

May 21, 2019

The Marion Public Library Board of Trustees met Tuesday, May 21, 2019, at 6:00 p.m. in the Israel Conference Room. Present were Mr. Cline, Dr. Case, Mr. Breen, Ms. Sumpter, Mrs. Cline, and Mrs. Nicholson. Mrs. Eckerle and Ms. Riddle were also present. Mrs. Enyeart was absent.

Mr. Cline called the meeting to order at 6:02 p.m.

On motion of Ms. Sumpter, seconded by Mr. Breen, the minutes of the April 16, 2019 meeting was unanimously approved with one correction.

On motion of Mrs. Cline, seconded by Mrs. Nicholson, 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 \$777,939.28 in the Library Operating Fund as of April 30, 2019.

New Business:

Travel, meeting attendance: On motion of Mrs. Nicholson, seconded by Mr. Breen, attendance, travel, and related expenses were unanimously approved for the following meetings: 1) August 21, 2019. Allen County Public Library (Fort Wayne), Leap into Science Workshop, Christina Rowland, Sharon Vodraska, mileage.

Roof Replacement: McGuff submitted the final bill of \$4,800. The project has been paid in full.

<u>Modlin</u>	<u>Webster</u>	<u>LIRF</u>	<u>Rainy Day</u>	
\$25,000.00	\$16,150.00	\$25,000.00	\$25,000.00	
	\$1,100.00			
	\$18,450.00			
-	\$4,800.00	-	-	
<b>\$25,000.00</b>	<b>\$40,500.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	
<b>Grand Total of Roofing project</b>				<b>\$115,500.00</b>

Library policies: Internal Control policy was last reviewed in December of 2017. It was re-submitted with minor changes. Board discussed the credit card procedures and it was the consensus that, rather than staff taking credit card numbers over the phone, other avenues for payment would be explored.

Computer replacement: 1) Computers are replaced yearly on a rotating schedule. This year, nine public computers and two staff computers need replacement. On motion of Mrs. Cline, seconded by Mr. Breen, the Board unanimously approved purchase of these computers, along with monitors, and expanded memory for one computer; and 2) Mrs. Eckerle reported that soon the Library would be switching to Office 365 and will have the Outlook administration in the cloud.

Legislative review: Update on Legislation from this past session. The Inspire database and Internet connectivity for libraries was supported by the Indiana Legislative session. There is concern over a bill that was passed (House Bill 1343 ) that allows, in some cases, for a binding review of a library's budget. The Indiana State Library and the Department of Local Government Finance are still reviewing the legislation.

Insurance: On motion of Mr. Breen, seconded by Ms. Sumpter, the Board unanimously raised the Employee Liability insurance coverage to \$100,000.

Investments: Mrs. Eckerle reported that Ryan Jones from Edward Jones reviewed the most recent dividends to her. The market was better this first quarter. Kraft has moved from “sell” to “hold” after a few poor months.

Brianna’s Hope: Still meeting and hoping for better attendance.

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

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

Staff: 1) Micah Hoeksema will be a sub during the summer months; and 2) with Board consensus, the sick leave time for Shirley Mooney will be disbursed.

Properties: 1) Mr. Marx has moved the stone from the roofing project to various places on the Library grounds. Until further landscaping is determined, the stone will provide ground cover. He has had compliments about removing dead or dying shrubs; and 2) He is working on installing a remote control system for the adult bathrooms doors.

Children’s/Youth Services: 1) St. Paul third graders and First United Methodist Church preschoolers visited in April; 2) Kristen Gioe, Tylanna Jones and Mary Eckerle attended the Prevent Child Abuse Workshop. The topic was *Staying out of the System: Building, Strengthening, and Protecting At-risk Families*; 3) Read to the Dogs and Pokémon Club will resume in the fall; and 4) Summer Reading begins Monday, June 3rd. The Children’s Department team is visiting each elementary school to promote summer reading.

Indiana History & Genealogy: On May 30th, there will be a Memorial Day program in the museum. The Sons of Union Veterans of the Civil War will present a program on the Grand Army of the Republic; we will talk about John Christian Adams, the last CW soldier to die in Indiana who lived in Jonesboro, and the GAR stained glass window from the Jonesboro Presbyterian Church.

Reference Services/Adult Programming: 1) Clare’s crafts is finished until fall. Her classes were always well attended and her groupies are many; 2) The first Saturday movie, *Star Wars, The Clone Wars*, on May 4th, had 65 in attendance; 3) The Barb Wilson book discussion group tackled *Mudbound* and in June will discuss *The Magic of Ordinary Days*; 4) The Summer Reading Program runs from June 3rd to July 13th with the theme being *A Universe of Stories*; and 5) Tax season was very successful this year. Patrons seem to be doing more online filing and are less in need of the paper forms.

Teen Programming: Summer plans for teens include a craft, Otakus, and a Game Day for teens.

Museum Services: 1) AARP was in the Carnegie Room finishing up the tax season. In April, they served 336 people. The total number of people who came for tax help this year was 1403; 2) The Quilters held a workshop in the Carnegie Room in April with 20 people attending; 3) Anchor Home School Co-op visited the museum April 10th with 35 people; 4) St. Paul third graders visited with 25 people; and 5) Kendall first graders visited on April 25th with 64 people.

Circulation: At the end of April, it was decided to keep the adult restroom locked and staff would let individuals in as needed. During that time period, the doors were opened 1063 times. Since restrooms have been locked, it has been reported that they are cleaner, supplies are lasting longer, and patrons who used to hang around the hallways have not been coming in as often. Mr. Marx is working on a new system where staff will be able to remotely unlock the doors.

System Administrator: The Book Sale was very successful. More donations have been received and weeding continues in order to update some collections. The continuous book sale in the Library’s entrance is also bringing in some revenue.

Network Manager: Mr. Burritt is working with Chester Technologies on transitioning our Microsoft Outlook to the cloud and our staff computers to Office 365.

Marketing: Mary Eckerle was on WBAT on May 2nd. Ed, Tim and Mrs. Eckerle spoke with Ray Boomhower about his scheduled talk on May 6th.

S.O.S: In conjunction with Historic Preservation Month, SOS hosted *Spotlight Our Seven* on Thursday, May 16th in the Forrest Room. Luke Anspach opened the program speaking on *Reimagining Place: One Brick at a time*. Mr. Anspach has created Lego models of some of Marion's Historic buildings. Following his presentation, awards were given for examples of excellence in historic preservation.

Friends: 1) Ray Boomhower, historian and senior editor of the Indiana Historical Society Press, was guest speaker at the Friends Annual Meeting on May 6th. He was well-received and will be returning to MPL on June 27th for a program on Gus Grissom; and b) The Book Sale was very successful this year – about \$3,000.

Community Involvement: 1) Mary Eckerle and Rhonda Stoffer spoke to the DAR on Saturday, April 27th. Mrs. Eckerle gave an overview of the library and current activities. Mrs. Stoffer toured the group through the Indiana History Department and the museum; 2) The Children's Department participated in Earth Day @ Matter Park on April 22nd and Healthy Kids Day @ the YMCA on April 27th; and 3) Roger Marx and Mary Eckerle represented the Library in Cancer Services *Walk of Hope*.

Appreciations: 1) “Debbie Ruth & Renee, I received your "thank you" card and the Hendricks info yesterday. I really appreciate all this information. I had printed out the E-mail attachments you sent, but these copies were so much clearer. [Maybe I need a new printer?] Hope I can get to Marion sometime and check out the cemetery, to see who is buried near Nancy Hendricks. That could be interesting. So many ancestors were in Grant Co., so I do need to make that trip. Many thanks for your help. Shirley Edie”; and 2) “Debbie, Thanks again – The marriage record is a treasure to me. Sheila.”

Adjournment/Next meeting: Tuesday, June 18th at 6 p.m.

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