

July 17, 2018

The Marion Public Library Board of Trustees met Tuesday, July 17, 2018, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Cline, Dr. Case, Mrs. Cline, Mrs. Enyeart, Ms. Sumpter and Mrs. Nicholson and Mr. Breen. Mrs. Eckerle and Ms. Riddle were also present.

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

On motion of Mr. Breen, seconded by Mrs. Cline, the minutes of the June 19th 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 \$982,525.66 in the Library Operating Fund as of June 30, 2018.

Business:

Travel, meeting attendance: On motion of Mrs. Enyeart, seconded by Ms. Sumpter, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) August 19th & 20th, Muncie, CYPD, Tylanna Jones, Amy Reel, Kristen Gioe, Sharon Vodraska, registration, mileage; and 2) August 24th, Rochester, NICCL meeting, Paul Burritt, mileage.

2019 Budget: 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 2019. The growth quotient for CY 2019 is 3.400%.

Telephones: The telephones were installed on June 28th. Most of the staff feels comfortable with the phones. There are some glitches and some training that is still needed but ENA has been receptive to all issues. On July 11th, AT & T was notified to terminate all accounts.

Roof issues: Mary Eckerle and Roger Marx met with Mike Halstead, architect, and Michael Hotz, attorney, on July 3rd. Mr. Halstead reviewed the roof documents and went up on the roof. Michael Hotz is doing a final review of the contract and bond responsibilities. The roof project will soon be sent out for bids.

Policy review: On motion of Ms. Sumpter, seconded by Mrs. Cline, the Food and Drink policy was unanimously approved.

Strategic Plan 2018-2022: On motion of Mr. Breen, seconded by Mrs. Nicholson, the Strategic Plan for 2018-2022 was unanimously approved.

Brain Kitchen: The Brain Kitchen cancelled summer programs due to lack of sign-ups.

EBSCO: EBSCO (the Library purchases magazines from them) is offering the Library a free Electronic Device Charging Station and a free Hand Sanitizing Station. EBSCO would solicit sponsors for these. Mrs. Eckerle will check references from other libraries about this program.

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) Ryan Wagers last day of work at Marion Public Library was June 30th. He was offered an assistant pastor position at College Wesleyan Church. He plans to stay as coordinator of the Brain Kitchen; and 2) Currently, present staff is taking Wagers' hours but this might change in August.

Properties: 1) Roger Marx has been doing some crack and corner repairs in the Carnegie and Forrest rooms; 2) Mr. Marx will be hanging quilts in those rooms next week; and 3) Mr. Marx constructed the mobile display stand for Garfield and prepared him for his debut @ the Library.

Neighborhood: 1) There have been several recent incidents of vandalism to the Library's pedestal lights out in the adult courtyard area. Three of five fixtures are damaged and might not be able to be repaired. Mr. Marx will be working on them; and 2) The Jay House finally has an address sign on Boots Street. It is made from a slate from the old roof.

Downtown Marion: Sue Bratton and Mary Eckerle are serving on a Steering Committee for a Downtown Marion event that will be held during Downtown Development Week which is October 8th – 14th.

Garfield: Garfield arrived at the Library on Monday, July 9th. A staff committee is planning an event. The ribbon cutting with the Chamber of Commerce will be Tuesday, August 28th at 11 a.m. John Lightle will speak about the Garfield Trail in Grant County. Some of the events so far include: 1) coloring sheets in the Children's department; 2) Garfield decorations on the second floor; 3) videos of Garfield and the Crossroad's program on Garfield; 4) Bingo and a Garfield map in both buildings; and 5) Garfield themed "light" refreshments.

Children's/Youth Services: 1) It is the 6th week of summer reading. 620 children have signed up. They can enter the drawing for the grand prize drawings through Saturday, July 1st. The completion party will be on Friday, July 27th; and 2) During the month of June, there were 24 children's programs with the attendance of 1,211. There were 12 storytimes with the attendance of 192.

Customer Service: During the next month, all staff will be required to watch a webinar on Customer Service. It is entitled *Service Excellence in these Changing times*. It can be found at <http://learn.webjunction.org/course/index.php?categoryid=27>.

Indiana History & Genealogy: 1) June was a busy month in the Indiana Room. July has started out busy as well. Quite a few new people are coming into the department; 2) The Taylor students are wrapping up their Weaver project. They have been working very hard and are finding a lot of new information. The Indiana Room will receive copies of their work and it will be a great addition to the files; 3) The BINGO cards remains popular. Even had a couple of 20-somethings come in and ask for cards; and 4) The General Francis Marion Chapter of the DAR is returning to the Indiana Room to provide research assistance. They will be here the last Tuesday and Thursday of the month, from 2 to 5 p.m. for the next few months.

Reference Services/Adult Programming: 1) 40 people attended the weekly knitting/crochet group and the fiber arts guild in June. There are more participants this year than last; 2) The Adult Summer Reading Program blew away records from the first week. The record total was 296 sign-ups, which beat the previous year's record of 270. The tally by that first Saturday was 308. There were 405 by June 27th. Art in Motion was a new sponsor, and Steve Schrader from Folkie's donated a voucher for two tickets to the Indianapolis Indians as a bonus prize; and 3) The Rock Star Memoirs programs attracted two people though it had a strange-and-wonderful benefit: The new participant has Asperger's and the returning participant not only has it – she also has a son with similar issues and works in that field. She recommended library books that she thought he'd love. He checked them out, and she was right.

Teen Programming: 1) At the end of June, three teens came for the Upcycled Magazine Art and they left with a piece of artwork to hang at home. Everyone had a good time and the creativity of the group was amazing; 2) So far this summer, 153 teens have signed up for summer reading. When Kristen Gioe took over the Teen program in 2011, she had 33 teens sign up the first year. It's impressive how the program has grown; 3) In July, the teens will watch *Thor: Ragnorak* and an Otakus meeting is also planned; and 4) For the end of summer party, teens will get to play Laser Tag at the Library (they will use the Carnegie Room of the museum). The Wellness Center in Marion has a Laser Tag set that they will rent for parties and they bring it and set it up.

Museum Services: 1) Attendance in the museum for June was 109 people. There were 11 meetings with 70 people attending; and 2) Kersten Priest, a professor at IWU, and a group of students from Taylor

University came into the museum on Friday, June 29th, to photograph and study artifacts from the Weaver community. This was part of a grant.

System Administrator: 1) The removal of Social Security numbers has progressed to last names beginning with the letter "L"; and 2) There have been donations of some very nice and in-good-condition books this past month.

Network Manager: Paul Burritt worked with ENA to get the new phones installed and the old phones removed along with the wiring of the new paging system.

Marketing: 1) Social Media promotions are continuing and doing well; and 2) Amy Reel and Mary Eckerle were on WBAT on July 5th.

Indiana Humanities Grants: Bekah Shaffer's second workshop was held on Saturday, July 7. There is good, repeat attendance at the workshops and participants are excited to learn writing techniques.

Little Free Libraries: The Little Free Library at Barnes Park was vandalized and removed from there. It is hoped that it can find a new home. There will soon be two new Little Free Libraries. Family Services Society will have one in their waiting room at 101 S. Washington St. Also, there will be one at Lincoln Park at the corner of Dunbar and Curfman. The Housing Authority now owns this park and is excited to place a LFL there. The Friends group hopes to continue promoting this initiative in the community.

SOS: The summer fundraiser for SOS was Saturday, June 16th. *Upstairs Downtown* gave participants the opportunity to visit the 2nd floor of 4 buildings on the square. Following the walking tour, Matt Gadus from Wabash talked about downtown development. A light lunch was available for participants. There were 51 people who participated in the walking tour. Several comments that they enjoyed it and asked when the next one would be held.

Community Involvement: 1) There will be a Red Cross Blood Drive at the Library on Tuesday, August 28th from 9:30 a.m. to 3 p.m. Apparently, there is a great shortage of blood and the Red Cross is ramping up efforts to get people to give; 2) God's House is having a festival on Saturday, July 28th and the Library plans to have a table; 3) Books & Bikes, the yearly festival held by the Bend of the River Neighborhood Association, will be on Saturday, August 18th and the Library plans to participate; and d) Mary Eckerle read stories for Career Day at The Training Center on 10th Street.

Appreciations: 1) Linda Wilk, Hands of Hope, sent a thank you note to MPL for the recent collection of items for the Women's Shelter.

Adjournment/Next meeting: Tuesday, August 21, 2018 at 6 p.m.

President _____ Secretary _____

Member _____ Member _____