

North Manchester Public Library Board of Trustees
*February 17th @ 6:30pm on Zoom *Due to weather emergency*

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

Absent: Vicki Smith

I. Call to Order - Eileen called the meeting to order at 6:31pm

II. Adoption of Agenda - Motion to approve by Kathy, seconded by Kevin.

III. Perusal and Approval of Reports

A. Secretary Minutes - Motion to approve by Heather, seconded by Mike.

B. Presentation of Claims & Financial Reports - Motion to approve by Kevin, seconded by Kathy.

IV. Director's report

A. Friends of the Library

a. The FOL met via email February 8th.

B. Programs

- a. The Children's Department has added puzzles to the Juvenile Kit shelf. 14 puzzles ranging from 40 - 100 pieces are available for children to put together here at the library or to check out and take home. The idea came from 2 grandmothers who both requested children's puzzles separately in the course of a week!
- b. Thank you letters to NMPL's Winter Reading Sponsors have been sent out and NMPL is now in the process of mailing letters or delivering sponsor bags to our Summer Reading Sponsors. The theme will be NMPL's Marvel-ous Summer Reading Program and will be all about superheroes. NMPL has swag bags for top donors and are excited for them to read all about partnering with NMPL for SRP 2022!
- c. Sarah met with David Doudt and Kathy Fry-Miller this month. They recently wrote a book called Maria's Kit of Comfort. They presented the library with a signed copy and it is now available for checkout. The North Manchester Public Library will be the site of the official book launch party for Maria's Kit of Comfort on April 5. The book launch party will feature free snacks and prizes, music and activities, a storytime with the local authors, cookie emoji decorating, and more. Patrons will be invited to drop in any time between 2 - 3:30 pm to enjoy the activities, meet the authors, etc.
- d. Sarah is assisting with the creation of the program guide for the 2022 Firefly Awards. This is her third year serving on the committee and third year helping with the program guide. 2 of the books Sarah nominated were selected by the

committee out of 60+ nominations for the final 5 that Indiana kids 5 and under will vote on.

- e. Winter Reading 2022 was a HUGE SUCCESS! 198 kids, teens, and adults registered for the program and in a month's time read for over 159,000 minutes (2,650 hours). NNPL's top juvenile reader clocked 1500 minutes (25 hours) and their top adult/teen reader logged 8090 minutes (134 hours). From everything staff saw and heard, the community's donations were the primary force in motivating people of all ages to sign up and read! The opportunity to win a gift certificate to a local business created a lot of buzz.
- f. Cozy-up Storytime has been receiving positive feedback from parents! They said it's a nice way to start off a Saturday morning and for them to get a minute to themselves. The last session for the season will be March 19 and it'll start back up when Winter hits again.
- g. Molly tried starting up a Paper Can Do What Now!? class and while that class didn't do so well, Molly learned from patrons that they love origami which led her into teaching a 4 weeks origami class for the month of February. So far she is seeing good numbers and responses on the videos.

C. Buildings & Grounds

- a. No report

D. Personnel

- a. Elizabeth Kiger has been hired as a part time clerk.
- b. Michelle Peters last day was February 11. We wish her the best in her new full time position.

E. Technology

- a. No report

F. General Information

- a. Staff COVID procedures per changes in CDC guidelines.
- b. Diane is wrapping up the 2021 Annual Report. The 100 R report has been submitted.
- c. The Pollinator Group has submitted a Good Deeds Grant application to the Community Foundation of Wabash County to redo the landscaping around the Gazebo and provide material funds for the creation of pollinator houses and watering stations near the pollinator garden. These material funds, if approved, will be utilized in library nature literacy educational programming.
- d. The Blocher Room, Conference Room, and Study Room are now open again. The County's positivity rate has dropped below 25%.

V. Old Business

- 1. N/A

VI. New Business

1. Director Review - Diane and Eileen have been working on Diane's goals for the year. Eileen wants to establish a clear review process for the Director. Board reviewed the Director's job description, and will be updating certain verbiage. The annual review for the Director will be held in November of this year.




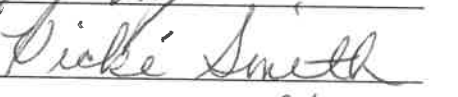
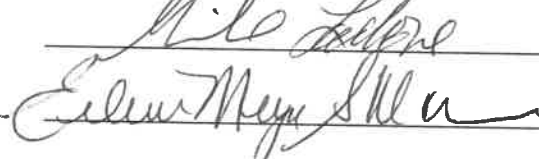
VII. Questions & Comments

VIII. Adjournment - Motion to adjourn by Heather at 6:56. Seconded by Kathy.

Next Board Meeting - March 17th at 6:30pm in the Blocher Community Room

Approved by the Board on 3/17/22

Signed:

	
Kevin D. Walter	Vicki Smith
	
Mike Leckrone	Kathy Garber
	
Eileen Sklar	

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	12/31/23	2nd Term	School Board
Kathy Garber	6/30/24	2nd Term	Town Council
Eileen Sklar-President	6/30/24	3rd Term	County Commissioners
Kevin Walter-Treasurer	6/30/25	4th Term	School Board
Tim Brauch	8/25/24	1 st Term	County Council
Vicki Smith-Vice President	6/30/22	4th (3rd Full) Term	School Board
Michael Leckrone-Assistant Treasurer	6/30/24	2nd Term	Town Council