

North Manchester Public Library Board of Trustees

February 16th, 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 6:31pm.
- II. Adoption of Agenda - Kathy motioned to approve, Heather seconded. All in favor.
- III. Public Comment Period - N/A
- IV. Perusal and Approval of Reports
 - A. Secretary Minutes - Correction of year on Long Range Plan synopsis. Mike motions to approve, Tim seconded. All in favor.
 - B. Presentation of Claims & Financial Reports - Eileen asked some clarifying questions about some of the vouchers. 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 Tuesday, February 14th for their monthly meeting.
 2. The silent auction fundraiser took place the week of February 6 and raised \$600.
 - B. Programs
 1. Sarah will present a webinar in May for the Indiana State Library. The session will cover a number of innovative features that have been incorporated here at NMPL.
 2. One of the books Sarah nominated (Room for Everyone by Neez Khan) was chosen as a finalist for the ballot by the Firefly Committee. The committee is currently finalizing the program guide and we will again incorporate the Firefly Early Literacy Awards into the summer reading program via Beanstack.
 3. Sarah is continuing to work closely with Suzanne Walker from the Indiana State Library on the 2023 One State, One Story initiative through Indiana Humanities. There are a few more details for the main committee to finalize before the official announcement will be made. This is the first year that a children's book/program guide will be included as part of the initiative.
 4. NMPL is seeing very strong sign up numbers for NMPL's Homeschool Art and Homeschool Science programs. Several families have started coming

from neighboring small towns and NMPL has received good feedback from parents.

5. Gwen Mize (who is in leadership with the local Farmer's Market) brought a very interesting program to the attention of library staff. Purdue Extension of Wabash County offers a food safety certification course. Following up on her recommendation, NMPL was able to set a date with Purdue Extension. This will be a fantastic resource for local vendors and at home business owners who want to offer food items at community events and the Farmer's Market.
6. NMPL hosted a matinee showing of Rudolph's Shiny New Year on January 17th and had 20 patrons show up to eat hot popcorn and drink sweet hot chocolate.
7. On January 23rd, Molly did a program with the residents at Timbercrest Retirement Community. They painted "A Toot Sweet Winter". Molly will be going once a month, to do various crafts and activities with the residents.
8. NMPL held their Blacklight Bingo on January 27th! 40 patrons came to the program and the bingo prizes were either donated or we purchased from a local business. Nordmann's Nook gift cards were available, wood signs, Bob Ross build your own gummies kit, and even stuffed animals for the younger patrons.

C. Buildings & Grounds

1. HVAC software project is in process.
2. The kitchen in the Blocher Room will receive a new coat of paint this month.

D. Personnel

1. Kayla Fletcher has submitted her resignation.
2. Deidra Ballamy has submitted her resignation.

E. Technology

1. NMPL is working with Pete from Chester and Hewlett Packard to address a fan issue with one of the library servers.

F. General Information

1. Diane was invited to attend the Wabash County Broadband Task Force Kick-Off meeting through Zoom on February 2nd.
2. The 2022 Annual Library Report was submitted February 2nd.

VI. Old Business

1. N/A

VII. New Business

1. Integrated Library System Change - Jeanna and Cody worked to research different ILS systems. It was narrowed down to Apollo and Evergreen. Apollo has a 99.3% customer retention rate, and they are built for small/midsize public libraries. Motion to approve the move to Apollo for an annual subscription fee of \$3,480 and a \$2,000 migration fee. A motion to approve to close the library April 20th and 21st for staff training. Motion to approve by Heather, seconded by Kathy. All in favor.
2. Non-Resident Library Card Increase Resolution - Per state library standards NMPL must increase their non-resident library card fee. Motion to approve the increase to non-resident fee to \$102 in effect beginning March 1st by Tim, seconded by Heather. All in favor.
3. Disciplinary Action Policy - Discussion on clarifying a few points and verbiage. Diane will write down an appeal process and bring that process to the board for approval at the next meeting. Tim motioned to approve policy, Heather seconded, all in favor.
4. Diane shared some 2022 Annual Library Report highlights with the board.

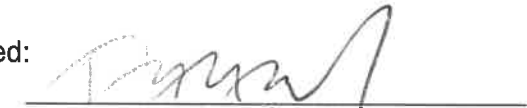


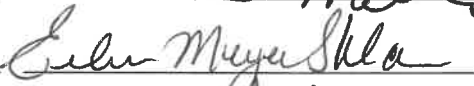




VIII. Questions & Comments from the Board - N/A

IX. Adjournment - Motion to adjourn at 7:51 pm by Tim; second by Kathy, all in favor.

Next Board Meeting - March 16th at 6:30pm in the Blocher Community Room

Approved by the Board on month/day/year

Signed:

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