

August 21, 2012

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

Mrs. Enyeart called the meeting to order at 6:05 p.m.

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

The Treasurer's report showed a balance of \$1,885,555.07 in all funds as of July 31st, 2012.

On motion of Mr. Cline, seconded by Mr. Owen, the Treasurer's Report and payment of the docket was unanimously authorized.

Travel, meeting attendance: 1. August 26th and 27th, Indianapolis, CYPD Conference, Tylanna Jones, Kristen Gioe; 2) September 21st, Lebanon, Small and Medium Size Library Conference, Michelle Morgan, Mary Eckerle and possibly two to three other staff members; and 3) August 3rd, Grant County YMCA, Synergy Conference, Sue Bratton, Clare Jozwiak and Mary Eckerle.

2013 Budget: The meeting with the Department of Local Government Finance representative was held on July 24th. At that time, the DLGF provided information needed to complete the 2013 budget forms for Board Review. On motion of Mrs. Cline, seconded by Mr. Owen, the 2013 Library Operating Fund in the amount of \$2,232,682, estimate of funds to be raised \$1,340,000; the Library Improvement Reserve Fund in the amount of \$140,000; and the Rainy Day Fund in the amount of \$25,000 were unanimously approved for publication of Notice to Taxpayers. The 2013 budget will be published on August 24th and August 31st in the *Chronicle-Tribune* and there will be a public hearing at the September 18th meeting at 6:00 p.m. The budget will be adopted at the Board meeting on October 16th and submitted to the County Auditor and the Department of Local Government Finance.

Commitment to join Public Library Internet Consortium: On motion of Mr. Cline, seconded by Mr. Owen, the Board unanimously voted to continue in the Indiana Public Library Internet Consortium for the Funding year 2013 – July 1st, 2013 through June 30th, 2014. This has been a benefit in negotiating e-rate discounts and technology rates. Mrs. Cline was appointed Interim Secretary by Mrs. Enyeart to sign off on this Commitment.

Compressor Replacement: There is a need to replace a compressor on one of the chiller units. This represents one-fourth of the maximum cooling capacity for the Library. Havel Brothers has submitted an estimate of \$27,967.31. Havel has worked on the Library's chillers for several years. The original placement of these units was done by Slutsky-Peltz, South Bend. Havel corrected many of the early problems with heating and air conditioning and has provided good service throughout the years. A decision was not made at this meeting. The Board is awaiting further information on the two types of compressors and the advantages of one over the other.

Migration to Horizon SaaS: Marion Public Library and Anderson Public Library work together as a consortium to maintain the Horizon Circulation system. A T-1 line connects the two libraries and the server is maintained at Anderson. This server is at end-of-life and future decisions need to be made. It is proposed that the two libraries move to a system where the databases are moved from Anderson's physical servers to servers maintained by SirsiDynix. On motion of Mrs. Cline, seconded by Mr. Owen, the Board unanimously approved the Migration to Horizon SaaS.

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

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

Staff: Natalie Hawkins will begin full time in Circulation on September 1st. Her hours were very close to full-time already. This will allow Mrs. Hix more time for computer classes and computer one-on-one sessions which have increased these past few months. Also, this is not a new position as Karen McKinney's full-time position was not replaced when she retired.

Board appointments: Jeremy Case will complete his first term on the Board on December 31, 2012. He is an appointee of the Marion City Council. Mike Cline will complete his second term on December 31, 2012. He was appointed by the Grant County Commissioners. With their permission, those two entities will be requested to reappoint each person.

Paddock View Residential Center: This alternative school is located at 1700 East Bradford in Marion. It has all grades and the teachers have certification. At least one teacher has requested a teacher card for that facility, such as those for teachers in the Marion Community Schools. On motion of Mr. Cline, seconded by Mr. Owen, the Board unanimously voted to allow teacher cards for certified teachers at Paddock View.

Electronic Cigarettes: Sylvia Watson, Legal Consultant & Counsel to the Indiana State Library wrote, "The question has been posed regarding electronic cigarettes (e-cigarettes) and whether the new state smoking laws (IC 7.1-5-12 et seq.) prohibit them as well as the real cigarettes. The answer is NO. The law also would not prevent chewing tobacco or snuff. The law defines smoking as the carrying or holding of a lighted cigarette, cigar, or pipe or any other lighted tobacco smoking equipment; or inhalation or exhalation of smoke from lighted tobacco smoking equipment. E-cigarettes are battery operated and not "lighted". Additionally, they apparently emit a small vapor, not "smoke". However, the new law does not prohibit local government entities from establishing more restrictive local ordinances. This means that libraries could, theoretically, prohibit e-cigarettes in a local policy. Marion County is the only local government entity I am aware of that has enacted a local smoking ordinance that includes e-cigarettes. There may be others that I don't know about." For the time being, the Board decided, by consensus, to keep the wording on the Library's non-smoking policy the same. If people begin interpreting that electronic cigarettes fall outside the policy, then this will be revisited.

Property: 1) Roger Marx and Paul Burritt replaced a rooftop condenser-fan-motor; 2) A rooftop ventilation fan motor in the Carnegie Building failed. After some investigation, it was determined that the only areas serviced by this fan are rooms that were (but no longer are) restrooms so, at this time, this motor is not being replaced; and 3) Roger Marx is painting the iron railing at the Jay House and he also installed an outside water connection for the House.

Children's/Youth Services: 1) The Summer Reading Program was very well attended. The "Completion Party" was held August 11th. The party was preceded by an "Xtreme Science Magic Show" presented by Don O'Brien and son; 2) Though the Lunch on the Lawn series is over for this summer, patrons may use the courtyard with permission; 3) All of the "big" summer programs were great successes with good attendance; 4) Cheryl Smith retired; and e) Joanne F. Ingis will do a "Meet the Author" storytime on August 20th at 10:30 a.m. She is the author of *Diary of a Pet Turkey*. Books will be available for sale.

Circulation/Audio-Visual Services: a) Mrs. Hix resumes Computer Classes in September. In addition, the one-on-one help sessions will continue.

Indiana History and Genealogy Services: a) Kim Harrison from Ancestry.com visited the Library on July 19 and several people came to meet with her. While here, Rhonda Stoffer showed her the Indiana Room's Genealogy database and she was impressed. Ancestry.com's project manager contacted Mrs. Stoffer and indicated that they are interested in adding this database's indexes to their site's web search. Thus, if someone goes to Ancestry and searches for a name that is in the Library's database, it will show on their results list. The patron will then be directed to the Library's website to request copies of the records. Ancestry has over 2 million subscribers and this database will be on the free side of Ancestry so anyone can search it without an account; b) County Clerk Mark Florence transferred four rolls of microfilm to the Library that cover 13 books of Naturalization Applications from Grant County; and c) The Board was informed that the Indiana Room would increase its handling fee for queries from \$1.15 a copy to \$2 per record. Payment will be needed in advance of answering queries.

Museum Services: a) Visitors to the Museum in July numbered 183; b) About 500 people came in for the Quilt show, and 39 people visited the Civil War exhibit before it closed on July 10<sup>th</sup> – Total visitors to the museum totaled 722; c) The Civil War Exhibit will go up again at the end of September until October 31<sup>st</sup>. This exhibit will be slightly different than before and will focus on Grant County veterans; and d) A 64-gun Man of War ship is on display and there will be two more model ships on display shortly. There is also an exhibit of paperweights, blacksmith tools, spinning wheels and yarn winders in the Museum.

Reference Services/Adult Programming: 1) 106 patrons entered the Adult Summer Reading Program and 70 completed all the challenges. This has been the most successful SRP to date; 2) The movie, *Hunger Games*, will be shown at the 1<sup>st</sup> Saturday movie in September. The movies remain very popular and the Borland family continues to come and show them. The *Hunger Games* series remains popular at the Library; 3) The Barb Wilson Book group discussed *State of Wonder* by Ann Patchett on August 8<sup>th</sup> and will discuss *Shattered Dreams* by Irene Spencer on September 12<sup>th</sup>; 4) The Freedom Display is coming from the Indiana Historical Society in September and will be showcased in the Reference Department; and 5) Knitters continue to meet every Thursday in the Jay House. Summer numbers were down but this is expected to kick back up in the fall.

Network Manager/Security: 1) New Teen computers have arrived and old teen computers were deployed to Circulation and Reference; and 2) Public wireless has been changed to where an access code is not needed, just an email address.

Teen Programming: 1) The Teen Summer Reading Program was also a huge success. The teens enjoyed their reading challenges and the weekly prize drawings; 2) As a wrap up to the Summer Reading Program, the teens participated in a lock-in on Saturday, August 4<sup>th</sup>. They had a great time and provided Kristen Gioe with future programming ideas; 3) The Teen DIY and Otakus groups will not meet in August but will start up again in September; and 4) Teens and Tweens Knitters will resume on September 10<sup>th</sup>, from 4 to 5:30 p.m. They will meet each Monday through November 12<sup>th</sup>. New knitters will be welcome on the 2<sup>nd</sup> Monday of September and October.

System Administrator: 1) Karen Blinn weeded the VHS cassettes. This collection is gradually being phased out; 2) Ms. Blinn is also deleting items from various collections that have been set to “Lost and Paid” for a number of years. This will delete them from the catalog but not the borrower’s record; and 3) Ms. Blinn is almost finished weeding Adult Fiction.

In-Service Date: The Library In-Service will be either Wednesday, November 7<sup>th</sup> or Tuesday, November 27<sup>th</sup>.

Marketing: 1) The Library was featured in a front page article on the Chris Vallillo program on July 27<sup>th</sup>; 2) Also, the Sunday LIVE column on August 12<sup>th</sup> featured the Library; and c) Ellen Spitzer and Mary Eckerle were on Tim George on August 2<sup>nd</sup> promoting the Imagination Library.

Let’s Talk About It: Making Sense of the Civil War/Lincoln: The Constitution and the Civil War: 1) The Civil War planning group met on July 25<sup>th</sup> to plan the remainder of the events for the discussion series. There will be a Round Table discussion with Mike Cline, Ed Breen, Tim Enyeart and Tom Jones on September 20<sup>th</sup> at 6 p.m. to talk about *Choosing Sides*. There will be a Panel Discussion at Taylor University on October 18<sup>th</sup> at 7 p.m. on *The Shape of War*. Panel participants include Tom Jones, Phil Loy, Bill Munn, Carl Siler and Bill Ringenburg. There are two travelling exhibits scheduled for fall. The first, *Freedom: A History of the US*, will arrive August 30<sup>th</sup>; the other, *Faces of the Civil War*, will arrive October 13<sup>th</sup>. Both are from the Indiana Historical Society and both are free. The proposal for a grant from the Gilder Lehrman Institute of American History was submitted with the acceptance/rejection date of August 15<sup>th</sup>.

The Unserved: Eric Hinderliter, Director of the Van Buren Library and Mary Eckerle will meet this month to discuss county efforts to serve the unserved populations. A possible meeting with area directors and trustees is being considered.

Save Our Stories: Save Our Stories, SOS, is a newly formed group committed to historic preservation in Marion. The group is headed by Dave Homer. SOS currently meets the 4<sup>th</sup> Tuesday of the month in the Jay House. The group is planning an architectural tour of Samuel Plato buildings on the afternoon of Saturday, October 20th. The tour will start and end at the Hostess House. The museum collection of photos of Plato buildings will be on exhibit at the Hostess House.

Synergy: Sue Bratton, Clare Jozwiak and Mary Eckerle attended the Synergy Conference at the YMCA on August 3rd. Discussion centered on the issue of Poverty in our community. The event was well attended, informative, and, hopefully, there will be additional discussion on this important topic in the future.

Passports: Passports: 1000 Things to Do Before You Graduate will be distributed to children and youth through our Children's Dept. The passport was developed by Dawn Brown, executive director of the Community Foundation and her Synergy 2012 committee. The project is part of the follow-up to the last five years' emphasis on our children's "40 Developmental Tasks," helping each student build a mental, physical, social and spiritual balance in their lives.

Marion Community Gardens Association: The two Library gardens are doing well and producing lots of vegetables and flowers. Community produce is sold on Saturdays at the new Marion Open Air Market at the corner of Washington and 5<sup>th</sup> Street. Unsold produce is shared with the Rescue Mission, the Salvation Army, St. Martin's and other food banks. The MCGA has been contacted by out of county people who wish to model this concept.

Imagination Library of Grant County: This Early Literacy project, begun in 2008 and supported by all county libraries, is in need of funding. Currently, the libraries are promoting a "Read-a-Thon" to raise money for the Imagination Library. Also, a grant was submitted to the Community Foundation on behalf of the program. Round Robins recently gave the group a \$1,000 grant and the Marion North Rotary also supported it for \$300.

Friends of the Marion Public Library and Museum: The Friends group continues to support the Library in many ways. A quarterly meeting was held on August 13th. The Friends are brainstorming to come up with new fundraising ideas.

Community Involvement: 1) Sara Pohlman's art class is displaying their work in the Reference area this month; 2) Kelly Turner and Mary Eckerle attended the Chamber of Commerce luncheon featuring Garry Dick from *Inside Indiana*; and 3) The Library is cross-promoting author Amy McCready's program on successful parenting at the high school on August 22nd. The Library owns copies of McCready's book, *If I have to Tell You One More TIME...* McCready is a parenting expert and frequent contributor on the Today Show; and 4) As scheduling permits, Tim Eckerle has volunteered to come to a Board meeting to discuss the TIF projects and the current state of the LOIT in Grant County.

Appreciations: 1) Two notes of appreciation for Indiana Room services from Mary Anne Slobodnik and Nancy Myers; 2) Two notes of thanks and appreciation from the Quilters; 3) Pat Staples received Genealogy assistance from Teresa Love and wrote a kind thank you note; 4) Patron Terry Backs wrote, "To the Reference librarians, Thank you so much for all your hard work in organizing the summer reading program for adults. I look forward to it every year. I know it takes a lot of organization and patience on your part to pull it off." Terry Backs; 5) Pam Young, Topeka, Kansas, wrote a thank-you note, "The Genealogy staff was very helpful in getting me started on my family research. Thanks for being there for us"; 6) "Hello Kristen and Mary; I just wanted to say thank you to Kristen for hosting the Teen Lock In Summer Reading program celebration. And I wanted to say thank you to Mary and whoever else was involved in approving the event. Laura was very excited about the pocketbook she made and other activities that took place and let me tell you, when we get unsolicited feedback about an event you can bet it must have really gone well. From a parent's perspective it appeared extremely well organized and proactive. I was impressed with the invitation, liability form, sign in and sign out form, as well as the In Case of Emergency card Kristen gave me when I dropped Laura off Saturday night at the library. Well done! Thanks for offering this event and encouraging teens to read and get involved." Linda Wilk; and 7) Mariann Pearcy wrote a Letter to the Editor in the *Chronicle-Tribune* on August 12th complimenting the Children's Department on summer programming.

The meeting adjourned at 7:10 p.m. Next meeting: September 18<sup>th</sup>, 2012 at 6:00 p.m. This meeting will be a Public Hearing on the 2013 budget.

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

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