



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, March 21, 2019**

**5:30 – 6:30 PM Annual Staff Recognition Dinner at Zionsville Christian Church
6:45 PM Library Board Meeting at Zionsville Christian Church**

The regular meeting of the Board of Trustees of the Hussey-Mayfield Memorial Public Library was held March 21, 2019, and called to order at 6:55 p.m. All members of the Board of Trustees were present. Sarah Moore, Executive Director; Mary Rueff, Asst. Director; Brandon Weir, IT Specialist; Sarah Childs, Tech Services Department Head; Kristin Stout, Circulation Department Head; Virginia Hilbert, Marketing Manager; Tracy Phillips, HMMPL Foundation Development Director; and Kimberly Olivares, Board Assistant were also present. Sandy Sifferlen, President, presided.

Secretary's Report

Minutes of February 21, 2019 Regular Meeting

Upon motion duly made by Rebecca Hill, seconded by Jane Johnson, and being unanimously approved, the minutes of the regular meeting held on February 21, 2019.

Treasurer's Report

March Claims

Upon motion duly made by Ed Cambra, seconded by Monty Korte, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for March 2019, as reviewed, approved, and audited by the Assistant Library Director, and approved for payment by the Treasurer.

Staff Reports

SRP Update

The Summer Reading Program Committee has been meeting biweekly for a couple of months, planning the 2019 SRP. The theme is "A Universe of Stories," which is also the Collaborative Library Summer Program theme being used across the country by many public libraries. Annette Knox, the Library's Graphic Artist, often creates art specific for our Library, but she and Virginia Hilbert were so pleased and impressed by the artwork that is provided by the CLSP this year that we're going with that instead. The dates are May 28 – July 27 and the main concentration with the theme is space. It's also the 50th anniversary of Apollo 11 this summer, and there are many programs being planned around the space theme. LINK Observatory is returning to do an Apollo 11 program on June 11th and we have musicians, magicians and animals coming to round programs out. Watch for more information forthcoming!

Friends Update

Mary Rueff reported that the Friends of the Library made their largest grant to date in the amount of \$10,350 at their March 20, 2019 meeting. These funds will cover programs and expenses related to summer reading, Teen programs throughout 2019, and replace rugs in the children's area.

President's Report

Sandy Sifferlen thanked the staff for being included in the Staff Recognition Dinner held just prior to the meeting. She expressed that the Board is grateful for the library staff. She also passed around a thank you card that will be sent to the pastor and staff of the Zionsville Christian Church for hosting our dinner and March meeting.

Appointments Update

A memo of understanding is being drafted between the Zionsville Mayor's office, Zionsville Town Council and the Boone County Commissioner to address how appointments will be made. When this is completed, a new Trustee can and will be added to the Library Board.

Director's Report

Strategic Planning

The Board agreed in an email vote to contract with MCLS for Strategic Planning in 2019. We are on the schedule to begin in the fall with the first work to start in August. The proposal is attached for your review and a formal motion.

*Upon **motion duly made** by Jane Johnson, seconded by Rebecca Hill, and being unanimously approved, the Library Board approved the agreement with MCLS to provide Strategic Planning Services.*

SEE ATTACHMENTS.

Advocacy Update

Rebecca Hill and Sarah Moore were at the Statehouse on March 12 to Advocate for libraries to our lawmakers. We met with Senator J.D. Ford, Senator Brian Buchanan, and Representative Donna Schaibley. The major issues discussed were HB 1343, SB 623, and funding for Inspire and other internet access.

Sarah Moore also got both J.D. Ford and Brian Buchanan to agree to come to the library and read to the children. The dates will be forthcoming.

Rebecca Hill would like to add an Advocacy Update to the Board agenda. Monty Korte mentioned this would be a good item to include in the upcoming strategic planning.

Hiring Update

Interviews are ongoing for a Youth Services Department Head, and Marketing Assistant. The Circulation Assistant role was offered to a candidate this week.

*Upon **motion duly made** by Jane Johnson, seconded by Rebecca Hill, and being unanimously adopted, the Board of Trustees approves the hiring of Cori Nell for the position on Circulation Assistant on April 8, 2019.*

Design Update

The two winning designs from the Ball State design project for the first floor area have been selected. The school has hired one student to work with us to combine the elements of these and other submitted designs to create a complete design and cost estimate.

The initial third floor design has been completed by Reza Ahmadi of Ball State and we are in the process of reviewing it with relevant professionals and determining a cost estimate for the project.

The third floor design and the two first floor designs will be available at the meeting.

Surplus Equipment and Furniture

*Upon **motion duly made** by Rebecca Hill, seconded by Ed Cambra, and being unanimously adopted, the Board of Trustees declared the equipment and furniture removed from service listed on the attached document as surplus.*

SEE ATTACHMENTS.

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, April 18, 2018 at 7:00 PM in the Hussey Room of the Library.

Adjournment

*Upon **motion duly made** by Ed Cambra, seconded by Monty Korte, and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 7:38 p.m.*

Rebecca Hill, Secretary

Attachments for Regular Meeting

Meeting Minutes: Regular Meeting on February 21, 2019
Financial Reports as of February 28, 2019
Statistics through February 28, 2019
MCLS Agreement

The following items will be distributed at the meeting:

Financial Reports as of March 21, 2019
Ball State Designs

March 2019 Library Board: Sandy Sifferlen, Monty Korte, Rebecca Hill, Ed Cambra, Molly Hanlon, and Jane Johnson