

September 18, 2012

The Marion Public Library Board of Trustees met Tuesday, September 18th, 2012, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Owen, Mrs. Cline, Mr. Cline, Mrs. Turner and Dr. Case. Mr. Marx, Mrs. Eckerle and Ms. Riddle were also present. Mr. Ott, and Mrs. Enyeart were absent.

Mrs. Cline called the meeting to order at 6:03 p.m.

The first item of business was the **Public Hearing** on the 2013 budget. No members of the public were present. On motion of Mrs. Turner, seconded by Mr. Owen, the Board unanimously voted to adjourn the Public Hearing.

Roger Marx gave an update on three Building and Grounds issues.

On motion of Mr. Cline, seconded by Mr. Owen, the minutes of the August 21st, 2012 meeting were unanimously approved.

The Treasurer's report showed a balance of \$1,821,902.53 in all funds as of August 31st, 2012.

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

Travel, meeting attendance: 1) October 24th, Fort Wayne Allen County Public Library's Annual Library Camp, Michelle Morgan, Joanne Hix, Kristen Gioe and Jennifer Hilgeman; 2) October 19th, Indianapolis, Indiana Historical Society Local History Partners Get-Together, Sue Bratton; and 3) October 2nd, Carmel, IPLA meeting, Mary Eckerle, Karen Blinn.

2013 Budget: The Grant County Council will give its non-binding review of the Library's budget on September 19th, 2012. Mrs. Eckerle will attend the meeting. Information item. No action needed.

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. Mr. Marx recommended waiting to replace the compressor as more research is done on the two types of compressors to see which one is better suited to the Library. Information item. No action needed.

Edward Jones: On August 14th, 2012, the Kraft Foods Inc. board of directors approved the spin-off of its North American grocery business. On October 1st, 2012, the spin-off company, Kraft Foods Group, Inc., will be a separate public company. Also on that date, Kraft Foods, Inc. will change its name to Mondelez International, Inc., and proceed as a global business concentrating on snacks categories, such as biscuits, chocolate, gum and candy. Ryan Jones from Edward Jones Investments called and does not anticipate any problems with the spin-off. Information item. No action needed.

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

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

Staff: Amy Reel is the new assistant in the Children's Department. She will be working about 13 hours a week, replacing Anna Baker (who now subs) and also taking a few of Cheryl Smith's hours. Staff members from different departments have stepped up to help at the Reference Desk while staffer Kristie Fuller continues to battle with the West Nile virus. Some staff members have volunteered to be cross-trained so that they will be able to work other departments in times of shortage. Mrs. Turner will send a card to Ms. Fuller on behalf of the Board.

Property: 1) The below-floor-level water measurement in the basement has been staying at a minimum of minus 24 inches. Roger Marx has temporarily slowed the flow-rate of water coming into the pump pit by

placing a sandbag over the inlet holes. By slowing down the flow rate, the discharge pumps are being run less frequently, which means a longer, useful life; and 2) Mr. Marx trimmed the rooftop shrubbery on the Carnegie Building.

DuPont Settlement on Imprelis Damage: Mr. Marx presented information on the damage done by Imprelis. The Claim Resolution agreement includes 1) remove the one specified tree from property; b) payment of \$1,920 for tree replacement; 3) \$150 for tree maintenance for tree replacement; 4) payment of \$225 for tree care for 2 other trees remaining on property; 4) limited warranty for damage (if any) to trees caused by Imprelis arising in the future; and 5) pay additional \$455.25 in compensation. By consensus, the Board agreed to accept the Claim Resolution Agreement. Mr. Marx also pointed out some trees that were having problems or causing sidewalk issues. Mr. Marx and Mrs. Eckerle will invite a Grant County Lawn Care representative and John Woodmansee to come for tree inspection and appraisal as to next steps. A priority list will then be presented to the Board.

Parking lot needs: Mr. Marx presented information on the degradation of the parking lot and the need to re-seal and cap it this year, if possible. Long term repair of the parking lot was discussed. Mr. Marx will do some preliminary repairs and resurfacing. Three quotes will be invited per bid requirements as soon as specifications can be written up.

Children's/Youth Services: 1) Storytimes, Saturday/Wednesday Crafts, Tween Time, and Teen and Tweens Knit are back in session; 2) September 19th is "Talk Like a Pirate Day". Staff will be participating and there will be a Pirate program that evening at 6:30 p.m. in Meeting Room B; and 3) The Children's Department is doing programs based on the Passport experiences from Synergy. On September 11th, they completed #161 – make caramel apples.

Early Childhood Computers: These popular early literacy computers in the Children's Department are outdated and in need of replacement. If this is done by September 27th, 2012, the replacement cost for the four computers is \$12,200. This money would be taken from the Webster Gift Fund. The old computers would be turned into the company's trade-in/recycle program for a return of \$1,200 credit. By consensus, the Board agreed that the Early Childhood Computers should be updated.

Circulation/Audio-Visual Services: 1) Joanne Hix has resumed teaching Basic Internet classes. They are held on Wednesday mornings; and 2) Joy Burritt is working with an Ivy Tech intern who is learning the art of mending books. Ivy Tech frequently contacts the Library to establish partnerships.

Indiana History and Genealogy Services: 1) Research queries are now \$2 per item and requests must be prepaid; and 2) Ancestry has the go-ahead to add the Library's database index to Ancestry.com's search engine. It will be the end of October before the Library indexes are searchable on Ancestry.

Museum Services: 1) 133 people visited the museum in August; and 2) The limestone glacier scars from Pipe Creek, Jr. Stone Quarry is on display in the Carnegie lobby. There is also a display of old cigar boxes and an exhibit of "making apple butter".

Network Manager/Security: 1) Paul Burritt installed a free IT maintenance/tracking program on one of the servers which will allow him to track all the software on all computers and see when updates are needed. He will be able to diagnose problems from any staff computer; 2) Paul Burritt has begun upgrading some computers to Windows 7; and 3) One of the three UPS's failed and needs replacing. The UPS is a battery backup or Uninterruptible Power Supply and is primarily used to provide a backup power source to shut down the servers in a timely manner in case of a power outage. It also provides protection from power surges and power below 110v.

Teen Programming: 1) The Otakus group met on Friday, September 7th and made a craft; and 2) The DIY Tuesday teens will meet on September 18th.

Reference Services/Adult Programming: 1) 33 people attended the September 1st Saturday movie; and 2) The Barb Wilson Book Discussion group discussed *Shattered Dreams* by Irene Spencer on September 12th.

Author Sheila Webster Boneham will attend a meeting of the group on October 25th. She is the author of the fiction book entitled *Drop Dead on Recall*.

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 Otakus group met on Friday, September 7th and made a craft; and 2) The DIY Tuesday teens will meet on September 18th.

System Administrator: There will be a Horizon upgrade done on Tuesday, October 9th. Anderson and Marion Public Libraries are still working together on the new contract where the server will be hosted offsite.

In-Service Date: Tuesday, November 27th is the date set for the Staff In-Service. This will be a half-day in-service from 8:30 a.m. to 1 p.m. A speaker from the Indiana State Library will present three programs.

Marketing: 1) Mike Cline and Tim Enyeart were on WBAT on September 6th to promote the upcoming panel discussion on the Civil War; and 2) Facebook page administrators hope to add another FB page called "Help, I need a new author" to encourage sharing of book recommendations and discussion.

Let's Talk About It: Making Sense of the Civil War/Lincoln: The Constitution and the Civil War: The Civil War planning group has three events planned for September and October. 1) September 20th at 6 p.m. Panel discussion on the topic of "Choosing Sides" and "Making Sense of the Civil War" with Ed Breen, Mike Cline, Tim Enyeart, Brenda Fields, Tom Jones, Barbara Stevenson-Spurgeon and Xen Stewart; 2) September 26th. Jeannie R. Regan-Dinius, Director of Special Initiatives with the Department of Historic Preservation & Archaeology at Indiana DNR, will present a program on the Underground Railroad in Indiana; 3) October 18th, 7 p.m. Panel discussion at Taylor University on the topic of "The Shape of War" with participants Tom Jones, Phil Loy, Bill Munn, Carl Siler and Bill Ringenburg; and 4) There is an exhibit from the Indiana Historical Society, *Freedom, A History of the US*, on display on the second floor. This will be followed by *Faces of the Civil War*, arriving October 13th.

Save Our Stories: This new historic preservation group is planning an architectural tour of Samuel Plato buildings on Saturday, October 20th. The tour will begin and end at the Hostess House. The Museum's collection of photographs of Plato Buildings taken by David Blunk will be on exhibit at the Hostess House.

Synergy: A meeting was held on September 5th to discuss the next steps for the Synergy on Poverty. Family education, a speaker series and community mapping of resources to find gaps and overlaps were discussed as possible next steps. Various groups will continue to meet to keep the focus on the poverty situation in Grant County.

Passports: The Children's Department will offer programs throughout the year on several of the experiences that are listed in the Passport booklets that are available to children in Grant County.

Marion Community Gardens Association: The Marion Community Gardens Association will sponsor some education programs throughout the non-growing season, some of which will be held at the Library. Coming up in October will be a "bird house gourd" program with Ruth Morehead. In addition, the Saturday Open Air Market at 5th and Washington has participation from the garden group.

Community Involvement: 1) Michelle Morgan, Joanne Hix, Anna Baker, Mary Eckerle, and Library Friend Melanie Sproat participated in the Taste of Marion at IWU on September 7th, 2012; 2) Sue Bratton is conducting a weekly knitting class at the Hands of Hope Women's Shelter; and 3) Three staff members attended a presentation by parenting author Amy McCready in conjunction with her training of Family Service Society staff.

Appreciations: 1) The Marion Housing Authority sent a note of thanks to the Children's Department for reading during the Summer Food Program for the fourth year in a row.

The meeting adjourned at 7:05 p.m. Next meeting: October 16th, 2012 at 6:00 p.m. At this meeting, the 2013 budget will be adopted.

_____ President _____ Secretary

_____ Member _____ Member