

March 15, 2016

The Marion Public Library Board of Trustees met Tuesday, March 15th, at 6:00 p.m. in the Israel Conference Room. Present were Dr. Case, Mr. Holderead, Mr. Ott, Mrs. Cline, Mr. Cline and Mrs. Enyeart. Mrs. Eckerle and Ms. Riddle were also present. Ms. Sumpter was absent.

Dr. Case called the meeting to order at 6:00 p.m.

On motion of Mr. Holderead, seconded by Mr. Ott, the minutes of the February 16th meeting was unanimously approved.

On motion of Mr. Holderead, seconded by Mr. Cline, the Treasurer's Reports from January and February were approved and payment of the docket was unanimously authorized.

The Treasurer's report showed a balance of \$1,830,741.46 in all funds as of February 29, 2016.

New Business:

Travel, meeting attendance: On motion of Mrs. Cline, seconded by Mrs. Enyeart, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) March 11th, Indianapolis Zoo, Family Nature Club training for informal educators at nature centers, parks, schools, churches, and youth serving organizations, Kayla Johnson, Tylanna Jones, and Jessica Robbins, mileage; 2) April 16th, Fort Wayne, 2016 Indiana Genealogical Society Annual Meeting and Conference, Rhonda Stoffer, mileage, registration; and 3) April 6th, Ivy Tech – Marion, Kids Count Workshop and Luncheon, Tylanna Jones, Michelle Morgan, Mary Eckerle, registration.

Salary Plan: A Salary Plan and Resolution was presented. On motion of Mrs. Cline, seconded by Mrs. Enyeart, the 2016 Plan and Resolution was unanimously accepted by the Board. A copy of the Resolution is attached to these minutes. These changes will be effective at the May 1, 2016 payroll.

Policy Review: On motion of Mr. Cline, seconded by Mr. Holderead, the following policies were approved: 1) Credit Card policy; 2) Library User Behavior policy; 3) Purchasing policy; and 4) Security Camera policy.

State Mileage Rate: For public libraries which reimburse mileage based on the State rate, and this includes the Marion Public Library, the State mileage rate has been adjusted to \$.36 per mile effective February 22, 2016. According to the State Board of Accounts Manual, library officers and employees may be reimbursed for actual miles traveled in their own motor vehicles on official business of the library at a reasonable rate per mile as fixed by resolution of the board. The current rate is \$.44 a mile. On motion of Mrs. Cline, seconded by Mr. Ott, the Board unanimously accepted the new mileage rate of \$.36 per mile effective March 16, 2016.

Internal Controls: The Indiana State Library and the State Board of Accounts are mandating new standards and certification for Internal Controls in every library. The completion date set for libraries is June of 2016. The MPL Internal Controls policy will most likely undergo changes – this is an information item only.

History Made Here project: Work continues on the installation of the Gas Boom exhibit. The lobby is finished and looks great. The Fabricator has started installing equipment.

Grant County Historical Society Board appointment: The Library Board annually appoints a member to the Grant County Historical Society Board. Jonie Riddle is presently the appointee and wishes to continue, if Board approves. On motion of Mr. Cline, seconded by Mr. Ott, the Board unanimously reappointed Jonie Riddle as the liaison to the Grant County Historical Society Board.

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

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

Staff: a) Loretta Tappan, already on staff, has added additional hours in the Reference Department; and b) The new maintenance hire is Robert Greg Hickman who will work approximately 25 hours per week.

Property: 1) The Crosley is out of the Museum being prepped for the September Torch Run through Grant County.

Children's/Youth Services: 1) Children's Department staff visited Frances Slocum and Riverview during February. They also read to children at Northview Elementary for World Read Aloud Day; and 2) During February, there was a Book Bingo Winter Reading Club with opportunities to receive new books and win some prizes. 68 children participated.

Indiana History & Genealogy: 1) A class from IWU came to the Indiana Room for orientation. The class is researching empty downtown buildings to recommend new uses for them. The students will have a display of the buildings later this semester; and 2) Indiana History and Genealogy will relocate to the Teen Room for a few weeks to escape the dust from the project.

Museum Services: 1) AARP Tax Preparation began February 16th and continues until April 15th. After a rocky start, it is now going well. It takes place in the Carnegie Room of the Museum.

Reference Services/Adult Programming: 1) The Fiber Arts Guild is hosting a yard dyeing workshop on Saturday, March 19<sup>th</sup> at the Library; 2) Clare's crafts and Adult coloring continue to attract patrons; and 3) The monthly book discussion group will attend a play, *Seven*, at IWU which is based on this month's book selection of *Vital Voices*. After the play, the Library group will join a discussion with the play's actors.

Teen Programming: Teens enjoyed a *Gaming Unplugged* day on February 27th.

Circulation: 1) One on One computer sessions continue to be popular with patrons.

Marketing: 1) Amy Reel and Sharon Vodraska represented the Library on WBAT on March 3rd; 2) The *Chronicle-Tribune* had a nice article on the Thad Reynolds program that was held on March 2nd at First United Methodist Church; however, the article failed to mention that the Library was a co-sponsor (and actual originator) of the evening program; and 3) The weekly Library column is now featured more prominently in the Sunday newspaper.

Next Indiana Bookshelf: The following events are being planned to coincide with the Next Indiana Bookshelf: 1) The Bookshelf will be displayed prominently in the Library; 2) There will be a book discussion on *Paper Towns* by John Green; 3) There will also be a teen book discussion on *Paper Towns*; 4) There will be a Hoosier Trivia Night this summer; 5) Children and parents will do an Indiana chant composed by April Pulley Sayre during National Library Week in April; 6) Author Skila Brown (from a different grant) will be here on April 9th; and 7) Host a food festival featuring Hoosier delicacies. It is hoped that this series will become a Legacy project endorsed by the State Bicentennial Commission.

Advocacy: Sue Bratton and Mary Eckerle attended an Advocacy workshop sponsored by the Association of Indiana Museum on February 22nd. The focus of the workshop was that advocacy is not a political statement but rather it is persuading decision and policy makers that the needs of an organization are valid and worth funding.

Community Involvement: 1) The Indiana Members Credit Union is hosting a "Canvas for a Cause" night on Wednesday, March 23rd and the proceeds will go to the Children's Department for Summer Reading program materials.

Appreciations: 1) The Indiana Heart Gallery staff thanked the Library for the opportunity to partner to raise awareness about the need for adoptive families for Hoosier children in need.

The meeting adjourned at 7:05 p.m. The next meeting will be on Tuesday, April 19th at 6:00 p.m.

\_\_\_\_\_ President \_\_\_\_\_ Secretary

\_\_\_\_\_ Member \_\_\_\_\_ Member