

June 21, 2022

The Marion Public Library Board of Trustees met Tuesday, June 21, 2022, at 6 p.m. in the second floor Library Program Room of the Marion Public Library. Present were, Mr. Lutton, Mrs. Cline, Ms. Ketcham, Ms. Sumpster, Mr. Cline, and Dr. Case. Mrs. Nicholson was absent. There were no participants on Zoom.

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

On motion of Ms. Sumpster, seconded by Ms. Ketcham, the minutes of the May 17, 2022, meeting was unanimously approved with three changes.

On motion of Mr. Cline, seconded by Ms. Sumpster, 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 \$2,007,580.38 in the Library Operating Fund as of May 31, 2022.

**New Business:**

**Technology:** Jonie Riddle and Mary Eckerle are working with AdTec to secure e-rate eligibility for the coming year.

**Policies/Legislation:** 1) The attorney at the Indiana State Library sent out memos on Firearms in Libraries and a report on 2022 Legislation affecting public libraries. Mary Eckerle will investigate this policy more closely to see if other libraries have prepared new policies. She has also checked with the police chief for guidance. There was discussion about whether or not the Board could ban guns completely and discussion about banned firearms in children and teen areas. The Board is carefully reviewing this policy and giving it full due diligence before changing current policy; and 2) There have been patrons coming into the library with service animals. This is a suitable time to review the policy and re-adopt it. The Board had questions about therapy dogs being included in policies and also how other libraries handle "clean-up" of areas where a dog might have had an accident.

**Mileage:** The Indiana State Library informed public libraries that the state mileage rate has gone up again and is now \$.49. On motion of Dr. Case, seconded by Mr. Cline, the Board unanimously approved the new mileage rate. This is what Jen Clifton from the Indiana State Library said about Federal vs. Indiana mileage: "The difference between federal and Indiana mileage is that gas costs vary around the nation much more than they do within a single state (e.g., there are federal employees in California where gas is "normally" \$7 a gallon). Also, the federal rate has IRS implications – what can be deducted, etc. And federal mileage is currently \$.585/mile. Indiana is \$.42/mile. Library boards are allowed to set their own mileage reimbursement rates but should use these as a guideline."

**Finances:** The Pre-Budget form for the 2023 Budget year was submitted to the Department of Local Government Finance. The Growth Quotient for next year will be announced at the end of

June. Ryan Burke, the representative from the Department of Local Government Finance will set up a meeting soon with Jonie Riddle and Mary Eckerle to work out budget details for 2023. This meeting will probably be virtual.

**History Center:** The History Center reopened on Saturday, May 7 and will remain open. Hours are 9 a.m. to 5:30 p.m. Monday through Friday and Saturday from 11 a.m. to 4 p.m. The museum is planning to set up a docent program with volunteers from the community.

**Jay House:** From Wendy Puffer: "It looks like our building won't be ready until closer to October. We're not hosting interns this summer due to two of our designers getting married, affecting our capacity to lead a whole team the way we typically do. We will still be working, just not at the Jay this summer. I'm wondering if it's possible for us to keep our equipment at the Jay House but arrange it so that you're able to still do programming? We would just want to position it so it's not in your way. You'd be welcome to use our furniture, or we could also move it upstairs. If this won't work, then we'd be happy to move everything out when you're ready to use it. If we're just storing our equipment in there, is it possible to reduce the rent to maybe half? I don't want to take advantage of your generosity, so please let me know if that's not feasible." Discussion item. On motion of Dr. Case, seconded by Ms. Ketcham, the Board unanimously agreed to charge Marion Design Company \$250 in rent for the summer and will revisit this in September.

**American Rescue Plan:** Mike Cline updated the Board on details of the grant possibilities and deadlines for the City's American Rescue Plan.

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

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

**Staff:** 1) Kayli Clodfelter, Children's, and Teen assistant, resigned and her last day was June 3. Molly Gamble, formerly a page at the library, will take some of Kayli's hours for the summer months; 2) Sean Harnett replaced Jeffry Tomlinson at the Circulation desk; and 3) Rob Spiker, custodian, submitted his resignation effective June 30. A replacement is being sought.

**Directors' Roundtable:** Mary Eckerle hosted a Directors' Roundtable on June 2. Among the topics discussed were book challenges, summer programming, first amendment audits, and streaming options such as Hoopla and Libby

**Properties:** 1) Roger Marx replaced the control posts for the automatic doors in the Connector; 2) Mr. Marx is working on the procedure and specs for fixing the parking lot; and 3) Mr. Marx is pricing power washers which would be used for the lower portion of the buildings and other projects.

**Indiana Room incident:** Mary Eckerle will report on a situation that occurred in the Indiana History room that resulted in a Criminal Trespass warrant.

**Neighborhood:** Two cars that were parked for days on library lots were towed at the beginning of June by Code Enforcement. Currently, there are three cars parked on the lawn by the yellow

house across from the library on 7<sup>th</sup> street. They have For Sale signs on them. Code Enforcement will be contacted to remove them.

**Children's/Youth Services:** 1) There are two Grab and Go projects each month. This month's projects are a Watercolor Jellyfish and a Sea Creature bracelet; 2) Storytime continues to meet on Fridays at 10:30 a.m. There is usually an excellent turnout; 3) Summer reading is in full swing with many programs planned. Currently, 361 readers (including Children, Teens, and Adults) have signed up for the program.

**Reference Services/Adult Programming:** 1) The Reference/Adult Services department is running the Adult Summer Reading Club with a good number of sign-ups. They are also doing some programming; 2) Sheri Sharlow is busy posting daily programs and information on social media; and 3) Displays for the month included: Russia/Ukraine, Pysanky eggs, Indy 500, Mental Health awareness, Gardening and Women's History.

**Circulation:** Patron visits to the library continue to increase! In May 2021, there were 9,797 visitors. In May 2022, there were 11,865. That is an increase of over 2000 for the month.

**Indiana History & Genealogy:** 1) The Virtual Genealogy Club is taking a break during June and July and will resume in August; and 2) The Indiana Room staff continues to work on the digitization project at the County Building. As the end of May, they have completed 2,403 estates.

**Museum:** 1) Continued the Photo Inventory; 2) There is a new Natural History Exhibit; 3) The Museum hosted an Endangered Species Day event; 4) There is a Pearl Bassett display on the second floor of the library. June 7 was the one-year anniversary of her death; and 5) There are plans to have a Strategic Planning session for the museum on July 19.

**Teens:** 1) It is sad that Kayli Clodfelter left, but the programs she planned are going to be great this summer; 2) There are 87 teens signed up for summer reading; and 3) A Luau for teens was held on Friday, June 10.

**Technical Services:** Kristen Gioe has fixed all the budgets in the Sirsi-Dynix system. She updated the acquisitions team, so they know the amount spent from the 2022 budget.

**Network Manager:** 1) A new server has been ordered but the order is on hold due to hardware issues with the manufacturer; 2) The new digital signage is up and running; and 3) The security camera system is up and working well.

**Marketing:** Tylanna Jones and Barbara Dixon were on WBAT on June 3 to promote summer reading and programming.

**Memory Caregiver Kits:** MPL is working with LifeStream to begin providing Caregiver memory Kits for patrons to check out. There also will be staff training on interacting with patrons who might have dementia. The three Caregiver kits will be at the meeting.

**StoryWalk:** Teresa Rody from the Salamonie Interpretive Center approached Ami Brainerd about collaborating with them on a StoryWalk. The library would sponsor the Walk four times each year. The library would purchase four nature stories that are related to Indiana. The book would change each month, and her hope is that Wabash and Manchester would also take on four walks a year. The Salamonie will purchase 25 metal realtor type signs and place them along the

Turkey Cove Trail. MPL's responsibility would be to choose and buy two copies of the book for each month that is sponsored, take the books apart, and laminate the pages. The book would have to fit within the 25 signs. The trails and tales will be happening at State Parks throughout Indiana as the Parks partner with nearby libraries. MPL would also be able to track numbers through a sticker system at the Interpretative Center. This is a great collaborative project for the library!!

**Juneteenth:** There are Juneteenth displays in the Children's area and on the second floor. Federa Smith loaned some of her dresses for display. On Monday, June 20 at 3 p.m., Jen Meyer and Mary Eckerle will host a Juneteenth Storytime for families. It will feature stories, poetry, refreshments, and a craft – Tashema Davis will assist with the craft. Information on this Storytime was sent to the Chronicle-Tribune and WBAT as well as placed on social media.

**Staff:** Jeffy Tomlinson, Circulation Assistant, resigned after being at MPL for six years. He was very techie and loved ordering manga and anime materials. A replacement is being sought.

**Properties:** 1) There has been a controller issue that affects the chillers on the library side. In addition, the air conditioners are failing in the Indiana Room. All this being said, Roger Marx is keeping busy keeping the temperature favorable to patrons and staff; 2) Mr. Marx set up the Book Sale, painted the Teen Room, and assisted on the Crosley Car show; and 3) Staffers Michelle Morgan, Jonie Riddle and Mary Eckerle planted the flowers in the Courtyard after, hopefully, the last frost.

**Children's/Youth Services:** 1) Storytimes and other monthly activities are continuing through May; 2) The 2022 Summer Reading Theme is *Oceans of Possibilities* and will begin June 1 and run through July 16. The code for signing up is on the back of the Summer Reading flyer. Patrons can begin logging their time on June 1<sup>st</sup>.

**Reference Services/Adult Programming:** 1) Programs this past month included a Family movie day, Book Discussion group, two craft programs (seed starters and Zen doodles) and one CriCut class; 2) There is a puzzle table set up for patrons to enjoy as well as some spring themed adult coloring sheets; and 3) Displays including Poetry, Gardening, Autism awareness, and books on libraries, Russia and the Ukraine.

**Circulation:** The new Indiana Digital Library is going well with new subscribers.

**Indiana History & Genealogy:** 1) On May 12, the Virtual Genealogy Club had a Sharing/Question time. On May 25, 2) Sarah Kirby from the Huntington City Township Library, will be speaking about the Keefer Center at Huntington; and 3) Update on the county records digitization project – at the end of April, the Indiana Room staff has completed 2,114 estates in ninety-six boxes.

**Museum:** 1) The Museum provided a display for the Crosley Car Show; 2) An Endangered Species program is planned for May 21; and 3) Collen Cramer and Jen Meyer are planning programs for the museum during the summer.

**Teens:** 1) Roger Marx painted the TV wall in the Teen lounge and put up a media shelf; 2) Anime Club started this month. Jeffy Tomlinson led the program. He suggested that the library get a Crunchyroll account to watch anime. Great idea. The library now has a free account and access for 90 days; 3) Kayli Clodfelter is now on the Teen team. She is assisting Kristen Gioe with programming and other teen projects. One of the projects she is currently working on is to

number all of the series in the teen collection; and 4) Teen Takeover continues; and, finally, the summer programming for teens will include: Themed Teen Takeovers (luau and trivia), Anime Club, Two movies, Tie Dye event, Painting class with Tashema Davis, and a Photo Scavenger Hunt.

**Technical Services:** 1) Kristen Gioe attended the COSUGI meeting in April. Her notes include: "If we could find a place to store items, I learned how to catalog materials for a LOT (Library of Things). I think patrons would like it. I have seen several types of things in these, like board games, Lego sets, yard games, etc.); 2) Kristen Gioe is exploring use of a new cataloging system; and 3) Kristen Gioe is digging deep into the Acquisitions budget -- what's in, what's out, what needs to be included.

**Network Manager:** The digital TVs are in place and a committee is looking at software vendors.

**Marketing:** Collen Cramer and Rhonda Stoffer were on WBAT on May 6 to discuss upcoming events including the Crosley Car show.

**ARP grant:** SkyKit was chosen as the digital signage program, and it is up and running on all three monitors. The TVs at Reference and Circulation are promoting library programs and the one in the lobby is a jobs board and listing for local available jobs.

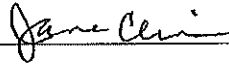
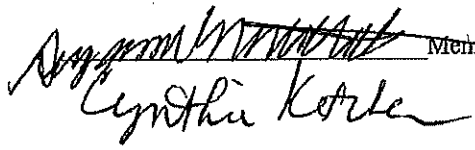
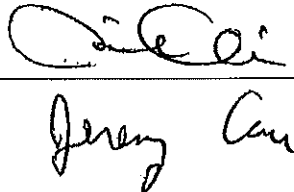
**Boots Street Garden:** Jennifer Noseworthy, Professor at IWU, and her students/interns are maintaining the community garden on Boots Street this summer.

**Grant County Resources:** For years, Kristie Fuller put together a brochure of Grant County Resources. The City of Marion and other agencies use it and distribute it. Recca Black has recently made many phone calls and has updated the guide.

**Community Outreach:** 1) The Grant County Art Association ended their Spring Art Exhibit at the end of May and held a reception in Meeting Room B; 2) Tylanna Jones, Kristen Gioe and Mary Eckerle have been at Westminster Preschool's Calm Corner (at the Boston Hill Center) to do Storytimes; and 3) Mary Eckerle is part of a planning committee with the Chamber of Commerce for the Bloom 22 Women's Conference to be held on June 22 at Matter Park.

**Appreciations:** Riverview School sent a thank you note to the Children's Department for their hard work in the organization and implementation of the Battle of the Books.

**Adjournment/Next meeting:** Tuesday, July 19, 2022, at 6 p.m.

	President	_____	Secretary
	Member		Member