

November 20, 2018

The Marion Public Library Board of Trustees met Tuesday, November 20, 2018, at 6:00 p.m. in the Israel Conference Room. Present were Mrs. Enyeart, Mr. Cline, Mr. Breen, Dr. Case, and Ms. Sumpter. Mrs. Eckerle and Ms. Riddle were also present. Mrs. Nicholson and Mrs. Cline were absent.

Mr. Cline called the meeting to order at 6:00 p.m.

Ryan Jones from Edward Jones Investments gave an update on the Library's investments with his company.

On motion of Mr. Breen, seconded by Mrs. Enyeart, the minutes of the October 16th meeting was unanimously approved.

On motion of Ms. Sumpter, seconded by Mrs. Enyeart, 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 \$713,449.41 in the Library Operating Fund as of October 31, 2018.

New Business:

Travel, meeting attendance: On motion of Ms. Sumpter, seconded by Mr. Breen, attendance, travel, and related expenses were unanimously approved for the following meeting: 1) November 19th, Bluffton, Tylanna Jones to meet with Children's Librarian, mileage; 2) Indianapolis, November 30th, Indiana Humanities Workshop, Sue Bratton, Rhonda Stoffer, mileage; and 3) Fort Wayne, Indiana Humanities Workshop, Karen Hiemstra, Mary Eckerle, mileage.

Roof Replacement: McGuff Roofing should be here the week of November 19th to start the roof project. They have had several rain delays on other projects (35 days of rain) which have resulted in the late start on the MPL project. The first step on the project will be the removal of the stone ballast from the existing roof. This involves a truck-sized vacuum device at ground level with a large, long hose going up to the roof. This will be a very noisy, two-day procedure. The south portion of the sidewalk on the east side (Washington Street) will be closed while this is being done. The stone will be stored on the small paved area to the north of the Jay house. That stone will be used for landscaping purposes.

Library In-Service: The Library In-Service will be held on Tuesday, October 27th from 8:30 a.m. to 1 p.m. The Library and Museum will open at 1 p.m. that day. Marion Police Department's Assistant Chiefs Dorsey and Kenworthy will speak and give advice on how to deal with situations that might arise in the Library. Paula Newcom from the Indiana State Library will give a presentation on "Communication in the Library" and another on "Compassion Fatigue: When Helpers get tired of Helping". In addition, Rhonda Stoffer will present Library Workplace, a way of keeping staff informed.

E-Rate Funding: The Library will apply for Category 2 e-rate funding to pay for maintenance of the wireless system. AdTec will apply for this for MPL. It was the consensus of the Board to apply for this funding.

Policy Review: The Bylaws of the Board of Trustees are to be reviewed annually. Board members will review the bylaws by the next meeting.

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

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

Staff: Jessica Robbins is now full time in the Circulation Department. Previously, she worked part time in both Circ and in the Children's Department. An employment announcement was placed for part time help in the Children's Department replacing Jessica's hours.

Board Re-appointments: 1) Ruthann Sumpter reports that she was reappointed to the Library Board by Mayor Alumbaugh; and 2) On November 13th, Jane Cline was reappointed for her 4th term at the Marion Community Schools Board meeting.

Properties: 1) The old pedestal lights in the parking lot entrance have been removed; 2) The lighting on the east side of the building exterior has been repaired; 3) A flag lighting fixture has been mounted on the outside of the building; 4) Bragg Excavating has added gravel to the staff parking lot; 5) Two rooftop exhaust fans have failed and Roger Marx is in the process of repairing them; and 6) The new trash and recycling process is working well.

Children's/Youth Services: 1) During the month of October, the Children's Department staff shared the MPL calendar with over 450 people in the community. In addition, they partnered with seven different organizations; 2) The Children's Department celebrated *World Kindness Day* on November 13th with appropriate books and passive programming; and 3) The Mock Battle of the Books will be held on Thursday, November 29th at the St. Paul Gym.

Coming up: Harry Potter Night will be held on Friday, November 16th and Harry Potter Family Day will be Saturday, November 17th. Good attendance is expected at both programs.

Indiana History & Genealogy: 1) Rhonda Stoffer reported about the research done on Deputy Burke Williams who was killed in the line of duty in the 1940's. Bill Munn used that research for his Grant County history segment on the November 12th show. He mentioned the Library several times during the segment; and 2) The Indiana Room continues to receive items from Lou Ebert's research collection. They currently have 14 crates of files, plus several boxes of miscellaneous items.

Reference Services/Adult Programming: 1) 18 patrons attended the 1st Saturday movie; 2) The Barb Wilson Book Discussion group discussed *Me Before You* by Jo Jo Moyes in November; 3) Clare's craft class was fun in November. The group will make a garland in December; 4) Sara Pohlman will no longer be teaching her oil painting class here; and 5) The Reference staff is weeding the non-fiction section.

Coming up: Local author Thad Reynolds will have a program and book signing in the museum on Tuesday, December 4th at 6 p.m. His latest book is *Consider the Rock: An American Family* about the Butler family.

Library Databases: Each month, a database will be featured in the Library and on Social Media. Library staff and the public will have an opportunity to explore the various databases and learn how to use them. Thus far, Ancestry Library Edition and NewsBank, Inc. have been featured.

Teen Programming: 1) The Otakus group meets on Friday, November 23rd; and 2) A Teen Break-Out room event was held on Saturday, November 3rd.

Museum Services: 1) 95 people toured the Museum in October; 2) 11 meetings were held in the Carnegie and Forrest Rooms, including a Mural meeting held by those in the City of Marion interested in doing art in public places; and 3) An IWU Senior Art Show will be held in the Forrest Room on Friday, November 30th and Saturday, December 1st.

System Administrator: 1) Karen Hiemstra has completed the removal of social security numbers from patron records; 2) There will be another update of the Library's circulation system, Horizon, in January; and 3) the Large Print collection is being weeded.

Network Manager: 1) Fourteen new computers have been purchased for staff; and 2) The public and staff computers are being upgraded to Windows 10.

Marketing: Kristen Gioe and Amy Reel were on WBAT on Thursday, November 1st to promote Harry Potter.

Indiana Humanities Grants - Frankenstein: *FrankenFest* was Saturday, October 27th. The highlight of the day was the read-a-thon of Mary Shelley's novel. The novel was read aloud by volunteers beginning at 9:20 a.m. Some 35 volunteers read for 10 minutes each throughout the day. Two of the readers were from Indiana Humanities. Each had high praise for the day's events. Other activities included a caricaturist, face painting, craft & science activities, a TED talk about Frankenstein, and food for purchase. Around 260 people attended during the day. This event took a lot of work and several staff members actually participated on the day of the program.

Indiana Humanities – Novel Conversations: Unfortunately, the most recent grant request from Indiana Humanities' Novel Conversations program was turned down due to the fact that MPL has recently received two Novel Conversations grants. IH wants to "spread the wealth" to other libraries in Indiana. MPL will try again next round!

Discover Downtown: Discover Downtown Be Downtown was on Friday, October 12th. Many people turned out and made the evening a big success. Mary Eckerle and Sue Bratton will further discuss the historical photos that were enlarged for the exhibit as to allowing people to purchase them.

Community Involvement: 1) The Salvation Army has placed an Angel Tree at the Library; 2) During Military Awareness Week, there was a free lunch for veterans at the Library sponsored by the local veterans group; 3) Marion General Hospital is doing a Community Needs Assessment. The first 1,250 to complete this will get a \$20 gift card. Announcements for this survey have been placed in the Computer Lab and MGH staff or volunteers will be at the Library one day with hard copies of the survey; 4) MPL will participate in Small Business Saturday encouraging patrons to take advantage of local businesses; 5) The Red Cross Blood Drive at the Library will be held on December 28th; 6) Huhtamaki has invited MPL to be a partner at their Health and Wellness Fair to be held in January; and 7) The department heads toured the Grant County Senior Center on November 13th to learn of the various services offered there.

Appreciations: From Eric Spall, Local History Librarian, Ralph W. Stark Heritage Center. "Thank you very much for your recent donation to the Ralph W. Stark Heritage Center at the Lebanon Public Library." The Indiana History & Genealogy Department donated 17 volumes of photographs of cemetery restoration projects.

Adjournment/Next meeting: Tuesday, December 18th at 6 p.m.

_____ President _____ Secretary
_____ Member _____ Member