



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

**Notice Of The Regular Meeting
August 28, 2017**

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

**Lawrence Branch Library
7898 North Hague Road
At 6:30 P.M.**

**For The Purpose Of Considering The Following Agenda Items
Dated This 23rd Day Of August, 2017**

**DR. DAVID W. WANTZ
President of the Library Board**

-- Regular Meeting Agenda --

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

3. Branch Manager's Report

Gregory Hill, Interim Area Resource Manager, will provide an update on the branch's 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 24, 2017 (enclosed)

COMMITTEE REPORTS

6. Finance Committee (Dr. Terri Jett, Chair; Lillian L. Charleston, Joanne M. Sanders)

a. Report of the Treasurer – July 2017 (enclosed)

b. Briefing Report – Report Regarding a RFP on Internet Services – Deb Champ, IT Director, will discuss the Report. (enclosed)

c. Briefing Report – Report Regarding a RFP on Firewalls – Ms. Champ will discuss the Report. (enclosed)

- d. **Briefing Report** – Report Regarding Primary Rate Interfaces – Ms. Champ will discuss the Report. (enclosed)
 - e. **Resolution 26 – 2017** (Authorization to Purchase Surplus Property from the Johnson County Public Library) (enclosed)
 - f. **Resolution 27 – 2017** (Appropriation and Tax Rates – 2018 Budget) (enclosed)
- 7. Diversity, Policy and Human Resources Committee (Dorothy R. Crenshaw, Chair; Patricia A. Payne, Rev. T. D. Robinson)**
- 8. Facilities Committee (Lillian L. Charleston, Chair; Rev. T. D. Robinson, Joanne M. Sanders)**
- a. **Resolution 28 – 2017** (Authorize Issuing of the Michigan Road Branch Project Bidding Documents) (enclosed)
 - b. **Resolution 22 – 2017** (Approval to Award a Services Contract for Security Officer and Alarm Response Services) (enclosed) – *Note: This item was previously tabled at the July Board Meeting.*
 - c. **Briefing Report** – Action Item Scheduled for the September 2017 Meeting – Approval to Award a Construction Services Contract for the Michigan Road Branch Project (enclosed)
 - d. **Briefing Report** – Action Item Scheduled for the September 2017 Meeting – Approval to Award Construction Services Contracts for the Lawrence, Wayne, and West Indianapolis Branches Mechanical Upgrade Projects (enclosed)
- 9. Library Foundation Update (Dr. Terri Jett, Library Board Representative)**
- 10. Report of the Chief Executive Officer**
- a. **Dashboards and Statistics**
 - 1) **Monthly Performance Dashboard – July 2017** (enclosed)

- b. **Progress Report on the Library's Strategic Plan** – Chris Cairo, Director, Strategic Planning and Assessment, will give the Report. (enclosed)
- c. **Communications Update: July Media Report** (enclosed) and **Report on Preparations for Central Library 100th Anniversary Celebration and the Opening of the Center for Black Literature and Culture** – Kim Crowder, Communications Director, will give the Reports. (at meeting)
- d. **Confirming Resolutions:**
 - 1) **Resolution Regarding Finances, Personnel and Travel (29 – 2017)**

Enclosed.
- e. **Presentation on Teen Services** – Kirsten Weaver, Program Specialist, and Michelle Sharp, Supervisor Librarian, will give the Presentation. (at meeting)
- f. **Update on the Enterprise Upgrade Launch over Labor Day Weekend** – Deb Champ, IT Director, will provide the Update. (at meeting)

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, 2017 - To Be Determined

INFORMATION

14. Materials

- a. **Joint Meeting of Library Board Committees Notes – August 15, 2017** (enclosed)

15. Board Meeting Schedule for 2017 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meetings for 2017** – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events updated through September 24, 2017** (enclosed)
- c. **Joint Meeting of Library Board Committees** – Tuesday, September 12, 2017, at the Library Services Center, 2450 North Meridian Street, at 4:00 p.m.

16. Notice of Special Meetings

17. Notice of Next Regular Meeting

Monday, September 25, 2017, at the Eagle Branch Library, 3325 Lowry Road, at 6:30 p.m.

18. Other Business

19. Adjournment



Lawrence Branch Library
Board Report
August 28, 2017



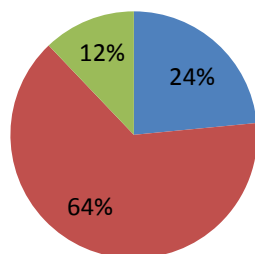
Who We Are:

- 1 Branch Manager
- 1 Circulation Supervisor II
- 1 Full time Computer Lab Assistant
- 2 Library Assistant III
- 2 Library Assistant II
- 2 Part time Library Assistant II
- 1 Part Time Library Assistant I
- 10 Hourly Library Pages

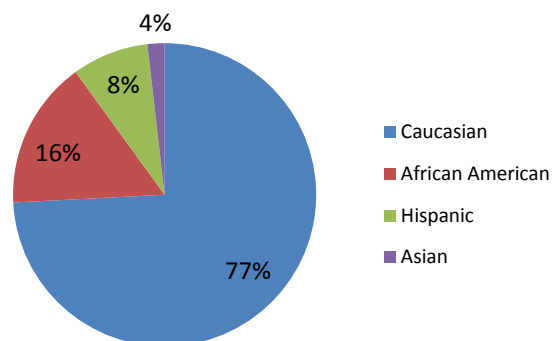
Who We Serve:

Lawrence Population Distribution

■ Under 18 ■ 18-64 ■ 65+



Lawrence Racial Distribution



Total Base Population is 80,739¹

Housing: 64.23% Owner Occupied Units; 30.11% Renter Occupied Units²

Schools: We serve:
Public: 11 elementary, 2 middle and 2 high schools and the Center for Innovation and Technology in the Lawrence Township School District
Private: 1 K-5th grade, 3 K-8th grade and 5 K-12th schools and 1 high school.

How We Serve:

In 2016 we had:

- 189,087 Visitors
- 437,967 1st. time checkouts in 2016

¹ US Census Bureau, 2010, SAVI Community Profile 2017

² US Census Bureau, 2010, SAVI Community Profile 2017

How We Serve continued:

- 1,925 New Borrowers
- 85,713 Items in our collection
- 19 Computers
- 25,457 Computer Uses
- 15,546 Reference Assists³

Our Story

We are located in the far northeast corner of Marion County, next door to Lawrence North High School just a mile east of Castleton Square Mall. The population in this area has increased 30.3% since the 13,500 square foot building was opened here in 1983. The Lawrence Library is one of the busiest and highest circulating branches in the city. Patrons here are very computer literate and use our system extensively. There is high demand for eBooks and audio downloadables and assistance with those materials. Our wireless internet access is used by many patrons. Lawrence receives and processes more requests than any other location in the system. We rely upon a loyal group of volunteers, pages and clerical staff to help process and shelve the hundreds of holds we receive on a daily basis.

The Lawrence Branch is a busy, vital part of the community offering programs to appeal to all ages. The summer reading program continues to be popular, 2,936 registered to participate in 2017. Baby story times and weekly preschool story times presented by juvenile librarians are quite popular with parents and children throughout the year. We also have a regular group of adults meeting for monthly book discussions conducted by the adult librarians. The staff continually works to create and offer interesting programs and a welcoming atmosphere.

The staff at Lawrence exemplifies good customer service. The staff is always friendly, courteous and upbeat. Everyone pulls together to meet the needs of the public and keep them coming in the doors.

We have made a commitment to attend local community festivals and fairs. Staff attended the Harrison Hill Fall Festival, Lawrence North Open House, The Market At Hague, CUMNS kids' School Festival, Museum Night at Crestwood Elementary School and Gods Love Christian Church Community Day. In addition to Lawrence Township schools, we have partnered with several daycare and preschools, Binford Redevelopment and Growth: (BRAG), Crestview Community Council, Harrison Hill Community Council, Lawrence Township Trustees and Fort Benjamin Harrison YMCA.

³ Reference Trends are taken from our Desk Tracker statistics for reference questions +computer reference assistance. Total Desk Tracker assists were 31,547.

Highlights:

- Branch regularly schedule story time. Lawrence Branch scheduled story time three days per week on Wednesday, Thursday and Friday. Story time was attended by 3,499 children and their caregivers in 2016.
- Lawrence Township Schools - Juvenile librarians presented 37 sessions to children at the Lawrence Township Early Learning Centers. 2,015 children enjoyed story time.
- Daycare Outreach -This outreach opportunity was enjoyed by 151 children and their caregivers. The branch saw an increase in the number of visits by organizations including: Abundant Life, Children of America, Gifted & Talented Academy, Learning Time, Geist Church, and KinderCare. In addition, the Lions Club of America provided vision screenings on 3 separate occasions.
- Adult staff hosts the Lawrence Book Discussion group. The book discussion for the title: "But They Can't Beat Us", culminated in a visit to the Crispus Attucks Museum that was attended by 14 patrons and included a tour. Members of the group were introduced to board member Ms. Patricia Payne.
- Lawrence hosted several programs aimed at our juvenile patrons. 1,911 patrons attended juvenile programs. The Noon Year's Eve Celebration was the most popular with 111 patrons in attendance. The LEGO Land program is still very popular with families. It was attended by 489 patrons throughout the year.
- Adult programs - Travelogue - The Underground Railroad: Indiana. The program was attended by 46 patrons. I was approached after the program by attendees who were very complimentary of Montoya! I received over 35 evaluations with excellent feedback!
- Travelogue – "Get your kicks on Route 66" allowed patrons to take a photographic journey down Old Historic Route 66 with a slideshow and narration. 22 patrons attended.
- Adult programs – Community Pop-up Library. Staff made visits to the AHEPA (American Hellenic Educational Progressive Association) Senior Apartments, and Clearvista Apartments.
- The Mini Job Center helped patrons with resumes, job searches and applying for positions by uploading resumes to job sites. Adult staff presented Microsoft Word Basics, Microsoft Excel, and Internet Basics classes to patrons.

Prepared by:

Gregory A. Hill, Sr., Branch Manager
Lawrence Branch
7898 North Hague Road
Indianapolis, Indiana 46250

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
JULY 24, 2017**

The Indianapolis-Marion County Public Library Board met at the Decatur Branch Library, 5301 Kentucky Avenue, Indianapolis, Indiana on Monday, July 24, 2017 at 6:35 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Dr. Wantz presided as Chairman. Ms. Charleston acted as Secretary.

At this time, Dr. Wantz recognized long time civil servant, Bob Cockrum, who was in the audience. He noted that Mr. Cockum had served both as a member and President during his 12-year tenure on the City-County Council of Indianapolis and Marion County. Appreciation was expressed for all Mr. Cockrum did for the City of Indianapolis during that time.

2. Roll Call

Members present: Ms. Charleston, Ms. Crenshaw, Dr. Jett and Dr. Wantz.

Members absent: Ms. Payne and Rev. Robinson.

It was noted that Ms. Sanders arrived at approximately 7:00 p.m.

3. Branch Manager's Report

Adam Todd, Manager, Decatur Branch, reviewed his Report that had been distributed to the Board. In 1967 the branch opened in a storefront location in Marwood Plaza. It then moved to its current location in 1990. The branch serves a population of approximately 40,000 and has over 17,000 registered borrowers. He described the Library's participation with various community organizations. Staff from the branch regularly visits preschools and daycares and last year assisted in the issuance of 2,566 new library cards to Decatur Township students. To date, 767 children and parents have signed up for the Summer Reading Program. For the 19th year, the branch hosted the Decatur Art Show which featured 300 pieces of art by Decatur Township students. Popular new programs include one-on-one computer classes and the graphic novel book club. The branch will soon introduce a new teen gaming program.

Mr. Todd also introduced Kathleen Underwood, the Circulation Supervisor at the branch.

4. **Public Comment and Communications**

a. **Public Comment**

At this time, Tracy Suchy, an arts teacher at Decatur Township schools, addressed the Board. She praised the Decatur Branch for hosting the Decatur Arts Show and expressed how important this popular event has been in promoting the arts among young people.

Alba Fernandez-Keys, archivist with the Indianapolis Museum of Art, described the value of the Museum's participation in the Library's Shared System and complemented the Library's cataloging team for making the Museum's materials searchable and accessible through the Library's website.

Dana Duffy, librarian at the Eiteljorg Museum, spoke about the Eiteljorg's partnership in the Shared System and described the many rare items that patrons can access, including digitized materials, online.

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 26, 2017**

The minutes were approved on the motion of Ms. Charleston, seconded by Ms. Crenshaw, and the "yes" votes of Ms. Charleston, Ms. Crenshaw, Dr. Jett and Dr. Wantz.

b. **Executive Session, July 17, 2017**

The minutes were approved on the motion of Ms. Charleston, seconded by Ms. Crenshaw, and the "yes" votes of Ms. Charleston, Ms. Crenshaw, Dr. Jett and Dr. Wantz.

COMMITTEE REPORTS

6. **Finance Committee (Dr. Terri Jett, Chair; Lillian L. Charleston, Joanne M. Sanders)**

a. **Report of the Treasurer – June 2017**

Becky Dixon, Chief Financial Officer, reviewed the Report of the Treasurer as follows:

Revenue:

- Total revenue for May came in higher than projected and was more than 2016 due to an increase in the property tax advance and the intergovernmental revenues.

Expenditures:

- We spent 10% less than projected and 28% more than June 2016 – We had three payrolls in June of 2017 compared to only two payrolls in June of 2016.

June 30th is half-way through the budget year – a chart with YTD Actual to Budget is included on Page Two. The Library is at 47% of personal services, under in supplies and other charges/services and at 53% of our capital outlay.

Reminder – The Library’s public hearing on the 2018 Budget will be August 15, 2017 at the Library Services Center at 4:00 p.m. Adoption of the Budget will be on August 28, 2017 at the Lawrence Branch at 6:30 p.m.

Dr. Jett made the motion, which was seconded by Ms. Crenshaw, 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 21 – 2017** (Liability Insurance for Policy Period 2017-2018)

Ms. Dixon noted that the Library was recommending the selection of Hartford Insurance as the provider of the Library’s property, liability, automobile, workers comp, umbrella, inland marine, boiler, and crime insurance coverages, as well as the selection of National Union Fire Insurance Company as the provider of accident coverage for Library volunteers at a combined cost of \$394,605.

After full discussion and careful consideration of Resolution 21 – 2017, the resolution was adopted on the motion of Dr. Jett, and the “yes” votes of Ms. Charleston, Ms. Crenshaw, Dr. Jett and Dr. Wantz.

Motion carried.

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

c. **Briefing Report – 2018 Proposed Budget**

Ms. Dixon reviewed the Report on the 2018 Proposed Budget. Briefly, the estimated Operating Fund revenue of approximately \$43.3 million is based on a projected increase in tax revenues (property, LOIT, COIT), fines and fees and grants. Projected Operating Fund expenditures of \$44.6 million, representing an increase of 2.6%, would include \$348,048 for merit increases, \$5.5 million for collection materials, a 7% increase in health care costs, and increases in utilities, repairs and maintenance, and security costs.

She noted that in addition to a long range Cash Flow Projection document, there has been a budget prepared for the Library Improve Reserve Fund (“LIRF”) and the Rainy Day Fund. We’re projecting \$400,000 out of LIRF and \$2.5million out of the Rainy Day Fund. The Library is looking at \$10.8 million for our debt service for 2018.

Discussion held on the long approval process needed for the Library’s Budget. It began at the Committee meeting this month and will continue until approval is received from the City-County Council in October.

7. Diversity, Policy and Human Resources Committee (Dorothy R. Crenshaw, Chair; Patricia A. Payne, Rev. T. D. Robinson)

Ms. Crenshaw advised that the Committee did have any items this month.

8. Facilities Committee (Lillian L. Charleston, Chair; Rev. T. D. Robinson, Joanne M. Sanders)

a. Resolution 22 – 2017 (Approval to Award a Services Contract for Security Officer and Alarm Response Services)

Sharon Smith., Facilities Director, discussed the Library’s proposed recommendation for this contract. During that discussion, it was noted that a representative from Securitas Security Services was in the audience and wished to point out what he felt was some inaccurate information in the resolution.

Following some additional discussion, John Hughes, a Branch Manager with Securitas, addressed the Board. He reminded them that his company had been a protective services partner with the Library for ten years. He wished to ask that their bid be evaluated fairly realizing that cost is one very significant issue in that evaluation process. He advised that they did submit two prices for this bid. One is effective on September 1, 2017 and they included a projection that would be effective on September 1, 2018. The reason for doing this is they are signatories to a collective bargaining agreement where there are wage increases, etc. for their employees. They included that cost in their bid which may have caused them to be evaluated higher. He submits that the September 1, 2017 pricing is less than is represented in tonight’s resolution. Securitas felt it necessary to bring this situation to the attention of the Board.

At this time, Ms. Charleston, as Chair of the Facilities Committee, recommended that, as a matter of fairness, Resolution 22 – 2107 should be tabled and that a further review of the submitted information would take place at the next Committee meeting. Following that review, the resolution would then be resubmitted at the August Board Meeting.

- b. **Resolution 23 – 2017** (Approval to Award a Contract for the Library Services Center Automated Materials Handling System)

Ms. Smith commented that the Library is recommending that a contract for the Library Services Center Automated Materials Handling System be awarded to P. V. Supa, Inc. of Plano, Texas for a total cost of \$338,574. The project should be completed by November 30, 2017.

After full discussion and careful consideration of Resolution 23 – 2017, the resolution was adopted on the motion of Ms. Charleston, and the “yes” votes of Ms. Charleston, Ms. Crenshaw, Dr. Jett, Ms. Sanders and Dr. Wantz.

Motion carried.

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

- c. **Resolution 24 – 2017** (Approval to Award a Services Contract for Exhibit Design Development, Fabrication, and Installation Services for the Center for Black Literature and Culture)

Ms. Smith noted that the Library was recommending that a contract for exhibit design, development, fabrication and installation services for the Center for Black Literature and Culture be awarded to The Exhibit House of Indianapolis for a total cost of \$250,000. The Center is part of the Central Library Re-Imagine Project and the work is scheduled for completion on September 29, 2017.

After full discussion and careful consideration of Resolution 24 – 2017, the resolution was adopted on the motion of Ms. Charleston, and the “yes” votes of Ms. Charleston, Ms. Crenshaw, Dr. Jett, Ms. Sanders and Dr. Wantz.

Motion carried.

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

- d. **Briefing Report** – Action Item Scheduled for the August 2017 Facilities Committee Meeting – Authorize Issuing of the Michigan Road Branch Project Bidding Documents

Ms. Smith reminded everyone that the architect for the Michigan Road Branch Project will be KrM Architects. The construction budget for the new branch will be \$5.5 million and will be funded by the Series 2016 Bonds (Fund 46).

Also, on another matter, Ms. Charleston announced that she had received a letter from Councillor Zack Adamson of District 17 in support of all the Library’s efforts to build the new Brightwood Branch Library.

9. Library Foundation Update

July 2017 Library Foundation Update

At this time, Dr. Jett provided the Update for July 2017.

News:

The Library Foundation received an estate gift from a former Glendale Branch Library patron. The executor of his estate said the public library was an important part of the “fabric of his life” and that he visited weekly to borrow movies and CDs. This is just another example of how excellent service provided by the public services staff translates to support for the Library Foundation and, in turn, the Library.

The Library Foundation is excited to announce the winners and finalists of the 2017 Eugene and Marilyn Glick Indiana Authors Award.

- National Author winner: Kekla Magoon
- Regional Author winner: Lori Rader-Day
- Genre Excellence – Middle Grade Fiction (Chapter Books) Author winner: John David Anderson
- Emerging Author finalists: Bryan Furuness, Angela Palm, Francesca Zappia

The Emerging Author winner will be announced at the Award Dinner on Saturday, October 14, 2017. Find more information and full bios for the honorees at www.indianaauthorsaward.org.

The Library Foundation hopes many of you will join us for the ninth annual Indiana Authors Award Dinner at Central Library on October 14, 2017. If you, your company or your book club is interested in tickets or a table, please call the Library Foundation at: 317-275-4868 for more information.

Dr. Jett reminded everyone that October is going to be a busy and exciting month for Central Library. For instance, October 7, 2017 is the celebration of the 100th Anniversary of Central Library, October 14, 2017, as previously noted, is the Indiana Authors Award Dinner and October 21, 2017 is the opening for the Center for Black Literature and Culture.

The Library Foundation thanks the following donors who made gifts last month:

- Bob’s Discount Furniture
- Buckingham Companies
- Central Indiana Community Foundation
- Fifth Third Bank, Indiana
- Fire Fighters Retirees Association
- First Merchants Bank
- The Eugene and Marilyn Glick Family Foundation
- Knowledge Services
- The Kroger Co.
- Eli Lilly and Company Foundation, Inc.
- Sablosky Family Foundation, a fund of the Legacy Fund

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

Children's

- Summer Reading Program
- Ready to Read – Early Childhood Conference
- Read to Me, Please at InfoZone
- YAT Workshops

Cultural

- Hometown Roots Concerts
- Classical Concerts at Central
- Community Conversations at East 38th Street
- Celebrating our New Neighbors at Eagle
- Center for Black Literature and Culture
- Global Village Innovation

Collections

- Marion County Internet Library
- Digitization
- Library Cards
- Axis 360

Lifelong

- The Job Center
- Grantmanship Institute at East 38th Street

Capital

- Food for Public Programs

10. Report Of The Chief Executive Officer

a. Dashboards and Statistics

1) Monthly Performance Dashboard – June 2017

Jackie Nytes, Chief Executive Officer, pointed out that Goal 4 illustrates that we are still working on our patron record files by cleaning up the database. We are purging records that are seven or eight years old. This results in a reduction in our numbers. Ms. Nytes instructed everyone “not to panic” because the number of active cards is actually growing.

She went on to comment that the Library is experiencing growth in the use of our wireless resources overall but there has been a slight leveling of the

numbers over the Summer. We will watch what happens to these numbers in the Fall.

The Summer Reading Program numbers are not in yet. The Program concludes this week and information will be presented at the August Board Meeting.

- b. **Progress Report on the Library's Strategic Plan** – Chris Cairo, Director, Strategic Planning and Assessment, discussed her Report. She reviewed the strategy for creating opportunities for people to become informed and engaged on important issues. She noted that there were nearly one million Library database retrievals in 2016, a 153% increase over 2015, along with the nearly 31,000 average monthly page views for the Library's children's webpage, the most viewed webpage on the Library's website. The report also included how the Library has increased its connection to users via social media and how recent display collections and programs on diversity issue and cultures have contributed to a more informed community. It was also noted that the Library is now halfway through the time frame for the current Strategic Plan.

- c. **June Media Report**

Ms. Nytes mentioned that the Communications Department has been busy supporting Summer Reading Program activities.

Communications has also been participating in the planning for the events to be held at Central Library in October. Save the Date notifications for the various events will be sent to the Board members in the near future.

- d. **Confirming Resolutions:**

- 1) **Resolution Regarding Finances, Personnel and Travel (25 – 2017)**

After full discussion and careful consideration of Resolution 25 – 2017, the resolution was adopted on the motion of Ms. Charleston, seconded by Ms. Sanders, and the "yes" votes of Ms. Charleston, Ms. Crenshaw, Dr. Jett, Ms. Sanders and Dr. Wantz.

Motion carried.

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

- e. **The Work of Our Cataloging Team**

Pam Swaidner, Manager, Cataloging and Metadata, shared that her department has seven full-time staff members as follows:

1 Manager
5 MLS catalogers
1 cataloging assistant

She commented that they provide and curate the content for the online catalog as well as the Library's digital collections.

Their job is to ensure that Library users can find what they're looking for, whether it's their favorite author and their works or material on a particular research topic. They link related topics together in the catalog through subject headings and series. And they assign call numbers so an item can be found on the shelf. They adhere to national, as well as international, cataloging standards in their work and everyone in the department has this expertise. They also work closely with branch staff to fix things that are wrong or look at things that aren't wrong but can be improved.

She shared the following numbers:

In 2016, they cataloged 39,651 physical titles for IndyPL. That is titles not copies. In addition, they put 33,797 records into the catalog for ebooks, eaudiobooks, evideos, and emusic. Those records provide links so patrons can checkout and download titles to a device.

In addition to the two museums you heard from earlier in the meeting, they catalog for 31 schools. In 2016, 9,740 titles came through their department.

These numbers do not include titles for which they have vendors providing the cataloging. Both IndyPL and some Shared System members use vendors for this purpose, and the catalogers vet these records, they write and apply scripts for making changes to improve discoverability, and they import them to the catalog.

At this time, Meaghan Fukunaga, the Library's Digital Projects Manager, addressed the Board.

She announced that Digital Projects was actually born in the Cataloging department, so it is a natural collaboration and is very fitting that they continue to lend such tremendous support. Their skill sets lend themselves very well to the creation of digital collections – they are, after all, experts in helping people find resources. And that is what Digital Projects is all about.

Digital Projects currently has three full-time staff members – Ms. Fukunaga, Victoria Duncan, who is in the audience tonight, and William Knauth who just started today.

For certain projects the area needs extra hands. Cataloging recently helped them update 61 collections when the Digital Public Library of America (“DPLA”) changed some of their standards. They helped them meet a very tight deadline by editing the copyright information for around 20,000 items. And shortly after that they helped them improve discoverability by fine tuning the time periods and dates for about 25,000 items. Their help meant they are able to participate in initiatives like DPLA and know they are in full compliance, and that researchers will be able to find the resources they need. She then gave a big thank you from Digital Projects to the Library's “fantastic” Cataloging department.

UNFINISHED BUSINESS

11. Discussion of Library Board Retreat Dates

For their review and information, Dr. Wantz distributed to the Board members a list of possible dates for the 2017 Library Board Retreat. It is hoped that the Retreat could be scheduled before December. He announced that the list will also be sent electronically.

He requested that each member respond with their availability and also commented that 100% Board participation at the Retreat would be appreciated.

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, 2017 – *No items were suggested.*

INFORMATION

14. Materials

a. **Joint Meeting of Library Board Committee Notes – July 11, 2017** were distributed to the Board members for their general information.

b. **Important Activities at Central Library in October, 2017**

Information was distributed to the Board regarding the activities at Central Library in October, 2017.

15. Board Meeting Schedule for 2017 (Notice and Place of Meeting) and Upcoming Events/Information

a. **Board Meetings for 2017** – *Current calendar will be updated, as necessary, and additional information highlighted.*

b. **Library Programs/Free Upcoming Events updated through August 27, 2017.**

c. **Joint Meeting of Library Board Committees** – Tuesday, August 15, 2017, at the Library Services Center, 2450 North Meridian Street, at 4:00 p.m.

16. Notice of Special Meetings

Special Finance Committee Meeting was held on Monday, July 24, 2017 at the Decatur Branch Library, 5301 Kentucky Avenue, at 4:00 p.m.

17. Notice of Next Regular Meeting

Monday, August 28, 2017, at the Lawrence Branch Library, 7898 North Hague Road, 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 8:00 p.m.

A DVD of this meeting is on file in the Library's administration office.

Lillian L. Charleston, Secretary to the Board



Indianapolis-Marion County Public Library
Report of the Treasurer for July 2017
Prepared by Accounting for August 28, 2017 Board Meeting

Contents

- Annual Highlights
- Financial Charts
- Operating Fund Revenues and Expenditures
- Expenditures for Operating, Debt, Capital Projects, Rainy Day & LIRF
- Status of the Treasury: Investment Report
- Status of the Treasury: Total Funds
- Parking Garage
- Cash Flow Projections: Operating Fund
- Cash Flow Projections: Bond & Interest Redemption Fund
- 2014, 2015, 2016 and 2017 Bond Expenditures
- Capital Projects Summary

2017 July Highlights**REVENUE:**

- Total revenue for July came in higher than projected and was more than 2016 due to the timing of grant funds from the Foundation.

EXPENDITURES:

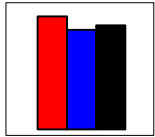
- We spent 4% less than projected and 12% less than July 2016 – we had two payrolls in July of 2017 compared to three payrolls in July of 2016.

Software Conversion Update – Finance/Accounting has reached the half way point in the implementation/conversion from our current software to the new software. The Library is on schedule to go live January, 2018 with the financials. HR/payroll has started the analysis process and will go live in July, 2018.

Reminder – the Library's meeting with the Municipal Corporation's Committee on our 2018 Budget is September 20, 2017 at 5:30 p.m. at the City-County Building.

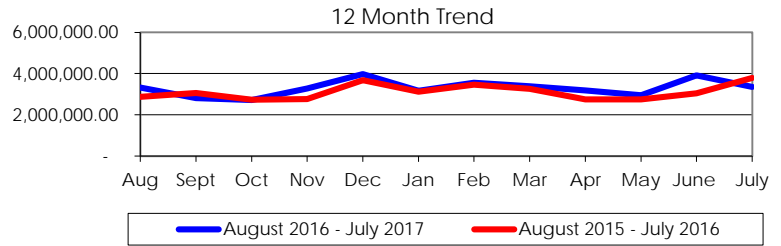
Finances - July 2017

Financial Comparisons - Operating Fund

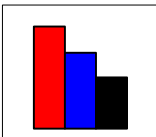


Expenses

3,795,912 July 16
 3,348,433 July 17
 3,492,184 Projected
 -4.1%

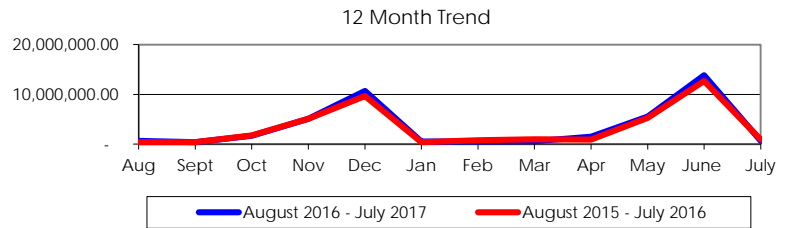


Other services and charges - less than projected.



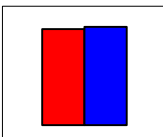
Revenue

893,106 July 16
 661,726 July 17
 448,418 Projected
 47.6%



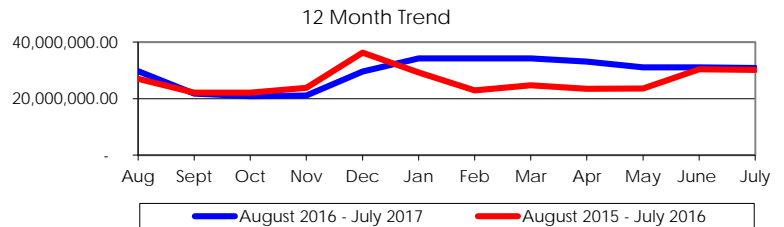
Miscellaneous charges - higher than projected.

Investment Activity



Investments

30,171,251 July 16
 30,917,330 July 17



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
OPERATING FUND REVENUES AND EXPENDITURES
MONTH ENDED JULY 31, 2017**

| Revenue | Annual | | | |
|--------------------------|---------------------------------|------------------------------------|---------------------------------|---------------------------|
| | 2017 Adjusted Budget | Projected MTD 7/31/2017 | Actual MTD 7/31/2017 | Variance % MTD |
| 2016 - Property Taxes | 32,646,240 | - | - | 0% |
| 2016 - Intergovernmental | 6,410,498 | 323,572 | 323,572 | 0% |
| Fines & Fees | 780,840 | 64,902 | 64,306 | -1% |
| Charges for Services | 222,500 | 18,995 | 30,558 | 61% |
| Miscellaneous | 1,331,640 | 40,949 | 243,290 | 494% |
| Total | 41,391,718 | 448,418 | 661,726 | 48% |

| Expenditures | Annual | | | |
|------------------------------|---------------------------------|------------------------------------|---------------------------------|---------------------------|
| | 2017 Adjusted Budget | Projected MTD 7/31/2017 | Actual MTD 7/31/2017 | Variance % MTD |
| Personal Services & Benefits | 24,896,242 | 1,850,000 | 1,854,787 | 0% |
| Supplies | 1,848,173 | 165,000 | 177,779 | 8% |
| Other Services and Charges | 15,200,361 | 1,200,000 | 958,053 | -20% |
| Capital Outlay | 3,964,938 | 277,184 | 357,814 | 29% |
| Total | 45,909,714 | 3,492,184 | 3,348,433 | -4% |

Indianapolis Marion County Public Library
Operating Fund
For the Month Ended July 31, 2017

| Account Description | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | YTD 58 % | P.O. | Balance 42 % | % Remaining |
|-----------------------------------|----------------------|--------------------|----------------------|---------------------|----------------------|-------------------|----------------------|----------------|
| Expenses | | | | | | | | |
| Services Personal | | | | | | | | |
| Salaries & Wages | | | | | | | | |
| SALARIES APPOINTED STAFF | 15,542,822.15 | (35,000.00) | 15,507,822.15 | 1,136,464.88 | 8,642,974.74 | 0.00 | 6,864,847.41 | 44% |
| SALARIES HOURLY STAFF | 1,859,091.00 | 0.00 | 1,859,091.00 | 193,320.99 | 946,711.28 | 0.00 | 912,379.72 | 49% |
| Total Salaries & Wages | 17,401,913.15 | (35,000.00) | 17,366,913.15 | 1,329,785.87 | 9,589,686.02 | 0.00 | 7,777,227.13 | 45% |
| Employee Benefits | | | | | | | | |
| HEALTH INSURANCE | 3,827,725.00 | 10,808.91 | 3,838,533.91 | 240,712.57 | 2,051,473.79 | 0.00 | 1,787,060.12 | 47% |
| WELLNESS | 25,000.00 | 0.00 | 25,000.00 | 14,380.00 | 14,900.00 | 0.00 | 10,100.00 | 40% |
| GROUP LIFE INSURANCE | 30,000.00 | 0.00 | 30,000.00 | 3,254.41 | 20,591.15 | 0.00 | 9,408.85 | 31% |
| LONG TERM DISABILITY INSURANCE | 27,000.00 | 0.00 | 27,000.00 | 3,322.40 | 23,024.37 | 0.00 | 3,975.63 | 15% |
| UNEMPLOYMENT COMPENSATION | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 100% |
| FICA AND MEDICARE | 1,333,159.00 | 0.00 | 1,333,159.00 | 97,498.88 | 689,310.82 | 0.00 | 643,848.18 | 48% |
| PERF | 2,215,616.00 | 0.00 | 2,215,616.00 | 163,997.55 | 1,142,430.14 | 0.00 | 1,073,185.86 | 48% |
| EMPLOYEE ASSISTANCE PROGRAM | 22,020.00 | 0.00 | 22,020.00 | 1,835.00 | 12,845.00 | 9,175.00 | 0.00 | 0% |
| TUITION ASSISTANCE | 8,000.00 | 0.00 | 8,000.00 | 0.00 | 6,735.38 | 0.00 | 1,264.62 | 16% |
| SALARY ADJUSTMENT | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 100% |
| Total Employee Benefits | 7,518,520.00 | 10,808.91 | 7,529,328.91 | 525,000.81 | 3,961,310.65 | 9,175.00 | 3,558,843.26 | 47% |
| Total Services Personal | 24,920,433.15 | (24,191.09) | 24,896,242.06 | 1,854,786.68 | 13,550,996.67 | 9,175.00 | 11,336,070.39 | 46% |
| Supplies | | | | | | | | |
| Office Supplies | | | | | | | | |
| OTHER OFFICE SUPPLIES | 975,709.00 | 287,144.80 | 1,262,853.80 | 81,568.00 | 350,279.45 | 340,112.17 | 572,462.18 | 45% |
| UNIFORMS | 7,000.00 | 3,212.00 | 10,212.00 | 0.00 | 3,491.46 | 0.00 | 6,720.54 | 66% |
| Total Office Supplies | 982,709.00 | 290,356.80 | 1,273,065.80 | 81,568.00 | 353,770.91 | 340,112.17 | 579,182.72 | 45% |
| Operating Supplies | | | | | | | | |
| CLEANING & SANITATION | 165,000.00 | 8,035.11 | 173,035.11 | 11,620.40 | 55,070.29 | 47,203.35 | 70,761.47 | 41% |
| GASOLINE | 40,000.00 | 1,391.82 | 41,391.82 | 3,353.80 | 12,041.53 | 7,537.50 | 21,812.79 | 53% |
| Total Operating Supplies | 205,000.00 | 9,426.93 | 214,426.93 | 14,974.20 | 67,111.82 | 54,740.85 | 92,574.26 | 43% |
| Other Supplies | | | | | | | | |
| LIBRARY SUPPLIES | 180,000.00 | 25,460.69 | 205,460.69 | 66,431.34 | 130,603.98 | 42,136.83 | 32,719.88 | 16% |

Indianapolis Marion County Public Library
Operating Fund
For the Month Ended July 31, 2017

| Account Description | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | YTD 58 % | P.O. | Balance 42 % | % Remaining |
|---|---------------------|-------------------|---------------------|-------------------|-------------------|-------------------|-------------------|----------------|
| NON-CAPITAL FURNITURE & EQUIPMENT | 91,900.00 | 63,319.78 | 155,219.78 | 14,780.00 | 34,545.33 | 52,425.08 | 68,249.37 | 44% |
| Total Other Supplies | 271,900.00 | 88,780.47 | 360,680.47 | 81,211.34 | 165,149.31 | 94,561.91 | 100,969.25 | 28% |
| Total Supplies | 1,459,609.00 | 388,564.20 | 1,848,173.20 | 177,753.54 | 586,032.04 | 489,414.93 | 772,726.23 | 42% |
| Other Services & Charges | | | | | | | | |
| Professional Services | | | | | | | | |
| CONSULTING SERVICES | 353,650.00 | 258,240.35 | 611,890.35 | 22,337.75 | 123,539.95 | 312,668.92 | 175,681.48 | 29% |
| LEGAL SERVICES | 219,000.00 | 19,636.00 | 238,636.00 | 27,315.75 | 154,364.75 | 0.00 | 84,271.25 | 35% |
| Total Professional Services | 572,650.00 | 277,876.35 | 850,526.35 | 49,653.50 | 277,904.70 | 312,668.92 | 259,952.73 | 31% |
| Communication & Transportation | | | | | | | | |
| POSTAGE | 68,800.00 | 388.57 | 69,188.57 | 0.00 | 29,847.30 | 2,134.83 | 37,206.44 | 54% |
| TRAVEL | 40,280.00 | 0.00 | 40,280.00 | 1,913.68 | 12,693.77 | 0.00 | 27,586.23 | 68% |
| CONFERENCES | 100,000.00 | 0.00 | 100,000.00 | 20,662.11 | 54,241.75 | 780.00 | 44,978.25 | 45% |
| IN HOUSE CONFERENCE | 50,000.00 | 395.00 | 50,395.00 | 3,474.00 | 11,443.90 | 221.35 | 38,729.75 | 77% |
| FREIGHT & EXPRESS | 5,500.00 | 0.00 | 5,500.00 | 1,902.79 | 4,105.20 | 2,197.57 | (802.77) | -15% |
| DATA COMMUNICATIONS | 308,000.00 | 20,304.34 | 328,304.34 | 129.90 | 146,259.20 | 1,900.00 | 180,145.14 | 55% |
| CELLULAR PHONE | 10,600.00 | 0.00 | 10,600.00 | 510.00 | 6,934.33 | 0.00 | 3,665.67 | 35% |
| Total Communication & Transporta | 583,180.00 | 21,087.91 | 604,267.91 | 28,592.48 | 265,525.45 | 7,233.75 | 331,508.71 | 55% |
| Printing & Advertising | | | | | | | | |
| PUBLICATION OF LEGAL NOTICES & HR | 2,250.00 | 0.00 | 2,250.00 | 0.00 | 555.66 | 0.00 | 1,694.34 | 75% |
| Printing | 238,550.00 | 15,632.00 | 254,182.00 | 4,832.88 | 93,347.32 | 28,828.00 | 132,006.68 | 52% |
| Total Printing & Advertising | 240,800.00 | 15,632.00 | 256,432.00 | 4,832.88 | 93,902.98 | 28,828.00 | 133,701.02 | 52% |
| Insurance | | | | | | | | |
| OFFICIAL BONDS | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 975.00 | 0.00 | 25.00 | 3% |
| AUTOMOBILE | 15,004.00 | 0.00 | 15,004.00 | 0.00 | 7,029.74 | 0.00 | 7,974.26 | 53% |
| PACKAGE | 189,148.00 | 0.00 | 189,148.00 | 0.00 | 81,502.26 | 0.00 | 107,645.74 | 57% |
| WORKER'S COMPENSATION | 160,167.00 | 23,922.00 | 184,089.00 | 0.00 | 77,314.00 | 0.00 | 106,775.00 | 58% |
| EXCESS LIABILITY | 8,001.00 | 0.00 | 8,001.00 | 0.00 | 3,468.00 | 0.00 | 4,533.00 | 57% |
| PUBLIC OFFICIALS & EMPLOYEE LIAB | 16,000.00 | 0.00 | 16,000.00 | 0.00 | 15,306.00 | 0.00 | 694.00 | 4% |
| CLAIMS, AWARDS, AND INDEMNITIES | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 2,500.00 | 0.00 | 22,500.00 | 90% |
| BROKERAGE FEE | 17,000.00 | 0.00 | 17,000.00 | 0.00 | 8,500.00 | 0.00 | 8,500.00 | 50% |

Indianapolis Marion County Public Library
Operating Fund
For the Month Ended July 31, 2017

| <u>Account Description</u> | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | YTD 58 % | P.O. | Balance 42 % | % Remaining |
|--|---------------------|-------------------|---------------------|-------------------|---------------------|---------------------|---------------------|----------------|
| Total Insurance | 431,320.00 | 23,922.00 | 455,242.00 | 0.00 | 196,595.00 | 0.00 | 258,647.00 | 57% |
| Utilities | | | | | | | | |
| Gas | 115,000.00 | 11,898.87 | 126,898.87 | 1,587.74 | 50,850.31 | 76,048.56 | 0.00 | 0% |
| ELECTRICITY | 950,000.00 | 69,710.78 | 1,019,710.78 | 76,573.39 | 507,218.08 | 512,434.84 | 57.86 | 0% |
| HEAT/STEAM | 364,000.00 | 13,535.04 | 377,535.04 | 22,092.94 | 185,395.92 | 192,139.12 | 0.00 | 0% |
| COOLING/CHILLED WATER | 453,200.00 | 20,867.93 | 474,067.93 | 60,828.88 | 255,338.01 | 218,651.42 | 78.50 | 0% |
| WATER | 65,000.00 | 3,579.99 | 68,579.99 | 2,685.29 | 30,334.44 | 38,245.55 | 0.00 | 0% |
| STORMWATER | 13,750.00 | 0.00 | 13,750.00 | 129.36 | 9,615.70 | 3,918.80 | 215.50 | 2% |
| SEWAGE | 72,000.00 | 4,462.12 | 76,462.12 | 2,831.30 | 33,428.48 | 43,033.64 | 0.00 | 0% |
| Total Utilities | 2,032,950.00 | 124,054.73 | 2,157,004.73 | 166,728.90 | 1,072,180.94 | 1,084,471.93 | 351.86 | 0% |
| Repairs & Maintenance | | | | | | | | |
| REP & MAINT-STRUCTURE | 1,799,900.00 | 480,371.91 | 2,280,271.91 | 152,417.41 | 961,178.81 | 603,077.25 | 716,015.85 | 31% |
| REP & MAINT-HEATING & AIR | 613,000.00 | 58,439.30 | 671,439.30 | 42,660.41 | 133,407.01 | 138,173.48 | 399,858.81 | 60% |
| REP & MAINT -AUTO | 49,475.00 | 2,519.93 | 51,994.93 | 1,786.88 | 22,740.14 | 6,932.44 | 22,322.35 | 43% |
| REP & MAINT-EQUIPMENT | 124,500.00 | 6,039.35 | 130,539.35 | 295.85 | 16,539.29 | 21,830.48 | 92,169.58 | 71% |
| REP & MAINT-COMPUTERS | 528,460.00 | (1,545.90) | 526,914.10 | 4,756.00 | 295,397.38 | 176,799.91 | 54,716.81 | 10% |
| CLEANING | 990,751.00 | 79,729.00 | 1,070,480.00 | 88,656.35 | 523,972.07 | 493,915.52 | 52,592.41 | 5% |
| Total Repairs & Maintenance | 4,106,086.00 | 625,553.59 | 4,731,639.59 | 290,572.90 | 1,953,234.70 | 1,440,729.08 | 1,337,675.81 | 28% |
| Rentals | | | | | | | | |
| REAL ESTATE | 463,580.00 | 0.00 | 463,580.00 | 36,840.79 | 275,459.13 | 0.00 | 188,120.87 | 41% |
| EQUIPMENT RENTAL | 66,982.00 | 4,501.78 | 71,483.78 | 0.00 | 34,467.54 | 23,595.36 | 13,420.88 | 19% |
| Total Rentals | 530,562.00 | 4,501.78 | 535,063.78 | 36,840.79 | 309,926.67 | 23,595.36 | 201,541.75 | 38% |
| Other Services & Charges | | | | | | | | |
| AUDIT FEES | 15,000.00 | 0.00 | 15,000.00 | 0.00 | 0.00 | 0.00 | 15,000.00 | 100% |
| DUES & MEMBERSHIPS | 57,332.00 | 1,995.00 | 59,327.00 | 450.00 | 20,332.00 | 0.00 | 38,995.00 | 66% |
| COMPUTER SERVICES | 28,000.00 | 16,857.98 | 44,857.98 | 661.94 | 33,716.97 | 2,900.00 | 8,241.01 | 18% |
| PAYROLL SERVICES | 160,000.00 | 4,651.22 | 164,651.22 | 8,872.59 | 71,686.24 | 35,000.00 | 57,964.98 | 35% |
| SECURITY SERVICES | 945,069.00 | 106,356.09 | 1,051,425.09 | 82,568.57 | 441,240.87 | 454,375.22 | 155,809.00 | 15% |
| TRASH REMOVAL | 54,428.00 | 4,415.22 | 58,843.22 | 5,433.17 | 33,142.19 | 21,273.03 | 4,428.00 | 8% |
| SNOW REMOVAL | 355,000.00 | 26,574.32 | 381,574.32 | 0.00 | 194,559.24 | 61,842.91 | 125,172.17 | 33% |
| PROGRAMMING | 85,000.00 | 4,750.00 | 89,750.00 | 1,400.00 | 41,097.08 | 23,275.00 | 25,377.92 | 28% |
| PROGRAMMING-JUV. | 173,500.00 | 270.00 | 173,770.00 | 6,295.00 | 85,227.61 | 14,722.00 | 73,820.39 | 42% |

Indianapolis Marion County Public Library
Operating Fund
For the Month Ended July 31, 2017

| Account Description | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | YTD 58 % | P.O. | Balance 42 % | % Remaining |
|---|----------------------|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|----------------|
| PROGRAMMING ADULT - CENTRAL | 30,000.00 | 0.00 | 30,000.00 | 340.17 | 6,125.42 | 1,000.00 | 22,874.58 | 76% |
| PROGRAMMING EXHIBITS - CENTRAL | 9,000.00 | 0.00 | 9,000.00 | 0.00 | 750.00 | 2,250.00 | 6,000.00 | 67% |
| EVENTS & PR | 39,700.00 | 5,998.00 | 45,698.00 | 0.00 | 15,232.81 | 8,442.00 | 22,023.19 | 48% |
| LAWN & LANDSCAPING | 273,312.00 | 10,075.00 | 283,387.00 | 31,496.25 | 145,144.07 | 91,998.85 | 46,244.08 | 16% |
| OTHER CONTRACTUAL SERVICES | 502,455.00 | 355,445.89 | 857,900.89 | 16,511.98 | 471,385.00 | 267,200.42 | 119,315.47 | 14% |
| MATERIALS CONTRACTUAL | 2,250,000.00 | 0.00 | 2,250,000.00 | 220,333.13 | 1,149,130.86 | 0.00 | 1,100,869.14 | 49% |
| PROPERTY TAXES | 0.00 | 0.00 | 0.00 | 424.02 | 424.02 | 0.00 | (424.02) | 0% |
| BANK FEES/CREDIT CARD FEES | 65,000.00 | 0.00 | 65,000.00 | 4,165.93 | 22,978.98 | 0.00 | 42,021.02 | 65% |
| RECRUITMENT EXPENSES | 30,000.00 | 0.00 | 30,000.00 | 1,614.78 | 8,425.11 | 0.00 | 21,574.89 | 72% |
| Total Other Services & Charges | 5,072,796.00 | 537,388.72 | 5,610,184.72 | 380,567.53 | 2,740,598.47 | 984,279.43 | 1,885,306.82 | 34% |
| Total Other Services & Charges | 13,570,344.00 | 1,630,017.08 | 15,200,361.08 | 957,788.98 | 6,909,868.91 | 3,881,806.47 | 4,408,685.70 | 29% |
| Capital Outlay | | | | | | | | |
| Capital - Furniture | 0.00 | 45,264.00 | 45,264.00 | 51,552.26 | 51,552.26 | 50,510.84 | (56,799.10) | -125% |
| CAPITAL - EQUIPMENT | 85,000.00 | 105,272.63 | 190,272.63 | 0.00 | 106,819.75 | 22,632.29 | 60,820.59 | 32% |
| COMPUTER EQUIPMENT | 40,000.00 | 179,672.00 | 219,672.00 | 0.00 | 179,672.00 | 317.75 | 39,682.25 | 18% |
| BOOKS & MATERIALS | 3,300,000.00 | 1,486.97 | 3,301,486.97 | 274,628.13 | 2,051,930.30 | 3,486.97 | 1,246,069.70 | 38% |
| UNPROCESSED PAPERBACK BOOKS | 126,000.00 | 21,546.81 | 147,546.81 | 9,827.04 | 36,202.21 | 81,537.64 | 29,806.96 | 20% |
| VEHICLES | 0.00 | 60,695.00 | 60,695.00 | 21,932.35 | 22,627.35 | 0.00 | 38,067.65 | 63% |
| Total Capital Outlay | 3,551,000.00 | 413,937.41 | 3,964,937.41 | 357,939.78 | 2,448,803.87 | 158,485.49 | 1,357,648.05 | 34% |
| Total Expenses | 43,501,386.15 | 2,408,327.60 | 45,909,713.75 | 3,348,268.98 | 23,495,701.49 | 4,538,881.89 | 17,875,130.37 | 39% |

Indianapolis Marion County Public Library
Bond and Interest Redemption Fund
For the Month Ended July 31, 2017

| Account Description | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | Y-T-D 58 % | P.O. | Balance 42 % | % Remaining |
|---|----------------------|----------------|----------------------|---------------------|---------------------|-------------|---------------------|----------------|
| Expenses | | | | | | | | |
| Other Services & Charges | | | | | | | | |
| Other Services & Charges | | | | | | | | |
| BOND EXPENSES | 9,140,000.00 | 0.00 | 9,140,000.00 | 2,935,000.00 | 7,410,000.00 | 0.00 | 1,730,000.00 | 19% |
| INTEREST EXPENSE | 2,180,496.00 | 0.00 | 2,180,496.00 | 518,936.88 | 1,650,603.76 | 0.00 | 529,892.24 | 24% |
| BANK FEES/CREDIT CARD FEES | 4,750.00 | 0.00 | 4,750.00 | 0.00 | 1,500.00 | 0.00 | 3,250.00 | 68% |
| Total Other Services & Charges | 11,325,246.00 | 0.00 | 11,325,246.00 | 3,453,936.88 | 9,062,103.76 | 0.00 | 2,263,142.24 | 20% |
| Total Other Services & Charges | 11,325,246.00 | 0.00 | 11,325,246.00 | 3,453,936.88 | 9,062,103.76 | 0.00 | 2,263,142.24 | 20% |
| Total Expenses | 11,325,246.00 | 0.00 | 11,325,246.00 | 3,453,936.88 | 9,062,103.76 | 0.00 | 2,263,142.24 | 20% |

Indianapolis Marion County Public Library Bond and Interest Redemption Fund II

For the Month Ended July 31, 2017

| Account Description | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | Y-T-D 58 % | P.O. | Balance 42 % | % Remaining |
|---|--------------------|----------------|--------------------|-------------|-------------------|-------------|-------------------|----------------|
| Expenses | | | | | | | | |
| Other Services & Charges | | | | | | | | |
| Other Services & Charges | | | | | | | | |
| BOND REDEMPTION EXPENSES | 30,000.00 | 0.00 | 30,000.00 | 0.00 | 10,000.00 | 0.00 | 20,000.00 | 67% |
| INTEREST EXPENSE | 360,393.00 | 0.00 | 360,393.00 | 0.00 | 180,708.94 | 0.00 | 179,684.06 | 50% |
| Total Other Services & Charges | 390,393.00 | 0.00 | 390,393.00 | 0.00 | 190,708.94 | 0.00 | 199,684.06 | 51% |
| Total Other Services & Charges | 390,393.00 | 0.00 | 390,393.00 | 0.00 | 190,708.94 | 0.00 | 199,684.06 | 51% |
| Total Expenses | 390,393.00 | 0.00 | 390,393.00 | 0.00 | 190,708.94 | 0.00 | 199,684.06 | 51% |

Indianapolis Marion County Public Library
Capital Projects Fund
For the Month July 31, 2017

| Account Description | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | Y-T-D 58 % | P.O. | Balance 42 % | % Remaining |
|---|-----------------|-------------------|-------------------|-------------|-------------------|------------------|-----------------|----------------|
| Expenses | | | | | | | | |
| Supplies | | | | | | | | |
| Office Supplies | | | | | | | | |
| OTHER OFFICE SUPPLIES | 0.00 | 121,239.16 | 121,239.16 | 0.00 | 78,669.16 | 42,570.00 | 0.00 | 0% |
| Total Office Supplies | 0.00 | 121,239.16 | 121,239.16 | 0.00 | 78,669.16 | 42,570.00 | 0.00 | 0% |
| Other Supplies | | | | | | | | |
| NON-CAPITAL FURNITURE & EQUIPMENT | 0.00 | 3,041.63 | 3,041.63 | 0.00 | 3,041.63 | 0.00 | 0.00 | 0% |
| Total Other Supplies | 0.00 | 3,041.63 | 3,041.63 | 0.00 | 3,041.63 | 0.00 | 0.00 | 0% |
| Total Supplies | 0.00 | 124,280.79 | 124,280.79 | 0.00 | 81,710.79 | 42,570.00 | 0.00 | 0% |
| Other Services & Charges | | | | | | | | |
| Professional Services | | | | | | | | |
| CONSULTING SERVICES | 0.00 | 23,000.00 | 23,000.00 | 0.00 | 18,900.00 | 4,100.00 | 0.00 | 0% |
| Total Professional Services | 0.00 | 23,000.00 | 23,000.00 | 0.00 | 18,900.00 | 4,100.00 | 0.00 | 0% |
| Repairs & Maintenance | | | | | | | | |
| REP & MAINT-STRUCTURE | 0.00 | 91,727.00 | 91,727.00 | 0.00 | 76,027.00 | 15,700.00 | 0.00 | 0% |
| Total Repairs & Maintenance | 0.00 | 91,727.00 | 91,727.00 | 0.00 | 76,027.00 | 15,700.00 | 0.00 | 0% |
| Other Services & Charges | | | | | | | | |
| OTHER CONTRACTUAL SERVICES | 0.00 | 5,600.00 | 5,600.00 | 0.00 | 5,600.00 | 0.00 | 0.00 | 0% |
| Total Other Services & Charges | 0.00 | 5,600.00 | 5,600.00 | 0.00 | 5,600.00 | 0.00 | 0.00 | 0% |
| Total Other Services & Charges | 0.00 | 120,327.00 | 120,327.00 | 0.00 | 100,527.00 | 19,800.00 | 0.00 | 0% |
| Capital Outlay | | | | | | | | |
| CAPITAL - EQUIPMENT | 0.00 | 64,467.00 | 64,467.00 | 0.00 | 64,467.00 | 0.00 | 0.00 | 0% |
| COMPUTER EQUIPMENT | 0.00 | 30,493.96 | 30,493.96 | 0.00 | 30,493.96 | 0.00 | 0.00 | 0% |
| Total Capital Outlay | 0.00 | 94,960.96 | 94,960.96 | 0.00 | 94,960.96 | 0.00 | 0.00 | 0% |

Indianapolis Marion County Public Library
Capital Projects Fund
For the Month July 31, 2017

| Account Description | Original Budget | Budget Adj. | Adjusted Budget | M-T-D | Y-T-D 58 % | P.O. | Balance 42 % | % Remaining |
|---------------------|--------------------|----------------|--------------------|-------|---------------|-----------|-----------------|----------------|
| Total Expenses | 0.00 | 339,568.75 | 339,568.75 | 0.00 | 277,198.75 | 62,370.00 | 0.00 | 0% |

Indianapolis Marion County Public Library
Income Statement - Rainy Day Fund
For the Month Ended July 31, 2017

| | Original Budget | Budget Adjust. | Adjust. Budget | Actual MTD | Actual YTD | Open P.O. | Balance | % |
|---|---------------------|-------------------|---------------------|------------------|-------------------|-------------------|-------------------|---------------|
| Revenues | | | | | | | | |
| Other Revenue | | | | | | | | |
| INTEREST INCOME | 26,000.00 | 0.00 | 26,000.00 | 4,550.95 | 31,380.50 | 0.00 | 5,380.50 | 20.69% |
| Total Other Revenue | 26,000.00 | 0.00 | 26,000.00 | 4,550.95 | 31,380.50 | 0.00 | 5,380.50 | 20.69% |
| Total Revenues | 26,000.00 | 0.00 | 26,000.00 | 4,550.95 | 31,380.50 | 0.00 | 5,380.50 | 20.69% |
| Expenses | | | | | | | | |
| Other Services & Charges | | | | | | | | |
| Professional Services | | | | | | | | |
| CONSULTING SERVICES | 150,000.00 | 679,125.36 | 829,125.36 | 61,973.50 | 220,935.44 | 608,189.92 | 0.00 | 0.00% |
| LEGAL SERVICES | 150,000.00 | (43,917.36) | 106,082.64 | 4,380.00 | 27,464.61 | 8,720.00 | 69,898.03 | 65.89% |
| Total Professional Services | 300,000.00 | 635,208.00 | 935,208.00 | 66,353.50 | 248,400.05 | 616,909.92 | 69,898.03 | 7.47% |
| Printing & Advertising | | | | | | | | |
| OUTSIDE PRINTING | 0.00 | 215.00 | 215.00 | 0.00 | 215.00 | 0.00 | 0.00 | 0.00% |
| Total Printing & Advertising | 0.00 | 215.00 | 215.00 | 0.00 | 215.00 | 0.00 | 0.00 | 0.00% |
| Other Services & Charges | | | | | | | | |
| OTHER CONTRACTUAL SERVICES | 0.00 | 25,000.00 | 25,000.00 | 0.00 | 2,500.00 | 22,500.00 | 0.00 | 0.00% |
| PROPERTY TAXES | 0.00 | 2,277.36 | 2,277.36 | 0.00 | 2,277.36 | 0.00 | 0.00 | 0.00% |
| Total Other Services & Charges | 0.00 | 27,277.36 | 27,277.36 | 0.00 | 4,777.36 | 22,500.00 | 0.00 | 0.00% |
| Total Other Services & Charges | 300,000.00 | 662,700.36 | 962,700.36 | 66,353.50 | 253,392.41 | 639,409.92 | 69,898.03 | 7.26% |
| Capital Outlay | | | | | | | | |
| LAND | 700,000.00 | (6,974.00) | 693,026.00 | 0.00 | 344,342.45 | 227,500.00 | 121,183.55 | 17.49% |
| Total Capital Outlay | 700,000.00 | (6,974.00) | 693,026.00 | 0.00 | 344,342.45 | 227,500.00 | 121,183.55 | 17.49% |
| Total Expenses | 1,000,000.00 | 655,726.36 | 1,655,726.36 | 66,353.50 | 597,734.86 | 866,909.92 | 191,081.58 | 11.54% |

Indianapolis Marion County Public Library

Income Statement - Library Improvement Reserve Fund

For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | Actual MTD | Actual YTD | Open P.O. | Balance | % Remaining |
|-----------------------------|--------------------|-------------------|---------------------|-----------------|-------------------|-------------------|-------------------|---------------|
| Revenues | | | | | | | | |
| Other Revenue | | | | | | | | |
| INTEREST INCOME | 18,000.00 | 0.00 | 18,000.00 | 2,308.83 | 15,381.06 | 0.00 | 2,618.94 | 14.55% |
| Total Other Revenue | 18,000.00 | 0.00 | 18,000.00 | 2,308.83 | 15,381.06 | 0.00 | 2,618.94 | 14.55% |
| Total Revenues | 18,000.00 | 0.00 | 18,000.00 | 2,308.83 | 15,381.06 | 0.00 | 2,618.94 | 14.55% |
| Expenses | | | | | | | | |
| Capital Outlay | | | | | | | | |
| CAPITAL - EQUIPMENT | 600,000.00 | 0.00 | 600,000.00 | 0.00 | 0.00 | 0.00 | 600,000.00 | 100.00% |
| COMPUTER SOFTWARE | 0.00 | 594,331.25 | 594,331.25 | 7,730.00 | 241,114.20 | 353,217.05 | 0.00 | 0.00% |
| Total Capital Outlay | 600,000.00 | 594,331.25 | 1,194,331.25 | 7,730.00 | 241,114.20 | 353,217.05 | 600,000.00 | 50.24% |
| Total Expenses | 600,000.00 | 594,331.25 | 1,194,331.25 | 7,730.00 | 241,114.20 | 353,217.05 | 600,000.00 | 50.24% |

**Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
July 31, 2017**

Chase Savings Account

| | Balance July 31, 2017 | Interest Earned July 31, 2017 |
|------------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 362,800 | \$ 86 |
| Library Improvement Reserve Fd | \$ 619 | 0 |
| Shared System Fund | \$ 46,073 | 11 |
| Grant Fund | \$ 36,814 | 9 |
| Parking Garage | \$ 4,039 | 1 |
| Capital Projects Fund | \$ - | - |
| Bond & Interest Redemption Fd | \$ - | - |
| Total Chase Savings Account | \$ 450,346 | \$ 107 |

The average savings account rate for July was 0.28%

Fifth Third Bank Investment Account

| | Balance July 31, 2017 | Interest Earned July 31, 2017 |
|--------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 3,560,984 | \$ 2,763 |
| Library Improvement Reserve Fd | \$ 2,975,875 | 2,309 |
| Shared System Fund | \$ 307,313 | 238 |
| Gift Fund | \$ 512,188 | 397 |
| Construction Fund | \$ 239,231 | 186 |
| Capital Projects Fund | \$ 286 | 0 |
| Parking Garage | \$ 201,080 | 156 |
| Rainy Day Fund | \$ 5,718,728 | 4,437 |
| Bond & Interest Redemption Fd | \$ 1,024,375 | 795 |
| Total Fifth Third Bank | \$ 14,540,059 | \$ 11,280 |

The average investment account rate for July was .93%

Hoosier Fund Account Income

| | Balance July 31, 2017 | Interest Earned July 31, 2017 |
|-----------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 1,526,036 | \$ 1,023 |
| Capital Projects | \$ 70 | 70 |
| Rainy Day Fund | \$ 170,547 | 114 |
| 2017 Brightwood | \$ 5,518,424 | 3,700 |
| Total Hoosier Fund Account | \$ 7,215,076 | \$ 4,908 |

The average Hoosier Fund account rate for July was 0.79%

TrustIndiana

| | Balance July 31, 2017 | Interest Earned July 31, 2017 |
|-----------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 11,769 | \$ 11 |
| 2015 RFID Project Fund | \$ 1,250,000 | - |
| 2016 Michigan Road Project Fund | \$ 7,032,869 | 6,294 |
| Bond & Interest Redemption Fd | \$ 417,211 | 1,492 |
| Total TrustIndiana Account | \$ 8,711,849 | \$ 7,796 |

The average TrustIndiana account rate for July was 1.06%

Previous Month's Chase Savings Account Activity

| | Balance June 30, 2017 | Interest Earned June 30, 2017 |
|------------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 362,713 | \$ 83 |
| Library Improvement Reserve Fd | \$ 619 | 0 |
| Shared System Fund | \$ 46,062 | 11 |
| Grant Fund | \$ 36,806 | 8 |
| Parking Garage | \$ 4,038 | 1 |
| Capital Projects Fund | \$ - | - |
| Bond & Interest Redemption Fd | \$ - | - |
| Total Chase Savings Account | \$ 450,239 | \$ 104 |

The average savings account rate for June was 0.28%

Previous Month's Fifth Third Bank Investment Account

| | Balance June 30, 2017 | Interest Earned June 30, 2017 |
|--------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 3,558,221 | \$ 2,686 |
| Library Improvement Reserve Fd | \$ 2,973,567 | 2,245 |
| Shared System Fund | \$ 307,074 | 232 |
| Gift Fund | \$ 511,790 | 386 |
| Construction Fund | \$ 239,045 | 180 |
| Capital Projects Fund | \$ 286 | 0 |
| Parking Garage | \$ 200,924 | 152 |
| Rainy Day Fund | \$ 5,714,292 | 4,314 |
| Bond & Interest Redemption Fd | \$ 1,023,580 | 773 |
| Total Fifth Third Bank | \$ 14,528,779 | \$ 10,968 |

The average investment account rate for June was .91%

Previous Month's Hoosier Fund Account Income

| | Balance June 30, 2017 | Interest Earned June 30, 2017 |
|-----------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 1,525,012 | \$ 906 |
| Capital Projects | \$ 201,562 | 120 |
| Rainy Day Fund | \$ 170,432 | 101 |
| 2017 Brightwood | \$ 5,514,723 | 3,277 |
| Total Hoosier Fund Account | \$ 7,411,731 | \$ 4,404 |

The average Hoosier Fund account rate for June was 0.72%

Previous Month's TrustIndiana

| | Balance June 30, 2017 | Interest Earned June 30, 2017 |
|-----------------------------------|--------------------------|----------------------------------|
| Operating Fund | \$ 11,758 | \$ 9 |
| 2015 RFID Project Fund | \$ 1,250,000 | - |
| 2016 Michigan Road Project Fund | \$ 7,026,575 | 5,424 |
| Bond & Interest Redemption Fd | \$ 415,719 | 1,286 |
| Total TrustIndiana Account | \$ 8,704,052 | \$ 6,719 |

The average TrustIndiana account rate for May was 0.84%

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
STATUS OF THE TREASURY
CASH BALANCES
July 31, 2017

| | ----- Checking and Savings Account Activity - Chase ----- | | | | | | Total All Balances 7/31/2017 |
|--|---|-----------------------------------|---------------------------|--------------------------------|--------------------------------|--------------------------|------------------------------------|
| | Prior Year All Balances 7/31/2016 | Beginning Balance 6/30/2017 | Current Month Receipts | Current Month Disbursements | Ending Balance 7/31/2017 | Investments 7/31/2017 | |
| TOTAL ALL FUNDS | 34,042,668.25 | 20,297,631.76 | 1,412,323.68 | 7,532,508.70 | 14,177,446.74 | 30,466,983.95 | 44,644,430.69 |
| OPERATING FUND | 16,233,101.77 | 13,563,373.28 | 726,333.65 | 3,416,837.04 | 10,872,869.89 | 5,098,788.12 | 15,971,658.01 |
| Current Year | | | 726,333.65 | 3,416,837.04 | | | |
| Investments | | | | | | | |
| CAPITAL PROJECTS FUND | 1,010,390.16 | (11,740.77) | 201,562.29 | - | 189,821.52 | 356.13 | 190,177.65 |
| Current Year | | | 201,562.29 | - | | | |
| Investments | | | | | | | |
| BOND & INTEREST REDEMPTION FUND | 2,259,503.35 | 3,991,820.90 | - | 3,453,936.88 | 537,884.02 | 1,441,585.86 | 1,979,469.88 |
| Current Year | | | | 3,453,936.88 | | | |
| Investments | | | | | | | |
| BOND & INTEREST REDEMPTION FUND II | - | 44,834.57 | - | - | 44,834.57 | | 44,834.57 |
| Current Year | | | | | | | |
| Investments | | | | | | | |
| CONSTRUCTION FUND | 361,218.38 | 22,248.34 | - | - | 22,248.34 | 239,230.92 | 261,479.26 |
| Current Year | | | | | | | |
| Investments | | | | | | | |
| RAINY DAY FUND | 4,077,467.45 | 124,453.89 | - | 66,353.50 | 58,100.39 | 5,889,275.03 | 5,947,375.42 |
| Current Year | | | | 66,353.50 | | | |
| Investments | | | | | | | |
| LIBRARY IMPROVEMENT RESERVE FUND | 3,112,436.28 | 122,768.36 | 0.15 | 7,730.00 | 115,038.51 | 2,975,875.49 | 3,090,914.00 |
| Current Year | | | 0.15 | 7,730.00 | | | |
| Investments | | | | | | | |
| 2014 MULTI-BRANCH IMPROVEMENT | 2,856,469.46 | 16,221.68 | 5,000.00 | 1,234.16 | 19,987.52 | - | 19,987.52 |
| Current Year | | | 5,000.00 | 1,234.16 | | | |
| Investments | | | | | | | |
| 2015 RFID BOOKS & MATERIALS PROJECT | 1,712,115.11 | 28,637.70 | - | 2,416.81 | 26,220.89 | 1,250,000.00 | 1,276,220.89 |
| Current Year | | | | 2,416.81 | | | |
| Investments | | | | | | | |
| 2016 MICHIGAN ROAD | - | 175,428.91 | - | 750.00 | 174,678.91 | 7,032,868.60 | 7,207,547.51 |
| Current Year | | | | 750.00 | | | |
| 2017 BRIGHTWOOD | - | 342,343.50 | - | - | 342,343.50 | 5,518,423.66 | 5,860,767.16 |
| Current Year | | | | | | | |
| Investments | | | | | | | |
| PARKING GARAGE FUND | 173,207.66 | 364,125.46 | 19,919.66 | 6,640.55 | 377,404.57 | 201,080.13 | 578,484.70 |
| Current Year | | | 19,919.66 | 6,640.55 | | | |
| GIFT FUND | 740,412.39 | 276,012.03 | 10,200.00 | 63,677.11 | 222,534.92 | 512,187.50 | 734,722.42 |
| Current Year | | | 10,200.00 | 63,677.11 | | | |
| GRANT FUND | 901,001.72 | 971,599.44 | 25,505.75 | 57,042.31 | 940,062.88 | | 940,062.88 |
| Current Year | | | 25,505.75 | 57,042.31 | | | |
| OTHER FUNDS & ACTIVITY: | | | | | | | |
| PAYROLL DEDUCTIONS | 105,057.50 | 112,964.38 | 416,049.05 | 449,887.25 | 79,126.18 | | 79,126.18 |
| FOUNDATION AGENCY FUND | 2,321.78 | 7,422.95 | 1,008.17 | - | 8,431.12 | | 8,431.12 |
| STAFF ASSOCIATION AGENCY FUND | 2.00 | 16.00 | 2.00 | - | 18.00 | | 18.00 |
| SALES TAX AGENCY FUND | 857.38 | 1,022.57 | 1,691.33 | 1,022.57 | 1,691.33 | | 1,691.33 |
| PLAC CARD AGENCY FUND | 5,548.80 | 14,255.55 | 4,160.00 | | 18,415.55 | | 18,415.55 |
| SHARED SYSTEM | 491,557.06 | 129,823.02 | 891.63 | 4,980.52 | 125,734.13 | 307,312.51 | 433,046.64 |

Indianapolis Marion County Public Library
Income Statement - Parking Garage
For the Month Ended July 31, 2017

| | Original Budget | Budget Adjust. | Adjust. Budget | Actual MTD | Actual YTD | Open P.O. | Balance | % |
|---|--------------------|-------------------|-------------------|------------------|-------------------|-----------------|-----------------|---------------|
| Revenues | | | | | | | | |
| Other Revenue | | | | | | | | |
| INTEREST INCOME | 100.00 | 0.00 | 100.00 | 156.96 | 1,062.17 | 0.00 | 962.17 | 962.17% |
| PARKING GARAGE REVENUE | 300,000.00 | 0.00 | 300,000.00 | 15,398.70 | 309,208.50 | 0.00 | 9,208.50 | 3.07% |
| Events Parking | 10,000.00 | 0.00 | 10,000.00 | 1,375.00 | 5,945.00 | 0.00 | (4,055.00) | (40.55)% |
| Total Other Revenue | 310,100.00 | 0.00 | 310,100.00 | 16,930.66 | 316,215.67 | 0.00 | 6,115.67 | 1.97% |
| Total Revenues | 310,100.00 | 0.00 | 310,100.00 | 16,930.66 | 316,215.67 | 0.00 | 6,115.67 | 1.97% |
| Expenses | | | | | | | | |
| Supplies | | | | | | | | |
| Office Supplies | | | | | | | | |
| PRINTING SUPPLIES | 3,000.00 | 0.00 | 3,000.00 | 0.00 | 234.00 | 0.00 | 2,766.00 | 92.20% |
| OTHER OFFICE SUPPLIES | 5,000.00 | 371.74 | 5,371.74 | 282.00 | 2,923.34 | 371.74 | 2,076.66 | 38.66% |
| UNIFORMS | 100.00 | 0.00 | 100.00 | 0.00 | 99.60 | 0.00 | 0.40 | 0.40% |
| Total Office Supplies | 8,100.00 | 371.74 | 8,471.74 | 282.00 | 3,256.94 | 371.74 | 4,843.06 | 57.17% |
| Total Supplies | 8,100.00 | 371.74 | 8,471.74 | 282.00 | 3,256.94 | 371.74 | 4,843.06 | 57.17% |
| Other Services & Charges | | | | | | | | |
| Professional Services | | | | | | | | |
| CONSULTING SERVICES | 0.00 | 26,770.00 | 26,770.00 | 0.00 | 24,252.68 | 2,517.32 | 0.00 | 0.00% |
| LEGAL SERVICES | 0.00 | 495.00 | 495.00 | 0.00 | 495.00 | 0.00 | 0.00 | 0.00% |
| Total Professional Services | 0.00 | 27,265.00 | 27,265.00 | 0.00 | 24,747.68 | 2,517.32 | 0.00 | 0.00% |
| Communication & Transportation | | | | | | | | |
| TELEPHONE | 4,000.00 | 0.00 | 4,000.00 | 0.00 | 1,874.34 | 0.00 | 2,125.66 | 53.14% |
| DATA COMMUNICATIONS | 700.00 | 0.00 | 700.00 | 0.00 | 238.31 | 0.00 | 461.69 | 65.96% |
| Total Communication & Transportation | 4,700.00 | 0.00 | 4,700.00 | 0.00 | 2,112.65 | 0.00 | 2,587.35 | 55.05% |

Indianapolis Marion County Public Library Income Statement - Parking Garage

For the Month Ended July 31, 2017

| | Original Budget | Budget Adjust. | Adjust. Budget | Actual MTD | Actual YTD | Open P.O. | Balance | % |
|---|--------------------|--------------------|-------------------|------------------|-------------------|-------------------|-------------------|----------------|
| Insurance | | | | | | | | |
| EXCESS LIABILITY | 6,000.00 | 0.00 | 6,000.00 | 440.00 | 3,071.00 | 0.00 | 2,929.00 | 48.82% |
| Total Insurance | 6,000.00 | 0.00 | 6,000.00 | 440.00 | 3,071.00 | 0.00 | 2,929.00 | 48.82% |
| Repairs & Maintenance | | | | | | | | |
| REP & MAINT-STRUCTURE | 20,000.00 | (495.00) | 19,505.00 | 0.00 | 0.00 | 0.00 | 19,505.00 | 100.00% |
| REP & MAINT-HEATING & AIR | 22,315.00 | 14,585.00 | 36,900.00 | 0.00 | 14,585.00 | 0.00 | 22,315.00 | 60.47% |
| REP & MAINT-EQUIPMENT | 20,000.00 | 0.00 | 20,000.00 | 0.00 | 6,928.18 | 0.00 | 13,071.82 | 65.36% |
| Total Repairs & Maintenance | 62,315.00 | 14,090.00 | 76,405.00 | 0.00 | 21,513.18 | 0.00 | 54,891.82 | 71.84% |
| Rentals | | | | | | | | |
| EQUIPMENT RENTAL | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 | 100.00% |
| Total Rentals | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 | 100.00% |
| Other Services & Charges | | | | | | | | |
| PARKING GARAGE CONTRACTUAL | 12,000.00 | 0.00 | 12,000.00 | 1,000.00 | 7,000.00 | 0.00 | 5,000.00 | 41.67% |
| CLEANING SERVICES | 6,000.00 | 0.00 | 6,000.00 | 0.00 | 5,114.34 | 0.00 | 885.66 | 14.76% |
| OTHER CONTRACTUAL SERVICES | 70,000.00 | 4,800.00 | 74,800.00 | 4,042.55 | 27,979.74 | 4,800.00 | 42,020.26 | 56.18% |
| BANK FEES/CREDIT CARD FEES | 7,500.00 | 0.00 | 7,500.00 | 731.00 | 4,421.69 | 0.00 | 3,078.31 | 41.04% |
| Total Other Services & Charges | 95,500.00 | 4,800.00 | 100,300.00 | 5,773.55 | 44,515.77 | 4,800.00 | 50,984.23 | 50.83% |
| Total Other Services & Charges | 168,815.00 | 46,155.00 | 214,970.00 | 6,213.55 | 95,960.28 | 7,317.32 | 111,692.40 | 51.96% |
| Total Expenses | 176,915.00 | 46,526.74 | 223,441.74 | 6,495.55 | 99,217.22 | 7,689.06 | 116,535.46 | 52.15% |
| NET SURPLUS/(DEFICIT) | 133,185.00 | (46,526.74) | 86,658.26 | 10,435.11 | 216,998.45 | (7,689.06) | 122,651.13 | 141.53% |

INDIANAPOLIS - MARION COUNTY PUBLIC LIBRARY
CASHFLOW PROJECTIONS - OPERATING FUND
 January 1 - December 31, 2017

| | 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 | ORIGINAL BUDGET | Variance |
|----------------------------------|----------------------|----------------------|----------------------|---------------------|---------------------|----------------------|----------------------|----------------------|------------------------|----------------------|-----------------------|-----------------------|----------------------|----------------------|------------------|
| Beginning Balance | \$ 16,235,848 | \$ 13,600,375 | \$ 10,558,264 | \$ 7,764,924 | \$ 6,080,353 | \$ 8,688,133 | \$ 18,658,365 | \$ 15,971,658 | \$ 12,533,423 | \$ 9,473,465 | \$ 7,698,671 | \$ 9,569,824 | \$ 16,235,848 | \$ 16,235,848 | |
| Receipts: | | | | | | | | | | | | | | | |
| Property Tax | - | - | 31,231 | 1,000,000 | 5,100,000 | 11,623,828 | - | - | - | 1,218,000 | 4,910,000 | 8,903,637 | 32,786,696 | 32,677,471 | 109,225 |
| Excise Tax | - | - | - | - | - | 1,383,229 | - | - | - | - | - | 1,383,229 | 2,766,458 | 2,766,458 | - |
| Financial Institution Tax | - | - | - | - | - | 149,934 | - | - | - | - | - | 149,934 | 299,868 | 299,868 | - |
| Commercial Vehicle Tax | - | - | - | - | - | 127,909 | - | - | - | - | - | 127,909 | 255,818 | 255,818 | - |
| In-Lieu-of Taxes | - | - | - | - | - | 12,686 | - | - | - | - | - | 12,686 | 25,372 | 25,372 | - |
| Local Option Income Tax (LOIT) | 306,448 | 306,448 | 306,448 | 306,448 | 306,721 | 306,721 | 306,721 | 306,721 | 306,721 | 306,721 | 306,721 | 306,721 | 3,679,559 | 3,592,319 | 87,240 |
| County Option Income Tax (COIT) | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 16,851 | 202,211 | 202,211 | 0 |
| Fines | 66,541 | 63,917 | 72,572 | 53,684 | 62,030 | 69,312 | 62,448 | 62,362 | 62,362 | 62,362 | 62,362 | 62,362 | 762,314 | 748,340 | 13,974 |
| Photocopier | - | 124 | - | - | - | - | - | - | - | - | - | - | 124 | - | 124 |
| Printers | 15,993 | 32,747 | 35,912 | 26,794 | 27,177 | 30,470 | 24,466 | 16,875 | 16,875 | 16,875 | 16,875 | 16,875 | 277,934 | 202,500 | 75,434 |
| Fax Transmissions | 3,646 | 4,202 | 4,466 | 4,054 | 4,776 | 5,023 | 4,942 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 37,359 | 15,000 | 22,359 |
| Headsets | 589 | 551 | 643 | 505 | 667 | 641 | 693 | 500 | 500 | 500 | 500 | 500 | 6,789 | 6,000 | 789 |
| USB | 467 | 446 | 537 | 570 | 465 | 458 | 439 | 673 | 449 | 425 | 439 | 571 | 5,939 | 6,000 | (61) |
| PLAC Dist. | - | - | - | - | - | 85,820 | - | - | - | - | - | - | 85,820 | 79,000 | 6,820 |
| Interest income | 3,077 | 3,821 | 4,453 | 4,496 | 3,641 | 3,685 | 3,883 | 2,847 | 2,266 | 2,486 | 2,511 | 1,667 | 38,833 | 26,000 | 12,833 |
| Library totes | 135 | 153 | 196 | 101 | 172 | 467 | 238 | 180 | 193 | 168 | 129 | 167 | 2,299 | 2,500 | (201) |
| Other Card Revenue | 1,232 | - | 1,432 | 959 | 1,167 | 690 | 335 | 781 | 884 | 1,006 | 1,015 | 3,000 | 12,501 | 12,000 | 501 |
| Miscellaneous | 81 | 1,307 | 112 | 1,047 | (247) | 1,907 | 153 | 1,029 | 350 | 300 | 665 | 400 | 7,104 | 6,000 | 1,104 |
| Proctoring Exams | 125 | 75 | 335 | 400 | 495 | 745 | 1,150 | 395 | 200 | 275 | 260 | 200 | 4,655 | 5,000 | (345) |
| Facility Rental | 31,654 | 23,574 | 16,540 | 18,066 | 28,823 | 25,776 | 32,546 | 19,769 | 25,000 | 30,000 | 29,130 | 2,500 | 283,378 | 195,000 | 88,378 |
| Catering Commission | 11,190 | - | 2,143 | 236 | 4,035 | 5,585 | 6,150 | 2,500 | 7,500 | 6,800 | 13,000 | 3,500 | 62,639 | 85,000 | (22,361) |
| Café Revenue | 516 | 1,006 | - | 758 | 764 | 507 | 562 | 1,028 | 468 | 548 | 554 | 684 | 7,395 | 5,000 | 2,395 |
| Shared System Projects | - | - | 70,382 | - | - | - | - | - | - | - | - | - | 70,382 | 60,000 | 10,382 |
| Reimbursement for Services | 3,459 | 44,370 | 13,145 | 44,170 | - | 2,688 | - | 8,500 | 233 | 744 | 5,000 | 30,203 | 152,512 | 206,640 | (54,128) |
| Insurance Reimbursement | 2,046 | 40 | 1,460 | 3,849 | 2,692 | - | - | - | - | - | - | - | 10,087 | 250,000 | (239,913) |
| Refunds | - | 24 | 79 | 24 | - | - | - | 1,160 | - | - | 3 | - | 1,290 | 5,000 | (3,710) |
| Erate Revenue | 67,635 | 12,234 | 12,234 | 12,234 | - | 24,467 | - | 55,000 | - | 24,350 | 40,000 | 42,000 | 290,154 | 215,000 | 75,154 |
| Grants/Contributions | - | - | - | - | - | - | 200,000 | - | - | - | - | - | 200,000 | 200,000 | - |
| Sale of surplus property | - | - | 2,018 | - | - | - | 150 | - | 2,000 | - | 2,000 | - | 6,168 | 5,000 | 1,168 |
| Transfer in | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Receipts | 531,685 | 511,889 | 593,188 | 1,495,245 | 5,560,229 | 13,879,399 | 661,726 | 498,421 | 444,102 | 1,689,661 | 5,409,265 | 11,066,846 | 42,341,657 | 42,154,497 | 187,160 |
| Expenditures: | | | | | | | | | | | | | | | |
| Personal Services & Benefits | 1,862,896 | 1,774,754 | 1,791,785 | 1,820,783 | 1,809,855 | 2,636,137 | 1,854,787 | 1,850,000 | 1,850,000 | 1,850,000 | 1,775,000 | 2,604,538 | 23,480,535 | 24,933,242 | 1,452,707 |
| Supplies | 63,939 | 46,510 | 59,227 | 116,471 | 49,963 | 73,450 | 177,779 | 170,000 | 190,000 | 175,000 | 174,390 | 190,000 | 1,486,729 | 1,883,329 | 396,600 |
| Other Services and Charges | 891,742 | 1,185,841 | 1,151,441 | 974,402 | 777,798 | 970,593 | 958,053 | 1,500,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,300,000 | 13,309,870 | 15,463,498 | 2,153,628 |
| Library Materials Capital Outlay | 348,581 | 546,895 | 384,076 | 268,160 | 314,833 | 228,987 | 357,814 | 416,656 | 264,060 | 239,455 | 388,722 | 337,122 | 4,095,361 | 3,905,187 | (190,174) |
| Transfer Out | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Debt Payments | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Expenditures | 3,167,158 | 3,554,000 | 3,386,529 | 3,179,816 | 2,952,449 | 3,909,167 | 3,348,433 | 3,936,656 | 3,504,060 | 3,464,455 | 3,538,112 | 4,431,660 | 42,372,495 | 46,185,256 | 3,812,761 |
| Ending Balance | \$ 13,600,375 | \$ 10,558,264 | \$ 7,764,924 | \$ 6,080,353 | \$ 8,688,133 | \$ 18,658,365 | \$ 15,971,658 | \$ 12,533,423 | \$ 9,473,465 | \$ 7,698,671 | \$ 9,569,824 | \$ 16,205,010 | \$ 16,205,010 | \$ 12,205,089 | |

INDIANAPOLIS - MARION COUNTY PUBLIC LIBRARY
 CASH FLOW PROJECTIONS - BOND AND INTEREST REDEMPTION FUND (BIRF)
 January through December 2017
 Original Budget

| | ACTUAL JANUARY | ACTUAL FEBRUARY | ACTUAL MARCH | ACTUAL APRIL | ACTUAL MAY | ACTUAL JUNE | ACTUAL JULY | PROJECTED AUGUST | PROJECTED SEPTEMBER | PROJECTED OCTOBER | PROJECTED NOVEMBER | PROJECTED DECEMBER | TOTAL | BUDGET | VARIANCE |
|------------------------------|-------------------|--------------------|-----------------|-----------------|---------------|----------------|----------------|---------------------|------------------------|----------------------|-----------------------|-----------------------|--------------|--------------|----------|
| Total Beginning Funds | \$ 4,813,972 | \$ 1,460,905 | \$ 1,462,556 | \$ 1,464,431 | \$ 1,466,231 | \$ 1,467,459 | \$ 5,431,120 | \$ 1,979,470 | \$ 1,981,053 | \$ 1,982,646 | \$ 1,984,394 | \$ 2,385,543 | \$ 4,813,972 | \$ 4,813,972 | |

Sources of Funds

| Receipts: | | | | | | | | | | | | | | | |
|---------------------------|--------------|--------------|--------------|--------------|--------------|------------------|--------------|--------------|--------------|--------------|----------------|------------------|-------------------|-------------------|----------------|
| Property Tax | - | - | - | - | - | 5,790,670 | - | - | - | - | 400,000 | 5,017,479 | 11,208,149 | 10,834,957 | 373,192 |
| Excise Tax | - | - | - | - | - | 348,558 | - | - | - | - | - | 304,656 | 653,214 | 609,311 | 43,903 |
| Financial Institution Tax | - | - | - | - | - | 38,127 | - | - | - | - | - | 40,364 | 78,491 | 80,727 | (2,236) |
| Commercial Vehicle Tax | - | - | - | - | - | 32,527 | - | - | - | - | - | 39,055 | 71,582 | 78,110 | (6,528) |
| In Lieu. Of Prop. Tax | - | - | - | - | - | 3,988 | - | - | - | - | - | 3,076 | 7,064 | 6,152 | 912 |
| Interest income | 2,082 | 1,651 | 1,875 | 1,800 | 1,978 | 2,059 | 2,287 | 1,583 | 1,593 | 1,748 | 1,899 | 400 | 20,955 | 7,000 | 13,955 |
| Refunds | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Transfer In | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Receipts | 2,082 | 1,651 | 1,875 | 1,800 | 1,978 | 6,215,929 | 2,287 | 1,583 | 1,593 | 1,748 | 401,899 | 5,405,030 | 12,039,455 | 11,616,257 | 423,198 |

Uses of Funds

| Expenditures: | | | | | | | | | | | | | | | |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------|
| 2009 Bond Principal Payment | 215,000 | - | - | - | - | - | 1,445,000 | - | - | - | - | - | 1,660,000 | 1,660,000 | - |
| 2010 Bond Principal Payment | 1,110,000 | - | - | - | - | - | 1,105,000 | - | - | - | - | - | 2,215,000 | 2,215,000 | - |
| 2011 Bond Principal Payment | 385,000 | - | - | - | - | - | 385,000 | - | - | - | - | - | 770,000 | 770,000 | - |
| 2012 Bond Principal Payment | 1,075,000 | - | - | - | - | - | - | - | - | - | - | - | 1,075,000 | 1,075,000 | - |
| 2013 Bond Principal Payment | - | - | - | - | - | 1,165,000 | - | - | - | - | - | 1,200,000 | 2,365,000 | 2,365,000 | - |
| 2014 Bond Principal Payment | - | - | - | - | - | 25,000 | - | - | - | - | - | 25,000 | 50,000 | 50,000 | - |
| 2015 Bond Principal Payment | - | - | - | - | - | 500,000 | - | - | - | - | - | 505,000 | 1,005,000 | 1,005,000 | - |
| 2016 Bond Principal Payment | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 2017 Bond Principal Payment | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Bond Interest Payment | 569,399 | - | - | - | - | 562,268 | 518,937 | - | - | - | - | 529,893 | 2,180,497 | 2,180,496 | (1) |
| Bank Fees & Other Expenses | 750 | - | - | - | 750 | - | - | - | - | - | 750 | 400 | 2,650 | 4,750 | 2,100 |
| Total Expenditures | 3,355,149 | - | - | - | 750 | 2,252,268 | 3,453,937 | - | - | - | 750 | 2,260,293 | 11,323,147 | 11,325,246 | 2,099 |
| Total Ending Funds | \$ 1,460,905 | \$ 1,462,556 | \$ 1,464,431 | \$ 1,466,231 | \$ 1,467,459 | \$ 5,431,120 | \$ 1,979,470 | \$ 1,981,053 | \$ 1,982,646 | \$ 1,984,394 | \$ 2,385,543 | \$ 5,530,280 | \$ 5,530,280 | \$ 5,104,983 | |

INDIANAPOLIS - MARION COUNTY PUBLIC LIBRARY
 CASH FLOW PROJECTIONS - BOND AND INTEREST REDEMPTION FUND II (BIRF 2)
 January through December 2017
 Original Budget

| | ACTUAL JANUARY | ACTUAL FEBRUARY | ACTUAL MARCH | ACTUAL APRIL | ACTUAL MAY | ACTUAL JUNE | ACTUAL JULY | PROJECTED AUGUST | PROJECTED SEPTEMBER | PROJECTED OCTOBER | PROJECTED NOVEMBER | PROJECTED DECEMBER | TOTAL | BUDGET | VARIANCE |
|------------------------------|-------------------|--------------------|-----------------|-----------------|---------------|----------------|----------------|---------------------|------------------------|----------------------|-----------------------|-----------------------|----------------|----------------|----------|
| Total Beginning Funds | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ - | \$ - | - |
| Sources of Funds | | | | | | | | | | | | | | | |
| Receipts: | | | | | | | | | | | | | | | |
| Property Tax | - | - | - | - | - | 219,697 | - | - | - | - | - | 203,477 | 423,174 | 406,955 | 16,219 |
| Excise Tax | - | - | - | - | - | 13,072 | - | - | - | - | - | 10,684 | 23,756 | 21,368 | 2,388 |
| Financial Institution Tax | - | - | - | - | - | 1,417 | - | - | - | - | - | 1,368 | 2,785 | 2,735 | 50 |
| Commercial Vehicle Tax | - | - | - | - | - | 1,209 | - | - | - | - | - | 1,403 | 2,612 | 2,806 | (194) |
| In Lieu. Of Prop. Tax | - | - | - | - | - | 149 | - | - | - | - | - | 238 | 387 | 477 | (90) |
| Total Receipts | - | - | - | - | - | 235,544 | - | - | - | - | - | 217,170 | 452,714 | 434,341 | 18,373 |
| Uses of Funds | | | | | | | | | | | | | | | |
| Expenditures: | | | | | | | | | | | | | | | |
| 2016 Bond Principal Payment | - | - | - | - | - | 5,000 | - | - | - | - | - | 10,000 | 15,000 | 15,000 | - |
| 2017 Bond Principal Payment | - | - | - | - | - | 5,000 | - | - | - | - | - | 10,000 | 15,000 | 15,000 | - |
| Bond Interest Payment | - | - | - | - | - | 180,709 | - | - | - | - | - | 179,684 | 360,393 | 360,393 | - |
| Bank Fees & Other Expenses | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Expenditures | - | - | - | - | - | 190,709 | - | - | - | - | - | 199,684 | 390,393 | 390,393 | - |
| Total Ending Funds | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ 44,835 | \$ 62,321 | \$ 62,321 | \$ 43,948 | - |

Indianapolis Marion County Public Library
Income Statement - 2014 Bond
For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | MTD | YTD | Encumbrances | Balance | % Remaining |
|--|--------------------|--------------------|--------------------|--------------|------------------|-----------------|-----------------|----------------|
| 43 - 2014 Multi-Branch Facility Improvements - Series One | | | | | | | | |
| Revenues | | | | | | | | |
| Other Revenue | | | | | | | | |
| INTEREST INCOME | 6,123.50 | 0.00 | 6,123.50 | 0.00 | 229.65 | 0.00 | 5,893.85 | 96% |
| Total Other Revenue | 6,123.50 | 0.00 | 6,123.50 | 0.00 | 229.65 | 0.00 | 5,893.85 | 96% |
| Total Revenues | 6,123.50 | 0.00 | 6,123.50 | 0.00 | 229.65 | 0.00 | 5,893.85 | 96% |
| Expenses | | | | | | | | |
| Supplies | | | | | | | | |
| Office Supplies | | | | | | | | |
| OTHER OFFICE SUPPLIES | 6,427.21 | 28,215.83 | 34,643.04 | 34.16 | 27,392.40 | 650.00 | 6,600.64 | 19% |
| Total Office Supplies | 6,427.21 | 28,215.83 | 34,643.04 | 34.16 | 27,392.40 | 650.00 | 6,600.64 | 19% |
| Other Supplies | | | | | | | | |
| NON-CAPITAL FURNITURE & EQUIPMENT | 26,921.01 | (26,719.69) | 201.32 | 0.00 | 0.00 | 201.32 | 0.00 | 0% |
| Total Other Supplies | 26,921.01 | (26,719.69) | 201.32 | 0.00 | 0.00 | 201.32 | 0.00 | 0% |
| Total Supplies | 33,348.22 | 1,496.14 | 34,844.36 | 34.16 | 27,392.40 | 851.32 | 6,600.64 | 19% |
| Other Services & Charges | | | | | | | | |
| Professional Services | | | | | | | | |
| CONSULTING SERVICES | 20,551.27 | 743.73 | 21,295.00 | 0.00 | 18,795.00 | 2,500.00 | 0.00 | 0% |
| ENGINEERING & ARCHITECTURAL | 4,107.48 | 22,536.29 | 26,643.77 | 0.00 | 23,008.21 | 3,635.56 | 0.00 | 0% |
| LEGAL SERVICES | 6,820.00 | 7,850.50 | 14,670.50 | 0.00 | 14,670.50 | 0.00 | 0.00 | 0% |
| Total Professional Services | 31,478.75 | 31,130.52 | 62,609.27 | 0.00 | 56,473.71 | 6,135.56 | 0.00 | 0% |
| Printing & Advertising | | | | | | | | |
| PUBLICATION OF LEGAL NOTICES & HR | 41.86 | (41.86) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| OUTSIDE PRINTING | 732.63 | (732.63) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |

Indianapolis Marion County Public Library
Income Statement - 2014 Bond
For the Month Ended July 31, 2017

| | <u>Original Budget</u> | <u>Budget Adj.</u> | <u>Adjusted Budget</u> | <u>MTD</u> | <u>YTD</u> | <u>Encumbrances</u> | <u>Balance</u> | <u>% Remaining</u> |
|---|----------------------------|------------------------|----------------------------|-------------------|-------------------|---------------------|------------------|------------------------|
| Total Printing & Advertising | 774.49 | (774.49) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| Repairs & Maintenance | | | | | | | | |
| REP & MAINT-STRUCTURE | 12,847.35 | 367.65 | 13,215.00 | 1,200.00 | 11,240.00 | 1,975.00 | 0.00 | 0% |
| Total Repairs & Maintenance | 12,847.35 | 367.65 | 13,215.00 | 1,200.00 | 11,240.00 | 1,975.00 | 0.00 | 0% |
| Rentals | | | | | | | | |
| REAL ESTATE | 0.00 | 600.00 | 600.00 | 0.00 | 600.00 | 0.00 | 0.00 | 0% |
| EQUIPMENT RENTAL | 0.00 | 5,210.00 | 5,210.00 | 0.00 | 5,210.00 | 0.00 | 0.00 | 0% |
| Total Rentals | 0.00 | 5,810.00 | 5,810.00 | 0.00 | 5,810.00 | 0.00 | 0.00 | 0% |
| Other Services & Charges | | | | | | | | |
| ISSUANCE COSTS | 318.93 | (318.93) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| EVENTS & PR | 3,448.70 | (3,448.70) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| LAWN & LANDSCAPING | 0.00 | 10,247.50 | 10,247.50 | 0.00 | 9,622.50 | 625.00 | 0.00 | 0% |
| OTHER CONTRACTUAL SERVICES | 1,580.56 | 8,379.94 | 9,960.50 | 0.00 | 9,960.50 | 0.00 | 0.00 | 0% |
| BANK FEES/CREDIT CARD FEES | 0.00 | 84.00 | 84.00 | 0.00 | 84.00 | 0.00 | 0.00 | 0% |
| Total Other Services & Charges | 5,348.19 | 14,943.81 | 20,292.00 | 0.00 | 19,667.00 | 625.00 | 0.00 | 0% |
| Total Other Services & Charges | 50,448.78 | 51,477.49 | 101,926.27 | 1,200.00 | 93,190.71 | 8,735.56 | 0.00 | 0% |
| Capital Outlay | | | | | | | | |
| BUILDING IMPROVEMENTS & UPGRADES | 35,113.52 | 546,706.86 | 581,820.38 | (5,000.00) | 572,126.53 | 0.00 | 9,693.85 | 2% |
| CAPITAL - FURNITURE | 33,869.40 | (33,869.40) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| CAPITAL - EQUIPMENT | 866.72 | 25,465.60 | 26,332.32 | 0.00 | 26,332.32 | 0.00 | 0.00 | 0% |
| Total Capital Outlay | 69,849.64 | 538,303.06 | 608,152.70 | (5,000.00) | 598,458.85 | 0.00 | 9,693.85 | 2% |
| Total Expenses | 153,646.64 | 591,276.69 | 744,923.33 | (3,765.84) | 719,041.96 | 9,586.88 | 16,294.49 | 2% |

Indianapolis Marion County Public Library

Income Statement - 2015 RFID Bond

For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | MTD | YTD | Encumbrances | Balance | % Remaining |
|--|--------------------|-------------------|--------------------|-----------------|------------------|-----------------|------------------|----------------|
| 44 - 2015 Bond - RFID Books & Materials Project | | | | | | | | |
| Expenses | | | | | | | | |
| Services Personal | | | | | | | | |
| Salaries & Wages | | | | | | | | |
| SALARIES APPOINTED STAFF | 11,297.00 | 2,824.00 | 14,121.00 | 1,903.50 | 14,121.00 | 0.00 | 0.00 | 0% |
| Total Salaries & Wages | 11,297.00 | 2,824.00 | 14,121.00 | 1,903.50 | 14,121.00 | 0.00 | 0.00 | 0% |
| Employee Benefits | | | | | | | | |
| MEDICAL & DENTAL INSURANCE | 15,000.00 | (3,420.57) | 11,579.43 | 0.00 | 0.00 | 0.00 | 11,579.43 | 100% |
| GROUP LIFE INSURANCE | 43.75 | 0.00 | 43.75 | 0.00 | 6.00 | 0.00 | 37.75 | 86% |
| LONG TERM DISABILITY | 26.32 | 0.00 | 26.32 | 0.00 | 5.38 | 0.00 | 20.94 | 80% |
| FICA AND MEDICARE | 883.94 | 196.32 | 1,080.26 | 145.62 | 1,080.26 | 0.00 | 0.00 | 0% |
| PERF | 1,604.96 | 400.25 | 2,005.21 | 270.30 | 2,005.21 | 0.00 | 0.00 | 0% |
| EMPLOYEE ASSISTANCE PROGRAM | 28.00 | 0.00 | 28.00 | 0.00 | 0.00 | 0.00 | 28.00 | 100% |
| Total Employee Benefits | 17,586.97 | (2,824.00) | 14,762.97 | 415.92 | 3,096.85 | 0.00 | 11,666.12 | 79% |
| Total Services Personal | 28,883.97 | 0.00 | 28,883.97 | 2,319.42 | 17,217.85 | 0.00 | 11,666.12 | 40% |
| Supplies | | | | | | | | |
| Office Supplies | | | | | | | | |
| LIBRARY SUPPLIES | 31,283.00 | 1,350.00 | 32,633.00 | 0.00 | 0.00 | 1,350.00 | 31,283.00 | 96% |
| Total Office Supplies | 31,283.00 | 1,350.00 | 32,633.00 | 0.00 | 0.00 | 1,350.00 | 31,283.00 | 96% |
| Total Supplies | 31,283.00 | 1,350.00 | 32,633.00 | 0.00 | 0.00 | 1,350.00 | 31,283.00 | 96% |
| Other Services & Charges | | | | | | | | |
| Communication & Transportation | | | | | | | | |
| TRAVEL | 0.00 | 655.80 | 655.80 | 82.39 | 655.80 | 0.00 | 0.00 | 0% |
| CELLULAR PHONE | 0.00 | 105.00 | 105.00 | 15.00 | 105.00 | 0.00 | 0.00 | 0% |
| Total Communication & Transportation | 0.00 | 760.80 | 760.80 | 97.39 | 760.80 | 0.00 | 0.00 | 0% |

Indianapolis Marion County Public Library Income Statement - 2015 RFID Bond

For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | MTD | YTD | Encumbrances | Balance | % Remaining |
|---|---------------------|-------------------|---------------------|-----------------|-------------------|-------------------|---------------------|----------------|
| Rentals | | | | | | | | |
| EQUIPMENT RENTAL | 53,750.25 | (760.38) | 52,989.87 | 0.00 | 0.00 | 0.00 | 52,989.87 | 100% |
| Total Rentals | 53,750.25 | (760.38) | 52,989.87 | 0.00 | 0.00 | 0.00 | 52,989.87 | 100% |
| Other Services & Charges | | | | | | | | |
| ISSUANCE COSTS | 0.42 | (0.42) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |
| COMPUTER SERVICES | 0.00 | 7,040.00 | 7,040.00 | 0.00 | 5,500.00 | 1,540.00 | 0.00 | 0% |
| OTHER CONTRACTUAL SERVICES | 51,785.62 | 253,697.31 | 305,482.93 | 0.00 | 203,562.03 | 51,675.28 | 50,245.62 | 16% |
| Total Other Services & Charges | 51,786.04 | 260,736.89 | 312,522.93 | 0.00 | 209,062.03 | 53,215.28 | 50,245.62 | 16% |
| Total Other Services & Charges | 105,536.29 | 260,737.31 | 366,273.60 | 97.39 | 209,822.83 | 53,215.28 | 103,235.49 | 28% |
| Capital Outlay | | | | | | | | |
| CAPITAL - EQUIPMENT | 1,074,471.00 | 128,925.00 | 1,203,396.00 | 0.00 | 127,925.00 | 56,965.00 | 1,018,506.00 | 85% |
| Total Capital Outlay | 1,074,471.00 | 128,925.00 | 1,203,396.00 | 0.00 | 127,925.00 | 56,965.00 | 1,018,506.00 | 85% |
| Total Expenses | 1,240,174.26 | 391,012.31 | 1,631,186.57 | 2,416.81 | 354,965.68 | 111,530.28 | 1,164,690.61 | 71% |

Indianapolis Marion County Public Library
Income Statement - 2016 Bond
For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | MTD | YTD | Encumbrances | Balance | % Remaining |
|---|--------------------|-------------------|--------------------|-----------------|-------------------|-------------------|-------------------|----------------|
| 46 - 2016 Bond - Michigan Road | | | | | | | | |
| Revenues | | | | | | | | |
| Other Revenue | | | | | | | | |
| INTEREST INCOME | 29,660.88 | 0.00 | 29,660.88 | 6,293.74 | 32,529.48 | 0.00 | (2,868.60) | (10)% |
| Total Other Revenue | 29,660.88 | 0.00 | 29,660.88 | 6,293.74 | 32,529.48 | 0.00 | (2,868.60) | (10)% |
| Total Revenues | 29,660.88 | 0.00 | 29,660.88 | 6,293.74 | 32,529.48 | 0.00 | (2,868.60) | (10)% |
| Expenses | | | | | | | | |
| Supplies | | | | | | | | |
| Office Supplies | | | | | | | | |
| OTHER OFFICE SUPPLIES | 140,000.00 | 0.00 | 140,000.00 | 0.00 | 0.00 | 0.00 | 140,000.00 | 100% |
| Total Office Supplies | 140,000.00 | 0.00 | 140,000.00 | 0.00 | 0.00 | 0.00 | 140,000.00 | 100% |
| Other Supplies | | | | | | | | |
| NON-CAPITAL FURNITURE & EQUIPMENT | 80,000.00 | 0.00 | 80,000.00 | 0.00 | 0.00 | 0.00 | 80,000.00 | 100% |
| Total Other Supplies | 80,000.00 | 0.00 | 80,000.00 | 0.00 | 0.00 | 0.00 | 80,000.00 | 100% |
| Total Supplies | 220,000.00 | 0.00 | 220,000.00 | 0.00 | 0.00 | 0.00 | 220,000.00 | 100% |
| Other Services & Charges | | | | | | | | |
| Professional Services | | | | | | | | |
| CONSULTING SERVICES | 204,025.00 | 6,475.00 | 210,500.00 | 750.00 | 12,700.00 | 24,250.00 | 173,550.00 | 82% |
| ENGINEERING & ARCHITECTURAL | 40,000.00 | 557,944.74 | 597,944.74 | 0.00 | 210,582.35 | 356,687.39 | 30,675.00 | 5% |
| LEGAL SERVICES | 27,442.00 | 0.00 | 27,442.00 | 0.00 | 20,033.48 | 0.00 | 7,408.52 | 27% |
| Total Professional Services | 271,467.00 | 564,419.74 | 835,886.74 | 750.00 | 243,315.83 | 380,937.39 | 211,633.52 | 25% |
| Communication & Transportation | | | | | | | | |
| TRAVEL | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 100% |
| FREIGHT & EXPRESS | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 100% |

Indianapolis Marion County Public Library
Income Statement - 2016 Bond
For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | MTD | YTD | Encumbrances | Balance | % Remaining |
|---|---------------------|-------------------|---------------------|---------------|-------------------|-------------------|---------------------|----------------|
| Total Communication & Transportation | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100% |
| Printing & Advertising | | | | | | | | |
| PUBLICATION OF LEGAL NOTICES & HR | 750.00 | 0.00 | 750.00 | 0.00 | 0.00 | 0.00 | 750.00 | 100% |
| OUTSIDE PRINTING | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 100% |
| Total Printing & Advertising | 5,750.00 | 0.00 | 5,750.00 | 0.00 | 0.00 | 0.00 | 5,750.00 | 100% |
| Insurance | | | | | | | | |
| BUILDER'S RISK INSURANCE | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 100% |
| Total Insurance | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 100% |
| Other Services & Charges | | | | | | | | |
| ISSUANCE COSTS | 27,100.00 | 0.00 | 27,100.00 | 0.00 | 14,000.00 | 0.00 | 13,100.00 | 48% |
| OTHER CONTRACTUAL SERVICES | 30,000.00 | 0.00 | 30,000.00 | 0.00 | 0.00 | 0.00 | 30,000.00 | 100% |
| Total Other Services & Charges | 57,100.00 | 0.00 | 57,100.00 | 0.00 | 14,000.00 | 0.00 | 43,100.00 | 75% |
| Total Other Services & Charges | 340,317.00 | 564,419.74 | 904,736.74 | 750.00 | 257,315.83 | 380,937.39 | 266,483.52 | 29% |
| Capital Outlay | | | | | | | | |
| LAND | 100,000.00 | 0.00 | 100,000.00 | 0.00 | 0.00 | 0.00 | 100,000.00 | 100% |
| BUILDING | 5,839,758.00 | 0.00 | 5,839,758.00 | 0.00 | 0.00 | 0.00 | 5,839,758.00 | 100% |
| CAPITAL - FURNITURE | 160,000.00 | 0.00 | 160,000.00 | 0.00 | 0.00 | 0.00 | 160,000.00 | 100% |
| CAPITAL - EQUIPMENT | 137,500.00 | 0.00 | 137,500.00 | 0.00 | 0.00 | 0.00 | 137,500.00 | 100% |
| COMPUTER EQUIPMENT | 100,000.00 | 0.00 | 100,000.00 | 0.00 | 0.00 | 0.00 | 100,000.00 | 100% |
| Total Capital Outlay | 6,337,258.00 | 0.00 | 6,337,258.00 | 0.00 | 0.00 | 0.00 | 6,337,258.00 | 100% |
| Total Expenses | 6,897,575.00 | 564,419.74 | 7,461,994.74 | 750.00 | 257,315.83 | 380,937.39 | 6,823,741.52 | 91% |

Indianapolis Marion County Public Library
Income Statement - 2017 Bond
For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | MTD | YTD | Encumbrances | Balance | % Remaining |
|---|---------------------|----------------|---------------------|-----------------|---------------------|-------------------|-------------------|----------------|
| 47 - 2017 Bond - Brightwood | | | | | | | | |
| Revenues | | | | | | | | |
| Other Revenue | | | | | | | | |
| PROCEEDS FROM BOND SALE | 5,945,000.00 | 0.00 | 5,945,000.00 | 0.00 | 5,945,000.00 | 0.00 | 0.00 | 0% |
| INTEREST INCOME | 30,000.00 | 0.00 | 30,000.00 | 3,700.26 | 18,423.66 | 0.00 | 11,576.34 | 39% |
| Total Other Revenue | 5,975,000.00 | 0.00 | 5,975,000.00 | 3,700.26 | 5,963,423.66 | 0.00 | 11,576.34 | 0% |
| Total Revenues | 5,975,000.00 | 0.00 | 5,975,000.00 | 3,700.26 | 5,963,423.66 | 0.00 | 11,576.34 | 0% |
| Expenses | | | | | | | | |
| Supplies | | | | | | | | |
| Office Supplies | | | | | | | | |
| OTHER OFFICE SUPPLIES | 225,000.00 | 0.00 | 225,000.00 | 0.00 | 0.00 | 0.00 | 225,000.00 | 100% |
| Total Office Supplies | 225,000.00 | 0.00 | 225,000.00 | 0.00 | 0.00 | 0.00 | 225,000.00 | 100% |
| Other Supplies | | | | | | | | |
| NON-CAPITAL FURNITURE & EQUIPMENT | 40,000.00 | 0.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 100% |
| Total Other Supplies | 40,000.00 | 0.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 100% |
| Total Supplies | 265,000.00 | 0.00 | 265,000.00 | 0.00 | 0.00 | 0.00 | 265,000.00 | 100% |
| Other Services & Charges | | | | | | | | |
| Professional Services | | | | | | | | |
| CONSULTING SERVICES | 192,000.00 | (10,000.00) | 182,000.00 | 0.00 | 7,751.00 | 8,949.00 | 165,300.00 | 91% |
| ENGINEERING & ARCHITECTURAL | 407,000.00 | 10,000.00 | 417,000.00 | 0.00 | 5,000.00 | 412,000.00 | 0.00 | 0% |
| LEGAL SERVICES | 30,000.00 | 0.00 | 30,000.00 | 0.00 | 11,680.50 | 0.00 | 18,319.50 | 61% |
| Total Professional Services | 629,000.00 | 0.00 | 629,000.00 | 0.00 | 24,431.50 | 420,949.00 | 183,619.50 | 29% |
| Communication & Transportation | | | | | | | | |
| TRAVEL | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 100% |

Indianapolis Marion County Public Library
Income Statement - 2017 Bond
For the Month Ended July 31, 2017

| | Original Budget | Budget Adj. | Adjusted Budget | MTD | YTD | Encumbrances | Balance | % Remaining |
|---|---------------------|-------------|---------------------|-------------|-------------------|-------------------|---------------------|-------------|
| FREIGHT & EXPRESS | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 100% |
| Total Communication & Transportation | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100% |
| Printing & Advertising | | | | | | | | |
| PUBLICATION OF LEGAL NOTICES & HR | 1,250.00 | 0.00 | 1,250.00 | 0.00 | 0.00 | 0.00 | 1,250.00 | 100% |
| OUTSIDE PRINTING | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 100% |
| Total Printing & Advertising | 2,250.00 | 0.00 | 2,250.00 | 0.00 | 0.00 | 0.00 | 2,250.00 | 100% |
| Insurance | | | | | | | | |
| BUILDER'S RISK INSURANCE | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 100% |
| Total Insurance | 5,000.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 100% |
| Other Services & Charges | | | | | | | | |
| ISSUANCE COSTS | 89,725.00 | 0.00 | 89,725.00 | 0.00 | 78,225.00 | 0.00 | 11,500.00 | 13% |
| OTHER CONTRACTUAL SERVICES | 25,000.00 | 0.00 | 25,000.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 100% |
| Total Other Services & Charges | 114,725.00 | 0.00 | 114,725.00 | 0.00 | 78,225.00 | 0.00 | 36,500.00 | 32% |
| Total Other Services & Charges | 751,975.00 | 0.00 | 751,975.00 | 0.00 | 102,656.50 | 420,949.00 | 228,369.50 | 30% |
| Capital Outlay | | | | | | | | |
| LAND | 250,000.00 | 0.00 | 250,000.00 | 0.00 | 0.00 | 0.00 | 250,000.00 | 100% |
| BUILDING | 4,310,775.00 | 0.00 | 4,310,775.00 | 0.00 | 0.00 | 0.00 | 4,310,775.00 | 100% |
| CAPITAL - FURNITURE | 257,500.00 | 0.00 | 257,500.00 | 0.00 | 0.00 | 0.00 | 257,500.00 | 100% |
| CAPITAL - EQUIPMENT | 64,750.00 | 0.00 | 64,750.00 | 0.00 | 0.00 | 0.00 | 64,750.00 | 100% |
| COMPUTER EQUIPMENT | 75,000.00 | 0.00 | 75,000.00 | 0.00 | 0.00 | 0.00 | 75,000.00 | 100% |
| Total Capital Outlay | 4,958,025.00 | 0.00 | 4,958,025.00 | 0.00 | 0.00 | 0.00 | 4,958,025.00 | 100% |
| Total Expenses | 5,975,000.00 | 0.00 | 5,975,000.00 | 0.00 | 102,656.50 | 420,949.00 | 5,451,394.50 | 91% |

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Summary of Construction Fund Cash Balances
As of July 31, 2017

Construction Fund Cash Balances

| | |
|---|------------------------------------|
| Fund 43 - Restricted - E. Washington, Southport, Warren | 19,987.52 |
| Fund 44 - Restricted - RFID Project | 1,276,220.89 |
| Fund 46 - Restricted - Michigan Road Project | 7,207,547.51 |
| Fund 47 - Restricted - Brightwood Project | 5,860,767.16 |
| Foundation | <u>261,479.26</u> |
| Total Construction Fund Cash Balances | <u><u>14,626,002.34</u></u> |

Construction Fund Classification Breakdown

| | |
|---|------------------------------------|
| Fund 43 - Restricted - E. Washington, Southport, Warren | 19,987.52 |
| Fund 44 - Restricted - RFID Project | 1,276,220.89 |
| Fund 46 - Restricted - Michigan Road Project | 7,207,547.51 |
| Fund 47 - Restricted - Brightwood Project | 5,860,767.16 |
| Foundation - Assigned - Central | <u>261,479.26</u> |
| Total Construction Fund Breakdown | <u><u>14,626,002.34</u></u> |

Summary of Classifications

| | |
|-------------------------------------|------------------------------------|
| Total Restricted | 14,364,523.08 |
| Total Assigned | <u>261,479.26</u> |
| Total of All Classifications | <u><u>14,626,002.34</u></u> |

Summary of Project Activity

| <u>PROJECT</u> | <u>ADJUSTED 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 43 - Restricted - E. Washington, Southport, Warren | 5,059,300.65 | (3,765.84) | 719,041.96 | 5,033,419.28 | 9,586.88 | 16,294.49 |
| Fund 44 - Restricted - RFID Project | 2,000,000.00 | 2,416.81 | 354,965.68 | 723,779.11 | 111,530.28 | 1,164,690.61 |
| Fund 46 - Restricted - Michigan Road Project | 7,595,000.00 | 750.00 | 257,315.83 | 390,321.09 | 328,452.39 | 6,876,226.52 |
| Fund 47 - Restricted - Brightwood Project | 5,975,000.00 | 0.00 | 102,656.50 | 102,656.50 | 420,949.00 | 5,451,394.50 |
| Central Project | 102,397,156.15 | 0.00 | 0.00 | 102,261,164.89 | 0.00 | 135,991.26 |
| Major Repairs & Maintenance | 3,311,357.97 | 0.00 | 45,515.00 | 3,207,105.43 | 104,252.54 | 0.00 |
| Central Technology | 6,852,536.01 | 0.00 | 0.00 | 6,835,931.17 | 0.00 | 16,604.84 |
| Total Expenditures | <u><u>133,190,350.78</u></u> | <u><u>(599.03)</u></u> | <u><u>1,479,494.97</u></u> | <u><u>118,554,377.47</u></u> | <u><u>974,771.09</u></u> | <u><u>13,661,202.22</u></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 | 9,186.06 | 185.58 | 1,233.88 | 13,816.68 | (4,630.62) |
| ** Estimated Future Interest Earnings - Fund 43 | 30,000.00 | 0.00 | 229.65 | 24,106.15 | 5,893.85 |
| ** Estimated Future Interest Earnings - Fund 46 | 30,000.00 | 6,293.74 | 32,529.48 | 32,868.60 | (2,868.60) |
| ** Estimated Future Interest Earnings - Fund 47 | 30,000.00 | 3,700.26 | 18,423.66 | 18,423.66 | 11,576.34 |

* 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.



Board Briefing Report

6b

To: IMCPL Board

Meeting Date: August 28, 2017

From: Finance Committee

Subject: Report Regarding a RFP on Internet Services

Recommendation: Informational Briefing

Background: In accordance with Universal Services guidelines to be eligible for eRate funding for Plan Year 21 (July 1, 2018 through June 30, 2019), Information Technology seeks Library Board approval to issue RFP documents during the 4th Quarter for Internet services.

To meet the goal of redundant internet services for disaster recovery purposes, the Library currently contracts with two different internet providers, one installed at LSC and the other at Central Library. Both contracts for existing managed internet services expire 6/30/2018. We will be seeking another 36 month term with 2 separate internet providers.

Financial Impact: All services have been budgeted in the 2018 Operating Budget. It is anticipated that USF eRate Funds will reimburse the Library 90 percent of the cost of all services.



Board Briefing Report

6c

To: IMCPL Board

Meeting Date: August 28, 2017

From: Finance Committee

Subject: Report Regarding a RFP on Firewalls

Recommendation: Informational Briefing

Background: Since its inception in 1996, the program commonly known as E-rate, has helped ensure that eligible schools and libraries have affordable access to the internet. It is the government's largest educational technology program.

The Federal Communications Commission (FCC) adopted the E-rate Modernization Order on July 11, 2014. The Order focuses on expanding funding for Wi-Fi networks in elementary and secondary schools and libraries across America.

IndyPL has already taken advantage of the E-rate Modernization Order, having received over \$350,000 for Network Equipment, completely replacing all our wireless access points during 2015-2016. Continuing this opportunity, Information Technology seeks Library Board approval to issue RFP documents during the 4th Quarter for additional network equipment and installation services. Specifically, the equipment needed is two firewalls and two voice routers.

A firewall is a network security system designed to prevent unauthorized access to or from a private network. Our existing firewalls (one located at Central Library, one located at LSC) will be over 8 years old in 2018.

Technology improvements have made firewalls smarter in the past 8 years. Features are available today such as guarding the library staff and patrons from known dangerous sites and keep them from downloading dangerous content (Malware, etc). Today's firewalls include services that keeps its knowledge base up-to-date, so as new threats are discovered, the firewall is updated several times a day to keep us protected. In addition, today's firewalls include features that will allow us to eliminate other aging network equipment.

Additionally, the RFP will include the purchase of two new voice routers (one located at Central Library, one located at LSC) to replace our existing equipment that went end-of-life (no longer has maintenance services available) November, 2016.

Financial Impact: All equipment and services have been budgeted in the 2018 Operating Budget. It is anticipated that USF E-rate Funds will reimburse the Library 90 percent of the cost of the purchase and installation of the firewalls. Voice equipment is not eligible for E-rate funding.



Board Briefing Report

6d

To: IMCPL Board

Meeting Date: August 28, 2017

From: Finance Committee

Subject: Report Regarding Primary Rate Interfaces

Recommendation: Informational Briefing

Background:

In accordance with Universal Services guidelines to be eligible for E-rate funding for Plan Year 21 (July 1, 2018 through June 30, 2019), Information Technology seeks Library Board approval to issue RFP documents during the 4th Quarter for Primary Rate Interface(PRI) services for voice traffic. The library has utilized PRI services since 2004. Our current 36-month contract ends June 30, 2018.

The Library currently utilizes 3 PRIs to cover our VoIP (voice over internet protocol) traffic to and from the Library. We will be seeking another 36 month term for these services.

Financial Impact: The Library's 2018 Data Communication Expenses budget includes the 3 PRIs. It is anticipated that USF E-rate Funds will reimburse the Library 10 percent of the cost of all services.



Board Resolution

6e

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 26-2017
AUTHORIZATION TO PURCHASE PERSONAL PROPERTY FROM JOHNSON COUNTY
PUBLIC LIBRARY
AUGUST 28, 2017**

The Library Board of Trustees ("Board") of the Indianapolis-Marion County Public Library ("Library") met at a duly called and authorized meeting of the Board held on the date set forth below, and the following resolution was made, seconded, and adopted by a majority of those present at the meeting, which constituted a legal quorum of the Board.

WHEREAS, Ind. Code § 5-22-22-10 provides a procedure for the exchange of property between governmental bodies in the State of Indiana upon terms and conditions agreed upon by the bodies as evidenced by adoption of substantially identical resolutions by each entity; and

WHEREAS, Ind. Code § 5-22-22-10(b) permits such a transfer to be made for any amount of property or cash as agreed upon by the governmental bodies; and

WHEREAS, the Board has identified certain items of personal property consisting of 6,801 Kwik DVD cases and 5 magnetic detachers that are no longer in use by the Johnson County Public Library ("Transferor") that it would like to purchase; and

WHEREAS, the Board recognizes that the Property is appropriate for purchase from the Transferor in exchange for the payment of Seven Thousand Dollars (\$7,000) from the Library to the Transferor.

NOW, THEREFORE, BE IT RESOLVED by the Board, that the Property, be, and it hereby is, approved for transfer from the Transferor on the terms and conditions set forth herein and in "as is" condition with no representations and warranties of any kind regarding its condition for use by Transferor; and

BE IT FURTHER RESOLVED, that upon the adoption of a substantially identical resolution or ordinance by the Transferor, and upon execution of an Acknowledgment, Transfer and Release of Liability attached as Exhibit "A", the Chief Executive Officer of the Library is hereby authorized and directed to take any and all actions necessary to accept transfer of the Property from the Transferor for the amount set forth above.

[Signatures appear on following page]

DATED this ____ day of _____, 2017.

BOARD OF TRUSTEES

By: _____

EXHIBIT "A"

ACKNOWLEDGEMENT, TRANSFER AND RELEASE OF LIABILITY

THIS INDENTURE WITNESSES that the Johnson County Public Library ("Transferor"), in consideration of the amount set forth above and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby assign, transfer, convey and set over unto the Indianapolis-Marion County Public Library ("Transferee"), all of the Transferor's rights, title and interest in the Property on the terms and conditions set forth herein. The transfer of the Property is made on an as is basis. There are no warranties made by the Transferor relating to the Property, its condition, use and/or value, express or implied, including but not limited to warranties of merchantability or fitness for a particular purpose.

The Transferee hereby releases and forever discharges and agrees to indemnify and hold harmless the Transferor, its officers, agents, and their successors, from and against any and all claims, demands, actions, causes of action, liabilities, losses and expenses whatsoever, including but not limited to reasonable attorney's fees, arising out of or incurred with respect to the transfer, transport and/or use of the Property, including but not limited to its condition, operation and/or use by the Transferee or any subsequent owners or users thereof.

ALL WARRANTIES OF QUALITY, OF FITNESS FOR A PARTICULAR PURPOSE AND MERCHANTABILITY ARE EXPRESSLY EXCLUDED. THE PROPERTY TRANSFERRED HEREUNDER IS SOLD OR TRANSFERRED "AS IS," "WHERE IS" AND WITH ALL FAULTS, WITHOUT ANY REPRESENTATION OR WARRANTY BY TRANSFEROR.

This transfer is being made in accordance with Ind. Code § 5-22-22-10.

The undersigned persons hereby represent and certify that he/she has full power and authority to execute this Acknowledgement, Transfer and Release of Liability.

[Signatures appear on following page]

IN WITNESS WHEREOF, Transferor and Transferee have executed this Acknowledgment, Transfer and Release of Liability this ___ day of _____, 2017.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

By: _____
M. Jacqueline Nytes, Chief Executive Officer

JOHNSON COUNTY PUBLIC LIBRARY

By: _____
Jeff Brantley, Board President

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
 Generated 8/17/2017 1:46:27 PM

Ordinance Number: 27 - 2017

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, **2018** 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 Entity / Fiscal Body | Type of Adopting Entity / Fiscal Body | Date of Adoption |
|---|---------------------------------------|------------------|
| Indianapolis-Marion County Public Library | Library Board | 08/28/2017 |

| Funds | | | | |
|-----------|-----------------------------|---------------------|---------------------|------------------|
| Fund Code | Fund Name | Adopted Budget | Adopted Tax Levy | Adopted Tax Rate |
| 0061 | RAINY DAY | \$2,548,000 | \$0 | 0.0000 |
| 0101 | GENERAL | \$44,709,820 | \$40,974,356 | 0.1108 |
| 0180 | DEBT SERVICE | \$10,484,738 | \$9,953,920 | 0.0272 |
| 0182 | BOND #2 | \$2,327,497 | \$2,214,908 | 0.0060 |
| 1220 | LIBRARY CAPITAL PROJECTS | \$0 | \$0 | 0.0000 |
| 2011 | LIBRARY IMPROVEMENT RESERVE | \$400,000 | \$0 | 0.0000 |
| | | \$60,470,055 | \$53,143,184 | 0.1440 |

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
 Generated 8/17/2017 1:46:27 PM

| Name | | Signature |
|-------------------------------------|--|-----------|
| Dr. David W. Wantz, President | Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> | |
| Dorothy R. Crenshaw, Vice-President | Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> | |
| Lillian L. Charleston, Secretary | Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> | |
| Dr. Terri Jett, Member | Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> | |
| Patricia A. Payne, Member | Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> | |
| Rev. T. D. Robinson, Member | Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> | |
| Joanne M. Sanders, Member | Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> | |

ATTEST

| Name | Title | Signature |
|-----------------------|-----------|-----------|
| Lillian L. Charleston | Secretary | |

**Indianapolis Public Library
Summary of Significant Assumptions
Budget 2018**

Operating Fund Revenues:

Property Taxes: Includes a 4.0% increase over last year's property tax levy based on the allowable growth rate per the Department of Local Government Finance. The estimated maximum levy for the Operating Fund for 2018 is \$40,974,356 less the estimated loss of \$7,569,000 due to Circuit Breaker resulting in net property taxes of \$33,405,356 – approximately 1.88% increase over 2017.

Intergovernmental:

Local Income Taxes: \$3,680,652 – 1% increase over 2017.

Intergovernmental: \$3,347,514 includes license excise taxes, financial institution taxes, commercial vehicle excise taxes, and in-lieu-of property taxes. Based on actual June collections for 2017.

COIT: \$212,322 – a 5% increase over 2017. The Library receives one tenth of one percent from the City.

Fines and Fees:

Fines & Fees: \$797,840 – increase over 2017 based on current year revenue. However, increase usage of e-books, electronic reminders of due dates, and changes in children's fines as approved by the Library Board of Trustees has attributed to a reduction compared to past years.

Copy/Printing Fees: \$275,000 – an increase over 2017 due to mobile printing and the ability to pay by credit card.

Fax Fees: \$32,000 – the Library, based on requests, added the ability for patrons to have access to a fax machine and it has been very popular.

Other Revenue:

Interest Income: \$35,000 – an increase over 2017 – interest rates are trending up.

Grants/Contributions: \$225,000 – annual support for the InfoZone Library Branch. The Library maintains Grant/Gift funds for all other grant/gifts in accordance to State Accounting Guidelines.

PLAC Distribution Revenue: \$83,000 – increase over 2017 based on 2016 actual.

Miscellaneous: \$797,640 – includes E-rate funds, rental income, and reimbursements.

Indianapolis Marion County Public Library

2018 ESTIMATED REVENUE - OPERATING FUND

| | 2016 Actual | 2017 Adj. Estimate | 2018 Projected | Variance 2018 vrs 2017 |
|---------------------------------------|-------------------------|-------------------------|-------------------------|---------------------------|
| Revenues | | | | |
| Tax Revenue | | | | |
| PROPERTY TAX | \$ 37,277,741.47 | \$ 39,246,941.00 | \$ 40,974,356.00 | \$ 1,727,415.00 |
| PROPERTY TAX CAPS | (5,957,899.00) | (6,600,701.00) | (7,569,000.00) | (968,299.00) |
| UNCOLLECTED TAXES 1% | | (326,462.00) | (334,054.00) | (7,592.00) |
| LICENSE EXCISE TAX REVENUE | 2,539,671.06 | 2,766,458.00 | 2,766,458.00 | - |
| FINANCIAL INSTITUTION TAX REVENUE | 310,824.57 | 299,868.00 | 299,868.00 | - |
| COMMERCIAL VEHICLE TAX REVENUE | 265,592.10 | 255,818.00 | 255,818.00 | - |
| IN LIEU OF PROP. TAX | 23,723.62 | 25,372.00 | 25,372.00 | - |
| LOCAL OPTION INCOME TAX | 3,361,591.13 | 3,592,319.00 | 3,680,652.00 | 88,333.00 |
| COUNTY OPTION INCOME TAX | 197,216.08 | 202,211.00 | 212,322.00 | 10,111.00 |
| Total Tax Revenue | \$ 38,018,461.03 | \$ 39,461,824.00 | \$ 40,311,792.00 | \$ 849,968.00 |
| Fees & Fines Revenue | | | | |
| FINES | \$ 813,687.31 | \$ 748,340.00 | \$ 761,840.00 | \$ 13,500.00 |
| COPY MACHINE REVENUE | 33,739.97 | - | - | - |
| PUBLIC PRINTING REVENUE | 201,111.75 | 202,500.00 | 275,000.00 | 72,500.00 |
| FAX TRANSMISSION REVENUE | 35,263.67 | 15,000.00 | 32,000.00 | 17,000.00 |
| OTHER CARD REVENUE | 12,175.81 | 12,000.00 | 12,000.00 | - |
| MISCELLANEOUS REVENUE | 5,875.92 | 6,000.00 | 6,000.00 | - |
| REVENUE ADJUSTMENT | 43.85 | - | - | - |
| HEADSET REVENUE | 7,260.28 | 6,000.00 | 6,000.00 | - |
| USB REVENUE | 6,103.69 | 6,000.00 | 6,000.00 | - |
| LIBRARY TOTES | 2,559.34 | 2,500.00 | 2,500.00 | - |
| PROCTORING EXAMS | 4,993.25 | 5,000.00 | 3,500.00 | (1,500.00) |
| Total Fees & Fines Revenue | \$ 1,122,814.84 | \$ 1,003,340.00 | \$ 1,104,840.00 | \$ 101,500.00 |
| Grants | | | | |
| OTHER GRANTS | \$ 170,000.00 | \$ 200,000.00 | \$ 225,000.00 | \$ 25,000.00 |
| Total Grants | \$ 170,000.00 | \$ 200,000.00 | \$ 225,000.00 | \$ 25,000.00 |
| Other Revenue | | | | |
| TRANSFER IN | \$ 469,838.12 | \$ - | \$ - | \$ - |
| INTEREST INCOME | 33,610.39 | 26,000.00 | 35,000.00 | 9,000.00 |
| PLAC DISTRIBUTION REVENUE | 83,833.64 | 79,000.00 | 83,000.00 | 4,000.00 |
| LSC PARKING LICENSE | 2,200.00 | 2,640.00 | 2,640.00 | - |
| USAGE FEE REVENUE | 18,968.18 | 14,000.00 | 14,000.00 | - |
| EQUIPMENT RENTAL REVENUE | 4,700.00 | 7,000.00 | 2,500.00 | (4,500.00) |
| SET-UP & SERVICE - TAXABLE | 16,949.35 | 16,000.00 | 12,000.00 | (4,000.00) |
| SET-UP & SERVICE - NON-TAXABLE | 15,860.34 | 9,000.00 | 15,000.00 | 6,000.00 |
| FACILITY RENTAL REVENUE - TAXABLE | 112,780.03 | 125,000.00 | 125,000.00 | - |
| CAFE REVENUE | 5,652.77 | 5,000.00 | 6,000.00 | 1,000.00 |
| FACILITY RENTAL REVENUE - NONTAXABLE | 46,098.00 | 70,000.00 | 72,500.00 | 2,500.00 |
| SECURITY SERVICES REVENUE | 21,072.00 | 18,000.00 | 18,000.00 | - |
| CATERING REVENUE | 75,678.23 | 85,000.00 | 75,000.00 | (10,000.00) |
| SALE OF SURPLUS PROPERTY | 35,466.55 | 5,000.00 | 5,000.00 | - |
| E-RATE REVENUE | 645,816.71 | 215,000.00 | 250,000.00 | 35,000.00 |
| INSURANCE REIMBURSEMENTS | 475,388.51 | 250,000.00 | 20,000.00 | (230,000.00) |
| REIMBURSEMENT FOR SERVICES | 203,135.73 | 200,000.00 | 175,000.00 | (25,000.00) |
| REFUNDS | 15,359.77 | 5,000.00 | 5,000.00 | - |
| Total Other Revenue | \$ 2,282,408.32 | \$ 1,131,640.00 | \$ 915,640.00 | \$ (216,000.00) |
| Total Revenues | \$ 41,593,684.19 | \$ 41,796,804.00 | \$ 42,557,272.00 | \$ 760,468.00 |

Total Proposed Budget from page 6
Structural Deficit

\$ 44,709,820.00
\$ (2,152,548.00)

**Indianapolis Public Library
Summary of Significant Assumptions
Budget 2018**

Operating Fund Expenditures:

Salaries:

- Includes \$435,048 for merit increases
- Includes increases to bring salaries up to \$13.00 per hour over the next three years – includes full time and part-time employees in pay grades 101-103.

Health Care: Increase of 7% – based on current year projected cost and expected medical expenses for 2018 - includes the estimated fees related to the Affordable Health Care Act.

PERF: Employer's share remains the same as 2017 – 11.2%. Employee share remains at 3% for a total of 14.2%.

Education: \$145,000 – additional \$5,000 from gift/grant funds

Utilities: Increase of \$101,430 based on expected rate increases from the various utility providers – 3% for gas, 5% for electricity, heat/steam, chilled water, 7% for water, storm-water, and sewage.

Repair & Maintenance: Increase of \$78,077 – includes maintenance of the Library's elevators/escalators, electrical services, general maintenance – carpet replacement, roof replacements, parking lot repairs, painting, lighting upgrades, vehicle maintenance, janitorial services for all locations, conveyor system support and mechanical maintenance.

Security: Increase of \$28,352.

Collection Materials: Same as 2017 - \$5,550,000

| | 2018 Budget | 2017 Budget |
|-----------------------|---------------------|---------------------|
| Operating Fund | \$44,709,820 | \$43,501,386 |

Increase of 2.78%

Indianapolis Marion County Public Library

2018 PROPOSED BUDGET

| <u>Account Description</u> | <u>2016 Actual</u> | <u>2017 Original Budget</u> | <u>2018 Proposed Budget</u> | <u>VARIANCE 2018 VRS 2017</u> |
|-------------------------------------|------------------------|---------------------------------|---------------------------------|-----------------------------------|
| Expenses | | | | |
| Services Personal | | | | |
| Salaries & Wages | | | | |
| SALARIES APPOINTED STAFF | \$14,654,170.69 | \$15,542,822.15 | \$15,542,822.00 | \$0.00 |
| SALARIES HOURLY STAFF | \$1,501,210.35 | \$1,859,091.00 | \$1,859,091.00 | \$0.00 |
| Total Salaries & Wages | \$16,155,381.04 | \$17,401,913.15 | \$17,401,913.00 | \$0.00 |
| Employee Benefits | | | | |
| HEALTH INSURANCE | \$3,116,097.14 | \$3,827,725.00 | \$4,100,000.00 | \$272,275.00 |
| WELLNESS | \$15,350.00 | \$25,000.00 | \$30,000.00 | \$5,000.00 |
| GROUP LIFE INSURANCE | \$30,834.32 | \$30,000.00 | \$34,000.00 | \$4,000.00 |
| LONG TERM DISABILITY INSURANCE | \$33,706.09 | \$27,000.00 | \$35,000.00 | \$8,000.00 |
| UNEMPLOYMENT COMPENSATION | \$5,110.45 | \$5,000.00 | \$7,000.00 | \$2,000.00 |
| FICA AND MEDICARE | \$1,167,314.03 | \$1,333,159.00 | \$1,367,616.00 | \$34,457.00 |
| PERF | \$2,081,784.89 | \$2,215,616.00 | \$2,272,649.00 | \$57,033.00 |
| EMPLOYEE ASSISTANCE PROGRAM | \$22,020.00 | \$22,020.00 | \$22,020.00 | \$0.00 |
| TUITION ASSISTANCE | \$14,457.32 | \$8,000.00 | \$8,000.00 | \$0.00 |
| MERIT INCREASES | \$0.00 | \$0.00 | \$435,048.00 | \$435,048.00 |
| SALARY ADJUSTMENT | \$0.00 | \$25,000.00 | \$40,366.00 | \$15,366.00 |
| Total Employee Benefits | \$6,486,674.24 | \$7,518,520.00 | \$8,351,699.00 | \$833,179.00 |
| Total Services Personal | \$22,642,055.28 | \$24,920,433.15 | \$25,753,612.00 | \$833,179.00 |
| Supplies | | | | |
| Office Supplies | | | | |
| OTHER OFFICE SUPPLIES | \$456,494.82 | \$975,709.00 | \$667,949.00 | (\$307,760.00) |
| STAFF DEVICES | \$0.00 | \$0.00 | \$27,000.00 | \$27,000.00 |
| PUBLIC DEVICES | \$0.00 | \$0.00 | \$149,000.00 | \$149,000.00 |
| UNIFORMS | \$540.55 | \$7,000.00 | \$8,000.00 | \$1,000.00 |
| Total Office Supplies | \$457,035.37 | \$982,709.00 | \$851,949.00 | (\$130,760.00) |
| Operating Supplies | | | | |
| CLEANING & SANITATION | \$99,248.30 | \$165,000.00 | \$165,000.00 | \$0.00 |
| GASOLINE | \$18,015.53 | \$40,000.00 | \$40,000.00 | \$0.00 |
| Total Operating Supplies | \$117,263.83 | \$205,000.00 | \$205,000.00 | \$0.00 |
| Other Supplies | | | | |
| LIBRARY SUPPLIES | \$199,404.44 | \$180,000.00 | \$219,210.00 | \$39,210.00 |
| NON-CAPITAL FURNITURE & EQUIPMENT | \$10,873.63 | \$91,900.00 | \$76,500.00 | (\$15,400.00) |
| Total Other Supplies | \$210,278.07 | \$271,900.00 | \$295,710.00 | \$23,810.00 |
| Total Supplies | \$784,577.27 | \$1,459,609.00 | \$1,352,659.00 | (\$106,950.00) |
| Other Services & Charges | | | | |
| Professional Services | | | | |
| CONSULTING SERVICES | \$84,398.10 | \$353,650.00 | \$299,150.00 | (\$54,500.00) |
| LEGAL SERVICES | \$182,427.50 | \$219,000.00 | \$219,000.00 | \$0.00 |
| Total Professional Services | \$266,825.60 | \$572,650.00 | \$518,150.00 | (\$54,500.00) |

Indianapolis Marion County Public Library

2018 PROPOSED BUDGET

| <u>Account Description</u> | 2016 Actual | 2017 Original Budget | 2018 Proposed Budget | VARIANCE 2018 VRS 2017 |
|---|-----------------------|-------------------------|-------------------------|---------------------------|
| Communication & Transportation | | | | |
| POSTAGE | \$32,249.89 | \$68,800.00 | \$68,150.00 | (\$650.00) |
| TRAVEL | \$29,171.18 | \$40,280.00 | \$38,830.00 | (\$1,450.00) |
| CONFERENCES | \$84,086.75 | \$100,000.00 | \$100,000.00 | \$0.00 |
| IN HOUSE CONFERENCE | \$35,169.87 | \$50,000.00 | \$45,000.00 | (\$5,000.00) |
| FREIGHT & EXPRESS | \$4,039.19 | \$5,500.00 | \$5,500.00 | \$0.00 |
| DATA COMMUNICATIONS | \$319,041.06 | \$308,000.00 | \$304,600.00 | (\$3,400.00) |
| CELLULAR PHONE | \$12,927.57 | \$10,600.00 | \$8,110.00 | (\$2,490.00) |
| Total Communication & Transportation | \$516,685.51 | \$583,180.00 | \$570,190.00 | (\$12,990.00) |
| Printing & Advertising | | | | |
| PUBLICATION OF LEGAL NOTICES & HR | \$623.24 | \$2,250.00 | \$1,550.00 | (\$700.00) |
| Printing | \$165,887.99 | \$238,550.00 | \$259,789.00 | \$21,239.00 |
| Total Printing & Advertising | \$166,511.23 | \$240,800.00 | \$261,339.00 | \$20,539.00 |
| Insurance | | | | |
| OFFICIAL BONDS | \$975.00 | \$1,000.00 | \$1,000.00 | \$0.00 |
| AUTOMOBILE | \$5,637.60 | \$15,004.00 | \$18,750.00 | \$3,746.00 |
| PACKAGE | \$206,076.40 | \$189,148.00 | \$236,485.00 | \$47,337.00 |
| WORKER'S COMPENSATION | \$189,510.00 | \$160,167.00 | \$157,000.00 | (\$3,167.00) |
| EXCESS LIABILITY | \$7,717.00 | \$8,001.00 | \$10,001.00 | \$2,000.00 |
| PUBLIC OFFICIALS & EMPLOYEE LIAB | \$15,839.00 | \$16,000.00 | \$16,000.00 | \$0.00 |
| CLAIMS, AWARDS, AND INDEMNITIES | \$0.00 | \$25,000.00 | \$25,000.00 | \$0.00 |
| BROKERAGE FEE | \$17,000.00 | \$17,000.00 | \$17,000.00 | \$0.00 |
| Total Insurance | \$442,755.00 | \$431,320.00 | \$481,236.00 | \$49,916.00 |
| Utilities | | | | |
| Gas | \$66,023.08 | \$115,000.00 | \$118,450.00 | \$3,450.00 |
| ELECTRICITY | \$870,704.47 | \$950,000.00 | \$997,500.00 | \$47,500.00 |
| HEAT/STEAM | \$240,292.00 | \$364,000.00 | \$382,200.00 | \$18,200.00 |
| COOLING/CHILLED WATER | \$475,107.01 | \$453,200.00 | \$475,860.00 | \$22,660.00 |
| WATER | \$50,838.28 | \$65,000.00 | \$68,250.00 | \$3,250.00 |
| STORMWATER | \$16,893.46 | \$13,750.00 | \$20,330.00 | \$6,580.00 |
| SEWAGE | \$60,627.80 | \$72,000.00 | \$77,040.00 | \$5,040.00 |
| Total Utilities | \$1,780,486.10 | \$2,032,950.00 | \$2,139,630.00 | \$106,680.00 |
| Repairs & Maintenance | | | | |
| REP & MAINT-STRUCTURE | \$958,824.71 | \$1,799,900.00 | \$1,900,000.00 | \$100,100.00 |
| REP & MAINT-HEATING & AIR | \$221,265.11 | \$613,000.00 | \$455,000.00 | (\$158,000.00) |
| REP & MAINT -AUTO | \$37,833.62 | \$49,475.00 | \$59,475.00 | \$10,000.00 |
| REP & MAINT-EQUIPMENT | \$29,993.41 | \$124,500.00 | \$196,500.00 | \$72,000.00 |
| REP & MAINT-COMPUTERS | \$345,686.32 | \$528,460.00 | \$439,620.00 | (\$88,840.00) |
| CLEANING | \$863,264.42 | \$990,751.00 | \$1,064,228.00 | \$73,477.00 |
| Total Repairs & Maintenance | \$2,456,867.59 | \$4,106,086.00 | \$4,114,823.00 | \$8,737.00 |

Indianapolis Marion County Public Library

2018 PROPOSED BUDGET

| Account Description | 2016 Actual | 2017 Original Budget | 2018 Proposed Budget | VARIANCE 2018 VRS 2017 |
|---|------------------------|-------------------------|-------------------------|---------------------------|
| Rentals | | | | |
| REAL ESTATE | \$446,724.46 | \$463,580.00 | \$470,271.00 | \$6,691.00 |
| EQUIPMENT RENTAL | \$61,247.60 | \$66,982.00 | \$68,070.00 | \$1,088.00 |
| Total Rentals | \$507,972.06 | \$530,562.00 | \$538,341.00 | \$7,779.00 |
| Other Services & Charges | | | | |
| AUDIT FEES | \$14,971.00 | \$15,000.00 | \$15,000.00 | \$0.00 |
| TRANSFR TO LIBRARY IMPROVMT FND | \$200,000.00 | \$0.00 | \$0.00 | \$0.00 |
| DUES & MEMBERSHIPS | \$52,149.96 | \$57,332.00 | \$55,875.00 | (\$1,457.00) |
| COMPUTER SERVICES | \$32,707.45 | \$28,000.00 | \$91,790.00 | \$63,790.00 |
| PAYROLL SERVICES | \$123,016.98 | \$160,000.00 | \$120,000.00 | (\$40,000.00) |
| SECURITY SERVICES | \$734,654.02 | \$945,069.00 | \$1,004,721.00 | \$59,652.00 |
| TRASH REMOVAL | \$56,188.46 | \$54,428.00 | \$56,372.00 | \$1,944.00 |
| SNOW REMOVAL | \$188,157.82 | \$355,000.00 | \$354,080.00 | (\$920.00) |
| PROGRAMMING | \$49,060.93 | \$85,000.00 | \$75,500.00 | (\$9,500.00) |
| PROGRAMMING-JUV. | \$112,975.53 | \$173,500.00 | \$145,000.00 | (\$28,500.00) |
| PROGRAMMING ADULT - CENTRAL | \$16,041.50 | \$30,000.00 | \$25,000.00 | (\$5,000.00) |
| PROGRAMMING EXHIBITS - CENTRAL | \$2,016.81 | \$9,000.00 | \$5,000.00 | (\$4,000.00) |
| EVENTS & PR | \$19,314.56 | \$39,700.00 | \$34,200.00 | (\$5,500.00) |
| LAWN & LANDSCAPING | \$219,727.34 | \$273,312.00 | \$283,365.00 | \$10,053.00 |
| OTHER CONTRACTUAL SERVICES | \$423,866.08 | \$502,455.00 | \$546,437.00 | \$43,982.00 |
| MATERIALS CONTRACTUAL | \$2,329,406.93 | \$2,250,000.00 | \$2,000,000.00 | (\$250,000.00) |
| LIBRARY MEDIA STATION | \$1,368.00 | \$0.00 | \$0.00 | \$0.00 |
| BANK FEES/CREDIT CARD FEES | \$48,929.58 | \$65,000.00 | \$65,000.00 | \$0.00 |
| RECRUITMENT EXPENSES | \$14,679.27 | \$30,000.00 | \$20,500.00 | (\$9,500.00) |
| Total Other Services & Charges | \$4,639,232.22 | \$5,072,796.00 | \$4,897,840.00 | (\$174,956.00) |
| Total Other Services & Charges | \$10,777,335.31 | \$13,570,344.00 | \$13,521,549.00 | (\$48,795.00) |
| Capital Outlay | | | | |
| Capital - Furniture | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CAPITAL - EQUIPMENT | \$127,505.66 | \$85,000.00 | \$55,000.00 | (\$30,000.00) |
| ART & EXHIBITS | \$6,928.99 | \$0.00 | \$0.00 | \$0.00 |
| COMPUTER EQUIPMENT | \$307,698.19 | \$40,000.00 | \$290,000.00 | \$250,000.00 |
| BOOKS & MATERIALS | \$3,475,335.49 | \$3,300,000.00 | \$2,165,000.00 | (\$1,135,000.00) |
| PERIODICALS | \$0.00 | \$0.00 | \$120,000.00 | \$120,000.00 |
| AUDIOBOOKS | \$0.00 | \$0.00 | \$115,000.00 | \$115,000.00 |
| DVD'S | \$0.00 | \$0.00 | \$940,000.00 | \$940,000.00 |
| CD'S | \$0.00 | \$0.00 | \$210,000.00 | \$210,000.00 |
| UNPROCESSED PAPERBACK BOOKS | \$110,443.45 | \$126,000.00 | \$137,000.00 | \$11,000.00 |
| VEHICLES | \$27,834.25 | \$0.00 | \$50,000.00 | \$50,000.00 |
| Total Capital Outlay | \$4,055,746.03 | \$3,551,000.00 | \$4,082,000.00 | \$531,000.00 |
| Total Expenses | \$38,259,713.89 | \$43,501,386.15 | \$44,709,820.00 | \$1,208,434.00 |
| 2016 PURCHASE ORDERS | \$2,410,328.00 | | | |
| Beech Grove (Jan - May, 2016) | \$189,590.00 | | | |
| Capital Project Fund for 2016 | \$2,375,963.94 | | | |
| Total Expenses for 2016 | \$43,235,595.83 | \$43,501,386.15 | \$44,709,820.00 | \$1,208,434.00 |

PERCENTAGE INCREASE OVER 2017

2.78%

BOND AND INTEREST REDEMPTION FUND

General Obligation Bonds

The Library issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities as well as major maintenance and the purchase of computer equipment. General obligation bonds are direct obligations and pledge the full faith and credit of the government.

Current Bond Ratings

The Library's general obligation bonds have always been rated very favorably, due in part to the low level of debt that the Library has carried and the conservative nature of the debt in that all issues in the past have been general obligation bonds.

In February 2017, Moody's Investors Service upgraded the Library's rating from Aa2 to Aa1. The new rating was applied to all outstanding debt.

Prior to the upgrade Moody's had issued an opinion on the 2016 and 2017 Bonds.

"Moody's Investors Service has assigned an Aa2 rating to the Indianapolis-Marion County Public Library's, (IN) \$7.5 million General Obligation Bonds, Series 2016 and \$5.9 million General Obligation Bonds, Series 2017. The Aa2 rating reflects the library's large tax base, well-managed financial operations supported by solid operating reserves; elevated over-all debt burden; and modest pension liabilities."

Revenues for the Bond and Interest Redemption Fund

Property tax receipts for the Bond and Interest Redemption Fund is projected to be \$9,953,920 in 2018. Other sources of income include:

| | |
|-------------------------------|-------------------|
| Commercial Vehicle Excise Tax | \$ 65,054 |
| Excise Tax License | \$ 609,311 |
| Financial Institutions Tax | \$ 76,254 |
| In-lieu-of Property Taxes | \$ 6,152 |
| Interest Income | \$ 5,000 |
| | <u>\$ 761,771</u> |

Revenues for the Bond and Interest Redemption Fund#2

Due to the merger of Beech Grove into the Indianapolis Public Library System only new debt issued after the effective date of the merger is passed on to the residents of the Beech Grove district. Therefore, the Library now has two debt service funds – one with the A/V from the previous Library district and one with the combined A/V due to the merger. The Library is planning to issue the Eagle Bonds in December of 2017; therefore the budget requested includes an estimate for the new debt. Property taxes are estimated to be \$2,327,497 and other revenue is projected to be:

2018 Budget Indianapolis-Marion County Public Library

| | |
|-------------------------------|-----------------|
| Commercial Vehicle Excise Tax | \$ 11,391 |
| Excise Tax License | \$123,167 |
| Financial Institutions Tax | \$ 13,351 |
| In-lieu-of Property Taxes | <u>\$ 1,404</u> |
| | \$149,313 |

General obligation bonds currently outstanding as of July 1, 2017 are as follows:

| | |
|---|---------------------|
| \$9,155,000 2009 <u>Refunding General Obligation Bonds</u> Due in Installments of \$175,000 to \$1,525,000, Plus Interest Through July 1, 2019; Interest at 2% to 5% | \$ 6,980,000 |
| \$23,630,000 2010 <u>Refunding General Obligation Bonds</u> Due in Installment of \$310,000 to \$1,465,000. Plus Interest Through January 1, 2022; Interest at 2% to 5% | \$12,395,000 |
| \$8,310,000 2011 <u>Refunding General Obligation Bonds</u> Due in Installment of \$20,000 to \$2,070, 000, Plus Interest Through January 1, 2022; Interest at 2% to 3% | \$ 7,360,000 |
| \$30,725,000 2013 <u>Refunding General Obligation Bonds</u> Due in installment of \$1,165,000 to \$3,065,000, Plus Interest Through January 1, 2023; interest at 1.5% to 5% | \$19,985,000 |
| \$4,755,000 2014 <u>General Obligation Bonds</u> Due in installment of \$55,000 to \$1,635,000, Plus interest Through January 1, 2023; interest at 2.00% to 3.00% | \$ 3,545,000 |
| \$2,000,000 2015 <u>General Obligation Bonds</u> Due in installments of \$508,030 to \$508,067, Plus interest Through January 1, 2018; interest at 1.200% | \$ 505,000 |
| \$7,565,000 2016 <u>General Obligation Bonds</u> Due in installments of \$5,000 to \$1,180,000, Plus interest Through January 1, 2029 at 2.750% | \$ 7,560,000 |
| \$5,945,000 2017A <u>General Obligation Bonds</u> Due in installments of \$5,000 to \$1,000,000, Plus interest Through January 1, 2026 at 2.550% | \$ 5,940,000 |
| Total Long Term General Obligation Bonds | <u>\$64,270,000</u> |

Expressed in Thousands: Legal Debt Limit: \$254,414

Reductions in Annual Debt Service Payments

Beginning 2008, the Library began an early debt extinguishment plan in conjunction with refunding/refinancing plan to reduce the amount of outstanding debt and annual payments. As detailed below, this plan will reduce the annual payments for 2018 by \$1,245,423.

ANNUAL DEBT SERVICE PAYMENTS FOR 2018

| | Before Changes | After Changes |
|----------------------|-----------------------|-------------------------------|
| 2001 Bonds | 3,489,051 | partially paid off & Refunded |
| 2002A Bonds | 2,701,765 | refunded |
| 2003 Bonds | 1,072,903 | refunded |
| 2006 Bonds | 2,707,510 | refunded |
| 2007 Bonds | 1,520,731 | refunded |
| 2009 Refunding Bonds | | 3,212,388 |
| 2010 Refunding Bonds | | 2,697,074 |
| 2011 Refunding Bonds | | 993,325 |
| 2013 Refunding Bonds | | 3,343,750 |
| 2014 Bonds | 233,450 | 233,450 |
| 2016 Bonds | 227,488 | 227,488 |
| 2017 Bonds | 171,088 | 171,088 |
| Projected new bonds | <u>1,928,921</u> | <u>1,928,921</u> |
| Total | \$14,052,907 | \$12,807,484 |

Savings on Current Debt: \$1,245,423

THE LIBRARY IMPROVEMENT RESERVE FUND -- 11

Indiana Code 36-12-3-11-4 provides that money may be accumulated for the purpose of anticipated necessary future capital expenditures. Such as the purchase of land, the purchase and construction of buildings or structures, the construction of additions or improvements to existing structures, the purchase of equipment and all repairs or replacement of buildings or equipment and such monies shall be deposited into the Library Improvement Reserve Fund (LIRF). Such funds are first appropriated in the Operating Fund Appropriation and transferred to the LIRF. The LIRF is considered to be for building repairs, capital needs or for seed money for future capital projects that require pre-development investments prior to the sale of bonds or the availability of other funding. It also can be used to supplement the operating cash reserves to reduce borrowing.

For 2018, the Library is planning the following expenditures from LIRF:

| | |
|--|----------------|
| Replacement of panels at the Nora Branch | \$ 250,000 |
| Upgrades to the sound system in Central's Atrium | <u>150,000</u> |
| Total | \$ 400,000 |

Funding Source:

| | |
|---------------------------------|------------------|
| Cash Balance (as of 6/30/17) | \$3,096,335 |
| Projected Interest Earnings | <u>13,000</u> |
| Total funds available | \$3,109,335 |
| Less: 2017 expenditures | \$ 960,974 |
| Less: 2018 expenditures | 400,000 |
| Projected interest earnings | <u>\$ 26,000</u> |
| Projected Cash Balance 12/31/18 | \$ 1,774,361 |

RAINY DAY FUND --39

For 2018 the Library will use the Rainy Day Fund to purchase land for the construction of new branches, consulting/legal expenses associated with the acquisition of the land, construction and road related expenses. This allows the Library to have funds in place to make the purchases in advance of selling the bonds.

The Rainy Day fund was established in accordance with State guidelines and is used to purchase one-time items rather than re-occurring on-going expenditures.

For 2018, the Library is planning the following expenditures from the Rainy Day Fund:

| | |
|---|------------------|
| Improvements | \$ 250,000 |
| Construction | 1,040,000 |
| Land/Design/Architect/Legal – future Branches | <u>1,258,000</u> |
| TOTAL | \$2,548,000 |

Revenue Sources

| | |
|---------------------------------|---------------|
| Cash Balance 6/30//17 | \$6,006,178 |
| Projected Interest Earnings | <u>26,000</u> |
| Total funds available | \$6,032,178 |
| Less: 2017 Expenditures | \$1,124,345 |
| Less: 2018 Budget | 2,548,000 |
| Projected Interest Earnings | <u>26,000</u> |
| Projected Cash Balance 12/31/18 | \$2,385,833 |



Board Action Request

8a

To: IndyPL Board
Facilities Committee

Meeting Date: August 28, 2017

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Resolution 28-2017
Authorize Issuing of the Michigan Road Branch Project Bidding Documents

Recommendation:

IndyPL Facilities Staff presents for Board approval the attached action (Resolution 28-2017) to authorize IndyPL staff and the architects, krM Architecture+, to prepare bidding documents to solicit open, competitive, and sealed public bids for the Michigan Road Branch Project. Unified construction contract bids will be solicited, with the contractor responsible for all general, mechanical, electrical, plumbing, library shelving, and miscellaneous construction activities.

Background:

The Michigan Road Branch Project will be bid using the Public Works Statute IC § 36-1-12 and with IndyPL's submission requirements for Responsible Bidding Practices. 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.
- 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.

Board Action Request

RE: Facilities Committee, Item 8a
Resolution 28-2017 Authorize Issuing of the Michigan Road Branch Project Bidding Documents
Date: August 28, 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 in time for evaluation prior to presentation at the September 12, 2017 Facilities Committee Meeting.

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.

Selection of the contractor and awarding of a construction contract is scheduled to occur at the regular Indianapolis-Marion County Public Library Board Meeting on September 25, 2017.

The preliminary project schedule targets a starting in October 2017, with substantial completion in the fourth quarter of 2018.

Fiscal Impact:

The construction budget is \$5,620,000, to be funded by the Series 2016 Bond Fund (Fund 46). IndyPL shall award the Project to the lowest, responsible, and responsive bidder pursuant to IC § 36-1-12.

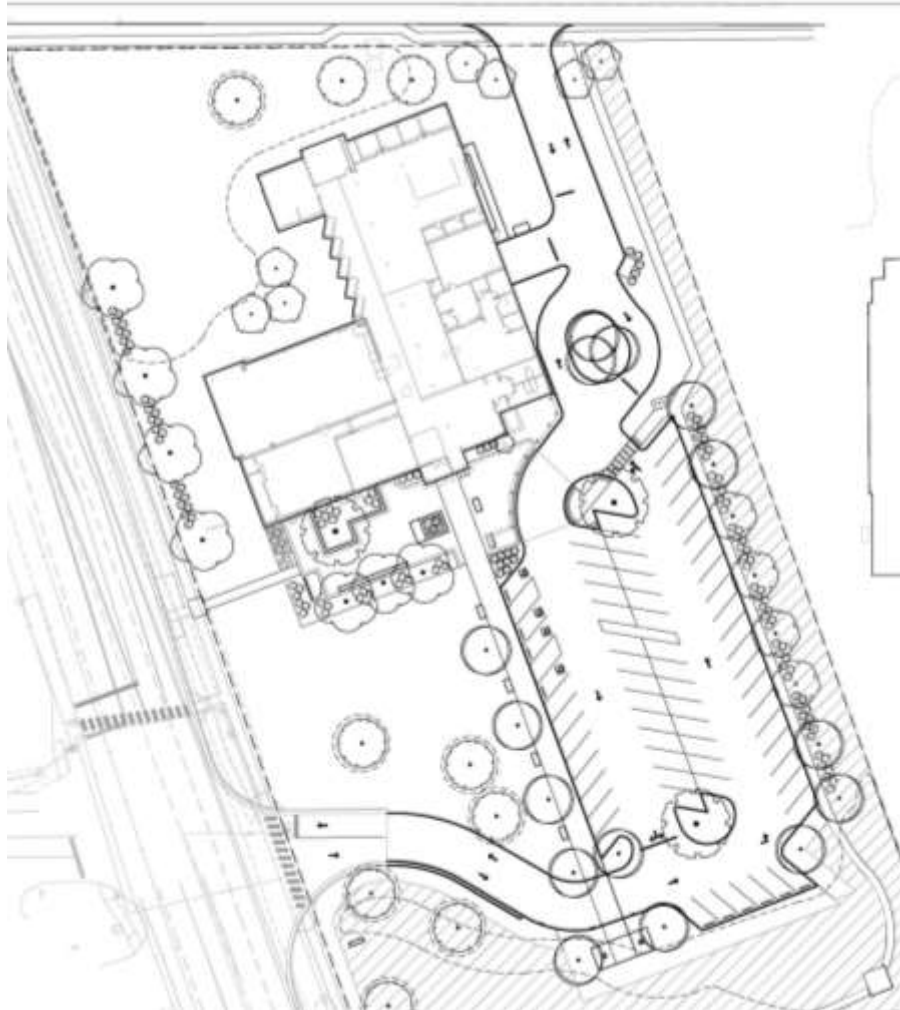
Board Action Request

RE: Facilities Committee, Item 8a
Resolution 28-2017 Authorize Issuing of the Michigan Road Branch Project Bidding Documents

Date: August 28, 2017



Architect's Rendering of the New Building Viewed from the Entrance Drive.



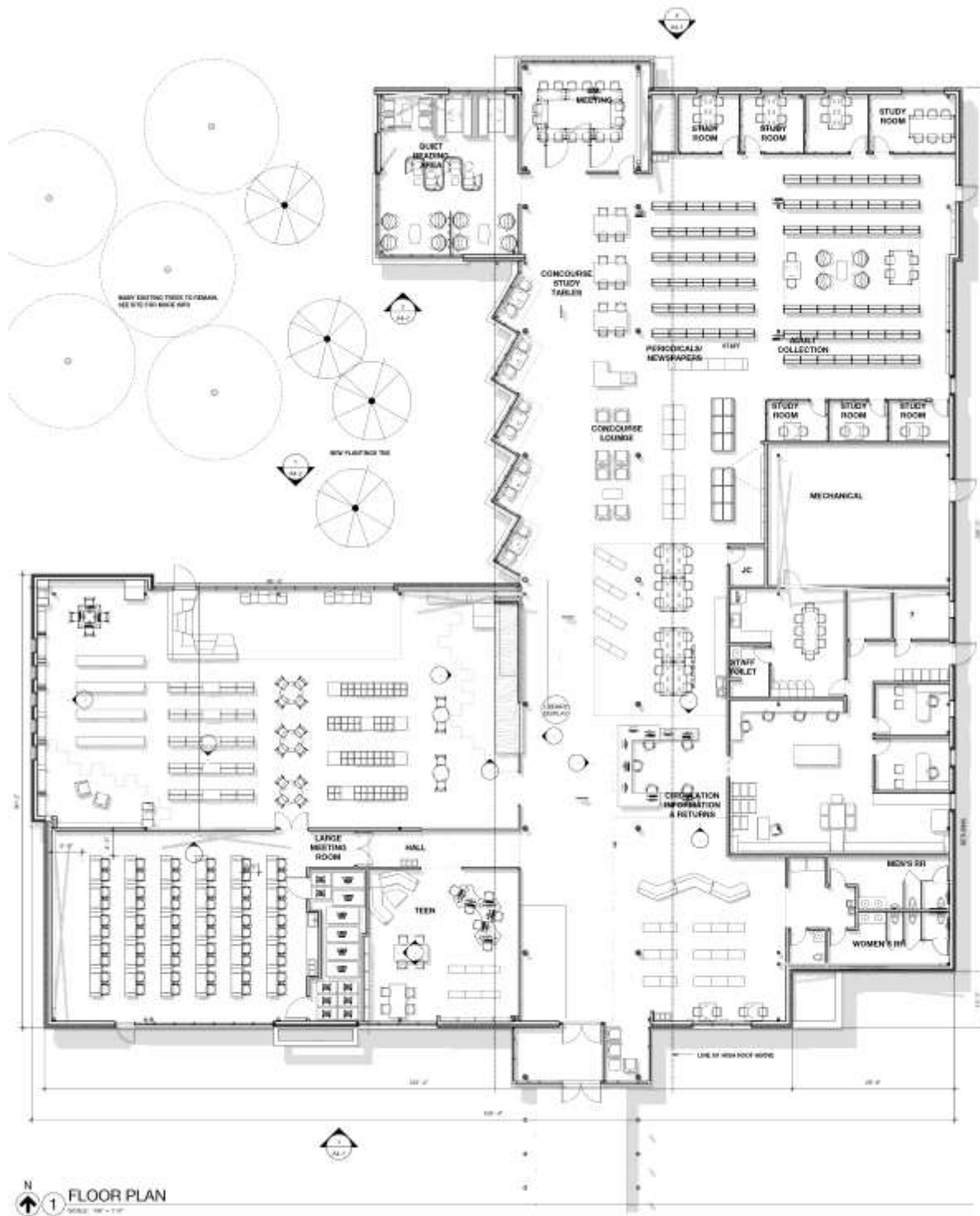
Architect's Rendering of the Site Plan.

Board Action Request

RE: Facilities Committee, Item 8a

Resolution 28-2017 Authorize Issuing of the Michigan Road Branch Project Bidding Documents

Date: August 28, 2017



Board Action Request

RE: Facilities Committee, Item 8a
Resolution 28-2017 Authorize Issuing of the Michigan Road Branch Project Bidding Documents

Date: August 28, 2017



Architect's Rendering of the Checkout Desk.



Architect's Rendering of the Children's Area.



Board Resolution

8a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 28-2017

AUTHORIZE ISSUING BIDDING DOCUMENTS FOR THE MICHIGAN ROAD BRANCH PROJECT

AUGUST 28, 2017

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, krM Architecture+ to prepare and issue bidding documents for a unified construction contract for the Michigan Road Branch 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 Michigan Road Branch Project meeting the requirements of the Public Works Statute IC § 36-1-12; 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 Action Request

8b

To: IndyPL Board

Meeting Date: August 28, 2017

From: Facilities Committee

**Approved by
The Library Board:**

Effective Date:

**Subject: Resolution 22-2017
Approval to Award a Services Contract for Security and Alarm Response Services**

Recommendation:

The IndyPL Facilities Committee recommends Board approval for the attached action (Resolution 22-2017) to award a services contract for security and alarm response services to **G4S Secure Solutions (USA) Inc., Indianapolis, Indiana.**

Background:

In accordance with the policies of the IndyPL Board, IndyPL staff used the Request for Proposals (“RFP”) process pursuant to IC §5-22-6 for Security Officer and Alarm Response Services (“Services”) for IndyPL facilities. The current vendor for the Services is Securitas Security Services USA, Inc. Their contract expired on March 31, 2017, and they are performing Services on a month-to-month basis.

IndyPL currently utilizes 308.5 hours/week at 9 branch libraries and the LSC:

| | | |
|-----------------------|-----------------|------------|
| Brightwood | College | Eagle |
| East 38 th | East Washington | Haughville |
| Irvington | LSC | Pike |
| Warren | | |

IndyPL currently utilizes 701 hours/week at Central Library, and requests approximately 20 after-hours Alarm Responses per year.

Board Action Request

RE: Building Committee, Item 8b
Resolution 22-2017 Approval to Award a Services Contract for Security and Alarm
Response Services

Date: August 28, 2017

At the direction of the Board Facilities Committee, IndyPL staff and its attorney prepared and issued the RFP on April 13, 2017 seeking proposals for a three (3) year Services contract with the option for up to a three (3) year renewal. Public notices were issued soliciting responses, the RFP was posted on the IndyPL website, known Vendors were contacted, site tours were available for the Vendors, and a Pre-proposal Conference was held for all prospective Vendors.

Copies of the Notice were 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.
- 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 selection of the vendor was determined based upon the satisfaction level of current customers, overall cost, demonstrated experience, and financial stability of the vendor. The IndyPL Evaluation Committee consists of the Central Area Resource Manager, two (2) representatives from Finance, the Safety Officer, the Supervisor of Buildings and Grounds, and the Director of Facilities.

IndyPL received six (6) responses to the RFP by the May 18, 2017 deadline. The Evaluation Committee evaluated the proposals received, contacted references, reviewed submitted financial information, and requested additional clarification of billing rates from two vendors reasonably susceptible of being awarded the contract.

Board Action Request

RE: Building Committee, Item 8b
 Resolution 22-2017 Approval to Award a Services Contract for Security and Alarm
 Response Services

Date: August 28, 2017

| Vendor | Vendor Price Sheet Non-Collusion Affidavit | Vendor References, Screening and Training | Standard Security Rate | Supervisor Security Rate | Special Events Security Rate | Off-Duty Police Officer Rate | Acct Manager Rate | Alarm Response Per Call Rate | Estimated annual |
|------------------|---|--|------------------------|--------------------------|---------------------------------|---------------------------------|-------------------|---------------------------------|------------------|
| Allied Universal | X | X | \$15.89 | \$18.57 | \$15.89 | \$50.00 | \$28.29 | \$40.00 | \$898,695 |
| ESG | X | X | \$16.75 | \$18.50 | \$15.50 | \$42.00 | \$19.00 | \$0.00 | \$909,220 |
| G4S | X | X | \$14.65 | \$15.65 | \$20.51 | \$50.00 | \$24.23 | \$30.00 | \$822,650 |
| Per Mar | X | X | \$13.89 | \$14.58 | \$16.00 | \$45.00 | \$23.37 | \$25.00 | \$777,223 |
| Securatex | X | X | \$14.29 | \$14.94 | \$21.43 | \$25.00 | \$22.37 | \$15.00 | \$773,729 |
| Securitas 9/1/17 | X | X | \$14.35 | \$16.73 | \$14.35 | \$39.00 | \$24.29 | \$25.00 | \$802,412 |
| Securitas 9/1/18 | X | X | \$14.93 | \$17.48 | \$14.93 | \$39.00 | \$25.01 | \$30.00 | \$832,967 |

After due consideration, the Evaluation Committee unanimously recommends G4S to the Board Facilities Committee as the Vendor that best meets the requirements as defined in the RFP with these comments:

- The estimated annual rate will be within our proposed 2018 budget.
- G4S has a proven track record of service to clients in a people first atmosphere.
- G4S is a global company, and has the resources to staff and monitor the Library.
- Securitas has an \$865/month fee for the afterhours patrol vehicle.
- Per Mar does not have an Indianapolis office nor an Indianapolis presence.
- Securitas received negative reviews and feedback from past experiences.
- Securitas provided separate rates for periods beginning 9/1/17 and 9/1/18.

Fiscal Impact:

The RFP included provisions for a three-year contract with the option for up to three (3) -year renewal. The goal is to have the contract completed and ready for the new vendor to begin Services on October 2, 2017.

The cost of this service will be funded from the Operating Fund (Fund 10) during the contract term.



Board Resolution

8b

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 22 – 2017

APPROVAL TO AWARD A SERVICES CONTRACT FOR SECURITY AND ALARM RESPONSE SERVICES

August 28, 2017

WHEREAS, At the direction of the Board Facilities Committee, IndyPL staff and its attorney prepared and issued a Request for Proposals on April 13, 2017 seeking proposals for a three-year Services contract with the option for up to a three-year renewal; and

WHEREAS, the Library received six (6) responses by the May 18, 2017 deadline; and

WHEREAS, the proposals were reviewed against the evaluation criteria established in the RFP, including the satisfaction level of current customers, overall cost, demonstrated experience, and financial stability of the vendor. The IndyPL Evaluation Committee reviewed the proposals received, contacted references, reviewed submitted financial information, and requested clarification on the submitted proposals from two (2) vendors reasonably susceptible of being awarded the contract; and

WHEREAS, based on the review of the Proposals against the criteria in the RFP, IndyPL has determined **G4S Secure Solutions (USA) Inc.** to be the Vendor that best meets the criteria, and recommends IndyPL award the contract to **G4S Secure Solutions (USA) Inc.**

IT IS THEREFORE RESOLVED the Security and Alarm Response Services, as proposed, describing the scope of services and compensation, is approved and authorizes the Chief Executive Officer (“CEO”) to negotiate and execute an agreement with **G4S Secure Solutions (USA) Inc.** The agreement will be based upon such terms described in the RFP and as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel.

IT IS FURTHER RESOLVED the contract shall include provisions for a three (3) year term with the option for up to a three (3) year renewal.



Board Briefing Report

8c

To: IndyPL Board
Facilities Committee

Meeting Date: August 28, 2017

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Briefing Report for September 2017 Action Item
Approval to Award a Construction Services Contract for the
Michigan Road Branch Project

The Michigan Road Branch Project is being bid using the responsible bidding practices established by the IndyPL Board and as required by the Public Works Statute IC § 36-1-12. Public Notice to prospective bidders was advertised per the Public Notice Statute IC § 5-3 on August 16 and 23, 2017. The Notice was posted on the IndyPL website and copies of the Notice were emailed to the following business development contacts:

- Center for Empowerment and Economic Development.
- Conexus Indiana.
- Crooked Creek 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.

Facilities Briefing Report

To: Facilities Committee, Item 8c

From: Sharon Smith, Facilities Director

Re: September 2017 Action Item - Approval to Award a Construction Services Contract
for the Michigan Road Branch Project

Date: August 28, 2017

Sealed bids will be received by IndyPL on September 8, 2017, and each bid shall be accompanied by a bid security for 10% of the total bid. The Library shall award the Project to the lowest, responsible, and responsive bidder pursuant to IC § 36-1-12.

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

The preliminary Project schedule targets a starting date of October 2017, with substantial completion in the fourth quarter of 2018.

The construction budget is \$5,620,000, to be funded by the Series 2016 Bond Fund (Fund 46).



Board Briefing Report

8d

To: **IndyPL Board
Facilities Committee** **Meeting Date:** **August 28, 2107**

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

Subject: **Briefing Report for September 2017 Action Item
Approval to Award Construction Services Contracts for the Lawrence,
Wayne, and West Indianapolis Branches Mechanical Upgrade Projects**

As part of the 2017 Facilities Plan, funds were allocated for Mechanical upgrades for the Lawrence, Wayne and West Indianapolis Branch Libraries. The existing mechanical systems at the Lawrence and Wayne Branches were installed in 1983, and the West Indianapolis Branch in 1986.

The three projects will be quoted separately and will be completed using the Public Works Statute IC § 36-1-12. The Scope of Work was developed by the IndyPL Facilities Staff working with R.E. Dimond Associates. Notice to prospective Vendors was issued on August 17, 2017.

Sealed quotes will be received by IndyPL on September 6, 2017 for evaluation prior to presentation at the September 12, 2017 Facilities Committee Meeting.

The preliminary Project schedule targets starting October 9, 2017, with substantial completion dates on November 17, 2017.

The Lawrence Branch Project is estimated to be more than \$50,000 and less than \$150,000.

The West Indy Branch Project is estimated to be more than \$50,000 and less than \$75,000.

The Wayne Branch Project is estimated to be more than \$50,000 and less than \$150,000.

The Projects will be funded by the Operating Fund – Fund 10. IndyPL shall award the Projects to the lowest, responsible, and responsive Quoter pursuant to IC § 36-1-12-4.7 (b) (3).



Board Briefing Report

9

To: IndyPL Board **Meeting Date:** 8/28/2017
From: The Indianapolis Public Library Foundation
Subject: August 2017 Update

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

News:

- Please join us for the Eugene & Marilyn Glick Indiana Authors Award Dinner on Saturday, October 14, at Central Library. Tickets are \$75 each. If you, your company or your book club is interested in tickets or a table, please call the Library Foundation at (317) 275-4868 for more information. We expect the Award Dinner to sell out in mid-September, so reserve your seat early!
- Roberta Jagers will give an update on the Eugene & Marilyn Glick Indiana Authors Award Day, scheduled for Saturday, October 14 at Central Library.
- Library and Library Foundation staff will give a presentation on Imagine It and its winning project, the Packhorse Librarian by Tracy Hilton.

Strategic/Fiscal Impact:

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

- Alerding CPA Group
- Lewis Wagner, LLP
- MacAllister Machinery Co., Inc.
- The National Bank of Indianapolis
- PNC Foundation
- Regions Bank

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

Children's

- Ready to Read – On the Read to Reading

- Ready to Read – Early Literacy Specialist
- Ready to Read – Packaged Programs
- Ready to Read – Early Childhood Conference
- YAT Performances

Cultural

- Scare in the Square at Fountain Square
- Safe Trunk or Treat at Glendale
- Eat What You Grow! at Pike
- Fall Fest
- Classical Concerts at Central
- Central Centennial Celebration
- Photographic Celebration of Central
- Center for African-American Literature and Culture

Collections

- Digitization

Lifelong

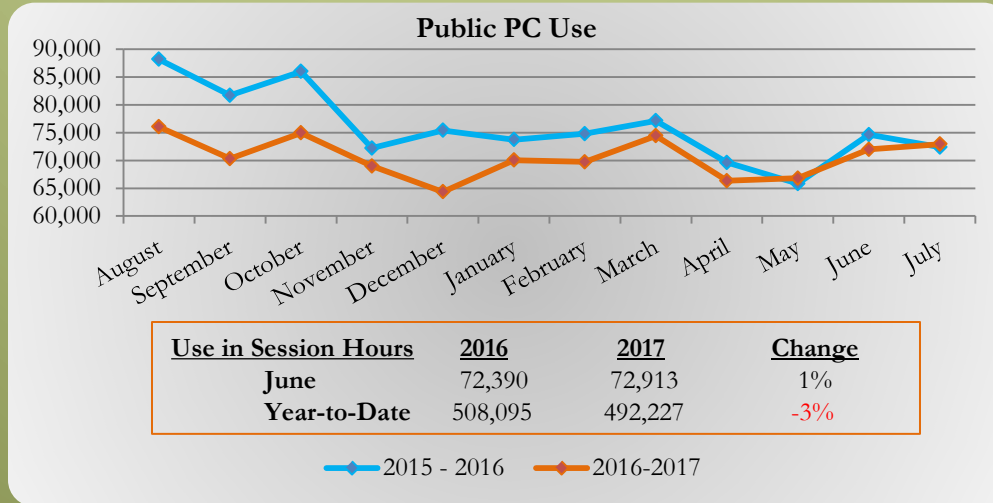
- Nonprofit Seminars at Central
- Writing Workshops at Nora

Capital

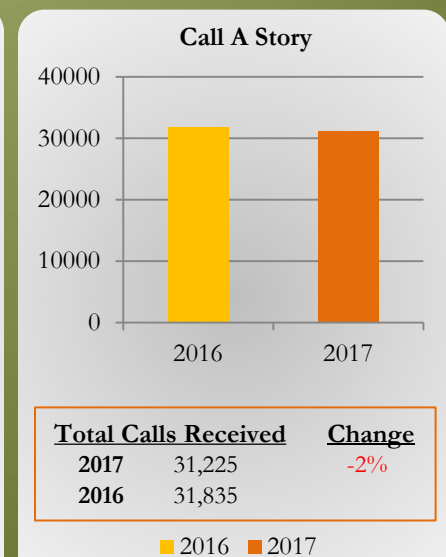
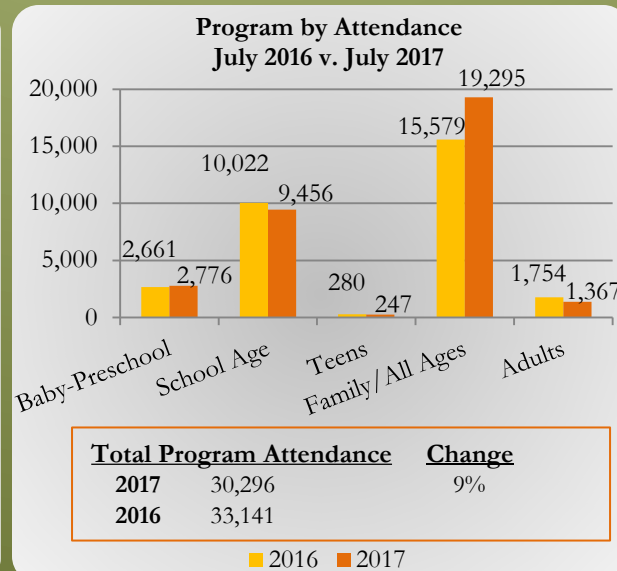
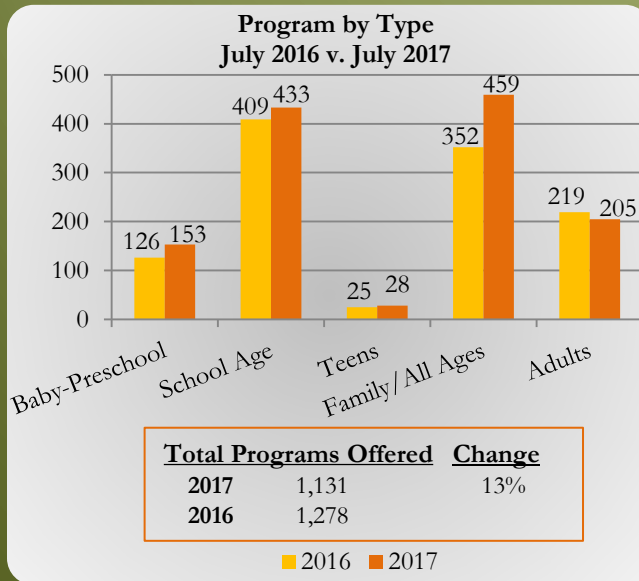
- Aquarium at Pike
- Aquarium at East Thirty-Eighth Street

Performance Dashboard

Computer Use

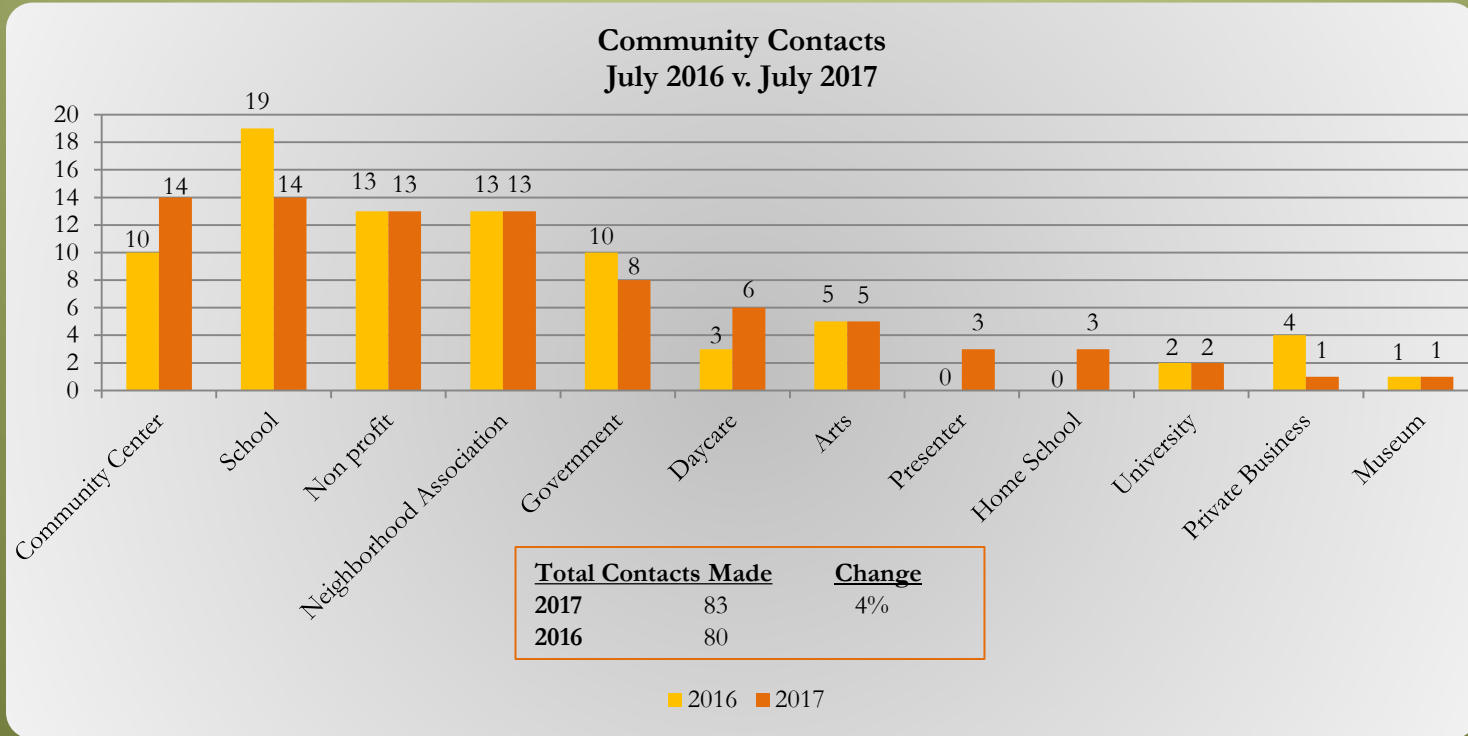


Programs

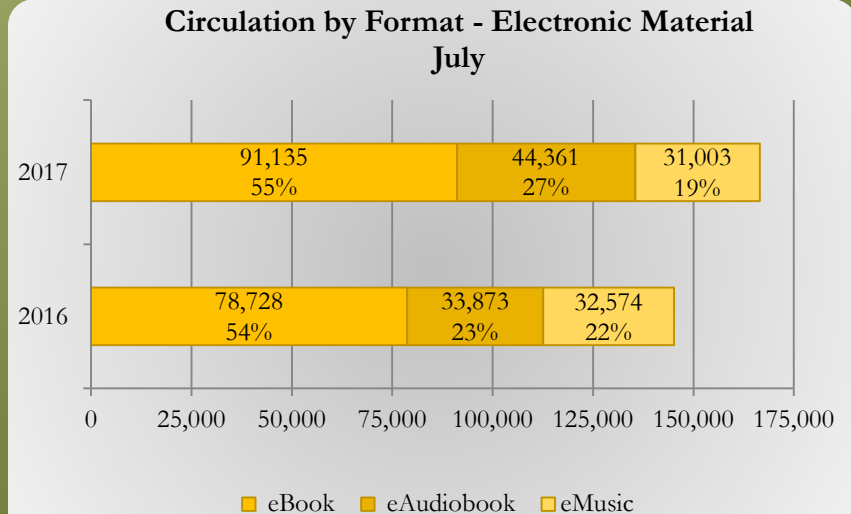
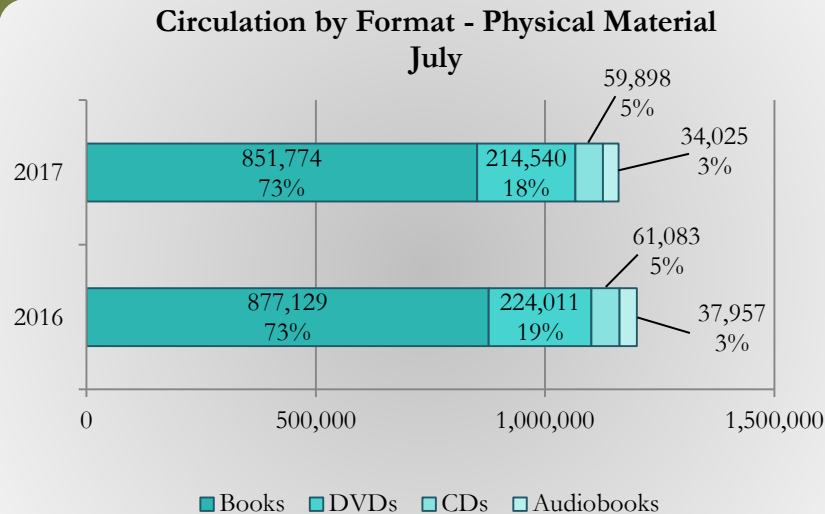
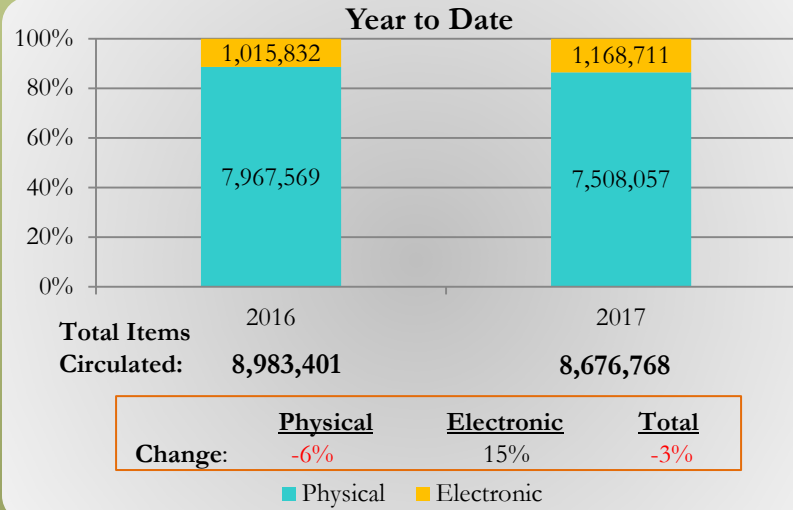
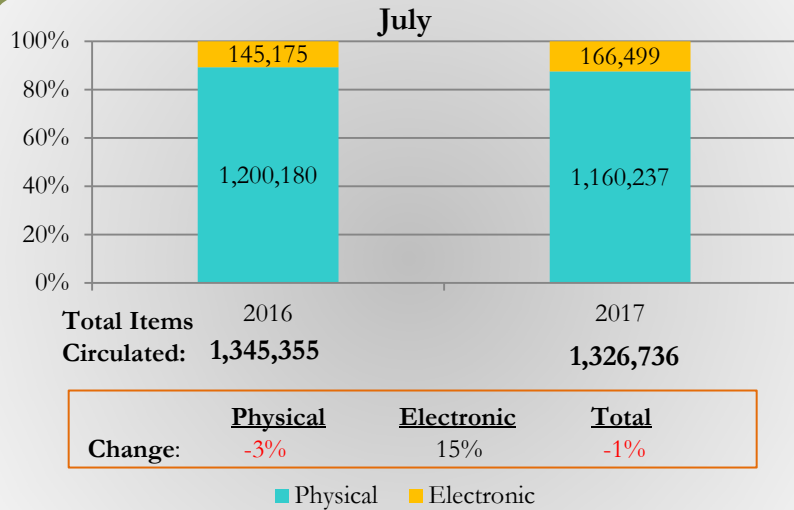


Performance Dashboard

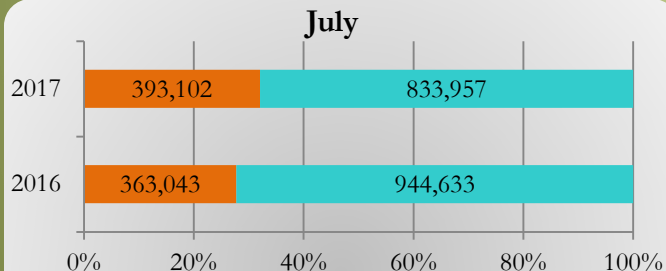
Community Contacts



Circulation



Patron Visits

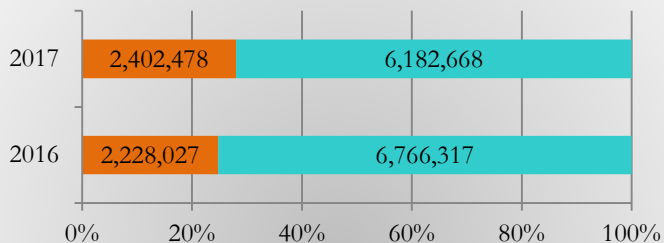


| Total Visits | | July |
|--------------|-----------|-----------|
| 2017 | 1,227,059 | 1,227,059 |
| 2016 | 1,307,676 | 1,307,676 |

| | Walk-in | Web Branch | Total |
|--------|---------|------------|-------|
| Change | 8% | -12% | -6% |

■ Walk-in ■ Web Branch

Year to Date



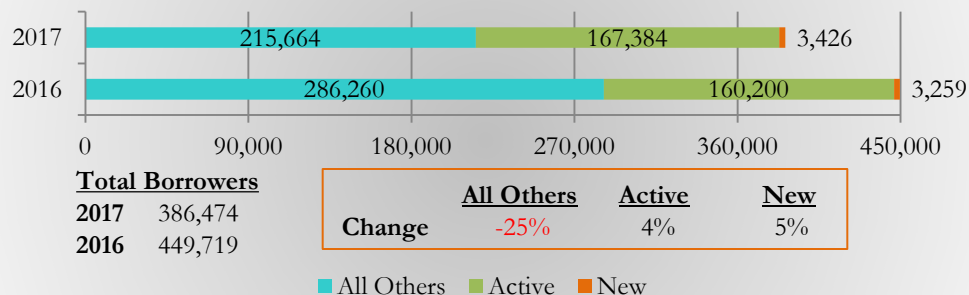
| Total Visits | | Year-to-Date |
|--------------|-----------|--------------|
| 2017 | 8,585,146 | 8,585,146 |
| 2016 | 8,994,344 | 8,994,344 |

| | Walk-in | Web Branch | Total |
|--------|---------|------------|-------|
| Change | 8% | -9% | -5% |

■ Walk-in ■ Web Branch

Library Card Use

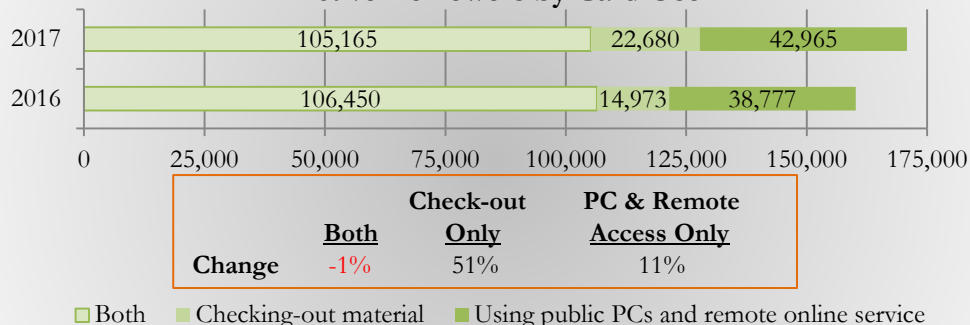
Total Borrowers



| Total Borrowers | | All Others | Active | New |
|-----------------|---------|------------|--------|-----|
| 2017 | 386,474 | | | |
| 2016 | 449,719 | | | |
| Change | | -25% | 4% | 5% |

■ All Others ■ Active ■ New

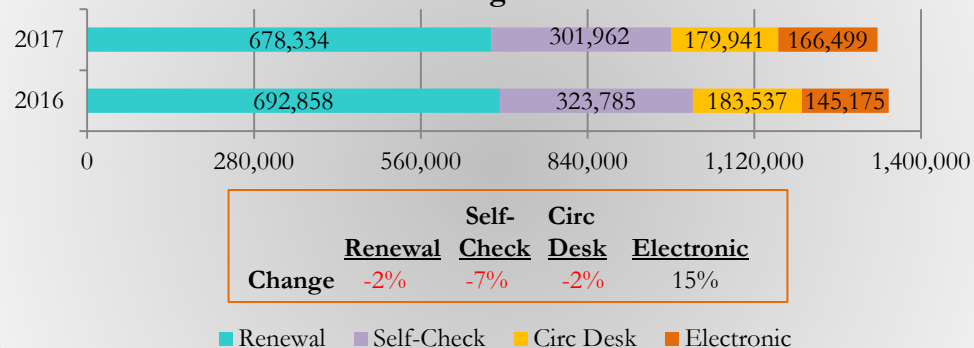
Active Borrowers by Card Use



| | Both | Check-out Only | PC & Remote Access Only |
|--------|------|----------------|-------------------------|
| Change | -1% | 51% | 11% |

■ Both ■ Checking-out material ■ Using public PCs and remote online service

Borrowing Methods



| | Self-Renewal | Circ Check | Circ Desk | Electronic |
|--------|--------------|------------|-----------|------------|
| Change | -2% | -7% | -2% | 15% |

■ Renewal ■ Self-Check ■ Circ Desk ■ Electronic

Strategic Plan Review #23 August 2017

Goal 3: Act as Agents of Innovation in the Indianapolis Community

Strategy: **Establish rigorous institutional performance assessment practices**



Plan 2020 is a community-held vision for how Indianapolis-Marion County transitions from great to the greatest city. The Bicentennial Plan, championed by the Greater Indianapolis Progress Committee (GIPC), is one of seven planning documents within Plan 2020 serving as a road map for coordinated community action.

The Bicentennial Plan establishes a framework for an unprecedented degree of collaboration between public, private and philanthropic organizations in order to realize the community's collective vision for the future. An underlying purpose of Plan 2020 is to stitch as many existing plans, ideas and initiatives together into a broader, cohesive storyline.

Each and every component outlined by the Bicentennial Plan has a committed partner capable of not only fulfilling an action step but also routinely reporting on its progress through completion. The areas of the Bicentennial Plan include:

Places: Strengthening Neighborhoods

Complete Communities
Greenways & Waterways
Arts, Culture & Design
Social Gathering Places
Innovation & Entrepreneur Districts

Prosperity: Strengthening Community

Information Platforms
Business Expansion & Expansion
Industrial Renewal
Downtown Central Business District
Anchor Institution Strategy
Civic Responsibility

People: Strengthening Families

Workforce Development
Economic Mobility
Transportation Options
Neighborhood-based Community
Schools

IndyPL is an implementing partner of the Bicentennial Plan. We work to align Library priorities with the broader 2020 Plan and measure our work in seven areas, including; civic engagement, public places, workforce development, open data, education, neighborhoods and resilience (which is the ability of a community to respond effectively to stressors and challenging circumstances.) In this way we can begin to talk about community impact and how our accomplishments are part of the City's storyline.

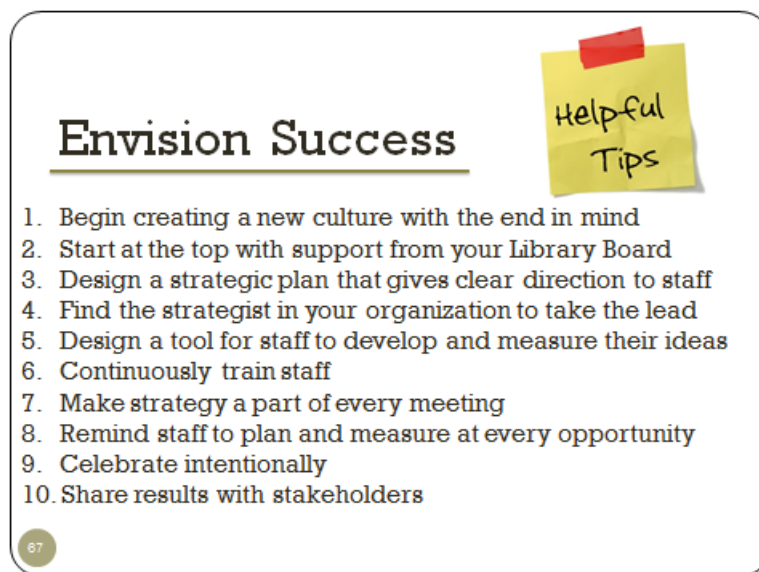
The Library also participates in IndyVitals by providing data about Library use. This city-wide data portal measures the health and sustainability of Indy Neighborhoods and is available to the public.

3-40 Conduct community scans to assess impact on a regular basis

We are fortunate to have the city-wide development of Plan 2020. The document provides community organizations like the Library, a way to align their strategy with key local issues and provides the external community needed to measure the impact of Library service on our city. The Library will begin providing these analytical results to stakeholders.

3-41 Measure impact of Library service by using outcomes and community indicators

Most libraries have a strategy but, according to one study, less than 5% of their staff knows the strategy. At IndyPL, we work to create a culture for **staff driven metrics**. Every person in the organization is introduced to Library strategies. Every employee receives a personal copy of the plan and training opportunities for using the plan in their decision making.



Envision Success

Helpful Tips

1. Begin creating a new culture with the end in mind
2. Start at the top with support from your Library Board
3. Design a strategic plan that gives clear direction to staff
4. Find the strategist in your organization to take the lead
5. Design a tool for staff to develop and measure their ideas
6. Continuously train staff
7. Make strategy a part of every meeting
8. Remind staff to plan and measure at every opportunity
9. Celebrate intentionally
10. Share results with stakeholders

67

Studies show that up to 90% of strategies fail due to poor execution. At IndyPL we have created a **systematic approach** to our strategic plan in the execution and completion of the plan. We developed methods to alleviate staff concerns and get staff buy-in. These methods include effective tools to support and encourage participation of all staff in the Library's strategic plan.

STRATEGIC TOOLS

First and foremost, we developed an institutional **common language**. The language of strategy can be confusing because different terminology is often used to describe the same thing. At IndyPL we selected the terms whose meaning made sense to us. Goals, strategies and actions are the work to be done, and inputs, outputs, outcomes and impact are the measurement of that work.



The hard fact is...knowing where you want to go, or even knowing how you intend to get there, is not enough...if you do not have the capacity necessary for getting through the journey. One reason staff resist participating in library strategy is the amount of time it takes. At IndyPL we help staff realize planning at the front end reduces errors, missteps and smooths the way...ergo...saves time.

We train staff at IndyPL to always begin any plan, project or initiative with the end in mind using the method of **outcome based planning**. The outcomes selected and established at the beginning of the project are the destination for the programmatic journey, and as with any other destination, the degree to which staff plan and prepare at the front end, will have a significantly effect at conclusion, whether they reach their goal, come close, or miss it altogether.

In the fall we will offer **capacity building** workshops to managers. Instead of thinking of capacity in negative terms, we will talk about methods to build capacity by improving staff skills, introducing efficiency measures and matching the right resources to the task. To increase organizational capacity, the Library must analyze our work, and eliminate or improve our processes.

Everyone hates to fail. We assume, rationally or not that we'll suffer embarrassment and a loss of esteem and stature. But if an organization creates a culture of **risk-taking and learning** from subsequent mistakes, we can gain valuable insights. At IndyPL we are striving to cultivate a workplace where managers evaluate less and interpret more. We don't praise or penalize; we analyze. Failure-tolerant managers show interest, express support, and ask pertinent questions. Conversations are less about succeeding or failing, and more about what can be learned from the experience. Staff using service plans to develop their initiatives, are taught that "you only fail, when you fail to measure." This attitude empowers staff to measure with purpose and a sense of discovery. By being candid, we convey that it's okay to be wrong, as long as you are willing to analyze, learn and improve.



Last, an engaged worker is one who is personally committed to the goals of the organization. Unfortunately, 90% of the time, what passes for commitment is compliance. If you cannot get people engaged, no improvement will last. As one way to address this at IndyPL, was to develop a **service plan** tool to help staff conceptualize a project and determine its viability by taking their idea through an analytical process. The benefits are significant for staff and for the Library. Service plans are used by the entire organization for the development of service and programs. Most importantly, the service plan is tied directly to our strategic plan.



3-42 provide an Impact Dashboard to Library stakeholders to measure success

At IndyPL we strive to make meaning of our data, and collect only what we will use. All reports must draw conclusions and focus on improvement. Also, we organize staff written service plans according to the action in our strategic plan making it possible to capture all work accomplished in each action, analyze it on a system-wide level and report our success to stakeholders. By connecting staff written service plans to the strategic plan, we ensure the work of our organization is strategically on-point.

Service plan results are compiled annually and shared with stakeholders. This **report card** illustrates how our institutional efforts satisfy the strategic plan. In this way, we have successfully connected the work of the staff to the vision of the strategic plan.

We share system-wide results with staff, our Board of Trustees, the media and the public through staff newsletters, new stories and monthly reports to the Board. A mid-point completion assessment for each strategy in the plan is included below. The strategies highlighted in tan have been topics of monthly Board Strategic Plan Reviews over the last two years.

| | MEASUREMENT | GREEN | YELLOW | RED |
|--|--|-----------------------------|---------------|------------------------------------|
| GOAL 1 | STRATEGY | Meets goal or good progress | Some Progress | At a standstill /not yet addressed |
| Strengthen the Library's contribution to formal education in Indianapolis | * Ensure educators are aware and value Library services | X | | |
| | * Be a strong participant in the to provide early learning experiences | X | | |
| | * Actively join community to close educational achievement gaps | | X | |
| | * Enhance partnerships with institutions of higher learning and support teachers | | X | |
| Be Indianapolis' source for free informal instruction and programs | * Embrace the Library's role as a cultural center | X | | |
| | * Develop a community of readers | X | | |
| | * Be a welcoming one-stop source for access to online government resources | | X | |
| | * Support the patron digital journey | X | | |
| Help prepare residents for successful employment | * Prepare useful resources for the Indianapolis workforce to use | X | | |
| | * Partner with workforce readiness providers to create a strong network of support for workers | X | | |
| GOAL 2 | | | | |
| Establish the Library as a Civic focal point and resource center | * Create opportunities for people to be informed and engaged on issues | X | | |
| | * Engage new audiences in Library experiences & use its resources | | | X |
| | * Increase audio visual capacity in Library locations to highlight community activities | X | | |

| | MEASUREMENT | GREEN | YELLOW | RED |
|---|---|-----------------------------|---------------|------------------------------------|
| | STRATEGY | Meets goal or good progress | Some Progress | At a standstill /not yet addressed |
| Adopt spaces and services that strengthen neighborhoods | * Employ creative space planning for build-in flexibility for change | X | | |
| | * Develop services for teens | | X | |
| | * Meet the information needs of the economically & socially disadvantaged | | X | |
| | * Welcome immigrants with relevant services and resources | X | | |
| | * Provide full access to Library experiences for people w/ disabilities | | | X |
| | * Ensure the community's diverse populations have their special needs met | | X | |
| Support business development in Indianapolis | * Educate the business community about the rich resources of the Library | | X | |
| | * Facilitate the success of small and community-based organizations | | X | |
| Nuture healthy and vibrant communities | * Create robust collaboration with neighborhood organizations | | X | |
| | * Staff fully participate in neighborhood life | | X | |
| | * Be a free internet access point | X | | |
| GOAL 3 | | | | |
| Embrace a Library culture of creativity and change | * Build Library staff and institutional capacity to innovate | | X | |
| | * Ensure staff are competent Library ambassadors who make effective community connections | | X | |
| | * Keep pace with advances in the world of information services | | X | |
| | * Ensure the Library is consistently providing positive user experiences | | X | |
| Be a place of discovery where innovation is shared & experienced | * Partner w/ community innovators to coalesce around new ideas | | X | |
| | * Position the Library as a learning lab | | | X |
| | * Harness volunteer expertise | X | | |
| Deliver a collection that is valued by the public and convenient to use | * Pilot new methods to showcase, deliver and evaluate the collection | X | | |
| | * Lead efforts to preserve community collection available in older formats | X | | |
| | * Build a comprehensive digital collection | X | | |
| Be accountable to community stakeholders by communicating relevancy and impact of services | * Establish rigorous institutional performance assessment practices | | X | |
| | * Provide assessments of technology | X | | |

| | MEASUREMENT | GREEN | YELLOW | RED |
|--|--|-----------------------------|---------------|------------------------------------|
| GOAL 4 | STRATEGY | Meets goal or good progress | Some Progress | At a standstill /not yet addressed |
| Create a network of Library services in convenient and accessible locations | * Design a strategic and sustainable geographic distribution of Library branches to maximize access | X | | |
| | * Establish a library presence at throughout the community | | X | |
| | * Expand the Shared System model | | X | |
| | * Explore the "pop-up" concept where portable services are offered | X | | |
| | * Encourage school readiness through outreach services and community partners | X | | |
| Ensure Indianapolis residents and their families have valid Library cards | * Offer improved models for Library card debt reduction | | X | |
| | * Seek new Library users with Library card campaigns and grassroots efforts | X | | |
| | * Increase Library use by cardholders through effective marketing | | X | |
| Deliver a rich and vibrant virtual Library presence | * Implement continued improvements for a user-friendly website and catalog | | X | |
| | * Utilize the Library website as a source of community awareness about Library programs and services | | X | |
| Demonstrate excellent stewardship of Library resources | * Explore new revenue sources to meet community information needs. | | X | |



10c

July 2017 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: (print placements listed below topic)

- **2017 Summer Reading Program Continues Through July**
Southside Times, Broad Ripple Gazette, Weekly View, Westside Community News, Hendricks Co. Flyer, Indy's Child
- **Indiana Authors Award Winners Announced**
Weekly View, NUVO.net, Hendricks Co. Flyer, Southside Times, Southsider Voice, Franklin Township Informer
- **Pack Horse Librarian Project at the Glendale Branch**
Broad Ripple Gazette, Weekly View, Hendricks Co. Flyer

Other media outreach in July occurred on such Library activities as the Adult Summer Reading Program, Keep Indianapolis Beautiful Pollinator Week distributions at IndyPL branches, Drag Queen Storytime, Center for Black Literature & Culture, and Central Library's 100th Anniversary.

2 newscasts sent to all staff:

- Drag Queen Storytime at Central Library on WXIN-TV and USA Today Video

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.

3 YouTube videos posted to website:

- 2016 Annual Report Online
- IndyPL and Riviera Camera Club present award-winning photographers Bill Foley and Bob Daugherty
- Summer Reading Program Kickoff event at Central Library

Social Media

64 posts published on the official IndyPL Facebook Page:

Top Performing Posts-

- Drag Queen Story Time Promotion- Reach of 11.2k (Paid advertisement)
- #CurrentlyReading-Weekly Interactive Book discussion- Reach of 7.1k and 5.7k
- Gen Con Costume Contest Announcement- Reach of 6.2k
- #CurrentlyWatching- Interactive discussion of Movies and Television shows- Reach of 5.5k and 5.3k
- Job Announcement of Infozone Position- Reach of 5.4k
- Digital Indy Fire Department Station 28, then and now: Reach of 5.1k
- Packhorse Librarian Announcement- Reach of 4.7k

188 tweets published on the official IndyPL Twitter Page:

- 129,000 Twitter impressions occurred in June
- 4,776 profile visits
- 215 outside mentions of IndyPL by patrons, community partners, and Indianapolis media

21 Instagram Posts on the official IndyPL Instagram Page, visually highlighting:

- Summer Reading Program activities including the importance of reading as a family, summer reading workshops for adults and kids, kids blog and Ready to Read blog content , the story of patrons participating in Summer Reading programs, and Library Night at Victory Field.
- IndyPL's involvement in Indiana Black expo, Teenworks volunteer programs, and our partnerships with the Indianapolis Indians and the Indiana Pacers.
- Highlights of IndyPL programs and collections, including the My First Library card option, story times, and children's books.
- Throwback Thursday highlights from the Digital Indy collection and archives

Other social media outreach occurred on Library activities and community partnerships, including the Summer Reading Program for both adults and children, World Refugee Day with Exodus Refugee Immigration, Bright by Text with WFYI, the Digital Bookmobile visit to Glendale Library, promotion for the Indy Library Store's June book sale, and Digital Indy collections.



Board Action Request

10d1

To: IMCPL Board **Meeting Date:** August 28, 2017

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

Effective Date: August 28, 2017

Subject: Finances, Personnel and Travel Resolution 29-2017

Recommendation: Approve Finances, Personnel and Travel Resolution 29- 2017

Background: The Finances, Personnel and Travel Resolution 29- 2017 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 2017.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION REGARDING FINANCES, PERSONNEL AND TRAVEL
RESOLUTION 29 - 2017

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 2017 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 **60625** through **60779** for a total of
\$780,576.48 were issued from the Operating Fund.
EFT numbers **13949** through **13970** and
13972 through **14091** and **14151** for a total of
\$4,793,737.76 were issued from the Operating Fund.
Warrant numbers **3079** through **3086** for a total of
\$104,854.83 were issued from the Payroll Fund.
EFT numbers **556** and **562** for a total of
\$37,315.84 were issued from the Payroll Fund.
Warrant number **650** **658** for a total of
\$216.93 were issued from the Fines Fund.
Warrant numbers **5966** through **6006** for a total of
\$25,629.75 were issued from the Gift Fund.
EFT numbers **1433** through **1442** for a total of
\$38,047.36 were issued from the Gift Fund.
Warrant numbers **267352** through **267388** and
1349 through for a total of
\$13,343.48 were issued for Employee Payroll
Direct deposits numbers **280001** through **280641** and
Direct deposits numbers **300001** through **300639** for a total of
\$985,676.62 were issued for Employee Payroll
Electronic transfers for payment of taxes and garnishments for a total of
\$383,246.82 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.

Lillian L. Charleston

Rev. T.D. Robinson

Dorothy R. Crenshaw

Joanne Sanders

Dr. Terri Jett

Dr. David W. Wantz

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

Patricia A. Payne

Rebecca L. Dixon
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNT

| No. | Type | Date | Reference | Checks | Status |
|------------|-------------|-------------|---|---------------|---------------|
| 13949 | EFT Check | 7/6/2017 | Abell Elevator Service Co., d/b/a Oracle Elevator Co. | \$2,762.00 | Cleared |
| 13950 | EFT Check | 7/6/2017 | ACORN DISTRIBUTORS INC | \$3,748.66 | Cleared |
| 13951 | EFT Check | 7/6/2017 | Baker & Taylor | \$15,572.45 | Cleared |
| 13952 | EFT Check | 7/6/2017 | Baker & Taylor | \$2,488.76 | Cleared |
| 13953 | EFT Check | 7/6/2017 | Baker & Taylor Pre-Cat | \$9,552.41 | Cleared |
| 13954 | EFT Check | 7/6/2017 | BRODART CO. | \$869.65 | Cleared |
| 13955 | EFT Check | 7/6/2017 | CDW GOVERNMENT, INC. | \$51.91 | Cleared |
| 13956 | EFT Check | 7/6/2017 | DEMCO INC. | \$2,361.25 | Cleared |
| 13957 | EFT Check | 7/6/2017 | FINELINE PRINTING GROUP | \$645.00 | Cleared |
| 13958 | EFT Check | 7/6/2017 | GRAINGER | \$267.12 | Cleared |
| 13959 | EFT Check | 7/6/2017 | H.J. Uмбаugh & Associates | \$3,650.00 | Cleared |
| 13960 | EFT Check | 7/6/2017 | IHS GLOBAL INC. | \$1,305.00 | Cleared |
| 13961 | EFT Check | 7/6/2017 | INGRAM LIBRARY SERVICES | \$664.57 | Cleared |
| 13962 | EFT Check | 7/6/2017 | J&G CARPET PLUS | \$875.00 | Cleared |
| 13963 | EFT Check | 7/6/2017 | LUNA MUSIC | \$3,173.79 | Cleared |
| 13964 | EFT Check | 7/6/2017 | MIDWEST TAPE - AUDIOBOOKS ONLY | \$1,171.74 | Cleared |
| 13965 | EFT Check | 7/6/2017 | MIDWEST TAPE - PROCESSED DVDS | \$572.29 | Cleared |
| 13966 | EFT Check | 7/6/2017 | MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT | \$3,011.03 | Cleared |
| 13967 | EFT Check | 7/6/2017 | MIDWEST TAPE, LLC | \$192.78 | Cleared |
| 13968 | EFT Check | 7/6/2017 | OVERDRIVE INC | \$55,089.23 | Cleared |
| 13969 | EFT Check | 7/6/2017 | RECORDED BOOKS | \$1,126.12 | Cleared |
| 13970 | EFT Check | 7/6/2017 | VALUE LINE PUBLISHING INC. | \$1,447.00 | Cleared |
| 13972 | EFT Check | 7/13/2017 | Abell Elevator Service Co., d/b/a Oracle Elevator Co. | \$1,750.00 | Cleared |
| 13973 | EFT Check | 7/13/2017 | ALSCO | \$295.54 | Cleared |
| 13974 | EFT Check | 7/13/2017 | Baker & Taylor | \$13,450.12 | Cleared |
| 13975 | EFT Check | 7/13/2017 | Baker & Taylor Pre-Cat | \$10,644.60 | Cleared |
| 13976 | EFT Check | 7/13/2017 | Baker & Taylor | \$8,905.83 | Cleared |
| 13977 | EFT Check | 7/13/2017 | BRODART CO. | \$1,861.94 | Cleared |
| 13978 | EFT Check | 7/13/2017 | BROWNING DAY MULLINS DIERDORF | \$28,800.00 | Cleared |
| 13979 | EFT Check | 7/13/2017 | CITIZENS THERMAL ENRGY. | \$60,828.88 | Cleared |
| 13980 | EFT Check | 7/13/2017 | DANCORP INC. dba DANCO | \$650.00 | Cleared |
| 13981 | EFT Check | 7/13/2017 | DELTA DENTAL | \$7,780.16 | Cleared |
| 13982 | EFT Check | 7/13/2017 | DEMCO INC. | \$894.10 | Cleared |
| 13983 | EFT Check | 7/13/2017 | INDIANA PLUMBING AND DRAIN LLC | \$462.75 | Cleared |
| 13984 | EFT Check | 7/13/2017 | INGRAM LIBRARY SERVICES | \$590.66 | Cleared |
| 13985 | EFT Check | 7/13/2017 | J&G CARPET PLUS | \$200.00 | Cleared |
| 13986 | EFT Check | 7/13/2017 | KEVIN J. COCQUYT | \$1,800.00 | Cleared |
| 13987 | EFT Check | 7/13/2017 | LUNA MUSIC | \$1,818.22 | Cleared |
| 13988 | EFT Check | 7/13/2017 | MIDWEST TAPE - AUDIOBOOKS ONLY | \$1,435.53 | Cleared |
| 13989 | EFT Check | 7/13/2017 | MIDWEST TAPE - PROCESSED DVDS | \$3,593.34 | Cleared |
| 13990 | EFT Check | 7/13/2017 | MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT | \$3,515.14 | Cleared |
| 13991 | EFT Check | 7/13/2017 | MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT | \$22,974.56 | Cleared |
| 13992 | EFT Check | 7/13/2017 | MIDWEST TAPE, LLC | \$7,068.75 | Cleared |
| 13993 | EFT Check | 7/13/2017 | MOORE INFORMATION SERVICES, INC. | \$459.50 | Cleared |
| 13994 | EFT Check | 7/13/2017 | OFFICE 360 | \$811.80 | Cleared |
| 13995 | EFT Check | 7/13/2017 | OVERDRIVE INC | \$9,451.31 | Cleared |
| 13996 | EFT Check | 7/13/2017 | PERFECTION SERVICE OF INDIANA | \$11,919.55 | Cleared |
| 13997 | EFT Check | 7/13/2017 | RECORDED BOOKS | \$1,296.94 | Cleared |
| 13998 | EFT Check | 7/13/2017 | RICHARD LOPEZ ELECTRICAL, LLC | \$24,711.15 | Cleared |
| 13999 | EFT Check | 7/13/2017 | RUPRECHT AND HOKE CONSULTING LLC | \$5,100.00 | Cleared |
| 14000 | EFT Check | 7/13/2017 | RYAN FIRE PROTECTION, INC. | \$1,181.00 | Cleared |
| 14001 | EFT Check | 7/13/2017 | STENZ MANAGEMENT COMPANY, INC. | \$3,393.75 | Cleared |
| 14002 | EFT Check | 7/13/2017 | STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE | \$1,480.75 | Cleared |
| 14003 | EFT Check | 7/13/2017 | TYLER TECHNOLOGIES, INC. | \$4,080.00 | Cleared |
| 14004 | EFT Check | 7/13/2017 | ULINE | \$460.62 | Cleared |
| 14005 | EFT Check | 7/7/2017 | ADP, INC. | \$3,903.78 | Cleared |
| 14006 | EFT Check | 7/20/2017 | INDIANA DEPARTMENT OF REVENUE | \$1,015.10 | Cleared |
| 14007 | EFT Check | 7/20/2017 | Abell Elevator Service Co., d/b/a Oracle Elevator Co. | \$8,525.00 | Cleared |
| 14008 | EFT Check | 7/20/2017 | ACORN DISTRIBUTORS INC | \$312.00 | Cleared |
| 14009 | EFT Check | 7/20/2017 | BACKGROUND BUREAU INC. | \$250.00 | Cleared |
| 14010 | EFT Check | 7/20/2017 | Baker & Taylor Pre-Cat | \$6,249.92 | Cleared |
| 14011 | EFT Check | 7/20/2017 | Baker & Taylor | \$26,032.07 | Cleared |
| 14012 | EFT Check | 7/20/2017 | Baker & Taylor | \$961.73 | Cleared |
| 14013 | EFT Check | 7/20/2017 | BRODART CO. | \$502.50 | Cleared |
| 14014 | EFT Check | 7/20/2017 | BRODART CO. | \$4,583.42 | Cleared |
| 14015 | EFT Check | 7/20/2017 | CITIZENS THERMAL ENERGY | \$22,092.94 | Cleared |
| 14016 | EFT Check | 7/20/2017 | COMMERCIAL OFFICE ENVIRONMENTS INC. | \$3,312.00 | Cleared |

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNT

| No. | Type | Date | Reference | Checks | Status |
|------------|-------------|-------------|---|---------------|---------------|
| 14017 | EFT Check | 7/20/2017 | COMMERCIAL OFFICE ENVIRONMENTS INC. | \$72,424.00 | Cleared |
| 14018 | EFT Check | 7/20/2017 | DASHER PRINTING SERVICES, INC. | \$23,468.36 | Cleared |
| 14019 | EFT Check | 7/20/2017 | DEMCO INC. | \$3,681.14 | Cleared |
| 14020 | EFT Check | 7/20/2017 | EMERY-PRATT COMPANY | \$31.99 | Cleared |
| 14021 | EFT Check | 7/20/2017 | FULLER ENGINEERING CO., LLC | \$3,309.00 | Cleared |
| 14022 | EFT Check | 7/20/2017 | GRESSCO LTD. | \$33,983.20 | Cleared |
| 14023 | EFT Check | 7/20/2017 | INDIANA PLUMBING AND DRAIN LLC | \$3,089.50 | Cleared |
| 14024 | EFT Check | 7/20/2017 | INGRAM LIBRARY SERVICES | \$1,382.48 | Cleared |
| 14025 | EFT Check | 7/20/2017 | J&G CARPET PLUS | \$2,850.00 | Cleared |
| 14026 | EFT Check | 7/20/2017 | KEVIN J. COCQUYT | \$1,800.00 | Cleared |
| 14027 | EFT Check | 7/20/2017 | KONE, INC. | \$2,884.56 | Cleared |
| 14028 | EFT Check | 7/20/2017 | KRATOS PUBLIC SAFETY & SECURITY SOLUTIONS, INC. | \$4,756.00 | Cleared |
| 14029 | EFT Check | 7/20/2017 | LUNA MUSIC | \$1,622.44 | Cleared |
| 14030 | EFT Check | 7/20/2017 | MIDWEST TAPE - AUDIOBOOKS ONLY | \$2,317.41 | Cleared |
| 14031 | EFT Check | 7/20/2017 | MIDWEST TAPE - PROCESSED DVDS | \$4,929.33 | Cleared |
| 14032 | EFT Check | 7/20/2017 | MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT | \$2,647.81 | Cleared |
| 14033 | EFT Check | 7/20/2017 | MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT | \$15,852.25 | Cleared |
| 14034 | EFT Check | 7/20/2017 | MIDWEST TAPE, LLC | \$15,453.42 | Cleared |
| 14035 | EFT Check | 7/20/2017 | OVERDRIVE INC | \$54,170.47 | Cleared |
| 14036 | EFT Check | 7/20/2017 | PERFECTION SERVICE OF INDIANA | \$6,261.86 | Cleared |
| 14037 | EFT Check | 7/20/2017 | RECORD AUTOMATIC DOORS, INC. | \$528.75 | Cleared |
| 14038 | EFT Check | 7/20/2017 | RECORDED BOOKS | \$53,677.40 | Cleared |
| 14039 | EFT Check | 7/20/2017 | ALLIED RECEIVABLES FUNDING, INC. | \$4,944.62 | Cleared |
| 14040 | EFT Check | 7/20/2017 | RICHARD LOPEZ ELECTRICAL, LLC | \$1,745.00 | Cleared |
| 14041 | EFT Check | 7/20/2017 | RUSSIAN PUBLISHING HOUSE | \$701.73 | Cleared |
| 14042 | EFT Check | 7/20/2017 | RYAN FIRE PROTECTION, INC. | \$530.00 | Cleared |
| 14043 | EFT Check | 7/20/2017 | STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE | \$133.25 | Cleared |
| 14044 | EFT Check | 7/20/2017 | TITAN ASSOCIATES | \$3,003.00 | Cleared |
| 14045 | EFT Check | 7/20/2017 | ULINE | \$124.78 | Cleared |
| 14046 | EFT Check | 7/14/2017 | PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA | \$83,314.72 | Cleared |
| 14047 | EFT Check | 7/27/2017 | Abell Elevator Service Co., d/b/a Oracle Elevator Co. | \$5,900.00 | Cleared |
| 14048 | EFT Check | 7/27/2017 | ACORN DISTRIBUTORS INC | \$1,932.64 | Cleared |
| 14049 | EFT Check | 7/27/2017 | AUSTIN BOOK SALES | \$1,517.43 | Cleared |
| 14050 | EFT Check | 7/27/2017 | BACKGROUND BUREAU INC. | \$200.00 | Cleared |
| 14051 | EFT Check | 7/27/2017 | Baker & Taylor Unprocessed | \$27.19 | Cleared |
| 14052 | EFT Check | 7/27/2017 | Baker & Taylor Pre-Cat | \$6,954.24 | Cleared |
| 14053 | EFT Check | 7/27/2017 | Baker & Taylor | \$32,005.17 | Cleared |
| 14054 | EFT Check | 7/27/2017 | Baker & Taylor | \$2,995.73 | Cleared |
| 14055 | EFT Check | 7/27/2017 | Baker & Taylor | \$22,172.50 | Cleared |
| 14056 | EFT Check | 7/27/2017 | Baker & Taylor | \$1,199.73 | Cleared |
| 14057 | EFT Check | 7/27/2017 | BAKER & TAYLOR | \$8,309.61 | Cleared |
| 14058 | EFT Check | 7/27/2017 | BRODART CO. | \$3,053.31 | Cleared |
| 14059 | EFT Check | 7/27/2017 | BROWNING DAY MULLINS DIERDORF | \$28,800.00 | Cleared |
| 14060 | EFT Check | 7/27/2017 | DEMCO INC. | \$2,525.12 | Cleared |
| 14061 | EFT Check | 7/27/2017 | DENISON PARKING | \$5,764.55 | Cleared |
| 14062 | EFT Check | 7/27/2017 | FINELINE PRINTING GROUP | \$4,144.00 | Cleared |
| 14063 | EFT Check | 7/27/2017 | INDIANA PLUMBING AND DRAIN LLC | \$802.25 | Cleared |
| 14064 | EFT Check | 7/27/2017 | IMCPL | \$200.00 | Cleared |
| 14065 | EFT Check | 7/27/2017 | INGRAM LIBRARY SERVICES | \$2,254.56 | Cleared |
| 14066 | EFT Check | 7/27/2017 | INGRAM LIBRARY SERVICES | \$3,950.94 | Cleared |
| 14067 | EFT Check | 7/27/2017 | IRVINGTON PRESBYTERIAN CHURCH | \$933.33 | Cleared |
| 14068 | EFT Check | 7/27/2017 | JCOS, INC. | \$30,366.25 | Cleared |
| 14069 | EFT Check | 7/27/2017 | KONE, INC. | \$432.84 | Cleared |
| 14070 | EFT Check | 7/27/2017 | KRATOS PUBLIC SAFETY & SECURITY SOLUTIONS, INC. | \$544.05 | Cleared |
| 14071 | EFT Check | 7/27/2017 | MARK'S VACUUM & JANITORIAL SUPPLIES | \$2,404.00 | Cleared |
| 14072 | EFT Check | 7/27/2017 | MIDWEST TAPE - PROCESSED DVDS | \$606.91 | Cleared |
| 14073 | EFT Check | 7/27/2017 | MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT | \$3,426.39 | Cleared |
| 14074 | EFT Check | 7/27/2017 | MIDWEST TAPE, LLC | \$4,419.42 | Cleared |
| 14075 | EFT Check | 7/27/2017 | OFFICEWORKS | \$132.00 | Cleared |
| 14076 | EFT Check | 7/27/2017 | OVERDRIVE INC | \$22,733.97 | Cleared |
| 14077 | EFT Check | 7/27/2017 | PERFECTION SERVICE OF INDIANA | \$20,520.00 | Cleared |
| 14078 | EFT Check | 7/27/2017 | ALLIED RECEIVABLES FUNDING, INC. | \$488.55 | Cleared |
| 14079 | EFT Check | 7/27/2017 | RICHARD LOPEZ ELECTRICAL, LLC | \$7,870.00 | Cleared |
| 14080 | EFT Check | 7/27/2017 | RLR ASSOCIATES, INC. | \$4,250.00 | Cleared |
| 14081 | EFT Check | 7/27/2017 | RYAN FIRE PROTECTION, INC. | \$351.00 | Cleared |
| 14082 | EFT Check | 7/27/2017 | STENZ MANAGEMENT COMPANY, INC. | \$10,336.70 | Cleared |
| 14083 | EFT Check | 7/27/2017 | STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE | \$1,284.56 | Cleared |

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNT

| No. | Type | Date | Reference | Checks | Status |
|------------|----------------|-------------|---|----------------|---------------|
| 14084 | EFT Check | 7/27/2017 | THOMAS REUTERS - WEST | \$4,487.24 | Cleared |
| 14085 | EFT Check | 7/27/2017 | TITAN ASSOCIATES | \$81,728.35 | Cleared |
| 14086 | EFT Check | 7/3/2017 | The Bank of New York Mellon Trust Co N.A | \$1,609,412.50 | Cleared |
| 14087 | EFT Check | 7/3/2017 | The Bank of New York Mellon Trust Co N.A | \$1,349,124.38 | Cleared |
| 14088 | EFT Check | 7/3/2017 | The Bank of New York Mellon Trust Co N.A | \$495,400.00 | Cleared |
| 14089 | EFT Check | 7/21/2017 | ADP, INC. | \$3,912.81 | Cleared |
| 14090 | EFT Check | 7/21/2017 | ADP, INC. | \$1,056.00 | Cleared |
| 14091 | EFT Check | 7/28/2017 | PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA | \$82,592.18 | Voided |
| 14151 | EFT Check | 7/28/2017 | PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA | \$82,592.18 | Cleared |
| 60625 | Computer Check | 7/3/2017 | U.S. POSTAL SERVICE | \$1,154.00 | Cleared |
| 60626 | Computer Check | 7/6/2017 | CAPITAL CITY FORD | \$150.00 | Cleared |
| 60627 | Computer Check | 7/6/2017 | CHILDREN'S PLUS INC. | \$2,048.55 | Cleared |
| 60628 | Computer Check | 7/6/2017 | CITIZENS ENERGY GROUP | \$1,039.33 | Cleared |
| 60629 | Computer Check | 7/6/2017 | COUNCIL OF STATE GOVERNMENTS | \$175.50 | Outstanding |
| 60630 | Computer Check | 7/6/2017 | DAWNE MEYERS | \$200.00 | Cleared |
| 60631 | Computer Check | 7/6/2017 | ESL SPECTRUM d/b/a LIGHTING SERVICES OF INDIANA | \$50,685.00 | Cleared |
| 60632 | Computer Check | 7/6/2017 | GUARDIAN | \$3,322.40 | Cleared |
| 60633 | Computer Check | 7/6/2017 | INDIANA NEWSPAPERS, INC. | \$901.75 | Cleared |
| 60634 | Computer Check | 7/6/2017 | INDIANA STATE LIBRARY | \$200.00 | Cleared |
| 60635 | Computer Check | 7/6/2017 | INDIANA STATE LIBRARY | \$1,550.00 | Cleared |
| 60636 | Computer Check | 7/6/2017 | INDIANAPOLIS POWER & LIGHT COMPANY | \$65,381.02 | Cleared |
| 60637 | Computer Check | 7/6/2017 | TOSHIBA FINANCIAL SERVICES | \$424.02 | Cleared |
| 60638 | Computer Check | 7/10/2017 | INDY VEGFEST | \$140.17 | Cleared |
| 60639 | Computer Check | 7/10/2017 | KARA RICHARDSON WHITELY | \$400.00 | Cleared |
| 60640 | Computer Check | 7/10/2017 | ALA REGISTRATION | \$1,650.00 | Cleared |
| 60641 | Computer Check | 7/12/2017 | CITIZENS ENERGY GROUP | \$844.08 | Cleared |
| 60642 | Computer Check | 7/13/2017 | ALLEN IRRIGATION COMPANY, INC. | \$320.00 | Cleared |
| 60643 | Computer Check | 7/13/2017 | AMERICAN UNITED LIFE INSURANCE CO | \$3,254.41 | Cleared |
| 60644 | Computer Check | 7/13/2017 | ANTHEM INSURANCE COMPANIES, INC. | \$238,898.79 | Cleared |
| 60645 | Computer Check | 7/13/2017 | Arab Termite and Pest Control, Inc. | \$2,042.00 | Cleared |
| 60646 | Computer Check | 7/13/2017 | BETH ANN BROADHURST | \$1,120.00 | Cleared |
| 60647 | Computer Check | 7/13/2017 | BLACKMORE & BUCKNER ROOFING | \$1,659.47 | Cleared |
| 60648 | Computer Check | 7/13/2017 | BOBBIE LANCASTER | \$225.00 | Cleared |
| 60649 | Computer Check | 7/13/2017 | CENTER FOR INTERFAITH COOPERATION | \$75.00 | Cleared |
| 60650 | Computer Check | 7/13/2017 | CHC WELLBEING INC | \$14,250.00 | Cleared |
| 60651 | Computer Check | 7/13/2017 | CITIZENS ENERGY GROUP | \$1,460.04 | Cleared |
| 60652 | Computer Check | 7/13/2017 | CLINT JIVOIN | \$1,200.00 | Cleared |
| 60653 | Computer Check | 7/13/2017 | CMID | \$3,998.50 | Cleared |
| 60654 | Computer Check | 7/13/2017 | CONSTELLATION NEWENERGY - GAS DIVISION, LLC | \$7.29 | Cleared |
| 60655 | Computer Check | 7/13/2017 | COVER ALL FLOORING, LLC | \$1,200.00 | Cleared |
| 60656 | Computer Check | 7/13/2017 | CRAIG DEHUT | \$828.75 | Cleared |
| 60657 | Computer Check | 7/13/2017 | CYBERIA, LTD. | \$500.00 | Cleared |
| 60658 | Computer Check | 7/13/2017 | DACO GLASS & GLAZING INC. | \$503.14 | Cleared |
| 60659 | Computer Check | 7/13/2017 | DIVERSITY ROUNDTABLE OF CENTRAL INDIANA | \$150.00 | Cleared |
| 60660 | Computer Check | 7/13/2017 | ELIZABETH FRANKLIN | \$2,012.50 | Outstanding |
| 60661 | Computer Check | 7/13/2017 | Embassy Suites by Hilton | \$658.14 | Outstanding |
| 60662 | Computer Check | 7/13/2017 | GALE GROUP THE | \$74.97 | Cleared |
| 60663 | Computer Check | 7/13/2017 | GRAND HYATT ATLANTA IN BUCKHEAD | \$1,180.30 | Cleared |
| 60664 | Computer Check | 7/13/2017 | INDIANA WRITER'S CENTER | \$800.00 | Cleared |
| 60665 | Computer Check | 7/13/2017 | INDIANAPOLIS FLEET SERVICES | \$1,512.11 | Cleared |
| 60666 | Computer Check | 7/13/2017 | INDIANAPOLIS POWER & LIGHT COMPANY | \$11,192.37 | Cleared |
| 60667 | Computer Check | 7/13/2017 | JOSEFA S. BEYER | \$835.00 | Cleared |
| 60668 | Computer Check | 7/13/2017 | JP MORGAN CHASE BANK | \$6,214.26 | Cleared |
| 60669 | Computer Check | 7/13/2017 | MARION COUNTY PUBLIC HEALTH DEPARTMENT | \$800.00 | Cleared |
| 60670 | Computer Check | 7/13/2017 | NAMI INDIANA, INC. | \$900.00 | Cleared |
| 60671 | Computer Check | 7/13/2017 | PFM AUTOMOTIVE.COM | \$993.67 | Cleared |
| 60672 | Computer Check | 7/13/2017 | RITZ CHARLES CARMEL | \$878.69 | Cleared |
| 60673 | Computer Check | 7/13/2017 | SAFEGUARD BUSINESS SYSTEMS | \$206.64 | Cleared |
| 60674 | Computer Check | 7/13/2017 | SECURITAS SECURITY SERVICES USA, INC. | \$40,409.53 | Cleared |
| 60675 | Computer Check | 7/13/2017 | SHACKELFORD MASONRY, INC. | \$2,650.00 | Cleared |
| 60676 | Computer Check | 7/13/2017 | Shelby Upholstering & Interiors | \$5,100.00 | Cleared |
| 60677 | Computer Check | 7/13/2017 | SONDHI SOLUTIONS | \$16,691.40 | Cleared |
| 60678 | Computer Check | 7/13/2017 | THE REPUBLIC | \$329.00 | Cleared |
| 60679 | Computer Check | 7/13/2017 | U.S. HealthWorks Medical Group IN, PC | \$171.48 | Cleared |
| 60680 | Computer Check | 7/13/2017 | UNITED PARCEL SERVICE | \$352.79 | Cleared |
| 60681 | Computer Check | 7/13/2017 | DEPARTMENT OF THE TREASURY | \$912.48 | Cleared |
| 60682 | Computer Check | 7/13/2017 | YALSA | \$248.00 | Cleared |

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNT

| No. | Type | Date | Reference | Checks | Status |
|------------|----------------|-------------|--|---------------|---------------|
| 60683 | Computer Check | 7/20/2017 | #GROE INC | \$30.00 | Outstanding |
| 60684 | Computer Check | 7/20/2017 | AARON MORRIS | \$100.00 | Cleared |
| 60685 | Computer Check | 7/20/2017 | ANTHONY WALLACE | \$45.00 | Cleared |
| 60686 | Computer Check | 7/20/2017 | APPLIED ENGINEERING SERVICES | \$750.00 | Cleared |
| 60687 | Computer Check | 7/20/2017 | BEECH GROVE SEWAGE WORKS | \$129.36 | Cleared |
| 60688 | Computer Check | 7/20/2017 | BETH ANN BROADHURST | \$600.00 | Cleared |
| 60689 | Computer Check | 7/20/2017 | BLACKMORE & BUCKNER ROOFING | \$489.75 | Cleared |
| 60690 | Computer Check | 7/20/2017 | CAPITOL CITY FENCE | \$1,250.00 | Cleared |
| 60691 | Computer Check | 7/20/2017 | CAPITOL CITY FORD, INC. | \$21,932.35 | Cleared |
| 60692 | Computer Check | 7/20/2017 | CENTRAL INDIANA HARDWARE-SCHRICKER DIVISION | \$34.16 | Cleared |
| 60693 | Computer Check | 7/20/2017 | CHAIN STORE GUIDES, LLC | \$355.00 | Cleared |
| 60694 | Computer Check | 7/20/2017 | CHC WELLBEING INC | \$50.00 | Cleared |
| 60695 | Computer Check | 7/20/2017 | CHEKETA TINSLEY | \$45.00 | Outstanding |
| 60696 | Computer Check | 7/20/2017 | CHRIS MABREY PUBLISHING | \$30.00 | Cleared |
| 60697 | Computer Check | 7/20/2017 | CHRISTIAN BOOK DISTRIBUTORS | \$293.13 | Outstanding |
| 60698 | Computer Check | 7/20/2017 | CITIZENS ENERGY GROUP | \$1,050.62 | Cleared |
| 60699 | Computer Check | 7/20/2017 | CITYOGA SCHOOL OF YOGA & HEALTH | \$75.00 | Outstanding |
| 60700 | Computer Check | 7/20/2017 | CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP | \$25,608.75 | Cleared |
| 60701 | Computer Check | 7/20/2017 | Constellation NewEnergy Gas Division, LLC | \$681.38 | Cleared |
| 60702 | Computer Check | 7/20/2017 | CONVENIENT TAPE & SUPPLIES | \$1,731.55 | Cleared |
| 60703 | Computer Check | 7/20/2017 | COOL PLANET, LLC | \$740.00 | Cleared |
| 60704 | Computer Check | 7/20/2017 | CULLIGAN OF INDIANAPOLIS | \$120.85 | Cleared |
| 60705 | Computer Check | 7/20/2017 | EARL B. PHILLIPS | \$100.00 | Cleared |
| 60706 | Computer Check | 7/20/2017 | EF MARBURGER | \$6,200.00 | Cleared |
| 60707 | Computer Check | 7/20/2017 | EVAN BLACK | \$150.00 | Outstanding |
| 60708 | Computer Check | 7/20/2017 | FINANCIAL INFORMATION INCORPORATED | \$1,095.00 | Cleared |
| 60709 | Computer Check | 7/20/2017 | GRAND HYATT ATLANTA IN BUCKHEAD | \$894.00 | Outstanding |
| 60710 | Computer Check | 7/20/2017 | GIPC-MCOD | \$250.00 | Cleared |
| 60711 | Computer Check | 7/20/2017 | GRM INFORMATION MANAGEMENT SERVICES OF INDIANA | \$599.27 | Cleared |
| 60712 | Computer Check | 7/20/2017 | GURNEY J. BUSH, INC. | \$650.00 | Cleared |
| 60713 | Computer Check | 7/20/2017 | H.W. WILSON | \$895.50 | Cleared |
| 60714 | Computer Check | 7/20/2017 | HOOSIER AQUATIC CARE | \$1,130.00 | Cleared |
| 60715 | Computer Check | 7/20/2017 | IBJ BOOK PUBLISHING | \$491.27 | Cleared |
| 60716 | Computer Check | 7/20/2017 | INDIANA LIBRARY FEDERATION | \$2,175.00 | Cleared |
| 60717 | Computer Check | 7/20/2017 | INDIANA UNIV ACCTS RECEIVABLE IUPUI | \$400.00 | Cleared |
| 60718 | Computer Check | 7/20/2017 | INDIANAPOLIS FLEET SERVICES | \$1,841.69 | Cleared |
| 60719 | Computer Check | 7/20/2017 | J M BENJAMIN | \$45.00 | Outstanding |
| 60720 | Computer Check | 7/20/2017 | J. W. PEPPER & SON, INC. | \$378.64 | Cleared |
| 60721 | Computer Check | 7/20/2017 | JESSE REYNOLDS | \$45.00 | Cleared |
| 60722 | Computer Check | 7/20/2017 | KEVIN THOMAS | \$332.28 | Cleared |
| 60723 | Computer Check | 7/20/2017 | KMG PUBLICATIONS LLC | \$45.00 | Outstanding |
| 60724 | Computer Check | 7/20/2017 | KOKOMO TRIBUNE, THE | \$296.29 | Cleared |
| 60725 | Computer Check | 7/20/2017 | LA VOZ DE INDIANA | \$290.00 | Cleared |
| 60726 | Computer Check | 7/20/2017 | LABEL SOLUTIONS, LLC | \$446.30 | Cleared |
| 60727 | Computer Check | 7/20/2017 | LAKESHORE LEARNING MATERIALS | \$104.97 | Cleared |
| 60728 | Computer Check | 7/20/2017 | LAWRENCE (PETTY CASH) | \$25.00 | Cleared |
| 60729 | Computer Check | 7/20/2017 | LOSSIE DAVIS | \$30.00 | Cleared |
| 60730 | Computer Check | 7/20/2017 | MARGUERITE PRESS | \$45.00 | Cleared |
| 60731 | Computer Check | 7/20/2017 | MARIA C PIMENTAL-GANNON | \$39.95 | Outstanding |
| 60732 | Computer Check | 7/20/2017 | MARION COUNTY PUBLIC HEALTH DEPARTMENT | \$400.00 | Cleared |
| 60733 | Computer Check | 7/20/2017 | MARSHALL & SWIFT/BOECKH, LLC | \$634.20 | Cleared |
| 60734 | Computer Check | 7/20/2017 | MATTHEW BENDER & COMPANY, INC. | \$856.46 | Cleared |
| 60735 | Computer Check | 7/20/2017 | METRIC ENVIRONMENTAL | \$375.00 | Cleared |
| 60736 | Computer Check | 7/20/2017 | MICRO AIR INC. | \$354.00 | Cleared |
| 60737 | Computer Check | 7/20/2017 | MID-AMERICA SOUND CORP. | \$1,598.15 | Cleared |
| 60738 | Computer Check | 7/20/2017 | NCM PUBLISHING | \$45.00 | Outstanding |
| 60739 | Computer Check | 7/20/2017 | OCLC, INC. | \$8,309.65 | Cleared |
| 60740 | Computer Check | 7/20/2017 | PITNEY BOWES, INC. | \$264.00 | Cleared |
| 60741 | Computer Check | 7/20/2017 | PLUNKETT RESEARCH, LTD. | \$351.50 | Cleared |
| 60742 | Computer Check | 7/20/2017 | POMP'S TIRE SERVICE | \$268.86 | Cleared |
| 60743 | Computer Check | 7/20/2017 | RENITA HILLS, AUTHOR | \$44.85 | Outstanding |
| 60744 | Computer Check | 7/20/2017 | SAGE PUBLICATIONS INC. | \$121.59 | Cleared |
| 60745 | Computer Check | 7/20/2017 | SECURITAS SECURITY SERVICES USA, INC. | \$1,968.75 | Cleared |
| 60746 | Computer Check | 7/20/2017 | TINA JACKSON | \$30.00 | Cleared |
| 60747 | Computer Check | 7/20/2017 | U.S. HealthWorks Medical Group IN, PC | \$128.61 | Cleared |
| 60748 | Computer Check | 7/20/2017 | DIRECTOR OF US PATENT & TRADEMARKS | \$50.00 | Outstanding |
| 60749 | Computer Check | 7/20/2017 | WENDELL R. FOWLER | \$100.00 | Cleared |

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNT

| No. | Type | Date | Reference | Checks | Status |
|------------|----------------|-------------|--|-----------------------|---------------|
| 60750 | Computer Check | 7/20/2017 | YOUR AUTOMATIC DOOR COMPANY | \$651.75 | Cleared |
| 60751 | Computer Check | 7/24/2017 | JP MORGAN CHASE BANK | \$3,529.63 | Cleared |
| 60752 | Computer Check | 7/27/2017 | ALLEN IRRIGATION COMPANY, INC. | \$183.00 | Outstanding |
| 60753 | Computer Check | 7/27/2017 | ASI | \$821.95 | Outstanding |
| 60754 | Computer Check | 7/27/2017 | BRIGHTWOOD INVESTORS, LLC | \$3,976.00 | Cleared |
| 60755 | Computer Check | 7/27/2017 | CHICAGO TRIBUNE | \$184.25 | Outstanding |
| 60756 | Computer Check | 7/27/2017 | CITIZENS ENERGY GROUP | \$2,021.59 | Cleared |
| 60757 | Computer Check | 7/27/2017 | COMMUNITY OCCUPATIONAL HEALTH SERVICES | \$1,835.00 | Outstanding |
| 60758 | Computer Check | 7/27/2017 | DACO GLASS & GLAZING INC. | \$1,343.00 | Outstanding |
| 60759 | Computer Check | 7/27/2017 | DYNAMARK | \$153.21 | Outstanding |
| 60760 | Computer Check | 7/27/2017 | FLANNER HOUSE OF INDIANAPOLIS, INC. | \$2,716.57 | Outstanding |
| 60761 | Computer Check | 7/27/2017 | FOUNTAIN BLOCK DEVELOPMENT L.P. | \$4,881.56 | Outstanding |
| 60762 | Computer Check | 7/27/2017 | Gale/CENGAGE Learning | \$30,753.00 | Cleared |
| 60763 | Computer Check | 7/27/2017 | GAYLORD ARCHIVAL | \$166.36 | Voided |
| 60764 | Computer Check | 7/27/2017 | GLENDALE TOWN CENTER | \$24,333.33 | Cleared |
| 60765 | Computer Check | 7/27/2017 | Hall, Render, Killian, Heath & Lyman, P.C. | \$6,087.00 | Cleared |
| 60766 | Computer Check | 7/27/2017 | IMMIGRANT WELCOME CENTER | \$972.50 | Outstanding |
| 60767 | Computer Check | 7/27/2017 | IMPERIAL RESTORATIONS | \$645.00 | Outstanding |
| 60768 | Computer Check | 7/27/2017 | INDIANA WRITER'S CENTER | \$400.00 | Cleared |
| 60769 | Computer Check | 7/27/2017 | JEREMY SOUTH | \$1,400.00 | Outstanding |
| 60770 | Computer Check | 7/27/2017 | LYNN HARRIS | \$45.00 | Outstanding |
| 60771 | Computer Check | 7/27/2017 | PFM AUTOMOTIVE.COM | \$374.35 | Cleared |
| 60772 | Computer Check | 7/27/2017 | REISS STRUCTURAL & ARCHITECTURAL PRODUCTS, LLC | \$325.00 | Cleared |
| 60773 | Computer Check | 7/27/2017 | REPROGRAPHIX, INC. | \$43.88 | Cleared |
| 60774 | Computer Check | 7/27/2017 | RFS GROUP LLC | \$2,115.76 | Outstanding |
| 60775 | Computer Check | 7/27/2017 | RJE BUSINESS INTERIORS | \$61,366.70 | Cleared |
| 60776 | Computer Check | 7/27/2017 | SCHOLASTIC, INC. | \$295.10 | Cleared |
| 60777 | Computer Check | 7/27/2017 | SECURITAS SECURITY SERVICES USA, INC. | \$40,415.29 | Outstanding |
| 60778 | Computer Check | 7/27/2017 | U.S. HealthWorks Medical Group IN, PC | \$171.48 | Outstanding |
| 60779 | Computer Check | 7/27/2017 | YourMembership.com, Inc. | \$250.00 | Outstanding |
| | | | Total | <u>\$5,574,314.24</u> | |

Summary by Transaction Type:

| | |
|---------------------------|----------------|
| Computer Check | \$780,576.48 |
| EFT Check | \$4,793,737.76 |
| Total Payments | \$5,491,555.70 |
| Total Voided Items | \$82,758.54 |

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

| No. | Type | Date | Reference | Checks | Status |
|--------------|----------------|-------------|--|---------------------|---------------|
| 556 | EFT Check | 7/13/2017 | DELTA DENTAL | \$4,084.63 | Cleared |
| 557 | EFT Check | 7/14/2017 | AMERICAN UNITED LIFE INSURANCE COMPANY | \$3,839.00 | Outstanding |
| 558 | EFT Check | 7/14/2017 | FIDELITY INVESTMENTS | \$5,366.61 | Cleared |
| 559 | EFT Check | 7/14/2017 | PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA | \$7,530.44 | Cleared |
| 560 | EFT Check | 7/28/2017 | FIDELITY INVESTMENTS | \$5,366.61 | Cleared |
| 561 | EFT Check | 7/28/2017 | AMERICAN UNITED LIFE INSURANCE CO | \$3,839.00 | Cleared |
| 562 | EFT Check | 7/28/2017 | PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA | \$7,289.55 | Cleared |
| 3079 | Computer Check | 7/6/2017 | GUARDIAN | \$11,612.04 | Cleared |
| 3080 | Computer Check | 7/13/2017 | AFSCME COUNCIL IKOC 962 | \$3,355.56 | Cleared |
| 3081 | Computer Check | 7/13/2017 | AMERICAN UNITED LIFE INSURANCE CO | \$313.71 | Cleared |
| 3082 | Computer Check | 7/13/2017 | AMERICAN UNITED LIFE | \$3,305.70 | Cleared |
| 3083 | Computer Check | 7/13/2017 | ANTHEM INSURANCE COMPANIES, INC. | \$84,801.21 | Cleared |
| 3084 | Computer Check | 7/13/2017 | LegalShield | \$345.95 | Cleared |
| 3085 | Computer Check | 7/13/2017 | The Indianapolis Public Library Foundation | \$561.33 | Cleared |
| 3086 | Computer Check | 7/27/2017 | The Indianapolis Public Library Foundation | \$559.33 | Cleared |
| Total | | | | <u>\$142,170.67</u> | |

Summary by Transaction Type:

| | |
|---------------------------|--------------|
| Computer Check | \$104,854.83 |
| EFT Check | \$37,315.84 |
| Total Payments | \$142,170.67 |
| Total Voided Items | \$0.00 |

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
FINES ACCOUNT

| No. | Type | Date | Reference | Checks | Status |
|------------|----------------|-------------|------------------------------|-----------------|---------------|
| 650 | Computer Check | 7/13/2017 | ALICIA A. LINDGREN | \$29.99 | Cleared |
| 651 | Computer Check | 7/13/2017 | AMEE KATE BRUMBAUGH | \$13.98 | Outstanding |
| 652 | Computer Check | 7/13/2017 | TAMPA HILLSBOROUGH COUNTY PL | \$13.99 | Cleared |
| 653 | Computer Check | 7/20/2017 | MARYANN RUEGGER | \$29.99 | Outstanding |
| 654 | Computer Check | 7/27/2017 | BALL STATE UNIVERSITY | \$16.00 | Outstanding |
| 655 | Computer Check | 7/27/2017 | KAREN KAY SWAN | \$31.27 | Outstanding |
| 656 | Computer Check | 7/27/2017 | MARGARET MERRIMAN | \$12.95 | Cleared |
| 657 | Computer Check | 7/27/2017 | MELISSA A. McMILLIN | \$32.90 | Outstanding |
| 658 | Computer Check | 7/27/2017 | RACHEL HANSON | \$35.86 | Outstanding |
| | | | Total | <u>\$216.93</u> | |

Summary by Transaction Type:

| | |
|---------------------------|----------|
| Computer Check | \$216.93 |
| EFT Check | \$0.00 |
| Total Payments | \$216.93 |
| Total Voided Items | \$0.00 |

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT FUND**

| No. | Type | Date | Reference | Checks | Status |
|--------------|----------------|-------------|--|--------------------|---------------|
| 1433 | EFT Check | 7/6/2017 | INDIANAPOLIS-MARION COUNTY PUBLIC LIBRAI | \$5,000.00 | Cleared |
| 1434 | EFT Check | 7/13/2017 | CDW GOVERNMENT, INC. | \$194.47 | Cleared |
| 1435 | EFT Check | 7/13/2017 | INDPLS-MARION COUNTY PUBLIC LIBRARY | \$30,582.74 | Cleared |
| 1436 | EFT Check | 7/13/2017 | KLINES QUALITY WATER, INC. | \$44.95 | Cleared |
| 1437 | EFT Check | 7/13/2017 | RUBY TREGNAGO | \$200.00 | Cleared |
| 1438 | EFT Check | 7/20/2017 | CDW GOVERNMENT, INC. | \$458.37 | Cleared |
| 1439 | EFT Check | 7/27/2017 | BRODART CO. | \$465.12 | Cleared |
| 1440 | EFT Check | 7/27/2017 | DEMCO INC. | \$841.28 | Cleared |
| 1441 | EFT Check | 7/27/2017 | INDPLS-MARION COUNTY PUBLIC LIBRARY | \$216.48 | Cleared |
| 1442 | EFT Check | 7/27/2017 | KLINES QUALITY WATER, INC. | \$43.95 | Cleared |
| 5966 | Computer Check | 7/6/2017 | GOOSE THE MARKET | \$156.96 | Cleared |
| 5967 | Computer Check | 7/13/2017 | ANDERSON & BECK | \$1,000.00 | Cleared |
| 5968 | Computer Check | 7/13/2017 | BETH ANN BROADHURST | \$2,180.00 | Cleared |
| 5969 | Computer Check | 7/13/2017 | BEVERLY SCOTT | \$250.00 | Cleared |
| 5970 | Computer Check | 7/13/2017 | CONTINENTAL BROADCAST GROUP, LLC | \$500.00 | Cleared |
| 5971 | Computer Check | 7/13/2017 | CREATIVE AQUATIC SOLUTIONS, LLC | \$509.85 | Cleared |
| 5972 | Computer Check | 7/13/2017 | CULLIGAN OF INDIANAPOLIS | \$17.34 | Cleared |
| 5973 | Computer Check | 7/13/2017 | DON HUDSON | \$125.00 | Cleared |
| 5974 | Computer Check | 7/13/2017 | GRASSY CREEK ELEMENTARY | \$200.00 | Outstanding |
| 5975 | Computer Check | 7/13/2017 | JAN ALRIDGE CLARK | \$600.00 | Cleared |
| 5976 | Computer Check | 7/13/2017 | JEREMY SOUTH | \$1,960.00 | Cleared |
| 5977 | Computer Check | 7/13/2017 | LOWELL ELEMENTARY | \$200.00 | Cleared |
| 5978 | Computer Check | 7/13/2017 | MAYRA OSEGUERA | \$200.00 | Outstanding |
| 5979 | Computer Check | 7/13/2017 | PERRY A. SCOTT | \$250.00 | Cleared |
| 5980 | Computer Check | 7/13/2017 | RAD DREW PHOTOGRAPHY | \$200.00 | Cleared |
| 5981 | Computer Check | 7/13/2017 | SENSE CHARTER SCHOOL | \$100.00 | Cleared |
| 5982 | Computer Check | 7/13/2017 | SUSAN DAVIS | \$1,020.93 | Cleared |
| 5983 | Computer Check | 7/13/2017 | THE ORCHARD SCHOOL | \$100.00 | Outstanding |
| 5984 | Computer Check | 7/13/2017 | VLADIMIR KRAKOVICH | \$500.00 | Cleared |
| 5985 | Computer Check | 7/13/2017 | WFYI TELEPLEX | \$3,000.00 | Cleared |
| 5986 | Computer Check | 7/13/2017 | YEFIM PASTUKH | \$500.00 | Cleared |
| 5987 | Computer Check | 7/14/2017 | ADAM TODD | \$137.08 | Cleared |
| 5988 | Computer Check | 7/14/2017 | NEAR WEST 21 | \$500.00 | Cleared |
| 5989 | Computer Check | 7/20/2017 | COMPUTYPE, INC. | \$263.34 | Cleared |
| 5990 | Computer Check | 7/20/2017 | DORIE NE SMITHER | \$220.17 | Cleared |
| 5991 | Computer Check | 7/20/2017 | DYNAMARK GRAPHICS GROUP | \$23.18 | Cleared |
| 5992 | Computer Check | 7/20/2017 | SUE KENNEDY | \$45.03 | Cleared |
| 5993 | Computer Check | 7/20/2017 | PATTY WALLACE | \$40.31 | Outstanding |
| 5994 | Computer Check | 7/20/2017 | Paula Scheidler | \$65.94 | Outstanding |
| 5995 | Computer Check | 7/20/2017 | WAYNE (PETTY CASH) | \$15.98 | Cleared |
| 5996 | Computer Check | 7/24/2017 | JP MORGAN CHASE BANK | \$34.20 | Cleared |
| 5997 | Computer Check | 7/27/2017 | BRIGHT IDEAS IN BROAD RIPPLE | \$7,772.54 | Outstanding |
| 5998 | Computer Check | 7/27/2017 | DEBRA MAY | \$112.89 | Outstanding |
| 5999 | Computer Check | 7/27/2017 | GORDON'S ICE CREAM PARLOR | \$350.00 | Cleared |
| 6000 | Computer Check | 7/27/2017 | JEREMY SOUTH | \$280.00 | Outstanding |
| 6001 | Computer Check | 7/27/2017 | JOSEFA S. BEYER | \$109.00 | Cleared |
| 6002 | Computer Check | 7/27/2017 | ANGELA GONZALEZ | \$300.00 | Outstanding |
| 6003 | Computer Check | 7/27/2017 | LARRY SMITH | \$500.00 | Outstanding |
| 6004 | Computer Check | 7/27/2017 | MAYRA OSEGUERA | \$200.00 | Outstanding |
| 6005 | Computer Check | 7/27/2017 | NANCY MOBLEY | \$90.01 | Outstanding |
| 6006 | Computer Check | 7/27/2017 | RAD DREW PHOTOGRAPHY | \$1,000.00 | Outstanding |
| Total | | | | <u>\$63,677.11</u> | |

Summary by Transaction Type:

| | |
|---------------------------|-------------|
| Computer Check | \$25,629.75 |
| EFT Check | \$38,047.36 |
| Total Payments | \$63,677.11 |
| Total Voided Items | \$0.00 |

| INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY -AUGUST 28, 2017 - PERSONNEL ACTIONS - RESOLUTION 29-2017 | | | | | | | |
|---|---|----------------|-------------|--|--------------|-----------------|----------------|
| NEW HIRES: | | | | | | | |
| EMPLOYEE NAME | JOB TITLE | LOCATION NAME | HOURLY RATE | HIRE DATE | | | |
| Shannon O'Donnell | Hourly Public Services Associate I | Learning Curve | \$14.08 | 7/6/2017 | | | |
| Eugenie Wilson | Hourly Library Assistant II | Central | \$11.85 | 7/6/2017 | | | |
| Cameiron Jackson | Page | Brightwood | \$9.15 | 7/31/2017 | | | |
| Regina Maxey | Hourly Library Assistant II | Pike | \$11.85 | 7/31/2017 | | | |
| Susan Robinson | Hourly Public Services Associate I | Wayne | \$14.08 | 7/31/2017 | | | |
| Soham Oza | Hourly Job Center Assistant | Pike | \$10.20 | 7/31/2017 | | | |
| Samuel Lambert | Page | East 38th | \$9.15 | 7/31/2017 | | | |
| Elaine Oglesby | Hourly Public Services Associate I | Wayne | \$14.08 | 7/31/2017 | | | |
| Nora Kelly | Page | Pike | \$9.15 | 8/15/2017 | | | |
| Nia Highbaugh | Page | Lawrence | \$9.15 | 8/15/2017 | | | |
| Halimat Ipesa-Balogun | Computer Lab Assistant II | Spades Park | \$12.92 | 8/15/2017 | | | |
| INTERNAL CHANGES: | | | | | | | |
| EMPLOYEE NAME | JOB TITLE | LOCATION NAME | HOURLY RATE | OLD JOB TITLE | OLD LOCATION | OLD HOURLY RATE | EFFECTIVE DATE |
| Ramona Moore | Library Assistant II | Warren | \$12.65 | Library Assistant II | Nora | \$12.65 | 8/6/2017 |
| Ahliah Bratzler | Public Services Librarian | Central | \$18.00 | Public Services Associate II PT (20 hours) | Central | \$15.76 | 7/23/2017 |
| Jackie Wright | Library Assistant II Part-Time (20 Hours) | Southport | \$12.33 | Library Assistant II Part-Time (24 hours) | Southport | \$12.33 | 9/3/2017 |

| | | | | | | | |
|---------------------|--|-----------------|---------|----------------------------------|----------------|---------|-----------|
| Ladeja McGee | Page | East 38th | \$9.84 | Hourly Summer Reading Clerk | East 38th | \$11.85 | 8/6/2017 |
| Arriel Vinson | Page | Glendale | \$9.46 | Hourly Summer Reading Clerk | Glendale | \$11.85 | 8/5/2017 |
| Abigail Maitland | Page | Southport | \$9.15 | Hourly Summer Reading Clerk | Southport | \$10.50 | 8/6/2017 |
| Leticia Solis-Foley | Hourly Public Services Associate I | Learning Curve | \$14.08 | Public Services Associate II | Learning Curve | \$16.29 | 8/6/2017 |
| Greg Hill | Interim ARM (North/South Regional Group) | Public Services | \$27.84 | Manager, Regional Branch | Lawrence | \$25.71 | 8/6/2017 |
| Sharon Bernhardt | ARM-Interim Outreach Manager | Public Services | \$38.83 | ARM (North/South Regional Group) | Lawrence | \$38.83 | 8/6/2017 |
| Kadiesha Ricks | Hourly Computer Lab Assistant II | College | \$12.92 | Hourly Library Assistant II | College | \$11.85 | 8/6/2017 |
| Nichelle Smith | Hourly Library Assistant II | Lawrence | \$12.65 | Library Assistant II | Nora | \$12.65 | 9/3/2017 |
| Lacey Daniels | Page | Irvington | \$9.65 | Hourly Summer Reading Clerk | Irvington | \$11.85 | 8/6/2017 |
| Carrie Hale | Page | Irvington | \$9.65 | Hourly Summer Reading Clerk | Irvington | \$11.85 | 8/6/2017 |
| Shauna Walters | Page | Lawrence | \$9.15 | Hourly Summer Reading Clerk | Lawrence | \$11.85 | 8/6/2017 |
| Ryan Houdek | Interim Manager, Community Branch | Decatur | \$22.83 | Supervisor Librarian | Central | \$21.04 | 8/20/2017 |
| Adam Todd | Interim Manager, Regional Branch | Lawrence | \$26.32 | Manager, Community Branch | Decatur | \$24.83 | 8/20/2017 |
| Kay Brady | Page | Franklin Road | \$9.94 | Hourly Summer Reading Clerk | Franklin Road | \$11.85 | 8/6/2017 |
| Patricia Gray | Page | Wayne | \$9.15 | Hourly Summer Reading Clerk | Wayne | \$12.16 | 8/6/2017 |
| Kathy Helmond | Interim Supervisor Librarian | Central | \$22.85 | Public Services Librarian | Central | \$21.76 | 8/20/2017 |

| RE-HIRES: | | | | | | | |
|----------------------|------------------------------------|----------------------|--------------------|-------------------------|-----------------------|--|--|
| EMPLOYEE NAME | JOB TITLE | LOCATION NAME | HOURLY RATE | EFFECTIVE DATE | | | |
| Mary Sullivan | Page | Pike | \$9.15 | 8/15/2017 | | | |
| Diane Palguta | Hourly Public Services Associate I | Pike | \$14.08 | 8/15/2017 | | | |
| | | | | | | | |
| | | | | | | | |
| SEPARATIONS: | | | | | | | |
| EMPLOYEE NAME | JOB TITLE | LOCATION NAME | HOURLY RATE | YEARS OF SERVICE | EFFECTIVE DATE | | |
| Andrew Emata | Hourly Computer Lab Assistant II | College | \$12.92 | 7 months | 7/19/2017 | | |
| Jon Stinson | Hourly Job Center Assistant | Central | \$10.20 | 1 month | 7/30/2017 | | |
| Richard Rice | Page | Pike | \$9.59 | 2 years and 4 months | 7/29/2017 | | |
| Jesus Moya | Manager, Outreach | Outreach | \$25.71 | 1 year and 11 months | 7/21/2017 | | |
| Gwen Walters | Page | Garfield Park | \$9.15 | 1 month | 7/28/2017 | | |
| Madison Stone | Hourly Summer Reading Clerk | Decatur | \$10.50 | 2 months | 7/25/2017 | | |
| Nathan Shuherk | Computer Lab Assistant II | Lawrence | \$12.92 | 7 months | 8/7/2017 | | |
| Daniell Wilkins | Public Services Librarian | College | \$19.18 | 3 years and 10 months | 8/12/2017 | | |
| Karl Means | Library Assistant II | Southport | \$12.65 | 4 years and 4 months | 8/2/2017 | | |
| Greta Herbertz | Page | Irvington | \$9.65 | 4 years and 1 month | 8/6/2017 | | |
| Dillon Huisman | Page | College | \$9.15 | 2 months | 8/6/2017 | | |
| Kimberly Douglass | Hourly Library Assistant II | Lawrence | \$12.09 | 3 years | 6/17/2017 | | |
| Katelin Emmert | Hourly Summer Reading Clerk | Garfield Park | \$10.50 | 2 months | 8/2/2017 | | |

| INACTIVE: | | | | | | | |
|----------------------|-----------------------------|----------------------|--------------------|-----------------------|--|--|--|
| EMPLOYEE NAME | JOB TITLE | LOCATION NAME | HOURLY RATE | EFFECTIVE DATE | | | |
| Kaitlyn Norman | Page | Lawrence | \$9.15 | 7/5/2017 | | | |
| LaKayla Day | Page | East 38th | \$9.15 | 7/31/2017 | | | |
| Robyn McKinney | Page | East 38th | \$9.15 | 8/2/2017 | | | |
| Isaiah Stevenson | Hourly Summer Reading Clerk | East 38th | \$11.85 | 7/31/2017 | | | |
| Aundrelle Balance | Hourly Summer Reading Clerk | East 38th | \$10.50 | 7/31/2017 | | | |
| Theresa Coleman | Hourly Library Assistant II | Glendale | \$11.85 | 8/5/2017 | | | |
| Emma Croxford | Page | Franklin Road | \$9.15 | 8/5/2017 | | | |
| Naomi D'Andrea | Page | Pike | \$9.65 | 7/30/2017 | | | |
| Sarah Jones | Page | Pike | \$9.15 | 8/5/2017 | | | |
| Corajean Medina | Hourly Summer Reading Clerk | Southport | \$11.85 | 8/6/2017 | | | |
| Ngun Cin | Hourly Summer Reading Clerk | Southport | \$11.85 | 8/6/2017 | | | |
| Henry Dawson | Page | Southport | \$9.15 | 7/30/2017 | | | |
| Zoe Bowen | Page | Spades Park | \$9.15 | 7/29/2017 | | | |
| Robin Meyer | Hourly Summer Reading Clerk | Glendale | \$12.16 | 8/5/2017 | | | |
| Anna McCasland | Hourly Summer Reading Clerk | Warren | \$12.16 | 8/6/2017 | | | |
| Jasmine Jones | Page | Pike | \$9.15 | 7/22/2017 | | | |
| Adrienne Gordon | Hourly Summer Reading Clerk | Flanner House | \$12.16 | 8/5/2017 | | | |
| Brittany McFadden | Hourly Summer Reading Clerk | Eagle | \$11.85 | 8/5/2017 | | | |
| Greta Herbertz | Page | Irvington | \$9.65 | 8/8/2017 | | | |
| Maxwell Pugh | Hourly Summer Reading Clerk | Eagle | \$11.85 | 8/5/2017 | | | |
| Alexander McGrath | Hourly Summer Reading Clerk | Program Development | \$10.50 | 8/6/2017 | | | |
| Psalms Duncan | Hourly Summer Reading Clerk | Flanner House | \$11.85 | 8/5/2017 | | | |
| Milayah Harris | Hourly Summer Reading Clerk | Lawrence | \$11.85 | 8/5/2017 | | | |
| Andreis Brown | Hourly Summer Reading Clerk | Spades Park | \$11.85 | 8/5/2017 | | | |

| | | | | | | | |
|--------------------|------------------------------------|---------------|---------|----------|--|--|--|
| Crystal Harves | Hourly Summer Reading Clerk | Franklin Road | \$11.85 | 8/5/2017 | | | |
| Kayla Scott | Hourly Summer Reading Clerk | Franklin Road | \$10.50 | 8/5/2017 | | | |
| Mellisa Nichols | Hourly Summer Reading Clerk | Franklin Road | \$10.50 | 8/5/2017 | | | |
| Sindhu Pathak | Hourly Summer Reading Clerk | Nora | \$11.85 | 8/5/2017 | | | |
| Isra Haider | Hourly Summer Reading Clerk | College | \$10.50 | 8/5/2017 | | | |
| Andrew Finnell | Hourly Summer Reading Clerk | College | \$11.85 | 8/5/2017 | | | |
| Hannah Brandenburg | Hourly Summer Reading Clerk | Nora | \$11.85 | 8/5/2017 | | | |
| Elaine Oglesby | Hourly Public Services Associate I | Wayne | \$14.08 | 8/7/2017 | | | |
| Sydney Brown | Hourly Summer Reading Clerk | Lawrence | \$11.85 | 8/5/2017 | | | |
| Laura Miller | Hourly Summer Reading Clerk | Lawrence | \$11.85 | 8/5/2017 | | | |
| Julie Wilbur | Hourly Summer Reading Clerk | Outreach | \$10.50 | 8/9/2017 | | | |
| Makeda Stewart | Hourly Summer Reading Clerk | Outreach | \$10.50 | 8/9/2017 | | | |
| Hera Siddiqui | Hourly Summer Reading Clerk | Decatur | \$12.16 | 8/5/2017 | | | |
| Janeika Matthews | Hourly Summer Reading Clerk | Outreach | \$10.50 | 8/9/2017 | | | |

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
TRAVEL AND TRAINING ACTION
RESOLUTION 29- 2017

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 | Branch/Department | Cost Center | City/State | Conference Name | Dates | Fund | Registration | Lodging | Travel/Milage | Per Diem | Total |
|---------------------|-------------------|-------------|------------------|-------------------------|-------------|------|--------------|-----------|---------------|----------|-------------|
| Tiffani Carter | WRN | 2022 | Anderson, IN | In Black Librarian | 9/15/2017 | 10 | | | \$ 35.20 | | \$ 35.20 |
| Tiffani Carter | WRN | 2022 | Brownsburg, IN | MCLS | 9/28/2017 | 10 | | | \$ 28.46 | | \$ 28.46 |
| Emily Chandler | CMSA | 1201 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 170.00 | | | | \$ 170.00 |
| Andrew Cope | NOR | 2014 | Bloomington, IN | Technology Roundtable | 8/24/2017 | 10 | | | \$ 72.97 | | \$ 72.97 |
| Ryan Donnelly | CEN | 1401 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Michael Hollandbeck | ACC | 1301 | Chicago, IL | GFOA | 11/15-16/17 | 10 | \$ 580.00 | \$ 250.00 | \$ 300.00 | \$ 30.00 | \$ 1,160.00 |
| Robin Kelley | CEN | 1402 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Jackie Nytes | CEO | 1001 | Seattle, WA | Indy Chamber Leadership | 9/17-20/17 | 10 | | | \$ 700.00 | \$ 90.00 | \$ 790.00 |
| Doriene Smither | EWA | 2009 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Pam Swaidner | CMSA | 1201 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Jill Wetnight | FRA | 2021 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Susan Barhan | SOU | 2017 | Lebanon, IN | A joyous way to learn | 9/20/2017 | 10 | | | \$ 30.00 | | \$ 30.00 |
| Karen Perry | FRA | 2021 | Lebanon, IN | A joyous way to learn | 9/20/2017 | 10 | | | \$ 29.63 | | \$ 29.63 |
| Lindsay Haddix | NOR | 2014 | Lebanon, IN | A joyous way to learn | 9/20/2017 | 10 | | | \$ 30.00 | | \$ 30.00 |
| Carrie Waterson | COM | 1601 | Hershey, PA | Kidlitosphere | 11/2-4/17 | 10 | \$ 125.00 | \$ 625.00 | \$ 575.00 | \$ 90.00 | \$ 1,415.00 |
| Carrie Waterson | COM | 1601 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Megan Ferguson | OUT | 1506 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Cheryl Wright | HR | 1701 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 300.00 | | | | \$ 300.00 |
| Jackie Nytes | CEO | 1001 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 180.00 | | | | \$ 180.00 |
| Anika Williams | IRV | 2004 | Indianapolis, IN | ILF | 11/14-15/17 | 30 | \$ 180.00 | | | | \$ 180.00 |
| Deb Ehret | SPK | 2018 | Indianapolis, IN | Community Engagement | 10/25-26/17 | 10 | \$ 100.00 | | | | \$ 100.00 |
| Maureen Duncan | CEN | 1401 | Indianapolis, IN | Indiana State Library | 10/28/2017 | 10 | | | \$ 5.00 | | \$ 5.00 |
| Kathy Helmond | CEN | 1401 | Indianapolis, IN | ILF | 11-14-15/17 | 30 | \$ 180.00 | | | | \$ 180.00 |

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE JOINT MEETING OF LIBRARY BOARD COMMITTEES
AUGUST 15, 2017**

The Indianapolis-Marion County Public Library Board Committees met in a Joint Meeting at the Library Services Center, 2450 North Meridian Street, on Tuesday, August 15, 2017 at 4:10 p.m. pursuant to notice given.

1. Call To Order

Dr. Wantz called the meeting to order.

2. Roll Call

Members present: Ms. Charleston, Ms. Crenshaw, Dr. Jett, Rev. Robinson, Ms. Sanders and Dr. Wantz

Members absent: Ms. Payne

COMMITTEE REPORTS

3. Facilities Committee (Lillian L. Charleston, Chair; Rev. T. D. Robinson, Joanne M. Sanders) – Staff Liaison: Sharon Smith

Prior to the Facilities Committee report, Sharon Smith introduced Kevin Montgomery from krM Architecture+ who gave a brief presentation regarding several key design features of the new Michigan Road Branch Library.

Resolution – Authorize Issuing of the Michigan Road Branch Project Bidding Documents

- Sharon Smith presented the Board Action Request seeking approval to authorize IndyPL staff and the architects, krM Architecture+ to prepare bidding documents to solicit open, competitive, an sealed public bids for the Michigan Road Branch Project.
- Bids will be due in time for evaluation prior to presentation at the September 12, 2017 Facilities Committee Meeting.
- The preliminary project schedule targets construction to begin in October 2017, with substantial completion in the fourth quarter of 2018.
- The construction budget is \$5,620,000 and will be funded by the Series 2016 Bond Fund (Fund 46).

- After discussion, The Facilities Committee moved to forward the vote on the Resolution to the full Board at the regular meeting in August.

Resolution 22-2017 (Tabled from July Board Meeting) – **Approval to Award a Services Contract for Security Officer and Alarm Response Services**

- Sharon Smith presented the Board Action Request seeking Approval to Award a Services Contract for Security Officer and Alarm Response Services which had been tabled from the July Board Meeting.
- The current vendor for the Services is Securitas Services USA, Inc. Their contract expired on March 31, 2017, and they are performing services on a month-to-month basis.
- After additional consideration since the July Board Meeting, the Evaluation Committee is still recommending G4S to the Board Facilities Committee as the Vendor that best met the requirements as defined in the RFP.
- The goal is to have the contract completed and ready for the new vendor to begin Services on October 2, 2017.
- The cost of this Service will be funded from the Operating Fund (Fund 10).
- After discussion, The Facilities Committee moved to forward the vote on the Resolution to the full Board at the regular meeting in August.

Briefing Report – Action Item Scheduled for the September 2017 Facilities Committee Meeting – Approval to Award a Construction Services Contract for the Michigan Road Branch Project

- Public Notice to prospective bidders will be advertised on August 16 and 23, 2017. The Notice will be posted on the IndyPL website and copies of the Notice were emailed to the established business development contacts list.
- Sealed bids will be received by IndyPL on September 8, 2017.
- The Library shall award the Project to the lowest, responsible, and responsive bidder pursuant to appropriate state statute.
- The preliminary project schedule targets a starting date of October 2017, with substantial completion in the fourth quarter of 2018.
- The construction budget is \$5,620,000, to be funded by the Series 2016 Bond Fund (Fund 46).

Briefing Report – Action Item Scheduled for the September 2017 Facilities Committee Meeting – Approval to Award Construction Services Contracts for the Lawrence, Wayne, and West Indianapolis Branches Mechanical Upgrade Projects

- As part of the 2017 Facilities Plan, funds were allocated for Mechanical upgrades for the Lawrence, Wayne, and West Indianapolis Branch Libraries. The existing mechanical systems at Lawrence and Wayne Branches were installed in 1983, and the West Indianapolis Branch in 1986.
- The three projects will be quoted separately and will be completed according to appropriate Public Works Statutes. The Scope of Work was developed by the IndyPL Facilities Staff working with R.E. Dimond Associates.

- Notice to prospective Vendors will be issued on August 17, 2017.
- Sealed quotes will be received by IndyPL on September 6, 2017 for evaluation prior to presentation at the September 12, 2017 Facilities Committee Meeting.
- The preliminary Project schedule targets starting October 9, 2017, with substantial completion dates on November 17, 2017.
- The projects will be funded by the Operating Fund (Fund 10).

Update on Current Projects

- Sharon Smith advised the IndyPL is continuing to work to finalize property acquisition for the Brightwood Project.
- Sharon also advised that the Library had received updated Environmental Testing results for the Brightwood site.

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

Ms. Crenshaw advised that the Committee did not have any items to present this month.

5. Finance Committee (Dr. Terri Jett, Chair; Lillian L. Charleston, Joanne M. Sanders) – Staff Liaison: Becky Dixon

- a. **Briefing Report – Report Regarding a RFP on Internet Services.** The Library's current contracts for existing managed internet services expire on 6/30/2018. The Library would like to issue an RFP for these services.

To meet the goal of redundant internet services for disaster recovery purposes, the Library currently contracts with two different internet providers, one installed at LSC and the other at Central Library. All services have been budgeted in the 2018 Operating Budget. It is anticipated that Universal Services Fund eRate Funds will reimburse the Library 90 percent of the cost of all services.

- b. **Briefing Report – Report Regarding a RFP on Firewalls.** The Library would like to issue an RFP for additional network equipment and installation services during 4th quarter 2017. This equipment would include 2 firewalls and two voice routers. The library's current firewalls are almost 10 years old and technology has improved such that today's firewalls are smarter. Today's firewalls include services that keep its knowledge base up-to-date, updating sources of potential threats numerous times a day. The two voice routers will replace the Library's current equipment that went end-of-life (no longer has maintenance services available) in November 2016.

All equipment and services have been budgeted in the 2018 Operating Budget. It is anticipated that USF E-rate Funds will reimburse the Library 90 percent of the cost of the purchase and installation of the firewalls. Voice equipment is not eligible for E-rate funding.

- c. **Briefing Report – Report Regarding Primary Rate Interfaces.** The Library would like to issue an RFP for Primary Rate Interface (PRI) services for voice traffic during the 4th quarter 2017. The Library has utilized these services since 2004 and currently utilizes 3 PRIs to cover VoIP traffic to and from the Library. These services have been budgeted in the 2018 Operating Budget. It is anticipated that Universal Service Fund eRate Funds will reimburse the Library 10 percent of the cost of all services.
- d. **Resolution: Authorization to Purchase Surplus Property from the Johnson County Library.** IC 5-22-22-10 provides the process for the exchange of property between governmental bodies in the State of Indiana. Johnson County Public Library has DVD cases and magnetic detachers that are no longer in use and the IndyPL would like to purchase them. In order for this exchange to take place, both Boards are required to approve a resolution regarding the transfer. The cost for 6,801 DVD cases and 5 magnet detachers is \$7,000. The Library will save approximately \$25,000 over the next two years by purchasing these items from the Johnson County Public Library.

At this time, President Wantz adjourned the Committee Meeting.

f. **President Wantz will Convene a Public Hearing**

Dr. Wantz announced that this Public Hearing was being held to consider the Library's 2018 Budget.

1) To consider the 2018 Library Budget as advertised on August 3 and 10, 2017 in *The Indianapolis Star* and on August 2 and 9, 2017 in the *Court and Commercial*.

At this time, Ms. Dixon provided a presentation on the Library's 2018 Budget.

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

Some of those items include:

- Library card campaigns in Warren and Decatur Townships that have provided 20,379 students with their first library card. Pike, Beech Grove, and Franklin campaigns are currently in process.
- Automate proof of residency process so that patrons may register for library cards through the Library's website without being required to visit a library branch in person.
- Itty Bitty SUV bookmobiles made 1,500 stops at child care centers in 2016, leaving books for 15,673 children to enjoy.
- Significant increases in the acquisition of world language materials. Additionally, materials for the new Center for Black Literature and Culture at Central were targeted purchases.
- In 2017, Central will be celebrating its 100th birthday. To keep the collection energized and relevant, Central's resources have been reorganized and spaces reimaged. The Center for Black Literature and Culture will celebrate the literary contribution and provide space for the valuable work of the global Black community.

Ms. Dixon advised that the Operating Fund has increased by \$1,208,434. This increase is primarily in Personal Services and Capital Collection Materials. The Debt Service and Rainy Day Funds are up by \$984,007 and \$1,548,000 respectively. The Library Improvement Reserve Fund is down by \$200,000.

She then discussed how the funds from the Rainy Day, Debt Service, and Bond and Interest Redemption funds will be spent. The \$2.5 million Rainy Day Fund which will be used to purchase land for construction of expanded branches, consulting and legal fees associated with land purchases, improvements, and construction expenses. The \$12.7 million Bond and Interest Redemption Fund includes all current debt service payments for 2018 as well as the proposed bond for Eagle Branch being sold in 2017. The \$400,000 in the Library Improvement Reserve Fund will be used to replace panels at Nora and upgrade the sound system in the Atrium at Central.

With regard to the Operating Fund, the total budget is \$44,709,820. Originally, Ms. Dixon had set aside a 2% pool of money for staff merit increases. Due to concerns from staff and the Board, she has added additional funds to this pool to be able to offer a larger merit increase for staff that exceed expectations. Dr. Wantz asked if a bonus in addition to the 2% merit increase has been considered for staff rather than increasing their base pay. Discussion was had as to the merits of increasing base pay versus providing staff with an annual bonus. A consensus was not reached.

Ms. Dixon continued her presentation. PERF remains at 14.2% which includes both the employer and employee portions. Plans to phase-in over 3 years a base salary increase to \$13 per hour for employees currently below this level including full time and part time, except for pages who shelve books.

Supplies and Charges for other services have decreased by \$106,950 and \$48,795 respectively. Capital outlay has increased, this character includes the purchase of computer equipment, vehicles, and collection materials.

Ms. Dixon discussed LOIT and property tax funding for the Budget. She presented an example to demonstrate how property tax caps affect the Library's revenue. It is estimated in 2018, the Library will not receive \$7.5 million due to the property tax caps.

Ms. Dixon reviewed what the Library is doing to fill the gap caused by the lost tax revenue, such as licensing parking spaces to local businesses, seeking more grants, increasing paid use of space during after hours, implementing a PTO plan for new employees resulting in a reduction of future long-term accruals, and seeking an increase in support of Library programs from the Foundation.

Ms. Dixon discussed the Library's value to the community it serves. Library patrons have access to 1.8 million items in the Library's collection, free use of public PCs and internet, and free programming. On a home assessed at \$100,000, the library's estimated tax rate is \$79.20 which is approximately the cost of 4 hardback books.

Finally, some of the Library's future projects include:

- Completing the Financial/HR Software Upgrade
- Materials Handling Project – expanding to our regional branch locations in 2018
- Opening the new Michigan Road Branch in 4th quarter 2018
- Breaking ground at Eagle in 2018
- Replacing its current integrated Library System in 2019

2) Invite Public Comment from the Audience

The Chairman inquired if there were any taxpayers who wished to be heard on the Library's 2018 Budget.

Michael Torres stood to address the Board. Mr. Torres distributed handouts to the Board with information on staff compensation that included charts that demonstrated the compression of staff salaries since the 2013 implementation of the new staff classifications. Mr. Torres requested that Library leadership consider the creation of a committee or team to address the salary compression issue.

President Wantz Will Consider a Motion to Close the Public Hearing

Ms. Sanders made a motion to close the Public Hearing. Ms. Crenshaw seconded the motion.

Motion carried.

The Public Hearing was closed at this time.

President Wantz reconvened the Committee Meeting.

- g. **Resolution: Adoption of 2018 Budget.** Ms. Charleston made a motion to move the adoption of the 2018 Budget to the Library Board, Ms. Sanders seconded the motion. The 2018 Budget will be brought to the August 28, 2017 Library Board Meeting for approval and adoption.

6. Other Business

In anticipation of conducting the CEO's annual performance review, Ms. Crenshaw noted that she will be providing information to the Board members related to the CEO's Goals/Deliverables for 2017. She requested that everyone review the information upon receipt and provide her with comments.

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

- a. **Regular Board Meeting** – Monday, August 28, 2017, at the Lawrence Branch Library, 7898 North Hague Road, at 6:30 p.m.
- b. **Library Board Committees Meeting** – September 12, 2017, at the Library Services Center, 2450 North Meridian Street, Room 226, at 4:00 p.m.

8. Adjournment

Dr. Wantz declared the meeting adjourned at 6:05 p.m.





You Are Invited!

15b

The Indianapolis Public Library
Free Upcoming Events

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

September 8 - 9 & 14 - 16 during special hours – Indy Library Store Booksale. Here's your next opportunity to buy new and used books and other items at discount prices. Friends of the Library Preview Night is Friday, September 8 from 5:30 - 7:30 p.m. The booksale opens to the public on Saturday, September 9 from 10 a.m. - 4 p.m. and continues on Thursday, September 14 from 12 noon - 7 p.m. Half-Price Day is Friday, September 15 from 12 noon - 7 p.m. \$7 Bag Day is Saturday, September 16 from 10 a.m. - 4 p.m. Proceeds support Library programs and services through the Library Foundation. Held at the Library Services Center.

September 12 at 6:30 p.m. – “James Davy’s Civil War Diary.” Join us for this special Civil War program that will include readings from the Civil War diary of James Davy, an Indiana volunteer who fought in eleven battles. The readings, as well as photos of battlegrounds, will be presented by Meredith Wilson, Davy’s great-great grandson. The program will also feature Civil War songs and fiddle tunes. Held at the Lawrence Branch.

September 16 at 11 a.m. & 2 p.m. – “Celebrating 100 Years of Central Library: Building Architectural Tours.” Be a part of the celebration of Central Library’s 100th anniversary and experience the many renowned architectural features of the Cret building that opened in 1917, as well as those that comprise the modern glass and steel framed addition designed by Evans Woollen in 2007. Those wishing to participate are asked to meet at the Information Desk in the Atrium. Held at Central Library.

September 17 at 2 p.m. – “Celebrating 100 Years of Central Library: Sunday Afternoon Salon.” This opportunity to celebrate Central Library’s 100th anniversary will focus on the history of the architectural gem that was described in 1918 by the *Architectural Forum* as “one of the most distinctive and admirable contributions to architecture that have been made in America.” Presenter will be Dr. William McNiece of the Marion County Historical Society. Also, a live trio will play the songs and sounds of the 1917 era. Held at Central Library.

September 18 from 6 - 7:30 p.m. – “Community Conversations at East 38th Street.” You’re invited to this next program in a series of engagement conversations and forums designed to solicit citizens’ visions for the growth, safety and well-being of the community and to improve the quality of life for those who work and live within the neighborhood. This series is made possible by Tracy L. Haddad through a gift to the Library Foundation. Held at the E. 38th St. Branch.

September 11 from 2 - 5 p.m. – “Genealogy Research Assistance.” Join representatives from the Samuel Bryan Chapter of the D.A.R. for a free session featuring assistance in doing genealogy research. Registration is required by calling 317-275-4560. Held at the Beech Grove Branch.

September 18 from 6 - 8 p.m. – “Opening Reception - The Art of Survival: Enduring the Turmoil of Tule Lake.” View this exhibit which continues through October 5 and hear I.U. professor Dr. Karen Inouye discuss the tribulations and sufferings incurred by Japanese Americans during their internment in World War II. Refreshments and music by Garret Uyeno will be provided. Held at Central Library.

We hope to see you at these exciting events!