

June 16, 2015

The Marion Public Library Board of Trustees met Tuesday, June 16th, at 6:00 p.m. in the Israel Conference Room. Present were Dr. Case, Mr. Cline, Mrs. Enyeart, Ms. Sumpter, Mr. Holderead, Mrs. Cline. Mrs. Eckerle and Ms. Riddle were also present. Mrs. Morgan was present at the beginning of the meeting. Mr. Ott was absent.

Dr. Case called the regular meeting to order at 6:02 p.m.

Michelle Morgan, Head of Circulation, gave a brief tour highlighting changes in the Circulation Department. She also brought Playaway Launchpads which are new to the Library. The Launchpad is a pre-loaded learning tablet designed for children.

On motion of Mrs. Enyeart, seconded by Mr. Cline, the minutes of the May 19th meeting was unanimously approved.

The Treasurer's report showed a balance of \$1,522,700.09 in all funds as of May 31, 2015.

The Treasurer's report showed a balance of \$1,636,051.84 in all funds as of April 30, 2015.

The Treasurer's report showed a balance of \$1,598,629.52 in all funds as of March 31, 2015.

The Treasurer's report showed a balance of \$1,728,576.42 in all funds as of February 28, 2015

The Treasurer's report showed a balance of \$1,818,420.07 in all funds as of January 31, 2015.

The Treasurer's report showed a balance of \$1,895,093.44 in all funds as of December 31, 2014.

On motion of Mrs. Cline, seconded by Ms. Sumpter, the Treasurer's Report from May was approved and payment of the docket was unanimously authorized.

New Business:

Travel, meeting attendance: On motion of Mr. Cline, seconded by Mrs. Enyeart, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) June 17th, NICCL meeting, Warsaw, Paul Burritt, mileage; and 2) June 17th, Website meeting, Huntington, Paul Burritt, Jennifer Hilgeman, mileage.

Budget information:

Received Commercial Vehicle Excise Tax on June 11th: \$3,837.

Received Financial Institution Tax on June 11th: \$4,141.42.

Awaiting the remainder of the Spring Property Tax settlement.

Budget planning has begun:

- Mary Eckerle and Jonie Riddle attend all day budget workshop on Thursday, June 18th.
- Meet with DLGF representative on July 7th.
- County Council gives non-binding review of budget on September 16th.
- The 2015 Budget is advertised in August. The Public Hearing is in September and the Budget is adopted in October.

Insurance: Jonie Riddle and Mary Eckerle reported on Insurance proposals

Banks: Jonie Riddle and Mary Eckerle are still obtaining information from local banks.

Policy Review: The Board reviewed a Sales and Solicitations policy and recommended synching this policy with the Meeting Room policy to remain consistent in dealings with the use of Library property.

AdTec Agreement: The agreement with AdTec Administrative & Technical Consulting, Inc. for E-rate services continues for the Funding Year July 1, 2016 through June 30, 2017. AdTec provides E-rate services for other Indiana libraries, including Anderson Public Library, Muncie Public Library, the Indiana

State Library, and the Indiana Department of Education. The E-rate process is very complex and AdTec's service is invaluable. Information item only.

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

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

Staff: Joe Turner is the new veteran volunteer. He began work on June 1st.

Staff training: 20 people attended Staff Training sessions on June 9th. This included MPL staff and also staff from neighboring libraries. The presentations were 1) Religion & Libraries; 2) Readers Advisory; 3) Pinterest; and 4) Weeding.

Property: 1) Portions of the lawn irrigation system have been disabled as there would have to be major excavation to repair. The connection for watering outdoor flowers is still functional; 2) The north elevator is having problems. A technician came on Thursday, June 11th. Repairs will be costly; and 3) Two HVAC units in the Indiana Room are not cooling and will be the next units to be replaced.

Museum Services: 1) The postcard program with Harley Sheets went well; 2) Mrs. Felton has added many photos to the Historic Photo Collection. It now numbers over 6,000 items; 3) The Library's Foster-Forbes glass pieces are on display at the Minnetrista Center until September 7th; and 4) There were a total of 243 visitors in the meeting rooms and museum in May.

Reference Services/Adult Programming: 1) The movie, *Strange Magic*, was shown on June 6th with 25 patrons in attendance. There won't be a movie on July 4th due to the Library being closed; 2) 195 adults are signed up for summer reading; 3) A jewelry craft class for adults was held as part of Summer reading programming; and 4) The June book discussion book was *Gone Girl* and *Bel Canto* will be discussed on July 15th.

Teen Programming: 1) 98 teens are signed up for the teen Summer reading challenge; 2) Summer programs include movies, crafts, Otakus, gaming and a Teen After Hours Party; and 3) Trivia night will be held on June 26th. There is now a travelling trophy for the winners.

System Administrator: Hoopla added over 1000 titles to their playlist in May. Patrons have access to a wide variety of items with this service.

Indiana Room: 1) Rhonda Stoffer attended the May 30th meeting of the Daughters of the American Revolution to present two books purchased with a donation from the DAR for memorial books.

Circulation: 1) Computer classes, including an iPad/iPod class, are scheduled during June; 2) Mrs. Morgan retrieved four MPL DVD's from a local pawn shop; and 3) The Library will soon begin circulating Play-away Launch pads.

Marketing: 1) Sharon Vodraska and Mary Eckerle were on WBAT on June 4th to promote summer programming; and 2) The Library was featured in *Chronicle-Tribune* articles this past month.

Network Manager: 1) The Children's Department has six new computers. The old Children's computers have been redeployed to other departments. One of the redeployed computers is now a Public Access Computer in the Circulation area.

History Made Here exhibit: Money is available for project. Work needs to be done on Museum building. Hopefully, this project can come to fruition by year-end.

STEM Grant: Marion Public Library is one of eight libraries in the country that were chosen to host the interactive exhibit entitled *Discovering Earth*. The grant team is Tylanna Jones, Sue Bratton and Mary Eckerle. The exhibit will be here for ten weeks – the dates will be announced sometime this month. The

grant includes a stipend of \$1,000 to be used for the ten required programs. Mrs. Jones and Ms. Bratton will attend two days of training in Boulder, Colorado in September.

Digitization Project: The National Endowment for the Humanities (NEH) has announced a digitization project called *Common Heritage*. The project requires at least one day devoted to digitizing images, documents, and other historic items that community members bring to us. The project budget will permit the purchase of scanning stations. The grant application is due June 25th. MPL's project is titled *Digitizing Grandma's Attic*.

Website: A website committee has been formed and plans are being worked out for the Library's new website. Jennifer Hilgeman will use WordPress to create the site and it will be hosted by a company in Huntington. A mobile app is planned also. Suggestions are welcome. The website team will also look at other forms of social media that could be used to promote the Library.

Friends: a) There is now a Little Free Library at the Curfman Community Garden on Washington Street.

S.O.S: The *African American Experience: Samuel Plato's Works in Marion* will take place on July 25th from 9:30 a.m. until 4 p.m. SOS recently salvaged usable materials from 1116 S. Boots Street, the former home of John L. McCulloch. The house will be demolished as part of the Blight Elimination program.

Community Involvement: 1) During May, 2nd graders from Frances Slocum Elementary visited the Library and Museum; and 2) Mary Eckerle will speak to the College Park Neighborhood Association on June 15th.

Appreciations: 1) Sue Bratton reported, "Natic Miller, sister-in-law to liquor mogul Phil Miller, stopped me yesterday morning at church to compliment the library on its positive presence in Marion."

The meeting adjourned at 6:53 p.m. The next meeting will be on Tuesday, July 21st at 6:00 p.m.

_____ President _____ Secretary
_____ Member _____ Member