

MPL Board of Trustees meeting
October 19, 2021

The Marion Public Library Board of Trustees met Tuesday, October 19, 2021, at 6 p.m. in the 2nd floor Library Program Room of the Marion Public Library. Present were Ms. Sumpter, Mrs. Cline, Mr. Lutton, Mr. Breen, and Dr. Case. Mr. Cline and Mrs. Nicholson were absent. Also present were Jonie Riddle and Mary Eckerle. Collen Cramer was present at the beginning of the meeting. This meeting was zoomed with one viewer.

Ms. Sumpter called the meeting to order at 6 p.m.

Collen Cramer, the new Head of Museum Services, was introduced. He shared what he has accomplished during his first month and what he would like to see for the museum of the future. An intern from Taylor University will start shortly and will assist with inventory and exhibits.

On motion of Mr. Breen, seconded by Mr. Lutton, the minutes of the September 21, 2021, meeting was unanimously approved.

On motion of Mrs. Cline, seconded by Mr. Breen, 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 \$1,979,612.27 in the Library Operating Fund as of September 30, 2021.

New Business:

Travel, meeting attendance: On motion of Mrs. Cline, seconded by Dr. Case, attendance, travel, and related expenses were unanimously approved for the following meeting: 1) September 28, Greenwood Public Library, pick up tables for use in the Library Programming room; Roger Marx, mileage; and 2) October 15, Pendleton, delivering boxes of books to the prison, Joe Fox, mileage.

Budget 2022: The 2022 budget will be reviewed and adopted for sending to the Department of Local Government Finance through the Gateway online portal. There was no objection to the published 2022 budget at the public hearing, and a motion is needed to adopt the budget resolution at \$2,228,870 for the Library Operating Fund, \$1,809,842 amount to be raised, tax rate of 0.2668; \$76,873 for the Library Improvement Reserve Fund, and \$50,000 for the Rainy-Day Fund. As recommended by the Department of Local Government Finance, there will be a resolution to be signed confirming the published tax rates for 2022 (these will not be the actual tax rates because assessed valuation figures have not yet been finalized). There will also be a resolution to reduce the Library Improvement Reserve Fund by \$20,000. On motion of Mrs. Cline, seconded by Mr. Lutton, the Board unanimously adopted the 2022 budget and accepted the Resolution to reduce the Library Improvement Reserve Fund and the Resolution adopting the tax rates. The LIRF Resolution is submitted on Gateway. Since Form 4 of the Budget has the tax rates, the Resolution on tax rates will go into the Board minutes.

Policies: The Meeting Room policy and the Study Room Policy have been revised and were submitted for adoption. 1) On motion of Dr. Case, seconded by Mr. Lutton, the Meeting Room policy was unanimously approved; and 2) On motion of Mrs. Cline, seconded by Mr. Breen, the Study Room policy was unanimously approved.

County Council Redistribution of Funds: This County Council proposal was defeated by various governmental entities in the Tax Council.

American Rescue Plan: Mary Eckerle has signed the ARPA grant contract and submitted it back to the State for additional signatures. MPL now awaits final approval by the State before items can be ordered.

COVID: An outside meeting scheduled for October 14 in Meeting Room B was cancelled after both the library director and the Marion Police Department received phone calls from someone who wanted to attend the meeting but refused to wear a mask.

Board Reappointment: Ed Breen is completing his first term on the Board at the end of 2021. He was appointed by the Grant County Council in 2017 to complete Jerry Holderead's unexpired term. A letter will be sent to the Council to approve his reappointment.

Indiana Truck Fire Engine: Ruthann Sumpter reported that the Fire Engine was sold to a local person who collects fire engines. Thus, this historic fire engine will not be coming to the museum.

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

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

Staff: Colleen Cramer began work as Head of Museum Services on September 20.

Properties: As usual, Mr. Marx must be in 1,000 places at once, assembling chairs, clearing out mice, weed control, replacing ballasts, installing motors, and being called to fix items in the Library, museum, and on the grounds.

Children's/Youth Services: 1) This month's craft is a Monster Bookmark; 2) Storytime continues outdoors in October, weather permitting; 3) The City of Marion organized a paper pumpkin decorating contest. 50 were handed out and 17 were returned. The decorated pumpkins will be displayed at the Fall Fest at Matter Park on Saturday, October 23 from 5 to 8 p.m.; and 4) Children's staff met with Tena Wier, the Riverview Librarian, and received helpful feedback about the Battle of the Books. Planning for the Battle begins soon.

Reference Services/Adult Programming: 1) Adult programs during September included the monthly Book Discussion group, a craft program, and a CriCut program. The book discussion group continues to have a good turnout and the other two programs are still developing their audiences; 2) Roger Marx built and installed a door for the Library Programming Room. This Room has a lot of potential for future Library programming. Roger Marx also picked up three tables from the Greenwood Public Library and these will be used in the Programming Room; and 3) There were multiple displays upstairs during September including the September 11 display, suicide prevention, Star Trek and Constitution Day.

Teen Programming: 1) Kristen Gioe hosted the first Teen Tuesday on September 14. Teen Tuesdays continue twice a month; 2) Teen nonfiction is being moved to the Teen room on the first floor; and 3) There are new tables and chairs in the Teen Room – it is a great looking area. Bring on the teens.

Indiana History & Genealogy: The Virtual Genealogy Club continues to meet on the 2nd and 4th Thursdays of the month. October 14th will be a question/sharing time. October 28 will be Sullivan County historian and genealogy librarian, Donna Adams, who will present "Digging Info Out of the Boneyard, cemetery symbols, terms and more."

County Records Digitization project update: On September 29, Rhonda Stoffer began working on the Probate Packets. Over the next week, the three other staff members from Indiana History & Technology accompanied Mrs. Stoffer. Together, they have completed about 4 boxes of packets. Mrs. Stoffer will be contacting people who have volunteered to help, and they will receive training.

Scheduling Software: During the past month, the Library has contracted with Assabet which is a scheduling software for setting up meetings and programs. The meeting rooms in the Library and museum and the 2nd floor Study rooms can now be scheduled for staff and public programs. This software is user friendly and should be an asset to the public who use it.

Museum: 1) The museum loaned artifacts to General Motors for its 60th anniversary. The artifacts have been returned; 2) Acquired an intern from Taylor University; 3) Began the process of constructing pallets for better storage standards of the collections; 4) Began planning a new Natural History exhibit; 5) Initiated talks with the Miami Nation of Indiana to collaborate on an Indigenous Peoples exhibit; and 6) Upgraded PastPerfect Software with an Inventory Module with plans to inventory the museum collections.

Circulation: Michelle Morgan weeded the fiction DVD collection, and the withdrawn titles are now for sale in the Friend's Pop-Up book Sale.

Head of Technical Services/System Administrator: 1) Joe Fox has been working with area prisons to donate boxes of non-fiction books. These are books that are left over from the Book Sale and books that have been in storage for a long time. They are donated books that won't sell well and some discards. Plainfield Correctional Institute will take some boxes of books on October 15; and 2) Mr. Fox is constantly updating the Circulation system so it will be more user-friendly, and he also updates the "back-end" so staff will have reports when needed.

Network Manager: 1) Last fall, the NICCL Consortium hired EDGE Computers for IT assistance. At that time, MPL switched its service from Chester Technologies to EDGE. EDGE recently announced that in 60 days, they would no longer work with the libraries. NICCL is negotiating with EDGE and hoping to find a resolution to this situation; and 2) The phone paging system is out of service until ENA comes up with replacement parts.

Marketing: 1) Collen Cramer and Mary Eckerle were on WBAT on October 1; and 2) Both the *News Herald* and the *Chronicle-Tribune* featured articles on Collen Cramer's appointment to the museum.

Marion Regional Career Center Tech interns: The students began their internship on September 20 and different departments have been keeping them busy.

Cross-Training: Some staff members have been cross-training in other departments. In the event of vacations, COVID, and sicknesses, it is helpful to be able to call upon people to assist at Circulation, Adult Services, and in the Children's Department.

Novel Conversations grant: MPL was awarded a Novel Conversations grant from Indiana Humanities almost two years ago. Because of COVID, it has been delayed. On Tuesday, October 26, Janine Giordano Drake, who is a Clinical assistant professor of history @ Indiana University, who present a program entitled "The Other Suffragette: Socialist Feminists in Indiana." This program will be offered via zoom.

Community Outreach: 1) Ivy Tech University is partnering with the Children's Department on a STEAM event on October 29; 2) The Grant County Art Association's Fall Art Show is on the Library's second floor through October; 3) Library staff, Friends, and board members are welcome to volunteer at the Walkway of Lights Toll Booth on Sunday, November 21 from 5:30 to 8 p.m.; 4) The Knights of Columbus at St. Paul's will do another book giveaway at the end of October; and 5) The Salvation Army will place an Angel Tree at the Library during the Christmas season.

Appreciations: 1) Michelle Morgan shared, "One of our older patrons came in today for help setting up her new phone. Her daughter from Florida purchased it for her but she didn't know what to do with it. The MHS tech students helped her set it up and, on the way, out she stopped by the Circ desk and let us know how polite and helpful they were. She is very glad we offer this service and plans on returning for additional help;" and 2) This was sent to Tylanna Jones and the Children's Department: "I appreciate you all! Laura Nelsen and I were chatting online, and she

mentioned missing the librarians and MPL. You've really made the children's department a wonderful place! Thanks for going the extra mile during the pandemic! It's noticed and appreciated! I know you have to operate within a tight set of rules right now. Every time I come into the library it's clear that you ladies are doing everything in your power to keep people feeling connected to the library, reading, the community... Cheering you on!" - Krista Compson.

Adjournment/Next meeting: Tuesday, November 16, 2021, at 6 p.m.

_____ President _____ Secretary

_____ Member _____ Member