

January 17, 2023

The Marion Public Library Board of Trustees met Tuesday, January 17, 2023, at 6 p.m. in the 2nd floor Library Program Room of the Marion Public Library. Present were Mr. Cline, Ms. Sumpter, Mrs. Nicholson, Mr. Lutton, Ms. Ketcham, Mrs. Pogue, and Dr. Case. Jonie Riddle and Mary Eckerle were also present. This meeting was zoomed with one additional viewer.

Library Board President Jeremy Case called the meeting to order at 6:00 p.m.

On motion of Ms. Sumpter, seconded by Ms. Ketcham, the minutes of the December 20, 2022, meeting was unanimously approved with one abstention (Sue Nicholson).

There were two dockets presented at this meeting. On motion of Mr. Cline, seconded by Ms. Sumpter, the Treasurer's report and payment of the dockets were unanimously accepted and payment authorized. The register of claims is made a part of these minutes.

The Treasurer's report showed a balance of \$2,783,228.66 in the Library Operating Fund as of December 31, 2022.

New Business:

Financial Information: The monthly LOIT payment increased in 2023 to \$47,284.92 a month. In 2022, it was \$42,478.25.

Policy Review:

The following policies were submitted for review:

- 1) Collection Development Policy has a few minor changes. On motion of Mrs. Nicholson, seconded by Mr. Cline, the policy was unanimously readopted with the changes.
- 2) Internal Controls Policy was submitted without any changes. The board reviewed the policy and, by consent, approved it.
- 3) Capital Assets Policy. Buckland & Associates reviewed the policy and made recommendations for some revisions. On motion of Mr. Lutton, seconded by Ms. Sumpter, this policy was unanimously approved with the necessary changes.

Treasurer's Bond: A Treasurer's bond needs to be authorized for Board Treasurer Sue Nicholson. The amount of the Bond is \$30,000. Mrs. Nicholson has signed it and it has been notarized. On motion of Mr. Cline, seconded by Ms. Ketcham, the Treasurer's Bond was unanimously approved.

Covid: Covid, the Flu, Strep and other illnesses are back in the building. Staff members are asked to take precautions. Maintenance is sanitizing twice a day.

Salary Resolution: Ms. Riddle and Mrs. Eckerle are awaiting final numbers and information on the 2023 budget as they prepare this year's salaries. Electricity and Gas prices are going up. The plan is to present it in February.

E-rate: MPL can once again get Category 2 Erate relief for maintenance service on the network. The Library works with AdTec to bring down monthly fees for service. This is truly a benefit for the Library. By consensus of the Board, the Library will continue to work with AdTec.

Bids to replace the Wireless Access Points were accepted until December 29, 2022. Marion Public Library received the following two bids:

ENA	\$39,970
Edge Information Technologies	\$38,584.16

After reviewing the bids with an Evaluation rubric, Mr. Burritt recommends that Edge receive the contract. On motion of Mr. Cline, seconded by Ms. Sumpter, the Board unanimously awarded

the contract to Edge Information Technologies.

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

Materials and Services: Statistics were presented at the meeting.

Staff: There were no staff changes this past month.

Properties: During December, Roger Marx dealt with everything from toilet and ceiling leaks to elevator and snowblower issues to setting up and taking down for several events.

Snow: MPL closed early on Thursday, December 22 and was closed on Friday, December 23 when the County was in the red.

Children's/Youth Services: 1) The Grab & Go project for January is a Snowman Craft; 2) The display case features Little Women porcelain dolls donated by Debi Shepler; 3) The Battle of the Books was a success with a great turnout. Many of the coaches gave positive feedback and one school librarian/coach said that her students are still talking about it; Storytime continues every week on Tuesday at 1 pm and Fridays at 10:30 a.m.

Reference Services/Adult Programming: 1) Displays included Christmas, Christmas crafts, cookies, and cooking, Hanukkah, Kwanzaa, Israel/the Holy Land, Antarctica, winter sports and peanuts; 2) Sheri Sharlow gets better and better with clever social media posts. She is the go-to person when any department needs promotions; 3) Inter-library loan is handled by Shirley Mooney. This service is well-used; and 4) Angie Wright deals with the various magazine subscriptions as well as processing them and make sure they are available to patrons as soon as possible. The number of physical magazines is declining at a steady rate. Several magazines have switched to a digital format while others have simply gone out of business.

Indiana History and Genealogy: 1) A few years ago, the Indiana Room was contacted to assist in a project to find a photograph of every person named on the Vietnam War Memorial The Wall. The Indiana History staff was able to locate photos for two or three of them who were lacking photos. The Wall of Faces project is now complete with photos for every name on the Wall. <https://www.csmonitor.com/USA/Military/2023/0104/It-took-decades-Now-there-s-a-photo-for-each-name-Vietnam-wall>; and 2) Update on the country records digitization project: work on the project is continuing with 4,852 packets completed. Staff completed 314 packets in December. They are in the 1931 time period right now.

Circulation: The Pop-up Book Sale in the Teen Area has moved to the area by the Connector Display case. Circulation staff served many people during the holiday season.

Museum: 1) Collen Cramer is now working with Kelsey Winters. They are planning programs for this year; 2) The Christmas in the Carnegie program in December was well attended. It featured Christmas Around the World displays and activities, a hot cocoa and cookie bar, Kevin Whitmore from the Civic reading stories to the children, the movie *A Muppets Christmas Carol* and costumes and props from the CSA Civic Theater; and 3) Bill Munn will be the featured speaker for the Carnegie Lecture Series on Thursday, January 26.

Technical Services: 1) The budgets have been set in the Horizon Circulation database for 2023; and 2023 ordering has begun; and 2) Kristen Gioe will attend a cataloging workshop virtually in January. Since becoming the head of Technical Services, Mrs. Gioe has "upped her game" in the cataloging world. She does excellent work.

Teen Department: Teen programming enters the new year with many plans for programming and getting teens involved.

Network Manager: 1) Paul Burritt and Mary Eckerle accepted and reviewed Erate bids for wireless access points. After the Board approves the winning bid, hardware will be ordered, and installation dates set; and 2) Mr. Burritt upgraded the control center and worked on various computer issues.

Marketing: Mary Eckerle was on WBAT with Big John on January 5. The format has changed, and Tim George and Ed Breen are no longer there. People from the Library will keep showing up at our monthly slot until they tell us differently.

Dr. Martin Luther King, Jr. Day: 1) Grab-and-Go activities will be available in the entrance lobby, including a word search and a scavenger hunt through the museum's Weaver exhibit; 2) Stop in the Children's Department to participate in a collaborative mural and other activities to learn more about MLK and honor his life and legacy; 3) Circulation Department: This department will be playing Dr. King's "I have a dream" speech on a continuous reel for patrons; There is a Black voices book display; and 4) Reference/Adult Services: On the second floor, there are two displays on Martin Luther King, Jr. along with coloring pages, word searches and crossword puzzles. There is a second display with information about a portion of Marion's bypass being named Martin Luther King, Jr. Memorial Way Bypass on October 31, 1998. Members of the NAACP including Pearl Bassett and Nolan Jones worked to make this happen. Martin Luther King, Jr. III attended the ceremony.

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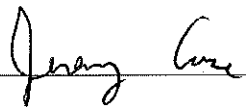
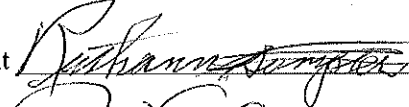
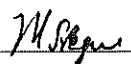
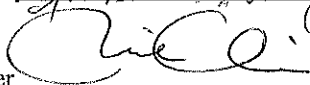
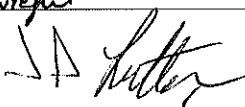
Eclipse: Planning for the April 8, 2024, eclipse is underway. County Commissioner Steve Wright, Emergency Management coordinator Bob Jackson, Convention & Visitors Bureau representative Haley Anderson, and Gas City Library Director Jennifer Vermilion attended. More information at the meeting.

AARP: The AARP volunteer tax preparers will train the week of January 16. They will begin tax help on February 1 and go through April 17. As always, they will be in the Carnegie Room by appointment only.

Community Outreach: 1) Rhonda Stoffer will make a presentation to the Monday Conversation Club on January 16; 2) United Way has a display in the front of the Library this month; 3) Mary Eckerle is assisting in planning the annual training session/luncheon for Prevent Child Abuse Grant County; and 4) Mary Eckerle shared information from IWU Design students as well as a letter from MPL's former intern Zoe Yoguelet.

Appreciations: 1) Several patrons showed appreciation for the Library during December by dropping off cookies and candy to the Circulation department; and 2) "Dear Mary and Collen, The Veterans and Staff of PRRC (PsychoSocial Rehabilitation Recovery Center) appreciate the time you gave us and the wonderful information! Our group will be coming to the library and will be coming to the museum! The Veterans shared at the conclusion of our day that they want to visit both the library and museum. Sincerely, PRRC staff & Veterans!"

Adjournment/Next meeting: Tuesday, February 21, 2023.

 _____ President  _____ Secretary
 _____ Member  _____ Member


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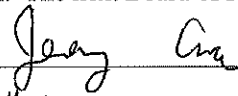
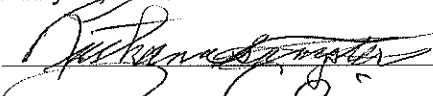
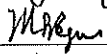
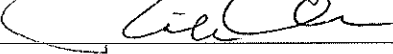
The Marion Public Library Board of Trustees met as the Board of Finance on Tuesday, January 17, 2023, at 6:25 p.m. in the Library Program Room Present were Dr. Case, Ms. Ketcham, Mr. Cline, Mrs. Nicholson, Ms. Sumpter, Mrs. Pogue, and Mr. Lutton. Mrs. Eckerle and Ms. Riddle were also present. One person was present on Zoom.

All members of the Board were designated as members of the Board of Finance. On motion of Mr. Cline seconded by Ms. Sumpter, it was unanimously approved Dr. Case to be President of the Board of Finance and Ms. Sumpter to be Secretary of the Board of Finance.

A Finance and Investment Policy was presented. On motion of Mr. Lutton, seconded by Ms. Ketcham, this policy was unanimously accepted by the Board.

On motion of Ms. Ketcham, seconded by Ms. Sumpter, it was designated that legal advertising will be published in the *Chronicle-Tribune* and in the *News Herald*.

The meeting adjourned at 6:30 p.m. The next regular Board meeting will be February 21, 2023, at 6:00 p.m. The next Board of Finance meeting will be January 16, 2024.

	President		Secretary
	Member		Member
