

April 19, 2022

The Marion Public Library Board of Trustees met Tuesday, April 19, at 6 p.m. in the 2<sup>nd</sup> floor Library Program Room of the Marion Public Library. Present were, Ms. Sumpter, Mrs. Cline, Ms. Ketcham, Mrs. Nicholson, Mr. Cline, and Dr. Case. Mr. Lutton was absent. Also present were Jonie Riddle and Mary Eckerle.

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

On motion of Mr. Cline, seconded by Ms. Sumpter, the minutes of the March 15, 2022, meeting was unanimously approved.

On motion of Ms. Sumpter, seconded by Ms. Ketcham, 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 \$2,146,232.94 in the Library Operating Fund as of March 31, 2022.

**New Business:**

**Technology:** Many cyber carriers are now requiring insureds to utilize Multi-Factor Authentication when accessing networks, email, and other critical systems remotely. Jonie Riddle and Mary Eckerle were strongly advised by MPL's insurance agent to do this. Cybersecurity issues are on the rise.

**Policies:** Staff is reviewing the Library Behavior Policy and issues will be brought up at the meeting.

**Finances:** On motion of Ms. Sumpter, seconded by Mrs. Nicholson, the Board unanimously approved a \$5,000 increase for the director position.

**Jay House:** There is a possibility that Marion Design Company will continue to use the Jay House.

**State mileage rate:** The State of Indiana has once again raised the state mileage reimbursement rate to \$0.42/mile beginning Monday, April 18 due to the increase in fuel prices. On motion of Dr. Case, seconded by Mr. Cline, the Board unanimously approved the new state mileage rate for staff.

**Parking lot incident:** Mary Eckerle gave an update on the slip and fall on the parking lot on January 24, 2022.

**State Legislative Session:** A wrap-up of this year's Legislative Session is available from ILF on this you tube site: [https://www.youtube.com/watch?v=shvIN\\_49Xi0](https://www.youtube.com/watch?v=shvIN_49Xi0)

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

**Materials and Services:** Statistics were presented at the meeting.

**Staff:** 1) A Museum Assistant has been hired. Jennifer Meyer will begin work on April 18; and 2) A Children's/Teen Program Assistant has been hired. Kaylie Clodfelter will begin the week of April 18.

**Travel and Meetings:** Kristen Gioe will attend the COSUGI conference on April 19-21. COSUGI stands for Customers of Sirsi Dynix Users Group, Inc. The conference is virtual.

**Properties:** Mr. Marx has been painting, setting up TVs, doing snow removal (in March), and also dealing with a carbon monoxide issue associated with the water heater. Mr. Marx and Mary Eckerle met with Cindy Ketcham to review building issues. These building needs are in the process of being prioritized.

**Children's/Youth Services:** a) Storytime continues to meet every Friday at 10:30 a.m. The group is rapidly growing. Another story time might be needed to accommodate the growing number of participants; b) The Adult Basket Class (set up by Tylanna Jones) is Saturday, April 23 from 9 a.m. to 4 p.m.; c) The 2022 Summer Reading Theme is *Oceans of Possibilities* and will begin June 1<sup>st</sup> and run through July 16<sup>th</sup>. The summer schedule is almost complete; d) Mr. Marx painted the Children's Activity room and it looks great; e) The Community Read in partnership with Justice Middle School went well. The author, Pablo Caraya, was both engaging and interesting as he told his own story about writing and acting. MPL plans to continue this partnership with the schools.

**Reference Services/Adult Programming:** 1) Sheri Conover Sharlow has updated the website to reflect the library's current offerings of databases; 2) CriCut classes continues on a monthly basis; 3) The seed starter programs have grown in popularity; 4) Inter-library loan is popular with library patrons. In March, Mrs. Mooney received 46 books from other libraries and supplied 125 books to other libraries; and 5) Angie Wright maintains the periodicals received by the library. Increasingly, she is finding that many magazines are switching to virtual only.

**Circulation:** 1) Indiana Digital Library has now been officially launched! It took a little longer than expected but it now appears to be fully up and running. Circulation staff helped at least 15 MPL patrons with this transition; 2) One of MPL's patrons asked if she could bring in items for a Passover display. This display is located on the table outside of Youth Services; 3) Michelle Morgan is weeding the nonfiction DVD collection and hopes to have this project complete in time for the Book Sale; and 4) There is now a Garfield guest log by the statue at Circulation. Twenty-six visitors signed the log in March. They came from Ontario Canada, Los Angeles, Tennessee, Washington, and other parts of the country.

**Indiana History & Genealogy:** 1) The library's social media accounts are seeing lots of activity and comments; 2) The Virtual Genealogy Club meets in April on April 14 and April 28; and 3) Update on the county records digitization project: As of the end of March, staff has completed 1,747 estates in 80 boxes.

**Museum:** 1) Collen Cramer is looking forward to onboarding the new museum assistant; 2) Collen is working with Rhonda Stoffer to prepare displays of Crosley information for the upcoming Crosley Car show; and 3) He is accessioning new artifacts and researching information on the history of the Miami Nation.

**Teens:** 1) After talking to a teen who came to the Teen Tuesday in March, Kristen Gioe changed the name "Teen Tuesday" to "Teen Takeover," and it will now meet on Fridays from 5 to 7 p.m.; 2) Roger Marx painted the TV wall in the Teen Room and it looks great; and 3) The Teen fiction section was weeded.

**Head of Technical Services** 1) The library received a donation of DVDs that were in good condition, and these are being added to the collection; and 2) The Technical Services staff is processing donations which will go to the Friends Book Sale.

**Network Manager:** 1) A staff committee is reviewing vendors of software for digital signage. There will be three televisions, purchased with ARPA money, for this. One of the televisions will be devoted to show job openings within Grant County; and 2) Mr. Burritt has been reviewing the security camera needs with Gordon Seacott. A few of the pieces of equipment are failing.

**Marketing:** Mary Eckerle and Tylanna Jones were on WBAT on April 1 to promote National Library Week and April events.

**American Rescue Plan:** MPL has received everything from the grant but the portable sound system and microphones. All of the meeting and study room TV's have been installed. The TV's for digital signage are still in progress.

**Crosley Car Show:** The Heartland Region Crosley Club is planning to hold a special meeting in Marion at MPL on May 7. Washington Street will be closed in front of the library and several Crosleys will be displayed there. Bill Munn will present a program on the Crosley Corporation in Marion at 11 a.m. followed by some remarks by a long time Crosley club member. Cars will be on display until 3 p.m.

**AARP Tax Preparation:** The last day for the tax preparers is Monday, April 18. Tax prep has gone smoothly this year.

**Friends Book Sale:** Begins April 29 and continues April 30 in the Connector. Will continue into May.

**Community Outreach:** The Children’s Department has the following outreach activities planned: 1) MCS Kindergarten Round Up on Thursday, April 14; 2) Earth Day @ Matter Park on Thursday, April 21; and 3) Healthy Kids Day @ the YMCA on Saturday, April 30. The Marion Philharmonic Concert for April 22 that would have been held at MPL has been cancelled. Muncie people informed MPL that the next concert will be in Muncie.

**Displays:** 1) Carol Powers has a display of Ukrainian Easter eggs; 2) Hands of Hope display – “What were you Wearing;” 3) First Light Advocacy Display – Prevent Child Abuse; 4) Autism Awareness Month display – Autism books.

**Appreciations:** 1) From Indiana History: **Subject:** Re: Ordinance 6-1922 You are the best. Thank you so much. I really appreciate you and your hard work. **Aisha Richard** Administrative **Assistant** | City of Marion | Legal and Development Services; and 2) We LOVED the grab and go craft this week ❤️ thank you for having so many cool programs! From a patron to the Children’s Department.

**Adjournment/Next meeting:** Tuesday, May 17, at 6 p.m.

\_\_\_\_\_ President \_\_\_\_\_ Secretary

\_\_\_\_\_ Member \_\_\_\_\_ Member