North Manchester Public Library Board of Trustees

Thursday, March 8, 2018 at 6:30 pm, Conference Room

Present: Eileen Meyer Sklar, Heather Winger, Mike Leckrone, Lisa Ulrey, Kevin Walter, Vicki Smith, Amy Acree
Absent: Kathy Garber

I. Call to Order - Lisa called meeting to order at 6:27 pm.
II Adoption of Agenda - moved by Kevin and Vicki seconded. Motion carried

III. Perusal and Approval of Reports
   A. Secretary Minutes - Kevin moved and Vicki seconded the February meeting. Motion carried.

   B. Presentation of Claims & Financial Reports -
      1. Vouchers & Financial Reports - Heather moved and Vicki seconded the reports, motion carried

   C. Director's report
      1. Friends of Library -
         a. Next meeting is March 13th.
         b. FOL will begin to selling office supplies as a demand for patrons using the library has come to light.
         c. Annual meeting is April 10th

      2. Programs
         a. Planning for the St. Paddy’s Golden Egg Hunt is on and staff is excited.
         b. Code Monkey is being added for the Jr. Coders programs along with Google cardboard VR goggles.
         c. Heidi is looking at Makerspace programs at other libraries, including Peru PL’s Makerspace Petting Zoo.
         d. Family Maker Night returns in March.
         e. Teen program numbers are very high, between 35 to 40 Wednesdays and Thursdays.
         f. Spring break programs are ready for the first week in April including marshmallow catapults, stomp painting, and Beach Party Bingo.
         g. Summer reading program has received over $1000 to help with programs and prizes at this point.

   3. Buildings and Grounds
      a. Elevator inspection brought a few issues to light. The phone has been repaired.
      b. The toilet in the men’s restroom was repaired.
      c. Blocher Room contract has been update to disallow glitter due to issues with cleaning.

   4. Personnel
      a. No changes to report AGAIN!!!

   5. Technology
      a. LSTA grant & Community Foundation grant applications are both due.
b. Hoopla Digital launched February 26th. There has been much excitement and positive response so far.

   a. Over two days all of the adult collection shifted for better use of shelving and to enable better access to the materials. Jeanna created a new stack map for patrons.
   b. Performance reviews have started and will be finished by the end of March. Due to staff activity and preparations for programs, Amy is considering shifting the review to a different time of the year.

IV. Old Business
   a. Board Walk thru - March 24th at 9am

V. New Business
   A. ByLaw Review
      Eileen brought up edits regarding the Assistant Secretary job. Due to the size of the board it was decided to delete this piece and the associated sections and renumbering the following sections to Article 5.

VII. Questions & Comments

VIII. Adjournment at 6:49 pm - Motion by Eileen and second by Heather motion carried

Next Board Meeting - April 12, 2018 6:30 pm

Approved by Board on 04/12/2018

Signed: ________________________________ ___________________________

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