tax Assistance program brought in 508 people. This number includes clients from Grant and surrounding counties.

Photo Digitization: It was in the late 1990's that the Library received a digitization grant for the photos in the Museum collection. There are around 5,220 photos that have been digitized. As Sue Bratton learned at her January workshop, the technology for this process has changed and CDs are no longer the best way to store archival images. It is now recommended that CDs be replaced every five years if they are used at all. New recommendations are that digitized images be stored on servers and external hard drives. The plan is to move to maintaining a file of archival images on a server with back up storage on two external hard drives. One external hard drive will be kept in the safe in the Carnegie Building and the other in the director's office.

Reference Services/Adult Programming: 1) 79 people attended the first Saturday movie in March; 2) The *Barb Wilson Discussion group* discussed *Once upon a Town* in March and will discuss *March* by Geraldine Brooks in April; 3) Memorials have been made by the Marion Women's Department Club and the Research Club for members who have died. Books are purchased with the donations; and 4) Tax season has gone smoothly although the Library is unable to obtain any more state forms.

Network Manager/Security: 1) A new server is needed to replace dc03. Dc03 is over six years old. It will not completely retire, though – it will still be used to run the Control Center. As with any institution, back-up and enough space are extremely important; and 2) there will be tornado drills during Severe Weather Awareness Week.

Teen Programming: 1) March was a busy month for teen programming. The Otakus anime group met on March 2nd; 2) Teen Tech week was the week of March 5th. Teens were invited to take a QR code scavenger hunt. One lucky teen was presented with an iPod. It was a popular program; and 3) Eight teens attended the teen craft this past month. The teens decorated muffins and mini-cupcakes.

System Administrator: Karen Blinn has been lending her expertise to cataloging students from Ivy Tech and IUPUI this past month.

Marketing: 1) Cheryl Smith and Clare Jozwiak were on the radio on March 1st; and 2)The Library was featured on the front page of the *Chronicle-Tribune* for the DAR/Indiana History and Genealogy story.

Let's Talk About It: Making Sense of the Civil War/Lincoln: The Constitution and the Civil War: Lincoln and Civil War program planning continues. Several speakers and programs have been lined up. There will also be a tour and program coordinated with the cemetery at the Veteran's Administration. A calendar of events was available at the meeting.

Library Annual Report: Jonie Riddle and Mary Eckerle completed the annual report to the State Board of Accounts and the Library budget was advertised on February 23rd.

Marion Community Gardens Association: The Garden Association will have people sign up for garden plots at the Library on March 17th. There will be seven community gardens this year throughout the area.

Mississinewa 1812: Another discussion meeting is planned for the end of March.

Friends. The Friends group will hold its annual booksale on April 13th, 14th, and 15th in Meeting Room B.

Community Involvement: 1) Eastbrook Community School students have a display of student artwork on the second floor of the Library; 2) The Library will be represented at the Grant County Licensed Childcare Providers Fair at Frances Slocum School on March 24th; 3) Mary Eckerle spoke at the Lions Club on March 13th; and 4) The Library had a table at the Grant County Autism Fun Fair on March 13th.

Appreciations: 1) Betty Reynolds received a pleasant note from patron Andrea Young in New York City; 2) Patron Teri Swolsky thanked Rhonda Stoffer for genealogy assistance; and 3) Cindy Mauman, St. Paul Catholic School, sent a note of appreciation to Clare Jozwiak who read at St. Paul's during the kindergarten "Read-In".

The meeting adjourned at 7:18 p.m. Next meeting: April 17th, 2012 at 6:00 p.m. The Board will gather with Library staff at 5:30 p.m. for a social half hour.

_____ President _____ Secretary
_____ Member _____ Member