

Alexandria Monroe Public Library Meeting Minutes: March 14, 2024

1. Call to Order- Meeting was called to order at 6:00 PM by John Dockrey. Members present include Missy Giles, Kim Terry, Laura Jean Rowe, Marnie Zeller, Monica Etchison, John Dockrey, and director Sarah Wallace-Moon. Absent: Larry Oliver.
2. Approval of last month's meeting's reports: Missy moved to approve the meeting agenda, minutes of the previous meeting, and the financial and director's report. It was seconded by Laura. Board approved.
3. Old Business-

Richland Update: Sarah received an email prior to the meeting with general questions and was given 7-10 minutes for a presentation. Sarah handed out the pamphlet papers to the board members that she had handed out at the meeting. Very nice! A survey is ready to be sent out. Might need tweaked a bit. Biggest takeaway when running rudimentary numbers: It would cost the township less than \$1000 for the year and it would cost the fire territory \$17,000. Sarah would like to spend the money to do our own comprehensive tax impact study. She will pursue the study to get numbers. To be continued.
4. New Business-
 - a. Grand Prix dates will be June 28th-30th. The route has changed. Sarah would rather the library lot not be used as a pit. The people are not the kindest and leave trash, damage the landscaping, and use the library's water spouts and electrical outlets. If the lot will be open, the library would like to have a large book sale during that time. March 18th update: Sarah was able to meet with the racing board local guy, Jay McFall. He came to the library to meet with Sarah and stated that the library lot will not be used as a pit!
 - b. Sarah's Maternity Leave plan: Due date is between May 8-13th. Sarah plans on working right up to due date unless told otherwise. She will conduct the May 9th board meeting. If she is not available, Brad Sowinski has volunteered to step in for that meeting. May 10th will be Sarah's last day in office, if not before. After the baby has arrived, Sarah will work from home strictly for payroll, bills, and board meetings. She will come in briefly every other week to check on things and grab bills. The managers are: Loretta, Brad, Rachael, and Stacy(interim). Sarah will steadily increase her work time in the office through August with a full time return date of August 26th. Sarah requested the personnel committee to check in with the managers when visiting the library. Ask them how things are going and if they need help with anything.
5. Director's Report: All banks have balanced as of the first. Sarah was nominated to be on the ballot for the Evergreen Indiana Executive Committee to represent Class C sized libraries! Voting takes place in April. If elected, she will have the privilege of working closely with the state library and other elected officers to make Evergreen bigger and better for all Indiana libraries. Sarah has submitted a presentation proposal for the 2024 ILF November conference. If selected, she would present the topic of is the different unique staff and patron engagement activities that have been successful for our library. Tech Services: Rachael and Trystan have worked quickly on the first round of weeding, re-stickering, and shifting to stay on track with our collection maintenance. They are getting ready to start the adult nonfiction weed to finish out the schedule. Hachette Book Group has announced that they are no longer going to produce physical audiobooks. They will not stop production, it will just be kept in digital form. The door and frame are in for the employee entrance. Carl Bell is hoping to have it done by the end of next week. Adult Services: Circulation staff has ramped up their efforts for Spring cleaning.

Melissa, JoJo, And Bill are working on revamping the Grim Readers newsletter. They are thinking of changing it to quarterly instead of monthly.

Programming and Youth: bracing ourselves for the Solar Eclipse on April 8th. The library is anticipating a larger crowd on that day. The library received 1,000 viewing glasses. They have shared with nursing homes and daycares.

Summer reading preparations are underway. Addy has been gathering donations from local businesses for prizes. Stacy has solidified the programming and has started purchasing decorations and supplies. The library was given a 3 year protective order from John Thayer. There have not been any more incidences to date. There has been a woman (Natalie) from the city coming into the library and following children. She has mental issues and is considered a nuisance and is not necessarily doing any harm. Sarah has spoken with her personally. Sarah will talk to staff on how to handle the woman when she is on maternity leave.

6. Librarian's Report: The circulation numbers are barely up. Digital Services and the Door Count are up.
7. Treasurer's Report
 - a. Financial Report: Sarah declared that banks are balanced. There was an interest gain of \$3746 with a 5.3966% yield.
 - b. Register of Claims: Missy moved to pay claims 71-124. Marnie seconded. Board approved.
8. Announcements: Laura has been reinstated for another 4 years on the library board. She will retire from teaching at the end of the school year. Kim stated that we did not win a grant from Native Plants Unlimited but she will have a choice of plants at the end of the sale. The new mat at the entrance is really nice. Missy stated that early voting was approved. 9-6 Monday-Friday and 9-4 on Saturday (starting April 24th?).
9. Public Comments: None
10. Adjournment: Missy made the motion to adjourn at 6:56 PM. Laura seconded. Board approved.

Respectfully submitted,
Marnie Zeller

Next meeting date: Thursday, April 11th at 6 pm.