

October 15, 2019

The Marion Public Library Board of Trustees met Tuesday, October 15, 2019, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Breen, Mrs. Cline, Mr. Cline, Ms. Sumpter, Mrs. Nicholson and Dr. Case. Mrs. Eckerle and Ms. Riddle were also present. Mrs. Bnyear was absent. Mr. Ryan Jones was present at the beginning of the meeting.

Mr. Cline called the meeting to order at 6:03 p.m.

Ryan Jones from Edward Jones was present to discuss the investments that MPL holds in the Webster Gift Fund. Mr. Jones gives a yearly report to the Board on the status of the four stocks held in the Fund. Mr. Hotz, Library attorney, will ask further questions of the State Board of Accounts.

On motion of Mr. Breen, seconded by Ms. Sumpter, the minutes of the September 17th meeting was unanimously approved.

On motion of Mr. Breen, seconded by Ms. Sumpter, 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 \$1,017,156.93 in the Library Operating Fund as of September 30, 2019.

New Business:

Travel, meeting attendance: On motion of Mrs. Cline, seconded by Mrs. Nicholson, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) Legislative Forum October 3rd, Anderson Public Library, Mary Eckerle.

2020 Budget adoption: There being no objection to the published 2020 budget at the public hearing, on motion of Mrs. Cline, seconded by Mr. Nicholson, the budget resolution of \$2,020,648 for the Library Operating Fund, amount to be raised \$1,665,285; tax rate of 0.2434; \$100,000 for the Library Improvement Reserve Fund, and \$50,000 for the Rainy Day Fund, was unanimously adopted and will be sent to the Department of Local Government Finance. In addition, with a motion by Mrs. Nicholson, seconded by Ms. Sumpter, the Board unanimously approved the published tax rate for 2020. And, on motion by Mr. Breen, seconded by Ms. Sumpter, the Board unanimously approved reducing the Library Improvement Reserve Fund by \$43,645. This resolution is made a part of these minutes.

Library policies: A Media Communications policy was presented. This policy was tabled after further discussion. Mary Eckerle will check with other libraries to find a policy with wording that includes board communications. Mrs. Nicholson suggested bullet points for staff to follow in certain situations.

Library In-Service: A Library In-Service is planned for Tuesday, November 12th. Still working on the program for that day. The Library and Museum will be closed from 9 a.m. to 1 p.m. The Library and Museum will be open from 1 p.m. to 8 p.m. that day. On motion of Mrs. Cline, seconded by Mr. Breen, the Board unanimously voted to close on November 12<sup>th</sup> from 9 a.m. to 1 p.m. for Staff enrichment.

E-Rate: MPL would like to continue the maintenance agreement with Chester Technologies for another year. USAC would keep paying a portion of this basic maintenance agreement contract. The contract has a 1-year option extension on it, and Marion Public Library would have to do another C2 (Category 2) addendum to file this application. On motion of Mrs. Nicholson, seconded by Mr. Breen, the Board unanimously voted to continue this contract. There also might be other Category funding which will be brought to the Board at the November meeting.

Holidays Schedule 2020: A Holiday schedule for 2020 was presented. On motion of Mr. Breen, seconded by Mrs. Nicholson, the Holiday schedule for 2020 was unanimously adopted.

Online Library Card Registration: With the Enterprise system going into effect, a standard (free) function includes making online library card registration available to patrons. This would be an opportune time to enable that function. The applications would be reviewed as they are now – it would be great to offer this service.

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

Materials and Services: Statistics will be presented at the meeting.

Staff: No staff changes this month. Mary Eckerle updated the Board on the Reference Department Head position.

Board Replacement: Mrs. Enyeart's 16 years on the Library Board will end on December 31, 2019. She is not eligible for another term. A letter will be sent to the Marion School Board regarding the appointment of a new board member.

Properties: 1) Mr. Marx continues to make parking lot repairs; 2) Mr. Marx will soon test the boilers to make sure they are ready for cooler temperatures; and 3) Mr. Marx is once again bringing to life (or death) the Haunted Walkway for the Children's Halloween parties.

Outages: 1) Internet and phone service were down most of the day on Monday, October 6th. ENA had a fiber line cut that disrupted service until 3 p.m. This cut was due to a fire at 6<sup>th</sup> and Garfield; and 2) The phone lines were down again on October 8th due to another problem at ENA.

Legislative Forum: Mary Eckerle attended a Legislative Forum for library directors at the Anderson Public Library on October 3rd. Meeting presenters were members of the Indiana Library Federation Advocacy Committee and Amy Cornell of Bose Public Affairs. This group has outlined a proactive strategy for possible 2020 legislation. There is also a committee entitled Public Libraries 2030 (PL2030). This Committee is charged with taking a deep dive into public library sustainability in Indiana.

Children's/Youth Services: 1) During the month of September, there were 13 storytimes with 171 patrons attending; 2) There was a great turnout for Talk Like a Pirate Day; 65 patrons participated in the activities which included a Pirate Hook Toss, Pirate Ball Toss, Paper Pirates, Create an eyepatch, Scavenger Hunt, Crate a Parrot, Build a pirate ship, Treasure Hunt and more; and 3) During Fall Break, October 21st – 26th, the following will be offered: Monday – Lego Club, Tuesday – Movie *Toy Story*, Wednesday – Family, Food & Fun; Thursday – Creation Station/Halloween Escape Room, Friday – Halloween Escape Room/Halloween Party: Monster Mash, and Saturday – STEAM Stations.

Indiana History & Genealogy: 1) Allison DePrey Singleton presented the program, "Using the 1940 Census and Preparing for the 1950" on Thursday, October 10th; and 2) There have been a lot of positive comments and lots of visitors to the Weaver exhibit.

Reference Services/Adult Programming: 1) Mrs. Clare had 14 crafters in October; 2nd) The 1<sup>st</sup> Saturday movie had 27 attendees. The 2019 release of *The Lion King* is planned for November; and 3) The Barb Wilson Book Discussion group read and discussed *Snow Flower and the Secret Fan* on October 9th.

Teen Programming: 1) There is an Otakus meeting and a Teen Day scheduled for October. At the Teen DIY, teens will be able to decorate a masquerade mask. They can then sign up for the Escape room and wear it; and 2) There will be a Halloween Escape Room for families, teens, and adults at the end of October. There will be two sets of puzzles depending on if families or teens and adults are going through the room.

Museum Services: 1) Attendance in the museum for September was 121; 2) The Museum staff hosted two tours in September. One was from Coventry Meadows in Fort Wayne and one was from Cross Community Church; 3) The Downtown Impact group met in the Forrest Room with 25 people and there were three SOS

meetings in the Forrest Room; and 4) Deb Luttrell and her assistant, Becca, have been using the Carnegie Room for the restoration of the stained glass window.

Circulation: 1) Michelle Morgan plans to attend the Circulation Roundtable at the Anderson Public Library on October 17<sup>th</sup>; 2) The Marion IT student interns continue to help with various tasks. Afternoon students are working on a nonfiction inventory and morning students have helped set up an IPAD, troubleshot patron's laptop and assisted with cleaning computers in the lab. More projects for them are always welcome; 3) Michelle Morgan has shared the annual review of the hoopla program and it will be available at the Board meeting.

System Administrator: 1) Karen Hiemstra deleted phantom entries in the Circulation System; and 2) The setup work for Enterprise has begun. There was an initial phone conference about it on September 30<sup>th</sup>. There will be several training sessions in October as well as numerous forms that require completion. The new system should be in place by year-end.

Network Manager: Mr. Burritt is inventorying the computers held by the Library. He is also researching the need to replace access points for the Library's wireless network.

Marketing: 1) Mary Leffler and Mary Eckerle were on WBAT on October 3<sup>rd</sup>. Mary Leffler reminisced about her 42 years of employment at the Marion Public Library; and 2) The Weaver exhibit continues to have good press.

Weaver Exhibit: The exhibit about Weaver continues to draw interested visitors. Initially, it was planned to have the exhibit in place through December 2019. However, MPL will host *Telling a People's Story*, an exhibit about Africa-American children's authors & illustrators, from April through May 2020 so the exhibit will remain through May 2020. There has also been some interest from other organizations to host the exhibit. The team for the exhibit includes the following: Dr. Kersten Priest, IWU, Dr. Bob Priest, Taylor, 2 groups of summer research students from Taylor, Dr. Gabriel Tait, Ball State, June Felton, Rhonda Stoffer, Sue Bratton and Mary Eckerle.


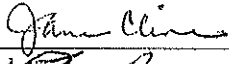
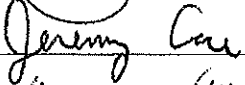
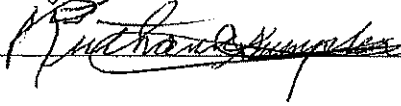
Justice Middle School partnership: The working group for bringing the author to Marion is still working on funding for the visit.

SOS: Repairs have begun on the house at 917 S. Adams. The repairs include a new roof and tuckpointing on the main house. SOS held an open house on September 28<sup>th</sup> so that people could see the interior. The goal is to sell the property to a developer.

Community Involvement: 1) The Children's Department attended events at Allen Elementary School and Sweetser Elementary School; 2) The Indiana Health Department and the Census Bureau have had tables at the Library during September; 3) The annual Crop Walk met and dispersed from the Library on October 6<sup>th</sup>; 4) The WorkOne Job Fair for October will be October 17<sup>th</sup> at MPL; and 5) A Red Cross Blood Drive is scheduled at the Library on Friday, December 27<sup>th</sup>.

Appreciations: 1) Chris Greene shared that his wife, daughter-in-law and grandchildren attended a recent storytime at the Marion Public Library. They thoroughly enjoyed it and his daughter-in-law stated that it was fantastic and much better than those presented at her library in Texas.

Adjournment/Next meeting, Tuesday, November 19<sup>th</sup> at 6 p.m.

	President		Secretary
	Member		Member
