

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
MINUTES OF THE REGULAR MEETING  
AUGUST 28, 2023

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The Indianapolis-Marion County Public Library Board met in person at the Warren Branch Library, 9701 East 21<sup>st</sup> Street, Indianapolis, Indiana on Monday, August 28, 2023 at 6:30 p.m. 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. Murtadha, Dr. Palacio, Dr. Payne, Ms. Tribble and Dr. White.

Members absent: None.

The Chair recognizes a quorum.

Ms. Tribble then made the following statement:

Good evening, everyone, and welcome to this Regular Meeting of the Indianapolis Board of Trustees for the Library. We're looking forward to a productive meeting as we continue to advance the mission, the values and goals of the Indianapolis Public Library.

First, I want to thank the Warren Branch for opening this beautiful facility to us and for hosting our meeting tonight. We will hear from the Warren's Branch Manager in a few moments prior to our Board business.

I want to start tonight by celebrating the successful opening of our newest branch a little bit more than a week ago. On August 19th, the Fort Ben Branch opened its doors officially to patrons. It was a beautiful day filled with music, fun, and eager new patrons of all ages. We also hosted many civic and community leaders who enjoyed our lovely new 22,000 square foot facility filled with more than 50,000 books.

Here are a few more stats that reflect the success of opening day at the Fort Ben Branch. The new branch was featured in 14 stories in the local news media. Within the first hour, we welcomed 1,013 patrons through the doors. That was just the first hour. In total, Fort Ben had 3,568 books and other materials checked out on day one. That's a lot. That's more than twice as many materials checked out on the same day by our second busiest location. And perhaps most importantly, we registered 182 new patrons with brand new library

cards. That's some nice stats.

The Fort Ben Branch was years in the making. The land was purchased for \$1 in 2020. We broke ground in April of 2022. Our collection staff spent a solid three months this Spring ordering brand new books. The library staff started organizing onsite July 5th to prepare for the first shipment of the collection that arrived on July 25th. And staff and volunteers spent the last few weeks prior to the grand opening shelving the collection.

And we even had a speech on the day of by a member of the Fort Ben Reuse Authority who talked about how far back it went and it was actually around my high school graduation year, which I will not mention, but several decades ago.

On behalf of the Board, I want to thank the many individuals who worked very hard behind the scenes. And a special thank you to Branch Manager, Shelby Peak, for a grand opening that exceeded expectations. Congratulations. Congratulations.

One of the other acknowledgements that we want to make about Fort Ben is that City-County Councillor Ali Brown was pivotal in securing funding to make Fort Ben a certified autistic library, the first in the state. Thanks to support from the Indy Autism Project and Easterseals, every Fort Ben library staff member received training provided by the International Board of Credentialing and Continuing Education Standards. So, with this accreditation, library staff has learned what our autistic patrons need when visiting the Library, and how we can best serve these individuals and their families with respect and care. It's a wonderful example of adaptability and inclusiveness, two of the important qualities among IPL's values.

Moving on, last month I mentioned that the Board is beginning the process of a formal and legal review of the Board of Trustees By-Laws, Code of Ethics, and other governance documents. This comprehensive review being done in conjunction with counsel and the CEO has now begun. And I want to thank all trustees for your attention and engagement in this process. This activity is another way that the Board is being responsive to the advancement of the recommendations that were made as a result of the Climate Study.

### **3. Branch Manager's Report and Department Overview**

#### **a. Warren Branch Report**

Ms. Connie Scott, Manager, Warren Branch, thanked everyone for coming and then discussed some highlights of her Report as follows:

The Warren Library opened in 1974. In fact, we are prepared to celebrate our 50th golden anniversary next year. We're excited about that.

To give you some background, and I'm reading from our profile, racially, we are 53.2% African-American, 39.1% Caucasian, 5.3% Hispanic, and 1.3% Asian. And according to a 2021 census tract study, the top five immigrant populations come from Mexico, Honduras, Guatemala, Haiti, and Nigeria in that order, and their numbers are increasing.

Popular services are the computer and copier use. Many in our community are dependent on technology services to conduct vital civil, legal, and educational business. We're actively involved in the community.

As you know, we have quite a few students coming from Warren, and we are working on strategies to improve the communication. We just met with the principal, the vice principal, the deans, and the security to talk about what's ahead for this school year, and we plan to meet with them either the end of this year or the beginning of January.

We're just delighted that Warren Branch is still a community center for this area. As I've gone to different organizations and meetings, many people come up, as I say I'm from Warren, they said, "I went there as a child." And we are just so happy to have their children and grandchildren come in. Thank you.

Dr. Murtadha inquired if Ms. Scott could say more about how she's interacting with the teens in this area. What kinds of programs is she supporting for the young people?

Ms. Scott shared that staff has introduced her to some of the agencies and groups that work with teenagers. There are so many out in this area, and one such group came and presented a program on character development and leadership. We have at least 75 to 80 students here from 2:30 pm to 4:30 pm daily in this branch. She said she and her staff continue to be very engaged with them.

b. IndyPL Data and Web Services Overview

Mr. Jeff Edminster, Manager, Data and Web Services, provided an overview to the Board. Some highlights were as follows:

We have a number of areas of focus. We are the team that maintains and administrates Polaris, which is the software that runs the Library for circulation, for materials acquisition and cataloging. We also do integrations with the ILS, which include our web app that's for credit card payments, the self-checks, our online registration and renewal programs.

My group also does data and reporting. We produce operational reports that streamline and make many of our workflows more efficient and less labor intensive. We provide data for the metrics and the dashboards that allow our library administration to make database choices for the Library. We do things like the people counting, circulation activity.

We are involved in the library card campaign that tries to put the library cards in the hands of all the students in our township schools.

We also work with a lot of other public-facing information sources and delivery solutions like the databases, Yale and EBSCO, things that people use every day like the Consumer Reports database and some of the genealogy resources.

We also work with companies like Communico and Patron Point. Communico is the calendar and reservation system we use.

We provide technical support for frameworks and infrastructures and support all technical aspects of our web presences, so our main website, our blog site, we share .indypl.org, which is our partner, the schools, and they have their own website that we support.

Mr. Tribble asked Mr. Edminster what the Library uses for dashboards. What software?

Mr. Edminster advised we're currently just using Excel. That was something that a former employee had put in place. We have been exploring other options.

Ms. Tribble then asked if the recordings of the Board meetings are considered digital assets.

Mr. Edminster noted that they might be. Currently, they live in their own space that's backed up, but it could be that they will reside here. The solutions we're looking at definitely have the capacity for that. It could be something that would give us an ability to maintain them for a longer period.

Dr. Palacio inquired how things are backed up. What servers are used?

Mr. Edminster replied that we're using a cloud service right now, Amazon Web.

There was then a discussion about the technology needs for the Encyclopedia of Indianapolis going forward.

#### **4. Public Comment and Communications**

##### **a. Public Comment**

Ms. Tribble announced that next on our Agenda is this Public Comment section. We welcome feedback from the public about our Indianapolis libraries, and this is a time when the public may address the Board. If several of you are here representing the same group, please select a spokesperson. To respect everyone's time, please do not repeat the same comments someone else has offered. Please note that this Public Comment time is not the appropriate time or a forum for commenting on matters related to alleged employee misconduct. Any such matters should be brought promptly to the attention of the Library's CEO or the Human Resources Department, where those issues can be properly addressed in compliance with established Library policy and procedures.

A five-minute limit will be allowed for each speaker. And because this meeting is a matter of public record, we ask that as you step forward, before you give your testimony, please provide your name at the beginning of your comments.

The full content of all public comments is included in the recording of the meeting posted and available on the Library website at [IMCPL.org](http://IMCPL.org). in the About the Library section of the site. The general substance of each speaker's comments is included here.

**Speakers:**

My name is Amira Malcom. As of right now, I'm the Multimedia Project Manager for the Center for Black Literature and Culture ("CBLC") at Central Library. I've been in this position for two years and eight months and I was initially hired for a fellowship two years exactly. Briefly, I was notified about two weeks ago that there was an intent to petition the Board to end my position at the Library starting at the end of this week. So, my goal is to reflect a bit on my time at the Library and to share some hopes for the next fellow that comes into this position after me.

The idea of communication was one that really came up a lot in this process and one that wasn't upheld as one would expect in a position that is meant to enrich and one that is meant to assist people that are going into a fellowship position, especially those who are entering into the MLIS track, which, for those who are not familiar, is the Masters of Library Information Science. I have brought this up to the CEO before, he's aware of my concerns and I will be happy to forward my full notes to him and the Board after this meeting. But I suppose the goal of my statement today is to ask the Board to at least delay their decision until the end of the calendar year, or at least until this next meeting on September 25, 2023 in order to allow more time to fully assess that situation.

Ms. Payne asked if there was any reason why the Board would be petitioned to end your position.

Ms. Malcom responded that as the term of her fellowship being two years and that having been exceeded with the addition of the time that she spent as the interim manager of the CBLC.

Michael Torres, IndyPL employee and President of the Library's union, AFSCME Local 3395, addressed the Board. He stated he was here to recognize a recently retired Library employee, Sherry Utterback, and the issue of her exit interview.

He hoped that comments from exit interviews could be shared with leadership and maybe we can make this place better and make that feedback count.

Hannah Allison then spoke to the Board. She stated that she wished to comment on the CBLC and how important it has been to her friend, Amira Malcom, that spoke earlier. She commented that Ms. Malcom had devoted her time and a lot of hard work towards the CBLC and she was disappointed to hear that she will no longer be in that position. She asked the Board to reconsider that decision.

- b. **Communications** received, not requiring action.

There were no Communications received.

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

- a. **Executive Session, July 24, 2023**

The minutes from the Executive Session held July 24, 2023 had been distributed to the Board.

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

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

**b. Regular Meeting, July 24, 2023**

The minutes from the Regular Meeting held July 24, 2023 had been distributed to the Board.

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

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

## COMMITTEE REPORTS

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

**a. Report of the Treasurer – July 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 advised for the Operating Fund, we have received 60% of our property taxes of our Budget, and this is normal. We receive most of our property taxes in the second quarter of the calendar year and we receive the remaining the fourth quarter of the calendar year.

For the intergovernmental revenue, we received 54% of that, which is 2% lower. However, our Budget is slightly lower than 2022, so it appears to be 2% lower. Our charges for services, public printing revenue is consistent month to month and we receive catering revenue in the month of July, as well, and that gave us 61% of our revenue. And with miscellaneous interest, our revenue continues to grow month to month. Year to date amount is \$663,298. And again, Hoosier Fund and TrustINdiana Fund continues to increase every month. This month, Hoosier Fund is 5.10% interest, and TrustINdiana's 5.14% interest, so for the actual month to date is \$126,349 for this month.

Ms. Rankin then discussed the Expenditures. She noted that we're 2% less on Personal Services and benefits than we would've been last year. The Personal Service budget is higher than last year as there was an expectation of filling more jobs with higher wages.

Supplies are 7% higher than this time last year due to the increase in costs for office and cleaning supplies. Other Services and Charges are also up 9% over this time last year for legal, cleaning services, maintaining computers, and subscription renewals. Overall, 48% of the Budget has been spent as of the end of July.

Dr. Murtadha commented that when Ms. Rankin says there's a 9% increase in the legal, cleaning services, maintenance, etc., is she combining all of those together?

Ms. Rankin confirmed that is for the whole category.

Dr. Murtadha inquired if that's disaggregated somewhere?

Mary Rankin replied that it's under Other Services and Charges.

Mr. Lane asked for an explanation for the difference between the original Budget and the Revised Budget.

Ms. Rankin explained that the original was as passed and then we're allowed to increase the Budget by any purchase order encumbrances that are outstanding at December 31.

Ms. Payne made the motion, which was seconded by Dr. White, 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. Murtadha – Aye  | Ms. Tribble – Aye |
| Dr. Palacio – Aye   |                   |

b. **Resolution 54 – 2023** (Resolution for Appropriations and Tax Rates)

Ms. Campbell explained that the Library Board is required under Indiana Code 36-3-6-9(b) to submit an adopted Budget and Tax Levies to the Council Clerk by August 31. On August 3 and 10, 2023, the Library published Notice of the Public Hearing for August 15, 2023 and adoption of the 2024 Budget for August 28, 2023 in the Indianapolis Star and the Court and Commercial Record. This resolution is for the Operating Fund and Bond Fund, Rainy Day Fund, and LIRF, Library Improvement Reserve Fund, effective January 1, 2024 through December 31, 2024.

Some of the revenue assumptions is that the DLGF released the growth quotient of 4% for the 2024, so we assume that the levy would grow by this percentage. Then also we projected that the intergovernmental revenue will stay flat and this total and

also LIT, the local income tax, the Budget assumes that COIT will grow 4.5% and the levy freeze will stay flat. Charges for Services—the Budget assumes these fees will also stay flat. And other revenue including printing, faxing, events, cafe revenue. This will continue to grow as it has done in 2023.

The expenditures for Character 1, which is the Personal Services, some of the assumptions are that we will try to aim to give a salary increase for 2024 for 4%. There are 27 pays rather than 26 pays in 2024. The health insurance also increased by 7.5% and, of course, we have the FICA and a PERF.

Character 2 is Supplies. This continues to increase, so we increased it approximately 17.1% for Supplies.

Character 3 is Other Services and Charges. This continues to increase. We increased it by 5.42%. This is for the legal service billing. We also increased professional development conferences for our staff, and costs associated with design development and testing of the new website, and utilities and maintenance costs continue to increase, as well. The capital outlays we increased it by 4.8% and books and material budget increases 5% from the 2023.

For the Bond and Interest Redemption Fund for the last three bonds 2023 A, B, and C, we don't know the exact amount so we put in an estimate. Then LIRF is \$250,000 and Rainy Day Fund is \$1 million.

It was also noted that the Library is controlled by the City-County Council about what we can do with regard to any interest received by the Library.

After full discussion and careful consideration of Resolution 54 – 2023 Resolution for Appropriations and Tax Rates, it was noted that the resolution received a favorable recommendation from the Finance Committee. Dr. Murtadha seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

Dr. Murtadha requested an in-depth look at the costs for legal services.

c. **Resolution 55 – 2023** (Resolution for Annual EBSCO Print Subscription Renewal)

Ms. Deb Lambert, CMSA Director, shared that the Library purchased 902 magazine subscriptions from EBSCO for all of our 25, now 26 locations. And we use EBSCO as a jobber to help us manage that number. We still have a few direct subscriptions that we have to deal with on the side, like the Indianapolis Star and things like that. But this allows us to manage all of our subscriptions through a business-to-business portal, and it means that they all come due at once. This is for 2024 subscriptions.



We do allow the branches to look at their subscriptions every year and decide if they want to drop or add new titles. We also like to make sure that we're trying to reflect the community of each of our branches and the demographics.

After full discussion and careful consideration of Resolution 55 – 2023, Annual EBSCO Print Subscription Renewal, it was noted that the resolution had received a favorable recommendation from the Finance Committee. Dr. White seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

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

**a. Resolution 56 – 2023 (Addition of Policy 222.5 – Deferred Payment)**

Ms. Tisha Galarce, HR Director, advised that this resolution is for tuition assistance by addition of Policy 222.5, Deferred Payment. We have been looking at updating our policy to allow more employees to participate in tuition assistance. Unfortunately, we cannot do prepayment based on legal recommendations. So, this is what we have decided to offer to employees.

Some of the colleges around Indianapolis offer deferred payment, and it is a contract between the employee, the employer, and the university or college that offer that ability to defer the payment until the employee finished their college.

So, based on the policy, we have recommended to add this language, which all the other criterias of the Policy 222 had to be met before the deferred payment. But once that process starts, the employee will start the process with the college and send us the information to do the agreement with the university or college that offered a deferred payment.

So, we are recommending to adding Policy 222.5 Deferred Payment. Employees may be able to apply for deferred payment of tuition with their university or college. The employee is responsible for contacting the university or college to start the process and is responsible for providing all necessary information and required paperwork to the HR Department.

The Library will complete all required paperwork for the deferred payment only if the obligations of the Library to pay the employee's tuition is consistent with all the requirements of Policy 222. Employees will be responsible for any federal and state tax consequences resulting from the Library's payment of the employee's tuition.

Mr. Lane asked for confirmation that the classes taken must be related to an

employee's position.

Ms. Galarce advised that was correct.

Dr. Murtadha stated that she would like the record to show that Amira Malcom, who addressed the Board earlier, is one of the individuals that drew attention to this need for us to review and think about the policy and how it impacted staff.

Dr. Palacio asked if the employee would be responsible for taxes and that kind of thing. If the employee incurs, let's say, a \$5,000 tuition fee, it's not going as reimbursement? It's going to be like pay?

Ms. Galarce responded that because it is a reimbursement, the employee has already paid all the taxes. As of right now, if it's a deferred payment, the employee hasn't paid any taxes on the other end.

Mr. Palacio wanted to confirm if when the payment comes out, does it come out as a reimbursement category, or does it come out as income?

Ms. Galarce noted that it depends on the agreement with the institution. The Library pays a maximum of \$3,000 per year. It's depending on how the college accepts the payment. And that's why it was drafted that way, just to make sure that they're aware that they could be some tax implication based on the college.

After full discussion and careful consideration of Resolution 56 – 2023 for Addition of Policy 222.5 – Deferred Payment, it was noted that the resolution received a favorable recommendation from the Diversity, Policy and Human Resources Committee. Dr. White 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. Murtadha – Abstain | Ms. Tribble – Aye |
| Dr. Palacio – Aye      |                   |

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

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

**a. Resolution 57 – 2023 (Approval to Award a Construction Services Contract for the Roof Replacement at Decatur Branch)**

Mr. Adam Parsons, Facilities Director, reviewed Resolution 57 – 2023. He shared that it is for the Approval to Award a Construction Services Contract for the Roof Replacement of Decatur Branch.

The roof was beyond a standard useful life. It is more cost-effective to wholesale replace the roof rather than patch it and repair it. And similar to our previous two

roof projects at College and Franklin Road, we employed Attica Group to assist us with the scope development.

The estimated cost was over \$150,000, and so we budgeted \$200,000 and we used an invitation to bid process. The lowest responsive and responsible bidder came in at \$99,980, and this will be funded via the 2018 Bond Fund. The vendor will perform 100% of the work. Project completion is October 1, 2023.

After full discussion and careful consideration of Resolution 57 – 2023, the Approval to Award a Construction Services Contract for the Roof Replacement at Decatur Branch, it was noted that the resolution received a favorable recommendation from the Facilities Committee. Mr. Lane seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

- b. **Resolution 58 – 2023** (Reauthorization of Approval to Award a Services Contract for the Service Area Assessment and Patron Services Analysis Project)

Mr. Parsons mentioned that Resolution 58-2023 is a reauthorization of approval to award a services contract for the Service Area Assessment and Patron Services Analysis. This was previously approved as Resolution 37 – 2023. There was just one line that was not updated regarding the total cost, and it was a large enough difference that we need reauthorization.

The 2014 Facilities Assessment created a 20-year plan, which the Library has followed pretty closely over the past ten years. We have several new branches, several renovations, and it's been a great help. However, between COVID, and even the seven years prior to COVID, technology has changed. Patron desires and needs have changed and we needed a 10-year update to that 20-year plan.

The initial scope of the 2014 Assessment was estimated not to exceed \$250,000. Mr. Parsons adjusted the scope a little bit in the RFP that he put out. Schmidt's response met that scope, and actually, exceeded it in several places. And they submitted a not to exceed of \$533,655, plus 5% for reimbursables. That was the one line that I omitted from the original resolution. There's just an oversight on my part, but again, large enough that we need to have a reauthorization.

So, it was a request for qualification progress, or process. It was advertised twice, notice sent to 77 vendors and 11 business development organizations. We held a pre-SOQ conference. We received three SOQs. There was a five-person evaluation team. They ranked the criteria, weighted them, scored them, and put it in the matrix, and they recommended Schmidt Associates as the winning vendor.

We already held the kickoff meeting. Information gathering is this month and next

month. Analysis and assessment, through the end of the year, and we will have a final report to replace that 2014 report in January.

At this time, representatives from Schmidt Associates and the consulting firm, HBM, addressed the Board and presented a large amount of information on the Assessment Project.

Dr. White commented that he has heard from many patrons about Haughville and is hopeful that this location will be addressed in the near future.

Dr. Murtadha noted that the Board has heard costs for anywhere from \$250,000 to \$533,000 for this assessment. That makes her pause and wonder how is it that we can think about 20 years out, and plan for not only utilization, but conditions of facilities, in a way that really does speak to what the Library is doing before we get to our strategic planning. She also expressed concern about XBE utilization.

Dr. White shared that the Facilities Committee will be overseeing the project. They will invite other Board members to participate so they can actively be engaged in the process.

Dr. Palacio commented that he had some of the similar concerns as Dr. Murtadha – the cost going from \$250,000 to \$533,000.

Mr. Lane shared that he would recommend tabling this item for now since there are a lot of questions and talking about it further at the beginning of January.

Dr. White noted that he felt the Board should go forward. This process needs to continue. Funding has already been allocated in the bond fund already.

After full discussion and careful consideration of Resolution 58 – 2023, Reauthorization of Approval to Award a Services Contract for the Service Area Assessment and Patron Services Analysis Project, it was noted that Dr. White made the motion to approve the resolution and Mr. Biederman seconded the motion. The resolution was approved on the following roll call vote:

|                     |                     |
|---------------------|---------------------|
| Mr. Biederman – Aye | Dr. Payne – Abstain |
| Mr. Lane – Abstain  | Dr. White – Aye     |
| Dr. Murtadha – No   | Ms. Tribble – Aye   |
| Dr. Palacio – Aye   |                     |

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

## **9. Library Foundation Updates**

Mr. Biederman discussed the Foundation Update as follows:

## News

We would like to share two updates from Foundation-funded programs this year. Thank you to the Library staff that help make these programs a big success.

### **Family Concert Series:**

The Family Concert Series is a monthly concert series in the Clowes Auditorium at Central Library featuring different styles of music ranging from symphonic, baroque, jazz, opera and music from around the world. The shows are interactive and geared towards children. There have been 732 people who have attended the concerts since the beginning of the year.

### **Homeschool Workshop:**

The Homeschool Workshops aim to provide attendees with a variety of information and resources to enhance their homeschool program. The workshops are planned quarterly and include sessions on digital resources. The program was recently held at the Nora Branch Library and attended by 52 people.

## Donors

We thank the 80 donors who made gifts last month, following are the top corporate donor, Arthur Jordan Foundation.

## Program Support

This month we are proud to provide more than \$47,000 to the Library. Examples of major initiatives supported include: Bilingual Storytime, Family Concert Series, East 38<sup>th</sup> Street Career Center and the Marian McFadden Author Lecture.

## **10. Report of the CEO**

### **a. Confirming Resolutions**

#### **1) Resolution Regarding Finances, Personnel and Travel (59 – 2023)**

Mr. Gregory Hill, CEO, made a recommendation that the Board approve Resolution 59 – 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.

Mr. Lane asked about Amira Malcom's separation. He noted that Ms. Malcom was here tonight and noted that she only received a two-week notice before getting her letter of separation. It doesn't seem like Amira wants to leave. Is there a justification for why she only got a two-week notice? Is that standard protocol?

Mr. Hill replied that she had received a three-week notice, but we could extend that if we needed to. He then read the following statement:

We are grateful for Amira's work. Amira's term is reflected on this month's report. By way of background, she was hired as the Diversity Fellow in a contract position to help with the implementation of CBLC Phase Two beginning in January of 2021. The contract had a two-year term, but had been funded to extend it for several additional months. With the scope and term of that position being completed, the position has been terminated in accordance with the contract. We would like for Amira to stay too, but there's not a position in the CBLC and I think we're working with trying to find her a position.

Mr. Lane made a motion requesting that the resolution be amended to remove the item on Ms. Malcom's separation tonight and discuss it further at the next Diversity, Policy and Human Resources Committee. Dr. Payne seconded the motion.

Ms. Tribble reminded the Board that it is inappropriate for us to take this action. She advised that the CEO and the Director of HR have provided a list of other positions that are available for Ms. Malcom to apply to, and she believes that we should allow the process to go as the administrative team has designated. She noted that it's difficult but she asked to go on record saying that she believes we are out of our lane.

Dr. Murtadha asked who will be leading the CBLC.

Mr. Hill advised that Ms. Robin Kelley, the Acting Manager of Adult Services, will do that.

Ms. Tribble then requested a roll call vote on the motion before the Board to amend Resolution 59 – 2023 to remove the item related to the separation of Ms. Malcom from the Library. The motion failed on the following roll call vote:

|                       |                   |
|-----------------------|-------------------|
| Mr. Biederman – Nay   | Dr. Payne – Aye   |
| Mr. Lane – Aye        | Dr. White – Nay   |
| Dr. Murtadha – Aye    | Ms. Tribble – Nay |
| Dr. Palacio – Abstain |                   |

Ms. Tribble announced that we will now move forward with the original resolution as it has been presented.

At this time, Dr. White stated:

I've noticed this young lady since she gave her presentation. She's a very impressive young lady. The protocol and all of this is if you gather the CEO and you gather a Director of Human Resources, and you have a job that has that kind of limitation and you make this exception, you're doing their job. And if there are other positions available, I really want her to apply for them, because I don't want her to leave the Library, but that particular position had that funding limit on it, and you can't compromise, or else every employee that gets this kind of action is going to be coming to the Board, and you start a

precedent that why should they worry about HR or the CEO when the Board is going to micromanage, and you can't have that. And I'm taking the person out of it. I'm talking about the principle.

Mr. Biederman made the motion, which was seconded by Dr. White, to approve Resolution 59 – 2023, the Resolution Regarding Finances, Personnel and Travel. Resolution 59 – 2023 was approved on the following roll call vote:

|                     |                   |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Nay   |
| Mr. Lane – Nay      | Dr. White – Aye   |
| Dr. Murtadha – Nay  | Ms. Tribble – Aye |
| Dr. Palacio – Aye   |                   |

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

**b. Report of the CEO – August 2023**

Mr. Hill discussed various items including the following:

System-Wide Communications  
 Juvenile/Adult Services and Immigrant Outreach Services – Programs

He then reviewed the Statistical Report – 2<sup>nd</sup> Quarter which included:

Public Services Update  
 Community Contacts  
 Public Services Usage (2021 – 2023) and Average Unique Wireless Device  
 Public Services Update Circulation  
 Public Services Update Community Room Usage Q1 and Q2

**c. Presentation on Encyclopedia of Indianapolis**

Ms. Jess Fisher, Associate Editor of the Encyclopedia of Indianapolis, gave a brief presentation. She shared information on the following:

Murals for Racial Justice Project Exhibit – There are 22 murals. She encouraged everyone to go to the Encyclopedia's website to view the information. Ms. Fisher commented that the artists are incredible and the art is incredible.

Hoosier Group Exhibit – You'll be able to go through all these tiles and read about the art scene of Indianapolis in the late 19th, early 20th century. You'll learn about the Hoosier Group, you'll learn about all the places in Indianapolis where they worked and showed all of their art, the legacy that they left.

Ms. Fisher commented that they hope to be doing more of these in the future. They've got some more entities like the Medical History Museums interested in working with them and a few other organizations throughout town.

d. **Summer Reading Program 2023**

Ms. Shael Wiedenbach, Area Resource Manager for Youth Services and Ms. Michelle Sharp, Area Resource Manager for Adult Services, reviewed the information on the Summer Reading Programs for 2023 that had been provided to the Board.

Ms. Wiedenbach noted that this year it was the 104<sup>th</sup> Summer Reading Program (“SRP”) which included both children and adults.

The children’s SRP encourages kids to read all Summer when they don’t have the structure of school to keep them reading. We saw an 8.4% increase from 2022 in the amount of reading. We set a community goal of 16 million minutes read. We had over 5,000 kids finish the Program.

Ms. Sharp shared that the adult SRP had two main goals, reading and bringing patrons back into the branches. The adults logged their minutes like the juvenile program. Overall participation increased by 143% this year. We had 1,554 patrons.

Then there was also a brief discussion about what the Library is doing with regard to community engagement and the demographics of the SRP participants.

e. **Resolution 60 – 2023** (Extension of the IndyPL Strategic Plan)

Mr. Hill reviewed Resolution 60 – 2023, the resolution extending the Strategic Plan. The Board had adopted the 2021 – 2023 Strategic Plan in February 2021 and directed the Library administration and staff to proceed with implementing the Plan. We have completed a large portion of the current Strategic Plan but there are several items that still need to be done.

He recommended that the current Strategic Plan be extended for one year through 2024.

Dr. Murtadha made the motion, which was seconded by Dr. Palacio, to approve Resolution 60 – 2023, the Extension of the IndyPL Strategic Plan.

Resolution 60 – 2023 was approved on the following roll call vote:

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

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

**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:

**September 2023** – Dr. Murtadha advised that she would like to hear more about the community engagement initiatives that the Library already has undertaken and how they are being done and also any other proposed initiatives for community engagement.

**INFORMATION**

14. **Materials**

- a. **Notes of August 15, 2023 Diversity, Policy and Human Resources Committee Meetings**
- b. **Notes of August 15, 2023 Facilities Committee Meeting**
- c. **Notes of August 15, 2023 Finance Committee 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](http://attend.indypl.org).

16. **Notice of Special Meetings**

17. **Notice of Next Regular Meeting**

Monday, September 25, 2023, at the College Branch Library, 4180 North College Avenue, 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 9:40 p.m.

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Patricia A. Payne, Secretary to the Board