

North Manchester Public Library Board of Trustees

August 18, 2022 @ 6:30pm in the Blocher Room

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

Absent: Tim Brauch

Other:

I. Call to Order - Eileen called the meeting to order at 6:32pm.

II. Adoption of Agenda - Motion to approve by Kathy. Second by Kevin. All in favor.

III. Perusal and Approval of Reports

- A. Secretary Minutes - Changed date on July meeting minutes. Put a space between "Elli" and "has" in minutes. Motion to approve by Vicki. Seconded by Heather. All in favor.
- B. Presentation of Claims & Financial Reports - Motion to approve by Kevin. Second by Kathy.

IV. Director's report -

A. Friends of the Library

- a. FOL had their monthly meeting on August 9th.
- b. The Fall Book Sale is set for September 29th through October 1st.

B. Programs

- a. 2022 Children's Summer Reading Program stats:
 - 339 Beanstack Sign Ups
161 Paper Sign Ups
= 500 sign ups (415 sign ups in 2021, 255 sign ups in 2020, 503 sign up in 2019)
 - 316,275 minutes read in Beanstack (does not count all the hours read by our 161 paper sign ups)
 - 303 claimed Slap Bracelets = 60% completion rate for section 1
 - 274 claimed Inflatable Bats = 54% completion rate for section 2
 - 232 claimed Superhero Backpack and Neon Punch Balloon = 46% completion rate for section 3
 - 220 claimed Marvel-Ous T-Shirts = 44% completion rate for section 4
- b. Thank you letters go out this month to all the business sponsors who made this program possible.
- c. Sarah entered a DK Publishing Sweepstakes and won a hardcover copy of Mammoth Math and a Mammoth Math print signed by author and illustrator David Macaulay.
- d. Sarah entered the The Secret Mountain July newsletter giveaway and won We are All Ears - a story featuring famed violinist Niccolo Paganini and a little mouse named Minim. This CD/Storybook will also be added to the children's collection.

- e. In September Sarah will resume Homeschool Art but will only go down to 1 Homeschool Art program a month in order to add in 1 Homeschool Science session a month. NMPL wants to continue to meet the needs of the community and appeal to a wide range of interests.
- f. NMPL is also looking forward to an incredible opportunity from Beanstack in September. In honor of NASA's upcoming mission, they are holding a month-long reading challenge open to every public library in the US. The winning libraries will receive STEM backpacks and a telescope from NASA!
They will look at a variety of factors to ensure an even playing field for small libraries. In order to help promote the program, NMPL will be having a number of space themed programs throughout the month of September.
- g. Adult/Teens Summer Reading 2022 stats:
 - 271 total active readers (200 adults and 71 teens).
 - 138 adults and 67 teens signed up in 2021// 105 adults and 41 teens signed up in 2020) so participation raised 32% from 2021 and 42% from 2020.
 - 489,329 minutes read in Beanstack
 - 153 claimed a \$5 gift card = 56% completion rate for section 1
 - 105 claimed a \$10 gas card = 39% completion rate for section 2
 - 105 claimed Marvel-Ous T-Shirts = 39% completion rate for section 3
- h. The paint by sticker program finished with strong numbers (101 patrons total for July). Molly said that several younger patrons say they asked their parents to buy them a book and now they do it at home! Even an older patron started her own paint by sticker class at Peabody.
- i. Storytime hour has been moved to 10 a.m. With the new school year starting, NMPL wants to try and make it as convenient as possible for parents who have kids that are starting school along with younger siblings. This change gives families a better chance to make it to Storytime.
- j. NMPL held its first annual "Back To School" bash on August 3rd to help end summer in a fun way! They brought up most of the board games from the Makerspace, lawn games and even put out some water games.

C. Buildings & Grounds

- a. Parking lot has been prepped for sealing.
- b. Carpets will be cleaned Labor Day weekend.

D. Personnel

- a. Sarah and Molly will attend the ILF Youth Conference August 21st and 22nd.

E. Technology

- a. Diane is working with Robin to address wifi challenges in the conference room and BCR (for staff wifi).

F. General Information

- a. EMC Plaque to honor Shirley Glade.
- b. Becky and Diane met with DLGF rep, Wayne Hudson, Thursday, August 11th to go over the preliminary 2023 budget.

V. Old Business -

1. Discussion regarding continuing staff Covid-19 pay - *"As of September 1st, 2022 pay for absence due to Covid exposure or illness will end, due to the end of the Indiana Emergency Declaration. Should another Emergency Declaration or pandemic reoccur, reimplement can be considered."* - Motion to approve by Heather, seconded by Kevin. All in favor.

VI. New Business

1. Presentation by Sarah Morbitzer, Children's Department Manager presented on the library's Summer Reading programs. She shared about using stats to eliminate excess spending on prizes and highlighted the differences between Summer and Winter Reading sponsorships. She spoke on changes to the program that were made this year to increase reading and involvement, new reading initiative for September with Beanstack & NASA, talked about the big summer Wednesday programs, and ways NMPL listened to staff and patrons.
2. Diane went over the preliminary 2023 Budget.
3. New Door Counter - Jeanna and Diane would like to purchase a new Door Counter so that they will have access to historical and hourly data for patron counts. This data will help make potential scheduling changes in the future, as well as give information for scheduling programs during popular times. Jeanna researched several companies and got quotes. Jeanna and Diane recommend Traf-Sys. Motion to approve the purchase of a new door counter by Kathy; seconded by Vicki. All in favor.

VII. Questions & Comments

VIII. Adjournment - Motion to adjourn by 8:40pm by Kathy. Second by Heather.

Next Board Meeting - September 15th at 6:00pm in the Blocher Community Room for the Budget Meeting; Regular Board Meeting at 6:30pm

Approved by the Board on 9/15/22

Signed:

	
	

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