

December 17, 2019

The Marion Public Library Board of Trustees met Tuesday, November 19, 2019, at 6:00 p.m. in the Israel Conference Room. Present were Mrs. Enyeart, Mrs. Cline, Mr. Cline, Ms. Sumpter, and Dr. Case. Mrs. Eckerle and Ms. Riddle were also present. Mr. Breen and Mrs. Nicholson were absent.

Mr. Cline called the meeting to order at 6:00 p.m.

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

On motion of Mrs. Enyeart, seconded by Ms. Sumpter, 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 \$855,557.80 in the Library Operating Fund as of November 30, 2019.

New Business:

Travel, meeting attendance: On motion of Ms. Sumpter, seconded by Mrs. Cline, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) January 24th, Wells County Public Library, 2020 Mock Caldecott Workshop, Tylanna Jones, Kristen Gioe, Sharon Vodraska, mileage, registration.

Financial Information: SirsiDynix sent an invoice for the new Enterprise system. The Board can decide which accounts to use to pay the \$40,296.56 bill. On motion of Ms. Sumpter, seconded by Mrs. Enyeart, the Board unanimously voted to pay half of this invoice with the Webster Gift Fund and the other half from the Dietrich fund.

Insurance information pertaining to Workers Comp: Jonie Riddle and Mary Eckerle met last week with Trent Dailey regarding the Library's insurance packages. After discussion, it was the consensus of the Board that the Worker's Comp part of the insurance package will remain with the current vendor, Eastern Alliance.

Policy Review: 1) Board Bylaws. A change was made after last month's Board meeting. Mary Eckerle asked other directors at the Directors' Roundtable if their boards had criminal background checks for board members. None do; 2) Circulation Policy; and 3) Sick Bank Policy. On motion of Mrs. Cline, seconded by Mrs. Enyeart, the Board unanimously re-adopted these policies with the one change in the Board Bylaws noted. 4) Collection Development Policy. On motion of Mrs. Sumpter, seconded by Mrs. Cline, The Collection Development Policy was unanimously adopted with some changes.

Library Improvement Reserve Fund: At this meeting, the transfer of funds from the Library Operating Fund to the Library Improvement Reserve Fund was discussed. No motion was made so there will be no transfer to LIRF in 2019.

Approval of Board meeting dates for 2020: On motion of Ms. Sumpter, seconded by Mrs. Enyeart, the Board meeting dates for 2020 were unanimously approved by the Board.

Board officers for 2020: The slate of officers for 2020 was presented. On motion of Dr. Case, seconded by Mr. Cline, the Board unanimously voted to have the following officers: Ruthann Sumpter, President; Ed Breen, Vice President; Jane Cline, Secretary; and Sue Nicholson, Treasurer.

Art Prints: Mary Eckerle will enter a discussion with Kylie Jackson of the Chamber regarding art prints from local artists as well as prints made from pictures in the Library's collection.

Logo/Museum Sign on I69: Paula Schulz from the Convention & Visitors Bureau sent a note regarding the mainline sign for Exit 264 along I69. It was damaged by a motorist accident. It will be repaired but will take 60-90 days.

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) Danielle Shigley gave her notice in the Children's Department and a replacement is being sought; and 2) Barb Dixon has been hired as the Department head of Reference/Information and Adult Services.

Board Replacement: Thanks, and blessings to Debbie Enyeart for her 16 years of service on the Board. J. D. Lutton is the new board member appointed by the Marion Community Schools' Board of Trustees. He will begin his term on January 1, 2020.

Properties: 1) The HVAC systems are functioning well; and 2) Still no need of snowblowers – yet.

Outages: The planned I & M power outage took place on December 6th. The workers arrived around 6 a.m. and completed the transformer replacement project at 9:15 a.m. There were no problems with computers and the buildings were opened at 10 a.m.

Children's Services: 1) During November, there were nine storytimes with 107 in attendance. There were nine programs with 189 patrons. The two Harry Potter programs were very successful; and 2) During Christmas break, there will be a creation station and Lego Club.

Indiana History & Genealogy: The Indiana Room will undergo some changes in the new year. All microfilm and microfilm readers will be housed in the Indiana Room. This will reduce the number of machines and have all the film in one location. The Indiana Room is looking forward to having all the newspapers in one place and this will make it easier to answer queries. Two of the Minoltas will be upgraded so that they will print to a network printer. This will reduce toner costs, as well as the cost of three maintenance contracts.

Reference Services/Adult Programming: 1) The Reference staff has been excellent about carrying on without a leader. They have subbed for one another in sickness and have provided excellent community service; 2) Puzzles are popular with some of the patrons and Christina Rowland is working with the new puzzle store in Boston Hill Center to trade out puzzles and secure new ones; and 3) The Library partnered with Danielle Voorheis from Purdue Extension in two programs – *Meals in a Mug* and *How to use your Instant Pot*.

Teen Programming: 1) Otaku numbers picked up in November; and 2) There will be a movie or game day in early January before the teens go back to school.

Museum Services: 1) The museum had 58 visitors, two tours, several meetings, and hosted the November performance of the Marion Philharmonic Orchestra; 2) The museum is decorated for the holidays; and 3) Debbie Luttrell has almost completed her work on the stained-glass window.

System Administrator: 1) MPL launched Enterprise, the new patron catalog, on Sunday, December 1st. Karen Hiemstra has made some changes after its initial appearance. Staff comments have all been positive and, hopefully, patrons are enjoying the new look. Karen Hiemstra and Sheri Sharlow were instrumental in getting this out quickly; 2) Olena Wash and Karen Hiemstra are now using BLUECloud Cataloging which is available for free from SirsiDynix. It appears to be a good resource for them; and 3) Chair Yoga is going well. In 2020, it will start up on January 7th. The participants are very enthusiastic and dedicated.

Marketing: 1) Tylanna Jones and Mary Eckerle were on WBAT morning show on December 6th; and 2) The Social Media committee continues to maintain a strong Facebook/Twitter/Instagram presence.

Weaver Exhibit: Parts of the Weaver exhibit will be displayed at the Indiana State Library in January through March of 2020.

Friends: The Friends group had nine authors at its first Author Faire. It was the Friends' idea to have the Faire right by the Circulation Desk and this was a great move because they were all visible. While it wasn't a huge crowd, it was well attended. And, the authors would love to come to MPL again.

Indiana Humanities: Marion Public Library submitted three successful grant applications to Indiana Humanities at the end of October. They are for the following: 1) A writing workshop – the grant provides the funding for the workshop teacher; 2) One State/One Story – the mini-grant of \$1500 provides for programming based on the book *The Year We Left Home* by Jean Thompson; and 3) Centennial Anniversary of Women's Suffrage – this grant provides the funding for a speaker celebrating women's suffrage. Planning is underway for each of the three grants.

Christmas @ the Library and Museum: 1) Thanks for Roger Marx and Dennis Ruth and the staff in the Indiana Room for the decorations and window displays that were placed before the parade on December 7th. The parade route turned on 6<sup>th</sup> Street so the lights in the Carnegie were visible in the dark; 2) Santa and Mrs. Claus visited the Library on Saturday, December 7th. There were quite a few children waiting for them; 3) Ruthann Sumpter brought her collection of Annalee Christmas mice and filled the upstairs display case as well as the Crosley area in the museum; and 4) Renee Bissell-Cole decorated stockings for each of the library staff and Roger Marx hung them on the front staircase.

Community Outreach: 1) The Miami County Home Educators visited the Library in November; and 2) Library staff participated in the Salvation Army's Angel Tree as well as had a collection for First Light Advocacy Center.

Adjournment/Next meeting: Tuesday, January 21, 2020 at 6 p.m. The Board of Finance will convene immediately after the meeting.

_____	President	_____	Secretary
_____	Member	_____	Member