

November 19, 2024

The Marion Public Library Board of Trustees met Tuesday, November 19, 2024, at 6 p.m. in the second floor Library Program Room of the Marion Public Library. Present were Ms. Ketcham, Mr. Cline, Mrs. Pogue, Mr. Case, Mr. Gilmore, and Mrs. Nicholson. Jonie Riddle and Jaime Pitt were also present. Rhonda Stoffer (staff) was present via Zoom.

Library Board President Cindy Ketcham called the meeting to order at 6:00 p.m.

On motion of Mrs. Nicholson, seconded by Mr. Cline, the October 15, 2024, minutes were unanimously approved.

On the motion of Mr. Cline, seconded by Mrs. Pogue, 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 \$3,446,557.16 in the Library Operating Fund as of October 31, 2024.

Business:

Finances: The board was informed about 3-separate line-item transfers. No resolution was needed since the budget lines remained within the same category.

Makerspace Policy: The Makerspace Policy was reviewed and discussed. A few minor suggestions were made concerning age of patron and patrons agreeing to utilize safety equipment. On motion of Mr. Gilmore, seconded by Mrs. Pogue, the Board unanimously voted in support of adopting the new Makerspace Policy with minor modifications.

Hybrid Work Policy: The Board of Trustees discussed the potential impact of a hybrid work model on the library's culture and staff dynamics. While acknowledging the evolving workplace trends and the value of offering flexibility to staff, there is a concern about the potential shifts in organizational culture that could arise from remote work. Specifically, the Board recognizes that working from home on a regular basis may lead to challenges in maintaining team cohesion, communication, and collaboration, which are central to the library's mission and daily operations.

Instead of a formal policy, the Board supports the Library Director having flexibility to approve remote work on a case-by-case basis, considering role requirements and team needs. The Director is entrusted with managing this balance to ensure operational effectiveness while

maintaining the library's core values. Ongoing staff feedback will be crucial for evaluating the success of remote work arrangements.

Benefits Presentation: The Director presented the proposed benefits for 2025, following a meeting with our IMG representative. After careful consideration, the decision was made to remain with Anthem and offer benefits similar to those provided in 2024. Additionally, the Director introduced a dental benefit option for inclusion.

The Board discussed the possibility of implementing an 80/20 benefit structure for employees. A motion to approve the addition of dental coverage to the benefits package was made by Mrs. Nicholson and seconded by Mr. Gilmore. The Board unanimously approved the motion, expanding the benefits package to include dental coverage for 2025.

Board Members: The Director informed the Board of a recommendation made to the Commissioners for the appointment of Linda Wilk to the MPL Board. The appointment will be considered at the Commissioners' next meeting. Additionally, the Board is awaiting updates from both City Council and County Council regarding their respective appointments.

Elevator: The Board was informed about the status of the north elevator. Oracle/Elevate has provided additional information to the subcontractor, and we are now awaiting a time frame from Oracle for when the subcontractor from Florida can come to evaluate the situation.

Bookey Scanner: The Director and Head of the Indiana Room, Rhonda Stoffer, presented a request to the Board for the purchase of a large, specialized document scanner. This scanner would not only be capable of digitizing large-format documents but also scanning objects for preservation and display purposes in the museum. The Director highlighted the scanner's potential to enhance the History Center's archival capabilities and improve access to historical collections.

After discussion, a motion was made by Mr. Case and seconded by Mrs. Nicholson to approve funding for the purchase of the scanner. The motion was passed with the stipulation that the History Center actively seek donations or additional funding sources to help offset the cost of the equipment.

Director's Report

1. **Materials and Services:** Statistics will be presented at the meeting.
2. **Staff:** Sean Harnett has resigned. We are currently hiring for 1 full time and 2 part time positions.
3. **Community Engagement:** Met with Mayor concerning Storywalk, NICCL Workshop, Attended GC Commissioners meeting, MPL participated in Domestic Violence Awareness Day, Participated in Community Foundation Strategic Planning sessions, Fall Health & Safety Festival, Westminster Preschool, St. Paul School.
4. **Book Sale – Update by Jonie**

5. Children's/Youth (Tylanna)

- **At the Library:** The Grab and Go craft for October was Spider Web Weaving.
- **Programs:** We offered 18 programs in October, including story times and craft activities.
- **Other Updates:** The Children's Courtyard furniture sold during the book sale; we look forward to future updates to the space.
- **Outreach:**
 - Attended the Fall Health & Safety Festival at the YMCA, promoting library programs.
 - Visited Westminster Preschool for a story time session.
 - Hosted St. Paul 3rd & 4th graders for a library visit, including stories, crafts, and a museum tour.
- **Upcoming Events:**
 - **Family Storytime:** Friday, November 15 at 10:30 AM and 5:30 PM in Meeting Room B
 - **Battle of the Books:** Saturday, November 23, 11:30 AM (4th grade) and 1:30 PM (5th grade)

6. Circulation (Michelle)

- **Staff Update:** Sean will be leaving MPL on November 14; we wish him the best.
- **AV Shelving Update:** Roger is reconfiguring AV shelving to replace hanging DVDs with shelving, creating more space for growth.
- **Holiday Decorations:** Thanks to Joy for decorating the main floor for Halloween and autumn, which received positive feedback.
- **Garfield Trail:** Continued success, drawing visitors from Michigan, Wisconsin, Ohio, Florida, California, Puerto Rico, and Germany.

7. Indiana History (Rhonda)

- **Social Media:** The committee remains active, promoting library events and resources on Facebook and Instagram.
- **County Records Digitization:** 5,576 record books and probate files uploaded to FamilySearch.org, with completion expected by year-end.
- **Newspaper Digitization:** The digitized newspapers are a valuable resource for researchers and for local history projects.
- **Staff Update:** Emily will be returning to work on November 18th, and we're excited to have her back.
- **Call Number Standardization:** Ongoing work with TS to standardize call numbers, thanks to Kristen and Olena.

October Successes:

- Renee and Krystal beautifully arranged family History display case.
- 9 social media posts highlighted genealogy databases.

8. Museum (Kelsey)

- **New Staff:** Gabe completed his first month, including onboarding and familiarizing himself with local history and the collection.

- **Programs:**
 - Hosted Dr. Stephen Pierce's "Methods of Historiography" class from IWU.
 - Pursuing the Paranormal program (19 attendees).
 - "The American Front Porch" event with SOS (9 attendees).
 - Field trip for St. Paul's students.
- **Collections Update:**
 - 11 significance reports created for new donations.
 - Accepted approximately 3 new donations.
 - Items now represent every U.S. state except North Dakota.
- **Jay House:** Hosted Historic Marion board meeting and Grant County Historical Society planning meeting.
- **PPS Grant:** Finalized project budget, including purchase list (preliminarily approved). Met with artificial turf company for updated quote.

9. Reference (Barb Enslen)

- **Displays and Programs:**
 - Featured displays for bats, pumpkins, fall harvest, and themed book displays for Dyslexia Awareness, Halloween, Indigenous People's Day, and Mental Health Day.
 - Sheri led a book discussion with 13 attendees, and 15 patrons participated in crafting faux caramel apples.
 - The "Make a Wand" program, in collaboration with Children's, had 47 attendees.
- **Passive Programs:** Puzzle table, adult coloring, and fall mosaic project.
- **Makerspace News:** The Quilters Guild will be purchasing six sewing machines for library use, with monthly classes starting in January. We are working on a Makerspace policy, including one for sewing machines.

10. Technical Services (Kristen)

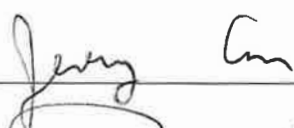
- **Ordering:** Steady as we approach the end-of-year budget cycle.
- **Conference Attendance:** Attending the ILF Annual Conference in Indianapolis on November 18-19.
- **Wowbrary Issue:** Resolved a technical issue preventing new titles from showing on Wowbrary.
- **Bindery Books:** Returned books from the bindery have been cataloged, with some still on the to-do cart.
- **Battle of the Books:** Final preparations for the event on November 23.

11. Teens (Madisyn)

- **Programs:**
 - Total Programs: 8
 - Total Attendance: 36
 - Successful Ghost Program with 20 attendees.

- D&D sessions allowed teens to take on leadership roles.
- **Key Highlights:**
 - Teens led D&D games, building leadership and confidence.
 - Ball State representatives visited for college readiness discussions with homeschool students.
 - Preparing winter programs and looking for new community partner ideas.
- **Displays:** Romance, Fantasy, and Horror books for the Halloween season.

Adjournment/Next meeting: Motion to adjourn made by Mrs. Pogue Seconded by Mr. Gilmore Tuesday, December 17, 2024.

_____ President _____	Secretary
 _____ 	Member  Member _____