

North Manchester Public Library Board of Trustees

August 17th, 2023 @ 6:30pm in the Blocher Room

Present: Mike Leckrone, Diane Randall, Heather Winger, Jeanna Hann, Kevin Walter, Kathy Garber, Vicki Smith, Eileen Sklar, Tim Brauch

Absent:

Other:

- I. Call to Order - Eileen called the meeting to order at 6:29pm.
- II. Adoption of Agenda - Move to approve by Kevin, seconded by Heather. All in favor.
- III. Public Comment Period - N/A
- IV. Perusal and Approval of Reports
 - A. Secretary Minutes - Motion to approve with one small typo correction by Tim; seconded by Vicki. All in favor.
 - B. Presentation of Claims & Financial Reports - Motion to approve by Kevin; seconded by Kathy. All in favor.
- V. Director's Report -
 - A. Friends of the Library
 1. The FOL Board met August 8th for their monthly meeting.
 2. FOL is working on updating some of their by-laws.
 3. The FOL will have a table at the Night Market.
 - B. Programs
 1. Sarah won a set of 5 nature books from Hachette Book Group through an e-newsletter drawing.
 2. Sarah is very happy with the final numbers for the Children's Summer Reading Program. 430 children signed up and 50% completed all four reading goals (or surpassed them). Last year, NMPL had 500 children sign up and 44% complete the program. Sarah attributes the drop to a couple changes that were made:
 - NMPL did not allow children to sign up when visiting the library with daycare or summer camp groups. Last year Sarah realized that they had multiple children signing up multiple times because their counselors/leaders weren't consistent and able to keep track of who had already signed up. Sarah feels like there is a more accurate count this year.
 - NMPL did not give out spinner prizes until children had completed the first reading goal. This led to some children not signing up in the first place but Sarah believes those children didn't actually participate in the reading portion

last year but were simply signing up for the sake of getting a prize. As a result, NMPL is getting much better participation numbers with this summer's program and a higher percentage of kids were achieving their goals.

Sarah still wants to increase the overall numbers of participation and is considering things like setting up a Summer Reading presentation at MIS next year, talking up Summer Reading more at regular programming, etc.

3. Molly and Sarah attended the 2023 Youth Services Conference in Indy this month. Molly attended sessions about Human Skills in the Library, Indiana Escape Room kits/programs, and Painting Programs. The Keynote Speaker was Illustrator Michele Wood. Sarah attended the following sessions:
 - State of the ILF address
 - Painting Programs @ Your Library
 - New Books, Publishers and the Book Industry Redux
 - Science & Literacy
 - A Tisket-A Tasket, A Green and Yellow Basket: What Inspired My Subject?
4. Sarah will be back in Indy next month presenting at the DIY Conference at the Indiana State Library.
5. Molly reports that Once Upon a Summer Reading for Adults & Teens was a massive success this year. Molly's first Summer Reading was in 2022 and that was the year she introduced section prizes for the adults/teens with a little incentive along the way that would encourage patrons to keep reading. Since she's been the Programming Coordinator, one of her goals is to increase NMPL's support of local businesses and she incorporated that with the grand prize packages. Additionally, at least 1-2 section prizes are purchased from local businesses each year. Jeanna and Molly put the stats together to show a comparison from the past years of summer reading:

2020	2021	2022	2023
Sign Ups: 146	Sign Ups: 205	Sign Ups: 271	Sign Ups: 353
		Section 1 Completion: 153 (56%)	Section 1 Completion: 200 (57%)
		Section 2 Completion: 105 (39%)	Section 2 Completion: 186 (47%)
	Program Completion: 72 (35%)	Program Completion: 105 (39%)	Program Completion: 136 (39%)

6. Huntington Township-Public Library discarded 7 plush sectional seats, first come, first serve and NMPL was able to claim them. They put 5 downstairs in the Makerspace and 2 in the playroom in the Children's Department.
7. The Makerspace/Storage Area is completed and organized. With clear marks where the patrons are not allowed to be in, making a clearer and wider path to the restroom, and adding a little reading/listening area this area is much more inviting now. Bronwyn, Molly's volunteer for the summer, was also a MASSIVE help with this process. Also, Molly would like to thank Cody for coming up with the initial idea and getting that ball rolling.

C. Buildings & Grounds

1. The side yard has been filled in and seeded by Kyle Rowe.

D. Personnel

1. James Griffey has been hired as a clerk. His first day was August 2nd.

E. Technology

1. The broadband expansion is complete.

F. General Information

1. Diane met with DLGF, Wayne Hudson, August 2nd regarding the 2024 budget and Gateway forms.
2. Diane met with Jenny Kobiela-Mondor from Midwest Collaborative for Library Services July 26th and provided a tour of the library for her.
3. Diane is working with Cook's Carpet Cleaning to prep for the Labor Day carpet cleaning in the library.
4. Staff had a carry-in luncheon August 16th.
5. Diane met with Mary Randall August 14th to discuss any help the library could provide to the schools regarding HB1447 and its ramifications for school libraries.

VI. Old Business

1. N/A

VII. New Business

1. Review the quote from Shambaugh & Son repairs to the Sprinkler System - Motion to approve by Kathy, seconded by Vicki. All in favor.
2. Review the quote from Kyle Rowe for excavation and repair of the hole in the side yard. Motion to approve by Vicki, seconded by Mike. All in favor.
3. Update Child Safety Policy - Minor typo corrections, and updating the contact number for the North Manchester Police Department to the 911 number. Motion to approve by Kathy; Heather seconded. All in favor of the edited policy.

4. Diane presented a brief overview of the planned 2024 Budget.

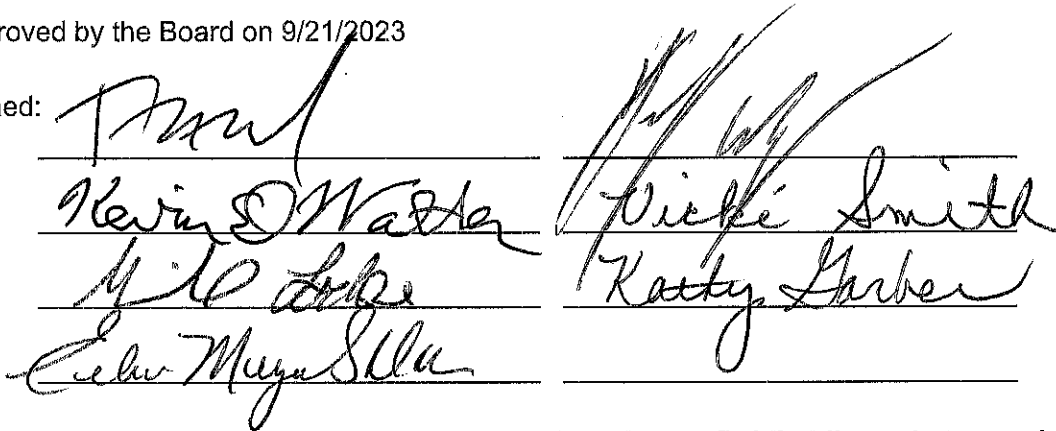
VIII. Questions & Comments from the Board - N/A

IX. Adjournment - Motion to adjourn at 7:38pm by Heather; seconded by Vicki. All in favor.

Next Board Meeting - September 21st at 6:00pm for the Budget Meeting; and at 6:30pm for the normal Board Meeting in the Blocher Community Room

Approved by the Board on 9/21/2023

Signed:

The image shows two columns of handwritten signatures on horizontal lines. The left column contains three signatures: Kevin D. Walter, Mike Leckrone, and Eileen Sklar. The right column contains two signatures: Vicki Smith and Kathy Garber.

Mission Statement: The mission of the North Manchester Public Library is to provide materials, programs, and services necessary to meet the recreational and educational needs of the community in a comfortable and easily-accessible facility, which is a community center of activity and information.

Library Board Terms:

Heather Winger-Secretary	12/31/2023	2nd Term	School Board
Kathy Garber	6/30/2024	2nd Term	Town Council
Eileen Sklar-President	6/30/2024	3rd Term	County Commissioners
Kevin Walter-Treasurer	6/30/2025	4th Term	School Board
Tim Brauch	8/25/2024	1 st Term	County Council
Vicki Smith-Vice President	6/30/2026	5th (4th Full) Term	School Board
Michael Leckrone-Assistant Treasurer	6/30/2024	2nd Term	Town Council