

February 19, 2019

The Marion Public Library Board of Trustees met Tuesday, February 19, 2019, at 6:00 p.m. in the Israel Conference Room. Present were Mrs. Enyeart, Mr. Cline, Mrs. Cline, Mr. Breen, Dr. Case, Ms. Sumpter and Mrs. Nicholson. Mrs. Eckerle and Ms. Riddle were also present.

Mr. Cline called the meeting to order at 6:01 p.m.

On motion of Mr. Breen, seconded by Mrs. Enyeart, the minutes of the January 15th meeting and the January 15th Board of Finance meeting were unanimously approved.

On motion of Mrs. Enyeart, 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 \$946,990.39 in the Library Operating Fund as of January 31, 2019.

New Business:

Travel, meeting attendance: On motion of Mrs. Cline, seconded by Mr. Breen, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) February 18th, Bluffton, Teen/YA Roundtable, Kristen Gioe, mileage; 2) March 27th, Kokomo, YALSA Institute: Teen Services with Impact, Tylanna Jones, Kristen Gioe, mileage; and 3) April 13th, Fort Wayne, IGS Conference, Rhonda Stoffer, registration, mileage.

Webster Gift Fund: Attorney Michael Hotz has submitted a Resolution regarding use of the Webster Gift Fund. This Resolution was passed in March of 2018 and will continue through 2019 when it will be reviewed again. On motion of Ms. Sumpter, seconded by Mrs. Nicholson, the Board unanimously approved the Resolution.

Library attorney: Michael Hotz has presented an "Agreement for Legal Services" for 2019. On motion of Mr. Breen, seconded by Mrs. Cline, the Board unanimously approved the retention of Mr. Hotz's services.

Non-resident fee: IC 36-12-2-25 © Except as provided in subsections (d) and (e); a library board must set and charge a fee for a local library card issued under subsection (b) (2). The minimum fee that the board may set under this subsection is the greater of the following: 1) The library district's operating fund expenditure per capita in the most recent year for which that information is available in the Indiana State Library's annual "Statistics of Indiana Libraries"; and 2) Twenty-five dollars (\$25). Marion Public Library's Operating Fund Expenditures per capita was \$55.38, according to the 2018 Annual Report. The current non-resident fee is \$60. The Library Board can keep the fee as is or lower it. The non-resident fee was not raised or lowered last year. New figures reflect latest census information. On motion of Mr. Breen, seconded by Ms. Sumpter, the Board unanimously voted to keep the Library's non-resident fee at \$60.

Treasurer's Bond: The Treasurer's Bond has been notarized and filed with the County Recorder for Library Board Treasurer Debra Enyeart.

Roof Replacement: The roofing project is complete with the exception of a few minor items.

Policy Review: 1) Michael Hotz reviewed and edited the Sick Bank policy and it was presented for review and adoption. On motion of Mr. Breen, seconded by Ms. Sumpter, the Board unanimously adopted this policy with Hotz's changes; 2) Smoking policy. This was reviewed in 2018 but is presented again with changes. On motion of Mrs. Cline, seconded by Mrs. Nicholson, the Board unanimously adopted this policy with a few changes; and 3) Materiality Threshold Policy: On motion of Mrs. Cline, seconded by Mrs. Nicholson, the Board unanimously re-adopted this policy.

ERATE: Chester Technologies was chosen as the provider for the latest e-rate project. Mary Eckerle brought information to the meeting. By consensus, the Board approved Chester as the provider.

Candidate Forums: Mary Eckerle and Kylie Jackson of the Chamber have been discussing potential candidate forums for this spring. This forum will be held at the Library on Thursday, March 21st. It will be for those candidates running for mayor in the Spring Primary.

Brianna's Hope: Pastor Rob Barton hopes to begin this program at the Jay House in April.

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

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

Staff: Reference and Interlibrary Loan librarian, Shirley Mooney, has retired. Her position is being filled internally by Christina Rowland. An employee announcement has been posted for Mrs. Rowland's 15 hour position.

Snow/cold days: The Library was closed for two days, January 30th and 31st due to the extreme cold.

Properties: 1) There have been quite a few visits from Dick Bragg's company to clear snow and lay sand in the parking lots; 2) The Connector paint project continues; and 3) The stones from the roof project will be used in some areas that previously held barberry bushes.

Children's/Youth Services: 1) During the month of January, there were 14 storytimes with 194 patrons and 12 programs with 675 patrons; 2) The snow make-up date for the 5th grade Battle of the Books is Saturday, February 23rd at St. Paul's; and 3) "Take Your Child to the Library Day" on Saturday, February 2nd, provided many activities for families to take part. There were five stations: Make your own bookmark, Design your own canvas tote bag, Legos, puzzles, and comics.

Indiana History & Genealogy: There will be a "Using DNA for Genealogy" program on March 14th in Meeting Room B. Sara Allen from the Allen County Public Library will be the speaker.

Reference Services/Adult Programming: 1) *God Bless the Broken Road* is the 1st Saturday movie in March; 2) Clare's craft class continues to be completely booked; 3) The Barb Wilson book discussion group discussed *The Handmaid's Tale* on February 13th. On March 13th, the book, *The Circus in Winter* by Cathy Day, will be discussed and the library group will Skype with the author who is a professor at Ball State; 3) The new website is up and running and there have been positive comments about it; 4) A Tatting class has been added to the Fiber Arts group's toolkit and will premier Saturday, February 16th; and 5) Tax season is off to a good start. There are far less forms to distribute because of the tax changes.

Circulation: 1) Nonfiction DVD's have been weeded and section condensed; and 2) The Ivy Tech intern completed her assignment in Circulation. She worked on the audiobook collection and assisted in weeding the music CD collection.

Teen Programming: 1) Otakus meetings each month; and 2) Game Day is planned for March.

Museum Services: 1) Attendance in the museum in January was 51 people; 2) Kurt Rumble's Marion High School Special Ed class toured the museum in January; and 3) AARP started their tax assistance program on February 12th. So far, it has been going well.

System Administrator: 1) Karen Hiemstra, who recently completed a 200 hour Yoga Teacher Training, was selected and is participating in "Stand Up for Health: Health and Wellness for Your Community February 2019. It is hoped that she can make some additions to our health collection as well as help plan some health and wellness programs for the Library; and 2) the large print fiction weeding job has been completed.

Network Manager: Mr. Burritt is working with the MHS interns who are currently copying MHS yearbook files onto CD's. He is also dealing with network issues involving the Children's Department computers and the Library's servers.

Marketing: Rhonda Stoffer was on the WBAT spot on February 7th with Dr. Kersten Priest and Barbara Stevenson-Spurgeon to promote the Weaver Settlement program.

STEAM Festival: The third annual STEAM Festival: Space Expedition was a success. Partners included the Barton Rees Pogue Library, Indiana Astronomical Society, IWU Science Club, Marion General Hospital, Marion High School and Taylor University. The STEAM stations were busy all afternoon.

Weaver program: Dr. Kersten Priest and her husband, Dr. Bob Priest, will present a program on the Weaver community in Grant County on Thursday, March 21st at 6 p.m.

Library initiatives: The following committees have been meeting and working on new services for the Library. These include: 1) Circulation – looking at ideas on how to attract and retain library users/card holders; 2) Adult programming – looking at ideas on adding additional programs for adults throughout the year; and 3) Maker space committee – hoping to add maker spaces in both the Children’s and teen/adult areas.

Community Involvement: 1) The Chamber of Commerce, Grant County Economic Growth Council, WorkOne, and the Gas City Chamber of Commerce are partnering on some Job Fairs that will be held at the Library in the coming months; 2) The Children’s Department will once again be working with Justice Middle School to improve Literacy rates; 3) In January, the Children’s Department participated in a Family Night at Frances Slocum and had a visit from McCullough’s Special Needs class; 4) Tylanna Jones will also be at the Justice Family Night in March; and 5) The Indiana Room was able to provide information on Merlin J. Loew for an upcoming event where Loew’s bequests are given to nineteen groups in the community.

Appreciations: “Mary – thanks for taking the time to meet with me this morning. I appreciate all that your team does for the students. Travis Hueston (Marion High School intern program).”

Adjournment/Next meeting: Tuesday, March 19th at 6 p.m.

_____ President _____ Secretary
_____ Member _____ Member