

North Manchester Public Library Board of Trustees

November 17th, 2022 @ 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 6:30pm.
- II. Adoption of Agenda - Motion to approve the agenda by Vicki. Kathy seconded. All in favor.
- III. Public Comment Period - None
- IV. Perusal and Approval of Reports
 - A. Secretary Minutes - Motion to accept the budget meeting minutes by Kevin. Seconded by Tim. All in favor. Motion by Kathy to accept the minutes with the addition of "to the library" under b in Programs. Seconded by Heather. All in favor.
 - B. Presentation of Claims & Financial Reports - Mike asked about some apparent discrepancies on page 26. Diane will talk to Becky and ask her to come to the next meeting to clarify those with the board. Motion to accept by Kevin, seconded by Heather. All in favor.
- V. Director's Report -
 - A. Friends of the Library
 1. FOL held their monthly meeting Tuesday, November 8th, 2022.
 2. A board position will be available in 2023 with Bud Tully stepping down.
 - B. Programs
 1. The library had a costume parade after Storytime in October. Participants received candy and a free mini blizzard coupon.
 2. Adulting 101 had a total of 19 participants. This program was done in partnership with Mindy Mays from Purdue Extension
 3. MELC Storytime: The Manchester Early Learning Center has asked Sarah and Molly to come and do a Storytime for all the classes.
 4. Rhinestone & Roses taught another floral bouquet workshop on November 16. The focus this time around was on a Thanksgiving/Fall arrangement for decoration. Molly is a big believer in supporting local businesses through our programs and summer/winter reading events. So far this year, NMPL has supported the local gas stations, Kenapocomocha, Healthy Hub, Nordmann's Nook, Manchester Soap Co., Nature's Remedy, Cottage Creations, Small Town Designs, and Rhinestone & Roses.

5. Sarah reached out to the Consumer Financial Protection Bureau (the CFPB) and received a free classroom pack of storybooks, bookmarks, posters, and lesson plans revolving around The Money Monsters. These lessons cover saving, entrepreneurship, giving, what things really cost, being good borrowers, protecting assets, and careers. Sarah is very excited to run a Money Monsters program for kids early next year.
6. Suzanne Walker, Director - Indiana Center for the Book and Indiana Young Readers Center Librarian from the Indiana State Library reached out to Sarah with an opportunity to partner with the Indiana Humanities One State/One Story initiative that will center around advancing racial equity. For the first time they will be picking two books to highlight; one for an adult audience and one for a children's audience. Because of this, they will be creating two program guides, one for each audience. Sarah will be on the team developing the children's program guide.
7. Sarah learned that the STAR Library Education Network is offering free Viewing Glasses for both the 2023 Annular Solar Eclipse and the 2024 Total Solar Eclipse. She applied for a pack of 500 glasses.
8. Heidi Lovett connected Molly and Sarah with Cassandra Gohn, PhD, Assistant Professor of Biology, Medical Technology Program Director at Manchester University. She is also a member of the Indiana Physiological Society and one of her goals for the coming year is to increase outreach. NMPL will be partnering with her to hold a series of science labs for children in the community. The events will be held at the library and feature multiple stations run by her students. The Cardiovascular Science Lab will kick things off in December and include interaction with 3D laptops and preserved sheep's hearts.
9. Sarah recently learned of the work of the Institute of Electrical and Electronics Engineers (IEEE). They offer seed money (up to \$2000) for public libraries to start their own circulating science kit collections. Sarah is applying for the Science Kits for Public Libraries grant with the goal of starting NMPL's own collection here of approximately 25 kits covering everything from circuits to optical illusions to alternative energy to robots to physics.

C. Buildings & Grounds

1. The Town has picked up the leaves that were raked and piled in the median by Julie. NMPL is waiting for Metzger's to complete the second leaf removal.
2. Kris Hand installed the plaque on the brick sign in honor of Shirley Glade. This completes the EMC project!
3. The final adjustments and resolving of air combustion for the mechanical room due to the new boilers will take place the week of Nov.14th and will complete the boiler project.
4. The HVAC software update is now projected to begin in January 2023.

D. Personnel

1. N/A

E. Technology

1. The legal aid kiosk funded by the Indiana Bar Foundation has arrived and has been installed. The kiosks are part of a housing legal service project by the Indiana Housing and Community Development Authority. The kiosk will officially launch when the Indiana Bar Foundation notifies the library of the launch date.

F. General Information

1. Jeanna, Cody, and Diane attended the ILF annual conference in Indianapolis November 15-16.
2. Diane presented to Rotary on October 27, 2022.
3. The Library staff Christmas party will take place Saturday, December 10th at Jeanna and Ryan Hann's house.

VI. Old Business

1. Public Comment Policy - Motion to approve by Tim; seconded by Vicki. All in favor.

VII. New Business

1. Resolution to establish 2023 Salaries and Wages of Library Employees - Motion to accept by Heather; seconded by Vicki. All in favor.


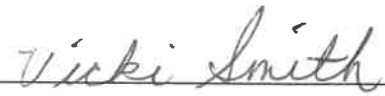
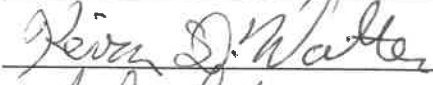


VIII. Questions & Comments from the Board - N/A

- IX. Adjournment - Motion to adjourn at 7:08 by Kathy; seconded by Heather. All in favor.

Next Board Meeting - December 15th at 6:30pm in the Blocher Community Room

Approved by the Board on 12/15/22

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