**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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| 6-1-24Agenda | 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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| 6-2-24Approval 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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| 6-3-24ISL 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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| 6-4-24ISL 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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| 6-5-242023 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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| 6-6-24Deputy 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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| 6-7-24Deputy Director of the Historical Bureau | Mrs. Wiess presented the Historical Bureau Report that was included in the packet. |

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| 6-8-24State 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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| 6-9-24New 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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| 6-10-24Old Business | There was no Old Business |

Meeting Adjourn: 11:35am

Mr. Neuffer moved, and Mrs. Thompson seconded:

Next Meeting Date: September 13