**MINUTES**

**INDIANA LIBRARY AND HISTORICAL BOARD**

**June 14th, 2024**

**INDIANA STATE LIBRARY**

**INDIANA AUTHORS ROOM 203**

1. **CALL TO ORDER AND INTRODUCTIONS**

The Business meeting of the Indiana Library and Historical Board was called to order by Mrs. Laurel Setser at 10:35 am. Board members present were Mrs. Megan Thompson, Mr. Tom Neuffer and Mr. Joe Skvarenina. Mr. Randy Mills present via Teams. Also, present was Jacob Speer, Director of the Indiana State Library.

Others present were:

Meg Adams, State Library

Katrice Anders-Jordan, State Library

Stephanie Asberry, State Library

Jen Clifton, State Library

Angela Downs, State Library

Ann Margaret Rice, via Teams

Michelle Sharp, State Library

Sylvia Watson, State Library

John Wekluk, State Library

Jill Wiess-Simmins, Historical Bureau

Megan Woods, State Library

1. **INDIANA LIBRARY AND HISTORICAL DEPARTMENT BUSINESS**

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| 6-1-24  Agenda | The agenda was presented for approval. Mrs. Thompson moved, and Mr. Neuffer seconded: to approve the agenda.  **TO APPROVE THE AGENDA.**  **Motion passed.** |

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| 6-2-24  Approval of the ILHB March 8th 2024 Minutes | The minutes of the March 8th 2024, meeting were presented for approval. Mr. Skvarenina moved, and Mr. Neuffer seconded:  **TO APPROVE MARCH 8TH, 2024 MINUTES AS PRESENTED.**  **Motion passed.** |

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| 6-3-24  ISL Personnel Report | Mr. Speer presented the Personnel Report for approval. New Hires: Diana Doore, Program Director 1, Administration, effective May 13, 2024. Retirement/Resignations: Ben Baumann Historian 1, Indiana Historical Bureau, resigned, last day May 10, 2024. Christel Ristich, Accountant 4, Business Office, resigned last day May 24, 2024, and Ruth Frasur, IT Project Manager Association, MIS, resigned, last day May 24, 2024. Promotion/Transfers: Courtney Brown, promotion to IT Project Manager Associate, MIS, effective May 13, 2024. Mr. Neuffer moved, and Mr. Skvarenina seconded:  .  **TO APPROVE THE PERSONNEL REPORT AS PRESENTED.**  **Motion passed.** |

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| 6-4-24  ISL Financial Report | Mrs. Anders-Jordan presented the Financial Report for approval. Mrs. Thompson moved, and Mr. Neuffer seconded:  **TO APPROVE THE FINANCIAL REPORT AS PRESENTED.**  **Motion passed.** |

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| 6-5-24  2023 Public Library Standards | Mrs. Clifton presented the Recommended Out of Standards Libraries for approval.   1. Darlington Public Library-Responded in writing but is not requesting a wavier Library do not subscribe to InfoExpress service. A repeat issue since 2019. We appreciate that the library did submit an updated long-range plan for 2022-2026, which corrected an issue from the previous year. 2. Jonesboro Public Library-Not requesting a waiver. Library reports facilities are not in compliance with local, state, and federal building and health and safety codes. The library is not offering weekend hours. Library still lacks an automated catalog (Evergreen was discussed in the past) and does not participate in InfoExpress. 3. Joyce Public Library-They are requesting a waiver, but several critical issues still remain. Library is not automated (but has begun taking an inventory), does not participate in reciprocal borrowing with other libraries, and does not subscribe to InfoExpress. The library director lacks certification and does not work full time. The library is only open 12 hours a week but includes morning, evening and weekend hours. Library’s non-resident fee is lower than the required $25 minimum set by law (they are aware of the law and choose to keep the fee at $15). Director Jana Harris called and spoke in length with Library Development Office staff regarding their standards issues and is considering attending the 2024 New Directors Workshop in August 2024. We will continue to encourage her to do so and seek certification as an LC7. 4. Matthews Public Library-Not requesting a waiver. Several issues, including no catalog, no InfoExpress, no full time or certified director or staff. Library also lacks bylaws, long range plan, staff policies, and complete webpage. 5. Penn Township Public Library-Not requesting a waiver. Numerous standards issues remain, including automation and InfoExpress. A new director will be starting in 2024and will work with her to address several of those long-standing issues. 6. York Township Public Library-Not requesting a waiver. Issues include hours of service (only 8 hours/week and only one Saturday and one evening hour per month), lack of automation, lack of InfoExpress service, and website (library will be creating a site via ISL’s ConnectIN service).   Mr. Neuffer moved, and Mrs. Thompson seconded:  **TO APPROVE THE RECOMMENDED OUT OF STANDARDS LIBRARIES AS PRESENTED.**  **Motion passed.**  Mrs. Clifton presented Recommended Waivers for Libraries for approval.   1. Edinburgh Wright-Hageman Public Library-Library has been out of standards since 2019 but has corrected many issues and is requesting a waiver. A new director was hired in 2024 and has applied for temporary certification (remedying the long-standing certification issue). The new director is currently working with AVC and has updated the library’s website and is working to bring the catalog back online (the director is also considering joining Evergreen and SRCS). The library currently does not subscribe to InfoExpress delivery service, but the new director is willing to join as they have a resource sharing service up and running. 2. Knightstown Public Library-The library did not offer a children’s reading program in 2023 as they were operating out of a temporary location. They have shared plans for their 2024 program.   Mr. Neuffer moved, and Mr. Skvarenina seconded:    **TO APPROVE THE RECOMMENDED WAIVERS AS PRESENTED.**  **Motion passed.**  Mrs. Clifton presented the libraries recommended in standards for 2023 for approval.   1. Adams Public Library System 2. Akron Carnegie Public Library 3. Alexandria-Monroe Public Library 4. Alexandrian Public Library 5. Allen County Public Library 6. Anderson Public Library 7. Andrews-Dallas Township Public Library 8. Argos Public Library 9. Attica Public Library 10. Aurora Public Library District 11. Avon-Washington Township Public Library 12. Bartholomew County Public Library 13. Barton Rees Pogue Memorial Public Library 14. Batesville Memorial Public Library 15. Bedford Public Library 16. Bell Memorial Public Library 17. Benton County Public Library 18. Berne Public Library 19. Bicknell-Vigo Township Public Library 20. Bloomfield-Eastern Greene County Public Library 21. Boonville-Warrick County Public Library 22. Boswell-Grant Township Public Library 23. Bourbon Public Library 24. Brazil Public Library 25. Bremen Public Library 26. Bristol-Washington Township Public Library 27. Brook-Iroquois Washington Public Library 28. Brookston-Prairie Township Public Library 29. Brown County Public Library 30. Brownsburg Public Library 31. Brownstown Public Library 32. Butler Public Library 33. Cambridge City Public Library 34. Camden-Jackson Township Public Library 35. Carmel Clay Public Library 36. Carnegie Public Library of Steuben County 37. Centerville-Center Township Public Library 38. Charlestown Clark County Public Library 39. Clayton-Liberty Township Public Library 40. Clinton Public Library 41. Coatesville-Clay Township Public Library 42. Colfax-Perry Township Public Library 43. Covington-Veedersburg Public Library 44. Crawford County Public Library 45. Crawfordsville District Public Library 46. Crown Point Community Public Library 47. Culver-Union Township Public Library 48. Danville-Center Township Public Library 49. Delphi Public Library 50. Dublin Public Library 51. Dunkirk Public Library 52. Earl Park-Richland Township Public Library 53. East Chicago Public Library 54. Eckhart Public Library 55. Elkhart Public Library 56. Evansville-Vanderburgh Public Library 57. Fairmount Public Library 58. Farmland Public Library 59. Fayette County Public Library 60. Flora-Monroe Township Public Library 61. Fort Branch-Johnson Township Public Library 62. Francesville-Salem Township Public Library 63. Frankfort Clinton County Contractual Public Library 64. Franklin County Public Library District 65. Fremont Public Library 66. Fulton County Public Library 67. Garrett Public Library 68. Gary Public Library & Cultural Center 69. Gas City-Mill Township Public Library 70. Goodland & Grant Township Public Library 71. Greensburg-Decatur County Contractual Public Library 72. Greentown & Eastern Howard School Public Library 73. Greenwood Public Library 74. Hagerstown-Jefferson Township Public Library 75. Hamilton East Public Library 76. Hamilton North Public Library 77. Hammond Public Library 78. Hancock County Public Library 79. Harrison County Public Library 80. Hartford City Public Library 81. Henry Henley Public Library 82. Huntingburg Public Library 83. Huntington City-Township Public Library 84. Hussey-Mayfield Memorial Public Library 85. Indianapolis Public Library 86. Jasonville Public Library 87. Jasper County Public Library 88. Jasper-Dubois County Contractual Public Library 89. Jay County Public Library 90. Jefferson County Public Library 91. Jeffersonville Township Public Library 92. Jennings County Public Library 93. Johnson County Public Library 94. Kendallville Public Library 95. Kentland-Jefferson Township Public Library 96. Kewanna-Union Township Public Library 97. Kingman-Millcreek Public Library 98. Kirklin Public Library 99. Knox County Public Library 100. Kokomo-Howard County Public Library 101. La Crosse Public Library 102. La Porte County Public Library 103. Ladoga-Clark Township Public Library 104. LaGrange County Public Library 105. Lake County Public Library 106. Lawrenceburg Public Library District 107. Lebanon Public Library 108. Ligonier Public Library 109. Lincoln Heritage Public Library 110. Linden Carnegie Public Library 111. Linton Public Library 112. Logansport-Cass County Public Library 113. Loogootee Public Library 114. Lowell Public Library 115. Melton Public Library 116. Michigan City Public Library 117. Middlebury Community Public Library 118. Middletown Fall Creek Township Public Library 119. Milford Public Library 120. Mishawaka-Penn Harris Public Library 121. Mitchell Community Public Library 122. Monon Town & Township Public Library 123. Monroe County Public Library 124. Monterey-Tippecanoe Township Public Library 125. Montezuma Public Library 126. Monticello-Union Township Public Library 127. Montpelier-Harrison Township Public Library 128. Mooresville Public Library 129. Morgan County Public Library 130. Morrisson Reeves Library 131. Nappanee Public Library 132. New Albany-Floyd County Public Library 133. New Carlisle & Olive Township Public Library 134. New Castle-Henry County Public Library 135. New Harmony Workingmen’s Institute 136. Newburgh Chandler Public Library 137. Newton County Public Library 138. Noble County Public Library 139. North Judson-Wayne Township Public Library 140. North Madison County Public Library System 141. North Manchester Public Library 142. North Webster Community Public Library 143. Oakland City-Columbia Township Public Library 144. Odon Winkelpleck Public Library 145. Ohio County Public Library 146. Orleans Town & Township Public Library 147. Osgood Public Library 148. Otterbein Public Library 149. Owen County Public Library 150. Owensville Carnegie Public Library 151. Oxford Public Library 152. Paoli Public Library 153. Parke County Public Library 154. Peabody Public Library 155. Pendleton Community Public Library 156. Perry County Public Library 157. Peru Public Library 158. Pierceton & Washington Township Public Library 159. Pike County Public Library 160. Plainfield-Guilford Township Public Library 161. Plymouth Public Library 162. Porter County Public Library 163. Poseyville Carnegie Public Library 164. Princeton Public Library 165. Pulaski County Public Library 166. Putnam County Public Library 167. Remington-Carpenter Township Public Library 168. Ridgeville Public Library 169. Roachdale-Franklin Township Public Library 170. Roann Paw-Paw Township Public Library 171. Roanoke Public Library 172. Royal Center-Boone Township Public Library 173. Rushville Public Library 174. Salem-Washington Township Public Library 175. Shelby County Public Library 176. Sheridan Public Library 177. Shoals Public Library 178. South Whitley Community Public Library 179. Speedway Public Library 180. Spencer County Public Library 181. St. Joe County Public Library 182. Starke County Public Library System 183. Sullivan County Public Library 184. Swayzee Public Library 185. Switzerland County Public Library 186. Syracuse-Turkey Creek Township Public Library 187. Thorntown Public Library 188. Tippecanoe County Public Library 189. Tipton County Public Library 190. Union City Public Library 191. Union County Public Library 192. Van Buren Public Library 193. Vermillion County Public Library 194. Vernon Township Public Library 195. Wabash Carnegie Public Library 196. Wakarusa-Oliver & Harrison Township Public Library 197. Walton & Tipton Township Public Library 198. Warren Public Library 199. Warsaw Community Public Library 200. Washington Carnegie Public Library 201. Washington Township Public Library 202. Waterloo-Grant Township Public Library 203. Waveland-Brown Township Public Library 204. Wells County Public Library 205. West Lafayette Public Library 206. West Lebanon-Pike Township Public Library 207. Westchester Public Library 208. Westfield-Washington Public Library 209. Westville-New Durham Township Public Library 210. Whiting Public Library 211. Willard Library Of Evansville 212. Williamsport-Washington Township Public Library 213. Winchester Community Public Library 214. Wolcott Community Public Library 215. Worthington Jefferson Township Public Library 216. Yorktown Public Library   Mrs. Thompson moved, and Mr. Neuffer seconded:  **TO APPROVE LIBRARIES RECOMMENDED IN STANDARDS FOR 2023.**  **Motion passed.** |

1. **REPORTS**

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| 6-6-24  Deputy Director Public Library Services Report | Mrs. Asberry presented the Public Services and Statewide Services Reports that were included in the packet. |

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| 6-7-24  Deputy Director of the Historical Bureau | Mrs. Wiess presented the Historical Bureau Report that was included in the packet. |

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| 6-8-24  State Librarian Report | Mr. Speer provided an update on the Imagination Library program and said that 83 counties are currently covered, and the goal is have complete statewide coverage by the end of 2024. Speer discussed the SRCS program and that with consultation with Resource Sharing Committee it has been decided to discontinue SRCS and move the approximately 40,000 annual requests to the SHARE program. Speer also provided an update Indiana Digital Library program and Info Express. Speer reported progress of the exterior work of the building. |

1. **NEW BUSINESS**

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| 6-9-24  New Business | Mrs. Setser asked how the Indiana State Library Foundation is doing. Mr. Speer stated that the ISL Foundation is planning a strategic planning session later this summer and that at the request of the Board, State Board of Accounts is conducting an audit. |

1. **OLD BUSINESS**

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| 6-10-24  Old Business | There was no Old Business |

Meeting Adjourn: 11:35am

Mr. Neuffer moved, and Mrs. Thompson seconded:

Next Meeting Date: September 13