

North Manchester Public Library Board of Trustees

July 21, 2022 @ 6:30pm in the Blocher Room

Present: Mike Leckrone, Tim Brauch, Diane Randall, Heather Winger, Jeanna Hann, Kevin Walter, Kathy Garber, Vicki Smith, Cody Goble

Absent:

Other: Eileen Sklar (attended virtually)

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

II. Adoption of Agenda - Addition of "Sign Dedication" to agenda. Move to approve by Kevin, seconded by Kathy. Motion carried.

III. Perusal and Approval of Reports

- A. Secretary Minutes - Adjustment to correct KenapocoMocha misspelling on the minutes page. Fix Little Bookshop earning discrepancy. Tim motioned to approve with corrections; Kevin seconded. Motion carried.
- B. Presentation of Claims & Financial Reports - Tim brought up concerns about the variability of the gas bill; Diane expressed that we pay Nipsco through a second party and she is seeking to end that. Motion to approve by Kathy; seconded by Heather. Motion carried.

IV. Director's report -

- A. Friends of the Library
 - a. The FOL Board met July 12th for their monthly meeting.
 - b. The FOL presented a check to the library for \$18,000 towards the purchase of the Electronic Message Center.
 - c. The Shepherd's Center presented FOL a \$3000 gift towards the Electronic Message Center.
- B. Programs
 - a. The Dirty Diggers program has been blown away by the community support they've received this month! Over the July 4th weekend, our Smart Pot and Lavender plant were taken. The kids were so sad and the littlest ones especially just could not understand why someone would take their pot and plant. An anonymous library patron bought the kids a new pot, a huge bag of potting soil, and an Autumn Fire Stonecrop to help replace what was taken. Denney Farms donated a Munstead Lavender to replace the one that disappeared. Select Seeds, a small family-owned company on the East Coast, reached out to us via Facebook and mailed us a donation of 50 seed packets for next year's program. NMPL is so thankful for these real life examples of kindness.
 - b. Our Little Bookshop fundraiser brought in \$729.20 for library programming. 130 NMPL bucks were redeemed for free books. The community absolutely loves

this event and we met a lot of people who are new to library programming. We're already planning to bring this back next year and plans for a Night Market (think a glow-in-the-dark version of Little Bookshop) are underway for this Fall.

- c. 489 kids have signed up for the Summer Reading Program so far! That beats the numbers for 2021 and 2020 and is just a few shy of 2019. Beanstack readers have clocked over 203,000 minutes of reading.
- d. NMPL has had a stellar crew of volunteers this year. They have dedicated hours of their time assisting with everything from Storytime to Marvelous Slime to Little Bookshop to Movie Days. In addition, many parents and kids have voluntarily pitched in to help with clean up after events.
- e. NMPL at the Farmer's Market was a success! The kids had a great time doing a veggie craft along with completing a superhero themed scavenger hunt. Over 30 kids participated in the scavenger hunt, received \$3.00 in tokens and got to purchase something from one of the booths. Angel Food Cake, crochet items, and flowers were just a few of the things that were bought.
- f. The paint by sticker class has been getting BIG numbers. This program has been popular, especially for the pool kids. NMPL has gone through 10 books, and still has 2 weeks to go. A lot of the kids have been telling Molly that they will be buying their own and continue doing paint by sticker. Even older patrons love it. One patron came in and said she started a paint by sticker class at Timbercrest.
- g. NMPL hosted best selling author, Colleen Coble at NMPL for a Q&A session and book signing on July 9th. They had 25 patrons attend which is a great number for an adult program on a Saturday afternoon. Colleen talked a little about what goes on behind the scenes of writing a book, what the publishing timeline is, and how long it takes to get a draft published and put in bookstores/libraries. Colleen brought her newest book, Edge of Dusk (which was not officially released until 7/12/22), and was available for purchase. She also donated her newest book to NMPL

C. Buildings & Grounds

- a. N/A

D. Personnel

- a. Elli Kiger has submitted her resignation as she will be leaving for college. Her last day at the library will be July 30th.
- b. Brooke Thomas and Stephanie Justice have been hired as part time clerks.

E. Technology

- a. N/A

F. General Information

- a. The MLGQ (Maximum Levy Growth Quotient) for the 2023 budget is 5.0%. Becky and Diane are currently working on the tentative 2023 budget to present at the August board meeting.
- b. Roann reciprocal users may now check out the same number of materials as NMPL users.

V. Old Business -

1. Diane shared an update on the electronic sign project. The Friends of the Library and the Shepherds Center donated \$15,000 and \$3,000 respectively. The sign will be installed soon, and NMPL will take a picture for the paper and will thank the donors and contributors. A plaque will be purchased for the sign honoring those who gave donations.

VI. New Business

1. E-Rate Resolution for Commitment to join Indiana State Library Consortium for Public Library Internet Access funding. Approved by Kathy; seconded by Tim. Motion carried.
2. A Fine Free Library - Cody and Jeanna presented on NMPL becoming a Fine Free Library. Currently, NMPL only charges late fees for DVDs and Hotspots. They clarified that NMPL would be going "FINE Free, Not FEE Free. Fees cover the costs of lost items, damaged materials, and various services. Fines only apply to overdue items. They are purely punitive." They shared that the American Library Association put out a statement in 2019 saying that "Libraries will need to take determined and pragmatic action to dismantle practices of collecting monetary fines". Cody and Jeanna shared that:
 - "Fines are ineffectual at preventing late returns.
 - In reality, any revenue from fines is unwanted since the overall purpose of fines is punctual returns.
 - As a community standard, fines are increasingly worse PR.
 - As a financially punitive action, fines go against our morals as a public library."Kathy motioned to approve the policy to become a Fine Free Library. Heather seconded. Motion carried.
3. Discussion on continuing to pay staff for their scheduled time when they have Covid exposure or Covid illness. Discussion was tabled until the next meeting so Diane is able to gather some additional information.
4. Library Procedures Regarding Staff Covid-19 Exposures & Illness Policy - "The North Manchester Public Library will follow the Centers for Disease Control and Prevention guidelines (such as testing, quarantining, masking, distancing) regarding COVID-19 along with the Indiana State Health Department for library staff who have been exposed or become ill with COVID-19." Motion to accept by Tim. Mike seconded. Motion carried.
5. Sign Dedication - Kevin would like the board to consider dedicating the electronic sign to Shirley Glade, citing her many years of service to NMPL. Motion to approve by Kathy; seconded by Heather. Motion carried.

VII. Questions & Comments

VIII. Adjournment - Motion to adjourn by Heather 7:47pm. Second by Kathy.

Next Board Meeting - August 18th at 6:30pm in the Blocher Community Room

Approved by the Board on 8/18/22

Signed:

Kevin D. Walter _____ *Vicki Smith* _____
Mike Leckrone _____ *Kathy Garber* _____
Eileen Sklar _____ _____
Heather Winger _____ _____

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