

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
SEPTEMBER 25, 2023**

The Indianapolis-Marion County Public Library Board met in person at the College Avenue Branch Library, 4180 North College Avenue, Indianapolis, Indiana on Monday, September 25, 2023 at 6:30 pm. pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

President Tribble called the meeting to order. Dr. Payne acted as Secretary.

2. Roll Call

Members present: Mr. Biederman, Mr. Lane, Dr. Palacio, Dr. Payne, Ms. Tribble and Dr. White.

Members absent: Dr. Murtadha.

The Chair recognizes a quorum.

Ms. Tribble made the following statement:

Today, I'd like to start with gratitude to the College Avenue Branch for opening your facility to us and hosting our meeting tonight. We will hear from College Avenue's branch manager in a few moments. I will say with pride that this is my branch in a couple of ways. It is six minutes from my house, by car. It might be a little longer walk. But also, I grew up going to church at College Avenue Church of Christ, which is right across the street, literally from fifth grade to twelfth grade. I grew up in church here, so happy to be here.

I want to reflect on the last year and talk about one of the aspects that I'm proud of with this Board, and that is that the Board has expressed unwavering support of intellectual freedom, the freedom to read, in the face of national headlines on censorship and the banning of books, and even local activity. In April of this year, the Board formally affirmed our position on intellectual freedom to support our Library staff and our collections, displays, and programming against censorship, and we continue this commitment. And to be clear, by this we mean our full commitment, extending at its foundation from general support of IndyPL staff led by our CEO, Gregory Hill, and maintaining collections that are diverse and robust on perspectives, including marginalized and underrepresented voices.

And our full commitment includes the specific, such as the current moment when the IndyPL team is working hard to plan and promote important programming during Banned Books Week, which starts October 2, 2023. Just announced this morning, the Library will

host local best-selling author John Green to have a conversation on the topic of celebrating our freedom to read. Later in this Agenda, you will hear more about the Library's ongoing leadership to educate our patrons and greater community about the importance of intellectual freedom.

And one other thing that I would like to bring to your attention is a partnership that the Library and the Library Foundation have entered into with regard to an event called "A Conversation with Weathering," with author Arline T. Geronimus. It will be on October 17, 2023 at the Indiana Landmarks Center. Dr. Geronimus will be introduced by Tamara Winfrey-Harris, and it will be a conversation with John Krull, about the concept of weathering. Weathering describes the physiological effects of living in marginalized communities that bear the brunt of racial, ethnic, religious, and class discrimination, and how this leads to inequity in health and life. It's a free event. The Library is a partner, and I think all of our employees will receive information about it, and I hope there is a large crowd at Indiana Landmarks to talk about such an important topic.

3. Branch Manager's Report and Department Overview

a. College Avenue Branch Report

Mr. Chase Martin, Manager, College Avenue Branch, discussed his Report.

He advised that he had been in his position since last July. He was a participant in the Library's Career Development Program. During that Program, he got to meet with Library leadership and other people to discuss his desire to be in management at IndyPL. He thanked the Library for providing that Program.

The College Avenue Branch serves approximately 33,000 people. The population served breaks down as 58% White, 29% Black, 4% Hispanic, and 3% Asian. Approximately 93% of households in this area report English as being their primary language.

In 2022, they had about 890 new registered borrowers, about 88,000 people walked through the door, and they had about 326,000 checkouts. They offered about 89 programs where 5,000 people participated in those programs.

Mr. Martin then mentioned some of the events where Branch staff has had a presence, including Juneteenth at Tarkington Park, North Church Farmers Market, and St. Joan of Arc French Market.

He also shared some of the programs at the Branch including Paws to Read and the College Avenue Chess Club. Another program they have hosted is the Flava Fresh Art Exhibit which has been at this location for 20 years. It is done in tandem with a local artist named D. Del Reverda-Jennings, and she hosts this event under the Flava Fresh umbrella. The particular exhibit has been officially on display since September 11, 2023 and it will remain at this Branch through January 27, 2024. Currently, they are holding a community vote for our patrons and visitors to vote on their favorite artwork, and they can vote up until October 15, 2023. After the vote, the winners of the community vote will be announced at the Flava Fresh artist reception and awards

ceremony at the Branch on October 27, 2023 from 6:00 pm to 9:00 pm.

Mr. Martin advised that he has hired some new staff at the Branch and they are working out well.

Additionally, it was noted that the Branch will be celebrating 100 years in the area in June of 2024. Plans are underway for the celebration.

Mr. Biederman thanked Mr. Martin for serving as the Branch Manager at College and also thanked him for his participation in the Career Development Program.

b. IndyPL Volunteer Services Overview

Ms. Wendy Johnson, Volunteer Services Supervisor, shared some information about her background.

She then shared some statistics about volunteerism at the Library:

- 100% of IndyPL branches engage group or individual volunteers.
- 96% of IndyPL branches engage ongoing volunteers.
- Indy Library Store hosts 50+ volunteers every week – all year.
- 11.2% - Percentage of staff members who volunteered/interned with IndyPL before becoming a staff member.

Ms. Johnson discussed components of Volunteer Engagement being a Strategic Priority such as:

- Racial Equity Strategic Objectives
- Partnerships Strategic Objectives
- Volunteer Resources Goals

At this time, she read a list of Library partnerships with both corporations and civic organizations which included companies like Cummins, Lilly, Honda, etc. There were also partnerships mentioned with high schools and universities and partnerships with supported volunteers.

Ms. Johnson then discussed an Overview of the Internship Program which included a timeline and goals.

The Team Goals for 2024 and Ms. Johnson's Personal Goal was shared which included transitioning to Impact reporting rather than just the numbers. Her personal goal included supporting the development of the next IndyPL Strategic Plan through the lens of community engagement.

Dr. White asked how does the Library recognize and thank the volunteers.

Ms. Johnson replied that there is an informal process and a formal process.

Ms. Johnson mentioned that volunteers are recognized for the number of hours they volunteer. We start out at 50 hours and/or six months, and our volunteers receive a

volunteer lanyard and they get their ID badge. Then, it goes on to their service year pins that happen at one year, five year, 10 year and 15 year. They also receive a gift from her department.

We then also do appreciation dinners every other year. Normally, those are held at the Children's Museum.

4. Public Comment and Communications

a. Public Comment

Ms. Tribble announced that there were no speakers to address the Board this evening.

b. Communications received, not requiring action.

There were no Communications received.

5. Approval Of Minutes: Executive Session, Regular and Special Meetings

a. Special Meeting, August 15, 2023

The minutes from the Special Meeting held August 15, 2023 had been distributed to the Board.

The minutes were approved on the motion of Mr. Biederman, seconded by Dr. White, and the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Dr. White – Aye
Dr. Palacio – Aye	Ms. Tribble – Aye

b. Executive Session, August 28, 2023

The minutes from the Executive Session held August 28, 2023 had been distributed to the Board.

Ms. Tribble requested Board approval to amend the name of the Secretary listed on the document to “Dr. Payne.”

Following the motion of Dr. White and seconded by Mr. Biederman, the Board members unanimously consented to this amendment.

The minutes were approved, as amended, on the motion of Mr. Biederman, seconded by Dr. Payne, and the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Dr. White – Aye
Dr. Palacio – Aye	Ms. Tribble – Aye

c. **Regular Meeting, August 28, 2023**

The minutes from the Regular Meeting held August 28, 2023 had been distributed to the Board.

At this time, Ms. Tribble requested Board approval to amend the words “counsel” and “councillors” on Page Two of the document.

Following the motion of Dr. White and seconded by Mr. Biederman, the Board members unanimously consented to this amendment.

The minutes were approved, as amended, on the motion of Dr. White, seconded by Mr. Biederman, and the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Dr. White – Aye
Dr. Palacio – Aye	Ms. Tribble – Aye

COMMITTEE REPORTS

6. **Finance Committee (Dr. Patricia A. Payne, Chair; Dr. Luis A. Palacio, Dr. Eugene G. White)**

a. **Report of the Treasurer – August 2023**

Ms. Lolita Campbell, Chief Financial Officer and Ms. Mary Rankin, Treasurer, discussed the Report of the Treasurer. They also displayed some summary slides for the Board’s information.

Ms. Campbell then shared information that Property Taxes are 60% of the Budget. Namely, \$22,127,952 of the total Budget of \$36,871,032. This is normal because we receive tax payments in the second and fourth quarter of the year.

The Intergovernmental revenue is 2% lower but on target. Charges for Services is 15% higher. Interest revenue continues to grow. Total YTD is \$773,187.

Ms. Rankin advised that on the Expenditures side, Personal Services and Benefits is \$1.8 million more than last year. Supplies expenses are higher than last year. In Other Services and Charges, there has been an 11% increase due to legal and cleaning services. Capital Outlay is comparable to last year.

It was pointed out by Mr. Biederman that the Expenditure chart was incorrect and needed to be corrected.

Ms. Campbell advised that the chart will be revised.

Dr. Payne made the motion, which was seconded by Dr. Palacio, that the Report of the Treasurer be filed for audit.

The Report of the Treasurer was approved for filing for audit on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Dr. White – Aye
Dr. Palacio – Aye	Ms. Tribble – Aye

At this time, President Tribble asked for the consent of the Board to simultaneously consider items b, c and d, namely, Resolutions 61, 62 and 63 – 2023.

The Board members gave their consent.

- b. **Resolution 61 – 2023** (Final Bond Resolution for the 2023 Central Library Project)
- c. **Resolution 62 – 2023** (Final Bond Resolution for the 2023 Nora Branch Project)
- d. **Resolution 63 – 2023** (Final Bond Resolution for the 2023 Pike Branch Project)

At this time, Ms. Campbell discussed Resolutions 61, 62 and 63 – 2023. She advised that the resolutions have previously been reviewed and discussed in the Finance Committee.

After full discussion and careful consideration of Resolutions 61, 62 and 63 – 2023, it was noted that these resolutions all received a favorable recommendation from the Finance Committee. Dr. Palacio seconded the recommendation. The resolutions were approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Dr. White – Aye
Dr. Palacio – Aye	Ms. Tribble – Aye

The resolutions are appended to, and made a part of, these minutes.

e. **2022 Audit Update**

Ms. Rankin shared that the Library has received a Certificate of Excellence in Financial Reporting for our 2021 report. We have already submitted our 2022 report as well. The Library has received this award the past 32 years.

She then reviewed some of the financial information as follows: As of December 31, 2022, there's an increase of \$13.8 million, which was 7.9% over the net position at 2021. The unrestricted balance is very healthy at \$38.8 million. Then we also have a general fund presentation and that balance also increased and that was an 11.3% increase in the fund balance. And the general fund balance as a percentage of expenditures is nearly 100%, which means that that's very healthy. We would be able to go a whole year if we had to, but we don't want to do that.

Expenses were less than budget. We paid off bonds as scheduled in the amount of \$15 million in 2022.

Ms. Rankin advised that the complete report will be available on the Library's website shortly.

The Board members congratulated Ms. Rankin and Ms. Campbell on their work.

7. Diversity, Policy and Human Resources Committee (Mr. Raymond J. Biederman, Chair; Dr. Khaula Murtadha, Dr. Luis A. Palacio, Dr. Patricia A. Payne)

Mr. Biederman advised that he had two informational items.

First, the Board will have their first training session on September 29, 2023. It will be an all-day event.

The second item is the CEO Evaluation process. The Board is engaging an outside consultant to put together the instrument, deliver the instrument, and get input from several levels in the Library with regard to that CEO review. Over the next month, the Board will be developing the instrument and talking about it at the next Committee meeting.

8. Facilities Committee (Dr. Eugene G. White, Chair; Mr. Stephen Lane, Dr. Khaula Murtadha)

After confirming with Mr. Adam Parsons, Director of Facilities, Dr. White shared that the Committee had nothing to report at this time.

9. Library Foundation Updates

Mr. Biederman, Library Board Representative to the Foundation, reviewed the following highlights contained in the Update:

News

Kim Ewers, the Library's Diversity, Equity and Inclusion Officer and Roberta Jagers, the Library Foundation's President, are taking a six-week certification course entitled Achieving Justice, Equity, Diversity and Inclusion through the ISO 30415 Standard from Union Institute & University. The International Organization for Standardization (ISO) published the standard in 2021. It enables organizations to adopt JEDI principles and practices by following a framework of actions, measures and outcomes. We thank The Indianapolis Foundation Library Fund for underwriting Ewers' participation.

The Library Foundation is proud to fund the Fall 2023 Nonprofit Series at Central Library with support from The Meridian Foundation. This ten-part series runs through October 21, 2023. It covers topics such as starting a 501c(3) organization, developing an effective board of directors, strategic planning, volunteer management, program planning and evaluation, and fundraising. According to supervisor librarian Leah Kim, "This workshop

series enables our participants to manifest their ideas into tangible, long-lasting nonprofits while providing a space for meaningful connections with peers.”

Donors

We thank the 150 donors who made gifts last month, following are the top corporate donors: Arthur Jordan Foundation and The Indianapolis Foundation Library Fund.

Program Support

This month we are proud to provide more than \$200,000 to the Library. Examples of major initiatives supported included: Y A Author Visits, On the Road to Reading, International Festivals & Celebrations, and Growing Global Citizens.

Dr. Payne asked Mr. Biederman if he could provide any information on the Lillian Childress Hall Scholarship Fund.

Mr. Biederman noted that information on the Scholarship will be provided at an upcoming meeting.

10. Report of the CEO

a. Confirming Resolutions

1) Resolution Regarding Finances, Personnel and Travel (64 – 2023)

Mr. Hill made a recommendation that the Board approve Resolution 64 – 2023 Regarding Finances, Personnel and Travel. He reminded everyone that this is a routine, procedural action. It approves new hires, compensation changes, resignations, travel and financial-related claims and warrants.

Dr. White made the motion, which was seconded by Mr. Biederman, to approve Resolution 64 – 2023, the Resolution Regarding Finances, Personnel and Travel.

Resolution 64 – 2023 was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Dr. White – Aye
Dr. Palacio – Aye	Ms. Tribble – Aye

The resolution is appended to, and made a part of, these minutes.

b. Report of the CEO

Mr. Hill made his Report to the Board as follows:

Library staff continues to focus on “Supporting Lifelong Learning in the City of Indianapolis.”

We continue to hold meetings with staff at branch locations and departments. In August, the Executive Committee held meetings at the Haughville Branch and the College Branch. We held our Town Hall meeting on September 20, 2023. At the September Town Hall, we had 181 staff members join. In July, we had 174, and in May 186.

September 20, 2023 was the Library's Vendor Appreciation Day. We had over 40 vendors participate. Feedback included: "I sincerely appreciated the event yesterday and the opportunity to speak with you all in person there. It is my honor to serve The Library." "Thank you so very much for the lovely luncheon today. It always feels nice to be appreciated."

The Indianapolis Public Library proudly hosts #1 New York Times bestselling author and Indianapolis resident John Green on October 2, 2023 at 6:00 p.m. at Central Library. John Green will participate in a moderated conversation about banned and challenged books and intellectual freedom.

Adult Program Highlights

- Digital Creativity Workstations – East 38th and Central
- Multilingual Computer Classes – Michigan Road
- Film Screening of *Silver Carnation* – Central

Juvenile Program Highlights

- Story times continue – Many branches
- Book Club at Resource Treatment Center

c. Community Engagement at IndyPL

Mr. John Helling, Chief Public Services Officer, and Ms. Autumn James, Social Work Intern, reviewed the report entitled "Community Engagement at IndyPL" that had been distributed to the Board.

The items touched on in the report included:

- What community engagement is;
- Various examples;
- Additional details; and
- In-depth look at Social Work.

Mr. Helling then advised that some of the community engagement items at IndyPL include:

- Day-to-day interactions with patrons
- Community partner relationships
- Quality of Life initiatives
- Relationships with schools
- Formal feedback surveys

- Website/social media feedback
- Office hours for elected officials and city departments
- Targeted needs assessments
- Listening sessions

Information was then provided on each of the above-referenced items.

The IndyPL Social Work Program was reviewed. Some of the highlights included:

- Service Provision Snapshot
- Community Engagement Initiatives
- Future Endeavors
- Feedback

UNFINISHED BUSINESS

11. None.

NEW BUSINESS

12. None.

DISCUSSION AND AGENDA BUILDING

13. **Future Agenda Items** – This time is made available for discussion items not on the Agenda which are of interest to Library Board members and the opportunity to suggest items to be included on future Library Board Meeting Agendas.

Items suggested for upcoming Board Agendas are as follows:

October 2023 – There was discussion as follows:

Ms. Tribble requested a report on the Library’s Leadership Program next month.

Dr. White commended Ms. Tribble and Mr. Hill for keeping tonight’s meeting at two hours. He noted that the Board must continue to hear presentations from all areas of the Library but we must recognize parameters and respect everyone’s time.

INFORMATION

14. **Materials**

There were no materials distributed at the meeting.

15. Board Meeting Schedule for 2023 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meeting Schedule** for 2023 will be updated as needed.
- b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

16. Notice of Special Meetings

17. Notice of Next Regular Meeting

Monday, October 23, 2023, at the Haughville Branch Library, 2121 West Michigan Street, at 6:30 p.m.

18. Other Business

19. Adjournment

The Secretary announced that there was no further business to come before the Board.

The Chairman then declared the meeting adjourned at 8:40 p.m.

Patricia A. Payne, Secretary to the Board