

August 15, 2017

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

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

On motion of Mr. Breen, seconded by Mrs. Enyeart, the minutes of the July 18th meeting was unanimously approved.

On motion of Ms. Sumpter, seconded by Mr. Breen, the Treasurer's report and payment of the docket was unanimously accepted and payment authorized. The register of claims is made a part of these minutes.

The Treasurer's report showed a balance of \$2,146,607.90 as of July 31, 2017.

New Business:

Travel, meeting attendance: On motion of Mrs. Enyeart, seconded by Mr. Breen, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) August 1st, VA Diversity Fair, Rhonda Stoffer, Sharon Vodraska; 2) August 11th, Indiana meeting for SirsiDynix users, Indianapolis, Karen Hiemstra; 3) August 16th, Engaging with Technology NICCL meeting, Allen County Public Library, Fort Wayne, Paul Burritt, Joanne Hix, Kristen Gioe; 4) August 27th & 28th, Children's & Young People's Conference, Indianapolis, Tylanna Jones, Kristen Gioe, Amy Reel; and 5) September 19th, A Joyous Way to Learn: Workshop for Librarians, Allen County Public Library, Fort Wayne, Tylanna Jones, Amy Reel.

Elevator project: Oracle is working on the Elevator project behind the scenes. The north elevator had a temporary fix and is currently working. They should be onsite soon.

Fire system project: A contract from Koorsen's regarding the fire panel upgrade will be presented for approval. Roger Marx referred to this a few months ago when he was at the Board meeting. A quote was solicited from Thompson Fire and Safety but this company does not do this kind of work. Also, Priority One in Evansville was contacted. The cost is \$13,718. Michael Hotz reviewed this contract for the Library. On motion of Mr. Breen, seconded by Ms. Sumpter, the Board unanimously accepted the Koorsen contract.

Finance information/ 2018 Budget: It is Budget time. The State Budget Agency has calculated the assessed value growth quotient pursuant to IC 6-1.1-18.5-2 for property tax levies first due and payable in CY 2018. The growth quotient for CY 2018 is 4%. Jonie Riddle and Mary Eckerle met with Judy Robertson from the Department of Local Government Finance on July 19th. This year, the DLGF is trying to align budgets to the anticipated amount of revenue for the year. Therefore, the budget was not raised 4%; instead, it will be cut \$641,424. So, the "shadow budget" will become the real budget and it is very tight. More information at the meeting. The 2018 budget must be advertised on the Gateway portal and on the Library's website by September 9 which is 10 days before the Public Hearing at the September 19th meeting. At this meeting, the Board needs to approve the 2018 Budget for advertising. On motion of Mr. Breen, seconded by Ms. Sumpter, the Board unanimously approved the 2018 Budget for advertising.

Policy information: A revised nepotism policy was presented. On motion of Mrs. Enyeart, seconded by Mr. Breen, the Board unanimously approved this policy.

History Made Here/Carnegie Development: 1) Mary Eckerle met again with Gary Williams and Doug Banter about Carnegie Building repairs. She is also seeking other estimates for painting and floor repair; and 2) Mary Eckerle and Sue Bratton reached out to Paul Hayden from Indiana Landmarks about restoring old buildings. He toured the Carnegie and gave suggestions that might help in securing grants.

Carnegie 25 year Celebration: Plans are underway to celebrate the 25th anniversary of the Carnegie Museum. A reception/open house is planned for Tuesday, December 5th. Heavy hors d'oeuvres will be served. It is hoped that MPL (or Friends) can obtain a temporary license for wine and beer for this reception. This will be followed by a speaker who will talk about the historical importance of Carnegie buildings. There are also plans to have a traveling exhibit from the Indiana Historical Society in the Museum too. Lisa Wickes will join the planning committee on behalf of Friends and Ruthann Sumpter will represent the Board. On motion of Ms. Sumpter, seconded by Mr. Breen, the Board unanimously approved the Library obtaining a temporary license for beer and wine for this reception.

Brain Kitchen: Amada Drury says current plans are for the Brain Kitchen to begin in mid to late September for two days a week (probably Thursdays and Fridays) from 2 p.m. to 5:30 p.m.

Neighborhood issues: Activity at the Cave has been quiet this past month.

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

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

Staff: 1) Christina Rowland is the new Reference assistant. Sue Israel has given many years of service to the Library and is now officially retired; and 2) Samantha Hauke, a junior at Marion High School, has accepted the position of page. She will start August 21st. Micah Hoeksema will remain a sub in the Circulation Department.

Properties: 1) Roger Marx is replacing lights especially in dark areas of both buildings; 2) The connector lamp/sign post is finished; 3) Roger Marx has been working in the Jay House to fill some of the flooring areas that were damaged by termites. The termite damage is more than originally thought but the Orkin treatment was for the entire house; and d) Kennedy's Plumbing replaced the second floor AC unit in the Jay House.

Space consultant: Suzanne Walker from the Indiana State Library visited the Library campus on August 9th. She first went around each area as a "secret shopper" to evaluate library/museum/Jay House space and then walked around with Mary Eckerle. She asked a lot of questions about placement of chairs, tables, staff, collections, offices, etc. She will write up a report. It will help to have someone who has visited over 100 libraries to evaluate use of space – someone with fresh eyes.

Children's/Youth Services: 1) The Summer Reading Party was on Friday, July 28th. 250 patrons attended. Crocodile Courtney from Silly Safaris brought animals; 2) 550 children signed up for Summer Reading and 321 completed; and 3) Storytimes resume Monday, August 14th.

Solar Eclipse: 1) *Standing in the Shadow of the Moon* was presented on Wednesday, August 2nd by LinkLive from the Link Observatory in southern Indiana. The multimedia program was excellent and well attended with 75 participants; 2) *Sun Day on Monday* is on Monday, August 21st, the day of the solar eclipse. There will be eclipse related activities for everyone beginning about 11 a.m. until mid-afternoon; and 3) Eclipse glasses for safe viewing of the eclipse are available. The Library received 1000 pairs from Star_Net – the people who also sponsored the Discover Earth exhibit. Michael Hotz prepared a disclaimer on eye safety for the Library.

Indiana History & Genealogy: This department has had a busy July. Lots of queries and visitors. August has started off busy as well.

Museum Services: 1) The Museum has many maps that are too large to be scanned in-house. RMA (Randy Miller) Land Surveyors have scanning and printing capabilities and were kind enough to scan about twenty maps. The Museum now has digital versions as well as extra hard copies. RMA kept a copy for their needs. Many of these maps are no longer printed but still valuable in surveying; 2) The Quilters were here for about three days and about 300 people came through to see the exhibits. All went well; and 3) Collen Cramer finished his summer internship on July 26th. Some of his projects included researching Indiana education standards that apply to the museum exhibits, scanning letters from WWI and WWII, researching

and writing Facebook posts for the Museum (his post about Weaver had more than 17,000 hits); and helping plan the Family Day in the Museum.

Family Fun Day: The Museum was the location for a Family Day on Saturday, August 5th. The intent of this program was to bring families into the Museum to experience history and STEM activities. Attendance was light but the families who came were enthusiastic.

Reference Services/Adult Programming: 1) 25 patrons attended the first Saturday movie showing of *Beauty and the Beast*; 2) Clare's crafts begin again on September 7th; 3) Reference is subscribing to a new legal database, *NuWave*, which can be accessed in house and remotely with an MPL library card. It is a good service and, hopefully, will be useful for library patrons; 4) The Barb Wilson book discussion group discussed *The Aviator's Wife* by Melanie Benjamin on August 9th. Next up for September is *The Light Between Oceans* by M. L. Stedman; and 5) 30 people attended the weekly knitting/crochet group and Fiber Arts Guild with five sessions in July. The total for the year is 270; 39 more than this time a year ago.

Teen Programming: 1) The Teen completion party was held on July 15th with twelve teens in attendance. They played video games, corn hole and bocce ball, made bracelets and enjoyed pizza and snacks; and 2) This was a record breaking year of summer reading sign-ups and completion for the teens. 154 teens signed up and 100 completed the program.

Circulation: Michelle Morgan is once again having space issues in the audio-visual section.

Marketing: 1) Sue Bratton and Tylanna Jones were on WBAT on Thursday, August 3rd; and 2) The *Chronicle-Tribune* featured the knitting group on August 4th. Marion Public Library's budget was also mentioned in numerous articles and editorials in the C-T.

Community Involvement: 1) Rhonda Stoffer, Sue Bratton, Sharon Vodraska and Mary Eckerle participated in the Marion VA's Diversity Fair on August 1st. This was a good opportunity to connect with the VA which has been difficult to do in the past. Staff was glad of the opportunity to get out there and, hopefully, more contact will come of this visit; 2) The Quilter's Hall of Fame held some events and had displays as part of the annual Quilt Show at the Carnegie Museum in July. Attendance was around 300 for the Show and for the classes and auction that were held in the Library's meeting rooms; 3) Sharon Vodraska and Mary Eckerle showcased the Library at Marion General Hospital's World Breastfeeding Day celebration on August 8th. This was a wonderful opportunity to meet with young mothers and tell them about the Children's Department offerings; and 4) The Library will participate in Bend of the River Neighborhood Association's *Bikes and Books* on Saturday, August 19th and at *Taste of Marion* at IWU on Friday, September 8th.

Appreciations: 1) "Thank you for the generous donation of your store window or other space for our "Quilts Around the Square" project during the Quilters Hall of Fame Celebration 2017. We appreciate your cooperation in making our event successful." Joyce Hostetler, Chair. "Quilts Around the Square"; and 2) A thank you note from Carolyn Burbank, Marion General Hospital for MPL's participation in the event to help support Breastfeeding.

Adjournment/Next meeting: Tuesday, September 19th at 6 p.m. At this meeting, there will be a Public Hearing on the 2018 budget.

_____ President _____ Secretary

_____ Member _____ Member