

**BOARD OF TRUSTEES  
HUSSEY-MAYFIELD MEMORIAL PUBLIC LIBRARY  
MINUTES  
REGULAR MEETING  
August 19, 2010**

The regular meeting of the Board of Trustees of the Hussey-Mayfield Memorial Public Library was held August 19, 2010, and called to order at 7:32 p.m. All members of the Board of Trustees were present except Sandy Sifferlen and Jeff Rolland. Also present were Director Jake Speer, Associate Directors Mary Rueff and Rick Deuschle, and Cathy Hurst, Board Assistant was also present. LeeAnn Biggs, President, presided.

**Secretary's Report**

Minutes of July 15, 2010 Regular Meeting

*Upon motion duly made by Gayle Cox, seconded by Bea Edwards, and being unanimously approved, minutes of the regular meeting held on July 15, 2010 were adopted.*

**Treasurer's Report**

August Claims

*Upon motion duly made by Monty Korte, seconded by Gayle Cox and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for August 2010, as reviewed and approved by the Executive Director and audited by the Assistant Library Director and approved for payment by the Treasurer.*

2011 Budget

A pie chart showing the distribution of funds in the proposed 2011 Operating Fund was presented to the Board. (*Exhibit A*)

The Boone County Council intends to review the Library's budget at their meeting on September 14, 2010. Jake Speer, Martha Catt and Rick Deuschle plan to attend the meeting.

**Committee Reports**

Policy Committee

*Upon motion duly made by Josh Minkler, seconded by Bea Edwards, and being unanimously adopted, the Board of Trustees resolved to adopt the revised study room, weather and emergency closing, headphones, proctoring exams and 2011 holiday closing schedule policies.*

## Building Maintenance Committee

### Additional Study Room on Second Floor

Rick Deuschle reported that the room housing the Kurzweil machine has been repurposed to provide another study room on the second floor. The machine will be available for use upon request.

### Entrance Security Barriers

At the present time, the Board has decided not to construct entrance security barriers at the three public entrances to the building. The Sentry gates are effectively eliminating loss of materials at this time. The Board is open to revisiting this issue should the need arise.

## **President's Report**

### Meeting with Area Officials

The Boone County area officials met on August 17 at Zionsville Community School's administration building. One topic discussed was the school referendum. The next meeting will be hosted by the Library on September 21 at 7:30 a.m. All Board members are invited to attend.

## **Director's Report**

### Statistics

The Library circulated 52,024 items in July which was an increase of 3,780 compared to July 2009. The Library had a record door count for the month of July with a tally of 26,645. There were 193 new library customers registered in July which brings the total cardholders to 16,502.

### Second Quarter Reports

The April-June reports prepared by the Department Heads are included for the Board's review.

### Fall Festival Parade

Mary Rueff reported that the theme for this year's parade is "Heroes." The parade will take place on September 11 and the Library's entry is "Every Book Has Its Hero." Some staff will be performing a choreographed dance and others will be passing out life savers and flyers about this year's book selection for Boone County United We Read. The Library will open at noon so that staff may participate in the parade.

### Staff Training

The Library will be closed Friday, October 15 for a staff training day. The staff education committee received a grant from the Library Foundation to fund this day including box lunches for the staff. In the morning, staff will receive a refresher on various policies and procedures critical to efficient operation of the Library.

The afternoon session will include a speaker addressing principles of leadership and customer service. A representative from the Sullivan Munce Museum will talk to staff about the museum and what it has to offer.

### Evergreen Indiana Update

The second equipment order on the LSTA grant will be placed as the Library's Undesignated Fund will be completely reimbursed from the first order on August 20. The outbound telephone calling notification is functioning well.

A group from Pennsylvania will be visiting the Library to talk with Rick about Evergreen Indiana. In the spring of 2012, the Evergreen International Conference will be held in Indianapolis.

### Summer Reading

Mary Rueff reported on the 2010 Summer Reading Program. The total registered in Youth Services was 1,564 (1,489 in '09) and the total hours read were 47,249 (46,912 in '09.) There were 29 less children who read 100-199 hours in 2010 than in 2009. In 2010, 14 children read 200+ hours compared to 13 children in 2009.

In Teen Services, 644 registered for the program and read 1,606,766 pages. In 2009, 638 teens registered and read 1,552,005 pages.

Adult Services registered 371 readers this year compared with 476 in 2009. They logged 2,365.5 books and last year 2,425 books were read. The program lasted one less week in 2010 than in 2009.

### Adjournment

*Upon motion duly made by Josh Minkler, seconded by Gayle Cox and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 8:37 p.m.*

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Josh Minkler, Secretary

August 2010 Library Board: LeeAnn Biggs, Jeff Rolland, Monty Korte, Bea Edwards, Josh Minkler, Gayle Cox and Sandy Sifferlen