

North Manchester Public Library Board of Trustees

March 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 6:27pm.
- II. Adoption of Agenda - Motion to approve by Kathy. Kevin seconded. All in favor.
- III. Public Comment Period - N/A
- IV. Perusal and Approval of Reports
 - A. Secretary Minutes - Motion to approve Kevin. Seconded by Tim. All in favor.
 - B. Presentation of Claims & Financial Reports - Motion to approve by Heather. Seconded by Tim. All in favor.
- V. Director's Report - COPY OVER
 - A. Friends of the Library
 1. The FOL met March 14th for their monthly meeting.
 2. The FOL is preparing for their April 27-29 spring book sale.
 3. c. Keith McWithey was nominated to replace Board member, Bud Tully, at the April 2023 Annual Meeting.
 - B. Programs
 1. Sarah was notified late last month that NMPL's grant application to the Community Foundation was successful. NMPL received the full amount and will be able to host Hannah Burnworth of Milk House Studio for a Summer Art series here at the library. This series will reach 60 community members with high quality arts programming at no cost.
 2. The One State One Story initiative through Indiana Humanities and the Indiana State Library ran into a snag with the chosen juvenile book. The Committee pivoted and ended up selecting a book for the state wide read that Sarah recommended.
 3. The majority of Summer Reading sponsorship letters have been delivered or mailed. NMPL has already received two donations (Tri-Oaks Realty and Shepherd's Chevrolet) and look forward to receiving more.
 4. NMPL has also delivered almost all of the thank you letters to the Winter Reading Sponsors - they have really appreciated the personal touch with Molly and Sarah showing up to thank them in person as well as give them a letter.
 5. With winter reading over, Molly and Sarah have switched gears and are getting ready for summer reading! This year's theme is

Fantasy/Magical/Mythical and NMPL is calling it "Once Upon A Summer Reading..." Molly and Sarah have put together swag bags for the bigger donors and for some new potential donors. All the bulletin boards in the library will be decorated reflecting a movie (ie: Harry Potter, Lord of the Rings, and Howl's Moving Castle), some mythical creatures (ie: A unicorn for the children's department and Manticore for the adult department), and there is a fun one that is a lamp post that has all the magical/fantasy destinations listed.

6. Mini Bohemian Paintings was a 2 week class that Molly did at the end of February. NMPL received a donation from the Woodshed in Wabash and Molly created 2 sets of trio paintings for patrons to choose from. The first week was plant inspired and the second week was a moon trio or geometric shapes trio. Molly drew the designs on the wood boards and patrons had the freedom to choose their colors and just paint for the hour. The program got such a great response that Molly will be doing this again sometime in the future. She is having a lot of fun diving into different mixed medias in the art world. Tuesdays have been dubbed as the "artistic/crafty" program day.
7. "Sticking" Together is a new program Molly started for every Tuesday in March. It's crafting with popsicle sticks, but more adult designs. On 3/7, they made bird feeders, and they'll also be making bohemian wall hangings, rustic arrows and Newton's Cradle.
8. Cozy-up Storytime has been running all winter long on Saturdays and the last session will be March 18th.

C. Buildings & Grounds

1. Kris Hand is working on repairing several gutter issues.
2. The boiler inspector found a few issues with the new boilers which Havel will be addressing.
3. During the heavy rains at the beginning of March, a leak was discovered in the Indiana Room. Diane has contacted the company that put on the new roof. They are coming out to take a look and determine the issues to be addressed.
4. Work began Tuesday, March 14th for the Havel HVAC software upgrade. It is projected to take a couple days.

D. Personnel

1. Emily Dotson and Andrea Heeter have been hired as library clerks.
2. Alan Wotjkowiak had replaced Emily Redman as substitute custodian.
3. Mya Morrow has submitted her resignation. Mya's last day will be March 25th.

E. Technology

1. The migration to the new ILS, Apollo, is planned for April 20th-24th. The library will be closed April 20th and 21st.

F. General Information

1. Diane attended the Northeast Central Director's Roundtable at Marion March 2nd.
2. Staff training took place February 20th. The managers focused on procedures, shelving, and clerking 101, ensuring all clerks are on the same page.
3. Diane met with Ware Wimberly March 7th to discuss a possible local covenant agreement.

VI. Old Business

1. N/A

VII. New Business

1. Reciprocal Non-Resident Borrowing Agreement with Wabash Carnegie Public Library. Motion to approve by Eileen. Second by Heather. All in favor.
2. Updated Grievance Policy - Change that the "employee shall have the right to appeal to the board president." Motion to approve the policy by Vicki. Seconded by Kathy. All in favor.
3. Board Walkthrough Date - May 18th at 5:30pm
4. SB 12 Discussion - Review of the NMPL Collection Development Policy with the addition of "A decision will be made regarding the reconsideration request" and "The patron will be notified regarding the decision by email" under the Request for Reconsideration paragraph. Eileen suggested adding that a decision will be made "within 30 days". Motion to approve by Tim, seconded by Kevin. All in favor. The staff and board will send a joint letter to the editor about SB12.

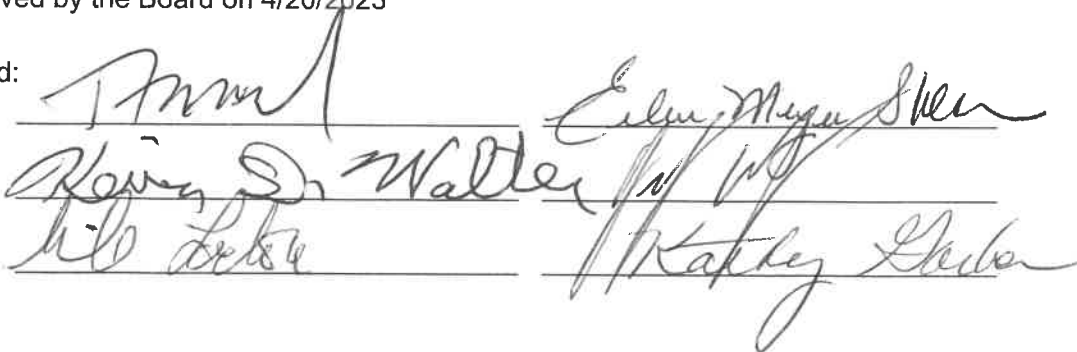
VIII. Questions & Comments from the Board - N/A

- IX. Adjournment - Motion to adjourn at 7:40pm by Heather. Seconded by Tim. All in favor.

Next Board Meeting - April 20th at 6:30pm in the Blocher Community Room

Approved by the Board on 4/20/2023

Signed:


The signatures are written on horizontal lines. From left to right, the signatures are: Tim, Kevin, and Kathy. The signature for Eileen is written above the line for Kevin. The signature for Heather is written above the line for Kathy.

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