

October 15, 2013

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

Mrs. Cline called the regular meeting to order at 6:02 p.m.

Ryan Jones from Edward Jones gave an annual update of the Library's accounts at Edward Jones. All of the accounts are doing well. Mr. Owen questioned as to whether or not the Library Board can diversify the stock. Mr. Jones will suggest wording so that Mrs. Eckerle can raise the question to Charlie Pride at the State Board of Accounts.

On motion of Mr. Cline, seconded by Mrs. Enyeart, the amended minutes of the September 17th, 2013 meeting were unanimously approved.

The Treasurer's report showed a balance of \$1,694,172.18 in all funds as of September 30th, 2013.

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

Annexation: No new information.

Travel, meeting attendance: On motion of Mrs. Enyeart, seconded by Mrs. Turner, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) October 16th, Warsaw Public Library, NICCL meeting, Paul Burritt; 2) November 12th, Fort Wayne, ACPL Library Camp, Jennifer Hilgeman, Kristen Gioe; 3) November 20th, Indianapolis, History for the Asking: Oral History Basics, Sue Bratton, Mary Eckerle; and 4) November 15th, Ossian, Celebrating Caldecott: Special Workshop to commemorate the 75<sup>th</sup> anniversary of the award, Clare Jozwiak.

2013 budget: There being no objection to the published 2014 budget at the public hearing, on motion of Mrs. Turner seconded by Mr. Owen, the budget resolution of \$2,290,731 for the Library Operating Fund, amount to be raised \$1,396,000, tax rate of 0.2213; \$140,000 for the Library Improvement Reserve Fund, and \$25,000 for the Rainy Day Fund, was unanimously adopted and will be sent to the Grant County Auditor and to the Department of Local Government Finance.

On motion of Mr. Ott, seconded by Mrs. Enyeart, the published tax rates for 2014 were unanimously confirmed and approved.

On motion of Mr. Owen, seconded by Mrs. Turner, the Board unanimously approved a resolution to reduce Line 2 of the Rainy Day Fund expenditures for the year 2013. This resolution is made a part of these minutes.

Holidays 2014: On motion of Mrs. Turner, seconded by Mr. Owen, the Board unanimously approved the 2014 Holiday schedule.

Updates: 1) Credit/debit cards are now being taken both in person and online. So far, the systems are running smoothly; and 2) Anthem Insurance informed the Library that, in 2014, expect a 0 to 10% increase. This is much better than expected.

Security Camera Policy: On motion of Mr. Cline, seconded by Mrs. Turner, the Board unanimously approved the Security Camera policy. This policy will be added to the policies on the Library's website.

ViewScan II Digital Viewer – Scanner System: The Indiana Room has previewed two Scanner systems and feels that this particular machine is the best purchase for the Library. Cost is \$11,080 plus warranty. On motion of Mr. Ott, seconded by Mr. Owen, the Board unanimously approved purchase of this machine with funds being taken from the Modlin gift fund.

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

Materials and Services: Statistics will be presented at the meeting.

Affordable Care Act: Thus far, the public hasn't visited the Library to ask questions about negotiating the Marketplace to sign up for health insurance. But, library staff members are ready with information and website assistance.

Staff: a) No changes this month.

Board appointments: 1) Mike Owen's fourth four-year term is up on December, 31st, 2013 and he is not eligible for reappointment. He was appointed by the Grant County Council; 2) Dwight Ott's third four-year term is up on December 31st, 2013. He is eligible for reappointment by the Board of School Trustees in Marion. Mr. Ott indicated that he is willing to serve another term if appointed.

Property: 1) Roger Marx has been changing out lights in the Museum, Indiana Room and in the Library's clerestory; and 2) Hopefully, by month-end, Roger Marx and Paul Burritt will remove the trees in the courtyard by the parking lot.

Children's/Youth Services: 1) Handy Arts (formerly Teens and Tween Knitting) began in October. Members are making scarves. Good turnout so far; 2) Rosalyn Turcott from Family Service Society presented "We're Buddies, not Bullies" on October 8th; 3) Children will complete Passport #351, Make a homemade gift, on October 15th; 4) A Halloween Party will be held Saturday, October 26th from 2 to 4 p.m.; 5) John Butcher, Marion Community Schools, contacted the Library with the suggestion that the Children's Department work with the third graders in MCS. Staff will visit the children throughout the coming months and, among other activities, will encourage all the children to obtain library cards. Staff will work with Mr. Butcher during the year and, in May, will encourage the children to join the Summer Reading Club. The third grade was chosen due to the comprehensive tests that the children take that year; 6) Roger Marx picked up the "Bench from Caps" and people love it. The Children's Department would now like to collect enough caps to get a picnic table. A contribution of \$140 toward that project was given by a Justice middle school student's grandparents; and 7) During Halloween storytimes, the children will trick or treat in all departments of the Library.

Circulation/Audio Visual/Computer Lab: 1) Most of the VHS tapes have been withdrawn from the collection. The only tapes remaining are a small collection of Disney tapes and a handful of nonfiction titles, which are mostly of local interest; 2) Mrs. Hix begins basic computer classes on October 15th. She will teach a morning and afternoon session; 3) AV shelving has been moved and staff is pleased with the results. There is more visibility in the area; and 4) The AV workroom is being converted into a one on one computer meeting room. This will give privacy and quiet to the computer learning sessions.

Indiana History and Genealogy Services: 1) The Indiana Room is hosting demonstrations of computer based microfilm systems for possible purchase; and 2) The PayPal option for research queries has been used several times and response is good.

Museum Services: 1) 83 visitors saw the Automobile Dealerships and Service Stations photo exhibit in September and 77 people signed the Museum register. Several people commented favorably on the present exhibit.

Reference Services/Adult Programming: 1) 45 people attended the October 5th showing of *Super Buddies*. The November 2nd movie will be *Monster University*; 2) The Reference staff has been taking training in anticipation of the questions on the *Affordable Care Act*. Sue Israel is the go-to person for information. Jennifer Hilgeman has been posting information on the Library's website as it is made available; 3) A Mini Book Sale will be held in the Reference area on October 12th and 13th; 4) After the Book Sale, the back issues of magazines will be moved to the Reference area and the Teen room shelving space will be expanded in the Teen room; 5) Sheri Sharlow will once again be hosting NaNoWriMo (*National Novel Writing Month*) workshops in November. There will be meetings every Tuesday night from 6:30 to 7:30

p.m.; 6) The Wilson book group will discuss *The Sweet Hereafter* on October 9th. The November book is *Fieldwork*; 7) *The Grant County Art Association* currently has its Fall Show in the Reference area. This runs through November 3rd; and 7) The Grant County Literacy Council and Marion Utilities have displays in Circulation and Reference this month. Community organizations are seeing the value of promoting themselves at the Library.

Teen Programming: 1) The OTAKUS group continues to bring in Teens in its monthly meetings; 2) Teen Read Week is October 13th – 19th. On October 12th, there will be a movie just for teens. Ice cream will be served; 3) Kristen Gioe will have a Caramel Apple making program on October 15th; and 4) There will be another Trivia Night on October 25th. This program has been quite successful and pulls in all age groups. In September, there were 11 teams competing.

Adult Programming: 1) In November, it will be the 50 year anniversary of John F. Kennedy's assassination. Phil Loy, a retired Taylor professor, will present a program on Kennedy's legacy on Thursday, November 21st at 6 p.m.; 2) The Library will partner with the Grant County Extension Office to present a Walking for Health program beginning in January, 2014. The first Walking program took place in late summer and was quite successful; and 3) English as a second language classes are now taking place at the Library due to a partnership with Taylor University. Students are using the Children's Activity Room for one-on-one tutoring on Monday and Thursday evenings.

Technical Services/System Administrator: Karen Blinn continues to clean up records in the circulation database in order for patrons to find them more searchable.

Marketing: 1) Michelle Morgan and Mary Eckerle were on WBAT on Thursday, October 3rd; 2) The Chronicle-Tribune covered Manufacturing Day with an article in the Bottom Line section and also some two page ads; 3) Mary Eckerle's LIVE column appeared in the September 28th C-T; and 4) June Felton and Sue Bratton were on WBAT on Friday, October 4th to discuss Manufacturing Day.

Manufacturing Day: June Felton previewed Manufacturing Day, October 4, and the upcoming exhibit. A Breakfast Before Hours will be held from 7 a.m. to 8:30 a.m. The radio station will remote from the Carnegie Room. The exhibit will be available during the month of October.

Museum Assessment Program (MAP), American Alliance of Museums: The Museum Assessment team continues to meet to discuss museum policies and procedures. The meetings with the advisory team have been very productive and helpful in completing the necessary assignments.

Friends of the Library & Museum: Jeanette Hoeksema has tentatively secured speakers for the May 2014 Annual Meeting. Whitney Cerak, the young lady from Taylor who was declared dead in the I-69 wreck, and her mother are doing speaking engagements around the country and have agreed to come.

SOS: This historic preservation group meets on the second Tuesday of each month at 6 p.m. in the Jay House. The education committee will present a series of workshops and programs that will run through July 2014. The public will be invited to these events.

Community Involvement: 1) Tylanna Jones, Amy Reel, and Kristen Gioe represented the Library at Early Head Start/Head Start's Fall Fest on October 3rd; and 2) The Library shared a table with Family Service Society at the Veterans' "Stand Down" on October 4th.

Appreciations: 1) Taste of Marion's coordinator Lori Moore sent a thank you note to the Library for participation in this annual event at IWU in September.

The meeting adjourned at 7:10 p.m. The next meeting will be on Tuesday, November 19th, 2013 at 6:00 p.m.

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

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Member

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