

May 20, 2014

The Marion Public Library Board of Trustees met Tuesday, May 20th, at 6:00 p.m. in the Israel Conference Room. Present were Mrs. Cline, Mr. Cline, Mrs. Turner, Mr. Ott, and Mr. Holderead. Dr. Case was absent. Mrs. Eckerle and Ms. Riddle were also present.

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

On motion of Mrs. Turner, seconded by Mrs. Enyeart, the minutes of the April 15th meeting was unanimously approved.

The Treasurer's report showed a balance of \$1,535,936.05 in all funds as of April 30, 2014.

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

Old Business:

Grant County Historical Society. Mrs. Israel has met with Al Harker about terminating the lease with the Library and giving ownership of all GCHS artifacts to the Library/Museum. A termination agreement has been drawn up and will be reviewed by the GCHS Board on May 21st. It can then be reviewed by the Library board and signed by Jane Cline and Mike Cline. On motion of Mr. Ott, seconded by Mrs. Enyeart, the Board unanimously authorized Jane Cline and Mike Cline to sign the SETTLEMENT AGREEMENT AND MUTUAL RELEASE and the ACCEPTANCE form on behalf of the Library Board and also authorized the final payment of \$1 to the Grant County Historical Society.

New Business:

Travel, meeting attendance: None to report.

LSTA Grant: The Library has received an LSTA grant in the amount of \$6,588 to begin having hoopla available for patrons to download. On motion of Mrs. Enyeart, seconded by Mr. Ott, the Board unanimously approved the Grant Contract and authorized Mary Eckerle and Michelle Morgan to execute the contract and Mike Cline, as Board Secretary, to attest the contract with a notary public.

Webster Gift Fund: Each year, the Children's Department uses Webster money to fund programs for the summer. The Teen Department also uses some of the funds. It is expected that around \$4500 will be expended. On motion of Mrs. Turner, seconded by Mr. Cline, the Board unanimously approved that amount to be spent from the Webster Gift Fund.

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) Tylanna Jones will assume the position of Head of Children's/Youth Services replacing Clare Jozwiak when she retires on May 31st. Mrs. Jones will be classified as an exempt employee; 2) Kristie Fuller will return to the Reference Department and is scheduled for two mornings a month; and 3) Instead of replacing Mrs. Jones' 30 hour position in the Children's Department, there will be two positions available with fewer hours. One position will be in the Children's Department and another position will work some hours in both Children's and Circulation. Jessica Robbins was hired on May 15th to fill the Children's/Circulation position. Mrs. Robbins has been the Ivy Tech intern from this past semester.

Property: 1) There are roof-leak issues in the Carnegie Building; 2) Clerestory window work will begin soon; 3) Mr. Marx submitted a Properties Report detailing issues relating to the Parking Lot, caulking, and the Carnegie roof that need attention. He will be at the June Board meeting for questions and discussion.

Children's/Youth Services: 1) The Summer Reading Club runs from June 2nd through July 26th with a completion party on August 9th; 2) As part of summer programming, the Children's Department will continue the tradition of *Lunch in the Courtyard* followed by Sharon Vodraska's *Investigation Stations*; 3) Battle of the Books takes place on Saturday, May 17th. This will involve 4th grader teams from Marion Community Schools' four elementary schools. Amy Reel worked with John Butcher in coordinating this effort; and d) The Survivor Night, held on April 9th, drew 20 participants.

Circulation/Audio Visual/Computer Lab: 1) There will be a basic computer class on June 11th and 18th; and 2) Two more I pad classes will be offered on June 24th at 2 p.m. and 6 p.m.

Museum Services: 1) 134 people toured the Museum in April; 2) The Baseball Exhibit in the Forrest Room had 72 visitors in April; and 3) There were two Museum tours and four meetings in the Museum last month.

MAP Meeting: Judy Endelman, peer reviewer for the MAP, spent April 28th and 29th at the museum. She toured the nooks and crannies, and conducted extensive interviews about the museum with the MAP team, June Felton, Sue Bratton, Rhonda Stoffer, Roger Marx, Paul Burritt, Mary Eckerle and three members of the Library board. She also had a chance to chat with Sue Israel about the history and creation of the museum. Mrs. Endelman will submit her report to the Alliance of America Museums who will review it and send it to the MPL.

Reference Services/Adult Programming: 1) 32 people viewed *The Hobbit*, the first Saturday movie. On June 1st, *The Little Rascals* will be shown; 2) The book discussion group continues to generate a good turnout and will continue during summer months; 3) Trivia Night continues to be popular. 48 people competed in April; and 4) *The Monuments Men* will have a special showing for seniors and adults on May 29th.

Teen Programming: 1) Kristen Goe sponsored a *Teen Chef* night. The teens made cupcakes together in the staff kitchen; 2) The teens had a DIY night and decorated flowerpots for their mothers for Mother's Day; and 3) There will be a special showing of *Thor* just for teens on May 28th.

Indiana Room: 1) Indiana Room staff members are weeding the Indiana portion of the vertical files which includes clippings from outside Grant County. This will allow them to spread out the Marion and Grant County files and give more room to the surname files.

Technical Services/System Administrator: 1) The Large Print section of the Library continues to be a popular destination for patrons. Through standing orders, patrons can have access to some popular bestsellers in large type.

Network Manager: 1) Mr. Burritt has researched recent viruses to make sure the Library's network remains safe; and 2) A rotation schedule for servers and computers is being updated.

Marketing: 1) Jeanette Hoeksema and Mary Eckerle were guests on WBAT on May 1st; 2) The Chronicle-Tribune has featured Library stories including a front page story about the Friends Annual Meeting; 3) The Library's Facebook presence has ramped up to over 2,000 followers; and the e-newsletter continues to inform people about Library events.

Grants: 1) The Library received an LSTA grant for hoopla. More information and a contract will be forthcoming; 2) Arts Midwest notified the Library that the application for The Big Read was not accepted. The Big Read committee hopes to tweak the application and submit it again next year; and 3) The application for the Historic Preservation Education Grant from Indiana Humanities was submitted in April and notification will take place by the end of May. This grant is for a cemetery project in partnership with the Grant County Convention & Visitors Bureau, S.O.S. and the Estates of Serenity.

Safety Committee: 1) Two sessions of Ladder training were held for staff; 2) Six departments will each receive new first-aid kits; 3) The Indiana Room will have a security radio that will allow staff to communicate quickly with the front desk; 4) The Safety Committee viewed an ALA webinar on Security issues in libraries; and 5) The Safety Committee continues to update safety procedures and policies.

Manufacturing Committee: Manufacturing Day is October 3rd, 2014 and plans are underway to have an event and exhibit like last year only more interactive. A committee has been formed and includes Jim Gartland, Atlas Foundry, Ben and Rob Wiley, Wiley Metal, Connie Good, GM, Dave Merchant, Franklin Electric, and Allison Everett, Grant County Economic Growth Council.

Friends: 1) The April Booksale's revenue for Friends was \$2107.30; 2) The Annual Meeting, held on May 12th, had 275 people in attendance (a record turnout). Colleen and Newell Cerak's presentation was well-received and many in the community commented about it.

SOS: 1) The Lustron home presentation drew about 17 people. Those in attendance were very enthusiastic including a woman whose grandmother had lived in a Lustron Home; 2) and S.O.S. is partnering with the Marion Public Library and the Hostess House to present a program on historic paint colors on Saturday, May 17th at the Hostess House. This program will be followed by a walking tour of the historic neighborhood surrounding the Hostess House.

Easter Pageant: Ken Hussong has not contacted the Museum about his proposed donation of Easter Pageant materials but his "old" Easter Pageant committee did finally donate costumes and props to the "new" Easter Pageant committee to make the recent Easter Pageant even more successful.

Community Support: 1) The Library sent early literacy statistics and is lending support to the Marion Community Schools pilot preschool program; and 2) A letter was sent in support of the City of Marion's quest for a Stellar designation.

Community Involvement: 1) The 4H Happy Clovers group prepared the Children's Courtyard for summer activities; 2) The Grant County Art Association held its Spring Show in the Reference area during April; 3) Clare Jozwiak and Sharon Vodraska represented the Library at Healthy Kids day at the YWCA on May 2nd; 4) Three members of the Library staff walked in the "Walk of Hope" for cancer on May 2nd; 5) Rhonda Stoffer spoke to 23 members of the Daughters of the American Revolution on April 26th. The DAR will continue to come to the Indiana Room one afternoon a month to assist patrons in searches.

Appreciations: a) Kristie Hawkins wrote a letter to the C-T editor praising the Library on May 3rd.

The meeting adjourned at 6:40 p.m. The next meeting will be on Tuesday, June 17th at 6:00 p.m.

_____ President _____ Secretary
_____ Member _____ Member