

January 15, 2013

The Marion Public Library Board of Trustees met Tuesday, January 15th, 2013, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Owen, Mrs. Cline, Mrs. Turner, Mr. Cline, Mrs. Enyeart, and Dr. Case. Mrs. Eckerle and Ms. Riddle were also present. Mr. Ott was absent.

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

The Board toured the Sinai Temple at 521 S. Boots Street.

On motion of Mr. Owen, seconded by Mrs. Enyeart, the minutes of the December 18th, 2012 meeting were unanimously approved with one correction.

The Treasurer's report showed a balance of \$1,921,031.42 in all funds as of December 31st, 2012.

Mary Eckerle and Jonie Riddle attended a Public Budget Hearing held by the Department of Local Government Finance on January 8th for all Grant County taxing units. No members of the public were present at the meeting. The 1782 budget approval forms have not yet been completed for Grant County.

Received County Option Income Tax on January 10th. Monthly installment is now \$30,069.87. This is down \$911.05 from 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: On motion of Mrs. Turner, seconded by Mrs. Enyeart, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) January 17th, Huntington Public Library, Every Child Ready to Read Workshop, Sharon Vodraska.

ProLiance Energy: Mrs. Eckerle gave information on ProLiance Energy which is a part of Vectren. ProLiance is that part of Vectren which is the wholesaler for delivering the gas product. This opportunity to lower gas bills is now available to public libraries. On motion of Mrs. Enyeart, seconded by Mr. Owen, the board unanimously approved that the Marion Public Library would enter into a one year contract with ProLiance. After one year, the cost savings through this contract would be re-evaluated and discussed.

DuPont Imprelis Claims Resolution Process: In order to proceed with the Claim Resolution for the damaged trees, the Board needs to authorize Mary Eckerle and Roger Marx to act on behalf of the Library. On motion of Mrs. Enyeart, seconded by Dr. Case, it was unanimously passed that Mrs. Eckerle and Mr. Marx are authorized to act on behalf of the Marion Public Library with DuPont. A Resolution to this effect is made a part of these minutes.

NICCL: It is time to renew the Library's contract with the Northern Indiana Computer Consortium of Libraries (NICCL). The Agreement states that it is to the advantage of Indiana Library Districts participating in this consortium to join together to explore new and emerging technologies, seek out best technology practices, obtain training, negotiate pricing of technology hardware and software purchases and technology support services, and otherwise cooperate in the sharing of knowledge, data and information. Annual NICCL dues are \$50. On motion of Mr. Owen, seconded by Mr. Cline, the renewal of membership in the NICCL consortium was unanimously approved.

Marion Public Library Treasurer Bond: Annually, there is a bond for the Board Treasurer. It is in the amount of \$27,500. On motion of Mrs. Enyeart, seconded by Mr. Cline, the treasurer's bond was unanimously approved.

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

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

Staff: 1) Jennifer Hilgeman has accepted a full time position in the Reference Department. In addition to doing the webpage, she will also be ordering all the non-fiction books and will manage the Adult Summer Reading program; and 2) A Page position for the Children's/Youth Services Department is open.

Reports: 1) The 2012 Annual Report is due to the Indiana State Library by January 30th, 2013. Ms. Riddle is also completing the following reports this month: 100R, 1099's for vendors, Annual Sales Tax, PLAC, and Workforce Development.

Property: 1) Building temperatures remain fairly steady; 2) The water level in the basement is monitored during the snow, thaw and the forecasted rains; 3) Snow blower equipment is working well; and 4) Mr. Marx is replacing shelving, repairing museum items and doing general and needed maintenance in all buildings.

Snow: Due to weather conditions, the Library closed at noon on Wednesday, December 26th.

Children's/Youth Services: 1) Children made a bird feeder on Tuesday, January 8th as part of Passport-Grant County. It is #847 in the Passport book; 2) On Monday, January 21st, the Children's Department will celebrate the life of Dr. Martin Luther King, Jr. with stories, a craft and food; 3) On January 23rd, the Children's Department will celebrate National Soup Month. Soups will be served as children bundle up with books. The children have a chance to win a fleece throw or a cookbook; 4) January 29th is National Puzzle Day and children are invited to the Library to do puzzles and puzzlers; and 5) winter story times have resumed.

Circulation/Audio Visual/Computer Lab: 1) A class on the I Pad/I Phone will be offered in February; 2) One on one Computer classes will be offered at remote locations; 3) VHS tapes are being phased out and there will be a VHS sale in the Library Connector on Wednesday, February 13th; and 4) Basic computer classes this month are on January 9th, 16th, and 23rd. Quite a few people signed up.

Indiana History and Genealogy Services: 1) The DAR will be at the Library on January 22th for their monthly research and assistance time.

Museum Services: 1) 98 people signed the Museum register in December. Frances Slocum School visited the library and toured the Museum. The Museum was featured in the Library's front display case and there was good attendance (81 people) for the Christmas display in the Forrest Room; 2) A Plato exhibit will be in the Forrest Room during February. On Thursday, February 28th, Bill Munn will present "An Evening with Samuel Plato" in the Forrest Room; 3) RCA memorabilia will again be displayed during February on the first floor of the Museum; and 4) AARP tax people are currently in training and will begin tax help with the public on February 12th.

Reference Services/Adult Programming: 1) 41 people watched the January 5th movie showing of *The Odd Life of Timothy Green*; 2) State tax forms have arrived but still awaiting federal forms; 3) The Barb Wilson Book Discussion group discussed *The Art of Racing in the Rain* in January and will discuss *The Great Gatsby* on February 13th; 4) The Library is previewing a free trial of Zinnia which is an electronic magazine subscription. It is very informative, but also very expensive. Staff will check with other libraries to see if this is being well-received; and 5) In December, there were 26 knitters. During 2012, there were 72 knitting sessions with 418 participants.

Network Manager/Security: 1) Mr. Burritt is gradually installing Windows 7 32 bit on staff and patron computers. Windows XP will no longer be supported by Microsoft after April 8th, 2014. This means there would not be any more security updates or patches for Windows XP. A computer replacement list for 2013 will be at the meeting.

Teen Programming: 1) Teen Game Day is planned on January 19th. Teens have the option of playing several video games, as well as card and board games; 2) Oakes meets on January 25th; and 3) The Teen & Tween knitting group resumed January 8th and will meet every Tuesday through the end of February.

System Administrator: The Browsing collection has been weeded. Karen Blinn is now ordering materials for the Browsing collection and the Large Print collection. She hopes to stimulate use of these collections through creative acquisitions and marketing.

Marketing: 1) Joanne Hix and Michelle Morgan discussed Circulation, Audio-Visual materials and computer offerings on WBAT on January 3rd; 2) Open rate for eNewsletters averages 32.8% - currently, there are 249 subscribers; 3) The Library's Facebook page has 1,160 friends; and 4) Efforts are being made to have Library information in other newsletters such as 4H.

Indiana Humanities Council: The final report for the "Let's Talk about it: Making Sense of the Civil War" grant was submitted in December. Nancy Conner, director of grants, sent a note of appreciation saying that she "loved the materials" attached to the report. Those materials were publicity pieces and photographs taken during programs.

Community Involvement: 1) John Woodmansee conducted a Master Gardener meeting at the Library on January 10th and included a session in the Computer Lab; and 2) Outreach to the Montessori School and to Sterling House continues in 2013.

The meeting adjourned at 7:15 p.m. The next meeting will be on Tuesday, February 19th, 2013 at 6:00 p.m. This will also be the annual meeting of the Board of Finance.

_____ President _____ Secretary
_____ Member _____ Member