

January 20, 2015

The Marion Public Library Board of Trustees met Tuesday, January 20th, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Cline, Dr. Case, Mrs. Enyeart and Mr. Holderead. Mr. Ott and Mrs. Cline were absent. There has not yet been a new appointee from the Mayor. Mrs. Eckerle and Ms. Riddle were also present. Mr. Burritt and Mrs. Morgan, library staff, were present at the beginning of the meeting.

Dr. Case called the regular meeting to order at 6:00 p.m.

Paul Burritt and Michelle Morgan presented the new service Hoopla to the Board. This service is the result of an LSTA grant. The service will be reviewed on an ongoing basis for financial sustainability.

On motion of Mr. Holderead, seconded by Mr. Cline, the minutes of the December 16th meeting was unanimously approved.

The Treasurer's report showed a balance of \$1,895,093.44 in all funds as of December 31, 2014.

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

New Business:

Travel, meeting attendance: On motion of Mr. Cline, seconded by Mrs. Enyeart, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) February 19th, Collaborative Summer Reading Program training, Bluffton, Kristen Gioe, Tylanna Jones, Jennifer Hilgeman, Sheri Sharlow; and 2) February 25th, Department of Labor Seminar sponsored by the Chamber of Commerce, Ivy Tech, Marion, Jonie Riddle, Mary Eckerle.

Policy Review:

Computer Use and Internet Policy: On motion of Mrs. Enyeart, seconded by Mr. Holderead, the revised Computer Use & Internet Policy was unanimously approved.

Wireless Access Network Policy: On motion of Mr. Cline, seconded by Mr. Holderead, the revised Wireless Access Network Policy was unanimously approved.

Finance information: 1) Received County Option Income Tax on January 8th. This year, the Library will receive \$29,690.92 which is up \$66 from last year's monthly allocation; and 2) The 1782 budget approval form for Grant County is not complete.

Budget transfer: It is estimated that the Database line item in the 2015 budget will go over this year and the Book Budget line item in the Capital Outlays category will be under so a transfer of \$20,000 from Capital Outlays to Other Services was requested. On motion of Mrs. Enyeart, seconded by Mr. Cline, the Board unanimously agreed to transfer up to \$20,000 from the Capital Outlays to Other Services .

Convention and Visitors Bureau: Karen Niverson would like to put money in a Library Gift Fund that will be used for the *History Made Here* project. Mr. Holderead suggested that Mrs. Niverson write a letter of understanding that spells out the use of this money and also what will happen to the money if the project does not come to fruition. By consensus, the Board agreed with this action.

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

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

Staff: No staff changes this past month. Jamie Butler, recently retired, will sub as needed.

Property: 1) The new Heating/Cooling unit in the Victorian room is working properly and pumping out quiet, even heat. The cooling function was also tested and worked fine; 2) Mr. Marx has begun caulking the clerestory window area in the Library; and c) Building humidity in the winter has been an issue since the Library opened in 1991. Humidity levels drop down to 15-20% (normal range of around 50%). Mr. Marx has done thinking, research, and consultation with Havel Brothers and has devised a way to increase humidity levels. This is a work in progress but he was able to raise it up to 60% this past week.

Children's/Youth Services: 1) The Battle of the Books will take place on Saturday, January 31st at 11 a.m. in Meeting Room B. This is the competition with 4th graders from Marion Community Schools. Books being used in this year's competition are *Stick Dog*, *Escape from Mr. Lemoncello's Library*, *Rules*, *Flora & Ulysses*, and *Horten's Miraculous Mechanisms*. This is a wonderful partnership; 2) Christmas programs included two "Make-It Take-It" craft days, two movies, a Game day, and a Christmas Cookies & Stories storytime. All were well attended; 3) On Monday, January 19th, the movie *Ruby Bridges* will be shown in honor of Dr. Martin Luther King, Jr.'s Day; and 4) January is also National Soup Month and National Puzzle Month and activities are planned for both.

Museum Services: 1) 111 people visited the Museum in December. They came from several cities in Indiana as well as Kentucky, Minnesota, New York and Canada; and 2) June Felton and Sue Bratton are scanning negatives from the *Chronicle-Tribune's* photo collection. There were over 72 boxes given to the Library.

Reference Services/Adult Programming: 1) 38 patrons attended the 1st Saturday movie in January; 2) The Federal Government has greatly reduced the tax forms being provided to libraries. Libraries will no longer receive instruction booklets or specialized forms. The only forms being sent are the 1040, 1040A and the 1040 EZ forms; 3) Mindy Mayes, Purdue Extension, will be the guest crafter at the *Crafting with Clare* program. She will show how to make a salad in a jar; 4) The monthly Barb Wilson Book Discussions continue. January's selection was *People of the Book* by Geraldine Brooks; and 5) Beginning this month, there will be a monthly movie for seniors and adults. This month's movie is *The Book Thief*. This program will run January through May.

Teen Programming: a) Kristen Gioe is busy planning teen events for 2015.

Indiana Room: 1) Visitors in the Indiana Room have been few but virtual patrons have kept the staff quite busy.

Circulation: 1) Hoopla became available to patrons on December 15. Patrons have commented favorably on the service. In the first month, 59 patrons registered for the service; 134 items circulated; and the average cost of circulation is \$1.85; and 2) Micah Hoeksema is volunteering in the Computer Lab on Sundays. This has been extremely helpful since Sunday staffing in Circulation has gone from three to two people per Sunday.

Marketing: 1) The *Chronicle-Tribune* featured the Library in December; and 2) The new Hoopla service is currently being marketed in the community.

Network Manager: 1) The Library is having bandwidth issues. There are times during the day when the bandwidth size is maxed out. Mr. Burritt is working on this issue with ENA. The main issue has been determined to be the high usage by our patrons of streaming content.

History Made Here exhibit: Work is continuing on various aspects of the proposed *History Made Here* exhibit. Content is completed for the 1st phase of the project which features the Gas Boom. The design team will make a site visit on January 22nd.

The Big Read: The Grant for the Big Read project will be submitted by January 28th. Seven members of the staff worked very hard on finding partnerships and possible programs for this endeavor. Notification will be given in April.

Friends: The Friends group placed the first Little Free Library on Manor Drive for use by that neighborhood. The group hopes to place more of these in the City of Marion and Grant County this year.

SOS: SOS has been granted affiliate membership status with Indiana Landmarks in December which will make this group eligible for low-cost loans. The group hopes to secure 225 W. Spencer (formerly Aunt Sue's) with a loan from Indiana Landmarks.

Community Involvement: 1) Barbara Salveter and Sharon Vodraska read Christmas stories during Family Night at Matter Park on December 12th; 2) Mary Eckerle will speak to the Convention & Visitors Bureau board on January 21st; and 3) Sue Israel will give a presentation on the 1904 discovery of a nearly complete mammoth skeleton near Lake Galatia in Fairmount Township for the Grant County Historical Society on Wednesday, January 21st at 7 p.m. here at the Library.

The meeting adjourned at 7:00 p.m. The next meeting will be on Tuesday, February 17th at 6:00 p.m.

_____ President _____ Secretary

_____ Member _____ Member