

January 20, 2026

The Marion Public Library Board of Trustees met Tuesday, January 20, 2026, at 5:30 p.m. in the second floor Library Program Room of the Marion Public Library. Present were Mrs. Pogue, Mrs. Wilk, Mr. Gilmore, Ms. Sumpter, and Mrs. Mathias. Jonie Riddle, Business Manager and Jaime Pitt, Director were also in attendance.

Director Jaime Pitt presented a proposed amendment to the Bylaws to clarify that officers will be elected annually through verbal discussion and agreement for a one-year term, rather than specifically in December. A motion to approve the amendment was made by Mrs. Wilk and seconded by Ms. Sumpter. The motion carried unanimously.

By consensus, the Board nominated and elected the following officers: Melissa Pogue, President; Evan Gilmore, Vice-President; Suzanne Nicholson, Treasurer; and Ruthann Sumpter, Secretary. A motion to retain the 2025 officers in these roles was made by Ms. Sumpter and seconded by Mr. Gilmore. The motion carried unanimously.

Library Board President Melissa Pogue called the meeting to order at 5:30 p.m.

The minutes from the December 16, 2025, meeting were approved following a motion by Mrs. Mathias, seconded by Mrs. Wilk. The motion carried unanimously.

On the motion of Mrs. Wilk, seconded by Mrs. Mathias, the Treasurer's report and payment of the docket were unanimously accepted and payment authorized. The register of claims is made as a part of these minutes.

The Treasurer's report showed a balance of \$4,027,785.41 in the Library Operating Fund as of December 31, 2025.

Business:

Finances: The 2026 budget is now in effect. Financials from the 2025 budget were presented as well.

July 4th: Director Jaime Pitt presented a request to close the library on July 4, 2026. Staff will observe the federal holiday on July 3. A motion to approve the July 4 closure was made by Mrs. Mathias and seconded by Mr. Gilmore. The motion passed unanimously.

Webster Fund: A motion was made to approve the allocation of funds from the Webster Gift Fund to assist with children's department expenses in 2026. The motion was proposed to utilize the Webster Gift Fund for the Children's Department by Mr. Gilmore and seconded by Ms. Sumpter. The motion was passed unanimously.

Gift Funds: Director Jaime Pitt requested that all gift funds be consolidated into one general gift fund rather than maintaining separate accounts by donor. Discussion followed regarding the desire to honor donors while streamlining the accounting process. A motion to combine the gift funds was made by Mr. Gilmore and seconded by Mrs. Mathias. The motion carried unanimously.

I. Director's Report

- 1. Staff:** Kennedy Row has resigned from her part-time position in the Children's Department; Hosted a professional development workshop for staff.
- 2. Conferences/Travel** – Tylanna and Ami will be attending Mock Caldecott Workshop at Wells County Public Library on January 23rd.
- 3. Community Engagement:** MPL Happenings in the Chronicle Tribune; Marion Scholar House; Hope House; CVB Presentation; Donated books to Excel Center Christmas; PBS Tour of Library of Museum; Radiant Health (teen program).

4. Special Library Programs:

- Polar Express Party (attendance: 90)
- Stix's Birthday (attendance: 80)

5. Children's/Youth (Tylanna)

During December, the Library offered a grab-and-go craft featuring a Snow Globe theme. A total of **22 programs** were held throughout the month, serving **over 829 patrons**.

Outreach efforts included a visit to Marion Scholar House on Thursday, December 18, where staff shared books, facilitated a watercolor activity, and provided library information to residents.

Looking ahead, Ami and I will attend the Mock Caldecott Workshop in Bluffton on Friday, January 23, as part of our ongoing professional development.

6. Circulation (Michelle)

Garfield Visitors

In December, the Garfield site welcomed visitors from Springfield, Missouri; Florida; Dallas, Texas; and Michigan, reflecting continued out-of-state interest.

Chair Yoga Program

Chair Yoga continues to average 20–25 participants each week. In December, participants donated **over \$1,000** to help offset instructor costs. Due to strong participation and community support, the program will continue.

Recca Liaison Report

In December, Recca attended a monthly meeting at **The Hope House of Recovery for Alcohol and Drugs**, where she shared information about library services and distributed materials. Programs highlighted included Comfort Care Kits, Book Club, Adult Crafts, and Swing Classes. The information was well received by attendees.

New Library Cards:

Adults: 67

Children: 2

Care Kits - 72

7. Indiana History (Rhonda)

Social Media Engagement

The Social Media Committee continues to be highly active on Facebook and Instagram. Staff are encouraged to share upcoming programs or initiatives for promotion.

Staffing Update

We are pleased to welcome **Aurora** to the Indiana Room team.

Digitization Progress

Krystal has scanned more than **4,000 Chronicle-Tribune photos** to date. We continue to explore options for making these images publicly accessible beyond Indiana Digital Memory. Aurora will also be added to the scanning project to support continued progress.

IT & Digital Storage

Paul has approved the use of server storage for digitized materials. All digitized items have been moved to the new server space, which now holds **over 250 GB of digital content**.

8. Museum (Kelsey)

Museum Projects:

In December, Torri reorganized over 40,000 envelopes of 1960s *Chronicle-Tribune* negatives into chronological order and began transferring them to new storage boxes, while Gabe coordinated long-term storage space on the Carnegie Room stage. Kelsey and Jaime also presented to the Convention & Visitors Bureau to request funding for updates to the museum entrance; a final decision is still pending.

Programming & Outreach:

December programming and outreach were paused to prioritize internal projects.

Collections & Storage:

Work continued on organizing archival materials and improving storage spaces.

Jay House:

The Jay House hosted three external meetings/events and two library programs in December, serving a total of 93 attendees, and Kelsey provided one house tour. For the year, the Jay House was used 71 times, with total attendance at events, meetings, and tours reaching 581.

9. Networking (Paul)**IT and Technology:**

The IT team has been busy addressing ongoing technology needs. Current projects include resolving an email issue affecting incoming messages and responding to multiple spam attacks via Facebook. In addition, daily support continues for both staff and patrons with computer and technology-related questions. Cybersecurity remains a priority given these recent incidents.

Security and Safety:

There was an incident in which a patron refused to turn off his phone speaker after being asked three times, resulting in the patron being asked to leave.

10. Properties (Roger)**Facilities and Maintenance:**

We have experienced some issues with temperature control in the Program Room. Both Havel and I investigated but were unable to identify a specific problem. The system is functioning properly now, and I will continue to monitor it.

Repairs and Upkeep:

A malfunctioning light switch in the Reference Workroom is currently being addressed. Additionally, the Christmas décor from the Carnegie Room has been taken down and placed into storage.

Building and Grounds:

I have observed peeling paint on some areas of the concrete circles in the Adult Courtyard, which will need attention in future maintenance planning.

11. Reference (Barb Enslin)**Grant and Program Updates:**

December marked the end of the grant period for the sewing machines provided by the Quilter's Hall of Fame through the Community Foundation. Deb Guyer and I submitted the final report, highlighting our new sewing machines, additional equipment, and the popularity of the sewing classes launched at the library. The original goal was to offer one class per month, but due to high demand, we quickly

increased this to three classes per month, with sessions filling rapidly and sometimes generating waitlists. We are currently working toward adding open sewing sessions in 2026.

Programs and Outreach:

In addition to the sewing classes, December included regular monthly programs such as Book Club and craft times, along with staff-focused craft and sewing sessions. The library also hosted a basket weaving class with Shelley Graves. Regular sewing classes are scheduled to resume in February.

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12. Technical Services (Kristen)

Collection Management:

Weeding of the 600s in adult nonfiction is complete, removing 1,000 titles that had not circulated in over 10 years. The goal for this year is to continue weeding the entire nonfiction collection, beginning next with the 700s. These two sections are expected to perform well in the upcoming book sale.

Staff Training and Ordering:

I conducted a training session with the acquisitions staff to familiarize them with the new ordering platform, Ingram iPage. This system is more streamlined than our previous platform with Baker & Taylor, and ordering is now running smoothly. We anticipate increasing orders to twice per week.

Data and Social Media:

I ran a report of the top-circulating titles in each collection and shared the information with Sheri, who will use it to create content for our social media channels.

13. Teens (Katie)

Teen Programming:

Teen Services offered a variety of programs in December, providing opportunities for creative expression, social interaction, and engagement with library resources. Despite holiday closures and cancellations during Christmas break, participation remained steady. A total of nine programs were held, including Open Hours, Dungeons & Dragons, LEGO Club, Anime Club, and Teen Art Group, with 23 teens attending. Interest-based programs, particularly D&D and art activities, continued to see consistent attendance.

Teen Lounge:

The Teen Lounge remained well used, recording 51 visits during the month, reflecting continued interest in the space outside of scheduled programs.

Special Initiatives:

December also marked the launch of Winter Reading Bingo, which was very well received. 33 teens signed up, demonstrating strong enthusiasm, and highlighting the effectiveness of incentive-based reading programs.

Seasonal Book Displays:

Manga: A Fun Story for the Holidays

Unwrap a Good Book

Snow Many Books.

Adjournment/Next meeting: The meeting adjourned at 6:15 p.m. upon a motion by Mrs. Wilk, seconded by Mrs. Mathias. The motion carried unanimously. The next regular board meeting will be Tuesday, February 17, 2026 at 5:30 pm.

_____ President _____ Secretary

_____ Member _____ Member

January 20, 2026

The Marion Public Library Board of Trustees met as the Board of Finance on Tuesday, January 20, at 6:00 p.m. in the Library Program Room. Present were Mrs. Pogue, Mrs. Wilk, Mr. Gilmore, Ms. Sumpter, and Mrs. Mathias. Jonie Riddle, Business Manager and Jaime Pitt, Director were also in attendance.

All members of the Board were designated to serve as members of the Board of Finance, with current officers retaining their existing positions.

A Finance and Investment Policy was presented. On motion of Mrs. Wilk, seconded by Mrs. Mathias, this policy was unanimously accepted by the Board.

The meeting adjourned at 6:15 p.m. upon a motion by Mr. Gilmore, seconded by Mrs. Mathias. The motion carried unanimously. The next regular board meeting will be February 17, 2026 at 5:30 pm. The next Board of Finance meeting will be January 19, 2027

_____ President _____ Secretary

_____ Member _____ Member