

INDIANA LIBRARY AND HISTORICAL BOARD

May 16, 2008

Indiana State Library

Board Room – 401

I. CALL TO ORDER AND INTRODUCTIONS

The Business meeting of the Indiana Library and Historical Board was called to order by Dr. Thomas Hamm at 10:05am. Board members present were, Mr. Jeff Krull, Mrs. Carol McKey, Mr. Bob Barcus and Mr. Jon Myers. Also present were, Roberta Brooker, Director of the Indiana State Library and Pamela J. Bennett, Director of the Indiana Historical Bureau.

Others present were:

Jim Corridan, Associate Director State Library

Jake Speer, State Library

Wendy Knapp, State Library

Michele Farley, State Library

Jennifer Beach, State Library

Jessica Jacko, State Library

Ron Rose, State Library

Scott Lambert, State Library

Theresa Anderson, State Library

Edythe Huffman, State Library

Sallie Davis, East Chicago Public Library

Charles Moore, East Chicago Public Library

Jane Hall, Argos Public Library

Jos Holman, Tippecanoe County Public Library

Janet Gartin Moore, IMCPL

Michael Williams, IMCPL

Terry Rheinheimer, Middlebury Community Library

Michael Piper, INCOLSA

Linda Yoder, Nappanee Public Library

Suzanne Braun-McGee, INCOLSA

Carol Graham, State library

II. INDIANA LIBRARY AND HISTORICAL DEPARTMENT BUSINESS

5-1-08 The minutes of the January 25, 2008, February 7, 2008 and May 7, 2008 were presented for
Minutes approval. Mr. Barcus moved and Mrs. McKey seconded:

THAT THE MINUTES OF THE JANUARY 25, 2008, FEBRUARY 7, 2008 AND MAY 7, 2008 BE APPROVED AS PRESENTED.

Motion passed.

Dr. Hamm welcomed Jon Myers to his first full meeting of the Indiana Library and Historical Board. Mr. Myers comes from Columbia City, Indiana and is a Trustee at the Peabody Public Library.

Dr. Hamm stated that this is the first meeting in 8 years in which Pat Steele has not been a member of the Board. She was a steady presence and she will be missed. Dr. Hamm asked that recognition and appreciation for her service in the 2 terms that she served on the Indiana Library and Historical Board be made a part of these minutes. Mr. Krull moved and Mr. Barcus seconded:

THAT RECOGNITION AND APPRECIATION TO PAT STEELE FOR HER STEADY PRESENCE AND SERVICE IN THE 2 TERMS THAT SHE SERVED ON THE INDIANA LIBRARY AND HISTORICAL BOARD BE NOTED.

Motion passed.

5-2-08 Certification Rules Dr. Hamm presented for consideration the Certification Rules. He stated that this is the culmination of a process that goes back into last year on which there have been a number of opportunities for public comment that culminated in the Public Hearing on May 7, 2008.

During the hearing David Cooper, Director at Hamilton East Public Library, presented a proposal for some changes in the Certification Proposal. Dr. Hamm saw that as some tweaking of some of the elements of the proposal. Others saw it as a more substantial change. Jim Corridan, Associate Director, State Library, reported that he had checked with the ADOLPLI libraries and asked them if they had any input, did they support or not support the proposal that David Cooper had presented. The consensus was that there was no consensus. The State Library would recommend that it not be a part of the consideration because the ADOLPLI libraries could not coalesce around the proposal, so there is no reason for us to think that we should take any action on it.

Dr. Hamm summarized it as supporters see it as a step forward, as progress, as nudging up the bar a bit, of expectation for working in Public Libraries in the State of Indiana. They see the certification requirements as very reasonable for the level of service provided and expected. They see an introduction of a continuing education requirement as entirely appropriate for people working in public libraries. They see a \$50.00 fee every 5 years for continuing their certification as again quite reasonable.

The concerns are almost diametrically opposed to those and one additional one. There is a feeling that current standards are quite satisfactory and this pushes the bar too high. That continuing education is going to impose cost. Not just the cost of taking the courses but cost in terms of absence and transportation, at least the smaller libraries are going to find difficult to support. There is also a concern about the whole question of individual cost. That for someone who is working for a very low salary in a small public library, \$50.00 is a significant sum in their view. There is also a concern of consolidation. There are proposals out there to create a county wide system in every county in Indiana. How would this new set of certification standards mesh if we move in that direction. There has been considerable worry about adverse effects in that area.

Jeff Krull asked what would be involved in revisiting these rules. How big of an issue is it to come back in 2 years from now and take stock and determine whether it's advisable to take another look.

Jim Corridan responded that by law the Certification Board can revise the administrative rules. It will take about 6 months to go through from the starting point to the actual adoption of the rule. It can do that at any time it wants to.

Mr. Krull moved and Mr. Barcus seconded:

TO ADOPT THE RULES AS PRESENTED TO BE EFFECTIVE JULY 1, 2008.

Motion passed unanimously.

5-3-08 Building Ron Rose reported that there were three issues concerning the building: 1) reporting back to the Board concerning the events of January and February. On January 21 there was a flood in the building and on February 6 there was a small fire in the building. Library staff was not notified of these events. That was a concern for the library staff. After talking with his counter parts in

the Department of Administration, the electronic alarms that are triggered by such events did operate properly. The problem lies with the human assets. They contribute that to new employees and inadequate training. It has been worked out that they now have a notification system for State Library employees that allows us to determine if we need to respond with additional staff. 2) The micro infestation corrosion problem has not as of yet been fixed. In late January the contractor started with the plan that had been developed with the Department of Administration to correct the problem, which is corrosion in the sprinkler system that renders it basically useless in some areas of the library. The contractor, Ryan Fire Protection, was here for about 5 weeks, and met with Ron at the end of 5 weeks and expressed a concern that the plan developed with IDOA was not going to correct the problem. Ron Rose, Ryan Fire Protection, and the State Associate Architect met in early March. Ryan expressed their concerns that what was planned was not going to correct the problem, it was just going to spread. Construction was halted at that point. It resumed this week. The IDOA has come up with a new plan. Some of the components of this plan will require part of the system to be completely shut down in certain parts of the building. The cost factor in fixing it completely with the original plan is just not feasible at this time. We will not be at risk in the areas where the system is shut down. The IDOA states that the library will meet fire code. The decision was made to protect the collections. 3) The inter doors at the Ohio Street entrance is being converted from a key lock system to a card access system. The doors to the vault/Manuscript area is also being converted to a card access system which will enhance the security and hopefully improve the environment since eventually all non-essential materials will be removed from the vault area to the general stack area.

III. INDIANA STATE LIBRARY BUSINESS

5-4-08
Personnel
Report Ms. Brooker presented the personnel report for approval. Mr. Barcus moved and Mrs. McKey seconded:

TO APPROVE THE PERSONNEL REPORT AS PRESENTED.
Motion passed

5-5-08
Financial
Report Ms. Brooker presented the financial report for approval. Mrs. McKey moved and Mr. Myers seconded:

TO APPROVE THE FINANCIAL REPORT AS PRESENTED.
Motion passed.

5-6-08
ISLA Rules
of Council Mr. Corridan presented for approval the Indiana State Advisory Council (ISLAC) Rules of Council Proposed Amendments revised April 18, 2008. Mr. Barcus moved and Mrs. McKey seconded:

**TO APPROVE THE RECOMMENDATIONS OF THE INDIANA STATE LIBRARY
ADVISORY COUNCIL (ISLAC) RULES OF COUNCIL PROPOSED AMENDMENTS
REVISED APRIL 18, 2008 AS PRESENTED.**
Motion passed.

5-7-08
Public
Library Mr. Corridan presented for approval the recommendation of the State Library staff for Compliance with Standards for Public Libraries. They are:

Compliance
to Standards **Libraries which do not meet standards:**

- 1) Akron-Henry Township Public Library
- 2) Brookston-Prairie Township Public Library
- 3) Churubusco Public Library
- 4) Goodland & Grant Township Public Library

- 5) Henry Henley Public Library
- 6) Jasonville Public Library
- 7) Jonesboro Public Library
- 8) Joyce Public Library
- 9) Matthews Public Library
- 10) Newport Vermillion County Public Library
- 11) Penn Township Public Library
- 12) Pierceton & Washington Township Public Library
- 13) Ridgeville Public Library
- 14) Roann Paw-Paw Township Public Library
- 15) Spiceland Town-Township Public Library
- 16) Tyson Library Association, Inc.
- 17) Wanatah Public Library
- 18) York Township Public Library

Suggested Waivers:

- 1) Frankfort-Clinton County Contractual Public Library
- 2) Van Buren Public Library

Libraries which would meet standards if needed document is received by deadline:

- 1) Indianapolis-Marion County Public Library

It was moved by Mrs. McKey and seconded by Mr. Barcus:

TO APPROVE THE RECOMMENDATIONS OF THE STATE LIBRARY STAFF FOR COMPLIANCE WITH STANDARDS FOR PUBLIC LIBRARIES.

Motion passed.

Dr, Hamm abstained from voting due to the fact that his wife is on the Board of the Spiceland Town-Township Public Library Board.

IV. HISTORICAL BUREAU BUSINESS

The Director's report is made a part of these minutes.

5-8-08
Financial
Report

Miss Bennett presented the financial reports for approval. Mr. Barcus moved and Mr. Krull seconded:

TO ACCEPT THE FINANCIAL REPORTS AS PRESENTED.

Motion passed.

5-9-08
Human
Resources
Report

Miss Bennett presented the human resources report for approval. Mrs. McKey moved and Mr. Myers seconded:

TO ACCEPT THE HUMAN RESOURCES REPORT AS PRESENTED.

Motion passed.

The meeting adjourned at 11:20am.