

**October 28, 2025**

The Marion Public Library Board of Trustees met Tuesday, October 28, 2025, at 5:30 p.m. on the second floor in the Israel Conference Room of the Marion Public Library. Present were Mrs. Pogue, Mr. Owen, Mr. Gilmore, Mrs. Wilk, Mrs. Mathias, and Mrs. Nicholson. Jonie Riddle, Business Manager and Jaime Pitt, Director were also in attendance.

Library Board President Melissa Pogue called the meeting to order at 5:30 p.m.

The minutes from the September 16, 2025, meeting was approved following a motion by Mr. Gilmore, seconded by Mr. Owen. The motion passed unanimously with Mrs. Mathias abstaining.

On the motion of Mrs. Nicholson, seconded by Mrs. Mathias, the Treasurer's report and payment of the docket were unanimously accepted and payment authorized. The register of claims is made as a part of these minutes.

The Treasurer's report showed a balance of \$3,786,172.40 in the Library Operating Fund as of September 30, 2025.

**Business:**

- 1. Finances:** Staff are typically asked to limit discretionary spending toward the end of the year to ensure the fiscal year closes with a healthy balance. This restriction does not apply to the purchase of books, other library materials, or essential expenditures. The spending cutoff date for this year was set as October 31st.
- 2. Inservice:** Director Jaime Pitt requested approval for a delayed opening on December 10 to allow time for a staff in-service. Mr. Gilmore moved to approve the delayed opening until 1:00 p.m. on that date. Mr. Owen seconded the motion. The motion passed unanimously.
- 3. Library Hours Adjustment:** Director Jaime Pitt requested approval to close the library at 5:30 p.m. on December 31. This early closure was part of the holiday schedule in previous years but was inadvertently omitted from the 2025 schedule. Mrs. Wilk moved to approve the early closing on New Year's Eve. Mrs. Nicholson seconded the motion. The motion passed unanimously.
- 4. Library Goals 2026 (Update to Strategic Plan):** Director Jaime Pitt presented an update on the development of the 2026 library goals as part of the ongoing Strategic Plan review. The proposed goals emphasize multilingual collection development and programming, strengthening digital citizenship and cybersecurity, improving facility maintenance, and fostering community engagement. The final document was presented to the board.
- 5. Carnegie Building:** Director Jaime Pitt provided an update on the Carnegie building. An architectural study of the building has been completed, and the

finalized report is now available for review. Copies of the report will be shared with board members.

## I. Director's Report

1. **Materials and Services:** Monthly Statistics will be presented at the meeting.
2. **Staff:** Emily Morris on extended medical leave.
3. **Conferences/Travel** – Kristen, Michelle, and Joanne will attend the ILF Conference in Indianapolis.
4. **Community Engagement:** Radio segment WBAT; MPL Happenings in the Chronicle Tribune; Kendall Elementary School; Westminster Preschool; McColloch
5. **Book Sale:** The fall book sale will begin the weekend of Nov 7 & 8.
6. **Children's/Youth (Tylanna)**

### **In-Library Activities:**

- September's grab-and-go craft featured a Scarecrow theme and was well received by young patrons.
- The children's play area was updated with a back-to-school theme, including interactive activities for practicing shoe tying, counting, and telling time.

### **Programs:**

- A total of **21 programs** were offered in September, serving **over 482 participants**.

### **Outreach:**

- Staff provided outreach programs at Kendall Elementary on September 3 and Westminster Preschool on September 4.

### **Special Events:**

- The Courtyard Kickoff event was a success, with strong participation. Children created bubble wands and enjoyed outdoor play using the new courtyard space, which is proving to be a valuable area for family engagement and connection.

7. **Circulation (Michelle)**

**Garfield Museum Visitors:** Guests were welcomed from Michigan, Minnesota, Texas, Iowa, Kentucky, and Ohio.

**Chair Yoga:** Attendance remains strong with 20–25 participants each week.

**Care Kits Distributed:** 73

### **Library Card Registrations (September)**

- **Adult Cards Issued:** 92

- **Children's Cards Issued:** 31

#### **Recca Liaison Report – September 2025**

- Attended Kendall Elementary Family Night focused on reading engagement, connecting with approximately 40 families at the library table.
- Participated in McCullough Junior High School Multilingual Family Night, building relationships with the Hispanic community and engaging with approximately 30 families.
- Continued outreach efforts included sending thank-you card to donors contributing to the Comfort Kit Collection.

### **8. Indiana History (Rhonda)**

#### **Section Reorganization**

- Thanks to the efforts of Kristen and Olena, the relabeling of the Indiana counties section is complete. Duplicate materials were removed, resulting in two newly available shelves. Additional smaller sections will be addressed next.

#### **Family History Conference**

- Scheduled for October 17, with 92 individuals registered and approximately 33 planning to attend in person.

#### **Chronicle-Tribune Photo Project**

- Volunteer Linda Sewell has completed indexing the topic files, totaling 959 envelopes. She has now begun indexing older Chronicle-Tribune negatives.
- Indiana Room staff have finished organizing negatives from the 1950s–1970s. The Grant County Historical Society assisted during a work session on September 17.

#### **Photo Digitization**

- Krystal has scanned over 3,000 Chronicle-Tribune photos. Work has begun on naming each digital file. Decisions are still needed regarding digital storage solutions and public access to the images.

#### **Marion Fire Department Genealogy Assistance**

- At the request of the Marion Fire Department, staff have researched living relatives of 15 deceased Hall of Fame inductees to return their award certificates. To date, 11 families have been located and 7 have responded to receive the certificates.

### **9. Museum & Special Projects (Kelsey)**

#### **Exhibits and Attendance**

- Hosted the Indiana Historical Society traveling exhibit *Hoosiers & Their Hooch: Perspectives on Prohibition*, with an estimated 1,300 visitors.

## **Programs and Outreach**

- Staff presented to the St. James Lutheran Church men's prayer group, facilitated a tour and artifact program for Eastbrook Jr. High and high school students, and hosted United Way volunteers for the Day of Action.
- Kelsey and Gabe traveled to Indianapolis to attend a grant awardee reception at the Indiana Historical Society.
- The museum hosted its first *Raise a Glass to the Past* event featuring a panel discussion on Prohibition-era history and a cash bar provided by Anthony Decker of The Old Fitz Public House. Approximately 30 attendees participated, and we plan to expand this program next year.

## **Professional Development and Staffing**

- Kelsey attended the Preserving Historic Places conference in Fort Wayne.
- Torri McNair began her grant-funded role as Digital Collections & Research Coordinator, focusing on Black history photos in the Chronicle-Tribune collection. She plans to be onsite Tuesdays and Thursdays.

## **Jay House**

- Hosted five external meetings/events and one library program in September, with a total attendance of 31.

## **PPS Grant & Courtyard Project**

- The final turf section was installed in early October, marking near completion of the courtyard project. The space is already being enjoyed as a gathering and program venue.
- The courtyard was featured as a case study by Project for Public Spaces in their *Placemaking: Making it Happen* course, highlighting our library as a model for community placemaking on a national scale.

## **10. Properties (Roger)**

### **Facilities Report**

- Entryway lighting has been updated, and all lens covers were cleaned and reinstalled.
- Several lights and ballasts in the Circulation area have been replaced. Work on second-floor lighting is scheduled to begin soon.
- The Carnegie roofing project has been completed.
- Stumps and roots were removed near the electrical transformer to prepare the area for SynLawn installation, which is now complete.

## **11. Reference (Barb Enslen)**

### **Adult Services Report**

- Regular programs continued in September, including book discussions, crafts, and sewing classes.
- A diorama workshop using Altoid tins was successfully hosted, with excellent participation and requests to offer the program again in the future.

- A series of classes in partnership with the Extension Office, as well as a basket weaving class with Shelley Graves, were postponed, and will be rescheduled.

**Passive Programs:**

- Coloring sheets and the community puzzle were temporarily suspended.

**Displays:**

- The department featured a variety of themed displays, including DAR, *The Hobbit*, Honey, Cats, Pirates, and Coffee.

**Interlibrary Loan:**

- 82 items were sent to other libraries, and 32 items were received for our patrons.

## **12. Technical Services (Kristen)**

- Due to the cancellation of the anticipated acquisition of Baker & Taylor, over 600 backordered titles were successfully transferred to Ingram. This process took the majority of a week, and the transition is now complete. We expect book deliveries to resume soon.
- Kristie has done an excellent job managing a higher-than-usual volume of donated materials this month.
- Ten boxes of genealogy books were returned from the bindery. These items have been processed and are ready to be returned to the Indiana Room.

## **13. Teens (Katie)**

**Programs Offered: 10**

**Total Attendance: 69**

**Program Updates:**

- Launched a new Teen Lego Club.
- Teen Art Group has been rescheduled to the third Monday of each month.
- Beginning in October, a new quarterly Teen Painting Class with instructor Tashema will be offered.
- Planning is underway for a grade 10–12 teen book club to launch next year.

**Highlights:**

- The Teen Painting Class generated strong interest with 15 registrations in a single day.

**Book Displays:**

- *Sob Meter*
- *Try a New Mystery*
- *Fall into a Good Book*

**Adjournment/Next meeting:** Motion to adjourn the meeting until Tuesday, November 18, 2025, was made by Mrs. Nicholson and seconded by Mr. Gilmore

M. Gilmore

President

Bethany Langford

Secretary

Member

Bethany Langford

Member

Alayne Nicholson