

**May 20, 2025**

The Marion Public Library Board of Trustees met Tuesday, May 20, 2025, at 5:30 p.m. on the second floor in the Library Program Room of the Marion Public Library. Present were Mrs. Pogue, Mr. Owen, Mrs. Wilk, Ms. Sumpter and Mrs. Mathias. Jonie Riddle, Business Manager and Jaime Pitt, Director were also in attendance.

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

The minutes from the April 15, 2025, meeting was approved following a motion by Mrs. Mathias, seconded by Mr. Owen. The motion passed unanimously.

On the motion of Ms. Sumpter, seconded by Mr. Owen, 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 \$3,245,300.65 in the Library Operating Fund as of April 30, 2025.

**Business:**

**Elevator:** Director Jaime Pitt provided an update on the elevator repair project. She reported that the first half of the payment has been received, and once the agreement is finalized, parts will be ordered. The estimated timeline for the start of work is 4–6 weeks. While the goal is to complete the repairs before the Quilters Annual Conference in mid-July, Mrs. Pitt noted that this may not be feasible. However, efforts will be made to ensure the event is not disrupted. She also shared that other libraries are experiencing similar elevator challenges and remarked that there are advantages and disadvantages with every elevator service provider.

**Board Bylaws Review and Adoption:** Director, Jaime Pitt, presented the revised bylaws to the board, highlighting key changes including clarification of district boundaries, procedures for the election of officers, and the responsibilities of the Board Secretary and Treasurer. The board discussed the proposed changes, including the level of formality required for officer elections and the safekeeping of historical documents. Mrs. Pitt also introduced a new manual compiling relevant policies and codes. The board reviewed the document for typographical errors and discussed document retention practices, including the possibility of digitizing older records. A motion to adopt the revised Board Bylaws was made by Ms. Mathias and seconded by Ms. Sumpter. The motion was approved unanimously.

**Library Behavior Policy Review:** Library Director Jaime Pitt presented the current Behavior Policy for the board to review in advance of the next meeting. She recommended comparing the policy with those of other libraries and obtaining input from staff who regularly address behavioral issues. The board discussed the review process, with some members expressing a preference for discussing policy drafts

sooner rather than waiting a full month. Director Pitt agreed to distribute policy drafts earlier, allowing board members time to provide comments and suggest revisions ahead of meetings, while still ensuring adequate time for thorough review.

**Library Operations:** Director, Jaime Pitt, informed the board of two upcoming events impacting library operations. On May 27th, the library will open at 11:00 AM due to scheduled electrical maintenance, with staff reporting at 10:00 AM. Additionally, on October 17th, the History Center will be closed to the public to host a genealogical workshop, offered both in-person and virtually. Director Pitt presented the board the closing of the History Center (not the Library) for the day and shared her enthusiasm for the opportunity to bring this unique event to the community. She ensured there were no objections before moving forward with the plans. She noted plans to collaborate with other counties and historical societies to enhance the program's reach and impact.

## **I. Director's Report**

1. **Materials and Services:** Monthly Statistics will be presented at the meeting.
2. **Staff:** Madisyn Timmons resigned and took a position at Westfield Public Library. Ami Brainerd will be our new Children's Programming and Outreach Librarian. Katie Singleton will assume Teen Librarian responsibilities.
3. **Conferences/Travel** – Gabe will attend the Rare Books & Manuscript Conference in June.
4. **Community Engagement:** Radio segment WBAT; MPL Happenings in the Chronicle Tribune; Partnered with Carey Services on the Vocational Training program; Attend County Council Meeting; Attended Collabora open house; Attended Earth Day and Mental Health Matters at Matter Park; Hosted the ribbon cutting of MPL's Storywalk in Matter Park; Hosted Public Library Director's Roundtable.
5. **Grants:** Our application for the Indiana Historical Society (IHS) grant has advanced to the next stage of consideration.
6. **Courtyard Update:** Synlawn is currently installing the artificial turf in the courtyard and is expected to complete the work by the end of this week. Amenities have been ordered and are scheduled to arrive soon. Please save the date for the Grand Opening, scheduled for August 23. More details to follow as the event approaches.
7. **Children's/Youth (Tylanna)**

April featured 17 programs serving over 1,020 patrons. The *Bluey Bash* was a major success with over 600 attendees enjoying themed activities. *Read to Your Book Bunny* also had a great turnout, with all bunnies selected within hours.

Outreach included Earth Day and Mental Health Matters events at Matter Park. We also partnered with NearSpace Education, who will present *Explore the Edge of Space* on June 4. Over 4,000 Summer Reading flyers were distributed to schools and community organizations.

**Upcoming:**

- Author Visit: *Rebecca Mullin*, May 23

**8. Circulation (Michelle)**

Garfield visitors included guests from Alabama, Pennsylvania, Texas, Illinois, and Ohio. The book sale began May 2, offering a box of books for \$2.00. New desks were ordered for Joanne and Recca. Courtyard updates include replacing hostas with marigolds and zinnias. Recca represented the library at multiple outreach events and is helping plan summer activities with community partners.

- **New Library Cards Issued:** 61 Adults | 12 Children
- **Care Kits Distributed:** 42 standard, 5 special request kits

**9. Indiana History (Rhonda)**

The Indiana Room uploaded its first item to Indiana Digital Memory and continues organizing the Chronicle-Tribune photo collection, with 10,000 local photos identified for scanning. Dr. Kersten Priest will present in June on African American pioneers connected to Grant County. Planning is underway for the October genealogy conference *From Clues to Kin*, to be hosted both in-person and virtually.

**10. Museum (Kelsey)**

**Museum & Special Projects**

The *From Pencils to Pixels* exhibit drew an estimated 1,200 visitors. A grant application was submitted for the Chronicle-Tribune collection, which now totals over 600,000 negatives. The museum completed a donation run to the Grant County Rescue Mission, held a Collection Committee meeting, and staffed outreach events.

**Jay House:** Hosted 5 external meetings and 1 library program.

**PPS Grant:** Courtyard enhancements continued; final grant report submitted May 1.

**11. Networking (Paul)**

The library has been actively supporting both patrons and staff with computer

assistance. Four of the five new staff computers have been successfully installed and are in use, with the final installation for the Teen office still pending. Additionally, the new staff circulation work desk has been installed and is now operational. Staff safety remains a priority, and we recently completed training on personal safety and awareness to help ensure a safer environment for all. Finally, efforts are ongoing regarding the replacement and upgrade of the library's security camera system.

## 12. Reference (Barb Enslen)

April included 6 regular and 3 passive programs. Highlights included a popular candy-guessing contest and themed displays on topics like autism awareness, gardening, and the Titanic. Staff continue to support interlibrary loans, social media, displays, and outreach. The seed library remains well-used. Progress continues on the new sewing makerspace with additional grant funds.

## 13. Technical Services (Kristen)

Nearly 30,000 OCLC holdings were successfully deleted, streamlining our catalog—a process that proved easier than expected. Next steps include adding two years of new items to holdings. Support was also provided at the children's desk and during storytime during staff transitions. With the book sale complete, the TS area is clear—ready for new weeding projects!

## 14. Teens (Madisyn)

Nine programs served 54 teens in April. *Dungeons & Dragons* and *Open Hours* saw steady or increased attendance. The Teen Painting Class and Anime Club were also well received.

**Displays:** Poetry Books, "April Showers Read for Hours," "Reading Makes Your Mind Bloom," and "Books Guaranteed to Make You Ugly Cry."

**Adjournment/Next meeting:** Motion to adjourn the meeting until Tuesday, June 17, 2025, was made by Ms. Sumpter and seconded by Mr. Owen.

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| <u>Maryann</u>    | President | <u>Ruthann Sumpter</u> | Secretary |
| <u>Alan Balle</u> | Member    | <u>Uma Thurman</u>     | Member    |