

October 21, 2014

The Marion Public Library Board of Trustees met Tuesday, October 21st, at 6:00 p.m. in the Israel Conference Room. Present were Mrs. Turner, Mr. Cline, Mrs. Cline, Mr. Ott and Mr. Holderead. Dr. Case and Mrs. Enyeart were absent. Mrs. Eckerle and Ms. Riddle were also present. Mrs. Niverson was present at the beginning of the meeting.

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

Karen Niverson, Convention and Visitors Bureau, showed slides of the proposed temporary exhibit for the Museum. Some suggestions were made but, in general, all seemed pleased with the presentation.

On motion of Mrs. Turner, seconded by Mr. Cline, the minutes of the September 16th meeting was unanimously approved.

The Treasurer's report showed a balance of \$1,701,968.90 in all funds as of September 30, 2014.

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

Old Business: None

New Business:

Travel, meeting attendance: On motion of Mr. Ott, seconded by Mr. Holderead, attendance, travel, and related expenses were unanimously approved for the following meeting: 1) October 20, YAPPERS Round Table, Wells County Public Library, Bluffton, Kristen Gioe.

2015 budget: There being no objection to the published 2015 budget at the public hearing, on motion of Mr. Holderead seconded by Mrs. Turner, the budget resolution of \$2,334,194 for the Library Operating Fund, amount to be raised \$1,402,000, tax rate of 0.2233; \$144,000 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. Holderead, seconded by Mr. Cline, the published tax rates for 2015 were unanimously confirmed and approved.

On motion of Mr. Cline, seconded by Mr. Holderead, the Board unanimously approved a resolution to reduce Line 2 of the Rainy Day Fund expenditures for the year 2014. This resolution is made a part of these minutes.

Holidays 2015: On motion of Mrs. Turner, seconded by Mr. Ott, the Board unanimously approved the 2015 Holiday schedule.

Policy Review: The Credit Card Policy and the Security Camera Policy are now a year old. Please review. No changes are suggested. The Board reviewed both policies.

State Board of Accounts Audit: Mary Eckerle presented information from the State Library announcing that the State Board of Accounts audits have been suspended for most libraries unless the libraries have bond issues of \$500,000 grants. Mary Eckerle and Jonie Riddle suggested having Sue Israel look over board finances on a regular basis to check for mistakes and irregularities.

World War I Monument: Email from Mark Bardsley: "I am working this project and expect that we will be removing the current monument and prepping the site for a November 11th dedication of the new tribute. I was not sure if you would be interested in the limestone base and your voice mail confirms my thoughts. The Board of Commissioners would be happy to place in your trust the plaque with Marion's

casualties, the Star and plate that say World War I on it. It being a part of our history, we were hoping that the Library / Museum would add this to its collection.” Information item.

Health Insurance: Jonie Riddle presented information on this year’s Anthem Insurance package which shows a 2.2% increase. Coverage with Anthem will be renewed on December 1<sup>st</sup> and Jonie Riddle and Mary Eckerle will continue to investigate other companies for next year. Information item.

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.

Safety: 1) There was a fire drill during September; and 2) Staff and patrons participated in the Great American Shakeout on 10-16 at 10:16 a.m. This was an emergency earthquake drill.

Property: 1) The roof work is complete on the Carnegie building. The repair seems to be working; 2) Atlas Building Services is working on the building and window seals. They should be finished by month-end; 3) Havel Brothers is still working on fine-tuning the replacement chiller compressor. They want to do everything in their power to insure that this one does not fail within 15 months; and 4) A hot water circulating pump which supplies heat to the Carnegie Building failed. Roger Marx was able to order parts and do the repairs which saved money.

Parking lot issues: Roger Marx met with Mike Graft, City Engineer, about parking lot repairs. Mr. Graft was extremely helpful. Mrs. Eckerle will bring further information to the Board meeting.

Space issues: Some departments are experiencing space issues. Indiana History and Genealogy in the Museum is landlocked and is looking for ways to expand. Book shelves and space are limited in that area and storage is becoming a problem. The Museum is also having storage issues. A new Accession and Deaccession of materials policy will help a little and this is being prepared. Staff is looking for solutions to space issues and welcomes input from others.

Children’s/Youth Services: 1) Three employees attended a workshop on *Creating the Customer Experience*. Another children’s staffer attended a workshop on Book Repair. Both were helpful; 2) The Children’s Department has passed out over 100 passports since September 18th and plans to have one program a month featuring a passport item. 30 children attended the Passport activity, *Making Caramel Apples*, on Wednesday, October 8th; 3) *Talk Like a Pirate Day* was a huge success. 95 people participated; 4) Lego Club continues to be well-attended. 34 children participated in September. Lego Family Night was held in October with 30 participants; 5) Children’s staff is visiting the 3<sup>rd</sup> grade classes at Marion elementary schools each month with John Butcher. It is a great opportunity to promote programs and reading. Children have the opportunity to take library card applications home and the returned ones are processed quickly; 6) A Children’s Halloween party is planned for October 24th. It’s always a big draw for the children and their parents; 7) A basket-making class will be held in November; 8) There is a Pumpkin Decorating Contest in the Children’s Department this month; 9) A Block Party with the County Extension will be held on Wednesday, October 29th; 10) Stevens Puppets will present *The Legend of Sleepy Hollow* on October 30th; and 11) Children in the storytimes will trick-or-treat through the library departments the week of Halloween.

Museum Services: 1) The Museum had 123 people in September. The Manufacturing Exhibit has had a lot of traffic.

Reference Services/Adult Programming: 1) Mrs. Clare’s first “adult” craft was a big success with 20 attendees. There are already several people signed up for her November craft; 2) 56 patrons attended the 1<sup>st</sup> Saturday movie on October 4th; 3) Attendance at the monthly book discussion remains strong. *The House Girl* is the selection for November 12th; 4) Sheri Sharlow hosted a *NANO Lego* celebration on October 16th to kick off the November month-long national write a novel in a month event; 5) Considering a new subscription database called *Newsbank* which would index and have full text to the *Chronicle Tribune* back

to 1999; 6) Marion Public Library is one of the top interlibrary loan lenders in the State; 7) The Library is hosting the exhibit, *Auto Indiana: Celebrating the Automobile in Indiana*, in the Reference area; and 8) The Grant County Fiber Arts Guild @ MPL met for the first time in September with seven people attending. The Guild, a partnership with the Knit'n Purl Yarn Shop, meets on the 3<sup>rd</sup> Saturday of the month.

Teen Programming: 1) Kristen Gioe is planning a Teen Library Clue game where the teens are characters. This will take place on Wednesday, October 29th at 6 p.m.; and 2) Otakus continues to hold monthly meetings for devotees of anime and manga.

Indiana Room: 1) Rhonda Stoffer and Sue Bratton attended a Genealogy workshop with John Phillip Colletta on September 27th. Good information and they won a year's subscription to newspapers.com which will prove helpful to Indiana Room patrons; and 2) The new database, Fold #+, is slowly getting more hits. Staff and patrons have positive comments about it.

Circulation: Joanne Hix is scheduling two computer classes in October. She conducted an I Pad class in October and will do one again in November.

Marketing: 1) Facebook statistics show that for the month of September, 13,206 people engaged with MPL's page and 115,963 saw some kind of content associated with the page. Several staff members share Library information on their personal pages; 2) Tylanna Jones and Amy Reel represented the Library on WBAT on October 2nd; 3) June Felton and Sue Bratton were on the radio with Tim George and Ed Breen when they did their radio show from the Carnegie Room on October 3rd; and 4) The Library was featured several times in the *Chronicle-Tribune* this past month.

Network Manager: 1) Will be upgrading all staff computers to Office 2013; and 2) Working on necessary upgrades to switches, firewall, servers and network hardware.

In-Service 2014: The Staff In-Service is scheduled for Wednesday, November 12th. Chris Butche from the Marion Police Department will discuss safety and security. A representative from the Indiana State Library will do some training. The In-Service begins at 8:30. The Library will be open from 1 to 8 p.m. The State Librarian will stay over for further training for those who can attend. Area librarians will be invited.

Cemetery Education & Restoration Series: The final program for this series was October 1st with Jeannie Regan-Dinius. All programs were well-attended with an estimate of 186 people participating in this series. One of the outcomes for this project was that a friends group for the Historic Estates of Serenity would be organized, not by Library staff. There will be a meeting on October 20th with Lynnanne Fager to get that started. One of the women who attended most of the programs is working to start a friends group for the old LaFontaine Cemetery in Liberty Township, Wabash County. She has set up an initial meeting and has scheduled Mark Davis from Stone Saver Restoration to conduct a workshop there next May.

Manufacturing Day/Month Exhibit: The Manufacturing Day exhibit opened with a Business Before Hours on Friday, October 3rd. 100 people attended. The radio station remoted from the Carnegie Room. There were many positive comments. The exhibit will be open during the week through the end of October. Volunteer docents are providing exhibit coverage on Fridays and Saturdays from 10 a.m. to 2 p.m. A computer was stolen on Tuesday, October 14th from the CIE display. A police report has been filed and information has been turned over to Insurance Management.

Indiana Humanities: Indiana Humanities Council invited representatives from the Marion Public Library to attend a focus group with representatives from the National Endowment for the Humanities in Indianapolis on September 12th. The focus group was part of the accreditation process for Indiana Humanities. Mary Eckerle and Sue Bratton attended. Indiana Humanities Council has been a good partner and a source of grants to the Marion Public Library.

First Friday: The Library, in collaboration with Main Street Marion, is hosting the November First Friday on November 7th. Events that day include: 1) Friends Mini-Booksale in the Connector from 4 to 8 p.m.; 2) 12 noon movie; 3) Storytime with Clifford the Big Red Dog; and 4) Salsa tasting contest.

Community Involvement: 1) The Grant County Art Association has its Fall Art Show in the Reference area during October; 2) Barbara Salveter and Kristen Gioe represented the Library at Early Headstart/Headstart's Fall Fest on October 2nd; 3) Three members of the Children's Department attended the Youth Worker Café in September. The topics were 40 Developmental Assets and promotion of the Passport of 1,000 things to do before graduating. They found it very useful; 4) Bridges to Health will assist patrons in signing up for the Affordable Care Act on November 19<sup>th</sup> from 3 to 6 p.m. in the Computer Lab; 5) Mary Eckerle is serving on a Community Connections task force being led by Linda Kelsay, publisher of the *Chronicle-Tribune*; 6) The Quilters Board informed the Library that they will not be hanging quilts in the Forrest and Carnegie Rooms in 2015; and 7) Staff participated in "Purple Thursday" on October 16th. Staff wore purple in support for survivors and victims of domestic violence.

Appreciations: 1) Note from Senator Dan Coats congratulating the Library in the Indiana Humanities project; 2) Thank you note from Rita Scallon, Kiwanis Club, thanking the Library for the presentation given to the members; 3) A patron commented on how much help Joanne Hix was to her in using the Kindle; 4) A patron praised Rhonda Stoffer and her department for assistance with his mother's letters and keepsakes; and 5) The Museum received a love note.

The meeting adjourned at 7:00 p.m. The next meeting will be on Tuesday, November 18th at 6:00 p.m.

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