

May 17, 2022

The Marion Public Library Board of Trustees met Tuesday, May 17, at 6 p.m. in the second floor Library Program Room of the Marion Public Library. Present were, Mr. Lutton, Mrs. Cline, Ms. Ketcham, Mrs. Nicholson, Mr. Cline, and Dr. Case. Ms. Sumpter joined the meeting via Zoom. Also present were Jonie Riddle and Mary Eckerle. There was one participant via Zoom.

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

On motion of Mr. Cline, seconded by Mrs. Nicholson, the minutes of the April 19, 2022, meeting was unanimously approved with three changes.

On motion of Ms. Sumpter, seconded by Ms. Ketcham, 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 \$2,069,246.02 in the Library Operating Fund as of April 30, 2022.

New Business:

Technology: 1) There is a need for a new server this year. The library is working with EDGE technologies – The quote for this is \$5,987.99. In addition to this will be the cost of a license. A motion is needed for this item since it is over \$5,000. On motion of Dr. Case, seconded by Mrs. Nicholson, the Board unanimously approved the purchase of a new server. 2) The security system for the cameras also needs to be replaced at a cost of \$1,920. Mr. Burritt is working on this with Seacott Lock & Safe, a local business; and 3) Still investigating multi-factor authentication.

Policies: Staff is reviewing 1) Library Behavior policy; 2) Computer Use & Internet policy; and 3) Safe Child policy. Kristen Goe, Michelle Morgan, Tylanna Jones, and Mary Eckerle are diving deeper into what it might mean if our library goes fine-free.

Finances: From the Appropriations report: Repair Parts (2.33) – Mr. Marx repaired the water heater and some other equipment in the building causing this line item to be reduced. Attorney fees (3.13) were paid for the year.

The Department of Local Government Finance released Circuit Breaker figures last week. The total for MPL is \$563,352.35.

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 decent 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: Jeffrey 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 1st.

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. Jeffrey 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.

American Rescue Plan: Staff is looking at two different digital signage options for the televisions.

Crosley Car Show: The Crosley Car Show and programs went very well. There were eight Crosleys on display in front of the library. Cars were brought from Kalamazoo, Toledo, and Wauseon, Ohio in addition to one local car from First Farmers Bank. One couple came from Illinois just to attend the day. Bill Munn and Ned Yingst spoke, and there were about fifty in attendance. Displays were in the museum and the Indiana Room, including items from Lou Ebert's collection of files that were donated to the Indiana Room. Comments were very favorable and many commented that they would like the library to do this again next year.

Friends Book Sale: 1) The Book Sale continues in the Connector for another week at reduced prices; and 2) The Friends group was notified that the application for the 501©3 status has been received, reviewed, and given to the organization. Details for switching the funds still need to be worked out.

Community Outreach: 1) The library will continue to work with the Discover Downtown team and will participate in as many downtown events as possible; 2) The Children's Department participated in Marion Community Schools' Kindergarten Round-up on April 14, Earth Day on April 21, and Healthy Kids Day on April 30; and 3) MPL had a table at the Senior Expo on May 4.

Appreciations: 1) From Indiana History: **Subject:** Re: Ordinance 6-1922 You are the best. Thank you so much. I really appreciate you and your hard work. **Aisha Richard** Administrative **Assistant** | City of Marion | Legal and Development Services; and 2) We LOVED the grab and go craft this week ❤️ thank you for having so many cool programs! From a patron to the Children's Department.

Adjournment/Next meeting: Tuesday, June 21, 2022, at 6 p.m.

_____ President _____ Secretary

_____ Member _____ Member