**MINUTES**

**INDIANA LIBRARY AND HISTORICAL BOARD**

**MARCH 8TH 2024**

**INDIANA STATE LIBRARY**

**ROOM 401**

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 10:29 am. Board members present were Mrs. Megan Thompson, Mr. Tom Neuffer and Mr. Joe Skvarenina. Mr. Randy Mills via Teams. Also, present was Jacob Speer, Director of the Indiana State Library.

Others present were:

Katrice Anders-Jordan, State Library

Stephanie Asberry, State Library

Jen Clifton, State Library

Angela Downs, State Library

Michella Marino, Historical Bureau

Sylvia Watson, State Library

John Wekluk, State Library

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

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| 3-1-24  Agenda | The agenda was presented for approval. Mr. Skvarenina moved, and Mrs. Thompson seconded: to approve the agenda.  **TO APPROVE THE AGENDA.**  **Motion passed.** |

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| 3-2-24  Election of Board Officers | Mr. Skvarenina made a motion to re-elect Mrs. Laurel Setser as President and Mr. Tom Neuffer as Vice President. Mr. Skvarenaina moved, and Mrs. Thompson seconded:  **TO APPROVE MRS. LAUREL SETSER AS PRESIDENT AND MR. TOM NEUFFER AS VICE PRESIDENT AS PRESENTED.**  **Motion passed.**  Mrs. Setser made a motion to re-elect Mr. Joe Skvarenina Secretary. Mrs. Setser moved, and Ms. Thompson seconded:  **TO APPROVE MR. JOE SKVARENINA AS SECRETARY AS PRESENTED.**  **Motion passed.** |

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| 3-3-24  Approval of the ILHB December 14th 2023 Minutes | The minutes of the December 14th 2023, meeting were presented for approval. Mr. Neuffer moved, and Mr. Skvarenina seconded:  **TO APPROVE DECEMBER 14TH 2023 MINUTES AS PRESENTED.**  **Motion passed.** |

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| 3-4-24  ISL Personnel Report | Mr. Speer presented the Personnel Report for approval. New Hires: Wendy Rivera Hernandez, Library Tech 2, Circulation Support Division, effective December 11, 2023. Christel Ristich, Accountant 4, Business Office, effective December 11, 2023. Amelia Bostick, Genealogy, Program Coordinator 5, effective January 8, 2024. Retirements/Resignations: Marcia Caudell, Librarian Supervisor 3, Reference, retired last day of worked January 5, 2024. Rose Shingledecker, Program Director 1, Certification, resigned effected February 5, 2024. Mr. Skvarenina moved, and Mrs. Thompson seconded:  **TO APPROVE THE PERSONNEL REPORT AS PRESENTED.**  **Motion passed.** |

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| 3-5-24  ISL Financial Report | Mrs. Anders-Jordan presented the Financial Report for approval. Mr. Neuffer moved, and Mrs. Thompson seconded:  **TO APPROVE THE FINANCIAL REPORT AS PRESENTED.**  **Motion passed.** |

1. **REPORTS**

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| 3-6-24  Deputy Director Public Library Services Report | Mrs. Asberry presented the Public Services and Statewide Services Reports that were included in the packet. Mrs. Asberry also stated that Public Services started a lunch and learn series. The topic of the first series will be our fire insurance maps database and will be given by Jamie Dunn. |

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| 3-7-24  Deputy Director of the Historical Bureau | Dr. Marino presented the Historical Bureau Report that was included in the packet. Dr. Marino also stated that the first Marker of the year was the Wes Montgomery marker about 100 people came to the unveiling of the Wes Montgomery marker including Wes Montgomery’s son and the Mayor and Deputy Mayor of Indianapolis. Dr. Marino also stated that she would like to have two of the Board Members serve on a marker application review subcommittee. The subcommittee meeting will be held in mid-August 2024.  Dr. Marino presented the Policy for Repairing and Replacing Indiana State Historical Markers for approval. Requests from the public to repair or replace Indiana State Historical Markers are generally for one of two reasons:   * The original marker is missing. * The marker has been damaged.   Mr. Neuffer moved, and Mr. Skvarenina seconded:  **TO APPROVE THE POLICY FOR REPAIRING AND REPLACING INDIANA STATE HISTORICAL MARKERS.**  **Motion passed.** |

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| 3-8-24  State Librarian Report | Mr. Speer stated that at the next meeting in June, he should be able to give more information about the SRCS and INSPIRE RFPs. Speer provided an update on the InfoExpress service which is improving and is close to being back to normal. Speer said the east side of the building is getting cleaned and it should be finished in a couple of months. Imagination Library is doing well Dollywood Foundation staff are working to get Allen, Lake and Marion County fully covered. |

1. **NEW BUSINESS**

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| 3-9-24  New Business | Mr. Speer presented the Definition of Public Library Service ad hoc committee that will partner with the Indiana Library Federation. Mrs. Laurel Setser will be the chairperson. Mr. Skvarenina moved, and Mrs. Thompson seconded:  **TO APPROVE THE DEFINITION OF PUBLIC LIBRARY SERVICE.**  **Moton passed.**  Mr. Speer also presented the Filming and Photography Policy. Mr. Neuffer moved, and Mrs. Thompson seconded:  **TO APPROVE THE FILMING AND PHOTOGRAPHY POLICY.**  **Motion passed.** |

1. **OLD BUSINESS**

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| 3-10-24  Old Business | Ms. Watson presented the Electronic Meetings Policy. |

Meeting Adjourn: 11:17am

Mr. Skvarenina moved, and Mrs. Thompson seconded:

Next Meeting Date: June 14