



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

**Notice Of The Regular Meeting
August 26, 2019**

**Library Board Members Are Hereby Notified That The Regular Meeting
Of The Board Will Be Held At The**

**Brightwood Branch Library
2435 North Sherman Drive
At 6:30 P.M.**

**For The Purpose Of Considering The Following Agenda Items
Dated This 21st Day Of August, 2019**

**JOANNE M. SANDERS
President of the Library Board**

-- Regular Meeting Agenda --

- 1. Call to Order**
- 2. Roll Call**

3. **Branch Manager's Report** – Rhonda Oliver, Brightwood Branch Manager, will provide an update on their services to the community. (enclosed)

4. Public Comment and Communications

a. Public Comment

The Public has been invited to the Board Meeting.

Hearing of petitions to the Board by Individuals or Delegations. Only one may speak for a delegation on an issue. Speakers who wish to address an item on the Agenda will be called at the appropriate time during the meeting. A **five**-minute limit will be allowed for each speaker.

b. Dear CEO Letters and Responses (at meeting)

c. Correspondence for the Board's general information. (at meeting)

5. Approval of Minutes

a. Regular Meeting, July 22, 2019 (enclosed)

COMMITTEE REPORTS

6. Finance Committee (Patricia A. Payne, Chair; John Andrews, Joanne M. Sanders)

a. Report of the Treasurer – July 2019 (enclosed)

b. Resolution 24 – 2019 (Resolution for Appropriation and Tax Rates – 2020 Budget) (enclosed)

c. Resolution 25 – 2019 (Resolution to Set Maximum Tax Rate for Combined Debt Service Funds for 2020 Budget Year) (enclosed)

7. Diversity, Policy and Human Resources Committee (Rev. T. D. Robinson, Chair; Patricia A. Payne, Judge Jose D. Salinas)

8. Facilities Committee (Dr. Terri Jett, Chair; Crista L. Carlino, Rev. T. D. Robinson)

- a. **Briefing Report** – Brightwood Branch Project Update for July 2019 (enclosed)
- b. **Briefing Report** – Wayne Branch Project Update for July 2019 (enclosed)
- c. **Briefing Report** – Lawrence Branch Project Update for July 2019 (enclosed)
- d. **Resolution 26 – 2019** (Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Bids for General Construction Services for the Lawrence Branch Project) (enclosed)
- e. **Briefing Report** – West Perry Branch Project Update for July 2019 (enclosed)
- f. **Resolution 27 – 2019** (Approval to Award a Construction Contract for the Michigan Road Branch Parking Expansion Project) (enclosed)

9. Library Foundation Update – Roberta Jagers, IndyPL Foundation President, will review the Update. (enclosed)

10. Report of the Chief Executive Officer

- a. **Public Services Update and Statistics**
 - 1) **Public Services Update – August 2019** – John Helling, Public Services Director, will provide the Update. (at meeting)
- b. **July Media Report** (enclosed)
- c. **Confirming Resolutions:**
 - 1) **Resolution Regarding Finances, Personnel and Travel (28 – 2019)**

Enclosed.

UNFINISHED BUSINESS

11.

NEW BUSINESS

12.

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, 2019 –

INFORMATION

14. Materials

- a. **Joint Meeting of Library Board Committees Notes – August 13, 2019** (enclosed)

15. Board Meeting Schedule for 2019 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meetings for 2019** – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events updated through September 22, 2019** (enclosed)
- c. **Joint Meeting of Library Board Committees** – Tuesday, September 10, 2019, at the Library Services Center, 2450 North Meridian Street, at 5:00 p.m.

16. Notice of Special Meetings

17. Notice of Next Regular Meeting

Monday, September 23, 2019, at the Eagle Branch Library, 3905 Moller Road, at 6:30 p.m.

18. Other Business

19. Adjournment





Brightwood Library

2435 N. Sherman Drive
Indianapolis, IN 46218
317-275-4310



Who We Are:

- 1 FT Manager
- 1 FT Adult Librarian
- 1 FT Public Services Associate
- 1 FT Circulation Supervisor
- 1 FT Computer Lab Assistant
- 1 PT Library Assistant
- 2 PT Pages

Who We Serve:

- **Total base population is** 12,748
- **Age** of population: 25.15% of population under age 18 and 62.69% of population is 18-64 years of age. Approximately 12% of population is age 65 and over
- **Language** of proficiency within households---primarily English (95.06%) followed by Spanish (3.81%) and other languages (1.13%)
- **Educational Attainment:** 20.3% of population without High School diploma. 38.02% of population has earned a High School diploma, 23.45% population with some college, no degree
- **Employment:** 20.11% total unemployed persons

- **Income:** 22.62% of the population earns less than 10,000; 29.92% earns \$10,000 to \$24,999; 26.75% earns \$25,000 to \$49,999; 11.01% earns \$50,000 to \$74,999; 4.32% earns 75,000 and up
- **Population in Poverty:** *39.89% population living in poverty; 60.1% at or above poverty level

How We Serve

- 4,482 borrowers; 495 new borrowers in 2018
- 77,992 door count in 2018
- 95,139 items circulated in 2018
- 94,169 items check-ins 2018
- 16,517 items in the collection 2018
- 464 programs and 8128 attendees 2018

Our Story

Brightwood Branch Library is located at 2435 N. Sherman Drive on the near eastside of the city in the Brightwood Shopping Plaza; a small strip mall. It was the 6th public library and has operated since 1901. The library was relocated to the current location on Sherman Drive in 1972. In 1996 it was renovated and expanded to double in size to 5600 square ft. of space. As part of the library's strategic plan, a new stand-alone library will replace the current branch and be located at the corner of 25th Street and Sherman Drive. The new branch will increase in size from 5,400 feet to 15,000 square feet. The new branch is slated to create spaces for children and teens, incorporate a computer lab, and provide group study and tutoring spaces. The projected opening date of this new branch is late 2019.

The service area of the Brightwood community is small at 12,748 served. In this community approximately 32.27% of homes are owner-occupied, slightly more are rented at 39.5%, and there is a vacancy rate of 28%. There have been initiatives to within the neighborhood's quality of life plan to help home owners keep and improve their properties. Most Martindale Brightwood residents are employed, but there is also a notable unemployment rate of 20.11% within the community. Various agencies have sought to address this through small business ownership programs, employment programs and re-entry programs for ex-felons; including the library. Brightwood Library hosts a twice weekly job center where residents can search for jobs, complete applications, and write resumes with one-to-one assistance available to them and no time limit. Last year, the job center assisted 500 visitors. Brightwood branch is a primary member of the Martindale Brightwood Education Zone; a collaborative network of community partners who provide comprehensive services for families and children from pregnancy to grade 6 in fundamental areas of need.

Outreach to the community has always been a focal point of this branch library. The branch continues to provide summer lunches to hungry children via the Summer Food Service program with Indy Parks. The library has been a part of this important program for 10+ years; and recently has started serving meals after school. As a new service to the Martindale Brightwood community, we have launched, IndyConnect in partnership with the Grow with Google program to teach digital literacy skills. Residents can access free digital tools and resources to grow their skills, career or business. Library patrons can borrow Wi-Fi hotspots and laptops. The staff actively and willingly participates in promoting library services by attending school events, fairs, and festivals

because we truly believe in the library's mission of "enriching lives and building communities through lifelong learning."

Prepared February 14, 2019
Rhonda Oliver, Branch Manager
Brightwood Library
2435 N Sherman Drive
Indianapolis, IN 46218
317-275-4315

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
JULY 22, 2019**

The Indianapolis-Marion County Public Library Board met at the East Washington Branch, 2822 East Washington Street, Indianapolis, Indiana on Monday, July 22, 2019 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

In the absence of Ms. Sanders, Rev. Robinson presided as Chairman. Dr. Jett acted as Secretary.

2. Roll Call

Members present: Ms. Carlino, Dr. Jett, Ms. Payne and Rev. Robinson.

Members absent: Mr. Andrews, Judge Salinas and Ms. Sanders.

3. Branch Manager’s Report

Doriene Smither, East Washington Branch Manager, reminded the Board that the branch went through a renovation two and one-half years ago. The improvements made during that renovation are still very valued and appreciated today by patrons. The branch also won a historic preservation award for outstanding restoration when the project was completed.

She announced that we do have another thing to be addressed and celebrated about our building project.

At this time she introduced Andy McIntyre from the United States Green Building Council (“USBC”).

Mr. McIntyre noted that this building is the first Leadership in Energy and Environmental Design (“LEED”), Version 4, commercial certified building in the State of Indiana. This building is being recognized for meeting high standards in the areas of energy, efficiency, reduced water consumption and reuse of recycled or recovered materials during the building’s renovation. He then presented the LEED award to Dr. Jett as Chair of the Facilities Committee.

A round of applause occurred at this time.

Ms. Smither then continued with her review of the Report that had been distributed to the Board. Door Count has picked up since the branch reopened a couple of years ago. People still line up each morning to use the computers. Families participate in branch programs. Summer camps from the nearby Shepherd Community Center and the Good New Shelter use the branch, as do the Career Navigators from WorkOne Indy. Two new schools will soon open in the nearby historic PR Mallory complex across the street bringing approximately 1,000 new students to the area. The schools are Paramount School of Excellence and Purdue Polytechnic High School and they will impact the neighborhood and the Library once open.

Dr. Jett complimented Ms. Smither for her enthusiasm this evening and for her excitement about the teens coming.

4. Public Comment and Communications

a. Public Comment

Michael Torres, IndyPL staff member and President of AFSCME Local 3395-Indy Library Workers, provided the following statement, a copy of which is set out below, to the Board:

Good evening Board of Trustees, it was good to see most of you last Friday. I have just a few comments on some events and a few questions.

The Pelosi/Carson event: *Speaker Pelosi came with some familiarity to a library as she mentioned starting off as a volunteer in her local library then an appointee to the library board. So, who knows, your service here could lead to much, much, much higher jobs. The message I came out with from the Speaker's was, "know your power".*

Reading of Frederick Douglass event: *I was working that day but peeped in on the event and all the chairs were practically full. Nichelle told me she set out 60 chairs and 58 people attended to read his keynote address on July 5, 1852 titled, what to a Slave is the 4th of July. This chalks up another great attended program hosted in the Center for Black Literature and Culture under the direction of Nichelle M Hayes.*

Questions:

I sent a question on voting to board members, almost two weeks ago, no word so I'll ask here. When a board member doesn't voice a yea or nay vote on a resolution, how is that normally recorded in the minutes? I went to the Indiana state Library document 'In the Public Trust' and there is no language explaining silent votes. I did see language on page 71-72, Code IC-5-14-1.5-3(b) Voting, under the section titled, Board Meetings. It has language on abstention but nothing on silent votes. My question is not to pin point a specific vote now, I'm asking for clarification for documentation purposes because the minutes in the board packet are presumably final. If you review videos of previous board meetings you'll witness a few times no votes are heard but recorded in minutes, mostly as yes votes.

My other questions are on the minutes in the board packet.

-The July Joint Committee notes in the board packet concerning the Resolution 22-2019 Approval to Amend the Services Contract for Security and Alarm Response Services. Is there a final dollar amount you're spending on that resolution? From the conversations at the Joint Committee meeting I'm assuming it got reduced from 416k. If so, kudos to the committee who worked on saving our taxpayers some funds dollars.

-Other question is about Travel. The events listed in Resolution 2019- Finances, Personnel and Travel Resolution 23-2019 page 1, TRAVEL AND TRAINING ACTION RESOLUTION 23- 2019, are those costs listed for reimbursements for events already attended or are you asking for approval to allocate these funds? Clearly I pay too much attention to this packet of information.

To review, whispers of Crenshaw are swirling.

- 1. How are silent votes documented in the minutes.*
- 2. What is the final dollar amount for Resolution 22-2019 concerning Security?*
- 3. Are expenses noted in Finances, Personnel and Travel Resolution for reimbursements for conferences already attended?*

Thank you.

Pamela Stone, a retired teacher, spoke to the Board. She complained that cell phone usage at various branches was often disturbing when she attempts to study at the Library.

M. Jacqueline Nytes, the Library's Chief Executive Officer, responded that staff can work to assure that patrons are observing posted standards of behavior and she encouraged Ms. Stone to flag down staff when loud or inappropriate instances occur.

Southside resident Mark Krizman asked IndyPL to re-examine the proposed entrance to the new West Perry Branch. He said that it is inconveniently located in relation to the parking lot, especially the area reserved for handicapped parking. It was stated that the Library is revisiting the entrance location at this time.

- b. **Dear CEO Letters and Responses** were circulated for the Board's general information.
 - c. **Correspondence** was circulated for the Board's general information.
- 5. Approval Of Minutes: Executive Session, Regular and Special Meetings**
- a. **Regular Meeting, June 24, 2019**

The minutes from the Regular Meeting held June 24, 2019 were distributed to the Board.

The minutes were approved on the motion of Dr. Jett, seconded by Ms. Carlino, and the “yes” votes of Ms. Carlino, Dr. Jett, Ms. Payne and Rev. Robinson.

COMMITTEE REPORTS

6. Finance Committee (Patricia A. Payne, Chair; John Andrews, Joanne Sanders)

a. Report of the Treasurer – June 2019

Ije Dike-Young, Chief Financial Officer, discussed the Report of the Treasurer that had been distributed to the Board. She advised that Revenue, year-to-date, totals \$24.2 million, while Expenditures total \$22.3 million. There is an Operating Fund cash balance of \$24.8 million, a cash balance in all Library funds of \$63.3 million, and interest income year-to-date is \$422,000.

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

Motion carried.

The Report is attached to, and made a part of, these minutes.

b. Resolution 19 – 2019 (Liability Insurance for Policy Period 2019 – 2020)

Ms. Dike-Young advised that the Finance Committee was seeking Board approval authorizing coverage for the Library’s liability insurance for 2019-2020 with Travelers Insurance Group at a cost of \$273,212, a 27% decrease from the previous coverage. A major factor in the decrease is the reduction of worker’s compensation claims filed for the Library.

After full discussion and careful consideration of Resolution 19 – 2019, the resolution was adopted on the motion of Ms. Payne, seconded by Ms. Carlino, and the “yes” votes of Ms. Carlino, Dr. Jett, Ms. Payne and Rev. Robinson.

Motion carried.

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

7. Diversity, Policy and Human Resources Committee (Rev. T. D. Robinson, Chair; Patricia A. Payne, Judge Jose D. Salinas)

Rev. Robinson advised that the Committee did not have a report this month.

8. Facilities Committee (Dr. Terri Jett, Chair; Rev. T. D. Robinson, Crista L. Carlino)

a. Briefing Report – Brightwood Branch Project Update

Sharon Smith, Facilities Director, noted that major milestone work on the branch is

being completed in July. This work includes pouring the concrete floor slab and interior framing. Work on the south entrance drive continues, and utilities on 25th Street have been connected. Substantial completion on the project is anticipated in January 2020.

b. **Briefing Report** – Wayne Branch Project Update

Ms. Smith commented that the Wayne Branch Project will go out to bid in September, with construction scheduled to begin in December. It's anticipated that the branch will close beginning on November 30, 2019. The project is scheduled for completion in May 2020.

Ms. Payne asked where the staff go when a branch is closed.

Ms. Smith advised that many of the other branches can use an extra hand. With Wayne, they were trying to work with the schools to provide some extra staffing for them.

c. **Resolution 20 – 2019** (Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Bids for General Construction Services for the Wayne Branch Project)

Ms. Smith advised that the Facilities Committee seeks Board approval to authorize the preparation of bidding documents and to solicit competitive and public bids for general construction services for the Wayne Branch project. This will be a unified construction contract. Bids will be solicited and the contractor will be responsible for all general, mechanical, plumbing, electrical and interior construction activities. Bids will be due on October 1, 2019 to allow time for evaluation prior to presentation at the October Facilities Committee meeting. The budget for the remodel work is \$800,000, excluding remediation, fixtures, furniture and equipment. This work is within the total project budget of \$1.5 million.

Dr. Jett asked if additional efforts were being made to do some outreach with regard to this particular contract.

Ms. Nytes mentioned that Jessica Moore, the Library's new Diversity, Equity and Inclusion Officer, will be looking at any of the items that are going out to bid and to engage further with the Facilities staff in spreading the word and identifying possible vendors.

After full discussion and careful consideration of Resolution 20 – 2019, the resolution was adopted on the motion of Dr. Jett, seconded by Ms. Carlino, and the "yes" votes of Ms. Carlino, Dr. Jett, Ms. Payne and Rev. Robinson.

Motion carried.

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

d. **Briefing Report** – Lawrence Branch Project Update

Ms. Smith provided information on the Lawrence Branch renovation project. Two series of community engagement meetings were held and surveys (paper and online) were conducted on obtaining citizen input. Among the project goals are better shelves and seating, more natural light, study rooms, a drive-up materials return, and playful learning spaces in the children’s area. The project will go out to bid in November, with construction beginning in January 2020. Project completion is scheduled in May 2020.

e. **Briefing Report** – West Perry Branch Project Update

Ms. Smith stated that the third community engagement meeting was held on July 18, 2019 when architects presented the schematic design for review. The project will go out to bid in January 2020, with construction beginning in April 2020. The new branch is scheduled to open in the Spring of 2021.

f. **Resolution 21 – 2019** (Approval to Award an Equipment Purchase Order for the Central Library Lighting System Controls Upgrade Project)

Ms. Smith pointed out that the Facilities Committee was seeking Board approval to award an equipment purchase order for the Central Library lighting system controls upgrade project to Graybar Electric Company, Inc. in the amount of \$62,780. Installation utilizing existing wires, conduits, raceways and back boxes will take three days and will be completed in November while Central Library is not open.

After full discussion and careful consideration of Resolution 21 – 2019, the resolution was adopted on the motion of Ms. Payne, seconded by Dr. Jett, and the “yes” votes of Ms. Carlino, Dr. Jett, Ms. Payne and Rev. Robinson.

Motion carried.

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

g. **Briefing Report** – Future Agenda Item – Award Construction Contract for the Michigan Road Branch Parking Expansion Project

Ms. Smith presented a report on a future action item to award a general construction services contract for the Michigan Road Branch parking lot expansion project. A public notice to prospective bidders is being advertised and bid documents for the \$250,000 project will be received in August.

Dr. Jett commented that this is another project where we do want some strong emphasis on XBE outreach. It might be a good idea for the Library to obtain membership for Ms. Moore in some of the minority business organizations.

h. **Resolution 22 – 2019** (Approval to Amend the Services Contract for Security and Alarm Response Services)

Ms. Smith noted that full Board approval was being sought to amend the services contract for security and alarm response services with G4S Secure Solutions (USA)

Inc. of Indianapolis. This amendment will provide for more supervised training of assigned guards at IndyPL locations to better ensure a safe environment. Pending satisfactory performance of G4S in the remainder of 2019, additional increases will be considered in 2020. If there is no improvement, the existing contract may be terminated per the terms of the original agreement.

Dr. Jett commented that this speaks to a question that was raised by Mr. Torres about the cost of what this increase is going to be and so, in the period from now until December 2019, the cost is approximately \$45,000.00 and then the Library will revisit the contract.

After full discussion and careful consideration of Resolution 22 – 2019, the resolution was adopted on the motion of Dr. Jett, seconded by Ms. Carlino, and the “yes” votes of Ms. Carlino, Dr. Jett, Ms. Payne and Rev. Robinson.

Motion carried.

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

9. Library Foundation Update

July 2019 Library Foundation Update

Ms. Nytes provided the Update for July 2019.

Thank you to staff involved in the Summer Reading Program and workshops. Your hard work and dedication are making this Summer’s Program a success. We have enjoyed taking several donors out to workshops and programs to see them in action.

The Library Foundation thanks 158 donors who made gifts last month. The following are our top corporate and foundation contributors:

CD-COM System Midwest, Inc.
CICF
Nicholas H. Noyes, Jr. Memorial Foundation, Inc.
Ritz Charles, Inc.
The National Bank of Indianapolis
Whole Foods Market

This month, we are proud to provide funding for the following Library programs. All programs are system-wide unless otherwise noted.

Children’s Programs

Ready to Read – On the Road to Reading
Ready to Read – Early Childhood Professional Development Workshops
Teen Programming (E38)
Homeschool Info Fair (CURVE)
Laundromat Programming (PIK)

STEAM Time Welcome (WRN)
 Welcome Baby Bags (SOU)

Cultural Programs

Center for Black Literature and Culture (CEN)
 Luche Libre at the Library (CEN)
 Concerts (COL)
 Everyday Artists (ESQ)
 Family/Youth/YA Author Visits (PDA)
 Book Bike (DEC)
 Teacher Open House (MIC)

Collections/IT

Downey Collection Digitization

Lifelong Learning

Aging Well (CEN)
 Coding for the Curious (CEN)
 Nonprofit Workshops (CEN)
 Spanish Language Computer Classes (PDA)

10. Report Of The Chief Executive Officer

a. Public Services Update and Statistics

1) **Public Services Update** – July 2019 – Ms. Nytes provided information on the following items:

- a) Introduction of New Public Services Staff; and
- b) Public Services Reorganization

At this time, Ms. Nytes introduced new Public Services staff as follows:

Shanika Heyward – Area Resource Manager for West Region
 Joan Emmert – Area Resource Manager for Mid Region
 Gregory Hill – Area Resource Manager for East Region
 Maggie Ward – Manager, Outreach
 Sharon Bernhardt – Area Resource Manager for Youth Services
 Melissa Wooton – Area Resource Manager for Adult Services
 Jessica Moore – Diversity, Equity and Inclusion Officer
 Cordia Watkins – Manager, Circulation Services

Dr. Jett asked Ms. Nytes to explain what it means to have a system-wide Circulation Manager and what difference that would make.

Ms. Nytes replied that when looking at library cards and the use of those cards, we live in a world filled with rules and

procedures and trying to make sure that we are as helpful and generous and open as we can possibly be to provide fair and consistent service to people but also having someone who is maintaining consistency and is alert to the opportunities for change or improvement..

Ms. Payne expressed her thanks to John Helling, Public Services Director, and now Ms. Moore, for continuing to send participants to the Racial Equity Training provided by the Indianapolis Public Schools.

c) Coding Services Offered at Central Library

Marianne McKenzie (“McKenzie”), Central Library Computer Lab Manager, discussed the Library’s recent emphasis on coding classes. She also distributed a document entitled “Coding and Tech – A Digital Journey Approach” to the Board and provided an overview of the various technology classes offered throughout the system, the Library’s work with Google and explained the Library’s approach to attracting both youth and adults to its coding activities.

Dr. Jett noted that she wished to verify Ms. McKenzie’s comments that the Computer Lab Assistants, on their own, developed additional skills to increase the type of courses that are available to patrons.

Ms. McKenzie responded that was accurate. She also mentioned that when the program was originally launched, we had a supervisor that was a librarian. She has since taken over the program and to clarify, she is not a librarian.

- 2) **Michigan Road Discussion** – Garrett Mason, Strategic Planning and Assessment Officer, provided a document entitled “Michigan Road and Flanner House Analysis” to the Board and discussed the usage of the new Michigan Road Branch compared to the Flanner House Branch. During the first six months of 2019, the Michigan Road Branch Door Count was 50,856 more than that at Flanner House in the same period in 2018. Circulation, programs and PC use were also greater than the previous Flanner House figures which he indicated was expected due to the wider service area.

Ms. Payne asked Mr. Mason to provide information concerning the difference in size, space and staff of Flanner House and Michigan Road.

Mr. Mason didn’t have an exact answer but directed everyone to info in the document. He pointed out that Michigan Road is able to draw bigger audiences to a program than what Flanner House was able to do.

- 3) **Dashboard Development Update** – Mr. Mason gave a PowerPoint presentation to the Board. It provided an update on the development of the new dashboard of Library services. The intent is to better identify key performance indicators that define what we’re doing as a Library. Examples would be gauging first-time circulation as a percentage of total circulation and looking at active cardholders as a percentage of total cardholders or of the service population. The new dashboard will also be more interactive to allow staff to better examine trends and activity so they can make better informed decisions in real time.

Dr. Jett requested clarification of what’s included in “circulation.”

Mr. Mason advised that it includes electronic and renewals. First time circulation is a sub-part before the renewals.

Dr. Jett also suggested that the Library needs a higher number than ten renewals.

She also inquired about Door Count. What does that mean?

Mr. Mason replied that the Library has electronic counters at each of the public entrances at each branch. Entrance/exit numbers are cut in half to arrive at the correct number. The Library is looking at ways to make the count more accurate. There will be targets set that we will strive to achieve and then will determine if success is achieved or not.

b. **June Media Report**

Ms. Nytes mentioned that the Report highlighted coverage of IndyPL in traditional and social media, blogs and print.

She advised that interviews for the new Director of Communications would begin in August.

c. **Confirming Resolutions:**

1) **Resolution Regarding Finances, Personnel and Travel (25 – 2019)**

After full discussion and careful consideration of Resolution 25 – 2019, the resolution was adopted on the motion of Ms. Payne, seconded by Dr. Jett, and the “yes” votes of Ms. Carlino, Dr. Jett, Ms. Payne and Rev. Robinson.

Motion carried.

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

UNFINISHED BUSINESS

11. None.

NEW BUSINESS

12. None.

AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

August, 2019 – None

INFORMATION

14. **Materials**

- a. **Joint Meeting of Library Board Committees Notes – July 9, 2019** (enclosed)

15. **Board Meeting Schedule for 2019 (Notice and Place of Meeting) and Upcoming Events/Information**

- a. **Board Meetings for 2019** – *Current calendar will be updated, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events updated through August 25, 2019.**
- c. **Joint Meeting of Library Board Committees** – Tuesday, August 13, 2019, at the Library Services Center, 2450 North Meridian Street, at 5:00 p.m.

16. **Notice of Special Meetings**

None.

17. **Notice of Next Regular Meeting**

Monday, August 26, 2019, at the Brightwood Branch Library, 2435 North Sherman Drive, at 6:30 p.m.

18. Other Business

None.

19. Adjournment

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

The Chairman then declared the meeting adjourned at 8:30 p.m.

A DVD of this meeting is on file in the Library's Communications Office.

Dr. Terri Jett, Secretary to the Board



**Indianapolis-Marion County Public Library
Report of the Treasurer for July 2019
Prepared by Accounting for August 26, 2019 Board Meeting**

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INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
OPERATING FUND REVENUES AND EXPENDITURES
MONTH ENDED JULY 2019

Revenue		Annual 2019 Revised Budget	Actual MTD 7/31/2019	Actual YTD 7/31/2019	% Budget Received
Property Taxes	31	34,903,913	-	18,685,724	54%
Intergovernmental	33	7,723,633	352,446	4,322,472	56%
Fines & Fees	35	788,340	56,970	413,650	52%
Charges for Services	34	536,140	50,974	433,332	81%
Miscellaneous	36	682,163	303,267	1,154,174	169%
Total		44,634,189	763,657	25,009,353	56%

Expenditures		Annual 2019 Revised Budget	Actual MTD 7/31/2019	Actual YTD 7/31/2019	% Budget Spent
Personal Services & Benefits	41	27,009,948	1,955,332	14,628,584	54%
Supplies	42	1,552,467	70,920	489,486	32%
Other Services and Charges	43	15,589,690	1,100,720	8,129,761	52%
Capital Outlay	44	5,260,467	379,066	2,651,706	50%
Total		49,412,573	3,506,039	25,899,537	52%

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101- Operating Fund - Detailed Income Statement
MONTH ENDED JULY 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	42,109,199	42,109,199	-	18,685,724	-	23,423,475
311300 PROPERTY TAX CAPS	(7,205,286)	(7,205,286)	-	-	-	(7,205,286)
TAXES Total	34,903,913	34,903,913	-	18,685,724	-	16,218,189
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	240,000	240,000	12,954	240,606	-	(606)
335100 FINANCIAL INSTITUTION TAX REV	268,077	268,077	-	133,088	-	134,989
335200 LICENSE EXCISE TAX REVENUE	2,854,816	2,854,816	-	1,325,426	-	1,529,390
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	2,320,019	-	1,534,565
335500 COUNTY OPTION INCOME TAX	216,474	216,474	18,277	141,708	-	74,766
335700 COMMERCIAL VEHICLE TAX REVENUE	264,311	264,311	-	149,123	-	115,188
339000 IN LIEU OF PROP. TAX	25,371	25,371	-	12,502	-	12,869
INTERGOVERNMENTAL Total	7,723,633	7,723,633	352,446	4,322,472	-	3,401,161
CHARGES FOR SERVICES						
347600 COPY MACHINE REVENUE	-	-	238	1,281	-	(1,281)
347601 PUBLIC PRINTING REVENUE	275,000	275,000	31,513	215,803	-	59,197
347602 FAX TRANSMISSION REVENUE	32,000	32,000	6,454	41,677	-	(9,677)
347603 PROCTORING EXAMS	3,500	3,500	885	2,830	-	670
347604 PLAC CARD DISTRIBUTION REVENUE	83,000	83,000	-	83,509	-	(509)
347605 USAGE FEE REVENUE	14,000	14,000	770	6,370	-	7,630
347606 SET-UP & SERVICE - TAXABLE	12,000	12,000	1,425	9,525	-	2,475
347607 SET-UP & SERVICE - NON-TAXABLE	15,000	15,000	500	6,820	-	8,180
347608 SECURITY SERVICES REVENUE	18,000	18,000	750	12,183	-	5,817
347609 EVENT SECURITY	-	-	684	4,434	-	(4,434)
347610 PARKING REVENUE	2,640	2,640	-	-	-	2,640
347620 CAFE REVENUE	6,000	6,000	640	13,000	-	(7,000)
347621 CATERING REVENUE	75,000	75,000	7,115	35,899	-	39,101
CHARGES FOR SERVICES Total	536,140	536,140	50,974	433,332	-	102,808
FINES						
351200 FINES	761,840	761,840	55,667	404,276	-	357,564
351201 OTHER CARD REVENUE	12,000	12,000	2	861	-	11,139
351202 HEADSET REVENUE	6,000	6,000	624	4,078	-	1,922
351203 USB REVENUE	6,000	6,000	486	3,193	-	2,807
351204 LIBRARY TOTES	2,500	2,500	191	1,243	-	1,257
FINES Total	788,340	788,340	56,970	413,650	-	374,690
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	6,000	6,000	227	2,055	-	3,945
360001 REVENUE ADJUSTMENT	-	-	(1,397)	(398)	-	398
361000 INTEREST INCOME	46,163	46,163	47,591	133,610	-	(87,447)
362000 FACILITY RENTAL REV - TAXABLE	125,000	125,000	8,076	94,230	-	30,770
362001 FACILITY RENTAL REV - NONTAX	72,500	72,500	-	30,159	-	42,341
362002 EQUIPMENT RENTAL REV - TAXABLE	-	-	1,340	11,260	-	(11,260)
362003 EQUIPMENT RENTAL REV - NONTAX	2,500	2,500	-	1,116	-	1,384
367004 OTHER GRANTS	225,000	225,000	225,000	225,000	-	-
MISCELLANEOUS Total	477,163	477,163	280,838	497,032	-	(19,869)
OTHER FINANCING SRCS						
392100 SALE OF SURPLUS PROPERTY	5,000	5,000	3,787	3,787	-	1,213
396000 REFUNDS	5,000	5,000	-	21,377	-	(16,377)
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	18,642	224,403	-	(49,403)
399001 INSURANCE REIMBURSEMENTS	20,000	20,000	-	407,576	-	(387,576)
OTHER FINANCING SRCS Total	205,000	205,000	22,429	657,142	-	(452,142)
REVENUE Total	44,634,189	44,634,189	763,657	25,009,353	-	19,624,836
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	16,611,566	16,608,370	1,168,338	9,023,256	-	7,585,114
412000 SALARIES HOURLY STAFF	1,806,308	1,809,504	198,581	1,068,836	-	740,668
413000 WELLNESS	35,000	35,000	16,080	25,298	-	9,702
413001 LONG TERM DISABILITY INSURANCE	43,000	43,000	3,887	26,796	-	16,204
413002 EMPLOYEE ASSISTANCE PROGRAM	22,571	22,571	1,600	9,600	9,600	3,371
413003 TUITION ASSISTANCE	25,000	25,000	-	7,731	-	17,269
413004 SALARY ADJUSTMENT	90,000	90,000	-	-	-	90,000
413100 FICA AND MEDICARE	1,415,852	1,415,852	100,704	732,214	-	683,638
413300 PERF/INPRS	2,376,651	2,376,651	167,572	1,273,791	-	1,102,860
413400 UNEMPLOYMENT COMPENSATION	9,000	9,000	-	-	-	9,000
413500 MEDICAL & DENTAL INSURANCE	4,387,000	4,537,000	295,518	2,440,001	155,765	1,941,235
413600 GROUP LIFE INSURANCE	38,000	38,000	3,053	21,062	-	16,938
PERSONAL SERVICES Total	26,859,948	27,009,948	1,955,332	14,628,584	165,365	12,216,000
SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	640,249	666,572	12,302	89,656	26,009	550,907
421600 LIBRARY SUPPLIES	210,000	230,327	6,144	49,830	8,541	171,956

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101- Operating Fund - Detailed Income Statement
MONTH ENDED JULY 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
421700 DEPARTMENT OFFICE SUPPLIES	248,600	310,447	41,675	219,194	21,488	69,765
422210 GASOLINE	40,000	40,502	1,933	15,426	10,160	14,917
422250 UNIFORMS	8,000	11,188	441	3,718	-	7,470
422310 CLEANING & SANITATION	165,000	168,724	8,425	54,957	18,374	95,393
429001 NON CAPITAL FURNITURE & EQUIP	68,000	124,706	-	56,706	-	68,000
SUPPLIES Total	1,379,849	1,552,467	70,920	489,486	84,573	978,408
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	219,000	267,028	6,478	105,705	-	161,323
431200 ENGINEERING & ARCHITECTURAL	25,000	25,000	-	-	-	25,000
431500 CONSULTING SERVICES	216,450	406,694	5,836	166,041	193,807	46,846
432100 FREIGHT & EXPRESS	5,500	5,860	334	4,042	1,610	208
432200 POSTAGE	69,650	69,614	3,000	11,972	1,061	56,582
432300 TRAVEL	37,830	37,830	1,252	8,965	-	28,865
432400 DATA COMMUNICATIONS	290,300	290,300	21,105	174,353	-	115,947
432401 CELLULAR PHONE	13,550	13,550	953	6,804	-	6,746
432500 CONFERENCES	105,115	103,115	9,823	41,592	-	61,523
432501 IN HOUSE CONFERENCE	62,000	65,600	1,036	36,720	19,993	8,887
433100 OUTSIDE PRINTING	226,500	230,293	28,277	123,179	11,127	95,987
433200 PUBLICATION OF LEGAL NOTICES	1,550	1,550	244	419	-	1,131
434100 WORKER'S COMPENSATION	159,826	159,826	-	46,302	-	113,524
434200 PACKAGE	241,688	241,688	-	93,154	-	148,534
434201 EXCESS LIABILITY	10,351	10,351	-	3,724	-	6,627
434202 AUTOMOBILE	19,594	19,594	-	9,299	-	10,295
434500 OFFICIAL BONDS	1,000	1,000	-	975	-	25
434501 PUBLIC OFFICIALS & EE LIAB	16,000	16,000	-	15,259	-	741
434502 BROKERAGE FEE	17,000	17,000	-	8,500	-	8,500
435100 ELECTRICITY	1,067,500	1,137,917	77,813	486,785	625,632	25,500
435200 NATURAL GAS	118,450	143,476	2,873	68,271	67,285	7,921
435300 HEAT/STEAM	382,200	490,382	16,245	174,424	315,758	200
435400 WATER	75,000	79,901	6,029	37,703	42,052	145
435401 COOLING/CHILLED WATER	525,000	537,538	62,037	229,885	307,653	-
435500 STORMWATER	23,800	23,800	56	10,257	11,656	1,888
435900 SEWAGE	85,200	92,680	8,699	53,278	38,930	472
436100 REP & MAINT-STRUCTURE	1,484,600	1,997,763	182,690	1,253,184	574,498	170,081
436110 CLEANING SERVICES	1,079,239	1,190,202	75,939	517,679	528,847	143,677
436200 REP & MAINT-EQUIPMENT	185,360	198,222	2,170	29,864	70,513	97,844
436201 REP & MAINT-HEATING & AIR	900,950	461,139	23,498	209,151	192,830	59,158
436202 REP & MAINT-AUTO	65,000	66,139	2,568	17,770	4,009	44,360
436203 REP & MAINT-COMPUTERS	463,100	351,300	93,337	229,197	28,292	93,811
437200 EQUIPMENT RENTAL	87,829	87,829	4,699	42,828	18,798	26,203
437300 REAL ESTATE RENTAL	470,271	489,771	35,350	272,280	6,133	211,358
439100 CLAIMS, AWARDS, INDEMNITIES	25,000	25,000	-	-	-	25,000
439600 TRASH REMOVAL	75,000	81,530	7,855	56,018	24,403	1,109
439601 SNOW REMOVAL	370,000	402,535	-	319,798	9,662	73,075
439602 LAWN & LANDSCAPING	319,271	345,940	20,551	129,628	108,388	107,924
439800 DUES & MEMBERSHIPS	57,400	58,025	175	51,449	625	5,951
439901 COMPUTER SERVICES	204,790	346,702	92,769	287,836	2,208	56,659
439902 PAYROLL SERVICES	170,000	141,720	12,606	78,431	1,720	61,569
439903 SECURITY SERVICES	964,721	1,082,502	33,982	553,163	460,749	68,590
439904 BANK FEES/CREDIT CARD FEES	65,000	65,000	3,467	28,067	-	36,933
439905 OTHER CONTRACTUAL SERVICES	707,915	794,552	90,927	418,543	223,080	152,929
439906 RECRUITMENT EXPENSES	24,500	9,500	2,725	7,872	-	1,628
439907 EVENTS & PR	34,200	37,640	3,091	15,266	850	21,524
439910 PROGRAMMING	75,500	76,750	1,200	42,731	18,270	15,749
439911 PROGRAMMING-JUV.	145,000	150,055	16,315	93,148	11,825	45,082
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	825	12,144	-	12,856
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	160	-	4,840
439930 MATERIALS CONTRACTUAL	2,000,000	2,002,289	141,892	935,769	-	1,066,520
439931 E-BOOKS	-	-	-	-	-	-
439932 E-AUDIO	-	-	-	-	-	-
439934 DATABASES	-	-	-	-	-	-
451100 AUDIT FEES	15,000	15,000	-	15,179	-	(179)
452002 TRANSFERS IN/OUT	-	590,000	-	590,000	-	-
459000 REFUNDS	-	5,000	-	5,000	-	-
OTHER SERVICES AND CHARGES Total	14,034,700	15,589,690	1,100,720	8,129,761	3,922,263	3,537,666
CAPITAL						
443500 BUILDING	-	676,396	110,734	676,396	-	-
445100 CAPITAL - FURNITURE	20,000	20,000	-	-	-	20,000
445200 VEHICLES	80,000	107,718	-	27,718	-	80,000
445300 CAPITAL - EQUIPMENT	55,000	75,740	-	20,740	-	55,000
445301 COMPUTER EQUIPMENT	240,000	532,568	1,400	292,618	-	239,950
449000 BOOKS & MATERIALS	3,550,000	3,694,853	238,841	1,588,191	1,446	2,105,216
449001 PERIODICALS & NEWSPAPERS	-	-	-	-	-	-
449003 CD'S	-	-	-	-	-	-
449004 DVD'S	-	-	-	-	-	-
449100 UNPROCESSED PAPERBACK BOOKS	137,000	153,192	28,091	46,044	95,667	11,482

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101 - Operating Fund - Detailed Income Statement
MONTH ENDED JULY 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
CAPITAL Total	4,082,000	5,260,467	379,066	2,651,706	97,113	2,511,648
EXPENSE Total	46,356,497	49,412,573	3,506,039	25,899,537	4,269,313	19,243,722

INDIANAPOLIS - MARION COUNTY PUBLIC LIBRARY
CASHFLOW PROJECTIONS - OPERATING FUND
January 1 - December 31, 2019

	ACTUAL JANUARY	ACTUAL FEBRUARY	ACTUAL MARCH	ACTUAL APRIL	ACTUAL MAY	ACTUAL JUNE	ACTUAL JULY	PROJECTED AUGUST	PROJECTED SEPTEMBER	PROJECTED OCTOBER	PROJECTED NOVEMBER	PROJECTED DECEMBER	PROJECTED Y-T-D	REVISED BUDGET	Variance
Beginning Balance	\$ 22,972,161	\$ 19,920,733	\$ 16,168,586	\$ 13,140,791	\$ 11,903,724	\$ 14,704,520	\$ 24,880,825	\$ 22,240,877	\$ 18,491,567	\$ 15,241,585	\$ 12,925,787	\$ 13,382,246	\$ 22,972,161	\$ 22,972,161	
Receipts:															
Property Tax	-	-	-	1,300,000	6,257,000	11,128,724	-	-	-	1,400,000	4,900,000	9,918,189	34,903,913	34,903,913	-
Excise Tax	-	-	-	-	-	1,325,426	-	-	-	-	-	1,427,408	2,752,834	2,854,816	(101,982)
Financial Institution Tax	-	-	-	-	-	133,088	-	-	-	-	-	134,039	267,127	268,077	(950)
Commercial Vehicle Tax	-	-	-	-	-	149,123	-	-	-	-	-	132,156	281,279	264,311	16,968
In-Lieu-of Taxes	-	-	-	-	-	12,502	-	-	-	-	-	12,686	25,188	25,371	(183)
Local Option Income Tax (LOIT)	321,215	321,215	392,727	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	249,704	3,854,584	3,854,584	-
County Option Income Tax (COIT)	18,277	18,277	22,096	18,277	18,277	28,228	18,277	18,277	18,277	18,277	18,277	14,458	229,274	216,474	12,800
Fines	72,730	56,115	62,072	53,368	48,800	55,524	55,667	62,647	62,647	62,647	62,647	62,644	717,506	761,840	(44,334)
Photocopier	113	201	132	223	214	161	238	-	-	-	-	-	1,281	-	1,281
Printers	24,533	32,843	34,585	34,752	28,578	29,000	31,513	22,917	22,917	22,917	22,917	21,301	328,771	275,000	53,771
Fax Transmissions	5,041	5,118	6,945	6,649	5,876	5,594	6,454	2,452	2,452	2,452	2,452	2,443	53,926	32,000	21,926
Headsets	618	583	606	583	468	596	624	490	490	490	490	482	6,520	6,000	520
USB	449	407	500	463	434	455	486	500	500	500	500	500	551	6,000	(256)
PLAC Dist.	-	-	-	-	83,509	-	-	-	-	-	-	-	83,509	83,000	509
Interest income	10,323	11,226	10,960	8,774	15,964	28,772	47,591	3,259	3,259	3,259	3,259	3,251	149,897	46,163	103,734
Library totes	153	142	196	175	108	279	191	212	212	212	212	227	2,318	2,500	(182)
Other Card Revenue	136	263	134	130	65	131	2	1,078	1,078	1,078	1,078	1,084	6,257	12,000	(5,743)
Miscellaneous	104	302	486	124	177	1,635	(1,170)	536	536	536	536	536	4,337	6,000	(1,663)
Proctoring Exams	160	225	280	275	505	500	885	304	304	304	304	304	4,348	3,500	848
Facility Rental	46,445	13,210	30,179	26,531	29,172	17,014	13,545	12,300	22,300	22,300	12,300	22,195	267,491	261,640	5,851
Catering Commission	8,082	2,631	2,999	977	601	13,494	7,115	1,269	9,769	14,769	16,769	5,768	84,243	75,000	9,243
Café Revenue	8,506	1,416	-	-	921	1,517	640	500	500	500	500	500	15,500	6,000	9,500
Reimbursement for Services	-	22,962	25,992	30,132	73,561	53,114	18,642	-	11,500	-	-	48,500	284,403	175,000	109,403
Insurance Reimbursement	-	-	-	407,576	-	-	-	-	-	-	-	-	407,576	20,000	387,576
Refunds	-	18,634	-	-	-	2,743	-	454	454	454	454	463	23,654	5,000	18,654
Erate Revenue	30,287	13,803	33,689	12,971	123,408	13,494	12,954	35,000	20,000	20,000	19,713	-	335,319	240,000	95,319
Grants/Contributions	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000	225,000	-
Sale of surplus property	-	-	-	-	-	-	3,787	-	2,000	-	2,000	-	7,787	5,000	2,787
Transfer in	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts	547,171	519,572	624,578	2,223,194	7,008,852	13,322,329	763,657	483,409	500,409	1,891,909	5,385,622	12,058,886	45,329,586	44,634,189	695,397
Expenditures:															
Personal Services & Benefits	1,959,606	2,221,696	1,927,031	1,916,883	2,699,071	1,948,964	1,955,332	2,107,525	2,062,282	1,968,234	2,925,682	1,970,039	25,662,346	27,009,948	1,347,602
Supplies	105,846	74,369	34,466	49,784	91,369	62,732	70,920	65,483	193,369	191,804	184,810	129,812	1,254,763	1,618,039	363,276
Other Services and Charges	1,204,425	1,700,287	1,203,809	975,930	987,943	956,647	1,100,720	1,364,992	1,145,769	1,483,023	1,255,996	1,405,650	14,785,191	15,723,079	937,888
Library Materials Capital Outlay	328,521	277,065	682,072	353,658	458,060	173,264	379,066	694,719	348,971	564,645	562,674	481,784	5,304,499	5,271,539	(32,960)
Transfer Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	3,598,399	4,273,416	3,847,379	3,296,256	4,236,443	3,141,606	3,506,039	4,232,718	3,750,391	4,207,707	4,929,163	3,987,284	47,006,799	49,622,605	2,615,806
Change in Payables/Petty Cash/Correction*	(201)	1,698	195,005	(164,006)	28,387	(4,417)	102,433								
Ending Balance	\$ 19,920,733	\$ 16,168,586	\$ 13,140,791	\$ 11,903,724	\$ 14,704,520	\$ 24,880,825	\$ 22,240,877	\$ 18,491,567	\$ 15,241,585	\$ 12,925,787	\$ 13,382,246	\$ 21,453,848	\$ 21,294,949	\$ 17,983,745	



Receipts and Disbursements - July 2019

FUND	CASH AND INVESTMENTS 6/30/19	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 6/30/19
101 Total Operating	24,880,825	763,657	3,403,606	22,240,877
104 Total Fines	6	101,562	101,489	79
226 Total Parking Garage	696,595	17,639	6,533	707,701
230 Total Grant	854,047	270	61,326	792,991
245 Total Rainy Day	5,395,704	8,528	29,439	5,374,793
270 Total Shared System	320,342	2,931	7,200	316,073
301 Total BIRF 1	6,166,655	3,891	2,885,412	3,285,134
321 Total BIRF 2	459,967	362	-	460,328
471 Total Library Improvement Reserve Fund	2,706,785	3,809	-	2,710,594
472 Total Construction	19,353	-	-	19,353
475 Total 2015 Bond RFID Books & Materials	330,183	-	18,789	311,393
476 Total 2016 Bond - Michigan Rd	714,587	516	238,285	476,819
477 Total 2017A Bond - Brightwood	4,806,776	9,392	267,336	4,548,833
478 Total 2017B Bond - Eagle	1,853,745	2,173	347,699	1,508,219
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	3,663,298	20,125	184,035	3,499,388
480 Total 2018 BBond - West Perry Branch	9,266,787	18,183	3,906	9,281,063
800 Total Gift	1,073,770	4,158	73,118	1,004,809
806 Total Payroll Liabilities	76,428	102,490	112,212	66,706
812 Total Foundation Agency Fund	715	879	-	1,594
813 Total Staff Association Agency Fund	27	-	-	27
814 Total Sales Tax Agency Fund	1,181	959	1,181	959
815 Total PLAC Card Revenue Agency Fund	16,271	4,485	10,856	9,900
Grand Total	63,304,045	1,066,007	7,752,422	56,617,630

**Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
MONTH ENDED JULY 2019**

<u>Chase Savings Account</u>			<u>Previous Month's Chase Savings Account Activity</u>		
	<u>Balance July 31, 2019</u>	<u>Interest Earned July 31, 2019</u>		<u>Balance June 30, 2019</u>	<u>Interest Earned June 30, 2019</u>
Operating Fund	\$ 4,555,608	\$ 2,599	Operating Fund	\$ 1,507,008	\$ 1,033
Library Improvement Reserve Fd	\$ -	\$ -	Library Improvement Reserve Fd	\$ -	\$ -
Shared System Fund	\$ 1,529	\$ 1	Shared System Fund	\$ 46,528	\$ 17
Grant Fund	\$ 392,158	\$ 270	Grant Fund	\$ 391,889	\$ 261
Parking Garage	\$ 407,700	\$ 280	Parking Garage	\$ 407,420	\$ 271
Bond & Interest Redemption Fd	\$ 1,670,736	\$ 920	Bond & Interest Redemption Fd	\$ 380,816	\$ 253
Bond & Interest Redemption Fd 2	\$ 360,184	\$ 184	Bond & Interest Redemption Fd 2	\$ -	\$ -
Rainy Day Fund	\$ 602,653	\$ 414	Rainy Day Fund	\$ 602,239	\$ 401
Total Chase Savings Account	\$ 7,990,568	\$ 4,668	Total Chase Savings Account	\$ 3,335,900	\$ 2,236
<i>The average savings account rate for July was 0.81%</i>			<i>The average savings account rate for June was 0.81%</i>		
<u>Fifth Third Bank Investment Account</u>			<u>Previous Month's Fifth Third Bank Investment Account</u>		
	<u>Balance July 31, 2019</u>	<u>Interest Earned July 31, 2019</u>		<u>Balance June 30, 2019</u>	<u>Interest Earned June 30, 2019</u>
Operating Fund	\$ 18,500	\$ 32	Operating Fund	\$ 18,468	\$ 29
Library Improvement Reserve Fd	\$ 2,188,196	\$ 3,809	Library Improvement Reserve Fd	\$ 2,184,388	\$ 3,391
Shared System Fund	\$ 316,292	\$ 551	Shared System Fund	\$ 315,742	\$ 490
Gift Fund	\$ 527,154	\$ 918	Gift Fund	\$ 526,236	\$ 817
Parking Garage	\$ 59,254	\$ 186	Parking Garage	\$ 206,596	\$ 321
Rainy Day Fund	\$ 4,453,513	\$ 7,752	Rainy Day Fund	\$ 4,445,761	\$ 6,901
Bond & Interest Redemption Fd	\$ 592	\$ 592	Bond & Interest Redemption Fd	\$ 1,052,473	\$ 1,634
Total Fifth Third Bank	\$ 7,563,502	\$ 13,839	Total Fifth Third Bank	\$ 8,749,663	\$ 13,583
<i>The average investment account rate for July was 2.04%</i>			<i>The average investment account rate for June was 1.86%</i>		
<u>Hoosier Fund Account Income</u>			<u>Previous Month's Hoosier Fund Account Income</u>		
	<u>Balance July 31, 2019</u>	<u>Interest Earned July 31, 2019</u>		<u>Balance June 30, 2019</u>	<u>Interest Earned June 30, 2019</u>
Construction Fund	\$ -	\$ -	Construction Fund	\$ -	\$ -
Operating Fund	\$ 1,578,486	\$ 3,238	Operating Fund	\$ 1,575,248	\$ 3,127
Rainy Day Fund	\$ 176,481	\$ 362	Rainy Day Fund	\$ 176,119	\$ 350
2017A Brightwood Project Fund	\$ 2,650,186	\$ 5,436	2017A Brightwood Project Fund	\$ 2,644,750	\$ 5,249
2018B West Perry Project Fund	\$ 3,042,028	\$ 6,240	2018B West Perry Project Fund	\$ 3,035,788	\$ 6,026
2018A Multi-Project Fund	\$ 904,183	\$ 1,855	2018A Multi-Project Fund	\$ 902,328	\$ 1,791
Total Hoosier Fund Account	\$ 8,351,364	\$ 17,131	Total Hoosier Fund Account	\$ 8,334,233	\$ 16,543
<i>The average Hoosier Fund account rate for July was 2.42%</i>			<i>The average Hoosier Fund account rate for June was 2.42%</i>		
<u>TrustIndiana</u>			<u>Previous Month's TrustIndiana</u>		
	<u>Balance July 31, 2019</u>	<u>Interest Earned July 31, 2019</u>		<u>Balance June 30, 2019</u>	<u>Interest Earned June 30, 2019</u>
Operating Fund	\$ 15,228,426	\$ 29,895	Operating Fund	\$ 15,198,532	\$ 24,584
2015 RFID Project Fund	\$ 250,000	\$ -	2015 RFID Project Fund	\$ 250,000	\$ -
2016 Michigan Road Project Fund	\$ 263,091	\$ 516	2016 Michigan Road Project Fund	\$ 262,574	\$ 511
2017A Brightwood Project Fund	\$ 1,047,512	\$ 3,956	2017A Brightwood Project Fund	\$ 2,043,556	\$ 3,977
2017B Eagle Project Fund	\$ 622,840	\$ 2,173	2017B Eagle Project Fund	\$ 1,120,668	\$ 2,181
2018B West Perry Project Fund	\$ 6,083,780	\$ 11,943	2018B West Perry Project Fund	\$ 6,071,837	\$ 11,817
Bond & Interest Redemption Fd 2	\$ 90,572	\$ 178	Bond & Interest Redemption Fd 2	\$ 90,395	\$ 176
Bond & Interest Redemption Fd	\$ 962,036	\$ 2,379	Bond & Interest Redemption Fd	\$ 959,657	\$ 2,354
Total TrustIndiana Account	\$ 24,548,257	\$ 51,040	Total TrustIndiana Account	\$ 25,997,219	\$ 45,600
<i>The average TrustIndiana account rate for July was 2.31%</i>			<i>The average TrustIndiana account rate for June was 2.37%</i>		
<u>Regions Bank</u>			<u>Previous Month's Regions Bank</u>		
	<u>Balance July 31, 2019</u>	<u>Interest Earned July 31, 2019</u>		<u>Balance June 30, 2019</u>	<u>Interest Earned June 30, 2019</u>
* Operating Fund 90-Day CD	\$ -	\$ 11,827	* Operating Fund 90-Day CD	\$ 1,900,000	\$ -
2018A Multi-Project Fund 270-Day CD	\$ -	\$ 18,270	2018A Multi-Project Fund 270-Day CD	\$ 1,015,000	\$ -
Total Regions Bank CDs	\$ -	\$ 30,097	Total Regions Bank CDs	\$ 2,915,000	\$ -
<i>90-Day CD Interest Rate is 2.49%</i>			<i>90-Day CD Interest Rate is 2.49%</i>		
<i>270-Day CD Interest Rate is 2.40%</i>			<i>270-Day CD Interest Rate is 2.40%</i>		

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
MONTH ENDED JULY 2019

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	12,727,045	\$12,727,045	\$-	\$6,837,488	\$-	\$5,889,557
Property Taxes Total	12,727,045	12,727,045	-	6,837,488	-	5,889,557
Intergovernmental						
335100 FINANCIAL INSTITUTION T	70,827	70,827	-	37,255	-	33,572
335200 LICENSE EXCISE TAX REVE	781,741	781,741	-	367,857	-	413,885
335700 COMMERCIAL VEHICLE TAX	69,472	69,472	-	41,744	-	27,728
339000 IN LIEU OF PROP. TAX	8,081	8,081	-	4,351	-	3,730
Intergovernmental Total	930,121	930,121	-	451,207	-	478,914
Miscellaneous						
361000 INTEREST INCOME	-	-	4,252	27,795	-	(27,795)
Miscellaneous Total	-	-	4,252	27,795	-	(27,795)
REVENUES Total	13,657,166	13,657,166	4,252	7,316,490	-	6,340,676
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	5,500	5,500	-	2,250	-	3,250
438100 PRINCIPAL	11,230,000	11,230,000	2,625,000	7,930,000	-	3,300,000
438200 INTEREST	2,394,631	2,394,631	260,412	1,553,101	-	841,530
Other Services and Charges Total	13,630,131	13,630,131	2,885,412	9,485,351	-	4,144,780
EXPENSES Total	13,630,131	13,630,131	2,885,412	9,485,351	-	4,144,780

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 245 - Rainy Day Fund - Detailed Income Statement
MONTH ENDED JULY 2019

	Original Budaet	Revised Budaet	MTD	YTD	P.O.	Available Budaet
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	24,306	24,306	8,528	55,098	-	(30,792)
MISCELLANEOUS Total	24,306	24,306	8,528	55,098	-	(30,792)
REVENUE Total	24,306	24,306	8,528	55,098	-	(30,792)
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	5,000	18,194	765	14,533	-	3,661
431200 ENGINEERING &	795,000	955,665	28,674	119,317	312,734	523,613
431500 CONSULTING SERVICES	-	-	-	-	3,000	(3,000)
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES Total	800,000	973,859	29,439	133,850	315,734	524,275
CAPITAL						
441000 LAND	500,000	500,000	-	-	-	500,000
443500 BUILDING	760,000	760,000	-	-	-	760,000
CAPITAL Total	1,260,000	1,260,000	-	-	-	1,260,000
EXPENSE Total	2,060,000	2,233,859	29,439	133,850	315,734	1,784,275

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
MONTH ENDED JULY 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	14,582	14,582	3,809	24,577 -		(9,995)
MISCELLANEOUS Total	14,582	14,582	3,809	24,577 -		(9,995)
OTHER FINANCING SRCS						
391000 TRANSFER IN	590,000	590,000 -		590,000 -	-	
OTHER FINANCING SRCS Total	590,000	590,000 -		590,000 -		
REVENUE Total	604,582	604,582	3,809	614,577 -		(9,995)
EXPENSE						
OTHER SERVICES AND CHARGES						
431200 ENGINEERING & ARCHITECTURAL	-	4,000 -	-		4,000 -	
431500 CONSULTING SERVICES	-	4,418 -		4,414 -		3
436100 REP & MAINT-STRUCTURE	600,000	696,800 -		96,800	62,780	537,220
452002 TRANSFERS IN/OUT	-	-	-	-	-	
OTHER SERVICES AND CHARGES Total	600,000	705,218 -		101,214	66,780	537,223
CAPITAL						
444501 COMPUTER SOFTWARE	-	272,772 -		9,613	259,563	3,596
445300 CAPITAL - EQUIPMENT	-	54,083 -		54,083 -	-	
CAPITAL Total	-	326,855 -		63,696	259,563	3,596
EXPENSE Total	600,000	1,032,072 -		164,910	326,343	540,820

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 226 - Parking Garage - Detailed Income Statement
MONTH ENDED JULY 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	180,000	180,000	16,411	97,552	-	82,448
347611 EVENTS PARKING	12,000	12,000	760	6,060	-	5,940
CHARGES FOR SERVICES Total	192,000	192,000	17,171	103,612	-	88,388
MISCELLANEOUS						
360001 REVENUE ADJUSTMENT	-	-	2	2	-	(2)
361000 INTEREST INCOME	5,000	5,000	466	4,003	-	997
MISCELLANEOUS Total	5,000	5,000	468	4,004	-	996
REVENUE Total	197,000	197,000	17,639	107,616	-	89,384
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,500	2,500	-	847	-	1,653
421500 OFFICE SUPPLIES - FAC/PURCH	4,000	4,000	565	4,934	-	(934)
422310 CLEANING & SANITATION	100	100	-	-	-	100
SUPPLIES Total	6,600	6,600	565	5,781	-	819
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	1,750	1,750	-	383	-	1,368
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	1,000	7,000	-	5,000
432200 POSTAGE	1,000	1,000	-	-	-	1,000
432400 DATA COMMUNICATIONS	4,320	4,320	347	2,502	-	1,818
434201 EXCESS LIABILITY	5,280	5,280	440	3,080	-	2,200
436100 REP & MAINT-STRUCTURE	10,000	40,818	-	10,360	818	29,640
436110 CLEANING SERVICES	10,000	10,000	-	-	-	10,000
436200 REP & MAINT-EQUIPMENT	10,000	10,000	30	2,733	-	7,267
436201 REP & MAINT-HEATING & AIR	-	123,062	-	-	23,062	100,000
439904 BANK FEES/CREDIT CARD FEES	8,000	8,000	636	4,971	-	3,029
439905 OTHER CONTRACTUAL SERVICES	50,760	45,760	3,797	35,417	-	10,343
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES Total	113,110	261,990	6,250	66,447	23,880	171,663
EXPENSE Total	119,710	268,590	6,815	72,228	23,880	172,482

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
MONTH ENDED JULY 2019

	MTD	YTD
REVENUE		
MISCELLANEOUS		
361000 INTEREST INCOME	1,187	8,571
367000 FOUNDATION CONTRIBUTION	3,240	791,889
367004 OTHER GRANTS	-	721,466
MISCELLANEOUS Total	4,427	1,521,926
REVENUE Total	4,427	1,521,926
EXPENSE		
PERSONAL SERVICES		
411000 SALARIES APPOINTED STAFF	31,813	119,821
412000 SALARIES HOURLY STAFF	16,034	50,864
413100 FICA AND MEDICARE	6,076	18,767
413300 PERF/INPRS	545	4,086
413500 MEDICAL & DENTAL INSURANCE	3,267	21,399
PERSONAL SERVICES Total	57,734	214,938
SUPPLIES		
421500 OFFICE SUPPLIES - FAC/PURCH	-	18,200
421600 LIBRARY SUPPLIES	-	453
421700 DEPARTMENT OFFICE SUPPLIES	8,698	139,143
SUPPLIES Total	8,698	157,797
OTHER SERVICES AND CHARGES		
431500 CONSULTING SERVICES	2,813	70,311
432100 FREIGHT & EXPRESS	-	3,265
432300 TRAVEL	-	-
432400 DATA COMMUNICATIONS	3,764	26,257
432500 CONFERENCES	1,525	4,793
432501 IN HOUSE CONFERENCE	-	610
433100 OUTSIDE PRINTING	(30,425)	18,589
439901 COMPUTER SERVICES	534	534
439903 SECURITY SERVICES	-	220
439905 OTHER CONTRACTUAL SERVICES	9,393	40,746
439907 EVENTS & PR	1,500	6,061
439910 PROGRAMMING	11,876	145,019
439911 PROGRAMMING-JUV.	37,542	87,526
439912 PROGRAMMING ADULT - CENTRAL	1,582	4,464
439913 PROGRAMMING EXHIBITS - CENTRAL	-	-

	MTD	YTD
439930 MATERIALS CONTRACTUAL	30,753	440,252
439934 DATABASES	-	-
OTHER SERVICES AND CHARGES Total	70,857	848,648
CAPITAL		
445100 CAPITAL - FURNITURE	-	1,136
445200 VEHICLES	-	19,748
445300 CAPITAL - EQUIPMENT	-	7,342
445301 COMPUTER EQUIPMENT	-	-
449000 BOOKS & MATERIALS	11,139	152,661
449100 UNPROCESSED PAPERBACK BOOKS	30,384	139,735
449200 - ART & EXHIBITS	-	20,000
CAPITAL Total	41,523	340,622
OTHER FINANCING SRCS		
459000 REFUNDS	-	10,098
459001 UNRESTRICTED EXPENSES	-	181
OTHER FINANCING SRCS Total	-	10,279
EXPENSE Total	178,812	1,572,282

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Summary of Construction Fund Cash Balances
As of July 31, 2019

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 475 - Restricted - RFID Project	311,393.32
Fund 476 - Restricted - Michigan Road Project	418,519.71
Fund 477 - Restricted - Brightwood Project	4,463,472.46
Fund 478 - Restricted - Eagle Project	1,278,253.82
Fund 479 - Restricted - Multiple Projects	3,499,387.73
Fund 480 - Restricted - West Perry Project	9,281,063.18
Fund 472 - Construction/Foundation	19,353.11
Total Construction Fund Cash Balances	<u>19,271,443.33</u>

Construction Fund Classification Breakdown

Fund 475 - Restricted - RFID Project	311,393.32
Fund 476 - Restricted - Michigan Road Project	418,519.71
Fund 477 - Restricted - Brightwood Project	4,463,472.46
Fund 478 - Restricted - Eagle Project	1,278,253.82
Fund 479 - Restricted - Multiple Projects	3,499,387.73
Fund 480 - Restricted - West Perry Project	9,281,063.18
Fund 472 - Construction/Foundation - Assigned - Central	19,353.11
Total Construction Fund Breakdown	<u>19,271,443.33</u>

Summary of Classifications

Total Restricted	19,252,090.22
Total Assigned	19,353.11
Total of All Classifications	<u>19,271,443.33</u>

Summary of Project Activity

<u>PROJECT</u>	*** ADJUSTED					
	<u>ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>OPEN P.O.</u>	<u>UNEXPENDED</u>
Fund 475 - Restricted - RFID Project	2,000,000.00	18,789.48	159,095.43	1,688,606.68	85,043.68	226,349.64
Fund 476 - Restricted - Michigan Road Project	7,718,090.53	7,093.41	466,542.55	7,299,570.82	180,015.70	238,504.01
Fund 477 - Restricted - Brightwood Project	6,142,698.09	295,344.40	976,833.04	1,679,225.63	4,170,586.37	292,886.09
Fund 478 - Restricted - Eagle Project	7,839,467.94	126,820.47	3,609,537.59	6,561,214.12	258,818.77	1,019,435.05
Fund 479 - Restricted - Multiple Projects	5,044,540.10	184,034.68	1,035,510.82	1,545,152.37	422,470.36	3,076,917.37
Fund 480 - Restricted - West Perry Project	9,536,763.92	3,905.86	168,840.93	255,700.74	593,627.01	8,687,436.17
Major Repairs & Maintenance	3,454,070.94	0.00	23,794.00	3,434,717.83	0.00	19,353.11
Total Expenditures	<u>41,735,631.52</u>	<u>635,988.30</u>	<u>6,440,154.36</u>	<u>22,464,188.19</u>	<u>5,710,561.89</u>	<u>13,560,881.44</u>

	<u>*** BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>BUDGET BALANCE</u>
* Estimated Future Interest Earnings - Foundation	15,270.69	0.00	0.00	15,270.69	0.00
** Estimated Future Interest Earnings - Fund 476	153,090.53	516.47	6,097.26	153,090.53	0.00
** Estimated Future Interest Earnings - Fund 477	197,698.09	9,391.95	69,368.65	197,698.09	0.00
** Estimated Future Interest Earnings - Fund 478	122,840.39	2,172.58	36,690.80	122,840.39	0.00
** Estimated Future Interest Earnings - Fund 479	44,540.10	20,124.59	44,540.10	44,540.10	0.00
** Estimated Future Interest Earnings - Fund 480	125,807.38	18,182.54	125,269.82	125,807.38	0.00

* The difference in the budget balances of Central Project, Major Repairs & Maintenance and Central Technology (Open P.O + Unexpended) versus the cash balances (Foundation and Sale of Ambassador) is the estimated future interest earnings.

** The difference in the budget balance (Open P.O + Unexpended) versus the cash balance is the estimated future interest earnings.

*** Adjusted Original Budget includes previously unallocated interest from previous months and current month. It is also included in Est Future Interest Budget.



Board Resolution

6b

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 24 - 2019

RESOLUTION FOR APPROPRIATIONS AND TAX RATES August 26, 2019

State Form 55865 (7-15)
Budget Form No. 4
Approved by State Board of Accounts, 2015
Prescribed by the Department of Local Government Finance

Be it ordained / resolved by the Indianapolis-Marion County Public Library that for the expenses of Indianapolis-Marion County Public Library for the year ending December 31, 2020 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of Indianapolis-Marion County Public Library, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the Indianapolis-Marion County Public Library.

Name of Adopting / Fiscal Body: Indianapolis-Marion County Public Library
Type of Adopting / Fiscal Body: Library Board
Date of Adoption: August 26, 2019

DLGF Reviewed Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0061	Rainy Day	2,000,000	-	0.0000
0101	General	48,658,498	45,000,000	0.1059
0180	Debt Service	10,359,474	9,000,000	0.0225
0182	Bond # 2	6,290,437	5,800,000	0.0145
2011	Library Improvement Reserve Fund	600,000	-	0.0000
Total		67,908,409	59,800,000	0.1429

Name		Signature	
Joanne M Sander, President	Aye	<input type="checkbox"/>	
	Nye	<input type="checkbox"/>	
	Abstain	<input type="checkbox"/>	
Rev. T.D. Robinson, Vice President	Aye	<input type="checkbox"/>	
	Nye	<input type="checkbox"/>	
	Abstain	<input type="checkbox"/>	
Dr. Terri Jett, Secretary	Aye	<input type="checkbox"/>	
	Nye	<input type="checkbox"/>	
	Abstain	<input type="checkbox"/>	
John J Andrews, Member	Aye	<input type="checkbox"/>	
	Nye	<input type="checkbox"/>	
	Abstain	<input type="checkbox"/>	
Crista Carlino, Member	Aye	<input type="checkbox"/>	
	Nye	<input type="checkbox"/>	
	Abstain	<input type="checkbox"/>	
Patricia A. Payne, Member	Aye	<input type="checkbox"/>	
	Nye	<input type="checkbox"/>	
	Abstain	<input type="checkbox"/>	
Judge Jose D. Salinas, Member	Aye	<input type="checkbox"/>	
	Nye	<input type="checkbox"/>	
	Abstain	<input type="checkbox"/>	



Board Action Request

6c

To: IMCPL Board

Meeting Date: August 26, 2019

From: Finance Committee

**Approved by the
Library Board: August 26, 2019**

Effective Date: August 26, 2019

Subject: The Board Finance Committee recommends Board approval for the attached action (Resolution 25-2019) to authorize the Library CEO and/or CFO to adjust the Library combined debt service fund tax rate to accomplish a total debt service rate that will not exceed \$0.0318 per \$100 of assessed valuation (AV) payable in 2020.

Background: Indianapolis Public Library (the Library) will adopt the 2020 budget at the August 26th board meeting. The budget is not finalized until it has been approved by the City Council and then the Department of Local Government Finance (DLGF). The DLGF works the budget to check the final numbers to ensure that all the numbers meet the statutorily required amounts.

The combined debt service tax rate proposed for adoption by the Library is \$0.0370 per \$100 of assessed value. This is higher than our expected tax rate of \$0.0318 per \$100 of AV. The Library advertised higher, as is typical, to protect the Library levy and tax rate against unexpected changes to the average growth quotient or to the certified net assessed value (CNAV). For the debt service fund, in particular, the Library included an estimated amount for the 2020 debt service for the Lawrence and Wayne renovation bond issues which will be issued later this year. Once that is issued, we will have the final debt service amount needed for the Debt Service Fund and we will send the final debt service schedule to the DLGF.

The DLGF works the budgets and makes necessary adjustments based on the final debt service and allowable cash balances. The DLGF then sends out the 1782 notice with the levies and tax rates, typically in January of the budget year. The Library then has an opportunity to make adjustments or corrections before the final budget order is released.

The Library seeks to have a resolution passed to give the DLGF and the City County Council notice that we intend to have a combined debt service tax rate for calendar year 2020 that does not exceed \$0.0318 per \$100 of AV.

Fiscal Impact: There is no expected fiscal impact.



Board Resolution

6c

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 25 - 2019**

**AUTHORIZATION TO SET THE MAXIMUM COMBINED DEBT SERVICE TAX
RATE FOR CALENDAR YEAR 2020 AT \$0.0318 PER \$100 of ASSESSED VALUATION**

August 26, 2019

WHEREAS, the Indianapolis-Marion County Public Library Board (“Library Board”) , on August 26th, 2019 will adopt a total tax rate for the debt service funds for calendar year 2020 which cannot be exceeded, and;

WHEREAS, the Indianapolis- Marion County Public Library (the “Library”) seeks to set the combined Debt Service Fund tax rate for calendar year 2020 at an amount not to exceed \$0.0318 per \$100 of assessed valuation payable in 2020.

WHEREAS, the Library is requesting Board of Trustees authorization for the Chief Executive Officer and/or the Chief Financial Officer to adjust the Debt Service Fund to accomplish a total combined Debt Service Fund tax rate not to exceed \$0.0318 per \$100 of assessed valuation payable in 2020.

IT IS THEREFORE RESOLVED, by the Library Board, that for the calendar year 2020, the total debt service fund tax rate will not exceed an amount of \$0.0318 per \$100 of assessed valuation.

IT IS THEREFORE FURTHER RESOLVED, by the Library Board that the authority is hereby given to the Chief Executive Officer and/or Chief Financial Officer to adjust the Debt Service Fund to accomplish a total rate that will not exceed an amount of \$0.0318 per \$100 of assessed valuation payable in 2020.

DATED this ____ day of _____, 2019.

To: IndyPL Board Meeting Date: August 26, 2019
Facilities Committee

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Brightwood Branch Project Update for July 2019

Major milestone work completed in July was the placement of the fire suppression system, including pressure testing of the system and certification of the backflow preventers. Overhead ductwork is 80% complete, interior metal stud framing is 50% complete, exterior metal stud framing is 30% complete, and site concrete curbs are 70% complete. Electrical and plumbing rough-ins has begun in the interior metal stud framing.

Major milestone work to be completed in August includes continuation of the site concrete work, completion of the exterior and interior metal stud framing, and completion of final paving in 25th Street to replace surfaces removed for the utilities installation. Work on the south entrance drive will continue. Electrical and plumbing rough-ins will continue.



Project Site on August 8, 2019

View of the Project Site showing the installation of exterior wall framing along Sherman Drive. The image is taken from the Contractor's WebCam.

Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Brightwood Branch Project Update for July 2019

Date: August 26, 2019



Project Site on July 30, 2019
View of the west entrance from 25th Street.



Project Site on July 30, 2019
Panoramic view of the west side of the building.

Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Brightwood Branch Project Update for July 2019

Date: August 26, 2019



Project Site on July 30, 2019
Interior view of the Children's Area looking north.



Project Site on July 30, 2019
Interior panoramic view from the east entrance at Sherman Drive.

Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Brightwood Branch Project Update for July 2019

Date: August 26, 2019



Project Site on July 30, 2019

View of the entrance into the west parcel parking lot.

Future Agenda Item - Approval to Award an Equipment Purchase Order for the Shelving and End Panels for the Brightwood Branch Project

The Brightwood Branch Shelving and End Panels will be quoted using the Public Purchasing Statute IC § 5-22, with the expectation the total purchases will not be more than \$100,000. The specifications were developed by the architect, AXIS Architecture+Interiors, working closely with IndyPL branch and facilities staff. The Invitation to Quote (“ITQ”) was issued on August 1, 2019, with sealed quotes due on August 29, 2019. The received quotes will be evaluated by the architect and IndyPL for presentation at the September 10, 2019 IndyPL Board Facilities Committee Meeting.

Notice of the ITQ was emailed directly to eighteen (18) vendors who are known to be capable of providing the Equipment, vendors who had expressed interest in providing Equipment for IndyPL projects, or were identified by using the Indianapolis Office on Minority and Women Business Development vendor listing. To further expand the list of possible Vendors, the notice of the ITQ was also emailed to local business development contacts.

The Project schedule targets installation in January 2020.

The budget for this work is \$100,000, and will be funded by the Series 2017A Bond Fund (Fund 477.)

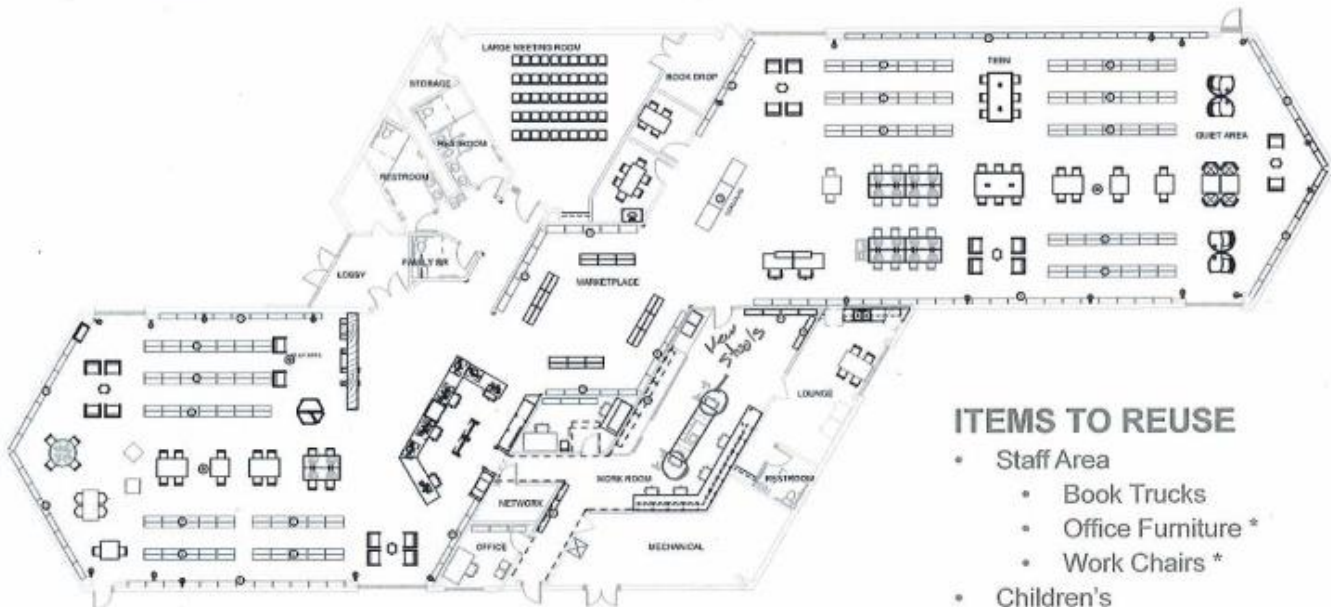
To: IndyPL Board
Facilities Committee

Meeting Date: August 26, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Wayne Branch Project Update for July 2019

The Wayne Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. R and B Architects leads the design team and we are moving forward to have the Project ready to begin construction in December 2019. Patrons are excited at the plans to renovate the 1983 facility to meet current library service needs.



ITEMS TO REUSE

- Staff Area
 - Book Trucks
 - Office Furniture *
 - Work Chairs *
- Children's
 - Computer Table
 - Puzzle Table
- Meeting Room Tables *

Furniture Plan

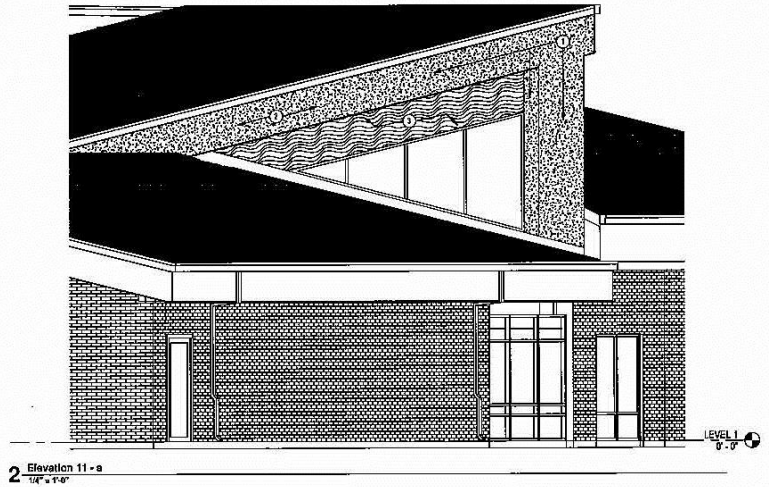
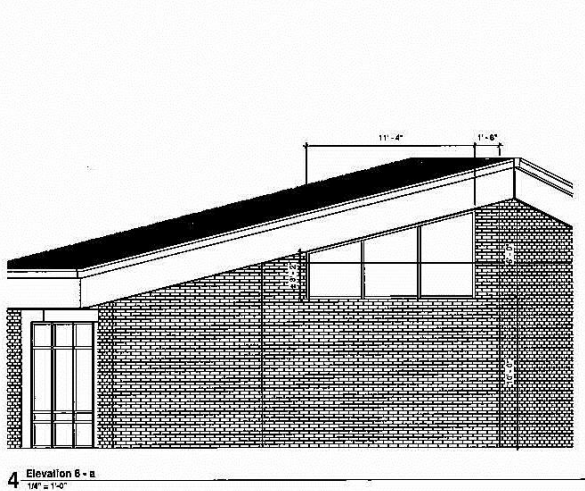
Facilities Briefing Report

To: Facilities Committee, Item 8b

From: Sharon Smith, Facilities Director

Re: Wayne Branch Project Update for July 2019

Date: August 26, 2019



Partial Elevations - Proposed new windows – Northeast Elevation and Clerestory.

The total project budget is \$1,600,000 and will be funded by the Series 2019 Bond (Fund TBD) and the Rainy Day Fund (Fund 245)

Project Schedule

Construction Project Out to Bid	September 10, 2019
Bid Date	October 1, 2019
Present Bid Results at Facilities Committee	October 15, 2019
Request Board Approval to Award Construction Contract	October 28, 2019
Furniture and Equipment Out for Quotes	October 2019
Present Quote Results at Facilities Committee	November 11, 2019
Request Board Approval to Award Furniture Contracts	November 23, 2019
Last Day of Public Service in the Branch	November 30, 2019
Construction Starts	December 2019
Project Complete	May 2020

Briefing Report for Future Action Item in September 2019:

Approval to Award a Construction Services Contract for the Wayne Branch Roof Replacement Project

The re-roof project scope of work is being developed by R and B Architects and will be quoted by local vendors. The Project will include the removal and replacement of the existing 20 year-old asphalt shingles. The work is budgeted at \$100,000 and will be funded by the Miscellaneous Projects 2018 Bond (Fund 479.)

To: IndyPL Board
Facilities Committee

Meeting Date: August 26, 2019

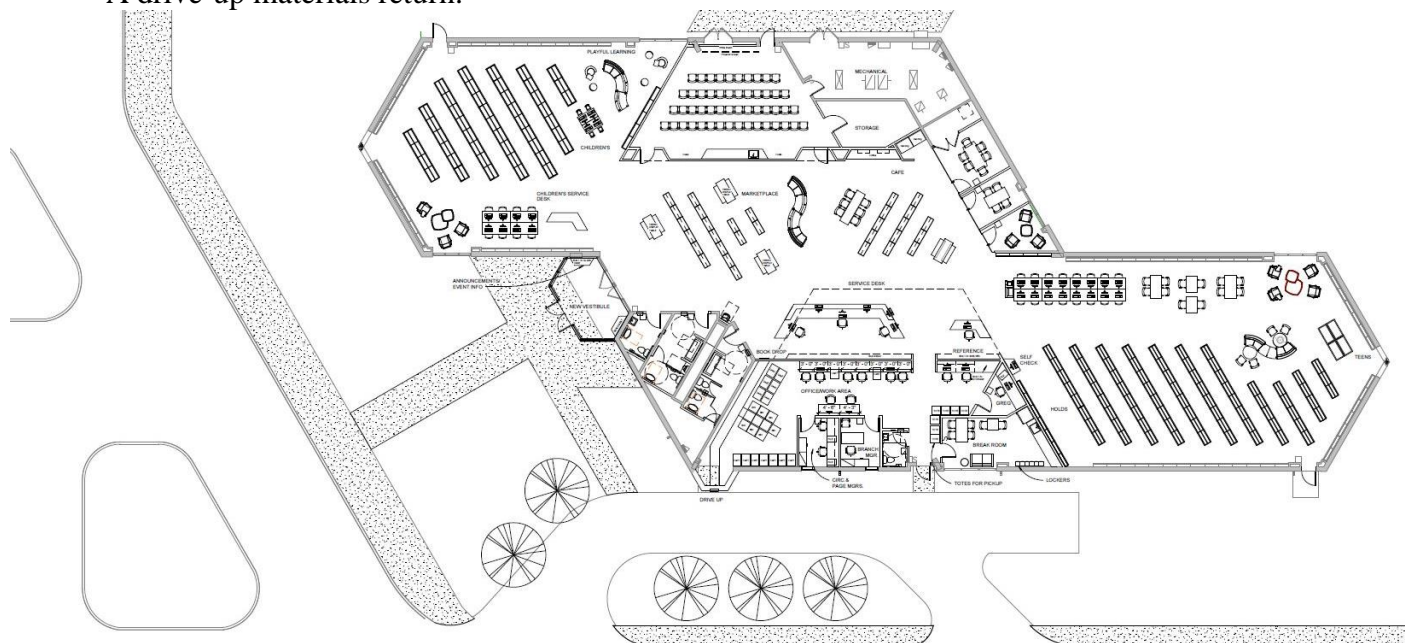
From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Lawrence Branch Project Update for July 2019

The Lawrence Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. Rowland Design leads the design team with Tappe' Architects and we are moving forward to have the Project ready to begin construction early in 2020.

From the First Community Meeting we incorporated 3 major elements into the design:

- Desire for more natural light and views to the outside.
- Study rooms and semi-enclosed spaces for 2 - 6 persons.
- A drive-up materials return.



Proposed Floor Plan and Drive-Up Return Layout dated July 16, 2019.

To accommodate the new drive up return, the plan is to switch the locations of the existing meeting room and staff workroom/support spaces. This will put the return and delivery access on the south side of the building along the entrance drive.

Facilities Briefing Report

To: Facilities Committee, Item 8c

From: Sharon Smith, Facilities Director

Re: Lawrence Branch Project Update for July 2019

Date: August 26, 2019



View of the Proposed Marketplace Area and Information Desk dated July 16, 2019.

To accommodate the request for additional views to the exterior we will be opening up the center section of the Branch and adding windows on the east and west end walls. This will also expose the existing laminated wood arches and wood roof decking.



View of the Interior Laminated Wood Structure During Construction dated October 1982.

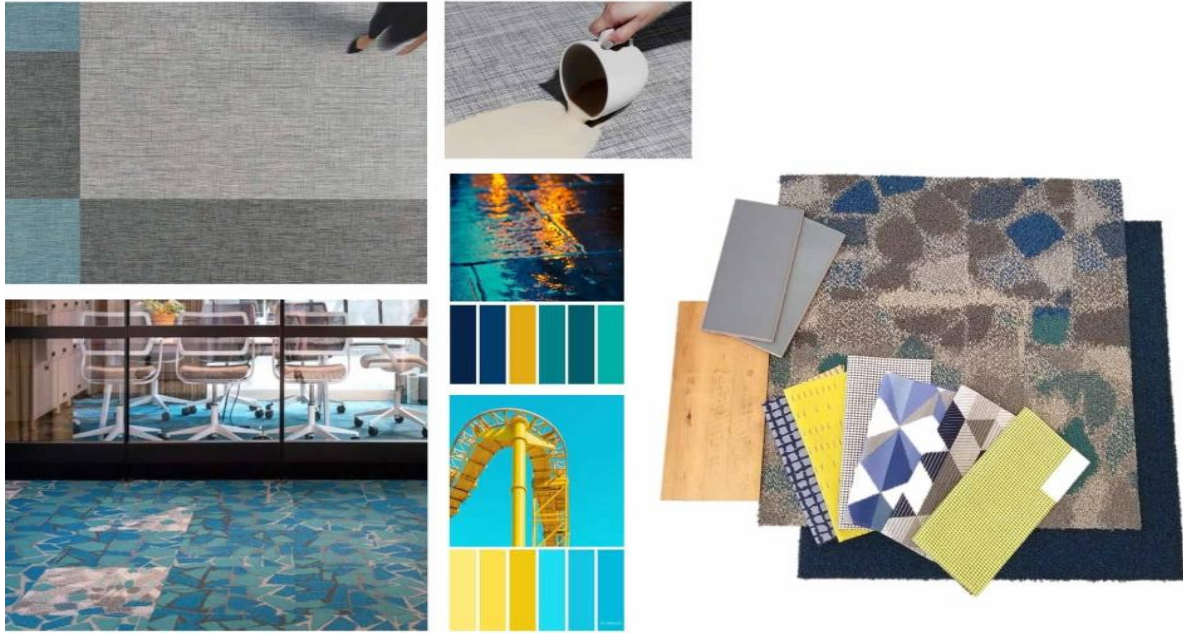
Facilities Briefing Report

To: Facilities Committee, Item 8c

From: Sharon Smith, Facilities Director

Re: Lawrence Branch Project Update for July 2019

Date: August 26, 2019



Proposed Interior Finishes dated July 16, 2019.



Afternoon Community Engagement Session was held at the Branch on July 17, 2019.

The second Community Engagement Session was held at the Branch on July 17, 2019 to gather input from patrons on the services, strengths, and concerns about the facility. The preliminary floor plan and site plan was presented indicating how the survey data has been incorporated in the design. Sessions were again held at 1:00 and 6:30 pm to provide multiple times for patrons to attend. We had 13 attend the afternoon session and 16 attend the evening session.

Facilities Briefing Report

To: Facilities Committee, Item 8c
From: Sharon Smith, Facilities Director
Re: Lawrence Branch Project Update for July 2019
Date: August 26, 2019



Evening Community Engagement Session was held at the Branch on July 17, 2019.

The third Community Engagement Session will be held in September at the Branch to gather additional community and patron comments.

The total project budget is \$1,600,000 and will be funded by the Series 2019 Bond (Fund TBD) and the Rainy Day Fund (Fund 245)

Project Schedule

Present Design to Facilities Committee	August 13, 2019
Project Out to Bid	November 2019
Present Bid Results at Facilities Committee	December 3, 2019
Request Approval to Award Contract	December 16, 2019
Construction Starts	January 2020
Project Complete	May 2020

Briefing Report for Future Action Item in September 2019:

Approval to Award a Construction Services Contract for the Lawrence Branch Roof Replacement Project

The re-roof project scope of work is being developed by Roland Design and will be quoted by local vendors. The Project will include the removal and replacement of the existing 20 year-old asphalt shingles. The work is budgeted at \$100,000 and will be funded by the Miscellaneous Projects 2018 Bond (Fund 479.)



Board Action Request

8d

To: **IndyPL Board
Facilities Committee** **Meeting Date:** **August 26, 2019**

From: **Facilities Management Services Area
Sharon Smith, Facilities Director**

Subject: **Resolution 26-2019
Authorization to Prepare Bidding Documents and to Solicit Open, Public, and
Competitive Bids for General Construction Services for the Lawrence Branch
Project**

Recommendation:

IndyPL Facilities Staff presents for Board approval the attached action (Resolution 26-2019) to authorize IndyPL staff and the architects, Rowland Design, to prepare bidding documents to solicit open, competitive, and sealed public bids for the Lawrence Branch Project. Unified construction contract bids will be solicited, with the contractor responsible for all general, mechanical, plumbing, electrical, site, and interior construction activities.

Background:

Rowland Design leads the design team with Tappe' Architects for the Lawrence Branch Renovation Project. We are moving forward to have the Project ready to begin construction in January 2020. The budget for the remodel work is \$900,000 excluding remediation, fixtures, furniture and equipment. The architects have prepared a construction estimate based on the design and the proposed work is on budget.

The documents are scheduled to be available to bidders on October 24, 2019. Public Notice to prospective bidders will be advertised per the Public Notice Statute IC § 5-3. Notice of the Project will also be posted on the IndyPL website and copies of the Notice will be emailed to these business development entities:

- Center for Empowerment and Economic Development.
- Conexus Indiana.
- Hispanic Business Council, Indianapolis Chamber of Commerce.
- Indiana Minority Supplier Development Council.
- Indiana Chamber of Commerce.
- Indianapolis Black Chamber of Commerce.
- Indianapolis Chamber of Commerce.
- Indianapolis Office of Minority & Women Business Development.
- Indianapolis Urban League.

Board Action Request

RE: Facilities Committee, Item 8d
Resolution 26-2019

Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Bids for General Construction Services for the Lawrence Branch Project

Date: August 26, 2019

- National Association of Women Business Owners – Indy.
- Mid-States Minority Supplier Development Council.
- Small Business Administration.
- State of Indiana Minority & Women's Business Enterprise Division.
- Women's Business Enterprise Council, Indianapolis Chamber of Commerce.
- Women's Business Enterprise Council – Great Lakes Indiana.

The Project will be bid using the Public Works Statute IC § 36-1-12 and with IndyPL's Responsible Bidding Practice and Submission Requirements established as Policy by the Board in Resolution 18-2017.

The Project requires compliance with Requirements for Contactors on Public Works Projects IC § 5-16-13 including contractor self-performance of work, liability insurance, qualification, E-Verify, employee training, and records retention. The Project also requires compliance with Requirements for Contactors on Public Works Projects IC § 4-13-18 including contractor's drug testing of employees.

Bids will be due on November 19, 2019 to allow time for evaluation prior to presentation at the December 3, 2019 Board Facilities Committee Meeting.

The Project schedule targets starting the work in January 2020 with the work completed in May 2020. To facilitate an efficient and timely construction process the branch will be closed to public services. The last day of service has been targeted as Sunday January 5, 2020. This will allow time to move out of the building prior to turn over to the contractor.

Fiscal Impact:

The budget for the remodel work is \$1,000,000 excluding remediation, fixtures, furniture and equipment. This work is within the total project budget of \$1,600,000, and will be funded by the Series 2019 Bond Fund and the Rainy Day Fund (Fund 245). Current expenses for the Project are being charged to the Rainy Day Fund (Fund 245) during the planning and design phases. Once the Series 2019 Bond Fund sale is completed, the Rainy Day Fund will be replenished and all expenses for the Project will be charged to the Series 2019 Bond Fund (Fund number to be determined.)

IndyPL shall award the Project to the lowest, responsible, and responsive bidder pursuant to IC § 36-1-12.



Board Resolution

8d

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 26-2019

AUTHORIZATION TO PREPARE BIDDING DOCUMENTS AND SOLICIT OPEN, PUBLIC, AND COMPETITIVE BIDS FOR GENERAL CONSTRUCTION SERVICES FOR THE LAWRENCE BRANCH PROJECT

AUGUST 26, 2019

WHEREAS, the Indianapolis-Marion County Public Library (IndyPL) continues to implement facility upgrades in support of the Strategic Plan; and

WHEREAS, IndyPL is requesting authorization from the Board of Trustees to work with the architect, Rowland Design, to prepare and issue bidding documents for a general construction contract for the Lawrence Branch Renovation Project; and

WHEREAS, upon receipt of the public, open, competitive and sealed bids, IndyPL and the architect will evaluate and prepare documentation on the bids received from qualified bidders and present an evaluation in the form of a recommendation to the Facilities Committee and the Board of Trustees.

IT IS THEREFORE RESOLVED that IndyPL and the architect are authorized to prepare and issue bidding documents for the Lawrence Branch Renovation Project meeting the requirements of the Public Works Statute IC 36-1-12 and with IndyPL's submission requirements for Responsible Bidding Practice and Submission Requirements established as Policy by the Board in Resolution 18-2017; and

IT IS FURTHER RESOLVED the results of the bidding process are to be reported to the Facilities Committee and the Board of Trustees for evaluation and award to the lowest, responsive, and responsible bidder.



Board Briefing Report

8e

To: IndyPL Board
Facilities Committee

Meeting Date: August 26, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: West Perry Branch Project Update for July 2019

The West Perry Branch Project is part of the capital projects outlined in the Strategic Plan. Schmidt Associates with HBM leads the design team and we are working to have the Project ready to begin construction in the spring of 2020.

The third Community Engagement Session was held on July 18, 2019, 7:00 pm at the Southport Branch Library. We had 39 members of the public in attendance.



Community Meeting on July 18, 2019 at the Southport Branch Library.

Facilities Briefing Report

To: Facilities Committee, Item 8e

From: Sharon Smith, Facilities Director

Re: West Perry Branch Project Update for July 2019

Date: August 26, 2019



West Perry Branch Manager Peggy Wehr introducing the architects at the July 18, 2019 Meeting.

The architects presented the schematic design at the meeting. Highlights of the attendees comments and questions:

- It looks amazing and we are excited about the new amenity coming to our community.
- How many items we are planning for the Branch? The plans are for 75,000 items.
- We like the drive-up return. Can it have a cover? The architect will investigate.
- What are we doing to address noise in the building, especially at the public computers? Plans include have carpeted floors and acoustic ceilings for sound absorption. The large, open, and airy space will help disperse noise. We are not planning for a dedicated computer lab in the Branch.
- There were requests for a quiet family room for mothers and their infants.
- Why does the entrance not face the parking lot? The new Branch will be universally accessible. The entrance will have a zone for vehicles to pull over and drop off patrons. There are traffic conflicts with the drive-up return, and the entrance will allow law enforcement the opportunity to see the front door from Harding Street.
- Are we considering smart lockers for after-hour picks-ups since we will not be open on Sundays? Yes.

A full report is available on the Library web site at <https://www.indypl.org/locations/west-perry>.

Facilities Briefing Report

To: Facilities Committee, Item 8c

From: Sharon Smith, Facilities Director

Re: West Perry Branch Project Update for July 2019

Date: August 26, 2019



Schematic Plan July 18, 2019.



Library Entrance Rendering July 18, 2019.

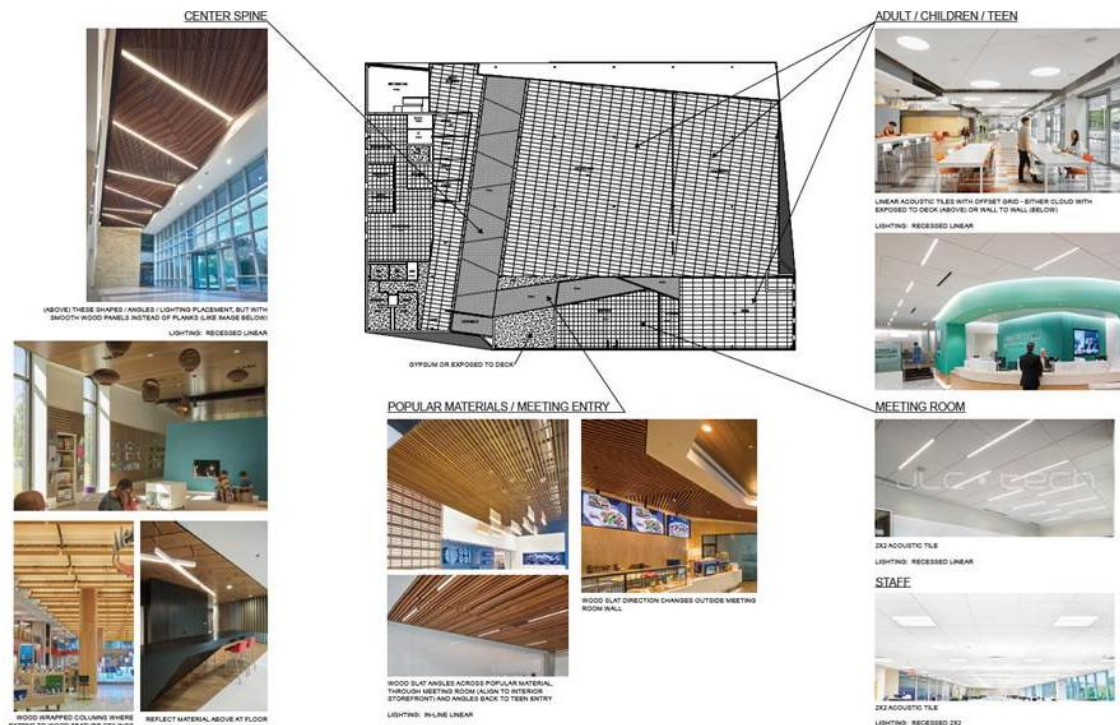
Facilities Briefing Report

To: Facilities Committee, Item 8c

From: Sharon Smith, Facilities Director

Re: West Perry Branch Project Update for July 2019

Date: August 26, 2019



Examples of Ceiling Materials for Sound Control and Wayfinding, July 18, 2019.

Project Schedule

Present Design to Facilities Committee	September 10, 2019
Project Out to Bid	January 2020
Present Bid Results at Facilities Committee	February 11, 2020
Request Approval to Award Contract	February 24, 2020
Construction Starts	April 2020
Project Complete	May 2021

Briefing Report for Future Action Items in September 2019:

Authorization to Prepare Bidding Documents for the West Perry Branch Project

The West Perry Branch Project will be bid and completed using the requirements of the Public Works Statute IC § 36-1-12 and the Responsible Bidding Practice and Submission Requirements established as Policy by the Board in Resolution 18-2017. Current plans are for the Construction Manager as Constructor to use the Bidding Documents to solicit bids from First Tier Subcontractors.

Bidding documents are scheduled to be complete in December 2019. Bidding is scheduled for January 2020 with bids to be received in time for evaluation prior to presentation at the February 11, 2020 Board Facilities Committee Meeting. The construction work will be within the total project budget of \$9,470,956 and will be funded by the Series 2018 Bond (Fund 480.)

Facilities Briefing Report

To: Facilities Committee, Item 8e

From: Sharon Smith, Facilities Director

Re: West Perry Branch Project Update for July 2019

Date: August 26, 2019

Approval to Award a Construction Manager as Constructor Services Contract for the West Perry Branch Project

Pursuant to Indiana Code 5-32, on July 24, 2019 IndyPL issued a Request for Proposals from qualified Offerors to provide Construction Manager as Constructor Services for the West Perry Branch Library Project.

IndyPL will evaluate the Proposals received from the Offerors based on the criteria listed below in no particular order of priority:

- The satisfaction level of current and former clients, architects/engineers, and first tier subcontractors of the Offeror under contracts similar to the requirements of IndyPL;
- Proposed fees.
- XBE participation history.
- Perceived effectiveness of the Work Plan.
- Qualifications of the proposed project team.
- Any other criteria deemed relevant by IndyPL.

The Services will be within the total project budget of \$9,470,956 and will be funded by the Series 2018 Bond (Fund 480.)



Board Action Request

8f

To: IndyPL Board

Meeting Date: August 26, 2019

From: Facilities Committee

Approved by
The Library Board:
Effective Date:

Subject: **Resolution 27-2019**
Approval to Award a Construction Services Contract for the
Michigan Road Branch Parking Expansion Project

Recommendation:

IndyPL Facilities Staff recommends Board approval for the attached action (Resolution 27-2019) to award a construction services contract for the Michigan Road Branch Parking Expansion Project to **Stenz Construction Corporation, Indianapolis, Indiana**, for the total cost of \$248,835.00.

Background:

The Michigan Road Branch has been open for 9 months and we continue to experience times when the parking lot is full. IndyPL has contacted the design team at Guidon Design to prepare documents to add parking spaces without compromising the aesthetics of the completed facility.

In May 2019 with Resolution 15-2019 the Board Authorized the preparation of bidding documents and to solicit open, competitive, and public bids for the Michigan Road Branch Parking Lot Project. The Project was bid and will be completed using the requirements of the Public Works Statute IC § 36-1-12. Bidding used the Responsible Bidding Practice and Submission Requirements established as Policy by the Board in Resolution 18-2017. The Bid Documents were issued to bidders on July 16, 2019.

Public Notice to prospective bidders was advertised per the Public Notice Statute IC § 5-3 on July 16 and 23, 2019. Notice of the Project was also posted on the IndyPL website.

IndyPL staff used the Indianapolis Office of Minority & Women Business Development website to identify vendors who state they provide asphalt and concrete paving services, and the Notice of the Project was emailed directly to these vendors.

DRAFT Board Action Request

RE: Facilities Committee, Item 8f
Resolution 27-2019 Approval to Award a Construction Contract for the
Michigan Road Branch Parking Expansion Project

Date: August 26, 2019

The Notice was also emailed to the following business development contacts:

- Center for Empowerment and Economic Development.
- Conexus Indiana.
- Martindale Brightwood Community Development Corporation.
- Hispanic Business Council, Indianapolis Chamber of Commerce.
- Indiana Minority Supplier Development Council.
- Indiana Chamber of Commerce.
- Indianapolis Black Chamber of Commerce.
- Indianapolis Chamber of Commerce.
- Indianapolis Office of Minority & Women Business Development.
- Indianapolis Urban League.
- National Association of Women Business Owners – Indy.
- Mid-States Minority Supplier Development Council.
- Small Business Administration.
- State of Indiana Minority & Women's Business Enterprise Division.
- Women's Business Enterprise Council, Indianapolis Chamber of Commerce.
- Women's Business Enterprise Council – Great Lakes Indiana.

The Project requires compliance with Requirements for Contactors on Public Works Projects IC § 5-16-13 including contractor self-performance of work, liability insurance, qualification, E-Verify, employee training, and records retention.

The Project also requires compliance with Requirements for Contactors on Public Works Projects IC § 4-13-18 including contractor's drug testing of employees. All of the received sealed bids were accompanied by a copy of the bidder's drug testing program.

The successful bidder will be required to furnish Performance and Labor & Material Bonds for 100% of their contract amount before execution of the contract. Bonds shall be maintained in accordance with IC § 36-1-12-13.1 and IC § 36-1-12-14.

All of the received sealed bids were accompanied by a bid security for 5% of the total bid.

IndyPL shall award the Project to the lowest, responsible, and responsive bidder pursuant to IC § 36-1-12.

The preliminary Project schedule targets a starting in November 2019, with substantial completion in the Fourth quarter of 2019.

Two (2) sealed bids were received at the Library Services Center by the deadline of 2:00 pm local time on August 6, 2019. The bids were opened and read aloud publically. A tabulation of the bids is included below.

DRAFT Board Action Request

RE: Facilities Committee, Item 8f

Resolution 27-2019 Approval to Award a Construction Contract for the Michigan Road Branch Parking Expansion Project

Date: August 26, 2019

Bidder	Garmong Construction Services	Stenz Construction Corporation	All Star Paving	City – Wide Paving	Cornerstone	Dorsey Paving
Certifications			VBE	MBE	MBE	WBE
Base Bid	\$309,290.00	\$248,835.00	No Bid	No Bid	No Bid	No Bid
Completion Time	110 Days	95 Days				
Addenda 1 Received	Yes	Yes				
Bid Bond	Yes	Yes				
Drug Testing Program Attached	Yes	Yes				
Non-collusion Affidavit	Yes	Yes				
E-Verify Affidavit	Yes	Yes				

Strategic/Fiscal Impact:

The project will be funded by the remaining contingency of \$230,000 in Series 2016 Bond Fund (Fund 476.) Recognizing the lowest, responsible, and responsive bid is over budget, IndyPL staff recommends moving forward with the work by allocating resources from the Miscellaneous Projects 2018 Bond Fund (Fund 479). Sufficient funds are available from work bid and completed for the LSC Flashing Repair Project for this work.



Board Resolution

8f

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 27-2019

APPROVAL TO AWARD A CONSTRUCTION CONTRACT FOR THE MICHIGAN ROAD BRANCH PARKING EXPANSION PROJECT

AUGUST 26, 2019

WHEREAS, the Indianapolis-Marion County Public Library (“IndyPL”) continues to implement facility upgrade projects in support of the IndyPL Strategic Plan; and

WHEREAS, IndyPL staff and the engineer, Guidon Design, prepared bidding documents to solicit open, competitive, and sealed public bids for the Michigan Road Branch Parking Expansion Project. Unified construction contract bids were solicited beginning July 16, 2019, with the contractor responsible for all general, electrical, site, and miscellaneous construction activities; and

WHEREAS, IndyPL received sealed bids from two (2) contractors by the deadline on August 6, 2019; and

WHEREAS, based on the review of the bids, IndyPL and the engineer have determined **Stenz Construction Corporation, Indianapolis, Indiana** to be the lowest, responsive, and responsible bidder, and recommend IndyPL award the contract to **Stenz Construction Corporation**.

IT IS THEREFORE RESOLVED the Michigan Road Branch Parking Expansion Project contract, as bid describing the scope of work and compensation, is approved and authorizes the Chief Executive Officer (“CEO”) to negotiate and execute an agreement with **Stenz Construction Corporation**. The agreement will be based upon such terms described in the Draft Standard Agreement included in the Bidding Documents as Section 00 05 00 dated July 16, 2019, and as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel. The agreement with **Stenz Construction Corporation** will be for the total cost of Two-Hundred Forty Eight-Thousand Eight-Hundred and Thirty Five Dollars (\$248,835.00), and any such agreement execution and delivery effected be, and hereby is, confirmed and approved.



Board Briefing Report

9

To: IndyPL Board **Meeting Date:** 8/26/19
From: The Indianapolis Public Library Foundation
Subject: August 2019 Update

Background: Every month, the Library Foundation provides an update to the Library Board.

News

Thank you to Terri Jett for serving on the Foundation Board for the past three years. We welcome T.D. Robinson as the new Library Trustee representative to the Foundation Board.

We are now reviewing the thoughtful community action plans Library staff presented. Thank you to staff who worked hard to compile the plans. There are lots of great ideas. We are excited to see what we are able to fund in 2020.

Bethany Warner was promoted to Vice President effective July 1. Alan Lally was hired as temporary Proposal Writer & Prospect Researcher. Foundation staff will begin recruitment for a Senior Development Officer position next month. If you know of an experienced fundraiser who may be interested in this position, please contact Roberta Jagers at rjagers@indyplfoundation.org.

Donors

The Library Foundation thanks 97 donors who made gifts last month. The following are our top corporate and foundation contributors. If you should have an opportunity to thank these donors, the Library Foundation would be grateful.

Eli Lily & Company Foundation, Inc.
Thermo King of Indiana, Inc.

Program Support

This month, we are proud to provide funding for the following Library programs. All programs are system-wide unless otherwise noted.

Children's Program

Summer Reading Program
Road to Reading – On the Road to Reading
Road to Reading – Early Literacy Specialist

Road to Reading – Packaged Programs
After School STEAM Makerspace Club @ IPS# 14 (Spades Park)
Curveside Ride
Laundromat programming
Read to Me, Please (Infozone)
STEAM Saturdays (Spades Park)

Cultural Programs

E38 Summer Art Program
Meet an Author, Be an Author (PDA)
Concerts at College Ave
Classical Concerts at Central
Family/Youth/YA Author Visits
Road to Reading – Preschool Packaged Program
Safe Trunk or Treat (Glendale)
Scare in the Square (Fountain Square)
Teen Zine Project
Teacher Open House (Michigan Road)
World Language Book Giveaways

Collections/IT

Little Library in the Lobby (Garfield Park)

Lifelong Learning

Code Café (Central)
Job Centers

Capital Projects

Aquarium STEAM Storytime (East 38)
Pike Aquarium
Pocket Park Storywalk Year 5 (InfoZone)



10b

July 2019 Media Report

Below is a summary of highlighted media activity in July for electronic, print and social media. This is a limited view, but it includes several activities the Communications Department is most proud of.

For a more comprehensive view of print media placements, please view the Library's yearly media scrapbook, available in the Communications Department and at monthly Board meetings.

Topics of major news releases or media solicitation: (placements among local publications that offer free access/delivery are listed below topic)

- **West Perry Branch Design Plans Unveiled**
Weekly View, Southside Times, Southsider Voice
- **Lawrence Branch Renovations Plans Discussed at Community Meeting**
The Towne Poste, Weekly View
- **New "Black History, Indianapolis History" Collection Becomes Part of Digital Indy**
Indianapolis Recorder, Southside Times, Weekly View, Urban Times
- **East Washington Branch Cited for Environmental Design**
Weekly View

All news releases are posted on the Library's website in the News & Announcements section.

Other media outreach in July occurred on such Library activities as the continuation of the 2019 Summer Reading Program, Girl Scouts game-building project at the Spades Park Branch, Indiana Fever reading programs at various Library branches, Civic Saturdays at Central Library, and the Library's closing for the July 4th holiday.

3 YouTube videos posted to website:

- IndyPL's Library Night at Victory Field
- IndyPL's Lawrence Branch Renovation Overview
- IndyPL's West Perry Branch Construction Project

1 Library Calendar of Events sent to Govt. Access Channel 16:

Video spot produced specifically for Channel 16 to broadcast as filler between other programming as needed. The station manager reports it is used multiple times daily throughout the month.

Digital Signage

- Posted 3 new slides and 2 new videos to all 24 digital signage displays promoting upcoming events and featuring current programs.

Social Media

44 posts published on the official IndyPL Facebook Page - Top Performing Posts:

- We had a viral post in July with at reach of 122,000. This post consisted of a photograph from a patron at the Pike Branch who brought in his Summer Reading Program card from 1937. This post was shared 670 times by libraries, literary groups, and book lovers from around the world.
- Currently Reading Weekly Book Discussions- Reach of 3.5k, 2.2k, 1k, 2.5k
- STEM Learning Posters for Printing- Reach of 4.3k
- Overheard in the Library Post- Reach of 3.7k
- IndyPL Book Bike- Reach of 2.6k
- Early Learning Programs and 1000 Books Before Kindergarten- Reach of 3.5k
- Topics/Events covered on Facebook: Library events and programs, Summer Reading Program, Indy Authors Fair, literacy and reading, book love, Eva Kor, Library Night, #WeNeedDiverseBooks, and more.

68 tweets published on the official IndyPL Twitter Page:

- 57.2K Twitter impressions occurred in June
- 1,056 profile visits
- 890 mentions by outside organizations, individuals, and the media

We also used Instagram (posts and stories) and Pinterest consistently in July. On Pinterest, we had a total of 121,690 impressions. Pinterest Highlights:

- Bibliocommons staff lists
- Bestselling e-books
- Cookbooks
- #WeNeedDiverseBooks
- Booklists for Kids

July Blog Posts

- Apollo 11 Anniversary
- Scan Your Favorite Family Photos
- Read Right Now: Clifford
- Read Right Now: Having a Bad Day
- Science Experiment DIY Slushie

Top 5 Performing Blog Posts (Page Views) July 2019:

- 100+ Free Video Read Alouds
- Read Right Now! Dr. Seuss
- For Kids Category Home
- 2019 Kids Summer Reading Program
- 2019 Adult Summer Reading Program

Print Activity

- Using Your Public Library Brochures – English – 10,000 brochures
- SRP Indy Parks Pool Passes Reorders – 1,000 passes
- SRP Coupons for ISO and Eiteljorg-Reorder – 2,000 coupons
- AAHC CBLC 2019 Calendar Bookmarks – 1,000 bookmarks
- Fall 2019 Preschool Program BearTime StoryTime Posters – 28 posters
- Fall 2019 Preschool Program Junior Scientists Posters – 28 posters
- Fall 2019 Preschool Program Harp Music Posters – 28 posters
- Fall 2019 Preschool Program Baby ArtsPlay Posters – 28 posters
- Fall 2019 Preschool Program Learn Syllables Posters – 28 posters
- Fall 2019 Preschool Program Road to Giving Posters – 28 posters
- Business Cards – 11 staff members-11 boxes/250 per box



Board Action Request

10c1

To: IMCPL Board **Meeting Date:** August 26, 2019

From: M. Jacqueline Nytes, CEO **Approved by the Library Board:**

Effective Date: August 26, 2019

Subject: Finances, Personnel and Travel Resolution 28-2019

Recommendation: Approve Finances, Personnel and Travel Resolution 28-2019

Background: The Finances, Personnel and Travel Resolution 28- 2019 is a routine procedural action that appoints new salaried hires, approves new hourly hires, compensation changes, resignations, and travel and financial-related claims and warrants.

Strategic/Fiscal Impact: The financial impact has already been accounted for in the budget for 2019.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION REGARDING FINANCES, PERSONNEL AND TRAVEL

RESOLUTION 28 - 2019

WHEREAS, the Chief Executive Officer of the Library and the Treasurer of the Library do hereby jointly certify to the Board that the following claims have been allowed and said warrants issued during the month of July 2019 pursuant to the Annual Resolution.

THEREFORE, BE IT RESOLVED, that the Board has considered and now confirms these acts lawfully taken by the Chief Executive Officer and the Treasurer as lawful acts on behalf of the Library.

Warrant numbers **71336** through **71492** for a total of
\$1,196,768.68 were issued from the operating bank accounts.

EFT numbers **301618** through **301636** and
301644 through **301671** and
301677 through **301722** and
301731 through **301753** and
1222 through **1234** for a total of

\$4,934,588.22 were issued from the operating bank accounts.

Warrant number **785** **789** for a total of
\$191.10 was issued from the fines bank account.

Warrant numbers **7286** through **7342** for a total of
\$28,538.24 were issued from the gift bank account.

EFT numbers **301637** through **301643** and
301672 through **301676** and
301723 through **301730** and
301754 through **301757** for a total of

\$64,115.10 were issued from the gift bank account.

Warrant numbers **268534** through **268607** for a total of

\$29,753.12 were issued for employee payroll

Direct deposits numbers **280001** through **280636** and
300001 through **300637** for a total of

\$1,015,381.98 were issued for employee payroll

Electronic transfers for payment of taxes and garnishments for a total of

\$373,540.89 were issued for employee payroll

AND WHEREAS, the Chief Executive Officer of the Library and the Treasurer of the Library do hereby jointly certify to the Board that the following personnel actions have been taken pursuant to the Annual Resolution.

THEREFORE, BE IT FURTHER RESOLVED, that the Board has considered and now confirms these acts lawfully taken by the Chief Executive Officer of the Library and the Treasurer of the Library as lawful acts on behalf of the Library.

AND WHEREAS, the Chief Executive Officer of the Library does hereby certify that the attached schedule of travel and training has been authorized and is within the appropriations previously approved by the Board.

THEREFORE, BE IT FURTHER RESOLVED, that the Board has considered and now confirms these acts lawfully taken by the Chief Executive Officer of the Library and the Treasurer of the Library as lawful acts on behalf of the Library.

John Andrews

Rev. T.D. Robinson

Crista L. Carlino

Judge Jose D. Salinas

Dr. Terri Jett

Joanne Sanders

I have examined the within claims and certify they are accurate:

Patricia A. Payne

Ijeoma Dike-Young
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1222	EFT	07/01/2019	THE BANK OF NEW YORK MELLON TRUST	1,037,850.00
1223	EFT	07/01/2019	THE BANK OF NEW YORK MELLON TRUST	1,350,786.88
1224	EFT	07/01/2019	THE BANK OF NEW YORK MELLON TRUST	496,775.00
1225	EFT	07/02/2019	U.S. POSTAL SERVICE	3,000.00
1226	EFT	07/12/2019	AMERICAN UNITED LIFE INSURANCE CO	3,966.69
1227	EFT	07/12/2019	FIDELITY INVESTMENTS	5,245.28
1228	EFT	07/15/2019	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	94,013.86
1229	EFT	07/19/2019	ADP, INC.	1,063.50
1230	EFT	07/19/2019	ADP, INC.	6,967.27
1231	EFT	07/22/2019	INDIANA DEPARTMENT OF REVENUE	1,172.54
1232	EFT	07/26/2019	FIDELITY INVESTMENTS	5,245.28
1233	EFT	07/29/2019	AMERICAN UNITED LIFE INSURANCE CO	3,991.69
1234	EFT	07/31/2019	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	93,345.28
71336	CHECK	07/01/2019	CITIZENS ENERGY GROUP	4,249.38
71337	CHECK	07/03/2019	ADP, INC.	2,254.98
71338	CHECK	07/03/2019	ASI SIGNAGE INNOVATIONS	1,042.00
71339	CHECK	07/03/2019	AT&T MOBILITY	801.96
71340	CHECK	07/03/2019	BETH MENG	50.00
71341	CHECK	07/03/2019	BOSMA ENTERPRISES	3,838.95
71342	CHECK	07/03/2019	CATHERINE BOWIE	50.00
71343	CHECK	07/03/2019	CHANDRA ORR	89.95
71344	CHECK	07/03/2019	CHARLANDRIA LEWIS	125.00
71345	CHECK	07/03/2019	DYNAMARK GRAPHICS GROUP	285.65
71346	CHECK	07/03/2019	ESSENTIAL ARCHITECTURAL SIGNS, INC	3,092.00
71347	CHECK	07/03/2019	GREY HOUSE PUBLISHING	908.00
71348	CHECK	07/03/2019	INDIANA UNIVERSITY	1,396.75
71349	CHECK	07/03/2019	JEANNETTE HUESCA	50.00
71350	CHECK	07/03/2019	KWIK CASE LLC	8,495.80
71351	VOID	07/03/2019	OLD HOUSE JOURNAL	0.00
71352	CHECK	07/03/2019	OUTREACH (PETTY CASH)	35.12
71353	VOID	07/03/2019	REBECCA THILL	50.00
71354	CHECK	07/03/2019	SAKURA FUQUA	100.00
71355	CHECK	07/03/2019	SALEM PRESS INC.	276.12
71356	CHECK	07/03/2019	TECH-LOGIC CORPORATION	3,084.48
71357	CHECK	07/03/2019	TINT KING L.L.C.	540.00
71358	CHECK	07/03/2019	VISIT INDY	2,440.00
71359	CHECK	07/11/2019	1-800MD, LLC	966.00
71360	CHECK	07/11/2019	ASI SIGNAGE INNOVATIONS	172.50
71361	CHECK	07/11/2019	AT&T	1,497.48
71362	CHECK	07/11/2019	AT&T	876.84
71363	CHECK	07/11/2019	ATC GROUP SERVICES, LLC	3,046.67
71364	CHECK	07/11/2019	AXIS ARCHITECTURE & INT., LLC	4,036.28
71365	CHECK	07/11/2019	BEAM, LONGEST & NEFF, LLC	187.50
71366	CHECK	07/11/2019	BETH MENG	50.00
71367	CHECK	07/11/2019	BIBLIOCOMMONS, INC.	89,593.95
71368	CHECK	07/11/2019	BLACKMORE & BUCKNER ROOFING	985.19
71369	CHECK	07/11/2019	BOWEN TECHNOVATION	218.73
71370	CHECK	07/11/2019	BRIGHT IDEAS IN BROAD RIPPLE	2,195.00
71371	CHECK	07/11/2019	CENTRAL SECURITY & COMMUNICATIONS	546.50
71372	CHECK	07/11/2019	CHARITABLE ADVISORS	225.00
71373	CHECK	07/11/2019	BRIGHT HOUSE NETWORKS	59.99
71374	CHECK	07/11/2019	CHC WELLNESS	15,835.00
71375	CHECK	07/11/2019	CITIZENS ENERGY GROUP	11,657.29
71376	CHECK	07/11/2019	COMPUTYPE INC.	122.17
71377	CHECK	07/11/2019	CULLIGAN	11.98
71378	CHECK	07/11/2019	CXTEC	85.35
71379	CHECK	07/11/2019	DACO GLASS & GLAZING INC	180.00
71380	CHECK	07/11/2019	DLZ INDIANA, LLC	600.00
71381	CHECK	07/11/2019	GOVERNMENT FINANCE OFFICERS ASSOCIATION	99.00
71382	CHECK	07/11/2019	GUARDIAN	15,692.49

No.	Type	Date	Reference	Amount
71383	CHECK	07/11/2019	INDIANA BLACK EXPO, INC	200.00
71384	CHECK	07/11/2019	INDIANAPOLIS POWER & LIGHT COMPANY	77,812.74
71385	CHECK	07/11/2019	INFOZONE (PETTY CASH)	39.28
71386	CHECK	07/11/2019	INNOVATIVE INTERFACES INCORPORATED	45,998.60
71387	CHECK	07/11/2019	JEANNETTE HUESCA	50.00
71388	CHECK	07/11/2019	KELSEY ELAINE SIMPSON	750.00
71389	CHECK	07/11/2019	KONE, INC	8,425.96
71390	CHECK	07/11/2019	LA VOZ DE INDIANA	890.00
71391	CHECK	07/11/2019	LUSK ENTERTAINMENT GROUP, INC	2,075.00
71392	CHECK	07/11/2019	TAKE FLIGHT WILDLIFE EDUCATION	2,000.00
71393	CHECK	07/11/2019	MIDWEST ASSOCIATES OF INDIANAPOLIS, LLC	1,000.00
71394	CHECK	07/11/2019	MIDWEST COLLABORATIVE FOR LIBRARY SERVICES (MCLS)	250.00
71395	CHECK	07/11/2019	OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST, P.A.	55.00
71396	CHECK	07/11/2019	OCLC INC	9,206.28
71397	CHECK	07/11/2019	PCM-G	22,974.68
71398	CHECK	07/11/2019	PFM TRUCK CARE CENTER	499.99
71399	CHECK	07/11/2019	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	97,271.80
71400	VOID	07/11/2019	REBECCA THILL	50.00
71401	CHECK	07/11/2019	REPUBLIC WASTE SERVICES	7,854.63
71402	CHECK	07/11/2019	SAKURA FUQUA	100.00
71403	CHECK	07/11/2019	SCHOLASTIC, INC	3,439.88
71404	CHECK	07/11/2019	SOCIAL TABLES, INC,	2,300.00
71405	CHECK	07/11/2019	SPRINT PCS	3,763.88
71406	CHECK	07/11/2019	IMCPL - STENZ CONSTRUCTION CORP. -- RETAINAGE	9,087.02
71407	CHECK	07/11/2019	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	1,082.52
71408	CHECK	07/11/2019	TRENDYMINDS, INC.	1,275.00
71409	CHECK	07/11/2019	WEST INDIANAPOLIS (PETTY CASH)	44.39
71410	CHECK	07/19/2019	3D PROFESSIONAL CONTRACTING, INC.	75,195.00
71411	CHECK	07/19/2019	ACTION WITHOUT BORDERS	95.00
71412	CHECK	07/19/2019	ADTEC	3,120.00
71413	CHECK	07/19/2019	AFSCME COUNCIL IKOC 962	1,673.36
71414	CHECK	07/19/2019	AMERICAN UNITED LIFE INSURANCE CO	3,239.36
71415	CHECK	07/19/2019	ANTHEM INSURANCE COMPANIES, INC	343,200.00
71416	CHECK	07/19/2019	APPLIED ENGINEERING SERVICES	5,250.00
71417	CHECK	07/19/2019	ARAB TERMITE AND PEST CONTROL INC	1,691.00
71418	CHECK	07/19/2019	ASM INTERNATIONAL	320.49
71419	CHECK	07/19/2019	AT&T	1,966.60
71420	CHECK	07/19/2019	BEECH GROVE SEWAGE WORKS	140.61
71421	CHECK	07/19/2019	BETH MENG	50.00
71422	CHECK	07/19/2019	BEVERLY SCOTT	300.00
71423	CHECK	07/19/2019	IMCPL - BOYLE CONSTRUCTION MNGMNT.,INC.- RETAINAGE	39,082.28
71424	CHECK	07/19/2019	CATHERINE BOWIE	50.00
71425	CHECK	07/19/2019	CENTRAL LIBRARY (PETTY CASH)	32.10
71426	CHECK	07/19/2019	CHAIN STORE GUIDES, LLC	360.00
71427	CHECK	07/19/2019	CHC WELLNESS	65.00
71428	CHECK	07/19/2019	CHERYL WRIGHT	64.15
71429	CHECK	07/19/2019	CITIZENS ENERGY GROUP	800.99
71430	CHECK	07/19/2019	CITYOGA SCHOOL OF YOGA & HEALTH	75.00
71431	CHECK	07/19/2019	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	9,847.11
71432	CHECK	07/19/2019	COMMUNITY OCCUPATIONAL HEALTH SERVICES	1,600.00
71433	CHECK	07/19/2019	CULLIGAN	169.30
71434	CHECK	07/19/2019	DACO GLASS & GLAZING INC	5,526.24
71435	CHECK	07/19/2019	DELL MARKETING L.P.	771.08
71436	CHECK	07/19/2019	EDC EDUCATIONAL SERVICES	335.76
71437	CHECK	07/19/2019	ELIZABETH FRANKLIN	2,040.00
71438	CHECK	07/19/2019	FLASHBAY, INC.	5,000.00
71439	CHECK	07/19/2019	FRANKLIN TOWNSHIP CHAMBER OF COMMERCE	125.00
71440	CHECK	07/19/2019	GALE GROUP THE	2,765.47
71441	CHECK	07/19/2019	GALE/CENGAGE LEARNING	30,753.00
71442	CHECK	07/19/2019	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	419.71
71443	CHECK	07/19/2019	GUIDON DESIGN, INC.	6,400.00
71444	CHECK	07/19/2019	HARSIN LLC	472.50
71445	CHECK	07/19/2019	HP PRODUCTS CORPORATION	125.76
71446	CHECK	07/19/2019	INDIANA CHAMBER OF COMMERCE	2,288.83

No.	Type	Date	Reference	Amount
71447	CHECK	07/19/2019	INDIANA STATE LIBRARY	10,856.00
71448	CHECK	07/19/2019	INDPLS-MARION CO PUB LIBRARY - GIFT FUND	13,543.00
71449	CHECK	07/19/2019	INFORMATION TODAY, INC.	706.06
71450	CHECK	07/19/2019	JEANNETTE HUESCA	50.00
71451	CHECK	07/19/2019	KELSEY ELAINE SIMPSON	150.00
71452	CHECK	07/19/2019	LAKESHORE EQUIPMENT COMPANY	197.16
71453	CHECK	07/19/2019	LEGALSHIELD	287.55
71454	CHECK	07/19/2019	LEHMAN'S INC. OF ANDERSON	3,125.00
71455	CHECK	07/19/2019	LUSK ENTERTAINMENT GROUP, INC	325.00
71456	CHECK	07/19/2019	TAKE FLIGHT WILDLIFE EDUCATION	800.00
71457	CHECK	07/19/2019	MATTHEW BENDER & CO.	180.10
71458	CHECK	07/19/2019	METRIC ENVIRONMENTAL, LLC	6,321.88
71459	CHECK	07/19/2019	MIDWEST ASSOCIATES OF INDIANAPOLIS, LLC	1,000.00
71460	CHECK	07/19/2019	PERRY A. SCOTT	300.00
71461	CHECK	07/19/2019	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	1,400.00
71462	CHECK	07/19/2019	REGIONS BANK PURCHASING CARD	4,629.50
71463	CHECK	07/19/2019	ROWLAND DESIGN, INC.	15,912.94
71464	CHECK	07/19/2019	SAKURA FUQUA	100.00
71465	CHECK	07/25/2019	ADP, INC.	2,320.50
71466	CHECK	07/25/2019	AMERICAN UNITED LIFE INSURANCE CO	1,636.20
71467	CHECK	07/25/2019	BRIGHTWOOD INVESTORS, LLC	4,074.00
71468	CHECK	07/25/2019	CHRISTIAN BOOK DISTRIBUTORS	233.90
71469	CHECK	07/25/2019	CITIZENS ENERGY GROUP	2,118.97
71470	CHECK	07/25/2019	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	1,041.17
71471	CHECK	07/25/2019	DACO GLASS & GLAZING INC	2,317.00
71472	CHECK	07/25/2019	DEBBIE OVERSHINER	200.32
71473	CHECK	07/25/2019	EZRA TOMPKINS	1,545.00
71474	CHECK	07/25/2019	FINANCIAL INFORMATION INCORPORATED	1,095.00
71475	CHECK	07/25/2019	FOUNTAIN BLOCK DEVELOPMENT L.P.	4,963.00
71476	CHECK	07/25/2019	GALE GROUP THE	810.35
71477	CHECK	07/25/2019	GLENDALE MALL	25,375.00
71478	CHECK	07/25/2019	HOOSIER AQUATIC CARE	390.00
71479	CHECK	07/25/2019	INDIANAPOLIS RECORDER	1,479.42
71480	CHECK	07/25/2019	INDY CURB APPEAL ASPHALT, INC	30,800.00
71481	CHECK	07/25/2019	INNOVATIVE INTERFACES INCORPORATED	1,000.00
71482	CHECK	07/25/2019	JP MORGAN CHASE BANK	6,871.20
71483	CHECK	07/25/2019	MARSHALL & SWIFT/BOECKH, LLC	649.20
71484	CHECK	07/25/2019	MATTHEW BENDER & CO.	483.61
71485	CHECK	07/25/2019	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
71486	CHECK	07/25/2019	OCLC INC	9,136.28
71487	CHECK	07/25/2019	PCM-G	7,329.42
71488	CHECK	07/25/2019	PEACE THROUGH YOGA	150.00
71489	CHECK	07/25/2019	PLUNKETT RESEARCH, LTD	351.49
71490	CHECK	07/25/2019	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	3,750.00
71491	CHECK	07/25/2019	ST. JOSEPH HISTORIC NEIGHBORHOOD ASSOCIATION	50.00
71492	CHECK	07/25/2019	WARREN (PETTY CASH)	9.06
301618	EFT	07/03/2019	ART WITH A HEART	882.00
301619	EFT	07/03/2019	BACKGROUND BUREAU INC.	50.00
301620	EFT	07/03/2019	BAKER & TAYLOR	1,114.15
301621	EFT	07/03/2019	BAKER & TAYLOR	20,084.24
301622	EFT	07/03/2019	BAKER & TAYLOR	17,653.42
301623	EFT	07/03/2019	BAKER & TAYLOR	21.79
301624	EFT	07/03/2019	DEMCO, INC.	7,387.05
301625	EFT	07/03/2019	EBSCO INFORMATION SERVICES	150.15
301626	EFT	07/03/2019	G4S SECURE SOLUTIONS (USA) INC.	2,319.84
301627	EFT	07/03/2019	INDIANAPOLIS RECORDER	133.02
301628	EFT	07/03/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	511.40
301629	EFT	07/03/2019	INGRAM LIBRARY SERVICES	2,261.73
301630	EFT	07/03/2019	MIDWEST TAPE - AUDIOBOOKS ONLY	435.08
301631	EFT	07/03/2019	MIDWEST TAPE - PROCESSED DVDS	3,685.17
301632	EFT	07/03/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	737.74
301633	EFT	07/03/2019	MIDWEST TAPE, LLC	38,025.54
301634	EFT	07/03/2019	OVERDRIVE INC	27,834.72
301635	EFT	07/03/2019	PERFECTION GROUP, INC.	284.50

No.	Type	Date	Reference	Amount
301636	EFT	07/03/2019	RECORDED BOOKS	2,106.78
301644	EFT	07/11/2019	ABELL ELEVATOR SERVICE CO	175.00
301645	EFT	07/11/2019	ACORN DISTRIBUTORS, INC	1,830.60
301646	EFT	07/11/2019	ALSCO	392.30
301647	EFT	07/11/2019	ART WITH A HEART	294.00
301648	EFT	07/11/2019	BAKER & TAYLOR	41,695.51
301649	EFT	07/11/2019	BAKER & TAYLOR	3,169.32
301650	EFT	07/11/2019	BAKER & TAYLOR	136.30
301651	EFT	07/11/2019	CDW GOVERNMENT, INC.	687.83
301652	EFT	07/11/2019	CITIZENS THERMAL ENRGY.	62,036.50
301653	EFT	07/11/2019	DANCORP INC. DBA DANCO	1,095.00
301654	EFT	07/11/2019	DEMCO, INC.	4,805.45
301655	EFT	07/11/2019	FINELINE PRINTING GROUP	564.00
301656	EFT	07/11/2019	G4S SECURE SOLUTIONS (USA) INC.	340.61
301657	EFT	07/11/2019	INDIANA PLUMBING AND DRAIN LLC	2,843.25
301658	EFT	07/11/2019	INDIANAPOLIS RECORDER	964.71
301659	EFT	07/11/2019	INGRAM LIBRARY SERVICES	4,371.72
301660	EFT	07/11/2019	J&G CARPET PLUS	575.00
301661	EFT	07/11/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	97.68
301662	EFT	07/11/2019	MOORE INFORMATION SERVICES, INC	556.00
301663	EFT	07/11/2019	P.V. SUPA INC.	23,300.00
301664	EFT	07/11/2019	PERFECTION GROUP, INC.	11,945.00
301665	EFT	07/11/2019	R AND B ARCHITECTS LLC	4,785.57
301666	EFT	07/11/2019	RECORDED BOOKS	171.99
301667	EFT	07/11/2019	RYAN FIRE PROTECTION, INC	16,040.00
301668	EFT	07/11/2019	STAPLES	22,350.73
301669	EFT	07/11/2019	STENZ CONSTRUCTION CORPORATION	311,748.59
301670	EFT	07/11/2019	STENZ MANAGEMENT COMPANY, INC	5,430.21
301671	EFT	07/11/2019	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	4,065.00
301677	EFT	07/19/2019	ABELL ELEVATOR SERVICE CO	7,486.25
301678	EFT	07/19/2019	ACORN DISTRIBUTORS, INC	2,022.37
301679	EFT	07/19/2019	ART WITH A HEART	1,323.00
301680	EFT	07/19/2019	BAKER & TAYLOR	3,318.83
301681	EFT	07/19/2019	BAKER & TAYLOR	83,715.92
301682	EFT	07/19/2019	BAKER & TAYLOR	5,111.43
301683	EFT	07/19/2019	BAKER & TAYLOR	30.27
301684	EFT	07/19/2019	BOYLE CONSTRUCTION MANAGEMENT, INC.	351,740.62
301685	EFT	07/19/2019	BRODART COMPANY CONTINUATIONS	6,372.64
301686	EFT	07/19/2019	CITIZENS THERMAL ENRGY.	16,244.60
301687	EFT	07/19/2019	DELTA DENTAL	120.20
301688	EFT	07/19/2019	DELTA DENTAL	157.17
301689	EFT	07/19/2019	DELTA DENTAL	11,451.06
301690	EFT	07/19/2019	DEMCO, INC.	7,247.10
301691	EFT	07/19/2019	DENISON PARKING	5,866.85
301692	EFT	07/19/2019	EBSCO INFORMATION SERVICES	23.79
301693	EFT	07/19/2019	FINELINE PRINTING GROUP	2,848.00
301694	EFT	07/19/2019	FLEET CARE, INC.	57.89
301695	EFT	07/19/2019	G4S SECURE SOLUTIONS (USA) INC.	30,712.59
301696	EFT	07/19/2019	INDIANA PLUMBING AND DRAIN LLC	3,000.00
301697	EFT	07/19/2019	INDIANAPOLIS ARMORED CAR, INC	2,812.00
301698	EFT	07/19/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	12,600.66
301699	EFT	07/19/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	11,000.00
301700	EFT	07/19/2019	INGRAM LIBRARY SERVICES	3,015.80
301701	EFT	07/19/2019	J&G CARPET PLUS	3,820.00
301702	EFT	07/19/2019	JCOS, INC.	20,161.25
301703	EFT	07/19/2019	LEVEL (3) COMMUNICATIONS, LLC	3,147.38
301704	EFT	07/19/2019	LOCKERBIE SQUARE CABINET CO	2,580.00
301705	EFT	07/19/2019	LUNA MUSIC	635.24
301706	EFT	07/19/2019	MARK'S VACUUM & JANITORIAL SUPPLIES	1,926.00
301707	EFT	07/19/2019	MIDWEST TAPE - AUDIOBOOKS ONLY	2,752.49
301708	EFT	07/19/2019	MIDWEST TAPE - PROCESSED DVDS	7,910.67
301709	EFT	07/19/2019	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	13,623.45
301710	EFT	07/19/2019	MIDWEST TAPE NON PROCESSED	589.75
301711	EFT	07/19/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	9,658.91

No.	Type	Date	Reference	Amount
301712	EFT	07/19/2019	MIDWEST TAPE, LLC	6,624.39
301713	EFT	07/19/2019	OFFICE360	465.00
301714	EFT	07/19/2019	PERFECTION GROUP, INC.	1,210.11
301715	EFT	07/19/2019	RECORD AUTOMATIC DOORS, INC	315.00
301716	EFT	07/19/2019	RECORDED BOOKS	6,726.23
301717	EFT	07/19/2019	RICOH USA, INC. - 12882	15,665.19
301718	EFT	07/19/2019	RYAN FIRE PROTECTION, INC	902.50
301719	EFT	07/19/2019	STENZ MANAGEMENT COMPANY, INC	2,310.60
301720	EFT	07/19/2019	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,041.43
301721	EFT	07/19/2019	TITAN ASSOCIATES	71,164.08
301722	EFT	07/19/2019	VALUE LINE PUBLISHING INC.	447.00
301731	EFT	07/25/2019	BAKER & TAYLOR	24,772.08
301732	EFT	07/25/2019	BAKER & TAYLOR	2,130.51
301733	EFT	07/25/2019	BAKER & TAYLOR	31,770.61
301734	EFT	07/25/2019	BAKER & TAYLOR	2,621.11
301735	EFT	07/25/2019	BAKER & TAYLOR	13.10
301736	EFT	07/25/2019	CDW GOVERNMENT, INC.	95.06
301737	EFT	07/25/2019	DEMCO, INC.	2,984.84
301738	EFT	07/25/2019	EBSCO INFORMATION SERVICES	61,789.81
301739	EFT	07/25/2019	INGRAM LIBRARY SERVICES	6,814.92
301740	EFT	07/25/2019	IRVINGTON PRESBYTERIAN CHURCH	937.50
301741	EFT	07/25/2019	J&G CARPET PLUS	2,925.00
301742	EFT	07/25/2019	LUNA MUSIC	2,187.65
301743	EFT	07/25/2019	MIDWEST TAPE - AUDIOBOOKS ONLY	2,848.30
301744	EFT	07/25/2019	MIDWEST TAPE - PROCESSED DVDS	3,115.81
301745	EFT	07/25/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	4,472.34
301746	EFT	07/25/2019	MIDWEST TAPE, LLC	5,892.86
301747	EFT	07/25/2019	OVERDRIVE INC	24,953.83
301748	EFT	07/25/2019	R AND B ARCHITECTS LLC	7,975.95
301749	EFT	07/25/2019	RICOH USA, INC. - 12882	4,699.42
301750	EFT	07/25/2019	STENZ CONSTRUCTION CORPORATION	233,195.34
301751	EFT	07/25/2019	STENZ MANAGEMENT COMPANY, INC	305.58
301752	EFT	07/25/2019	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,041.43
301753	EFT	07/25/2019	VALUE LINE PUBLISHING INC.	1,520.00
				6,131,456.90

Summary by Transaction Type:

Computer Check	\$ 1,196,768.68
EFT Check	\$ 4,934,588.22
Total Payments	\$ 6,131,356.90
Total Voided Items	\$ 100.00

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
FINES ACCOUNT**

No.	Type	Date	Reference	Amount
785	CHECK	07/03/2019	GABRIEL KAUFFMAN	69.66
786	CHECK	07/03/2019	JOHNSON COUNTY PUBLIC LIBRARY	19.95
787	CHECK	07/11/2019	MICHAEL B. BELLAMY	14.99
788	CHECK	07/19/2019	ANNA MARIE BACHMAN	34.50
789	CHECK	07/19/2019	CHAD SPURRIER	52.00
			Total	<u>\$ 191.10</u>

Summary by Transaction Type:

Computer Check	\$191.10
EFT Check	\$0.00
Total Payments	\$191.10
Total Voided Items	\$0.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
7286	CHECK	07/03/2019	ANTHONY RADFORD	225.98
7287	CHECK	07/03/2019	CARRIE HALE	42.18
7288	CHECK	07/03/2019	CREATIVE AQUATIC SOLUTIONS, LLC	486.10
7289	CHECK	07/03/2019	FLASHBAY, INC.	2,957.40
7290	CHECK	07/03/2019	FOUNTAIN SQUARE (PETTY CASH)	6.96
7291	CHECK	07/03/2019	INDIANA WRITER'S CENTER	400.00
7292	CHECK	07/03/2019	INDIANAPOLIS ART CENTER	87.00
7293	CHECK	07/03/2019	JEREMY SOUTH	1,400.00
7294	CHECK	07/03/2019	KATIE KLOPP	20.20
7295	CHECK	07/03/2019	MARION COUNTY PUBLIC HEALTH DEPARTMENT	1,000.00
7296	CHECK	07/03/2019	MAYRA OSEGUERA	100.00
7297	CHECK	07/03/2019	MEGAN FERGUSON	182.66
7298	CHECK	07/03/2019	MELISSA WOOTON	225.32
7299	CHECK	07/03/2019	NICHOLAS CALVERT	120.95
7300	CHECK	07/03/2019	ROSIE I. PETTYGRUE	200.00
7301	CHECK	07/03/2019	DR. RUTH L. LAMBERT	325.00
7302	CHECK	07/03/2019	SHANIKA HEYWARD	128.67
7303	CHECK	07/03/2019	SILLY SAFARI SHOWS, INC	1,250.00
7304	CHECK	07/03/2019	SUSAN DAVIS	34.88
7305	CHECK	07/11/2019	CHANDRA ORR	100.00
7306	CHECK	07/11/2019	CHARLOTTE L. JENKINS	60.00
7307	CHECK	07/11/2019	CONTINENTAL BROADCAST GROUP, LLC	250.00
7308	CHECK	07/11/2019	E. 38TH ST (PETTY CASH)	25.00
7309	CHECK	07/11/2019	INDIANA WRITER'S CENTER	200.00
7310	CHECK	07/11/2019	INDIANAPOLIS ART CENTER	87.00
7311	CHECK	07/11/2019	JEREMY SOUTH	600.00
7312	CHECK	07/11/2019	KENDRA HOLMES	149.50
7313	CHECK	07/11/2019	LAURA B. HAW	200.00
7314	CHECK	07/11/2019	MARION COUNTY PUBLIC HEALTH DEPARTMENT	400.00
7315	CHECK	07/11/2019	MELISSA WOOTON	60.29
7316	CHECK	07/11/2019	NICHOLAS CALVERT	73.29
7317	CHECK	07/11/2019	ROBERT G. LEHNEN, PHD.	3,575.00
7318	CHECK	07/11/2019	SCHOLASTIC, INC	2,049.05
7319	CHECK	07/11/2019	SILLY SAFARI SHOWS, INC	2,500.00
7320	CHECK	07/11/2019	TIBERIUS CAESAR DUNCAN	300.00
7321	CHECK	07/11/2019	YEFIM PASTUKH	600.00
7322	CHECK	07/19/2019	CONTINENTAL BROADCAST GROUP, LLC	250.00
7323	CHECK	07/19/2019	CREATIVE AQUATIC SOLUTIONS, LLC	210.00
7324	CHECK	07/19/2019	CROSSROADS DOCUMENT SERVICES	300.00
7325	CHECK	07/19/2019	FELISHA WILLIAMS	250.00
7326	CHECK	07/19/2019	INDIANA WRITER'S CENTER	400.00
7327	CHECK	07/19/2019	JEREMY SOUTH	600.00
7328	CHECK	07/19/2019	KATHLEEN LARATTA	27.47
7329	CHECK	07/19/2019	MANON BULLOCK	150.00
7330	CHECK	07/19/2019	MARION COUNTY PUBLIC HEALTH DEPARTMENT	1,000.00
7331	CHECK	07/19/2019	MAYRA OSEGUERA	100.00
7332	CHECK	07/19/2019	NICHOLAS CALVERT	41.97
7333	CHECK	07/19/2019	REGIONS BANK PURCHASING CARD	533.92
7334	CHECK	07/19/2019	RITZ CHARLES CARMEL	215.00
7335	CHECK	07/19/2019	SILLY SAFARI SHOWS, INC	2,500.00
7336	CHECK	07/19/2019	VLADIMIR KRAKOVICH	600.00
7337	CHECK	07/25/2019	CREATIVE AQUATIC SOLUTIONS, LLC	284.95
7338	CHECK	07/25/2019	NICHOLAS CALVERT	228.35

No.	Type	Date	Reference	Amount
7339	CHECK	07/25/2019	PRECISE PRINTING PLUS SIGNS	110.00
7340	CHECK	07/25/2019	QUINTIN ROSS	200.00
7341	CHECK	07/25/2019	WARREN (PETTY CASH)	14.15
7342	CHECK	07/30/2019	INDIANA NUT GROWERS ASSOCIATION	100.00
301637	EFT	07/03/2019	BAKER & TAYLOR	15.72
301638	EFT	07/03/2019	DEMCO, INC.	713.72
301639	EFT	07/03/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	4,085.00
301640	EFT	07/03/2019	INGRAM LIBRARY SERVICES	2,106.00
301641	EFT	07/03/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	3,677.55
301642	EFT	07/03/2019	MIDWEST TAPE, LLC	2,113.65
301643	EFT	07/03/2019	TOY INVESTMENTS, INC	378.18
301672	EFT	07/11/2019	BAKER & TAYLOR	10.12
301673	EFT	07/11/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	16,528.19
301674	EFT	07/11/2019	INGRAM LIBRARY SERVICES	7,205.12
301675	EFT	07/11/2019	JACOB ALLEN SCHREINER	1,000.00
301676	EFT	07/11/2019	STAPLES	21.59
301723	EFT	07/19/2019	BAKER & TAYLOR	693.43
301724	EFT	07/19/2019	BAKER & TAYLOR	38.06
301725	EFT	07/19/2019	DEMCO, INC.	155.02
301726	EFT	07/19/2019	FINELINE PRINTING GROUP	1,080.00
301727	EFT	07/19/2019	INGRAM LIBRARY SERVICES	2,841.96
301728	EFT	07/19/2019	MIDWEST TAPE - PROCESSED DVDS	656.70
301729	EFT	07/19/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	1,405.82
301730	EFT	07/19/2019	MIDWEST TAPE, LLC	267.98
301754	EFT	07/25/2019	BAKER & TAYLOR	41.95
301755	EFT	07/25/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	18,642.00
301756	EFT	07/25/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	61.68
301757	EFT	07/25/2019	MIDWEST TAPE, LLC	375.66
Total				92,653.34

Summary by Transaction Type:

Computer Check	\$ 28,538.24
EFT Check	\$ 64,115.10
Total Payments	\$ 92,653.34
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

August 26, 2019

PERSONNEL ACTIONS

RESOLUTION 28-2019

NEW HIRES:

- Megan Prince, Hourly Library Assistant II (FTE), Warren, \$13.00 per hour, Effective: 07/15/2019
- Salma Chemmaoui, Page, Wayne, \$9.15 per hour, Effective: 07/15/2019
- Kendra Brown, Page, Pike, \$9.15 per hour, Effective: 07/15/2019
- Magaly Coronado, Public Services Associate II, Part-Time, Wayne, \$15.34 per hour, Effective: 07/15/2019
- Makiyah Winkle, Page, Beech Grove, \$9.15 per hour, Effective: 07/30/2019
- Betsy Joyce, Page, Nora, \$9.15 per hour, Effective: 07/30/2019
- Matthew Daugherty, Hourly Library Assistant II (SUB), Lawrence, \$13.00 per hour, Effective: 07/31/2019
- Leigh Harris, Hourly Library Assistant II (FTE), Lawrence, \$13.00 per hour, Effective: 07/31/2019
- Shirley Smith, Building Steward, Facilities, \$14.95 per hour, Effective: 07/30/2019
- Tamara Buchanan, Public Services Librarian, Part-Time, Eagle, \$18.00 per hour, Effective: 08/12/2019
- Tess Bellamy, Hourly Public Services Associate I(SUB), Lawrence, \$14.07 per hour, Effective: 08/12/2019
- Bria Carter, Hourly Library Assistant II (SUB), Lawrence, \$13.00 per hour, Effective: 08/12/2019
- Walter Bagg, Computer Lab Assistant II, Brightwood, \$13.00 per hour, Effective: 08/12/2019
- Mackenzie Robinson, Page, Part-Time, West Indianapolis, \$9.15 per hour, Effective: 08/12/2019
- Laura Barnes, Library Assistant II, East 38th, \$13.00 per hour, Effective: 08/12/2019
- Brian McWilliams, Team Member, Facilities, Shipping/Receiving, \$13.00 per hour, Effective: 08/12/2019
- Katina Clark, Hourly Library Assistant II (FTE), East 38th, \$13.00 per hour, Effective: 08/27/2019
- Felecia Tate, Hourly Public Services Associate I (SUB), Wayne, \$14.07 per hour, Effective: 08/27/2019
- Barbara O'Leary, Computer Lab Assistant II, Central, \$13.00 per hour, Effective: 08/27/2019
- Tanya Dugger, Page, College, \$9.15 per hour, Effective: 08/27/2019
- Rebekah Cho, Hourly Public Services Associate I, Learning Curve, \$14.07 per hour, Effective: 08/27/2019

INTERNAL CHANGES:

- Sylvia Robertson from Hourly Public Services Associate I, Part-Time, East 38th, \$15.08 per hour to Public Services Associate II, Part-Time, Michigan Road, \$15.34 per hour, Effective: 08/04/2019
- Thomas Childress, Computer Lab Assistant II, East 38th, \$13.43 per hour to Public Services Associate II, West Indianapolis, \$15.34 per hour, Effective: 08/04/2019
- Nathaniel Weber, Administrative Assistant, Program Development to Administrative Assistant, Chief Executive Office, No Change in Pay, Effective: 08/19/2019
- Rhonda Oliver from Manager, Brightwood, \$26.40 per hour to Manager, Lawrence, \$28.12 per hour, Effective: 08/18/2019
- Darla Andrews from Hourly Public Services Associate I (FTE), Pike, \$14.22 per hour to Public Services Associate II, Part-Time, Michigan Road, \$15.34 per hour, Effective: 08/04/2019

- Jessica Rinker, Library Assistant II, Part-Time, Haughville to Library Assistant II, Part-Time, Lawrence, No Change in Pay, Effective: 08/04/2019
- Kyala Taylor from Hourly Summer Reading Clerk, East 38th, \$10.50 per hour to Page, East 38th, \$9.15 per hour, Effective: 08/04/2019
- Robyn McKinney from Hourly Summer Reading Clerk, East 38th, \$11.85 per hour to Page, East 38th, \$9.33 per hour, Effective: 08/04/2019
- Renee Kohlmeier, Hourly Summer Reading Clerk, Wayne, \$10.50 per hour to Page, Wayne, \$9.33 per hour, Effective: 08/04/2019
- Calvin Rasmussen from Hourly Summer Reading Clerk, Wayne, \$10.50 per hour to Page, Wayne, \$9.28 per hour, Effective: 08/04/2019
- Teonna Taylor from Hourly Job Center Assistant, East 38th, \$10.20 per hour to Computer Lab Assistant II, Part-Time, West Indianapolis, \$13.00 per hour, Effective: 08/04/2019
- Kristen Foland from Public Services Associate II, Part-Time, Wayne, \$15.65 per hour to Public Services Librarian, Part-Time, Central, \$18.00 per hour, Effective: 08/18/2019
- Anavrin Reeves-Woods from Hourly Summer Reading Clerk, Brightwood, \$10.50 per hour to Page, Brightwood, \$9.52 per hour, Effective: 08/04/2019
- Rachel Oliver from Hourly Summer Reading Clerk, Lawrence, \$10.50 per hour to Page, Lawrence, \$9.15 per hour, Effective: 08/04/2019
- Darren Stewart from Public Services Librarian, Warren, \$19.42 per hour to Public Services Librarian, Eagle, \$19.81 per hour, Effective: 09/01/2019
- Bronwynn Woodsworth from Hourly Summer Reading Clerk, Learning Curve, \$11.85 per hour to Page, Learning Curve, \$9.15 per hour, Effective: 08/04/2019
- Fiona Dwyer from Hourly Summer Reading Clerk, Learning Curve, \$10.50 per hour to Page, Learning Curve, \$9.15 per hour, Effective: 08/04/2019
- Sandra Bottom-Seals from Hourly Public Services Associate I (SUB), Pike to Hourly Public Services Associate I (FTE), Pike, No Change in Pay, Effective: 08/18/2019
- Kaylie Davito, Hourly Public Services Associate I, Learning Curve to Public Services Associate II, Full-Time, Learning Curve, No Change in Pay, Effective: 08/18/2019

RE-HIRES: (None Reported)

- Richard Joya-DeTorre, Public Services Librarian, Central, \$18.00 per hour, Effective: 08/27/2019
- Staci Terrell, Manager, InfoZone, \$26.44 per hour, Effective: 08/27/2019

SEPARATIONS:

- Ashley Maxwell, Hourly Summer Reading Clerk, Decatur, 1 year and 1 month, Effective: 07/09/2019
- Jedidiah Coate, Hourly Library Assistant II, Central, 3 months, Effective: 06/20/2019
- Catherine Faidley, Library Assistant II, West Indianapolis, 17 years and 1 month, Effective: 07/03/2019
- Andy Anderson, Manager, Acquisitions, Collection Management, 5 months, Effective: 07/09/2019
- Diann Harris, Public Services Associate II, College, 1 year and 8 months, Effective: 07/25/2019
- Christopher Burton, Page, Central, 6 months, Effective: 07/26/2019
- Greta Herbertz, Hourly Summer Reading Clerk, Irvington, 6 years and 1 month, Effective: 08/04/2019
- Amanda Woods, Hourly Library Assistant II, Lawrence, 1 year and 5 months, Effective: 08/02/2019

- Iliana Castillo, Library Assistant II, Central, 1 year and 6 months, Effective: 08/10/2019
- Kerry Nagle, Hourly Shared Systems Assistant, Public Services, 1 month, Effective: 08/02/2019
- Laura Miller, Hourly Summer Reading Clerk, Lawrence, 4 years and 2 months, Effective: 08/02/2019
- Eric Watts, Team Member, Facilities, Shipping/Receiving, 11 years and 6 months, Effective: 08/05/2019
- Katherine Danforth, Hourly Summer Reading Clerk, Lawrence, 2 years and 3 months, Effective: 08/02/2019
- Gloria Ellis, Page, Warren, 1 year and 8 months, Effective: 08/10/2019
- Rachel Oliver, Hourly Summer Reading Clerk, Lawrence, Effective: 08/02/2019
- Jason White, Hourly Public Services Associate I, Lawrence, 1 year and 4 months, Effective: 08/10/2019
- Kameron Elmore, Hourly Summer Reading Clerk, College, 2 months, Effective: 07/31/2019
- Rachel Robinson, Page, College, 7 years and 10 months, Effective: 08/08/2019
- S. Courtney Stewart, Hourly Library Assistant II, InfoZone, 7 months, Effective: 08/05/2019

INACTIVE:

- Karen Brooking, Hourly Summer Reading Clerk, Decatur, Inactive: 08/04/2019
- Siana Fox, Hourly Summer Reading Clerk, Decatur, Inactive: 08/04/2019
- Zoey Young, Hourly Summer Reading Clerk, Decatur, Inactive: 08/04/2019
- Grace Lee, Hourly Summer Reading Clerk, Michigan Road, Inactive: 07/28/2019
- Adrienne Gordon, Hourly Summer Reading Clerk, Michigan Road, Inactive: 07/28/2019
- Latonya Carson, Hourly Summer Reading Clerk, West Indianapolis, Inactive: 07/27/2019
- Emily Rasmussen, Hourly Summer Reading Clerk, West Indianapolis, Inactive: 08/10/2019
- Patricia Gray, Hourly Summer Reading Clerk, Wayne, Inactive: 08/03/2019
- Lillie Ford, Hourly Summer Reading Clerk, East 38th, Inactive: 08/03/2019
- Abigail Maitland, Hourly Summer Reading Clerk, Southport, Inactive: 07/27/2019
- Mellisa Nichols, Hourly Summer Reading Clerk, Franklin Road, Inactive: 08/03/2019
- Crystal Harves, Hourly Summer Reading Clerk, Franklin Road, Inactive: 08/03/2019
- Erin Montgomery, Hourly Summer Reading Clerk, Franklin Road, Inactive: 08/03/2019
- Laura Miller, Hourly Summer Reading Clerk, Lawrence, Inactive: 08/02/2019
- Katherine Danforth, Hourly Summer Reading Clerk, Lawrence, Inactive: 08/02/2019
- Andrea Harshbarger, Hourly Summer Reading Clerk, Lawrence, Inactive: 08/02/2019
- Brigid Maguire, Hourly Summer Reading Clerk, Irvington, Inactive: 08/04/2019
- Hannah Kraus, Page, Warren, Inactive: 08/19/2019
- Anna McCasland, Hourly Summer Reading Clerk, Warren, Inactive: 07/29/2019
- Carleigh Grupe, Hourly Summer Reading Clerk, Pike, Inactive: 07/31/2019
- Kestrel Jones, Hourly Summer Reading Clerk, Pike, Inactive: 07/31/2019
- Sarah Jones, Hourly Summer Reading Clerk, Pike, Inactive: 07/31/2019
- Abigail Hendon, Hourly Summer Reading Clerk, Eagle, Inactive: 08/04/2019
- Jordan Mills, Hourly Summer Reading Clerk, Eagle, Inactive: 08/04/2019
- Tiara Perry, Hourly Summer Reading Clerk, Nora, Inactive: 08/03/2019
- Grace Bolten, Page, Nora, Inactive: 08/03/2019
- Elizabeth Hosty, Hourly Summer Reading Clerk, Southport, Inactive: 08/03/2019
- Eamon Laughlin, Hourly Summer Reading Clerk, Nora, Inactive: 07/28/2019
- Catherine Stringer, Hourly Summer Reading Clerk, Southport, Inactive: 08/03/2019

- Hannah Heilman, Hourly Summer Reading Clerk, Southport, Inactive: 08/03/2019
- Brittany Coffman, Page, Warren, Inactive: 08/17/2019
- Selena Perez, Page, Franklin Road, Inactive: 08/14/2019
- Arriel Vinson, Hourly Summer Reading Clerk, Spades Park, Inactive: 08/16/2019
- Maralise Smith, Hourly Summer Reading Clerk, Spades Park, Inactive: 08/04/2019
- Rubin Foley, Hourly Summer Reading Clerk, Program Development, Inactive: 08/10/2019
- Lucas Foley, Hourly Summer Reading Clerk, Learning Curve, Inactive:08/04/2019
- Ian Gulyas, Hourly Summer Reading Clerk, Learning Curve, Inactive: 08/04/2019
- Ashabul Alam, Hourly Summer Reading Clerk, Learning Curve, Inactive: 08/04/2019
- Frances Opferman, Hourly Summer Reading Clerk, Glendale, Inactive: 08/17/2019
- Robin Meyer, Hourly Summer Reading Clerk, Glendale, Inactive: 08/03/2019
- Thomas Robison, Hourly Summer Reading Clerk, East Washington, Inactive: 08/03/2019
- Jeni-Newswanger-Smith, Hourly Library Assistant II, East Washington, Inactive: 08/03/2019
- Nia Carter, Hourly Summer Reading Clerk, College, Inactive: 08/09/2019

RE-ACTIVATE:

- Ngun Cin from Page, Southport, \$9.15 per hour to Hourly Library Assistant II (FTE), Southport, \$13.00 per hour, Effective: 08/18/2019
- Marissa Ballesteros, Page, Warren, \$9.95 per hour, Effective: 08/09/2019

RECLASSIFICATION: (None Reported)

ADJUSTMENTS: (None Reported)

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

TRAVEL AND TRAINING ACTION

RESOLUTION 28 - 2019

WHEREAS it is the opinion of the Board that it is necessary for the following individuals:

BE IT RESOLVED that they be allowed the necessary credited time and registration fees to be paid out of the Operating Fund:

Name	Dept	C/C	City/State	Conference Name	Fund	Registration	Travel/Mileage	Lodging	Per Diem	Total
Shannon Bahler	SOU	2017	Indianapolis, IN	ILF Annual Conference	101	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Katie Bulloff	COM	1601	Indianapolis, IN	ILF Annual Conference	101	\$295.00	\$0.00	\$0.00	\$0.00	\$295.00
Ryan Donnelly	CEN	1402	Indianapolis, IN	ILF Annual Conference	101	\$160.00	\$0.00	\$0.00	\$0.00	\$160.00
Katie Flege-Friedericks	FRA	2021	Indianapolis, IN	ILF Annual Conference	101	\$ 195.00	\$0.00	\$0.00	\$0.00	\$195.00
John Helling	PBSVS	2001	Indianapolis, IN	ILF Annual Conference	101	\$295.00	\$0.00	\$0.00	\$0.00	\$295.00
Katie Klopp	SOU	2017	Indianapolis, IN	ILF Annual Conference	101	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Nancy Mobley	HAU	2012	Indianapolis, IN	ILF Annual Conference	101	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
M. Jacqueline Nytes	CEO	1001	Indianapolis, IN	ILF Annual Conference	101	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Doriene Smither	EWA	2009	Indianapolis, IN	ILF Annual Conference	101	\$295.00	\$0.00	\$0.00	\$0.00	\$295.00
Carrie Waterson	COM	1601	Indianapolis, IN	ILF Annual Conference	101	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Kirsten Weaver	PDA	1502	Indianapolis, IN	ILF Annual Conference	101	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Lisa Anderson	TCM	2024	Noblesville, IN	Indiana Connected Educators	101	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
Joan Emmert	TCM	2024	Noblesville, IN	Indiana Connected Educators	101	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
Elizabeth Tarr	TCM	2024	Noblesville, IN	Indiana Connected Educators	101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Montoya Barker	LAW	2013	Atlanta, GA	Access Services Conference	101	\$325.00	\$700.00	\$475.00	\$90.00	\$1,590.00
Nichelle M. Hayes	CBLC	1401	Williamsburg, VA	ASWAD Conference	101	\$600.00	\$1,500.00	\$2,000.00	\$180.00	\$4,280.00
Carolyn Adams	ACCT	1302	Indianapolis, IN	AGA - Central IN Conference	101	\$125.00	\$20.00	\$0.00	\$0.00	\$145.00
M. Anne Barnes	SPK	2018	Indianapolis, IN	Navigating Difference	101	\$450.00	\$50.00	\$0.00	\$0.00	\$500.00
Andrea Baughman	IRV	2004	Indianapolis, IN	ILF Annual Conference	101	\$295.00	\$0.00	\$0.00	\$0.00	\$295.00
Robin Hanks	E38	2008	Indianapolis, IN	Gen Con	101	\$200.00	\$18.00	\$0.00	\$0.00	\$218.00
Abby Brown	PDSA	1501	Nashville, TN	NAEYA - Annual Conference	101	\$295.00	\$480.00	\$1,296.00	\$120.00	\$2,191.00
Tisha Galarce	HR	1701	Indianapolis, IN	2019 Wellness Summit	101	\$500.00	\$50.00	\$0.00	\$0.00	\$550.00
Shanika Heyward	PIK	2015	Louisville, KY	KY Reading Association	101	\$190.00	\$249.00	\$1,000.00	\$120.00	\$1,559.00
Raylene Jordan	CURVE	1403	Indianapolis, IN	IYI Kids Count Conference	101	\$240.00	\$50.00	\$0.00	\$0.00	\$290.00

Katherine Lerg	HR	1701	French Lick, IN	Advanced HR MGMNT Seminar	101	\$0.00	\$115.88	\$0.00	\$0.00	\$115.88
Jessica Moore	ADMIN	1001	Indianapolis, IN	Diversity Roundtable Conference	101	\$105.00	\$0.00	\$0.00	\$0.00	\$105.00
M. Jacqueline Nytes	CEO	1001	Salt Lake City, UT	ULC 2019 Forum	101	\$595.00	\$1,100.00	\$750.00	\$90.00	\$2,535.00
Deandra Williams	CURVE	1403	Indianapolis, IN	Indiana Arts Homecoming	101	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00

\$17,268.88

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE JOINT MEETING OF LIBRARY BOARD COMMITTEES
AUGUST 13, 2019

The Indianapolis-Marion County Public Library Board Committees met in a Joint Meeting at the Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana, on Tuesday, August 13, 2019 at 5:10 p.m., pursuant to notice given.

1. **Call To Order**

Ms. Sanders called the meeting to order.

2. **Roll Call**

Members present: Ms. Carlino, Dr. Jett, Ms. Payne and Ms. Sanders

Members absent: Mr. Andrews, Rev. Robinson and Judge Salinas

COMMITTEE REPORTS

3. **Facilities Committee (Dr. Terri Jett, Chair; Crista L. Carlino, Rev. T. D. Robinson) – Staff Liaison: Sharon Smith**

Briefing Report – Brightwood Branch Project Update for July 2019

Major milestone work completed in July was the placement of the fire suppression system, including pressure testing of the system and certification of the backflow preventers. Overhead ductwork is 80% complete, interior metal stud framing is 50% complete. Electrical and plumbing rough-ins has begun in the interior metal stud framing.

Major milestone work to be completed in August includes continuation of the site concrete work, completion of the exterior and interior metal stud framing, and completion of final paving in 25th Street to replace surfaces removed for the utilities installation. Work on the south entrance drive will continue. Electrical and plumbing rough-ins will continue.

Future Agenda Item – Approval to Award and Equipment Purchase Order for the Shelving and End Panels for the Brightwood Branch Project

The specifications were developed by the architect, AXIS Architecture+Interiors, working closely with IndyPL branch and facilities staff with the Invitation to Quote issued on August 1, 2019.

Notice of the ITQ was e-mailed directly to 18 vendors who are known to be capable of providing the Equipment, vendors who had expressed interest in providing Equipment for IndyPL projects, or were identified by using the Indianapolis Office on Minority and Women Business Development vendor listing.

The budget for this work is \$100,000, and will be funded by the Series 2017A Bond Fund.

Briefing Report – Wayne Branch Project Update for July 2019

The Wayne Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. R and B Architects leads the design team and we are moving forward to have the Project ready to begin construction in December 2019. Patrons are excited at the plans to renovate the 1983 facility to meet current library service needs.

The total project budget is \$1,600,000 and will be funded by the Series 2019 Bond. Additional funds have been allocated to the project from the Rainy Day Fund.

Project Schedule

Construction Project Out to Bid	September 10, 2019
Bid Date	October 1, 2019
Present Bid Results at Facilities Committee	October 15, 2019
Request Board Approval to Award Construction Contract	October 28, 2019
Furniture and Equipment Out for Quotes	October 2019
Present Quote Results at Facilities Committee	November 11, 2019
Request Board Approval to Award Furniture Contracts	November 23, 2019
Last Day of Public Service in the Branch	November 30, 2019
Construction Starts	December 2019
Project Complete	May 2020

Briefing Report for Future Action Item in September 2019

Approval to Award a Construction Services Contract for the Wayne Branch Roof Replacement Project

The re-roof project scope of work is being developed by R and B Architects and will be quoted by local vendors. The Project will include the removal and replacement of the

existing 20 year old asphalt shingles. The work is budgeted at \$100,000 and will be funded by the 2018 Facilities Bond.

Briefing Report – Lawrence Branch Project Update for July 2019

The Lawrence Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. Rowland Design leads the design team with Tappe’ Architects and we are moving forward to have the Project ready to begin construction early in 2020.

From the First Community Meeting we incorporated 3 major elements into the design:

- Desire for more natural light and views to the outside.
- Study rooms and semi-enclosed spaces for 2 – 6 persons.
- A drive-up materials return.

To accommodate the new drive-up return, the plan is to switch the locations of the existing meeting room and staff workroom/support spaces. This will put the return and delivery access on the south side of the building along the entrance drive.

To accommodate the request for additional views to the exterior we will be opening up the center section of the Branch and adding windows on the east and west end walls. This will also expose the existing laminated wood arches and wood roof decking.

The second Community Engagement Session was held at the Branch on July 17, 2019 to gather input from patrons on the services, strengths, and concerns about the facility. The preliminary floor plan and site plan was presented indicating how the survey data has been incorporated in the design. Sessions were again held at 1:00 and 6:30 pm to provide multiple times for patrons to attend. We had 13 attend the afternoon session and 16 attend the evening session.

The third Community Engagement Session will be held in September at the Branch to gather additional community and patron comments.

The total project budget is \$1,600,000 and will be funded by the Series 2019 Bond. Additional funds have been allocated to the project from the Rainy Day Fund.

Project Schedule

Present Design to Facilities Committee	August 13, 2019
Project Out to Bid	November 2019
Present Bid Results at Facilities Committee	December 3, 2019
Request Approval to Award Contract	December 16, 2019
Construction Starts	January 2020
Project Complete	May 2020

Briefing Report for Future Action Item in September 2019:

Approval to Award a Construction Services Contract for the Lawrence Branch Roof Replacement Project

The re-roof project scope of work is being developed Roland Design and will be quoted by local vendors. The Project will include the removal and replacement of the existing 20 year old asphalt shingles. The work is budgeted at \$100,000 and will be funded by the 2018 Facilities Bond.

Resolution XX-2019

Authorization to Prepare Bidding Documents and to Solicit Open, Public, and Competitive Bids for General Construction Services for the Lawrence Branch Project

IndyPL Facilities Committee is seeking Board approval to authorize IndyPL staff and the architects, Rowland Design, to prepare bidding documents to solicit open, competitive, and sealed public bids for the Lawrence Branch Project. Unified construction bids will be solicited with the contractor responsible for all general, mechanical, plumbing, electrical, and interior construction activities.

Background

Rowland Design leads the design team with Tappe' Architects for the Lawrence Branch Renovation Project. We are moving forward to have the Project ready to begin construction in January 2020. The budget for the remodel work is \$900,000 excluding remediation, fixtures, furniture and equipment. The architects have prepared a construction estimate based on the design and the proposed work is on budget. Bids will be due on November 19, 2019 to allow time for evaluation prior to presentation at the December 3, 2019 Board Facilities Committee Meeting.

The project schedule targets starting the work in January 2020 with the work completed in May 2020. To facilitate an efficient and timely construction process the branch will be closed to public services. The last day of service has been targeted as Sunday January 5, 2020. This will allow time to move out of the building prior to turn over to the contractor.

The budget for the remodel work is \$1,000,000 excluding remediation, fixtures, furniture and equipment. This work is within the total project budget of \$1,600,000 and will be funded by the Series 2019 Bond Fund and the Rainy Day Fund. Current expenses for the Project are being charged to the Rainy Day Fund during planning and design phases. Once the Series 2019 Bond Fund sale is completed, the Rainy Day Fund will be replenished and expenses for the Project will be charged to the Series 2019 Bond.

The Facilities Committee moved the Resolution forward to the regular August 2019 Board Meeting with the recommendation for approval.

Briefing Report – West Perry Branch Project Update for July 2019

The West Perry Branch Project is part of the capital projects outlined in the Strategic Plan. Schmidt Associates with HBM leads the design team and we are moving forward to have the Project ready to begin construction in the spring of 2020.

The third Community Engagement Session was held on July 18, 2019, 7:00 pm at the Southport Branch Library. We had 39 members of the public in attendance.

The architects presented the schematic design at the meeting. A full report is available on the Library web site at <https://www.indypl.org/locations/west-perry>.

Project Schedule

Present Design to Facilities Committee	September 10, 2019
Project Out to Bid	January 2020
Present Bid Results at Facilities Committee	February 11, 2020
Request Approval to Award Contract	February 24, 2020
Construction Starts	April 2020
Project Complete	May 2021

Briefing Report for Future Action Items in September 2019:

Authorization to Prepare Bidding Documents for the West Perry Branch Project

Bidding documents are scheduled to be complete in December 2019. Bidding is scheduled for January 2020 with bids to be received in time for evaluation prior to presentation at the February 11, 2020 Board Facilities Committee Meeting. The construction work will be within the total project budget of \$9,470,956 and will be funded by the Series 2018 Bond.

Approval to Award a Construction Manager as Constructor Services Contract for the West Perry Branch Project

IndyPL issued a Request for Proposals from qualified Offerors to provide Construction Manager as Constructor Services at the West Perry Branch Library.

IndyPL will evaluate the Proposals received from the Offerors based on the criteria listed below in no particular order of priority:

- The satisfaction level of current and former clients, architects/engineers, and first tier subcontractors of the Offeror under contract similar to the requirements of IndyPL.

- Proposed fees
- XBE participation history
- Perceived effectiveness of the Work Plan
- Qualifications of the proposed project team
- Any other criteria deemed relevant by IndyPL

The Services will be within the total project budget of \$9,470,956 and will be funded by the Series 2018 Bond.

Resolution XX-2019

Approval to Award a Construction Services Contract for the Michigan Road Branch Parking Expansion Project

IndyPL Facilities staff recommends Board approval to award a Construction Services Contract for the Michigan Road Branch Parking Expansion Project to **Stenz Construction Corporation, Indianapolis, Indiana**, for the total cost of \$248,835.00.

Background:

The Michigan Road Branch has been open for 9 months and we continue to experience times when the parking lot is full. IndyPL has contacted the design team at Guidon Design to prepare documents to add parking spaces without compromising the aesthetics of the completed facility.

In May 2019 with Resolution 15-2019 the Board Authorized the preparation of bidding documents and to solicit open, competitive, and public bids for the Michigan Road Branch Parking Lot Project. The Bid Documents were issued to bidders on July 16, 2019.

IndyPL staff used the Indianapolis Office of Minority & Women Business Development website to identify vendors who state they provide asphalt and concrete paving services, and the Notice of the Project was e-mailed directly to these vendors.

The preliminary Project schedule targets a starting date in early November 2019, with substantial completion in the Fourth quarter of 2019.

Two sealed bids were received at the Library Services Center by the deadline of 2:00 pm local time on August 6, 2019. The bids were opened and read aloud publically.

The project will be funded by the remaining contingency of \$230,000 in Series 2016 Bond Fund. Recognizing the lowest bid is over budget, IndyPL staff recommends moving forward with the work by allocating resources from the 2018 Bond Fund. Sufficient funds are available from work bid and completed for the LSC Flashing Repair Project for this work.

The Facilities Committee moved the Resolution forward to the regular July 2019 Board Meeting with the recommendation for approval.

Security Services Update - Criteria and Methodology to Evaluate Contracted Vendor Security Services Performance for the Remainder of 2019

After Board approval of the new 2019 contract with G4S, a letter was sent to the Vice President, Nathan Wolfe to make clear the expectations we have of their services to maintain our business relationship in the future. It also stated we understand some of the elements will take time, but we are looking for an upward trend in performance. We expect G4S to provide their employees with the needed tools to perform as contracted. The methodology and criteria that the Safety and Security Manager will be using to evaluate G4S' progress are listed below.

1. Quantitative Evaluation
 - a. Measure turnover rate monthly.
 - b. Measure employee performance by incident reports verses best practices.
 - c. Monitoring how they are responding to each call for duty.
 - d. Monitor monthly invoices to ensure viable cost and time.

2. Training
 - a. Ensure that all G4S employees are trained in CPI (Non-Violent Crisis Intervention).

Training will be 5 hours and begins 08-23-19. Staff at each location will give feedback as to how the guard responds to incidents at their location. The information will be documented and all concerns sent to the account manager. Items that will be carefully examined will be; customer service (showing empathy and compassion), teamwork, motivation level, adaptability, ability to deescalate, ability to assess risk behavior and critical analysis skills for response.
 - b. Monitor all newly assigned G4S employees; ensuring training is provided post-job assignment for 16 hours, by either account manager or supervisor.

3. Monthly meetings with Matt Reynolds, Account Manager, beginning Sept. 3, 2019.
 - a. Review turnover. (Begin charting turnover)
 - b. Review employee performance, by incident and staff feedback. (Evaluation forms sent the last day of the month to all branches with guards).
 - c. Review all security needs for the month and inquire of any new hires being placed in one of our branches

In addition to working with G4S, IndyPL staff has been working with community representatives, elected officials, law enforcement, and school officials relating to safety and security at the facilities.

4. Diversity, Policy and Human Resources Committee (Rev. T. D. Robinson, Chair; Patricia A. Payne, Judge Jose D. Salinas) – Staff Liaison: Katherine Lerg

Katherine Lerg, Dir., Human Resources reviewed data from the Institute of Education completions from a variety of American Library Association (ALA) Accredited Schools for years 2017 and 2018. In 2018 the 2,083 graduates from the 14 schools reporting, 530 or 25% were minority students. This data comes from the following schools:

1. IUPUI
2. University of Michigan
3. University of Kentucky
4. San Jose
5. IU-Bloomington
6. University of Tennessee
7. University of Texas
8. CUNY-Queens
9. University of Wisconsin
10. University of Pittsburg
11. University of Iowa
12. University of South Florida
13. Kent State University
14. University of Illinois

In the states of Indiana, Illinois, Michigan, Kentucky and Ohio there are 1,618 public libraries, 556 academic libraries and multiple specialty libraries such as technical/industry specific (i.e., law, scientific) as competitors with IndyPL as potential employers of these graduates.

In 2018 we had 23 Public Services Librarian (PSL) positions filled with 13 internal and 12 external candidates of which 9% were minority. Between January and August of this year we've filled 10 PSL positions with 6 internal and 4 external of which 20% were minority.

Ms. Lerg next gave a brief review of our compensation study progress. Our consultant is currently working on data analysis and will begin building our new pay structure. We expect the recommended structure and cost analysis to be complete this month.

5. Finance Committee (Patricia A. Payne, Chair; John Andrews, Joanne M. Sanders) – Staff Liaison: Ije Dike-Young

At this time, President Sanders adjourned the Committee Meeting.

a. **President Sanders Convened a Public Hearing.** President Sanders announced that this Public Hearing was being held to consider the Library's 2020 Budget.

1) To consider the 2020 Library Budget as advertised on August 2 and 9, 2019 in *The Indianapolis Star* and on August 2 and 9, 2019 in the *Court and Commercial*.

At this time, Ms. Dike-Young provided a presentation on the Library's 2020 Budget.

She reminded everyone of the Library's Strategic Plan, its four main goals and what the Library has accomplished.

Ms. Dike-Young reviewed a summary of 2018 statistics and accomplishments so far in 2019 including some of the Library programs, diversity investments, staff investments, progress on strengthening relationships with schools as well as progress on making library services more convenient and accessible.

Ms. Dike-Young reviewed the challenges to the Library's long term fiscal well-being. This includes:

Revenue Challenges:

- Lack of adequate revenue growth to meet needs due to:
 - Property Tax Caps. Estimated between \$7.8M and \$9.2M for 2020
 - Lack of equitable share of LIT certified shares (COIT)

Expenditure Challenges:

- Increasing personnel costs
- Increasing security costs
- Rising cost of Library collection materials and increased demand for e-resources which are in most cases three times as expensive as the physical collection materials.

Ms. Dike-Young presented information on how the property tax caps affect the Library's budget. She noted that it was necessary for the Library to continue to seek an equitable share of COIT. She then discussed the amount of COIT that the Library received compared to other library systems in Indiana. The percent of the Indianapolis Public Library's General Fund that is funded by its share of COIT is less than 0.5% for 2019. Other libraries have been able to rely on COIT funds to make up portions of their General Fund because their shares of COIT fund between 11% and 61% of their General Fund. Ms. Dike-Young noted that the City has indicated that they are allocating two tenths of one percent of the County's COIT distribution to the Library in 2020 which would be an increase of approximately \$230,000.

The Library is still pursuing steps to introduce and pass an ordinance committing to incremental annual increases of the Library's share of COIT.

Ms. Dike-Young advised that the Library's budget has increased by \$2.3 million. She proceeded to review the Library's proposed 2020 Operating Fund. The Operating Fund's total budget is \$48,658,498. The Operating Fund budget consists of 4 characters, once this budget is approved, any transfers between characters will require Board approval.

Character 1: Personal Services. This character includes staff salaries and benefits. Funds have been set aside for merit increases and to begin implementation of the results of our compensation study. The Library's contribution to PERF remains the same at 14.2%.

Character 2: Supplies. There was a decrease in this character.

Character 3: Other Services and Charges. Increases in this character are due to security costs, training and development, utilities and slightly increased budget for e-resources.

Character 4: Capital Outlay. Increase is due to increase in tangible collection materials such as books, CDs, and DVDs.

Ms. Dike-Young then presented charts that demonstrate the Library's sources of revenue and what its primary expenses are. She called attention to the fact that 79% of the Library's revenue comes from property taxes and salaries & benefits make up 59% of its expenses. The Library's 2020 budget does have a deficit of \$3.1 million that will be made up by the Library's fund balance.

She then discussed how the funds from the Rainy Day, Debt Service, and Bond and Interest Redemption funds will be spent. The \$2.0 million Rainy Day Fund will be used to purchase land for construction of expanded branches, consulting and legal fees associated with land purchases, improvements, and construction expenses. The \$16.6 million Bond and Interest Redemption Fund includes all current debt service payments for 2020 as well as the proposed bond for the Lawrence and Wayne branch renovations being sold in 2019. The \$600,000 in the Library Improvement Reserve Fund will be used for the repair of the Central atrium glass.

2) Invitation for Public Comment from the Audience

Dr. Jett asked about the increase in the security budget and also asked why we still needed a Diversity Consultant when we had a Diversity and Inclusion Officer on staff. Ms. Dike-Young noted that the increase in the security budget was due to the anticipated increase in the contract amount for 2020 as well as to account for the off-duty officer at Central and for the potential of an off duty officer at the Warren Branch. Dr. Jett asked if the off-duty officer was helpful at Central and Ms. Nytes noted that most of the staff at Central feel that the addition of the officer has helped to improve the tone and the activity level within the building at Central and that it has helped to improve the response time for other resources when they are called.

Ms. Nytes noted that the amount of the contract for the Diversity Consultant was less for 2020. Dr Jett questioned why the Board had not seen a new contract and Ms. Nytes mentioned that the contract was not one that was required to be approved by the board. Ms. Payne asked if the consultant was still Michael Twyman and Ms. Nytes confirmed that it was. Ms. Sanders mentioned that she believed that the extension of the contract was announced to the Board and Dr. Jett asked to see the minutes for when that happened.

Ms. Sanders asked when the property tax caps were reflected in the distributions that the Library received. Ms. Dike-Young said that the credits were actually reflected on each taxpayer's property tax bill and so, as the County Treasurer receives the payments, they distribute based on collections.

President Sanders inquired if there were any taxpayers who wished to be heard on the Library's 2020 Budget. There were no comments.

President Sanders considered a Motion to Close the Public Hearing

Ms. Carlino made a motion to close the Public Hearing. Ms. Payne seconded the motion.

Motion carried.

The Public Hearing was closed at this time.

President Sanders reconvened the Committee Meeting.

b. Resolution for Adoption of 2020 Budget. Ms. Sanders made a motion to move the adoption of the 2020 Budget to the Library Board, Ms. Payne seconded the motion. The 2020 Budget will be brought to the August 26, 2019 Library Board Meeting for approval and adoption.

c. Resolution to Authorize the Library CEO and/or CFO to Adjust the Library's Combined Debt Service Fund Tax to Accomplish a Total Debt Service Rate That Will Not Exceed \$0.0318 per \$100 of Assessed Valuation (AV) Payable in 2020. Ms. Sanders made a motion to move the resolution to the Library Board, Ms. Payne seconded the motion. The resolution will be brought to the August 26, 2019 Library Board Meeting for approval and adoption.

d. COIT Update: Ms. Nytes mentioned again that the City made a gesture toward increasing the Library's share of COIT and increased the share to two tenths of one percent for 2020 which is an increase of one-tenth of one percent of the County certified distribution. She noted that our discussions with the City have been long and constant. Serious discussions began in June 2018. As a result of achieving no movement, we decided it would be in the best interest of the Library to codify the allocation of COIT to the Library as well as lay out a process by which they could incrementally increase the Library's share so that we could move toward a distribution that is equitable to what is happening with every other library around the state. Ms. Nytes shared the ordinance that the Library submitted for introduction. We did have sponsors for the ordinance but complied with a request to pull it from the August 12th meeting when the City was presenting their budget. We will plan to introduce the ordinance again in October of 2019.

6. Other Business

a. Update on the Digital Encyclopedia of Indianapolis ("DEOI") Project

Jackie Nytes, the Library's Chief Executive Officer, displayed a copy of the original

Encyclopedia of Indianapolis which was published in 1994. There is a general consensus that it's definitely time for an update.

Several local organizations, including IndyPL, IUPUI, the History Center, etc., have come together and decided that they would like to do a new digital encyclopedia.

She described how this digital version might appear. You could say that it would be like an electronic version of the Library's Indianapolis Special Collections Room.

The next decision to be made is where the new publication would live? IndyPL is the logical owner. We can offer the widest access.

The issue facing us right now is that the Library has no money to take this on so we have approached Lilly Endowment about providing funding.

Ms. Carlino asked if Indiana Humanities could be a partner in this endeavor. Ms. Nytes replied "yes" they could.

Ms. Nytes advised that would she will provide additional information to the Board as this project progresses.

7. Notice of Next Regular Board Meeting and Library Board Committees Meeting

- a. **Regular Board Meeting** – Monday, August 26, 2019, at the Brightwood Branch Library, 2435 North Sherman Drive, at 6:30 p.m.
- b. **Library Board Committees Meeting** – September 10, 2019, at the Library Services Center, 2450 North Meridian Street, Room 226, at 5:00 p.m.

8. Adjournment

Ms. Sanders declared the meeting adjourned at 7:25 p.m.





You Are Invited!

15b

The Indianapolis Public Library
Free Upcoming Events

(Please call Communications at 317-275-4022 for more information)

August 27 at 6 p.m. – “Words on Fire: Ray Bradbury’s Ever Changing Texts.” Join Jonathan R. Eller, Chancellor’s Professor of English and Director of the Center for Ray Bradbury Studies at IUPUI, for a look beneath the covers of science fiction writer Ray Bradbury’s most enduring titles. What lurks are some of the most unstable texts of 20th century fiction. Held at Central Library.

September 3 at 6:30 p.m. – “Don’t Throw in the Trowel!” This program will feature Steve Mayer, Purdue Extension-Marion County Educator and Consumer Horticulture program director, who will discuss such topics as fall lawn care and autumn planting. He will also provide information resources and answer individual lawn care and garden questions. Held at the Southport Branch.

September 4 at 6 p.m. – “Author Ray Boomhower: A Life of Benjamin Harrison.” Hear from historian Ray Boomhower as he shares stories from his most recent book, “Mr. President: A Life of Benjamin Harrison.” This program is presented in coordination with the Library’s 2019 “Meet an Author, Be an Author” event at Central Library. Held at the Michigan Road Branch.

September 6 - 14 during special hours – “Indy Library Store Book Sale.” Here’s your next chance to buy new and used books at discount prices. Friends of the Library Preview Night is Friday, September 6 from 5:30 - 7:30 p.m. Half-Price Day is Friday, September 13 from 12 noon - 7 p.m. \$7 Bag Day is Saturday, September 14 from 10 a.m. - 4 p.m. Proceeds support Library programs and services through the Library Foundation. Held at the Library Services Center.

September 9 from 6 - 8 p.m. – “Finding Joy While Facing Your Greatest Fear.” You’re invited for a conversation, moderated by Barbara Boyd, with Jennifer Jones Austin, author of “Consider It Pure Joy” and CEO of the Federation of Protestant Welfare Agencies. This program will include a performance by the Asante Children’s Theatre, followed by a book signing. Held in the Center for Black Literature & Culture at Central Library.

September 11 at 6 p.m. – “King at 90: I Have a Dream.” Commemorate the 90th anniversary of the birth of Dr. Martin Luther King, Jr. during this program presented by Associate Professor of Political Science at Butler University Dr. Terri Jett. She will lead a conversation about Dr. King’s most famous speech, “I Have a Dream,” and its continued relevance. Held at the College Avenue Branch.

September 17 at 6 p.m. – “Gun Rights and Gun Violence: A Community Conversation.” Join the discussion on reversing the trend in gun violence in Indianapolis, which in 2018 experienced a fourth straight year of record homicides by a firearm of some type. The forum will bring together a panel of subject-matter experts and community leaders for a discussion on collaborate solutions. Held at the Haughville Branch.

September 21 at 2 p.m. – “The Oral Histories of Latino Migration in Indiana.” As part of the Indianapolis Special Collection Room’s 2019 Lecture Series, Nicole Martinez-LeGrand will share her work in building the Indiana Historical Society’s Latino research collection. She curated these stories in an exhibit entitled, “Be Heard: Latino Experiences in Indiana.” Learn what brought Latinos to Indiana and their contributions to our communities. Held at Central Library.

We hope to see you at these exciting events!