



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

Notice Of The Regular Meeting
December 13, 2021

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

Library Services Center
2450 North Meridian Street, Room 226
At 6:30 P.M.

For The Purpose of Considering The Following Agenda Items
Dated This 9th Day Of December, 2021

The public is invited to attend the Regular Meeting in-person or they may view/listen
to the Regular Meeting via a YouTube
live stream link which will be
available on the Library's website prior to the start of the Meeting.

Public comment can be made in-person at the Library Services Center or submitted
in writing in advance at indypl.org/contact.

JUDGE JOSE D. SALINAS
President of the Library Board

-- Regular Meeting Agenda --

1. Call to Order
2. Roll Call

3. Public Comment and Communications

a. Public Comment

The Public has been invited to the Board Meeting.

At every Library Board meeting we open with a time for public comment. We welcome feedback from the public about our Indianapolis Libraries, and this is a time when the public may address the Library Board. If there are several of you representing the same group, please select a spokesperson. Please do not repeat the same comments someone else has offered. Please note also that this public comment time is not the appropriate forum for commenting on matters related to alleged employee misconduct. Any such matters should be brought promptly to the attention of the Library CEO or the Human Resources Department where matters can be properly addressed in compliance with established Library policies and procedures. **A FIVE-MINUTE LIMIT WILL BE ALLOWED FOR EACH SPEAKER. EACH SPEAKER SHOULD GIVE THEIR NAME AND THEIR ADDRESS.**

b. Dear CEO Letters and Responses (at meeting)

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

4. Approval of Minutes

a. Regular Meeting, November 22, 2021 (enclosed)

b. Annual Meeting, November 22, 2021 (enclosed)

c. Special Meeting, August 10, 2021 (enclosed)

COMMITTEE REPORTS

5. Finance Committee (Patricia A. Payne, Chair; Raymond J. Biederman, Hope C. Tribble)

a. Report of the Treasurer – November 2021 (enclosed)

- b. **Resolution 66 – 2021** (Transfer from Operating Fund to Rainy Day Fund) (enclosed)

- 6. **Diversity, Policy and Human Resources Committee (Hope C. Tribble, Chair; Curtis W. Bigsbee, Patricia A. Payne)**
 - a. **Resolution 67 – 2021** (Appointment List) (enclosed)
 - b. **Resolution 68 – 2021** (Approval of IMCPL Acceptable Use Policy) (enclosed)

- 7. **Facilities Committee (Curtis W. Bigsbee, Chair; Dr. Khaula Murtadha, Rev. T. D. Robinson)**
 - a. **Resolution 69 – 2021** (Approval to Establish the Guaranteed Maximum Price with The Skillman Corporation Serving as the Construction Manager as Constructor for the Fort Ben Branch Project) (enclosed)
 - b. **Resolution 70 – 2021** (Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Constructor for the Glendale Branch Replacement Project) (enclosed)

- 8. **Library Foundation Update – (Rev. T. D. Robinson, Library Board Representative)**

- 9. **Report of the Interim Chief Executive Officer**
 - a. **Confirming Resolutions:**
 - 1) **Resolution Regarding Finances, Personnel and Travel (71 – 2021)**

Enclosed.
 - b. **Interim CEO Roadmap – December 2021** (enclosed)
 - c. **Demonstration of the Digital Encyclopedia of Indianapolis (“DEOI”)** – Matt Nowlin from The Polis Center will give the demonstration. (at meeting)
 - d. **My First 159 Days at Indianapolis Public Library and Counting...** – Yanna McGraw, IndyPL Social Worker, will make the presentation. (enclosed)

UNFINISHED BUSINESS

10.

NEW BUSINESS

11.

DISCUSSION AND AGENDA BUILDING

12. 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:

January 2022 –

INFORMATION

13. Materials

- a. **Facilities Committee Meeting Notes – December 6, 2021** (enclosed)

14. Board Meeting Schedule for 2022 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meetings for 2022** (enclosed)
- b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

15. Notice of Special Meetings

16. Notice of Next Regular Meeting

Monday, January 24, 2022, at the Library Services Center, 2450 North Meridian Street,
at 6:30 p.m.

17. Other Business

18. Adjournment



INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
NOVEMBER 22, 2021

The Indianapolis-Marion County Public Library Board met in person at the Library Services Center, 2450 North Meridian Street and via Zoom on Monday, on November 22, 2021 at 6:35 p.m., pursuant to notice given in accordance with the rules of the Board.

1. **Call To Order**

Judge Salinas called the meeting to order. Mr. Biederman acted as Secretary.

2. **Roll Call**

Members present in person and electronically: Mr. Biederman (Virtual), Mr. Bigsbee, Dr. Murtadha, Ms. Payne (Virtual), Rev. Robinson (Virtual), Judge Salinas and Ms. Tribble.

Members absent: None.

3. **Public Comment and Communications**

a. **Public Comment**

The Public was invited to the Board Meeting.

Judge Salinas shared that at every Library Board meeting we open with a time for public comment. We welcome feedback from the public about our Indianapolis Libraries, and this is a time when the public may address the Library Board. If there are several of you representing the same group, please select a spokesperson. Please do not repeat the same comments someone else has offered. Please note also that this public comment time is not the appropriate forum for commenting on matters related to alleged employee misconduct. Any such matters should be brought promptly to the attention of the Library’s Interim CEO or the Human Resources Department where matters can be properly addressed in compliance with established Library policies and procedures. **A FIVE-MINUTE LIMIT WILL BE ALLOWED FOR EACH SPEAKER. EACH SPEAKER SHOULD GIVE THEIR NAME AND THEIR ADDRESS.**

There were no petitions to come before the Board.

b. **Dear CEO Letters and Responses**

Judge Salinas then asked for any comments received from patrons via the Library's website to be read at tonight's meeting.

There was one comment which was read to the Board as follows:

Thomas Scott

I would like to see the library revisit their mask requirement. In visiting multiple branches throughout the system over the past few months, I have seen that the mask requirement only serves to place library employees in the situation of being "mask police." It seems as some branches and employees have decided that being "mask police" is not in their job description, while other employees and branches spend their entire time on the hunt for a mask that may have drooped below the nose a few centimeters. I have personally observed staff watching unmasked patrons enter and move about a building without a care. On the other end of the spectrum, I have witnessed staff yelling at patrons from across a room to put on a mask, calling security and even police on patrons not wearing a mask. As the vast majority of businesses in Marion County have moved to a simple recommendation, even those venues where individuals are in much closer proximity to each other (Lucas Oil Stadium) and I would ask that the library move to join these entities by removing the mask requirement for individuals at the library.

Judge Salinas confirmed with John Helling, the Interim Chief Executive Officer, that the Library is following CDC Guidelines for mask usage. The CDC recommends that individuals, regardless of vaccinated status, wear masks in areas of possible high community spread. Mr. Helling will ask Gregory Hill, the Interim Chief Public Services Officer, to look into this matter.

Mr. Helling confirmed that the Library won't be walking away from the mask requirement anytime soon.

c. **Correspondence** for the Board's general information was distributed.

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

a. **Regular Meeting, October 25, 2021**

The minutes from the Regular Meeting held October 25, 2021 had been distributed to the Board.

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

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Ms. Payne – Aye	

COMMITTEE REPORTS

5. Finance Committee (Patricia A. Payne, Chair; Raymond Biederman, Hope C. Tribble)

a. Report of the Treasurer – October 2021

Carolyn Adams, Interim Chief Financial Officer, reviewed the Report of the Treasurer that had been distributed to the Board. The year-to-date Revenues are \$28.8 million. This is in line where we usually are since the Library receives a large influx of property taxes in December. Our Expenditures, year-to-date, are \$34.5 million, which is approximately 67% of our Budget.

Ms. Adams noted that the Library sold the old Eagle Branch property on Lowry Road and net proceeds from that sale totaled \$187,000.

She announced that there are no Budget anomalies at this point.

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

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

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Ms. Payne – Aye	

b. Resolution 59 – 2021 (Establishment of American Rescue Plan Act (ARPA) Grant Fund)

Ms. Adams advised that this resolution establishes the American Rescue Plan Act Grant Fund.

In September 2021, the Library was notified that it would receive a sub-grant disbursed from the Indiana State Library as part of the ARPA which are federal funds. To comply with the State Board of Accounts directives to receive the grant money from the Indiana State Library, a separate grant fund titled “ARPA Grant Fund” must be established at the Library.

After full discussion and careful consideration of Resolution 59 – 2021, the resolution was adopted on the motion of Mr. Biederman and seconded by Dr. Murtadha, to approve Resolution 59 – 2021, the Establishment of American Rescue Plan Act (ARPA) Grant Fund.

Resolution 59 – 2021 was approved on the following roll call vote:

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Ms. Payne – Aye	

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

c. **Resolution 60 – 2021** (Appropriation of American Rescue Plan Act (ARPA) Funds)

Ms. Adams noted that the Library will receive funding in the amount of \$26,050 as part of the American Rescue Plan Act (ARPA) via a sub-grant from the Indiana State Library. The fiscal impact of the grant funds is the opportunity for the Library to expand its technology programming with the use of tax dollars.

After full discussion and careful consideration of Resolution 60 – 2021, the resolution was adopted on the motion of Dr. Murtadha, and seconded by Mr. Bigsbee, to approve Resolution 60 – 2021, the Appropriation of American Rescue Plan Act (ARPA) Funds.

It was necessary for Ms. Payne to leave the meeting at this time.

Resolution 60 – 2021 was approved on the following roll call vote:

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye

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

6. Diversity, Policy and Human Resources Committee (Hope C. Tribble, Chair; Curtis W. Bigsbee, Patricia A. Payne)

Ms. Tribble shared information about the ongoing Climate Improvement Process being administered by Ice Miller LLC. She then introduced Myra Selby, a partner from Ice Miller, who is working with the Library on the Process.

Justice Selby addressed the Board via Zoom at this time. She said it was a pleasure to provide an update on Ice Miller’s racial equity solutions work on the Climate Study for the Library. Justice Selby confirmed that the work is moving along. They’ve had cooperation across the board, both in their document request fulfillment, as well as the items they’re working on now, which is the formation of the team of employees and others that begin as an internal team helping to inform us in the Climate Study and then

they will build capacity during this period to then become a lead team going forward on the Library's racial equity work after the Ice Miller report is submitted and the racial equity work continues thereafter.

The team has named themselves the "Go Team." It consists of 16 individuals from across branches, miscellaneous departments, the Library's Union and Staff Association, as well as two seats for community stakeholders, namely, CICF and Wheeler Mission, and a representative from the Library Foundation. The Go Team has held two meetings, both were very productive. They are enthusiastic about helping Ice Miller to understand what they view as the challenges from a racial equity perspective and seem to be very engaged and excited about starting on this journey. They are now working with Ice Miller on an employee survey. Approximately a week has been lost in the timeline just because it took a while to form the Team and get the first meeting on the books. Ice Miller believes they can make that time up. They plan to submit their written report to the Board in early 2022.

a. **Resolution 61 – 2021 (Annual Salary Resolution)**

Tisha Galarce, Interim Human Resources Director, shared information about pay grades, staff positions and benefits. A new pay structure schedule will become effective during the first pay period of 2022. Pay Grades 3 and 4 have an increased minimum and maximum salary. Also, Pages have been moved to Pay Grade 3. All the proposed changes have been accounted for in the 2022 Budget.

After full discussion and careful consideration of Resolution 61 – 2021, the resolution was adopted on the motion of Mr. Bigsbee, and seconded by Mr. Biederman, to approve Resolution 61 – 2021, the Annual Salary Resolution.

Resolution 61 – 2021 was approved on the following roll call vote:

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye

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

b. **Resolution 62 – 2021 (Approval for Additional Payments at the End of the Year)**

Ms. Galarce mentioned that due to a 2021 Budget surplus, Board-appointed and hourly employees in active status will be provided a one-time, extra compensation payment. Hourly employees and Pages will receive a \$300 payment, part-time employees will receive a \$500 payment and full-time employees will receive a \$1,000 payment on December 10, 2021.

Dr. Murtadha suggested that, in the future, we speak to the Library's Union before distributing funds.

After full discussion and careful consideration of Resolution 62 – 2021, the resolution was adopted on the motion of Ms. Tribble, and seconded by Dr. Murtadha, to approve Resolution 62 – 2021, the Approval for Additional Payments at the End of the Year.

Resolution 62 – 2021 was approved on the following roll call vote:

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye

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

7. Facilities Committee (Curtis W. Bigsbee, Chair; Dr. Khaula Murtadha, Rev. T. D. Robinson)

- a. **Resolution 63 – 2021** (Approval to Amend the Services Contract for Security and Alarm Response Services)

Mr. Helling discussed Resolution 63 – 2021.

He pointed out that the Library is currently under contract with Universal Protection Service, LLC, d/b/a Allied Universal Security Services (“Allied Universal”), successor by acquisition to G4S Secure Solutions (USA), Inc. Management recommends that the Library remain with Allied Universal through the end of our amended contract with the 90-day extension and accept the 2021-2022 Proposed Rate Schedule. The additional cost of this service will be funded from the Operating Fund and is within the approved appropriation for 2021.

He went on to advise that the Library has been working diligently to establish an in-house security team. We will continue to replace contracted security with Library Security Assistants at all of our locations, as is feasibly possible.

After full discussion and careful consideration of Resolution 63 – 2021, the resolution was adopted on the motion of Mr. Bigsbee, and seconded by Dr. Murtadha, to approve Resolution 63 – 2021, the Approval to Amend the Services Contract for Security and Alarm Response Services.

Resolution 63 – 2021 was approved on the following roll call vote:

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye

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

8. Library Foundation Update

Rev. Robinson reviewed the information contained in the November 2021 Update.

News

The Library Foundation wrapped up the 2021 Staff Campaign, “Going for Gold.” The preliminary total of \$22,486.45 was contributed by 132 Library and Foundation staff members. Thank you to all staff who participated. We would also like to thank the

following Library staff for serving on the staff campaign committee this year: Katie Bulloff, Mike Coghlan, Mike Ehret, Joan Emmert, Christopher Hogsett, Emilie Lynn, Olanike Olaniyi, Staci Terrell and Michelle Sharp. Included in your packet are testimonial emails the staff campaign members sent to all Library staff to encourage participation.

Donors

The Foundation thanks 251 donors who made gifts last month. The following are our top corporate and foundation contributors:

College Savings Bank
Ritz Charles, Inc.
Woodley Farra Manion Portfolio Management, Inc.

Program Support

This month, the Library Foundation is proud to provide more than \$52,000 for Library programs and initiatives. Examples of major initiatives supported include:

High School eBook Collection
100 Books Before Graduation
Simple and Affordable Plant Based Cooking

9. Report of the Interim Chief Executive Officer

Mr. Helling requested that the Board approve the Resolution Regarding Finances, Personnel and Travel that was included in their packet. He advised that there was nothing out of the ordinary this month.

1) Resolution Regarding Finances, Personnel and Travel (64 – 2021)

Rev. Robinson made the motion, which was seconded by Dr. Murtadha, to approve Resolution 64 – 2021, the Resolution Regarding Finances, Personnel and Travel.

Resolution 64 – 2021 was approved on the following roll call vote:

Mr. Biederman – Aye	Rev. Robinson – Aye
Mr. Bigsbee – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye

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

Mr. Helling went on to introduce and welcome the Library's new Diversity, Equity and Inclusion Officer, Keesha Hughes.

He then briefly discussed some information received from Melinda Mullican of the Library's Staff Association Scholarship Committee. He mentioned that staff member, Sylvia Robertson, a Technology Learning Specialist at Central Library, was being awarded the \$1,000 Spring Scholarship from the Committee. The recipient of the Committee's Fall Scholarship will be announced in January.

He then mentioned that last Saturday's Fall Fest was a great success. It featured the winners of the Slammin' Rhymes Poetry Contest. He acknowledged all the hard work done by the Library's African American History Committee to put on that program and he thanked the Steve Talley Family, as supporters of the Foundation through the Donna Talley Story Theater Fund. That Family made the event possible.

Mr. Helling was pleased to announce that the launch of the Digital Encyclopedia of Indianapolis ("DEOI") held at Central Library was an exciting and well-attended event. The Library partnered with The Polis Center at IUPUI on the DEOI and he hopes to be able to share more information and a demonstration about the DEOI at the next Board Meeting.

b. Interim CEO Roadmap – November 2021

The November 2021 Roadmap was provided to the Board. Mr. Helling pointed out that the red text is this month's updates to the Roadmap.

He then discussed some of the items in the CEO/Executive Committee section that included the following topics:

- Listening Efforts
- Office Hours in Branches
- Advisory Panel
- Q & A Form
- Directors Working in Branches
- Improving Communication Between the Union and Administration
- Servant Leadership Training
- Focusing on Strategic Plan
- EC Matrix
- Quarterly Reports
- Café Contract

UNFINISHED BUSINESS

10. None.

NEW BUSINESS

11. None.

AGENDA BUILDING

12. 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:

December, 2021 - Dr. Murtadha wanted more information relating to community engagement. As we were thinking about the facilities and how much data was brought back from surveys and discussions, etc., how do we do that work in ways that continue to grow and develop that footprint? For instance, in the newer branches, how do we determine, not just the headcount, but how do we pay attention to the kinds of things that are tied to the interest of the community, the collections, etc. Should we establish a short-term committee for the study of community engagement at some point?

Judge Salinas advised he had no problem with that suggestion. Dr. Murtadha should submit a proposal.

INFORMATION

13. Materials

None.

14. Board Meeting Schedule for 2021 (Notice and Place of Meeting) and Upcoming Events/Information

- a. **Board Meetings for 2021**– *Current calendar will be updated, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

15. Notice of Special Meetings

None.

16. Notice of Next Regular Meeting

Monday, December 13, 2021, at the Library Services Center, 2450 North Meridian Street, at 6:30 p.m.

17. Other Business

None.

18. Adjournment

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

The Chairman then declared the meeting adjourned at 7:25 p.m.

Raymond Biederman, Secretary to the Board



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
ANNUAL BOARD MEETING
NOVEMBER 22, 2021**

The Indianapolis-Marion County Public Library Board met in person at 2450 North Meridian Street, Indianapolis, Indiana and via Zoom on Monday, November 22, 2021 at 7:20 p.m., pursuant to notice given in accordance with the rules of the Board.

1. **Call To Order**

President Salinas presided as Chairman. Mr. Biederman acted as Secretary.

2. **Roll Call**

Board Members present: Mr. Biederman (Virtual), Mr. Bigsbee, Dr. Murtadha, Rev. Robinson (Virtual), Judge Salinas and Ms. Tribble.

Members absent: Ms. Payne.

The Chairman announced that a quorum was present and that the meeting was duly constituted.

3. **Election Of Officers**

President Salinas noted that the first matter on the Agenda for the Annual Meeting is the election of Officers. Pursuant to the By-Laws, our Officers are elected for one (1) year terms and the term of office for each of our current Officers ends December 31, 2021. The term for these Officer elections will be from January 1, 2022 to December 31, 2022. Election of Officers is to be accomplished by nomination and roll call. He announced that we would now commence that process.

a. **President**

Dr. Murtadha nominated Mr. Bigsbee for President.

Mr. Bigsbee declined the nomination for President.

At this time, Ms. Tribble nominated Judge Salinas for President.

There were no other nominations from the floor and the nominations were closed.

At this time, a roll call vote was taken on the nomination of Judge Salinas for President. On the "yes" votes of Mr. Biederman, Mr. Bigsbee, Rev. Robinson, Judge Salinas and Ms. Tribble, Judge Salinas was approved as President for the coming year.

It was noted that Dr. Murtadha abstained from the vote.

b. Vice President

Dr. Murtadha nominated Mr. Bigsbee for Vice President.

There were no other nominations from the floor and the nominations were closed.

At this time, a roll call vote was taken on the nomination of Mr. Bigsbee for Vice President. On the “yes” votes of Mr. Biederman, Mr. Bigsbee, Dr. Murtadha, Rev. Robinson, Judge Salinas and Ms. Tribble, Mr. Bigsbee was unanimously approved as Vice President for the coming year.

c. Secretary

Mr. Bigsbee nominated Mr. Biederman for Secretary.

There were no other nominations from the floor and the nominations were closed.

At this time, a roll call vote was taken on the nomination of Mr. Biederman for Secretary. On the “yes” votes of Mr. Biederman, Mr. Bigsbee, Dr. Murtadha, Rev. Robinson, and Judge Salinas and Ms. Tribble, Mr. Biederman was approved as Secretary for the coming year.

d. Treasurer

Mr. Bigsbee nominated Carolyn Adams, the Library’s Interim Chief Financial Officer, for Treasurer.

There were no other nominations from the floor and the nominations were closed.

At this time, a roll call vote was taken on the nomination of Ms. Carolyn Adams for Treasurer. On the “yes” votes of Mr. Biederman, Mr. Bigsbee, Dr. Murtadha, Rev. Robinson, Judge Salinas and Ms. Tribble, Ms. Adams was unanimously approved as Treasurer for the coming year.

4. Annual Resolution 65 – 2021 with By-Laws

President Salinas commented that annually the Board approves its Annual Resolution to approve, confirm or reauthorize those matters that are addressed annually. A copy of the current By-Laws is also attached. There are no proposed changes to the current form of the By-Laws, and as part of the Annual Resolution, the By-Laws are being reaffirmed and approved in their current form.

After full discussion and careful consideration, Annual Resolution 65 – 2021 with By-Laws, was adopted on the motion of Mr. Bigsbee, seconded by Mr. Biederman, and the “yes” votes of Mr. Biederman, Mr. Bigsbee, Dr. Murtadha, Rev. Robinson, Judge Salinas and Ms. Tribble.

Motion carried.

The Annual Resolution with By-Laws is appended to, and made a part of, these minutes.

5. **Adjournment**

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

The Chairman declared the Annual Meeting adjourned at 7:30 p.m.

Raymond Biederman, Secretary to the Board



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE SPECIAL MEETING
AUGUST 10, 2021**

The Indianapolis-Marion County Public Library Board met in person at the Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana on Tuesday, August 10, 2021, at 6:35 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

President Salinas presided as Chairman. Secretary Biederman was present.

2. Roll Call

Members present: Mr. Biederman, Mr. Bigsbee, Dr. Murtadha, Ms. Payne, Rev. Robinson, Judge Salinas and Ms. Tribble.

The Chairman announced that a quorum was present and that the meeting was duly constituted.

3. Finance Committee

a. President Salinas will Convene a Public Hearing:

Judge Salinas announced that this Public Hearing was being held to consider the Library’s 20221 Budget.

1) To consider the 2022 Library Budget as advertised on July 30 and August 6, 2021 in the *Indianapolis Star* and July 30 and August 6, 2021 in the *Court and Commercial Record*.

a) 2022 Budget Materials and Presentation

The Library’s Chief Financial Officer, Ije Dike-Young, provided a 2022 Budget Book to the Board members.

She then went on to present and review the Library’s 2022 Budget PowerPoint presentation.

Ms. Dike-Young read the Library’s Mission and Vision as follows:

Mission – The Indianapolis Public Library enriches everyone and strengthens communities by inspiring lifelong learning.

Vision – To be a center of knowledge, community life and innovation for Indianapolis.

Then, she shared information on the topics listed below:

- 1) Organizational Structure
- 2) 2022 Key Budget Dates
- 3) Library Funds
- 4) 2021-2023 Strategic Plan
- 5) Proposed 2022 Budget Summary Annually Appropriated Funds
- 6) 2022 Budget Priorities
- 7) Budget Challenges
- 8) How Do We Serve? The Library At A Glance, 2020
- 9) 2022 Budget Operating Fund
- 10) Budget vs. Actual
- 11) Revenues - \$48,996,348
- 12) Salaries and Benefits – 60% of Budget - \$31,208,200
- 13) Supplies – 2% of Budget - \$1,258,678
- 14) Other Services and Charges – 26% of Budget - \$13,326,902
- 15) Collection Materials/Other Capital Outlay – 12% of Budget - \$6,512,296
- 16) Capital and Debt Funds Debt Service - \$16,571,721
- 17) Updates on Branch Projects
- 18) Long Term Debt Service Plan
- 19) 2022 Budget – Other Funds: Rainy Day - \$3,000,000/LIRF - \$250,000
- 20) 2022 Advertised Information Based on Estimated AV
- 21) 2022 Anticipated Tax Rate Based on Certified NAV
- 22) Rat History
- 23) Proposed 2022 Budget, Tax Levy, and Tax Rate
- 24) Property Tax Distribution

2) **Invite Public Comment from the Audience**

President Salinas invited public comment at this time.

There were no comments.

President Salinas Will Consider a Motion to Close the Public Hearing

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

Motion carried.

The Public Hearing was closed at this time.

b. **President Salinas will Convene a Public Hearing:**

Judge Salinas announced that this Public Hearing was being held to discuss the amended and restated preliminary determination and additional appropriations for the Glendale and Fort Ben Projects.

- 1) **First consolidated public hearings on the amended and restated preliminary determination and additional appropriation for the Glendale and Fort Ben Projects.**

Ms. Dike-Young announced that due to the delays in construction and the increase in costs, the budgets for both projects have risen and the Library needs to allocate

additional funds for both the Glendale and Fort Ben Projects.

At this time, Ms. Dike-Young introduced Belvia Gray, Principal and Jason Tanselle, Director, from Baker Tilly who gave a presentation about the 2021-2022 Energy Conservation & District-Wide Long-Term Capital Maintenance & Equipping Project Bonds and the 2022-2023 Energy Conservation & District-Wide Long-Term Capital Maintenance & Equipping Project Bonds.

From the Baker Tilly presentation, Ms. Gray reviewed the Library's "Total Outstanding Annual Debt Service Payments." She then explained the "Summary of Bond Issues" which set out information for the 2021-2022 Energy Conservation and District-Wide Long-Term Capital Maintenance and Equipping Project Bonds and the 2022 -2023 Energy Conservation and District-Wide Long-Term Capital Maintenance and Equipping Project Bonds which set out the Estimated Maximum Borrowing Amount as \$5,575,000, the Estimated Repayment Term of two (2) years and the Estimated Maximum Interest Expense of \$216,894. She then explained the \$14,850,000 2021 Bonds – Glendale and the \$13,660,000 2021 Bonds – Fort Ben.

Jeffery Qualkinbush of Barnes & Thornburg, the Library's Bond Counsel, addressed the Board.

Mr. Qualkinbush explained the legal process surrounding the bonds for Glendale and Fort Ben. He noted that due to COVID and other reasons, the projects had been pushed back. When the bond funding was done initially, the interest rates were approximately 4.2%. The interest rates have dropped and the rates will now be approximately 1.3% on the bonds. He anticipates those low rates staying where they are. They are the lowest he's seen in 30 years.

After some inquiries from Board members, he advised that he does not recommend changing the scope of the projects at this time. If the Library finds it necessary, he would suggest going out for another small bond issue after the projects are completed.

The closing on these bonds would be done in December.

2) **Invite Public Comment from the Audience**

President Salinas invited public comment at this time.

There were no comments.

President Salinas Will Consider a Motion to Close the Public Hearing

Mr. Bigsbee made a motion to close the Public Hearing. Rev. Robinson seconded the motion.

Motion carried.

4. **Other Business**

None.

5. **Adjournment**

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

The Chairman declared the Special Meeting adjourned at 7:30 p.m.

Raymond Biederman, Secretary to the Board

CERTIFICATION

I, Raymond J. Biederman, Secretary to the Board, of the Indianapolis-Marion County Public Library, hereby certify that the foregoing minutes are true and correct.

Raymond Biederman, Secretary to the Board



**Indianapolis-Marion County Public Library
Report of the Treasurer for November 2021
Prepared by Accounting for the December 13, 2021 Board Meeting**

5a

Table of Contents

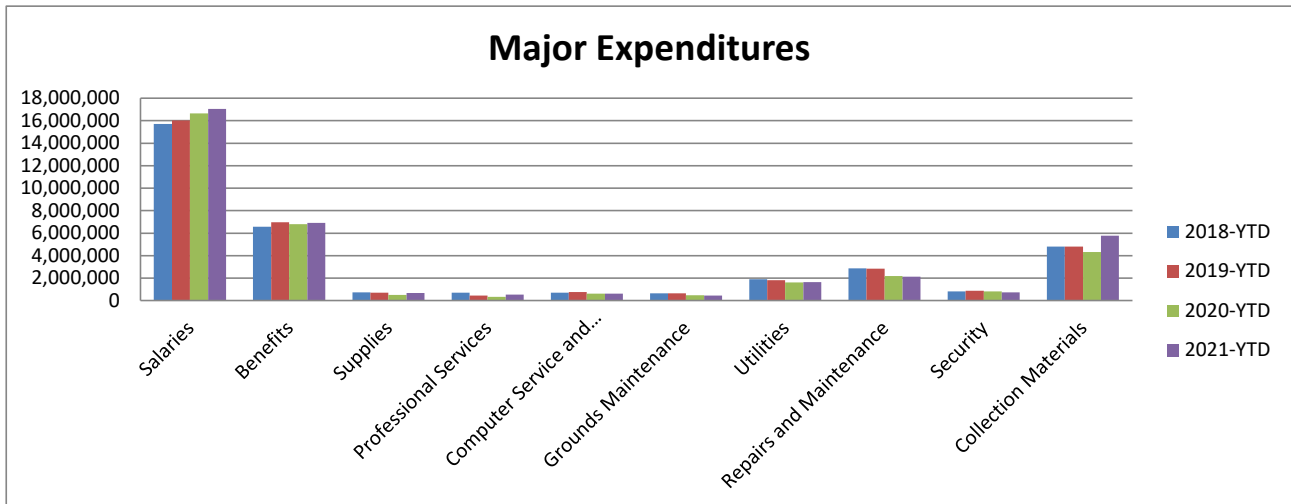
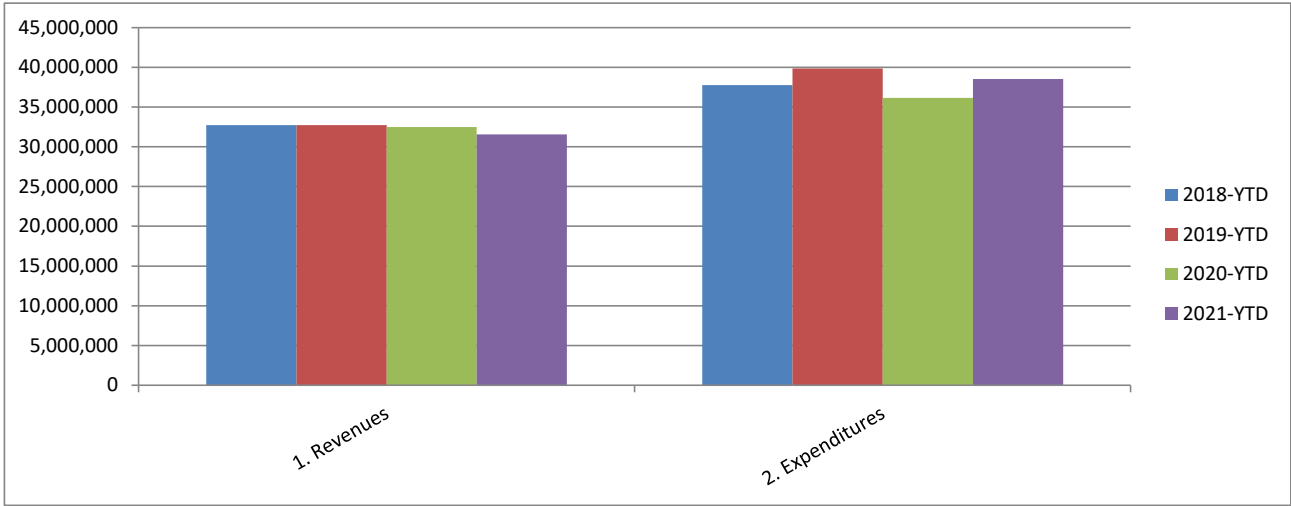
Operating Fund Revenues and Expenditures	1
Operating Fund – Charts	2
Operating Fund – Detailed Income Statement	3
Operating Fund – Cashflow Projections	7
Status of the Treasury – Cash Balances	8
Status of the Treasury – Investment Report	9
Bond and Interest Funds – Detailed Income Statement	10
Rainy Day Fund – Detailed Income Statement	11
Library Improvement Reserve Fund – Detailed Income Statement	12
Parking Garage – Detailed Income Statement	13
Shared System - Detailed Income Statement	14
Gift & Grant Fund - Detailed Income Statement	15
Summary of Construction Fund Cash Balances	19

**Indianapolis-Marion County Public Library
Operating Fund Revenues and Expenditures
Month Ended November 30, 2021**

Revenue		Annual			% Budget Received
		2021 Revised Budget	Actual MTD 11/30/2021	Actual YTD 11/30/2021	
Property Taxes	31	37,083,732	2,196,000	24,131,648	65%
Intergovernmental	33	7,436,719	412,373	6,132,494	82%
Fines & Fees	35	165,918	8,527	108,476	65%
Charges for Services	34	555,491	32,422	435,722	78%
Miscellaneous	36	882,878	15,346	731,485	83%
Total		46,124,738	2,664,667	31,539,825	68%

Expenditures		Annual			% Budget Spent
		2021 Revised Budget	Actual MTD 11/30/2021	Actual YTD 11/30/2021	
Personal Services & Benefits	41	29,499,872	2,060,572	23,970,342	81%
Supplies	42	1,523,293	86,167	685,617	45%
Other Services and Charges	43	16,915,175	1,327,282	11,046,053	65%
Capital Outlay	44	3,688,122	545,888	2,809,546	76%
Total		51,626,462	4,019,909	38,511,558	75%

**Indianapolis-Marion County Public Library
Chart Overview
Month Ended November 30, 2021**



Indianapolis-Marion County Public Library
Fund 101- Operating Fund - Detailed Income Statement
Month Ended November 30, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	45,409,231	45,409,231	2,196,000	24,131,648	-	21,277,583
311300 PROPERTY TAX CAPS	(9,161,750)	(8,325,499)	-	-	-	(8,325,499)
TAXES Total	36,247,481	37,083,732	2,196,000	24,131,648	-	12,952,084
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	395,000	395,000	48,762	274,816	-	120,184
335100 FINANCIAL INSTITUTION TAX REV	298,260	298,260	-	160,880	-	137,380
335200 LICENSE EXCISE TAX REVENUE	2,585,701	2,585,701	-	1,523,346	-	1,062,355
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	3,533,369	-	321,215
335500 COUNTY OPTION INCOME TAX	-	-	42,395	485,310	-	(485,310)
335700 COMMERCIAL VEHICLE TAX REVENUE	273,734	273,734	-	144,155	-	129,579
339000 IN LIEU OF PROP. TAX	29,440	29,440	-	10,619	-	18,821
INTERGOVERNMENTAL Total	7,436,719	7,436,719	412,373	6,132,494	-	1,304,225
CHARGES FOR SERVICES						
347601 PUBLIC PRINTING REVENUE	303,631	303,631	22,552	264,911	-	38,720
347602 FAX TRANSMISSION REVENUE	62,553	62,553	8,648	103,075	-	(40,522)
347603 PROCTORING EXAMS	3,469	3,469	24	487	-	2,982
347604 PLAC CARD DISTRIBUTION REVENUE	55,000	55,000	-	20,257	-	34,743
347605 USAGE FEE REVENUE	2,520	2,520	20	9,263	-	(6,743)
347606 SET-UP & SERVICE - TAXABLE	17,888	17,888	150	8,588	-	9,301
347607 SET-UP & SERVICE - NON-TAXABLE	14,420	14,420	(300)	4,340	-	10,080
347608 SECURITY SERVICES REVENUE	19,784	19,784	600	4,810	-	14,974
347609 EVENT SECURITY	-	-	120	3,216	-	(3,216)
347620 CAFE REVENUE	10,000	10,000	608	3,945	-	6,055
347621 CATERING REVENUE	66,226	66,226	-	12,831	-	53,395
CHARGES FOR SERVICES Total	555,491	555,491	32,422	435,722	-	119,769
FINES						
351200 FINES	153,000	153,000	7,555	100,074	-	52,926
351201 OTHER CARD REVENUE	1,163	1,163	455	2,332	-	(1,169)
351202 HEADSET REVENUE	5,708	5,708	215	2,223	-	3,485
351203 USB REVENUE	4,479	4,479	220	2,943	-	1,536
351204 LIBRARY TOTES	1,568	1,568	82	903	-	665
FINES Total	165,918	165,918	8,527	108,476	-	57,442
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	2,500	2,500	497	20,986	-	(18,486)
360001 REVENUE ADJUSTMENT	-	-	(86)	-	-	-
361000 INTEREST INCOME	90,000	90,000	2,620	33,761	-	56,239
362000 FACILITY RTL REV - TAXABLE	128,422	128,422	10,777	85,727	-	42,695
362001 FACILITY RENTAL REV - NONTAX	36,539	36,539	820	2,120	-	34,419
362002 EQUIPMENT RENTAL REV - TAXABLE	18,064	18,064	500	6,175	-	11,889
362003 EQUIPMENT RENTAL REV - NONTAX	2,353	2,353	-	-	-	2,353
367004 OTHER GRANTS	225,000	225,000	-	225,000	-	-
MISCELLANEOUS Total	502,878	502,878	15,128	373,769	-	129,109
OTHER FINANCING SRCS						
392100 SALE OF SURPLUS PROPERTY	-	-	-	193,274	-	(193,274)

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
396000 REFUNDS	5,000	5,000	-	22,012	-	(17,012)
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	218	118,377	-	56,623
399001 INSURANCE REIMBURSEMENTS	200,000	200,000	-	24,052	-	175,948
OTHER FINANCING SRCS Total	380,000	380,000	218	357,716	-	22,284

REVENUE Total	45,288,487	46,124,738	2,664,667	31,539,825	-	14,584,913
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EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	18,522,517	18,581,795	1,317,466	16,158,615	-	2,423,180
412000 SALARIES HOURLY STAFF	1,805,589	1,784,497	80,631	904,111	-	880,385
413000 WELLNESS	45,000	45,000	7,306	25,391	1,079	18,530
413001 LONG TERM DISABILITY INSURANCE	44,957	55,157	4,412	50,623	-	4,534
413002 EMPLOYEE ASSISTANCE PROGRAM	23,970	23,970	-	14,400	4,800	4,770
413003 TUITION ASSISTANCE	30,000	30,000	-	8,449	-	21,551
413100 FICA AND MEDICARE	1,555,100	1,558,021	106,587	1,243,665	-	314,356
413300 PERF/INPRS	2,630,197	2,630,197	286,394	2,247,958	-	382,239
413400 UNEMPLOYMENT COMPENSATION	20,000	23,463	-	16,477	3,385	3,601
413500 MEDICAL & DENTAL INSURANCE	4,737,323	4,728,044	254,945	3,270,633	12,500	1,444,910
413600 GROUP LIFE INSURANCE	39,729	39,729	2,831	30,021	-	9,708
PERSONAL SERVICES Total	29,454,382	29,499,872	2,060,572	23,970,342	21,764	5,507,766

SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	710,120	608,615	25,015	294,155	145,481	168,979
421600 LIBRARY SUPPLIES	106,000	105,148	14,184	68,990	35,075	1,083
421700 DEPARTMENT OFFICE SUPPLIES	320,020	334,419	26,145	200,667	12,668	121,084
422210 GASOLINE	44,880	46,197	1,608	14,510	10,739	20,948
422250 UNIFORMS	8,160	9,311	233	3,407	3,340	2,565
422310 CLEANING & SANITATION	169,950	179,244	18,982	82,662	5,532	91,050
429001 NON CAPITAL FURNITURE & EQUIP	240,360	240,360	-	21,227	186,995	32,138
SUPPLIES Total	1,599,490	1,523,293	86,167	685,617	399,830	437,847

OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	219,000	279,000	39,646	234,300	10,840	33,860
431500 CONSULTING SERVICES	278,320	803,489	24,157	312,121	372,266	119,103
432100 FREIGHT & EXPRESS	7,070	7,674	-	4,761	1,254	1,660
432200 POSTAGE	65,265	71,523	-	35,712	-	35,811
432300 TRAVEL	33,280	33,280	270	2,096	-	31,184
432400 DATA COMMUNICATIONS	278,400	279,600	19,658	247,824	16,920	14,856
432401 CELLULAR PHONE	10,890	10,890	844	9,204	-	1,686
432500 CONFERENCES	132,000	55,900	874	5,787	2,500	47,613
432501 IN HOUSE CONFERENCE	78,000	158,000	5,570	88,697	20,960	48,343
433100 OUTSIDE PRINTING	154,000	125,106	6,076	70,343	11,668	43,095
433200 PUBLICATION OF LEGAL NOTICES	1,810	1,810	-	1,396	-	414
434100 WORKER'S COMPENSATION	172,612	112,612	14,661	79,309	-	33,303
434200 PACKAGE	268,854	187,812	40,089	170,912	-	16,901
434201 EXCESS LIABILITY	11,514	18,049	5,005	18,049	-	-
434202 AUTOMOBILE	21,797	21,967	5,599	21,967	-	-
434500 OFFICIAL BONDS	1,112	1,112	975	975	-	137
434501 PUBLIC OFFICIALS & EE LIAB	17,798	22,136	-	22,136	-	-
434502 BROKERAGE FEE	20,000	20,000	-	10,000	10,000	-
435100 ELECTRICITY	1,236,709	1,359,751	74,533	763,301	454,554	141,896
435200 NATURAL GAS	167,793	189,305	3,252	97,031	34,469	57,805
435300 HEAT/STEAM	408,194	434,418	15,327	201,562	172,681	60,175
435400 WATER	87,574	94,034	4,804	43,715	42,745	7,574
435401 COOLING/CHILLED WATER	564,737	587,190	45,589	457,084	95,369	34,737
435500 STORMWATER	28,512	28,512	113	23,610	113	4,790
435900 SEWAGE	100,725	106,497	4,740	42,454	59,498	4,545

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
436100 REP & MAINT-STRUCTURE	746,361	732,541	86,564	504,051	218,534	9,957
436101 ELECTRICAL	487,437	550,371	-	244,396	113,126	192,849
436102 PLUMBING	102,000	103,025	648	52,672	4,492	45,861
436103 PEST SERVICES	35,700	38,646	-	12,914	14,032	11,700
436104 ELEVATOR SERVICES	139,740	215,931	6,983	150,157	38,410	27,364
436110 CLEANING SERVICES	1,176,936	1,256,067	5,355	786,630	279,716	189,721
436200 REP & MAINT-EQUIPMENT	221,340	174,166	7,263	120,569	24,398	29,199
436201 REP & MAINT-HEATING & AIR	476,340	517,452	3,256	226,518	169,114	121,821
436202 REP & MAINT -AUTO	64,260	67,431	1,664	35,082	14,065	18,284
436203 REP & MAINT-COMPUTERS	355,100	355,100	117,114	297,442	22,807	34,851
437200 EQUIPMENT RENTAL	86,908	86,908	5,752	55,952	-	30,956
437300 REAL ESTATE RENTAL	343,575	343,575	44,306	262,365	8,750	72,460
439100 CLAIMS, AWARDS, INDEMNITIES	25,750	25,750	-	-	-	25,750
439600 TRASH REMOVAL	71,404	74,293	-	62,783	11,344	166
439601 SNOW REMOVAL	419,910	443,284	-	235,600	46,509	161,175
439602 LAWN & LANDSCAPING	343,082	343,082	5,164	165,829	19,792	157,462
439800 DUES & MEMBERSHIPS	58,230	60,912	380	48,550	-	12,362
439901 COMPUTER SERVICES	366,100	441,900	3,902	219,500	47,719	174,682
439902 PAYROLL SERVICES	140,000	140,000	8,632	100,585	-	39,415
439903 SECURITY SERVICES	1,255,543	1,281,581	48,586	740,868	330,980	209,733
439904 BANK FEES/CREDIT CARD FEES	66,950	66,950	6,304	61,703	-	5,247
439905 OTHER CONTRACTUAL SERVICES	679,376	670,374	49,765	478,925	82,286	109,163
439906 RECRUITMENT EXPENSES	29,000	29,000	-	21,772	-	7,228
439907 EVENTS & PR	54,200	97,980	1,259	52,358	2,440	43,182
439910 PROGRAMMING	77,500	79,447	6,226	20,296	5,359	53,792
439911 PROGRAMMING-JUV.	150,000	151,963	17,225	38,659	15,791	97,512
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	-	-	-	25,000
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	-	-	5,000
439930 MATERIALS CONTRACTUAL	3,100,000	3,497,780	589,152	3,085,536	-	412,244
451100 AUDIT FEES	15,000	30,000	-	-	15,000	15,000
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES TOTAL	15,483,708	16,915,175	1,327,282	11,046,053	2,790,500	3,078,621
CAPITAL						
443500 BUILDING	-	9,481	(3,049)	-	-	9,481
445100 CAPITAL - FURNITURE	-	30,200	-	8,113	11,762	10,325
445200 VEHICLES	-	42,257	-	42,257	-	-
445301 COMPUTER EQUIPMENT	270,500	262,300	-	66,475	163,938	31,888
449000 BOOKS & MATERIALS	3,160,296	3,323,883	548,938	2,692,701	-	631,183
449001 PERIODICALS & NEWSPAPERS	-	-	-	-	-	-
449200 ART & EXHIBITS	-	20,000	-	-	19,500	500
CAPITAL Total	3,430,796	3,688,122	545,888	2,809,546	195,200	683,377
EXPENSE Total	49,968,376	51,626,462	4,019,909	38,511,558	3,407,294	9,707,611

**Indianapolis-Marion County Public Library
Cashflow Projections - Operating Fund
January 1 - December 31, 2021**

	Actual January	Actual February	Actual March	Actual April	Actual May	Actual June	Actual July	Actual August	Actual September	Actual October	Actual November	Projected December	Projected Y-T-D	Revised Budget	Variance	
Beginning Balance	\$ 31,372,728	\$ 28,770,156	\$ 26,116,172	\$ 23,403,072	\$ 20,269,203	\$ 20,417,636	\$ 36,363,428	\$ 33,434,513	\$ 30,785,937	\$ 27,626,071	\$ 25,759,641	\$ 24,404,359	\$ 31,372,728	\$ 31,372,728		
Receipts:																
PROPERTY TAX	311000	-	-	1,011,209	2,765,965	16,731,874	-	-	-	1,426,600	2,196,000	12,115,833	36,247,481	36,247,481	-	
PROPERTY TAX CAPS	311300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
E-RATE REVENUE	332200	16,128	14,414	14,414	24,139	60,188	14,414	35,945	18,846	13,151	48,762	14,442	289,458	395,000	(105,542)	
FINANCIAL INSTITUTION TAX REV	335100	-	-	-	-	140,880	-	-	-	-	-	166,430	327,310	298,260	29,050	
LICENSE EXCISE TAX REVENUE	335200	-	-	-	-	1,523,346	-	-	-	-	-	1,347,376	2,870,722	2,585,701	285,021	
LOCAL OPTION INCOME TAX	335400	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	3,854,584	3,854,584	-	
COUNTY OPTION INCOME TAX	335500	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	527,705	527,705	-	
COMMERCIAL VEHICLE TAX REVENUE	335700	-	-	-	-	144,155	-	-	-	-	-	144,824	268,979	273,734	15,245	
IN LIEU OF PROP. TAX	339000	-	-	-	-	10,619	-	-	-	-	-	13,768	24,386	29,440	(5,054)	
COPY MACHINE REVENUE	347600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
PUBLIC PRINTING REVENUE	347601	17,650	19,041	26,898	26,710	24,956	23,842	26,107	26,436	27,124	23,575	22,552	22,981	287,892	303,631	(15,739)
FAX TRANSMISSION REVENUE	347602	6,914	7,884	10,922	9,575	8,580	10,594	10,263	11,236	9,963	8,648	5,639	108,714	62,553	46,161	
PROCTORING EXAMS	347603	-	25	4	131	26	77	100	15	60	25	24	669	1,156	3,469	(2,313)
PLAC CARD DISTRIBUTION REVENUE	347604	-	-	-	-	20,257	-	-	-	-	-	-	20,257	55,000	(34,743)	
USAGE FEE REVENUE	347605	40	-	20	-	20	40	-	8,943	20	20	520	7,783	2,520	7,263	
SET-UP & SERVICE - TAXABLE	347606	-	-	-	200	-	980	2,650	250	2,100	2,258	150	1,750	10,338	17,888	(7,551)
SET-UP & SERVICE - NON-TAXABLE	347607	-	-	-	300	-	350	750	250	890	2,100	(300)	4,340	14,420	(10,080)	
SECURITY SERVICES REVENUE	347608	-	(200)	-	120	-	600	1,530	480	930	600	120	4,930	19,784	(14,854)	
EVENT SECURITY	347609	-	-	-	-	-	240	840	-	1,080	936	120	-	3,216	3,216	
PARKING REVENUE	347610	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CAFE REVENUE	347620	235	154	153	273	239	404	554	540	540	608	201	4,146	10,000	(5,854)	
CATERING REVENUE	347621	-	-	-	-	199	2,426	1,105	6,108	2,993	4,630	17,460	66,226	48,766	(17,460)	
FINES	351200	5,300	5,657	10,485	9,943	9,376	12,000	10,038	10,532	8,254	7,555	10,000	110,074	153,000	(42,926)	
OTHER CARD REVENUE	351201	65	-	65	455	130	260	585	(268)	325	455	-	2,332	1,163	1,169	
HEADSET REVENUE	351202	99	107	141	144	174	258	308	238	260	280	215	230	2,453	5,708	(3,255)
USB REVENUE	351203	229	187	336	322	243	248	246	372	318	224	220	300	3,243	4,479	(1,236)
LIBRARY TOYS	351204	2	21	69	73	105	200	82	81	103	82	70	973	1,568	(595)	
MISCELLANEOUS REVENUE	360000	20	59	123	44	5,659	23	59	12,558	168	1,776	497	200	21,186	2,500	18,686
REVENUE ADJUSTMENT	360001	-	-	-	-	-	-	-	-	-	86	(86)	-	-	-	
INTEREST INCOME	361000	3,797	3,235	3,412	3,320	3,402	3,224	2,707	2,702	2,624	2,719	2,620	3,000	36,761	90,000	(53,239)
FACILITY RTL REV - TAXABLE	362000	1,119	7,510	4,395	9,017	2,903	5,743	14,254	8,954	2,078	18,977	10,777	5,800	91,527	128,422	(36,895)
FACILITY RENTAL REV - NONTAX	362001	-	(1,575)	(1,925)	-	-	-	-	575	1,751	2,474	820	2,055	4,175	36,539	(32,364)
EQUIPMENT RENTAL REV - TAXABLE	362002	200	-	-	-	-	570	1,500	-	1,800	1,605	500	1,110	7,285	18,064	(10,779)
EQUIPMENT RENTAL REV - NONTAX	362003	-	-	-	-	-	-	-	-	-	-	-	300	300	-	
FOUNDATION CONTRIBUTION	367000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
OTHER GRANTS	367004	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TRANSFER IN	391000	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000	225,000	
SALE OF SURPLUS PROPERTY	392100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
REFUNDS	396000	-	-	-	-	6,004	-	-	-	-	-	-	193,274	-	193,274	
REIMBURSEMENT FOR SERVICES	399000	71,621	4,890	185	-	27,390	18,675	-	-	-	(24,052)	-	800	22,812	17,812	
INSURANCE REIMBURSEMENTS	399001	-	-	-	-	10,927	-	-	-	850	29,686	218	2,000	120,377	175,000	(54,623)
	-	-	-	-	-	-	-	-	-	24,052	-	-	24,052	200,000	(175,948)	
Total Receipts	487,030	425,019	433,308	1,449,882	3,293,067	19,073,125	452,588	701,880	460,264	2,098,996	2,664,667	14,228,858	45,768,683	45,288,487	480,193	
Expenditures:																
PERSONAL SERVICES & BENEFITS	41	2,010,731	2,240,418	1,985,043	2,824,513	1,967,224	1,940,637	1,997,192	2,033,152	2,146,855	2,764,005	2,060,572	2,739,235	26,709,577	29,499,876	2,790,299
SUPPLIES	42	45,318	48,724	51,912	38,991	52,233	87,684	67,185	46,764	103,515	57,124	86,167	188,268	873,885	1,687,573	813,688
OTHER SERVICES AND CHARGES	43	958,955	792,243	1,071,506	1,351,239	814,447	833,782	1,089,092	815,335	1,031,482	960,691	1,327,282	2,359,961	13,406,015	16,931,335	3,525,321
LIBRARY MATERIALS CAPITAL OUTLAY	44	74,598	1,325	105,787	301,013	311,900	264,682	227,362	447,936	345,447	183,607	545,888	741,576	3,551,122	3,551,122	-
Total Expenditures	3,089,602	3,082,709	3,214,249	4,515,757	3,145,804	3,126,785	3,380,830	3,343,187	3,627,299	3,965,426	4,019,909	6,029,040	44,540,598	51,669,906	7,129,308	
Change in Payables/Petty Cash/Correction* Transfer Out	-	3,707	67,842	(67,994)	1,170	(548)	(672)	(7,270)	7,170	-	(40)	-	3,364	-	-	
Ending Balance	\$ 28,770,156	\$ 26,116,172	\$ 23,403,072	\$ 20,269,203	\$ 20,417,636	\$ 36,363,428	\$ 33,434,513	\$ 30,785,937	\$ 27,626,071	\$ 25,759,641	\$ 24,404,359	\$ 32,604,178	\$ 32,604,178	\$ 24,991,310		

Indianapolis-Marion County Public Library
Receipts & Disbursements
Month Ended November 30, 2021

FUND	CASH AND	RECEIPTS	DISBURSEMENTS	CASH AND
	INVESTMENTS			INVESTMENTS
	10/31/2021			11/30/2021
101 Total Operating	25,759,642	2,664,667	4,019,949	24,404,360
104 Total Fines	4	43,731	43,731	4
226 Total Parking Garage	653,315	2,838	11,015	645,138
230 Total Grant	649,418	44,114	28,403	665,129
245 Total Rainy Day	4,297,346	18,855	9,327	4,306,874
270 Total Shared System	217,080	1,702	7,202	211,580
276 Total Cares Grant Fund	-	-	-	-
277 Total ARP Grant	-	-	6,409	(6,409)
301 Total BIRF 1	721,863	185	-	722,048
321 Total BIRF 2	752,957	-	-	752,957
471 Total Library Improvement Reserve Fund	2,431,698	302	-	2,432,000
472 Total Construction	-	-	-	-
474 Total 2014 Multi-Branch Fac Improv	-	-	-	-
475 Total 2015 Bond RFID Books & Materials	-	-	-	-
476 Total 2016 Bond - Michigan Rd	3,986	-	3,986	-
477 Total 2017A Bond - Brightwood	17,401	-	17,401	-
478 Total 2017B Bond - Eagle	480,612	-	-	480,612
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	1,149,037	-	2,298	1,146,739
480 Total 2018 BBond - West Perry Branch	1,245,011	-	679,313	565,698
481 Total 2019 Bond - LAW WAY Renovation	11,457	-	-	11,457
482 Total 2020 Bond - Fac Renov Equip Acq	3,569,277	-	96,666	3,472,611
483 Total 2021A Bond Glendale BR	-	144,250	-	144,250
484 Total 2021B Bond FT Harrison BR	-	133,150	-	133,150
485 Total 2021C Bond Energy Cons	-	54,000	-	54,000
800 Total Gift	2,315,669	63,090	245,732	2,133,027
806 Total Payroll Liabilities	106,491	103,913	141,786	68,617
812 Total Foundation Agency Fund	2,031	389	705	1,715
813 Total Staff Association Agency Fund	31	-	-	31
814 Total Sales Tax Agency Fund	1,814	778	1,887	705
815 Total PLAC Card Revenue Agency Fund	21,682	3,445	12,480	12,647
Grand Total	44,407,823	3,279,410	5,328,293	42,358,940

**Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
Month Ended November 30, 2021**

Chase Savings Account

	Balance November 30, 2021	Interest Earned November 30, 2021
Operating Fund	\$ 2,002,956	\$ 16
Grant Fund	\$ 193,395	\$ -
Parking Garage	\$ 409,265	\$ 3
Bond & Interest Redemption Fd	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 13,386	\$ -
Rainy Day Fund	\$ 404,784	\$ 3
Gift Fund	\$ 86	\$ 2
Total Chase Savings Account	\$ 3,023,871	\$ 24

The average savings account rate for November was 0.01%

Previous Month's Chase Savings Account Activity

	Balance October 31, 2021	Interest Earned October 31, 2021
Operating Fund	\$ 2,002,939	\$ 17
Grant Fund	\$ 193,395	\$ -
Parking Garage	\$ 409,262	\$ 3
Bond & Interest Redemption Fd	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 13,386	\$ -
Rainy Day Fund	\$ 404,780	\$ 3
Gift Fund	\$ 85	\$ 2
Total Chase Savings Account	\$ 3,023,847	\$ 25

The average savings account rate for October was 0.01%

Fifth Third Bank Investment Account

	Balance November 30, 2021	Interest Earned November 30, 2021
Library Improvement Reserve Fd	\$ 2,230,576	\$ 302
Rainy Day Fund	\$ 3,461,448	\$ 469
Total Fifth Third Bank	\$ 5,692,024	\$ 771

The average investment account rate for November was 0.16%

Previous Month's Fifth Third Bank Investment Account

	Balance October 31, 2021	Interest Earned October 31, 2021
Library Improvement Reserve Fd	\$ 2,230,273	\$ 160
Rainy Day Fund	\$ 3,460,979	\$ 248
Total Fifth Third Bank	\$ 5,691,253	\$ 409

The average investment account rate for October was 0.09%

Hoosier Fund Account Income

	Balance November 30, 2021	Interest Earned November 30, 2021
Operating Fund	\$ 8,685,736	\$ 2,237
Rainy Day Fund	\$ 179,906	\$ 44
2017A Brightwood Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ 162,846	\$ -
2018A Multi-Project Fund	\$ 751,796	\$ -
Bond & Interest Redemption Fd	\$ 28,108	\$ 185
2019 Lawrence/Wayne Project Fund	\$ -	\$ -
Total Hoosier Fund Account	\$ 9,808,392	\$ 2,467

The average Hoosier Fund account rate for November was 0.30%

Previous Month's Hoosier Fund Account Income

	Balance October 31, 2021	Interest Earned October 31, 2021
Operating Fund	\$ 8,683,498	\$ 2,362
Rainy Day Fund	\$ 179,862	\$ 46
2017A Brightwood Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ 562,846	\$ -
2018A Multi-Project Fund	\$ 751,796	\$ -
Bond & Interest Redemption Fd	\$ 27,923	\$ 192
2019 Lawrence/Wayne Project Fund	\$ -	\$ -
Total Hoosier Fund Account	\$ 10,205,925	\$ 2,600

The average Hoosier Fund account rate for October was 0.30%

TrustIndiana

	Balance November 30, 2021	Interest Earned November 30, 2021
Operating Fund	\$ 6,428,501	\$ 361
2015 RFID Project Fund	\$ -	\$ -
2017A Brightwood Project Fund	\$ -	\$ -
2017B Eagle Project Fund	\$ 370,223	\$ -
2018B West Perry Project Fund	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 450,251	\$ -
Total TrustIndiana Account	\$ 7,339,872	\$ 361

The average TrustIndiana account rate for November was 0.06%

Previous Month's TrustIndiana

	Balance October 31, 2021	Interest Earned October 31, 2021
Operating Fund	\$ 6,428,139	\$ 335
2015 RFID Project Fund	\$ -	\$ -
2017A Brightwood Project Fund	\$ -	\$ -
2017B Eagle Project Fund	\$ 370,223	\$ -
2018B West Perry Project Fund	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 450,251	\$ -
Total TrustIndiana Account	\$ 7,339,511	\$ 335

The average TrustIndiana account rate for October was 0.05%

U. S. Bank

	Balance November 30, 2021	Interest Earned November 30, 2021
Operating Fund	\$ 1,053,364	\$ 5
Total U. S. Bank	\$ 1,053,364	\$ 5

The average U. S. Bank account rate for November was 0.005%

Previous Month's U.S. Bank

	Balance October 31, 2021	Interest Earned October 31, 2021
Operating Fund	\$ 1,053,360	\$ 4
Total U. S. Bank	\$ 1,053,360	\$ 4

The average U. S. Bank account rate for October was 0.005%

Indianapolis-Marion County Public Library
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
Month Ended November 30, 2021

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	14,136,876	14,136,876	-	7,761,507	-	6,375,369
Property Taxes Total	14,136,876	14,136,876	-	7,761,507	-	6,375,369
Intergovernmental						
335100 FINANCIAL INSTITUTION T	97,302	97,302	-	46,425	-	50,877
335200 LICENSE EXCISE TAX REVE	810,160	810,160	-	437,751	-	372,409
335700 COMMERCIAL VEHICLE TAX	89,302	89,302	-	41,598	-	47,704
339000 IN LIEU OF PROP. TAX	8,521	8,521	-	3,798	-	4,723
Intergovernmental Total	1,005,285	1,005,285	-	529,572	-	475,713
Miscellaneous						
361000 INTEREST INCOME	-	-	185	2,795	-	(2,795)
Miscellaneous Total	-	-	185	2,795	-	(2,795)
REVENUES Total	15,142,161	15,142,161	185	8,293,874	-	6,848,287
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	14,750	14,750	-	2,250	-	12,500
438100 PRINCIPAL	15,385,000	15,385,000	-	10,250,000	-	5,135,000
438200 INTEREST	1,467,665	1,467,665	-	889,806	-	577,859
Other Services and Charges Total	16,867,415	16,867,415	-	11,142,056	-	5,725,359
EXPENSES Total	16,867,415	16,867,415	-	11,142,056	-	5,725,359

Indianapolis-Marion County Public Library
Fund 245 - Rainy Day Fund - Detailed Income Statement
Month Ended November 30, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	30,000	30,000	517	3,711	-	26,289
MISCELLANEOUS Total	30,000	30,000	517	3,711	-	26,289
OTHER FINANCING SRCS						
399000 REIMBURSEMENT FOR SERVICES	-	-	18,339	18,339	-	(18,339)
OTHER FINANCING SRCS Total	-	-	18,339	18,339	-	(18,339)
REVENUE Total	30,000	30,000	18,855	22,050	-	7,950
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	100,000	35,361	553	48,369	-	(13,008)
431200 ENGINEERING & ARCHITECTURAL	400,000	1,670,295	-	1,120,226	41,568	508,501
431500 CONSULTING SERVICES	-	94,560	7,406	70,864	23,696	-
433200 PUBLICATION OF LEGAL NOTICES	-	220	469	1,626	-	(1,406)
438400 ISSUANCE COSTS	-	-	900	5,858	-	(5,858)
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES TOTAL	500,000	1,800,436	9,327	1,246,942	65,264	488,230
CAPITAL						
441000 LAND	1,000,000	1,000,000	-	934,968	-	65,032
443500 BUILDING	1,500,000	212,164	-	35,553	-	176,611
CAPITAL Total	2,500,000	1,212,164	-	970,521	-	241,643
EXPENSE Total	3,000,000	3,012,600	9,327	2,217,463	65,264	729,873

Indianapolis-Marion County Public Library
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
Month Ended November 30, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	20,000	20,000	302	1,731	-	18,269
MISCELLANEOUS Total	20,000	20,000	302	1,731	-	18,269
REVENUE Total	20,000	20,000	302	1,731	-	18,269
EXPENSE						
OTHER SERVICES AND CHARGES						
436100 REP & MAINT-STRUCTURE	-	28,441	-	28,441	-	-
OTHER SERVICES AND CHARGES TOTAL	-	28,441	-	28,441	-	-
CAPITAL						
444501 COMPUTER SOFTWARE	-	133,362	-	2,550	130,812	-
CAPITAL Total	-	133,362	-	2,550	130,812	-
EXPENSE Total	-	161,803	-	30,991	130,812	-

Indianapolis-Marion County Public Library
Fund 226 - Parking Garage - Detailed Income Statement
Month Ended November 30, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	120,000	120,000	2,702	91,003	-	28,997
347611 EVENTS PARKING	8,000	8,000	150	5,108	-	2,893
CHARGES FOR SERVICES Total	128,000	128,000	2,852	96,110	-	31,890
MISCELLANEOUS						
360001 REVENUE ADJUSTMENT	-	-	(17)	(49)	-	49
361000 INTEREST INCOME	1,000	1,000	3	50	-	950
MISCELLANEOUS Total	1,000	1,000	(14)	1	-	999
REVENUE Total	129,000	129,000	2,838	96,112	-	32,888
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,000	2,000	2,153	2,352	-	(352)
421500 OFFICE SUPPLIES - FAC/PURCH	6,000	6,000	235	1,222	-	4,778
422310 CLEANING & SANITATION	100	100	-	-	-	100
SUPPLIES Total	8,100	8,100	2,388	3,574	-	4,526
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	5,000	5,000	-	4,033	-	968
431500 CONSULTING SERVICES	-	10,280	-	-	10,280	-
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	2,000	11,000	-	1,000
432200 POSTAGE	100	100	-	-	-	100
432400 DATA COMMUNICATIONS	6,000	6,000	177	3,926	-	2,074
434201 EXCESS LIABILITY	7,000	7,000	778	4,293	-	2,707
436100 REP & MAINT-STRUCTURE	15,000	15,000	-	3,600	-	11,400
436110 CLEANING SERVICES	8,000	8,000	-	-	-	8,000
436200 REP & MAINT-EQUIPMENT	8,000	8,000	-	684	-	7,316
436201 REP & MAINT-HEATING & AIR	123,062	112,782	-	-	-	112,782
439904 BANK FEES/CREDIT CARD FEES	7,000	7,000	1,067	2,837	-	4,163
439905 OTHER CONTRACTUAL SERVICES	52,000	52,000	4,605	36,437	-	15,563
OTHER SERVICES AND CHARGES TOTAL	243,162	243,162	8,627	66,809	10,280	166,073
CAPITAL						
445300 CAPITAL - EQUIPMENT	184,446	309,732	-	128,746	-	180,985
CAPITAL Total	184,446	309,732	-	128,746	-	180,985
EXPENSE Total	435,708	560,994	11,015	199,129	10,280	351,584

Indianapolis-Marion County Public Library
Fund 270 - Shared System - Detailed Income Statement
Month Ended November 30, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347640 SHARED SYSTEM REVENUE	-	-	1,702	99,203	-	(99,203)
CHARGES FOR SERVICES Total	-	-	1,702	99,203	-	(99,203)
REVENUE Total	-	-	1,702	99,203	-	(99,203)
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	62,942	62,942	4,842	58,100	-	4,842
413100 FICA AND MEDICARE	4,815	4,815	339	4,062	-	753
413300 PERF/INPRS	8,938	8,938	1,031	8,250	-	688
PERSONAL SERVICES Total	76,695	76,695	6,212	70,412	-	6,283
SUPPLIES						
421600 LIBRARY SUPPLIES	5,000	4,310	-	4,226	-	84
SUPPLIES Total	5,000	4,310	-	4,226	-	84
OTHER SERVICES AND CHARGES						
431500 CONSULTING SERVICES	5,000	3,088	-	-	-	3,088
432300 TRAVEL	1,500	1,500	-	-	-	1,500
432501 IN HOUSE CONFERENCE	250	250	-	-	-	250
439901 COMPUTER SERVICES	916	1,916	-	120	1,250	546
439905 OTHER CONTRACTUAL SERVICES	-	1,913	990	990	-	923
439907 EVENTS & PR	500	500	-	-	-	500
439909 REIMBURSEMENT FOR SERVICES EXP	75,000	75,000	-	-	-	75,000
439930 MATERIALS CONTRACTUAL	14,000	14,000	-	9,488	-	4,512
OTHER SERVICES AND CHARGES TOTAL	97,166	98,166	990	10,598	1,250	86,318
EXPENSE Total	178,861	179,171	7,202	85,236	1,250	92,685

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended November 30, 2021

	MTD	YTD
REVENUE		
MISCELLANEOUS		
334700 GRANTS - LSTA	-	12,680
334720 GRANTS - STATE	-	2,288
360000 MISCELLANEOUS REVENUE	-	179
360001 REVENUE ADJUSTMENT	-	-
361000 INTEREST INCOME	2	24
367000 FOUNDATION CONTRIBUTION	63,090	2,345,734
367002 FOUNDATIONS - DESIGNATED GIFTS	-	-
367004 OTHER GRANTS	44,112	428,450
396000 REFUNDS	-	-
399000 REIMBURSEMENT FOR SERVICES	-	(4,795)
MISCELLANEOUS Total	107,204	2,784,560

REVENUE Total	107,204	2,784,560
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EXPENSE		
00005011 - PROGRAM FOOD PDSA	75	75
00005012 - AQUARIUM MAINTENANCE MULTI-BRANCH	284	4,933
00015001 - CENTRAL UNRESTRICTED GIFT	-	-
00015007 - CBLC CENTER FOR BLACK LIT & CULTURE	15,129	116,181
00025001 - COLLEGE UNRESTRICTED GIFT	-	-
00045001 - IRVINGTON UNRESTRICTED GIFT	-	316
00055001 - BRIGHTWOOD UNRESTRICTED GIFT	103	137
00065001 - DECATUR UNRESTRICTED GIFT	-	54
00075001 - EAGLE UNRESTRICTED GIFT	-	61
00095001 - E. WASHINGTON UNRESTRICTED GIFT	150	314
00125001 - HAUGHVILLE UNRESTRICTED GIFT	-	36
00135001 - LAWRENCE UNRESTRICTED GIFTS	139	1,133
00145001 - NORA UNRESTRICTED GIFTS	-	3,175
00155001 - PIKE UNRESTRICTED GIFTS	62	62
00155005 - PIKE AQUARIUM	-	930
00165001 - GARFIELD PARK UNRESTRICTED GIFTS	-	483
00185001 - SPADES PRK UNRESTRICTED GIFTS	-	592
00195001 - WAYNE UNRESTRICTED GIFTS	488	656
00215001 - FRANKLIN RD UNRESTRICTED GIFTS	-	1,316
00285001 - BEECH GROVE UNRESTRICTED GIFTS	441	600
00405001 - CEO UNRESTRICTED GIFTS	3,100	11,451

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended November 30, 2021

	MTD	YTD
00405010 - DIGITAL ENCYCLOPEDIA OF INDPLS DEOI	150,438	506,168
00425002 - LIBRARY MATERIALS MEMORIAL FUND	(892)	(2,323)
00425003 - LIBRARY MATERIALS ESTATE GIFTS	-	26,664
00425010 - LILLY CITY DIGITIZATION	4,345	77,045
00425015 - LSTA DIGITIZING LA VOZ DE INDIANA	-	10,680
17005012 - READY TO READ 2017	-	-
18005012 - READY TO READ	-	-
18015015 - CURVESIDE RIDE - LEARNING CURVE	-	-
18015018 - #CODECAFE AT CENTRAL MAKERSPACE	-	-
18015025 - IMAGINE IT! WINNER-QUIET CAVE	-	-
18055010 - GROW WITH GOOGLE	1,778	32,672
18085010 - NE CORRIDOR COMMUNITY READERS E38	-	-
18245013 - POCKET PARK STORYWALK TCM	-	278
18455012 - SONS MODERN AFRICAN AMERICAN MALE	-	-
18455014 - WORLD LANGUAGE BOOK GIVEAWAYS 2018	-	-
18465011 - SCHOOL LIBRARY CARDS	-	10,901
19155001 - LAUNDROMAT PROGRAMMING PIKE	-	169
19420515 - COMMUNITY CORE COLLECTION CMSA	-	1,434
19425012 - HI-LO BOOKS COLLECTION	7,151	7,729
19425022 - SIMON LOVE OF READING	-	180
20005010 - TEEN ADVISORY GRP MULTI-BRANCH	-	327
20005012 - READY TO READ 2020	-	5
20005013 - SUMMER READING PROGRAM 2020	-	2,300
20005014 - CAREER CENTER 2020	-	185
20005026 - TEEN SPACES MULTI-BRANCH	-	1,102
20005027 - ADULT BOOK DISCUSSIONS MULTI-BRANCH	-	138
20005028 - CODING & TECH FOR ADULTS MULTI BRAN	-	2,185
20015016 - SIMPLE AFFORDABLE PLANT BASED COOKI	-	182
20015032 - CONSERVATION PRESERVATION CENTRAL	-	500
20015033 - ISCR LECTURE SERIES CENTRAL	-	500
20015035 - LGBTQ+ ORAL HISTORY PROJECT	-	6,000
20065010 - ART FOR FAMILIES DECATUR	-	332
20065011 - STEAM PRESCHOOL STORYTIME DECATUR	-	56
20125011 - HVL DEVICE LENDING EXPANSION	3,615	54,420
20225010 - SNACKS & STORIES WARREN	-	324
20245010 - READ TO ME PLEASE INFOZONE	-	3,182
20245014 - ASPIRE FELLOWSHIP INFOZONE	-	399

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended November 30, 2021

	MTD	YTD
20275010 - MICHIGAN ROAD BRANCH ART	-	3,000
20425010 - GENERAL DIGITIZATION 2020	-	7,764
20425011 - MARION CTY INTERNET LIBRARY 20-21	-	500
20425012 - CATALOGING & PROCESSING EITELJORG	-	392
20425015 - ANTI-RACISM BOOKS	304	17,731
20425017 - AXIS 360 HIGH SCHOOL EBOOKS	-	51,361
20425018 - AXIS 360 COVID EXPANSION EBOOKS	-	39,085
20455011 - LUNCH AND LEARN PDA	-	1,000
20455014 - WORLD LANGUAGE BOOK GIVEAWAYS	-	3,000
20455020 - ARTS & CRAFTS TAKE HOME KITS	-	85
20455023 - 100 BOOKS BEFORE GRADUATION	4,898	7,440
20455024 - CIVIC SWITCHBOARD	-	8,450
20455028 - TEEN COMMUNITY BOOK CLUBS	-	2,650
20455030 - FOLKLORIC DANCE DEMOS	-	1,000
20465011 - BRANDED GIVEAWAYS	-	6,076
21002041 - TEEN ADVISORY GROUP	-	-
21005010 - FREE COMIC BOOK DAY 2021	-	800
21005013 - SUMMER READING PROGRAM 2021	551	169,420
21005015 - FALL FEST 2021 SLAMMIN RHYMES CHALL	12,908	17,033
21005016 - ADULT SUMMER READING PROGRAM	-	9,969
21005017 - IWC NATURAL HELPERS POP UP BRANCHES	1,120	2,800
21005026 - TEEN ZONE WRN IRV PIK	-	28
21005027 - TEAM TREEHOUSE CEN E38TH	-	9,405
21005029 - INDYPL SEED LIBRARY	-	3,268
21005031 - INDIANA YOUTH GROUP RAINBOW READERS	423	423
21005033 - MENTAL HEALTH AND WELL BEING	-	683
21005035 - EARLY CHILDHOOD EDUCATORS WORKSHOP	6,063	6,063
21005036 - PRESCHOOL PACKAGED PROGRAMS	2,070	10,459
21005037 - CONCERT SERIES	1,800	14,050
21005038 - MONUMENT CIRCLE BOOK STATION TO CEN	-	20,000
21005039 - ON THE ROAD TO READING R2R	5,510	10,183
21015011 - NONPROFIT WORKSHOPS AT CENTRAL	750	3,000
21015016 - SIMPLE AND AFFORDABLE PLANT BASED C	243	849
21015037 - CENTRAL LIBRARY BOOK CLUB	1,836	2,021
21015038 - POP UP COMPUTER LAB CEN/E38	-	(2,147)
21015039 - CODING AND TECHNOLOGY FOR ADULTS CE	219	417
21015040 - ISCR LECTURE SERIES CEN	250	250

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended November 30, 2021

	MTD	YTD
21085010 - BUSINESS AUTOMATION WITH CODE BLACK	2,400	2,400
21085018 - ZINE COLLECTION	-	1,240
21085022 - GRAB AND GO CRAFTS E38	-	518
21085024 - E38TH STREET YOUTH ART SERIES	1,575	1,575
21135010 - ADULT BOOK DISCUSSIONS - LAW	50	657
21135011 - CULTURE HISTORY AND SOCIETY LAW	560	1,350
21225010 - SNACKS AND STORIES	409	436
21225013 - EXPRESS YOURSELF	-	10
21225015 - TEEN GAMING AND ART	86	158
21225016 - FANDOM AT THE LIBRARY	-	116
21245011 - GROWING GLOBAL CITIZENS	2,525	2,525
21245013 - POCKET PARK STORYWALK TCM	-	-
21295010 - WEST PERRY GRAND OPENING	-	963
21305010 - IPS AND CHARTER SCHOOL LIBRARY CARD	2,282	2,282
21415015 - THE PUBLIC COLLECTION ART STRATEGIE	-	1,909
21425011 - INDYPL HISTORIC DOCUMENT DIGITIZATI	-	629
21425012 - MARION COUNTY INTERNET LIBRARY MCIL	31,128	537,196
21425014 - GENERAL DIGITIZATION 2021	54	3,392
21425019 - BOOK CLUB IN A BAG CMSA	-	1,012
21425021 - BRANCHES MAGAZINE DIGITIZATION PROJ	4,252	4,252
21425022 - LSTA HERRON MORTON NEIGHBORH'D ASOC	-	1,001
21425023 - MINDTRUST HIGH SCHOOL EBOOKS	1,739	1,739
21455010 - MEET THE ARTIST XXXIII 2021 ALL STA	-	15,504
21455014 - CAREER CENTER	-	2,283
21455018 - FIT LIT BOOK DISCUSSION AND LECTURE	200	813
21455028 - TEEN COMMUNITY BOOK CLUBS	-	58
21455032 - DUNGEONS AND DRAGONS CLUB	-	853
21455034 - INTERNATIONAL FESTIVALS AND CELEBRA	-	3,024
21455035 - YA AUTHOR VISITS	-	1,500
21455036 - WORLD LANGUAGE BOOK GIVEAWAYS	329	329
21455038 - ANIMAL PROGRAMS	-	18,750
21455039 - SUMMER WORKSHOPS	(455)	14,483
21455042 - CONVERSATION CIRCLES	2,700	5,150
21455043 - 1000 BOOKS BY KINDERGARTEN R2R	-	-
21475014 - IPS RACIAL EQUITY INSTITUTE TRAININ	(1,050)	(1,050)
EXPENSE Total	274,135	1,941,797

Indianapolis-Marion County Public Library
Summary of Construction Fund Cash Balances
Month Ended November 30, 2021

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 475 - Restricted - RFID Project	0.00
Fund 476 - Restricted - Michigan Road Project	0.00
Fund 477 - Restricted - Brightwood Project	0.00
Fund 478 - Restricted - Eagle Project	480,612.05
Fund 479 - Restricted - Multiple Projects	1,141,178.87
Fund 480 - Restricted - West Perry Project	311,748.47
Fund 481 - Restricted - Lawrence/ Wayne Projects	11,456.96
Fund 482 - Restricted - Multiple Projects 2	3,472,610.75
Fund 483 - Restricted - Glendale Project	144,250.00
Fund 484 - Restricted - Fort Harrison Project	133,150.00
Fund 485 - Restricted - Multiple Projects 3	54,000.00
Total Construction Fund Cash Balances	<u>5,749,007.10</u>

Construction Fund Classification Breakdown

Fund 475 - Restricted - RFID Project	0.00
Fund 476 - Restricted - Michigan Road Project	0.00
Fund 477 - Restricted - Brightwood Project	0.00
Fund 478 - Restricted - Eagle Project	480,612.05
Fund 479 - Restricted - Multiple Projects	1,141,178.87
Fund 480 - Restricted - West Perry Project	311,748.47
Fund 481 - Restricted - Lawrence/ Wayne Projects	11,456.96
Fund 482 - Restricted - Multiple Projects II	3,472,610.75
Fund 483 - Restricted - Glendale Project	144,250.00
Fund 484 - Restricted - Fort Harrison Project	133,150.00
Fund 485 - Restricted - Multiple Projects 3	54,000.00
Total Construction Fund Breakdown	<u>5,749,007.10</u>

Summary of Classifications

Total Restricted	5,749,007.10
Total Assigned	0.00
Total of All Classifications	<u>5,749,007.10</u>

Summary of Project Activity

<u>PROJECT</u>	* <u>ADJUSTED</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>CURRENT</u> <u>MONTH</u>	<u>CURRENT</u> <u>YEAR</u>	<u>PROJECT</u> <u>TO DATE</u>	<u>OPEN P.O.</u>	<u>UNEXPENDED</u>
* Fund 475 - Restricted - RFID Project	2,000,000.00	0.00	155.33	2,000,000.00	0.00	0.00
* Fund 476 - Restricted - Michigan Road Project	7,719,554.17	3,986.47	6,820.97	7,719,554.17	0.00	0.00
* Fund 477 - Restricted - Brightwood Project	6,100,000.00	17,401.48	37,772.43	6,100,000.00	0.00	0.00
* Fund 478 - Restricted - Eagle Project	7,800,000.00	0.00	43,088.18	7,319,387.95	4,828.00	475,784.05
* Fund 479 - Restricted - Multiple Projects	5,000,000.00	2,298.34	486,565.43	3,858,821.13	17,768.43	1,123,410.44
* Fund 480 - Restricted - West Perry Project	9,600,000.00	138,425.00	4,464,723.53	9,288,251.53	223,631.27	88,117.20
* Fund 481 - Restricted - Lawrence/ Wayne Projects	3,183,628.84	0.00	41,498.94	3,172,171.88	543.39	10,913.57
* Fund 482 - Restricted - Multiple Projects II	5,349,512.62	96,866.47	1,767,843.82	1,876,901.87	304,299.93	3,168,310.82
** Fund 483 - Restricted - Glendale Project	15,046,753.00	0.00	0.00	0.00	246,179.21	14,800,573.79
** Fund 484 - Restricted - Fort Harrison Project	13,958,330.78	0.00	0.00	0.00	400,730.32	13,557,600.46
** Fund 485 - Restricted - Multiple Projects 3	5,575,000.00	0.00	0.00	0.00	0.00	5,575,000.00

Total Expenditures

<u>81,332,779.41</u>	<u>258,977.76</u>	<u>6,848,468.63</u>	<u>41,335,088.53</u>	<u>1,197,980.55</u>	<u>4,866,536.08</u>
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ADJUSTED



Board Action Request

5b

To: IMCPL Board

Meeting Date: December 13, 2021

From: Finance Committee

**Approved by the
Library Board:** December 13, 2021

Effective Date: December 13, 2021

Subject: Resolution 66-2021 – Transfer from Operating to Rainy Day Fund

Recommendation: Library staff recommends Board approval of the transfer.

Background: The Library previously established a rainy day fund in accordance with Indiana code 36-1-8-5.1, as amended (the “Rainy Day Fund”) pursuant to Resolution 24-2008, which was subsequently amended by Resolution 25-2013 and Resolution 25-2014 to allow the funds to be used for long-term planning and capital. Pursuant to Indiana Code 36-1-8-5 and 5.1, as amended, the Library may transfer the unencumbered unrestricted balance up to 15% of the original budget of any fund of the Public Library, except for Debt Service funds, to the Rainy Day fund. The Library proposes setting aside funds from one time savings in 2021 to assist in meeting the long-term capital goals of the Library.

Strategic/Fiscal Impact: These changes have no impact on the total budget for 2021 as the funds are moving from one account to another.



Board Resolution

5b

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 66-2021
TRANSFER FROM OPERATING FUND TO RAINY DAY FUND
December 13, 2021**

WHEREAS, the Indianapolis-Marion County Public Library desires to transfer funds from the Operating Fund to the Rainy Day Fund and;

WHEREAS, to meet the goals of the Library’s long-term capital plan, it is crucial to set aside funds for long-term capital planning and mitigate financial risks that can occur from unforeseen revenue fluctuations and unanticipated expenditures, and

WHEREAS, Indiana Code 36-1-8-5 and 5.1 allows for the transfer of the unused and unencumbered balance of any fund of the Public Library to the Rainy Day fund, as described herein.

BE IT RESOLVED that the Indianapolis-Marion County Public Library Board of Trustees hereby authorizes the Treasurer to transfer \$1,000,000 from the Operating Fund to the Rainy Day Fund.

ADOPTED THIS 13TH DAY OF DECEMBER, 2021

**LIBRARY BOARD OF THE INDIANAPOLIS-MARION
COUNTY PUBLIC LIBRARY, INDIANA**

AYE

NAY

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ATTEST:

Secretary of the Board



Board Action Request

6a

To: IMCPL Board **Meeting Date:** December 13, 2021

From: Diversity, Policy and Human Resources Committee

Approved by the Library Board:

Effective Date: December 13, 2021

Subject: 2022 Appointment List

Recommendation: Approval of Resolution 67-2021 Appointment List

Background: Resolution 67-2021 Appointment List is a routine annual resolution in which the Chief Executive Officer lists the full-time and part-time benefit eligible staff (historically referred to as Board Appointed) and the non-benefit eligible staff (historically referred to as Hourly staff) of the Indianapolis-Marion County Public Library per individual job title at this point in time. It also authorizes the adjustment of individual bi-weekly salaries and hourly rates in line with the Schedule of Pay Grades and Staff Positions as outlined in Resolution 61-2021, and any other adjustments that may be recommended, and rescinds Resolution 61-2020.

Strategic/Fiscal Impact: The financial impact has already been accounted for in the budget for 2022.



Board Resolution

6a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 67-2021

APPOINTMENT LIST

DECEMBER 13, 2021

WHEREAS, the Interim Chief Executive Officer has presented to the Board and the Board has reviewed the attached Appointment List which makes appointments to the staff of the Indianapolis-Marion County Public Library (“Library”) and adjustments of staff salaries and rates of compensation;

THEREFORE, BE IT RESOLVED, that the Board approves the attached Appointment List which sets forth the Interim Chief Executive Officer’s appointments to the Library staff and makes adjustments of individual salaries and rates of compensation for staff in line with the Schedule of Pay Grades and Staff Positions previously approved.

BE IT RESOLVED FURTHER, that the approval and passage of this resolution updates, modifies and amends the Appointment List previously approved in Resolution 61-2020.

Adopted this 13th day of December, 2021.

LIBRARY BOARD OF THE INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY, INDIANA

AYE

NAY

ATTEST: _____
Secretary of the Board

Page	3	\$	12.83
Page	3	\$	12.83
Page	3	\$	12.83
Page	3	\$	12.83
Page	3	\$	12.84
Page	3	\$	12.89
Page	3	\$	12.89
Page	3	\$	13.15
Page	3	\$	13.23
Page	3	\$	13.34
Page	3	\$	13.42
Page	3	\$	13.46
Page	3	\$	13.58
Hrly Computer Assistant I	4	\$	15.17
Hrly Computer Assistant I	4	\$	15.17
Hrly Computer Assistant I	4	\$	15.39
Hrly Computer Assistant II	4	\$	15.17
Hrly Computer Assistant II	4	\$	15.82
Hrly Editorial Assistant	4	\$	15.39
Hrly Editorial Assistant	4	\$	15.39
Hrly Library Assistant I	4	\$	15.32
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.17
Hrly Library Assistant II	4	\$	15.39
Hrly Library Assistant II	4	\$	15.56
Hrly Library Assistant II	4	\$	15.56
Hrly Library Assistant II	4	\$	15.56
Hrly Library Assistant II	4	\$	15.74
Hrly Library Assistant II	4	\$	15.74
Hrly Library Assistant II	4	\$	16.50
Hrly Library Assistant II	4	\$	15.39
Hrly Library Assistant II	4	\$	15.39
Hrly Library Assistant II	4	\$	15.39
Hrly Library Assistant II	4	\$	15.39
Hrly Library Assistant II	4	\$	15.39
Hrly Processing Assistant I	4	\$	15.82
Hrly Special Collections Intern	4	\$	15.17
Hrly Control Room Technician	5	\$	17.48
Hrly Indy Library Store Online Bookseller	5	\$	18.16
Hrly Public Services Associate I	5	\$	16.31

Hrly Public Services Associate I	5	\$	16.97
Hrly Public Services Associate I	5	\$	16.97
Hrly Public Services Associate I	5	\$	18.00
Hrly Public Services Associate I	5	\$	18.00
Hrly Public Services Associate I	5	\$	16.97
Hrly Public Services Associate I	5	\$	16.97
Hrly Public Services Associate I	5	\$	16.97
Hrly Public Services Associate I	5	\$	16.97
Hrly Technology Learning Specialist	6	\$	17.88
Hrly Auditorium Assistant	7	\$	19.61
Interim-Hrly Administrative Assistant II	7	\$	19.04

2022 Appointment List

December 19, 2021 - December 17, 2022

NON-EXEMPT POSITIONS

Job Title	Pay Grade	Base Hours	Hourly Rate
Bkmo Driver/Clerk	4	40.00	\$ 16.74
Computer Assistant II	4	20.00	\$ 15.17
Computer Assistant II	4	20.00	\$ 15.17
Computer Assistant II	4	20.00	\$ 15.17
Computer Assistant II	4	20.00	\$ 15.70
Computer Assistant II	4	20.00	\$ 15.70
Computer Assistant II	4	20.00	\$ 15.70
Computer Assistant II	4	20.00	\$ 15.70
Computer Assistant II	4	20.00	\$ 15.70
Computer Assistant II	4	20.00	\$ 15.70
Computer Assistant II	4	20.00	\$ 15.82
Computer Assistant II	4	20.00	\$ 15.82
Computer Assistant II	4	20.00	\$ 16.74
Computer Assistant II	4	24.00	\$ 15.82
Computer Assistant II	4	40.00	\$ 15.17
Computer Assistant II	4	40.00	\$ 15.70
Computer Assistant II	4	40.00	\$ 15.70
Computer Assistant II	4	40.00	\$ 15.70
Computer Assistant II	4	40.00	\$ 15.70
Computer Assistant II	4	40.00	\$ 15.82
Computer Assistant II	4	40.00	\$ 15.82
Computer Assistant II	4	40.00	\$ 16.26
Inter-Library Loan Assistant	4	40.00	\$ 15.39
Library Assistant I	4	20.00	\$ 15.32
Library Assistant I	4	24.00	\$ 15.32
Library Assistant I	4	24.00	\$ 15.32
Library Assistant I	4	24.00	\$ 15.32
Library Assistant I	4	40.00	\$ 15.32
Library Assistant II	4	20.00	\$ 15.17
Library Assistant II	4	20.00	\$ 15.17
Library Assistant II	4	20.00	\$ 15.17
Library Assistant II	4	20.00	\$ 15.17
Library Assistant II	4	20.00	\$ 15.17
Library Assistant II	4	20.00	\$ 15.17
Library Assistant II	4	20.00	\$ 15.17
Library Assistant II	4	20.00	\$ 15.39
Library Assistant II	4	20.00	\$ 15.39

Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.39
Library Assistant II	4	40.00	\$	15.56
Library Assistant II	4	40.00	\$	15.56
Library Assistant II	4	40.00	\$	15.56
Library Assistant II	4	40.00	\$	15.56
Library Assistant II	4	40.00	\$	15.74
Library Assistant II	4	40.00	\$	15.74
Library Assistant II	4	40.00	\$	15.74
Library Assistant II	4	40.00	\$	15.74
Library Assistant II	4	40.00	\$	15.74
Library Assistant II	4	40.00	\$	15.74
Library Assistant II	4	40.00	\$	15.74
Library Assistant II	4	40.00	\$	15.74
Library Assistant II-Outreach	4	40.00	\$	15.74
Library Assistant II-Outreach	4	40.00	\$	16.63
Library Security Assistant	4	20.00	\$	15.17
Library Security Assistant	4	20.00	\$	15.17
Library Security Assistant	4	20.00	\$	15.70
Office Assistant	4	40.00	\$	15.17
Office Assistant	4	40.00	\$	15.32
Processing Assistant I	4	20.00	\$	15.70
Processing Assistant I	4	20.00	\$	15.82
Processing Assistant I	4	20.00	\$	15.82
Processing Assistant I	4	40.00	\$	15.17
Processing Assistant I	4	40.00	\$	15.17
Processing Assistant I	4	40.00	\$	15.70
Processing Assistant I	4	40.00	\$	15.70
Processing Assistant I	4	40.00	\$	15.82
Processing Assistant I	4	40.00	\$	15.82
Processing Assistant I	4	40.00	\$	16.65
Processing Assistant I	4	40.00	\$	17.53
Processing Assistant I	4	40.00	\$	17.68
Processing Assistant I	4	40.00	\$	18.24
Team Member, Shipping and Receiving	4	40.00	\$	15.17
Team Member, Shipping and Receiving	4	40.00	\$	15.17
Team Member, Shipping and Receiving	4	40.00	\$	15.70
Team Member, Shipping and Receiving	4	40.00	\$	15.70
Team Member, Shipping and Receiving	4	40.00	\$	15.82
Team Member, Shipping and Receiving	4	40.00	\$	15.82
Team Member, Shipping and Receiving	4	40.00	\$	15.82

Building Steward	5	40.00	\$	16.97
Circulation Coordinator	5	40.00	\$	18.00
Control Room Technician	5	40.00	\$	16.97
Control Room Technician	5	40.00	\$	16.97
Control Room Technician	5	40.00	\$	16.97
Control Room Technician	5	40.00	\$	18.00
Control Room Technician	5	40.00	\$	18.00
Control Room Technician	5	40.00	\$	18.06
Library Assistant III	5	24.00	\$	18.00
Library Assistant III	5	40.00	\$	16.63
Library Assistant III	5	40.00	\$	16.97
Library Assistant III	5	40.00	\$	17.48
Library Assistant III	5	40.00	\$	17.48
Library Assistant III	5	40.00	\$	18.00
Library Assistant III	5	40.00	\$	18.00
Library Assistant III	5	40.00	\$	18.00
Library Assistant III	5	40.00	\$	18.00
Processing Accounts Assistant	5	40.00	\$	16.63
Processing Assistant II	5	40.00	\$	16.63
Processing Assistant II	5	40.00	\$	18.74
Processing Assistant II (Shared System)	5	40.00	\$	17.71
Purchasing Order Specialist	5	40.00	\$	16.63
Purchasing Order Specialist	5	40.00	\$	19.45
Purchasing Order Specialist	5	40.00	\$	23.31
Serials Specialist	5	40.00	\$	17.36
Accounts Payable Assistant	6	40.00	\$	17.88
Administrative Assistant I	6	20.00	\$	18.24
Administrative Assistant I	6	40.00	\$	17.88
Administrative Assistant I	6	40.00	\$	18.24
Administrative Assistant I	6	40.00	\$	18.79
Indy Library Store Assistant Coordinator	6	20.00	\$	17.36
Program Associate-Outreach	6	20.00	\$	17.88
Program Associate-Outreach	6	20.00	\$	18.79
Program Associate-Outreach	6	20.00	\$	18.79
Program Billing and Budget Specialist	6	40.00	\$	21.69
Public Services Associate II	6	20.00	\$	17.53
Public Services Associate II	6	20.00	\$	17.88
Public Services Associate II	6	20.00	\$	17.88
Public Services Associate II	6	20.00	\$	17.88
Public Services Associate II	6	20.00	\$	17.88
Public Services Associate II	6	20.00	\$	17.88
Public Services Associate II	6	20.00	\$	17.88
Public Services Associate II	6	20.00	\$	18.24
Public Services Associate II	6	20.00	\$	18.24
Public Services Associate II	6	20.00	\$	18.54
Public Services Associate II	6	20.00	\$	19.35
Public Services Associate II	6	20.00	\$	19.35

Public Services Associate II	6	24.00	\$	18.24
Public Services Associate II	6	40.00	\$	17.88
Public Services Associate II	6	40.00	\$	17.88
Public Services Associate II	6	40.00	\$	17.88
Public Services Associate II	6	40.00	\$	17.88
Public Services Associate II	6	40.00	\$	17.88
Public Services Associate II	6	40.00	\$	18.24
Public Services Associate II	6	40.00	\$	18.24
Public Services Associate II	6	40.00	\$	18.24
Public Services Associate II	6	40.00	\$	18.79
Public Services Associate II	6	40.00	\$	19.35
Public Services Associate II	6	40.00	\$	21.05
Public Services Associate II - Floater	6	40.00	\$	17.36
Public Services Associate II - Floater	6	40.00	\$	17.53
Public Services Associate II - Floater	6	40.00	\$	17.53
Technology Learning Specialist	6	20.00	\$	18.24
Technology Learning Specialist	6	40.00	\$	17.53
Technology Learning Specialist	6	40.00	\$	17.53
Technology Learning Specialist	6	40.00	\$	17.88
Technology Learning Specialist	6	40.00	\$	17.88
Technology Learning Specialist	6	40.00	\$	17.88
Technology Learning Specialist	6	40.00	\$	17.88
Accounting Assistant	7	40.00	\$	19.61
Administrative Assistant II	7	40.00	\$	20.20
Administrative Assistant II	7	40.00	\$	20.80
Artist-in-Residence	7	40.00	\$	23.64
Payroll Specialist	7	40.00	\$	20.20
Technical Support Assistant	7	40.00	\$	20.47
Youth Multimedia Learning Specialist	7	20.00	\$	18.85
Youth Multimedia Learning Specialist	7	40.00	\$	19.22
Youth Multimedia Learning Specialist	7	40.00	\$	19.61
Youth Multimedia Learning Specialist	7	40.00	\$	20.20
Youth Multimedia Learning Specialist	7	40.00	\$	20.20
Youth Multimedia Learning Specialist	7	40.00	\$	20.80
Network PC Technician	8	40.00	\$	21.08
HR Assistant	8	40.00	\$	21.49
Strategy and Equity Specialist	8	40.00	\$	20.66
Executive Assistant	9	40.00	\$	33.75
Organizational Learning/Develpmnt Coordinator	9	40.00	\$	22.66
Project Coordinator	9	40.00	\$	22.66
Public Services Librarian-NE	9	20.00	\$	22.21
Public Services Librarian-NE	9	20.00	\$	22.21
Public Services Librarian-NE	9	20.00	\$	22.21
Public Services Librarian-NE	9	20.00	\$	22.66
Public Services Librarian-NE	9	20.00	\$	22.66
Public Services Librarian-NE	9	20.00	\$	22.66
Public Services Librarian-NE	9	20.00	\$	22.66

Public Services Librarian-NE	9	20.00	\$	23.34
Public Services Librarian-NE	9	20.00	\$	24.04
Supervisor, Building Systems	9	40.00	\$	24.04
Supervisor, Shipping and Receiving	9	40.00	\$	23.34
Supervisor Librarian-NE	10	20.00	\$	25.84
Supervisor Librarian-NE	10	20.00	\$	26.18

2022 Appointment List

December 19, 2021 - December 17, 2022

EXEMPT POSITIONS

Job Title	Pay Grade	Base Hours	Bi-weekly Salary
Auditorium Technician	7	40.00	\$ 1,796.42
Circulation Supervisor I	8	40.00	\$ 1,621.04
Circulation Supervisor I	8	40.00	\$ 1,637.10
Circulation Supervisor I	8	40.00	\$ 1,653.15
Circulation Supervisor I	8	40.00	\$ 1,653.15
Circulation Supervisor I	8	40.00	\$ 1,686.22
Circulation Supervisor I	8	40.00	\$ 1,686.22
Circulation Supervisor I	8	40.00	\$ 1,686.22
Circulation Supervisor I	8	40.00	\$ 1,686.22
Circulation Supervisor I	8	40.00	\$ 1,736.81
Circulation Supervisor I	8	40.00	\$ 1,788.90
Circulation Supervisor I	8	40.00	\$ 1,788.90
Circulation Supervisor I	8	40.00	\$ 1,788.90
Circulation Supervisor I	8	40.00	\$ 1,788.90
Interim-Circulation Supervisor I	8	40.00	\$ 1,621.04
Cataloging and Metadata Librarian	9	40.00	\$ 1,812.70
Cataloging and Metadata Librarian	9	40.00	\$ 1,812.70
Cataloging and Metadata Librarian	9	40.00	\$ 1,867.09
Cataloging and Metadata Librarian	9	40.00	\$ 1,867.09
Cataloging and Metadata Librarian	9	40.00	\$ 2,083.82
Circulation Supervisor II	9	40.00	\$ 1,742.66
Circulation Supervisor II	9	40.00	\$ 1,777.15
Circulation Supervisor II	9	40.00	\$ 1,812.70
Circulation Supervisor II	9	40.00	\$ 1,812.70
Circulation Supervisor II	9	40.00	\$ 1,867.09
Circulation Supervisor II	9	40.00	\$ 1,895.20
Circulation Supervisor II	9	40.00	\$ 1,923.10
Circulation Supervisor II	9	40.00	\$ 1,923.10
Circulation Supervisor II	9	40.00	\$ 1,923.10
Circulation Supervisor II, OS&VR	9	40.00	\$ 1,777.15
Diversity Fellowship-CBLC Multimedia Project	9	40.00	\$ 1,777.15
interim-Circulation Supervisor II	9	40.00	\$ 1,742.66
interim-Diversity Fellow	9	40.00	\$ 1,986.50
Interim-Public Services Librarian	9	40.00	\$ 1,742.66
Public Services Librarian-E	9	40.00	\$ 1,742.66
Public Services Librarian-E	9	40.00	\$ 1,742.66
Public Services Librarian-E	9	40.00	\$ 1,777.15

Public Services Librarian-E	9	40.00	\$	1,923.10
Public Services Librarian-E	9	40.00	\$	1,923.10
Public Services Librarian-E	9	40.00	\$	1,923.10
Public Services Librarian-E	9	40.00	\$	1,923.10
Public Services Librarian-E	9	40.00	\$	1,975.75
Public Services Librarian-E	9	40.00	\$	1,983.26
Public Services Librarian-E	9	40.00	\$	1,998.18
Public Services Librarian-E	9	40.00	\$	1,998.18
Public Services Librarian-E	9	40.00	\$	2,073.85
Public Services Librarian-E	9	40.00	\$	2,099.61
Social Worker	9	40.00	\$	2,376.93
Supervisor Librarian	10	40.00	\$	1,873.35
Supervisor Librarian	10	40.00	\$	1,910.46
Supervisor Librarian	10	40.00	\$	1,910.46
Supervisor Librarian	10	40.00	\$	1,910.46
Supervisor Librarian	10	40.00	\$	1,910.46
Supervisor Librarian	10	40.00	\$	1,910.46
Supervisor Librarian	10	40.00	\$	1,948.66
Supervisor Librarian	10	40.00	\$	1,948.66
Supervisor Librarian	10	40.00	\$	2,007.14
Supervisor Librarian	10	40.00	\$	2,088.26
Supervisor Librarian	10	40.00	\$	2,234.41
Supervisor Librarian	10	40.00	\$	2,448.42
Web Content Specialist	10	40.00	\$	2,444.50
Business Analyst	11	40.00	\$	2,222.39
Collection Development Librarian	11	40.00	\$	2,053.74
Collection Development Librarian	11	40.00	\$	2,157.66
Collection Development Librarian	11	40.00	\$	2,157.66
Collection Development Librarian	11	40.00	\$	2,157.66
Collection Development Librarian	11	40.00	\$	2,222.39
Digital Marketing Specialist	11	40.00	\$	2,094.82
Digital Projects Coordinator	11	40.00	\$	2,094.82
Electronic Resources Librarian	11	40.00	\$	2,094.82
Front End Web Developer	11	40.00	\$	2,587.57
Human Resources Generalist	11	40.00	\$	2,199.55
Indy Library Store Coordinator	11	40.00	\$	2,094.82
Interim-Human Resources Generalist	11	40.00	\$	2,058.46
Media Specialist	11	40.00	\$	2,525.38
Mgr., Central Services	11	40.00	\$	2,094.82
Mgr., Circulation	11	40.00	\$	2,144.83
Mgr., Digital Encyclopedia	11	40.00	\$	2,626.50
Mgr., Learning Curve	11	40.00	\$	2,138.53
Mgr., Neighborhood Branch	11	40.00	\$	2,053.74
Mgr., Neighborhood Branch	11	40.00	\$	2,094.82
Mgr., Neighborhood Branch	11	40.00	\$	2,094.82
Mgr., Neighborhood Branch	11	40.00	\$	2,266.87
Mgr., Neighborhood Branch	11	40.00	\$	2,568.24

Mgr., Processing	11	40.00	\$	2,157.66
PC/Lan Specialist	11	40.00	\$	2,094.82
Program Specialist	11	40.00	\$	2,092.96
Program Specialist	11	40.00	\$	2,097.98
Program Specialist	11	40.00	\$	2,099.62
Program Specialist	11	40.00	\$	2,120.43
Program Specialist	11	40.00	\$	2,343.66
Project Manager	11	40.00	\$	2,547.15
Public Relations Specialist	11	40.00	\$	2,053.74
Safety and Security Officer	11	40.00	\$	2,430.82
Special Collections Librarian	11	40.00	\$	2,222.43
Staff Accountant	11	40.00	\$	2,094.82
Venue Coordinator	11	40.00	\$	2,053.74
Web Developer	11	40.00	\$	2,534.04
Interim-Mgr., Community Branch	12	40.00	\$	2,164.89
Lan Administrator	12	40.00	\$	2,967.54
Mgr., Buildings and Grounds	12	40.00	\$	2,443.26
Mgr., Community Branch	12	40.00	\$	2,164.89
Mgr., Community Branch	12	40.00	\$	2,207.77
Mgr., Community Branch	12	40.00	\$	2,251.93
Mgr., Community Branch	12	40.00	\$	2,251.93
Mgr., Community Branch	12	40.00	\$	2,251.93
Mgr., Community Branch	12	40.00	\$	2,319.50
Mgr., Community Branch	12	40.00	\$	2,389.06
Mgr., Community Branch	12	40.00	\$	2,676.58
Mgr., Digital Projects	12	40.00	\$	2,535.38
Mgr., Events	12	40.00	\$	2,376.93
Network Systems Analyst	12	40.00	\$	2,735.90
Senior Accountant	12	40.00	\$	2,389.06
Software Engineer	12	40.00	\$	2,930.93
Supervisor, Accounting	12	40.00	\$	2,389.06
Supervisor, Digital Inclusion	12	40.00	\$	2,207.77
Supervisor, Volunteer Resources	12	40.00	\$	2,207.77
Interim-Mgr., Budget	13	40.00	\$	2,327.27
Interim-Mgr., Regional Branch	13	40.00	\$	2,327.27
Mgr., Acquisitions	13	40.00	\$	2,437.39
Mgr., Cataloging and Metadata	13	40.00	\$	2,568.24
Mgr., Central Adult Services	13	40.00	\$	2,568.24
Mgr., Outreach Services & Volunteer Resources	13	40.00	\$	2,372.57
Mgr., Purchasing and Supplier Diversity	13	40.00	\$	2,773.07
Mgr., Regional Branch	13	40.00	\$	2,373.36
Mgr., Regional Branch	13	40.00	\$	2,389.60
Mgr., Regional Branch	13	40.00	\$	2,420.83
Mgr., Regional Branch	13	40.00	\$	2,420.83
Mgr., Regional Branch	13	40.00	\$	2,493.45
Mgr., Regional Branch	13	40.00	\$	2,493.45
Mgr., Regional Branch	13	40.00	\$	2,506.65

Mgr., Regional Branch	13	40.00	\$	2,568.24
Mgr., Regional Branch	13	40.00	\$	2,568.24
Mgr., Shared Systems	13	40.00	\$	2,493.45
Area Resource Manager-Adult Services	14	40.00	\$	2,862.62
Area Resource Manager-Branches	14	40.00	\$	2,693.85
Area Resource Manager-Branches	14	40.00	\$	2,693.85
Area Resource Manager-Central	14	40.00	\$	2,693.85
Interim-Area Resource Manager-Branches	14	40.00	\$	2,501.81
Mgr., Communication and Advocacy	14	40.00	\$	3,243.46
Mgr., Payroll	14	40.00	\$	2,680.46
Mgr., Business Systems and Messaging	15	40.00	\$	3,585.30
Mgr., Data & Web Services	15	40.00	\$	3,585.30
Mgr., Organizational Learning and Development	15	40.00	\$	3,740.96
Mgr., Sys/Network Infrastructure	15	40.00	\$	3,915.08
Diversity & Inclusion Officer	16	40.00	\$	3,538.46
Strategic Planning & Assessment Officer	16	40.00	\$	3,217.18
Dir., Collection Management	17	40.00	\$	4,534.26
Dir., Communications	17	40.00	\$	3,860.64
Interim-Dir., Facilities	17	40.00	\$	3,978.82
Interim-Dir., Human Resources	17	40.00	\$	3,711.42
Dir., Information Technology	18	40.00	\$	3,989.81
Interim-CFO	18	40.00	\$	3,989.81
Interim-Chief Public Services Officer	18	40.00	\$	3,989.81
Interim-Chief Executive Officer	19	40.00	\$	4,787.81



Board Action Request

6b

To: IMCPL Board **Meeting Date:** December 13, 2021

From: Shanika Heyward **Approved by the
Library Board:**

Effective Date: December 13, 2021

Subject: Annual Review of IMCPL Acceptable Use Policy

Recommendation: Approval of Resolution for Annual Review of IMCPL Acceptable Use Policy

Background:

Indiana Code IC 36-12-1-12, which covers the policy for Internet or other computer network use for libraries, requires that the board of a public library annually review the policy concerning the appropriate use of the Internet or other computer networks by library patrons in all areas of the library.

IMCPL's Acceptable Use Policy is attached for the Board's approval. No changes are recommended for 2022.

The Acceptable Use Policy is in place to communicate acceptable computer user behavior to patrons, to provide IMCPL disclaimers of liability for potential misuse and to provide the staff tools to aid in patron behavior modification when needed.

The Children's Internet Protection Act, or CIPA, requires that libraries have an Internet Safety Policy adopted by the board to be eligible for eRate funds. In addition, the policy must include a technology protection measure that protects against Internet access by both adults and minors to visual depictions that are obscene, child pornography, or, with respect to use of the computers by minors, harmful to minors.



Board Resolution

6b

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 68-2021
ACCEPTABLE USE POLICY**

December 13, 2021

WHEREAS, the Library has conducted an annual review of the Acceptable Use Policy for internet access and usage, electronic access and use of Library on-line resources, and Library computer usage; and

WHEREAS, the Board of Trustees of the Indianapolis-Marion County Public Library has reviewed the Acceptable Use Policy, and determines that the policy is prudent and in the interest of the Library and its patrons.

THEREFORE, BE IT RESOLVED that the Board of Trustees does hereby ratify, confirm and approve the Acceptable Use Policy in the form attached to this Resolution.

Acceptable Use Standards for Internet and Indianapolis Public Library (IndyPL) Computers

All electronic traffic originating from the Indianapolis Public Library connection shall be in accordance with these Acceptable Use Standards. *Failure to abide by these standards may result in the loss of internet, computer and Library privileges.*

Cooperative Use

IndyPL has installed a PC Management system that governs the use of computers in the Library. PC users must facilitate the fair use of the Library's limited resources by observing time limits on PC use and surrendering use of the terminal when allotted time has elapsed. IndyPL reserves the right to terminate a PC session that disrupts Library services or that involves user behavior that violates the Library's policies. Tampering with or defeating time limits will result in the loss of some or all Library privileges consistent with the Library's policy on inappropriate behavior.

Acceptable Use

Use of the Library's computers shall be guided by the following principles:

- Respect for the privacy of others.
- Adherence to the legal protection provided by copyright and license to programs and data.
- Consideration for the security and functioning of computers, computer networks, and systems.
- Adherence to IndyPL policies governing the security and functioning of computers, computer networks, and systems.

Unacceptable Use

It is not acceptable to use the Indianapolis Public Library computers for:

- Any purposes which violate U.S., state, or local laws.
- Transmitting threatening, obscene, or harassing materials, including the use of profanity or offensive language.
- Intentional or unintentional disruption of network users, services or equipment, harm to other computer systems, including excessive bandwidth utilization.
- Distribution of unsolicited advertising.
- Tampering with computer or network security.
- Disconnecting library equipment, including monitors, network cables, and electrical cords.
- Making unauthorized entry into any systems accessible via Library computers.
- Representing oneself as another person.

- Developing and/or propagating programs that harass other users or cause harm to other computer systems (e.g. computer "viruses" and "worms").
- Copying, file sharing, downloading, or distributing commercial software or other works or material (e.g. music, movies, or other audio or digital material) in violation of state, federal, or international copyright laws.
- Accessing or loading pornographic, obscene, or sexually explicit material.
- Other uses deemed inappropriate at the discretion of IndyPL management.

Illegal acts involving the IndyPL's computers may be subject to prosecution by local, state, or federal authorities.

Internet Safety Policy

In addition to the useful and educational information available on the internet, a great deal of content exists that is not appropriate for children. Parents or legal guardians must assume responsibility for deciding which library resources are appropriate for their own children. IndyPL enforces a policy of internet safety that includes measures to block or filter internet access for both minors and adults to certain visual depictions. IndyPL's technology protection measure is a specific system that blocks or filters specific internet sites. It protects against access by adults and minors to visual depictions that are obscene, child pornography or harmful to minors.

Filtering software is not foolproof. It diminishes the likelihood that searchers will inadvertently retrieve text or images that some may find offensive but does not eliminate that possibility. Filters sometimes block access to sites that users would consider both inoffensive and useful. IndyPL staff reserves the right to check all workstations of suspicious/inappropriate activity. In accordance with the Children's Internet Protection Act, no one under the age of 18 is permitted to access computer sites, chat rooms or email that contain obscene or sexually explicit material or other material harmful to minors.

IndyPL does not condition a child's use of our public use internet terminals on the collection of any personally identifiable information from the child. Please see the full text of IndyPL's e-privacy statement.

Disclaimer

IndyPL provides access to the internet as a service of convenience to the public. The internet and its available resources contain a wide variety of material and opinions from varied points of view. Users need to be good information consumers, questioning the validity of the information. Not all sources on the internet provide accurate, complete, or current information. Users may encounter material that could be considered inappropriate.

Parents of minor children assume responsibility for their children's use of the internet through the Library's connection. Parents and children are encouraged to read [Netsmartz](#) Safety Tips and to explore the additional resources at Netsmartz, a resource for parents and children of all ages.

IndyPL expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof. Conducting business or personal transactions such as credit card purchases, stock trades, bank transactions, etc., or accessing systems where such personal or business data are stored is not recommended. The Library's computing environment does not maintain sufficient safeguards to protect such activities.

Users of Library computing resources should be aware of the possibility of contamination by computer viruses and Trojans. Viruses may also spread to other computers including the user's own personal or business computers via email, or via media such as floppy, CDROM, or USB Flash Drives. Users are therefore warned that it is not possible to provide a 100% virus free environment and that the user accepts such risks while using the Library's computing resources.

Review of IndyPL Policy

Reviewed by the Library Board of Trustees, December 13, 2021



Board Action Request

7a

To: IndyPL Board

Meeting Date: December 13, 2021

From: Facilities Committee

Approved by
The Library Board:

Effective Date:

Subject: Resolution 69-2021
Approval to Establish the Guaranteed Maximum Price with The Skillman Corporation Serving as the Construction Manager as Constructor for the Fort Ben Branch Project

Recommendation:

The IndyPL Board Facilities Committee recommends Board approval of the attached action (Resolution 69–2021) to accept the Guaranteed Maximum Price Proposal for the Fort Ben Branch Project from **The Skillman Corporation**, Indianapolis, Indiana, in coordination with **Davis & Associates**, Indianapolis, Indiana (“**The Skillman Davis Team**”).

Background:

Following the requirements of I.C. 5-32 and pursuant to Resolution 63-2020 the IndyPL Board awarded a Construction Manager as Constructor Services (“CMc”) Contract to The Skillman Corporation. The use of the CMc delivery method allows for enhanced bidding and contracting efforts for local business development.

To promote awareness of the opportunity for businesses to participate in the Fort Ben Branch Project, The Skillman Davis Team, working with IndyPL Facilities, Purchasing and Diversity/Inclusion staff engaged in these outreach and engagement activities:

- An early in-person and virtual sub-contractor partnering session was held on June 16, 2021.
- An in-person and virtual sub-contractor outreach and information session was held on October 9, 2021.
- An in-person and virtual pre-bid meeting was held on October 14, 2021.
- The Notice to Bidders was sent to hundreds of vendors in the Skillman Davis Team database and to vendors known to IndyPL to be interested in providing services to IndyPL.
- Public Notices of the Project were advertised in the Indianapolis Star, Court & Commercial Record, and the Indianapolis Recorder.

Board Action Request

RE: Facilities Committee, Item 7a
Resolution 69-2021 Approval to Establish the Guaranteed Maximum Price with
The Skillman Corporation Serving as the Construction Manager as Constructor for the
Fort Ben Branch Project

Date: December 13, 2021

Working with Ratio Architects, the Skillman Davis Team prepared and issued bidding documents on September 24, 2021, containing 10 separate contract packages. Bids from 38 bidders were received on November 4, 2021.

There was MBE/WBE/VBE/DOBE participation in 7 of the 10 bid contract packages. There were 7 bidders with 15% MBE participation, 4 bidders with 8% WBE participation, and 5 bidders with 3% VBE participation. The bid tabulation sheet is included in the GMP Submission Document.

The work as bid by the apparent low bidders for all the alternates totals \$9,387,720. The Skillman Davis Team evaluated the bids and conducted pre-award meetings with the apparent low bidders and the architect to confirm scope and values.

Subcontractor Base Bid Utilizations		
Certification	Percentage	Value
MBE	8.28%	\$ 740,500
WBE	13.89%	\$ 1,241,867
VBE	0.09%	\$ 7,900
DOBE	0%	\$ -
Total	22.26%	\$ 1,990,267

Construction Management Utilizations		
Certification	Percentage	Value
MBE	34.70%	\$ 329,886.00
WBE	0%	\$ -
VBE	0%	\$ -
DOBE	0%	\$ -
Total	34.70%	\$ 329,886.00

Following the requirements of the Agreement, The Skillman Davis Team has submitted a Guaranteed Maximum Price Proposal including:

- The work as bid including the alternates.
- Clarifications and assumptions based on the Bidding Documents.
- Allowances, contingencies, and expenses.
- Project staffing and general conditions.
- Pre-construction and post-construction services.
- Construction management services.
- Proposed schedule and anticipated substantial completion date.

The Guaranteed Maximum Price Proposal for the work is \$11,161,503 which is consistent with the Project budget. The Guaranteed Maximum Price Proposal Submission Document is attached.

The substantial completion date is June 1, 2023, subject to receipt of all required permits.

Fiscal Impact:

The Skillman Davis Team will complete these Services on a not-to-exceed basis consistent with the Agreement authorized by Resolution 63-2020. The expense for the Services will be charged to the Series 2021B Bond (Fund 484.)

Board Action Request

RE: Facilities Committee, Item 7a

Resolution 69-2021 Approval to Establish the Guaranteed Maximum Price with

The Skillman Corporation Serving as the Construction Manager as Constructor for the Fort Ben Branch Project

Date: December 13, 2021

Subcontractor Base Bid Utilizations

Certification	Goal	Utilization	Value	Tier 1 Contractors	Tier 2 and 3 Contractors
MBE	15%	8.28%	\$ 740,500		Robert Haines Co. S.C. Case Excavating Chisholm Architectural Millwork
WBE	8%	13.89%	\$ 1,241,847	R&M Electric	Safety Resources Indiana Cut Stone Laura Kopetsky Circle City Rebar Essential Architectural Signs
VBE	3%	0.09%	\$ 7,900		Thermal Supply
DOBE	1%	0%	\$ -		
Total	27%	22.26%	\$ 1,990,267		

INDIANAPOLIS PUBLIC LIBRARY

FORT BEN BRANCH



Board Action Request

RE: Facilities Committee, Item 7a

Resolution 69-2021 Approval to Establish the Guaranteed Maximum Price with

The Skillman Corporation Serving as the Construction Manager as Constructor for the Fort Ben Branch Project

Date: December 13, 2021



INDIANAPOLIS PUBLIC LIBRARY
JULY 2021

FORT BEN BRANCH



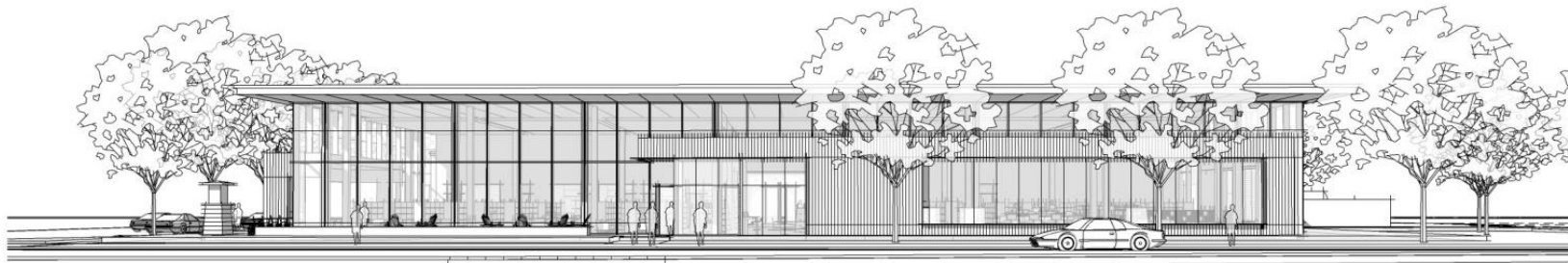
Board Action Request

RE: Facilities Committee, Item 7a

Resolution 69-2021 Approval to Establish the Guaranteed Maximum Price with

The Skillman Corporation Serving as the Construction Manager as Constructor for the Fort Ben Branch Project

Date: December 13, 2021





**Indianapolis Public Library
Fort Benjamin Harrison Library Branch
November 24, 2021**

	Cost of Work 11/4/21	Subcontractor
Direct Construction Costs		
BC 01 General Trades	\$ 2,761,000	Gilliatte Construction
BC 02 Structural Steel	\$ 1,015,000	Structural Steel Services, Inc.
BC 03 Masonry	\$ 454,840	Broady-Campbell
BC 04 Roofing	\$ 812,470	Skyline Roofing & Sheetmetal Company, Inc.
BC 05 Windows/Storefronts/Curtainwall	\$ 477,500	Hoosier Glass
BC 06 Metal Framing/Drywall/Ceilings	\$ 716,500	Performance Contracting, Inc.
BC 07 Flooring	\$ 138,860	Blakley's
BC 08 Plumbing	\$ -	Commercial Air (Combo BC8 & BC9)
BC 09 Mechanical	\$ 1,369,700	Commercial Air (Combo BC8 & BC9)
BC 10 Electrical & Technology	\$ 1,194,750	R&M Electric
Alternate 1: Undercut Paved Areas	\$ 219,000	
Alternate 2: Porcelain Tile at Fireplace	\$ 5,980	
Alternate 3: Porcelain Tile at Public Restrooms	\$ 18,640	
Alternate 4: Wood Ceilings	\$ 251,075	
Alternate 5: TPO Roofing	\$ (47,595)	
Subtotal Direct Construction Costs:	\$ 9,387,720	
CM Staffing (15 Months)	\$ 635,000	
General Conditions (15 Months)	\$ 315,000	
CM Construction Contingency 3.83%	\$ 359,877	
Subtotal :	\$ 10,697,597	
CMc Fee 2.85%	\$ 304,882	
Bonds & Insurance 1.0%	\$ 110,025	
Pre-Construction/Post-Construction Fee	\$ 49,000	
Total Contract Sum:	\$ 11,161,503	

Exclusions

1. Desks & other FF&E in Offices, Staff Workrooms, Study Rooms, Conference Rooms, and Public Areas
2. Library shelving
3. Hazardous material abatement and removal
4. Telephone System
5. Wireless Access Points are Owner Furnished & Contractor Installed
6. Digital Signage/Monitors (Rough-ins by contractor)
7. Access Control (Rough-ins by contractor)
8. IP Based Security Camera System (Rough-ins by contractor)
9. Additional signage not identified on contract documents
10. Additional work required due to unsuitable soils beyond Alternate No. 1

TSC BID RESULTS (LOW BASE BID + Alternates 1, 2, 3, 4, 5)

PROJECT NAME: Fort Benjamin Harris Library
 TSC PROJECT #: 220710
 BID DATE: November 04, 2021

BID CATEGORY	BID CATEGORY DESCRIPTION	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
1	General Trades	Gilliatte Construction	20.00%	1.00%			\$2,761,000	\$219,000					\$2,980,000
2	Structural Steel	Structural Steel Services, Inc.					\$1,015,000						\$1,015,000
3	Masonry	Broady-Campbell	23.00%	4.00%			\$454,840						\$454,840
4	Roofing	Skyline Roofing & Sheetmetal Company, Inc.					\$812,470					(\$47,595)	\$764,875
5	Windows/Storefronts/Curtainwall	Hoosier Glass					\$477,500						\$477,500
6	Metal Framing/Drywall/Ceilings	Performance Contracting, Inc.					\$716,500		\$1,750	\$3,000	\$251,075		\$972,325
7	Flooring	Blakley's		2.00%			\$138,860		\$4,230	\$15,640			\$158,730
8	Plumbing	Commercial Air (Combo BC8 & BC9)											\$0
9	Mechanical	Commercial Air (Combo BC8 & BC9)					\$1,369,700						\$1,369,700
10	Electrical & Technology	R&M Electric		100.00%			\$1,194,750						\$1,194,750
Totals			8.28%	13.89%	0.09%	0.00%	\$8,940,620	\$219,000	\$5,980	\$18,640	\$251,075	(\$47,595)	\$9,387,720

MBE, WBE, VBE, & DBE percentages are based on Base Bid only

TSC BID TABS (Currently Sorted by Base Bid)

PROJECT NAME: Fort Benjamin Harris Library

TSC PROJECT #: 220710

BID DATE: November 04, 2021

1 General Trades 7

BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
N	Gilliatte Construction	20.00%	1.00%			\$2,761,000	\$219,000					\$2,980,000
N	Gibraltar					\$3,045,000	\$205,000					\$3,250,000
N	JC Ripberger Construction			100.00%		\$3,047,000	\$155,000	(\$100)	(\$600)			\$3,201,300
N	3D Pro		4.00%			\$3,284,650	\$260,000		\$1,100			\$3,545,750
N	Davis & Associates	100.00%				\$3,350,000	\$343,000		\$800			\$3,693,800
N	BCMI	5.00%	0.08%			\$3,419,000	\$354,000	(\$100)	(\$800)			\$3,772,100
N	Able Construction		100.00%			\$3,597,000	\$359,480					\$3,956,480

2 Structural Steel 6

BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
N	Structural Steel Services, Inc.					\$1,015,000						\$1,015,000
N	Almet, Inc.					\$1,026,700						\$1,026,700
N	Century Steel		17.00%			\$1,029,800						\$1,029,800
N	Geiger & Peters					\$1,035,000						\$1,035,000
N	JL Walter & Associates					\$1,092,000						\$1,092,000
N	NIX Companies	20.00%				\$1,194,635						\$1,194,635

3 Masonry 2

BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
N	Broady-Campbell	23.00%	4.00%			\$454,840						\$454,840
N	Biancofiori Masonry					\$472,000						\$472,000

4 Roofing 1

BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
N	Skyline Roofing & Sheetmetal Company, Inc.					\$812,470					(\$47,595)	\$764,875
R	Insley					\$732,000					(\$103,000)	\$629,000

5	Windows/Storefronts/Curtainwall	3
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BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing		SUMMARY
N	Hoosier Glass					\$477,500							\$477,500
N	Keusch Glass					\$560,700							\$560,700
N	Roberts Glass					\$588,000							\$588,000

6	Metal Framing/Drywall/Ceilings	4
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BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing		SUMMARY
N	Performance Contracting, Inc.					\$716,500		\$1,750	\$3,000	\$251,075			\$972,325
N	Circle B Construction Systems	5.00%		7.00%		\$729,000		\$500	\$1,300	\$300,000			\$1,030,800
N	Gibson-Lewis of Indpls. LLC					\$811,200		\$200	\$3,800	\$248,500			\$1,063,700
N	Pepper Construction	21.00%				\$940,000				\$565,000			\$1,505,000

7	Flooring	3
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BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing		SUMMARY
N	Blakley's		2.00%			\$138,860		\$4,230	\$15,640				\$158,730
N	Jack Laurie					\$151,300		\$3,800	\$11,565				\$166,665
N	EF Marburger		100.00%			\$168,600		\$5,900	\$16,000				\$190,500

8	Plumbing	5
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BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing		SUMMARY
C	Commercial Air (Combo BC8 & BC9)												\$0
N	Greiner Brothers					\$260,000							\$260,000
N	Ferrer Mechanical Services					\$272,500							\$272,500
N	Commercial Air					\$275,000							\$275,000
N	Lehman's					\$349,000							\$349,000
N	Quality Plumbing & Heating					\$1,500,000							\$1,500,000

9	Mechanical	4
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BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
C	Commercial Air (Combo BC8 & BC9)					\$1,369,700						\$1,369,700
N	Greiner Brothers					\$1,215,000						\$1,215,000
N	Commercial Air					\$1,248,000						\$1,248,000
N	Lehman's			3.50%		\$1,375,700						\$1,375,700
N	Quality Plumbing & Heating					\$1,500,000						\$1,500,000
XC	Greiner Brothers (Combo BC8 & BC9)					\$1,386,000						\$1,386,000
XC	Quality Plumbing & Heating (Combo BC8 & BC9)					\$1,438,000						\$1,438,000
XC	Lehman's (Combo BC8 & BC9)			3.50%		\$1,599,000						\$1,599,000

10	Electrical & Technology	3
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BID TYPE	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
N	R&M Electric		100.00%			\$1,194,750						\$1,194,750
N	ATEC, Inc.	100.00%		100.00%		\$1,270,000						\$1,270,000
N	James Babcock, Inc.	16.50%	2.60%			\$1,508,400						\$1,508,400
R	Banta Electric					\$1,170,000				\$4,800		\$1,174,800

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	
1	Indy PL Fort Ben Branch Project		Construction																		Construction Staffing			
2			2022												2023									
3			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun				
4																								
5	Construction																							
6	Subcontracting & Mobilization																							
7	Construction																							
8	Owner Move-in / Start-up																							
9	Staff Position	Staff Name																			Hours	Rate	Total	
10	Project Manager	Kevin Gujral	8	8	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28	8	444	\$ 199.50	\$ 88,578.00
11	Assistant Project Manager	David Yancey	16	16	72	72	72	72	72	72	72	72	72	72	72	72	72	72	72	72	24	1136	\$ 99.75	\$ 113,316.00
12	Site Manager	Randy Whipple			173	173	173	173	173	173	173	173	173	173	173	173	173	173	173	173	0	2,595	\$ 92.75	\$ 240,686.25
13	Project Accountant	Laura Daulton			4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	64	\$ 98.00	\$ 6,272.00
14	Davis Project Engineer	TBD	24	24	173	173	173	173	173	173	173	173	173	173	173	173	173	173	173	173	24	2,667	\$ 58.00	\$ 154,686.00
15	Davis Safety Engineer	Rick Basey			32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	0	480	\$ 65.00	\$ 31,200.00
16	Total - Staff		48	48	382	382	382	382	382	382	382	382	382	382	382	382	382	382	382	382	28	5,854		\$ 634,738.25



GENERAL CONDITIONS BUDGET SHEET GMP #1



Job Name: Indy PL Fort Ben Branch Project

Job # 220710

CODE	JOB COST CATAGORIES	TSC/Davis	Estimated Cost
013100	Permits, AHJ Bonds & Inspections	TSC	\$ 50,000.00
014100	Soils Testing	TSC	\$ 20,000.00
014200	Concrete Testing	TSC	\$ 16,000.00
014300	Steel Inspection	TSC	\$ 10,000.00
015110	Temp Electric/Power/Lighting/Warning Systems	TSC	\$ 12,500.00
015130	Temp Heating/Ventilation/Cooling	TSC	\$ 10,000.00
015160	Temporary Sanitary Facilities	Davis	\$ 3,000.00
015180	Temporary Fire Protection	Davis	\$ 2,000.00
015200	Aids and Temporary Enclosures	Davis	\$ 15,000.00
015250	Barricades/Fence	Davis	\$ 5,000.00
015270	Project Dumpsters	Davis	\$ 15,000.00
015500	Access Roads/Parking Areas/ Traffic Control Signs	Davis	\$ 15,000.00
015760	Project Signs	Davis	\$ 3,000.00
015900	Project Office/Trailer	TSC	\$ 10,000.00
015910	Project Office Equipment (PC;Ipad;Comm;Licensing)	TSC	\$ 10,000.00
015920	Project Office Supplies	TSC	\$ 2,000.00
015930	Printing/ECOMM	TSC	\$ 15,000.00
015931	Plangrid	TSC	\$ 2,000.00
015940	Photography & Drone Aerials	TSC	\$ 1,000.00
016100	Shipping (UPS/Stamps.com)	TSC	\$ 2,000.00
016200	Storage/Protection	Davis	\$ 5,000.00
016300	Living/Travel	TSC/Davis	\$ 11,000.00
017100	Weekly Clean-up	Davis	\$ 13,000.00
017200	Final Clean-up	Davis	\$ 12,500.00
017500	Miscellaneous	TSC/Davis	\$ 10,000.00
018600	General Conditions Management	Davis	\$ 45,000.00
TOTAL EXPENSES			\$ 315,000.00
TOTAL EXPENSES - DAVIS & ASSOCIATES, INC			\$ 133,500.00
TOTAL EXPENSES - SKILLMAN			\$ 160,500.00
TOTAL EXPENSES - SHARED			\$ 21,000.00

November 24, 2021 (Revised December 8, 2021)



VIA EMAIL

Mr. Mike Coghlan
 Director of Facilities (Interim)
 The Indianapolis Public Library
 P.O. Box 211
 Indianapolis, IN 46206-0211

RE: The Indianapolis Public Library Fort Ben Branch Project – Guaranteed Maximum Price Proposal

Dear Mr. Coghlan:

The Skillman Corporation and Davis & Associates, Inc. are pleased to provide you the following Guaranteed Maximum Price Proposal for The Indianapolis Public Library Fort Ben Branch Project (“Project”). On November 4, 2021, Skillman publicly opened bids for the Project. During the months prior to opening bids, the Skillman/Davis Team promoted the Project to the construction industry and specifically promoted the Library’s XBE goals through multiple communication channels, including public notices, Skillman’s planroom, the City of Indianapolis Office of Minority & Women Business Development, the Library’s vendor opportunities, Skillman’s XBE vendor list, and Davis’ XBE vendor list. In addition, the Skillman/Davis Team held two separate in-person and virtual XBE Partnering Sessions on June 16, 2021 and October 9, 2021 as well as an separate pre-bid meeting on October 14, 2021.

There were a total of 38 bids for 10 bid categories received on November 4, 2021. There was XBE participation in 7 of the 10 bid categories. There were 7 bidders with 15% or greater MBE participation, 4 bidders with 8% or greater WBE participation, and 5 bidders with 3% or greater VBE participation. See enclosed bid tabulation.

The Skillman/Davis Team has identified the following as the lowest, responsible, and responsive bidders (also see enclosed Low Base Bid Tabulation) and have met with each of these bidders to confirm their respective bids during pre-award meetings:

BID CATEGORY	BID CATEGORY DESCRIPTION	CONTRACTOR	MBE	WBE	VBE	DBE	BASE BID	1 Undercut All Paved Areas	2 Porcelain Tile at Fireplace	3 Porcelain Tile at Public Restrooms	4 Wood Ceiling	5 TPO Roofing	SUMMARY
1	General Trades	Gilliate Construction	20.00%	1.00%			\$2,761,000	\$219,000					\$2,980,000
2	Structural Steel	Structural Steel Services, Inc.					\$1,015,000						\$1,015,000
3	Masonry	Broady-Campbell	23.00%	4.00%			\$454,840						\$454,840
4	Roofing	Skyline Roofing & Sheetmetal Company, Inc.					\$812,470					(\$47,595)	\$764,875
5	Windows/Storefronts/Curtainwall	Hoosier Glass					\$477,500						\$477,500
6	Metal Framing/Drywall/Ceilings	Performance Contracting, Inc.					\$716,500		\$1,750	\$3,000	\$251,075		\$972,325
7	Roofing	Blakley's		2.00%			\$138,860		\$4,230	\$15,640			\$158,730
8	Plumbing	Commercial Air (Combo BCB & BCS)											\$0
9	Mechanical	Commercial Air (Combo BCB & BCS)					\$1,369,700						\$1,369,700
10	Electrical & Technology	R&M Electric		100.00%			\$1,194,750						\$1,194,750
	Totals		8.28%	13.69%	0.09%	0.00%	\$8,940,620	\$219,000	\$5,980	\$18,640	\$251,075	(\$47,595)	\$9,387,720

The Skillman/Davis Team is not recommending two apparent low bids as the lowest, responsive, and responsible bidders because the respective bidders failed to prequalify as required by the bid documents:

Bid Category 04 – Roofing	Insley Systems, Inc.
Bid Category 10 – Electrical Technology	Banta Electrical Contractors, Inc.

During the pre-award meetings, the Skillman/Davis team confirmed the XBE participation from the lowest, responsible and responsive bidders total 8.3% MBE, 13.9% WBE, 0.00% DOBE, and 0.1% VBE. The recommended bidders have substantiated their XBE participation and/or have completed the Library’s Application for MBE/WBE/VBE/DOBE Program Waiver.

In addition to the recommended bidders’ XBE participation, the Skillman/Davis Team are including as part of the GMP proposal additional XBE participation in the form of construction staffing and general conditions costs. Specifically, Davis & Associates (a MBE certified by the City of Indianapolis) will be providing up to 34.7% of the construction staffing and general conditions services budgeted for the Skillman/Davis Team for construction management services during the construction phase.

The Skillman/Davis Team is enclosing the following GMP worksheet, bid tabulation with XBE participation, Guideline Schedule, Effort Schedule for Construction Staffing, and General Conditions Budget in support of its GMP proposal. The Skillman/Davis Team is seeking IndyPL’s approval of the above bidders and approval of a Guaranteed Maximum Price in the amount of \$11,161,503 in order for contracts to be awarded to the bidders and to commence the Project.

THE SKILLMAN CORPORATION

/s/ Daniel P. King

Dan King
Senior Vice President

Encls.

- CC: Scott Hunt, Ratio
- Antone Sgro, Ratio
- Gary Davis, Davis & Associates
- Victor Landfair, Skillman
- Kevin Gujral, Skillman
- David Yancey, Skillman



Board Resolution

7a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 69–2021

APPROVAL TO ESTABLISH THE GUARANTEED MAXIMUM PRICE WITH THE SKILLMAN CORPORATION SERVING AS THE CONSTRUCTION MANAGER AS CONSTRUCTOR FOR THE FORT BEN BRANCH PROJECT

DECEMBER 13, 2021

WHEREAS, following the requirements of I.C. 5-32 and pursuant to Resolution 63-2020 the IndyPL Board awarded a Construction Manager as Constructor Services (“CMc”) Contract to **The Skillman Corporation**, Indianapolis, Indiana; and

WHEREAS, The Skillman Corporation, in coordination with **Davis & Associates**, Indianapolis, Indiana is providing the services as **The Skillman Davis Team**; and

WHEREAS, working with **Ratio Architects**, The Skillman Davis Team prepared and issued bidding documents on September 24, 2021, containing ten (10) separate contract bid packages. Bids were received on November 4, 2021; and

WHEREAS, The Skillman Davis Team received a total of thirty-eight (38) bids for the ten (10) separate contract bid packages; and

WHEREAS, the Guaranteed Maximum Price Proposal from The Skillman Corporation, for the Project is Eleven Million One Hundred Sixty-One Thousand Five Hundred Three Dollars (\$11,161,503) which is consistent with the Project budget.

IT IS THEREFORE RESOLVED that the Board of Trustees authorizes the Chief Executive Officer to execute the Guaranteed Maximum Price Exhibit for the Construction Manager as Constructor Services for the Fort Ben Branch Project on a not-to-exceed basis of Eleven Million One Hundred Sixty-One Thousand Five Hundred Three Dollars (\$11,161,503) consistent with the Agreement authorized by Resolution 63-2020 with **The Skillman Corporation** and as the Chief Executive Officer deems necessary or advisable based on the recommendations of IndyPL’s legal counsel.

**LIBRARY BOARD OF THE
INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY, INDIANA
RESOLUTION 69-2021**

Adopted this ____ day of _____, 2021.

AYE

NAY

ATTEST: _____
Secretary of the Board



Board Action Request

7b

To: IndyPL Board

Meeting Date: December 13, 2021

From: Facilities Committee

**Approved by
The Library Board:**

Effective Date:

**Subject: Resolution 70-2021
Approval to Establish the Guaranteed Maximum Price with
Powers & Sons Serving as the Construction Manager as Constructor for the
Glendale Branch Replacement Project**

Recommendation:

The IndyPL Board Facilities Committee recommends Board approval of the attached action (Resolution 70–2021) to accept the Guaranteed Maximum Price Proposal for the Glendale Branch Replacement Project from **Powers & Sons Construction Company, Inc.**, Indianapolis, Indiana.

Background:

Following the requirements of I.C. 5-32 and pursuant to Resolution 62-2020 the IndyPL Board awarded a Construction Manager as Constructor Services (“CMc”) Contract to Powers & Sons. The use of the CMc delivery method allows for enhanced bidding and contracting efforts for local business development.

To promote awareness of the opportunity for businesses to participate in the Project, Powers & Sons, working with IndyPL Facilities, Purchasing and Diversity/Inclusion staff engaged in these outreach and engagement activities:

- A virtual sub-contractors outreach and information session was held on October 21, 2021.
- A virtual pre-bid meeting was held on October 26, 2021.
- The Notice to Bidders was sent to hundreds of vendors in the Powers & Sons database and to vendors known to IndyPL to be interested in providing services to IndyPL.
- Public Notices of the Project were advertised in the Indianapolis Star, Court & Commercial Record, and the Indianapolis Recorder.

Working with krM Architecture+, Powers & Sons prepared and issued bidding documents on October 19, 2021 containing 9 separate contract packages. Bids from 34 bidders were received on November 18, 2021.

Board Action Request

RE: Facilities Committee, Item 7b
Resolution 70–2021 Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Constructor for the Glendale Branch Replacement Project

Date: December 13, 2021

The work as bid by the apparent low bidders, exclusive of the alternates, totals \$9,380,753.00. Powers & Sons evaluated the bids and conducted pre-award meetings with the apparent low bidders and the architect to confirm scope and values.

Tier-1 MBE utilization is 100% as Powers & Sons is a certified MBE vendor.

Tier-2 and Tier-3 M/W/V/DBE utilization is \$4,863,217 which is 51.84% of the subcontract value.

Subcontractor Base Bid Utilizations		
Certification	Percentage	Value
MBE	41.36%	\$ 3,880,030.00
WBE	1.81%	\$ 170,187.00
VBE	8.67%	\$ 813,000.00
DOBE	0%	\$ -
Total	51.84%	\$ 4,863,217.00

Following the requirements of the Agreement, Powers & Sons has submitted a Guaranteed Maximum Price Proposal including:

- The work as bid.
- Clarifications and assumptions based on the Documents.
- Allowances, contingencies, and expenses.
- Project staffing and general conditions.
- Pre-construction and post-construction services.
- Construction management services.
- Anticipated substantial completion date.

The Guaranteed Maximum Price Proposal for the work is \$11,412,448 which is consistent with the Project budget. The Submission Document is attached.

The substantial completion date is April 1, 2023, subject to receipt of all required permits.

Fiscal Impact:

Powers & Sons Construction Company, Inc. will complete these Services on a not-to-exceed basis consistent with the Agreement authorized by Resolution 62-2020. The expense for the Services will be charged to the Series 2021A Bond (Fund 483.)

Board Action Request

RE: Facilities Committee, Item 7b
Resolution 70–2021 Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Constructor for the Glendale Branch Replacement Project

Date: December 13, 2021

Subcontractor Base Bid Utilizations

Certification	Goal	Utilization	Value	Tier 2 and 3 Contractors
MBE	15%	41.36%	\$3,880,030.00	Morningside Group, Powers & Sons, First Electric Supply
WBE	8%	1.81%	\$170,187.00	Prefab solutions, Bill Lawrence Painting, Essential Signs
VBE	3%	8.67%	\$813,000.00	J.C. Ripberger
DOBE	1%	0%	\$ -	
Total	27%	51.84%	\$4,863,217.00	

GLENDALE BRANCH
REPLACEMENT PROJECT



Board Action Request

RE: Facilities Committee, Item 7b
Resolution 70–2021 Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Constructor for the Glendale Branch Replacement Project

Date: December 13, 2021



Board Action Request

RE: Facilities Committee, Item 7b
Resolution 70–2021 Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Constructor for the Glendale Branch Replacement Project

Date: December 13, 2021



VIEW OF CHILDREN AREA

GLENDALE BRANCH
REPLACEMENT PROJECT
4/8/2021





Glendale Replacement Branch
 Guaranteed Maximum Price
 12/1/2021

	Scope	Subcontractor	Amount
BC 01	Structural Steel	Indiana Steel	\$ 1,093,000
BC 02	Concrete	JC Ripberger	\$ 813,000
BC 03	Masonry	Building Blocks	\$ 395,037
BC 04	General Trades	Powers & Sons	\$ 2,829,621
BC 05	Roofing	Skyline Roofing	\$ 432,195
BC 06	Storefront and Curtain Wall	Delaware Glass	\$ 612,900
BC 07	Metal Framing, Drywall and Ceilings	Morningside	\$ 974,300
BC 08	Flooring	Master Carpet	\$ 197,000
BC 09	Mechanical	Lehmans	\$ 1,134,700
BC 10	Electrical	Industrial Electric	\$ 899,000
		Subtotal Bid Categories	\$ 9,380,753
		General Conditions	\$ 494,316
		General Requirements	\$ 359,294
		Permitting/Tap Fees	\$ 30,000
		Post Occupancy Services	\$ 12,200
		Pre-Construction Services	\$ 39,794
		Steel Cancellation	\$ 5,970
		Insurance Percentage & Costs (1%)	\$ 114,124
		Performance and Payment Bond (1%)	\$ 114,124
		Construction Contingency	\$ 468,143
		Fee Percentage & Amount (3.45%)	\$ 393,729
		Total Construction Cost	\$ 11,412,448

Owners Costs (Not in GMP)	
FFE	\$ 625,000.00
Owner Hard Costs	\$ 2,534,305.00
Total Project Value	\$ 14,571,753

Subject to attached GMP Clarifications and Assumptions dated 12/1/21, 2 pages

1st Tier M/W/D/V BE Participation
 100 % MBE (Powers & Sons)

2nd/3rd Tier M/W/D/V BE Participation
 Powers & Sons (MBE) \$2,707,329
 Morningside (MBE) \$974,300
 JC Ripberger (VBE) \$813,000
 First Electric Supply (MBE) \$198,401
 Prefab Solutions (WBE) \$47,895
 Bill Lawrence Painting (WBE) \$85,700
 Essential Signs (WBE) \$36,592

Total MBE - \$3,880,030 (41.36% of subcontracted amount)
 Total WBE - \$170,187 (1.81% of subcontracted amount)
 Total VBE - \$813,000 (8.67% of subcontracted amount)
 Total DBE - \$0 (0.00% of subcontracted amount)



**Indianapolis Public Library
Glendale Public Library
12/1/2021
GMP Submission
Assumptions and Clarifications
Page 1 of 2**

The following items denote assumptions and clarifications in defining the cost of the scope of work contained within the GMP.

1. Scope of work as defined by issued 100% Re-Bid Documents developed by krM Architecture + dated 9/27/21 along with addenda 1, 2 and 3.
2. A construction contingency has been included. In the event that more funds are needed due Owner's use of the contingency, the Owner shall appropriate additional funds to cover any additional expenditures.
3. Furniture, architect fees, engineering fees, FFE are by Owner.
4. Construction Materials Testing is paid by Owner. Testing will be scheduled by Powers & Sons.
5. Powers and Sons has included a LEED consultant to assist our submittal process. It is the designer's responsibility to ensure the drawings and specifications specify items that meet LEED requirements.
6. Envelope testing and commissioning is by Owner.
7. Undercutting of foundations is excluded. Any required undercuts will be paid for from the contingency.
8. Powers and Sons has included an Allowance of \$30,000 for all permitting including city, water, sanitary, ILP, etc.
9. Powers & Sons will achieve substantial completion in 365 days from the Date of Commencement. Powers & Sons Date of Commencement will be April 1, 2022, subject to the receipt of all required permits. Our Substantial Completion Date will be April 1, 2023, subject to a Date of Commencement of April 1, 2022.

**Indianapolis Public Library
Glendale Public Library
12/1/21
GMP Submission
Assumptions and Clarifications
Page 2 of 2**

10. Unit price to excavate soil, haul off and replace with lean concrete is \$250.00 per cubic yard.
11. The substantial completion date is subject to material availability.
12. Unusual or unforeseen cost escalations are not included in the GMP.
13. GMP is based on reusing existing foundations per plan. To remove and replace the foundations shown to remain will be additional costs paid by the contingency.
14. Powers and Sons has included an allowance of \$75,000 for unsuitable subgrade work for the building pad and parking area. Working with unsuitable soils beyond the allowance is excluded. Undercutting footings are to be paid out of the contingency.
15. Powers & Sons shall choose the subcontractors to be used on the Project in accordance with Indiana's CMc statute. Powers reserves the right to waive abnormalities and informalities during bidding.
16. Architectural steel in the amount of \$189,000 was transferred from Bid Category 4-General Trades to Bid Category 1-Structural Steel. Temporary facilities/controls in the amount of \$359,294 was transferred from Bid Category 4-General Trades to the Construction Manager. The transfers were necessary so that the Construction Manager does not self perform more than 20% of the project value.

Contractor	JC Ripberger	Gibraltar	Verkler	Building Blocks Masonry	Division 4 Masonry	Purdy, LLC	Artisan	JC Ripberger	Powers & Sons	Horning Roofing	Foster Contracting	Skyline Roofing
Bid Category	2-Concrete	2-Concrete	2-Concrete	3-Masonry	3-Masonry	3-Masonry	3-Masonry	4-General Trades	4-General Trades	5-Roofing	5-Roofing	5-Roofing
Bid Form	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Bid Bond	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Form 96	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Acknowledged Addenda	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Financial Statement	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Base Bid	\$813,000	\$818,000	\$1,061,000	\$395,037	\$482,000	\$511,000	\$658,077	\$3,688,000	\$3,377,915	\$637,700	\$492,000	\$432,195
Alternate 1 Undercut New Foundations	\$92,000	\$181,000	\$243,000	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid
Alternate 2-Replace existing foundations	\$61,000	\$125,000	\$151,000	no bid	\$40,000	\$20,000	\$41,651	no bid	no bid	no bid	no bid	no bid
Total with Alternates	\$966,000	\$1,124,000	\$1,455,000	\$395,037	\$522,000	\$531,000	\$699,728	\$3,688,000	\$3,377,915	\$637,700	\$492,000	\$432,195

Contractor	Waltek	Hoosier Glass	DELAWARE GLASS	CIRCLE B	PROFORMANCE CONT	QUALITY INTERIOR	MORNING SIDE GROUP	GIBSON LEWIS	BLAKELY	MASTER CARPET	EF MARBURGER
Bid Category	6-Storefront	6-Storefront	6-Storefront	7-Framing and Drywall	7-Framing and Drywall	7-Framing and Drywall	7-Framing and Drywall	7-Framing and Drywall	8-Flooring	8-Flooring	8-Flooring
Bid Form	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Bid Bond	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Form 96	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Acknowledged Addenda	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Financial Statement	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Base Bid	\$635,000	\$689,900	\$612,900	\$999,000	\$1,039,000	\$1,235,000	\$974,300	\$1,011,600	\$246,370	\$197,000	\$251,500
Alternate 1 Undercut New Foundations	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid
Alternate 2-Replace existing foundations	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid
Total with Alternates	\$635,000	\$689,900	\$612,900	\$999,000	\$1,039,000	\$1,235,000	\$974,300	\$1,011,600	\$246,370	\$197,000	\$251,500

Contractor	Lehmans Inc.	Johnson Melloh	General Piping	Commercial Air	Greiner Bros	Sexson Mechancial	Quality Plumbing/Heating	Shambaugh	Deem	Industrial Elec	ATEC
Bid Category	9-Mechanical	9-Mechanical	9-Mechanical	9-Mechanical	9-Mechanical	9-Mechanical	9-Mechanical	10-Electrical	10-Electrical	10-Electrical	10-Electrical
Bid Form	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bid Bond	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Form 96	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Acknowledged Addenda	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Financial Statement	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Base Bid	\$1,134,700	\$1,254,000	\$1,254,000	\$1,269,000	\$1,205,000	\$1,549,000	\$1,234,000	\$1,025,000	\$957,800	\$899,000	\$934,000
Alternate 1 Undercut New Foundations	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid
Alternate 2-Replace existing foundations	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid	no bid
Total with Alternates	\$1,134,700	\$1,254,000	\$1,254,000	\$1,269,000	\$1,205,000	\$1,549,000	\$1,234,000	\$1,025,000	\$957,800	\$899,000	\$934,000



Board Resolution

7b

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 70-2021

APPROVAL TO ESTABLISH THE GUARANTEED MAXIMUM PRICE WITH POWERS & SONS SERVING AS THE CONSTRUCTION MANAGER AS CONSTRUCTOR FOR THE GLENDALE BRANCH REPLACEMENT PROJECT

DECEMBER 13, 2021

WHEREAS, following the requirements of I.C. 5-32 and pursuant to Resolution 62-2020 the IndyPL Board awarded a Construction Manager as Constructor Services (“CMc”) Contract to **Powers & Sons Construction Company, Inc.**; and

WHEREAS, working with **krM Architecture+**, Powers & Sons prepared and issued bidding documents on October 19, 2021, containing nine (9) separate contract packages. Bids were received on November 18, 2021; and

WHEREAS, Powers & Sons received a total of thirty-four (34) bids representing thirty-four (34) different bidders; and

WHEREAS, the Guaranteed Maximum Price Proposal from **Powers & Sons Construction Company, Inc.**, for the Project is Eleven Million Four Hundred Twelve Thousand Four Hundred Forty-Eight Dollars (\$11,412,448) which is consistent with the Project budget.

IT IS THEREFORE RESOLVED that the Board of Trustees authorizes the Chief Executive Officer to execute the Guaranteed Maximum Price Exhibit for the Construction Manager as Constructor Services for the Glendale Branch Replacement Project on a not-to-exceed basis of Eleven Million Four Hundred Twelve Thousand Four Hundred Forty-Eight Dollars (\$11,412,448) consistent with the Agreement authorized by Resolution 62-2020 with **Powers & Sons Construction Company, Inc.**, and as the Chief Executive Officer deems necessary or advisable based on the recommendations of IndyPL’s legal counsel.

**LIBRARY BOARD OF THE
INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY, INDIANA
RESOLUTION 70-2021**

Adopted this ____ day of _____, 2021.

AYE

NAY

ATTEST: _____
Secretary of the Board



Board Briefing Report

8

To: IndyPL Board **Meeting Date:** 12/13/2021
From: The Indianapolis Public Library Foundation
Subject: December 2021 Update

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

News

The Library Foundation's Board of Directors approved our 2022 budget. Next year, we will invest more than \$2.6 million in 77 Community Action Plans.

Congratulations to the Library and the Polis Center for launching the **Encyclopedia of Indianapolis** (indyencyclopedia.org) on November 18. We are within \$50,000 of completing our initial fundraising goal of \$2.17 million. So far, we have received major support from Lilly Endowment Inc.; Allen Whitehill Clowes Charitable

Foundation; R.B. Annis Educational Foundation; The Indianapolis Foundation Library Fund; Nicholas H. Noyes, Jr. Memorial Foundation; Jackie Nytes; and an anonymous donor. We have also received generous gifts from the Encyclopedia's Civic Advisory Committee and the community. If you would like to support this project, text EOI to 317-967-9287 or contact us at 317-275-4700.



Congratulations to the African American History Committee on a successful **Fall Fest and Slammin' Rhymes Challenge XV** held at Central Library on November 20. The Foundation was proud to support this event, which featured several poets and performers, as well as a moving keynote address by Sybrina Fulton, the mother of Trayvon Martin.

Donors

The Foundation thanks 217 donors who made gifts last month. Our top contributors were 92.3 WTTS/Live Nation Worldwide and Comcast. If you should have an opportunity to thank these donors, we would be grateful.

Program Support

This month, the Library Foundation is proud to provide more than \$108,000 to the Library. Examples of major initiatives supported are the Career Center and the Herbert Simon Early Literacy Specialist position.



Board Action Request

9a1

To: IMCPL Board **Meeting Date:** December 13, 2021

From: John Helling, Interim CEO **Approved by the Library Board:**

Effective Date: December 13, 2021

Subject: Finances, Personnel and Travel Resolution 71-2021

Recommendation: Approve Finances, Personnel and Travel Resolution 71-2021

Background: The Finances, Personnel and Travel Resolution 71-2021 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 2021.

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

RESOLUTION 71 - 2021

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 November 2021 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 **75209** through **75350** for a total of
\$1,059,723.18 were issued from the operating bank accounts.

EFT numbers **1549** and
1552 through **1560**
304883 through **304895** and
304900 through **304956** and
304959 through **304992** and
304997 through **305011** for a total of

\$2,452,810.75 were issued from the operating bank accounts.

Warrant number **879** through **890** for a total of
\$355.67 was issued from the fines bank account.

Warrant numbers **8129** through **8183** for a total of

\$171,700.98 were issued from the gift bank account.

EFT numbers **304896** through **304899** and
304957 through **304958** and
304993 through **304996** and
305012 through **305014** for a total of

\$76,353.85 were issued from the gift bank account.

Warrant numbers **269255** through **269275** and
1390 for a total of

\$4,188.32 were issued for employee payroll

Direct deposits numbers **450001** through **450548** and
470001 through **470550** for a total of

\$1,072,647.77 were issued for employee payroll

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

\$405,630.29 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.

Raymond J. Biederman

Rev. T.D. Robinson

Curtis W. Bigsbee

Hope C. Tribble

Dr. Khaula Murtadha

Judge Jose D. Salinas

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

Patricia A. Payne

Carolyn J. Adams
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1549	EFT	11/01/2021	BRIAN HARPRING	85.60
1552	EFT	11/01/2021	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	107,574.71
1553	EFT	11/10/2021	FIDELITY INVESTMENTS	4,535.13
1554	EFT	11/12/2021	AMERICAN UNITED LIFE INSURANCE CO	2,090.69
1555	EFT	11/12/2021	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	108,261.80
1556	EFT	11/16/2021	KEEP INDIANAPOLIS BEAUTIFUL, INC.	85.60
1557	EFT	11/12/2021	ADP, INC.	853.50
1558	EFT	11/12/2021	ADP, INC.	5,759.47
1559	EFT	11/16/2021	INDIANA DEPARTMENT OF REVENUE	1,867.75
1560	EFT	11/26/2021	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	108,722.78
75209	CHECK	11/11/2021	ADP, INC.	2,054.56
75210	CHECK	11/11/2021	AFSCME COUNCIL IKOC 962	3,131.21
75211	CHECK	11/11/2021	AMAZON CAPITAL SERVICES, INC	2,245.88
75212	CHECK	11/11/2021	AMBIUS	872.64
75213	CHECK	11/11/2021	AMERICAN UNITED LIFE INSURANCE CO	3,067.77
75214	CHECK	11/11/2021	AMERICAN UNITED LIFE INSURANCE CO	1,363.48
75215	CHECK	11/11/2021	ANTHEM INSURANCE COMPANIES, INC	310,500.00
75216	CHECK	11/11/2021	ARSEE ENGINEERS, INC	14,990.00
75217	CHECK	11/11/2021	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC	70,822.00
75218	CHECK	11/11/2021	AT&T	1,461.18
75219	CHECK	11/11/2021	AT&T	441.02
75220	CHECK	11/11/2021	AT&T	190.38
75221	CHECK	11/11/2021	AT&T MOBILITY	2,405.02
75222	CHECK	11/11/2021	BEECH GROVE SEWAGE WORKS	194.04
75223	CHECK	11/11/2021	INDIANAPOLIS PUBLIC SCHOOLS	3,850.00
75224	CHECK	11/11/2021	BRIGHTWOOD (PETTY CASH)	40.00
75225	CHECK	11/11/2021	CFRA	3,710.00
75226	CHECK	11/11/2021	CITIZENS ENERGY GROUP	7,215.18
75227	CHECK	11/11/2021	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	41,098.75
75228	CHECK	11/11/2021	CLAUDIA MONTES SALINAS	28.76
75229	CHECK	11/11/2021	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	1,435.19
75230	CHECK	11/11/2021	DACO GLASS & GLAZING INC	1,629.00
75231	CHECK	11/11/2021	DELL MARKETING L.P.	380.00
75232	CHECK	11/11/2021	DELL MARKETING L.P.	1,593.84
75233	CHECK	11/11/2021	DYNAMARK GRAPHICS GROUP	324.02
75234	CHECK	11/11/2021	ELIZABETH FRANKLIN	1,246.91
75235	CHECK	11/11/2021	ETI PERFORMANCE IMPROVEMENT	1,336.20
75236	CHECK	11/11/2021	FACILITY COMMISSIONING GROUP, INC	7,662.50
75237	CHECK	11/11/2021	GLOBAL EQUIPMENT CO., INC.	1,445.94
75238	CHECK	11/11/2021	GOVERNMENT FINANCE OFFICERS ASSOCIATION	460.00
75239	CHECK	11/11/2021	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	479.46
75240	CHECK	11/11/2021	GUARDIAN	17,172.72
75241	CHECK	11/11/2021	HEALTH & HOSPITALS CORP. OF MARION CNTY.	600.00
75242	CHECK	11/11/2021	IBJ MEDIA	84.33
75243	CHECK	11/11/2021	INDIANA NEWSPAPERS, INC.	1,889.00
75244	CHECK	11/11/2021	INDIANA STATE LIBRARY	12,480.00
75245	CHECK	11/11/2021	INDIANAPOLIS POWER & LIGHT COMPANY	74,532.76
75246	CHECK	11/11/2021	INDY CURB APPEAL ASPHALT, INC	9,800.00
75247	CHECK	11/11/2021	ITSAVVY LLC	1,045.84
75248	CHECK	11/11/2021	JACKSON SYSTEMS, LLC	745.00
75249	CHECK	11/11/2021	KI	4,356.35
75250	CHECK	11/11/2021	KWIK CASE LLC	19,056.00
75251	CHECK	11/11/2021	LEGALSHIELD	261.85
75252	CHECK	11/11/2021	LITTLE HOOSIER MATERIALS LLC	208.00
75253	CHECK	11/11/2021	MACALLISTER MACHINERY CO., INC	3,885.60
75254	CHECK	11/11/2021	ENRIQUE CORREA-BLANCO	400.00
75255	CHECK	11/11/2021	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
75256	CHECK	11/11/2021	MORNINGSTAR	11,000.00
75257	CHECK	11/11/2021	NEW AQUA, LLC	284.60
75258	CHECK	11/11/2021	OCLC INC	10,271.17

No.	Type	Date	Reference	Amount
75259	CHECK	11/11/2021	PAYPAL	162.30
75260	CHECK	11/11/2021	IMCPL - POWERS & SONS - RETAINAGE - WPR	12,392.47
75261	CHECK	11/11/2021	PUBLICATION POINT LLC	629.69
75262	CHECK	11/11/2021	RFS GROUP LLC	2,499.75
75263	CHECK	11/11/2021	SOCIETY FOR INFORMATION MANAGEMENT	180.00
75264	CHECK	11/11/2021	SOUTHPORT (PETTY CASH)	38.60
75265	CHECK	11/11/2021	SWANK MOTION PICTURES INC	2,974.00
75266	CHECK	11/11/2021	THE HARMON HOUSE L.L.C.	810.00
75267	CHECK	11/11/2021	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	1,395.55
75268	CHECK	11/11/2021	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	3,824.61
75269	CHECK	11/11/2021	TIMOTHY P. BOWLING	90.00
75270	CHECK	11/11/2021	TRUCK PAINTING SPECIALISTS	1,057.50
75271	CHECK	11/11/2021	UNIFORM HOUSE INC. THE	2,889.15
75272	CHECK	11/11/2021	VANCO	1,566.34
75273	CHECK	11/11/2021	VERTIV CORPORATION	19,552.87
75274	CHECK	11/11/2021	WELLNESS COUNCIL OF INDIANA, INC.	600.00
75275	CHECK	11/11/2021	WIESE	1,593.25
75276	CHECK	11/11/2021	WILLIAMS CREEK MANAGEMENT CORPORATION	790.00
75277	CHECK	11/18/2021	ADP, INC.	2,018.86
75278	CHECK	11/18/2021	AMERICAN UNITED LIFE INSURANCE CO	2,045.22
75279	CHECK	11/18/2021	AT&T	1,751.23
75280	CHECK	11/18/2021	AT&T	3.01
75281	CHECK	11/18/2021	BACKSTAGE LIBRARY WORKS	2,298.34
75282	CHECK	11/18/2021	BRUCE V. BENTON	300.00
75283	CHECK	11/18/2021	CHRISTOPHER B. BURKE ENGINEERING, LLC	75.00
75284	CHECK	11/18/2021	CITIZENS ENERGY GROUP	77.72
75285	CHECK	11/18/2021	DISCOUNT SCHOOL SUPPLY	5,331.91
75286	CHECK	11/18/2021	DYNAMARK GRAPHICS GROUP	907.98
75287	CHECK	11/18/2021	INDIANAPOLIS STAR	384.62
75288	CHECK	11/18/2021	INDIANA WRITER'S CENTER	2,400.00
75289	CHECK	11/18/2021	INDY CURB APPEAL ASPHALT, INC	5,600.00
75290	CHECK	11/18/2021	INNOVATIVE INTERFACES INCORPORATED	3,000.00
75291	CHECK	11/18/2021	JACKSON SYSTEMS, LLC	844.33
75292	CHECK	11/18/2021	JEREMY NORRIS	4,374.00
75293	CHECK	11/18/2021	LUNA LANGUAGE SERVICES	660.00
75294	CHECK	11/18/2021	MARGARET WARD	106.98
75295	CHECK	11/18/2021	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
75296	CHECK	11/18/2021	PRIORITY PRESS INC	3,055.00
75297	CHECK	11/18/2021	PUBLICATION POINT LLC	629.69
75298	CHECK	11/18/2021	RED OXYGEN INC	25.00
75299	CHECK	11/18/2021	RLR ASSOCIATES, INC	1,050.00
75300	CHECK	11/18/2021	SHAEL WEIDENBACH	43.68
75301	CHECK	11/18/2021	SMITH SECKMAN REID, INC	7,406.00
75302	CHECK	11/18/2021	SONDHI SOLUTIONS	3,973.80
75303	CHECK	11/18/2021	THE HARMON HOUSE L.L.C.	500.00
75304	CHECK	11/18/2021	TRANSACTION NETWORK SERVICES INC.	735.50
75305	CHECK	11/18/2021	WILLIAMS DISTRIBUTION, LLC.	1,547.87
75306	CHECK	11/18/2021	WW NORTH AMERICA HOLDINGS, INC.	5,000.00
75307	CHECK	11/24/2021	ALLISON O'KEEFFE	1,360.00
75308	CHECK	11/24/2021	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC	975.00
75309	CHECK	11/24/2021	BRIDGEALL LIBRARIES LIMITED	27,476.00
75310	CHECK	11/24/2021	CANDID	2,995.00
75311	CHECK	11/24/2021	DEVERY NORTH	26.20
75312	CHECK	11/24/2021	EDC EDUCATIONAL SERVICES	21,949.20
75313	CHECK	11/24/2021	ELIZABETH FRANKLIN	1,737.72
75314	CHECK	11/24/2021	FINDAWAY WORLD, LLC	4,178.12
75315	CHECK	11/24/2021	GALE GROUP THE	20,722.45
75316	CHECK	11/24/2021	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	994.37
75317	CHECK	11/24/2021	IBJ BOOK PUBLISHING	2,119.50
75318	CHECK	11/24/2021	ICC FLOORS	1,410.00
75319	CHECK	11/24/2021	INDIANA NEWSPAPERS, INC.	1,755.76
75320	CHECK	11/24/2021	INDIANA CANCER WELLNESS CENTER CORP	750.00
75321	CHECK	11/24/2021	INFORMATION TODAY, INC.	385.53
75322	CHECK	11/24/2021	KANOPY LLC	40,000.00

No.	Type	Date	Reference	Amount
75323	CHECK	11/24/2021	MATTHEW BENDER & CO.	2,513.91
75324	CHECK	11/24/2021	MIDWEST COLLABORATIVE FOR LIBRARY SERVICES (MCLS)	66,532.00
75325	CHECK	11/24/2021	MIDWEST REMEDIATION, INC.	23,736.98
75326	CHECK	11/24/2021	TRI-US MANAGMENT, INC.	137.50
75327	CHECK	11/24/2021	NYLA DENAE' ENTERPRISES LLC	453.82
75328	CHECK	11/24/2021	ORBIS	13,585.70
75329	CHECK	11/24/2021	RIVERS RESOURCES	444.75
75330	CHECK	11/24/2021	SENTRUM MARKETING LLC	20.90
75331	CHECK	11/24/2021	TARIQ ROBINSON	32.80
75332	CHECK	11/24/2021	UNIFORM HOUSE INC. THE	118.45
75333	CHECK	11/24/2021	WILLIAMS DISTRIBUTION, LLC.	1,286.61
75334	CHECK	11/24/2021	ZOOBEAN, INC.	5,097.00
75335	CHECK	11/30/2021	BEECH GROVE SEWAGE WORKS	246.05
75336	CHECK	11/30/2021	BIBLIOTHECA	4,024.50
75337	CHECK	11/30/2021	BLACK CAUCUS OF THE AMERICAN LIBRARY ASSOCIATION,	298.00
75338	CHECK	11/30/2021	CIH	121.36
75339	CHECK	11/30/2021	CITIZENS ENERGY GROUP	3,741.10
75340	CHECK	11/30/2021	COMPLETE WELLNESS SOLUTIONS LLC	955.50
75341	CHECK	11/30/2021	FACILITY COMMISSIONING GROUP, INC	6,762.50
75342	CHECK	11/30/2021	FINDAWAY WORLD, LLC	4,080.69
75343	CHECK	11/30/2021	GALE GROUP THE	2,033.57
75344	CHECK	11/30/2021	INDIANAPOLIS FLEET SERVICES	1,607.85
75345	CHECK	11/30/2021	PLOW DIGITAL, LLC	25,000.00
75346	CHECK	11/30/2021	RIVERS RESOURCES	319.80
75347	CHECK	11/30/2021	THE HARMON HOUSE L.L.C.	125.00
75348	CHECK	11/30/2021	UNITED NATIONS PUBLICATIONS	187.32
75349	CHECK	11/30/2021	VOLGISTICS, INC.	1,074.00
75350	CHECK	11/30/2021	WEST PERRY (PETTY CASH)	10.70
304883	EFT	11/05/2021	ACORN DISTRIBUTORS, INC	4,819.84
304884	EFT	11/05/2021	DAMIEN SOLODOW	481.95
304885	EFT	11/05/2021	DASHER PRINTING SERVICES, INC	3,832.80
304886	EFT	11/05/2021	ENVISIONWARE, INC.	3,894.90
304887	EFT	11/05/2021	FLEET CARE, INC.	281.31
304888	EFT	11/05/2021	G4S SECURE SOLUTIONS (USA) INC.	843.12
304889	EFT	11/05/2021	GLENDALE MALL	19,445.88
304890	EFT	11/05/2021	INDIANAPOLIS ARMORED CAR, INC	3,009.95
304891	EFT	11/05/2021	IRVINGTON PRESBYTERIAN CHURCH	937.50
304892	VOID	11/05/2021	MARK'S VACUUM & JANITORIAL SUPPLIES	-
304893	EFT	11/05/2021	POWERS & SONS CONSTRUCTION	664,813.14
304894	EFT	11/05/2021	RICOH USA, INC. - 12882	13,075.81
304895	EFT	11/05/2021	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	288.48
304900	EFT	11/11/2021	ACORN DISTRIBUTORS, INC	540.00
304901	EFT	11/11/2021	ALSCO	378.35
304902	EFT	11/11/2021	AUSTIN BOOK SALES	32,013.97
304903	EFT	11/11/2021	BAKER & TAYLOR	14,293.65
304904	EFT	11/11/2021	BAKER & TAYLOR	2.33
304905	EFT	11/11/2021	BAKER & TAYLOR	33,102.92
304906	EFT	11/11/2021	BAKER & TAYLOR	15,113.85
304907	EFT	11/11/2021	BAKER & TAYLOR	3,303.41
304908	EFT	11/11/2021	BAKER & TAYLOR AXIS 360 E-BOOKS	65,362.46
304909	EFT	11/11/2021	CROSSROADS REHABILITATION CENTER	765.00
304910	EFT	11/11/2021	DELTA DENTAL	26.72
304911	EFT	11/11/2021	DELTA DENTAL	10,923.51
304912	EFT	11/11/2021	EBSCO INFORMATION SERVICES	22.80
304913	EFT	11/11/2021	FINELINE PRINTING GROUP	910.00
304914	EFT	11/11/2021	GRAINGER	305.63
304915	EFT	11/11/2021	ILLION DIGITAL TECH SOLUTIONS US LTD LLC	8,539.86
304916	EFT	11/11/2021	INDIANA PLUMBING AND DRAIN LLC	648.00
304917	EFT	11/11/2021	INGRAM LIBRARY SERVICES	5,949.12
304918	EFT	11/11/2021	MIDWEST TAPE - AUDIOBOOKS ONLY	2,675.21
304919	EFT	11/11/2021	MIDWEST TAPE - PROCESSED DVDS	8,415.58
304920	EFT	11/11/2021	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	9,904.55
304921	EFT	11/11/2021	MIDWEST TAPE NON PROCESSED	1,182.52
304922	EFT	11/11/2021	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	23,510.57

No.	Type	Date	Reference	Amount
304923	EFT	11/11/2021	MIDWEST TAPE, LLC	2,337.83
304924	EFT	11/11/2021	MIDWEST TAPE, LLC	401.96
304925	EFT	11/11/2021	MOORE INFORMATION SERVICES, INC	1,233.45
304926	EFT	11/11/2021	ORACLE ELEVATOR HOLDCO, INC.	6,983.13
304927	EFT	11/11/2021	OVERDRIVE INC	40,519.86
304928	EFT	11/11/2021	PROQUEST INFORMATION AND LEARNING	7,059.68
304929	EFT	11/11/2021	RICOH USA, INC. - 12882	6,481.16
304930	EFT	11/11/2021	STENZ MANAGEMENT COMPANY, INC	3,677.33
304931	EFT	11/11/2021	TYLER TECHNOLOGIES, INC.	31,130.92
304932	EFT	11/11/2021	ULINE	198.46
304933	VOID	11/11/2021	UNIVERSAL PROTECTION SERVICE, LP	-
304934	EFT	11/11/2021	VALUE LINE PUBLISHING INC.	511.00
304935	EFT	11/11/2021	VOCERA COMMUNICATIONS, INC.	2,184.94
304936	EFT	11/18/2021	ACORN DISTRIBUTORS, INC	192.96
304937	EFT	11/18/2021	ACORN DISTRIBUTORS, INC	2,424.10
304938	EFT	11/18/2021	BAKER & TAYLOR	583.67
304939	EFT	11/18/2021	BAKER & TAYLOR	9,714.52
304940	EFT	11/18/2021	BAKER & TAYLOR	24,290.60
304941	EFT	11/18/2021	CITIZENS THERMAL ENERGY	45,588.95
304942	EFT	11/18/2021	DASHER PRINTING SERVICES, INC	4,564.50
304943	EFT	11/18/2021	DEMCO, INC.	3,216.24
304944	EFT	11/18/2021	DENISON PARKING	9,931.18
304945	EFT	11/18/2021	FINELINE PRINTING GROUP	1,309.00
304946	EFT	11/18/2021	J&G CARPET PLUS	3,725.00
304947	EFT	11/18/2021	LOGICALIS, INC	82,088.53
304948	VOID	11/18/2021	MARK'S VACUUM & JANITORIAL SUPPLIES	-
304949	EFT	11/18/2021	MARY RANKIN	3,692.50
304950	EFT	11/18/2021	PERFECTION GROUP, INC.	1,382.50
304951	EFT	11/18/2021	REGIONS BANK PURCHASING CARD	23,617.96
304952	EFT	11/18/2021	RYAN FIRE PROTECTION, INC	925.00
304953	EFT	11/18/2021	STAPLES	9,304.24
304954	EFT	11/18/2021	STENZ MANAGEMENT COMPANY, INC	4,370.60
304955	EFT	11/18/2021	ULINE	19.50
304956	VOID	11/18/2021	UNIVERSAL PROTECTION SERVICE, LP	-
304959	EFT	11/24/2021	ACORN DISTRIBUTORS, INC	48.24
304960	EFT	11/24/2021	AUSTIN BOOK SALES	6,496.21
304961	EFT	11/24/2021	BAKER & TAYLOR	6,283.22
304962	EFT	11/24/2021	BAKER & TAYLOR	15,947.95
304963	EFT	11/24/2021	BAKER & TAYLOR	0.33
304964	EFT	11/24/2021	BAKER & TAYLOR	47,349.07
304965	EFT	11/24/2021	BAKER & TAYLOR	101,417.20
304966	EFT	11/24/2021	BAKER & TAYLOR	7.14
304967	EFT	11/24/2021	BAKER & TAYLOR AXIS 360 E-BOOKS	67,883.67
304968	EFT	11/24/2021	BLACKSTONE AUDIO INC	10,052.61
304969	EFT	11/24/2021	BRODART COMPANY CONTINUATIONS	8,773.12
304970	EFT	11/24/2021	CDW GOVERNMENT, INC.	110.20
304971	EFT	11/24/2021	CROSSROADS REHABILITATION CENTER	225.00
304972	EFT	11/24/2021	DEMCO, INC.	70.77
304973	EFT	11/24/2021	EBSICO INFORMATION SERVICES	3,228.69
304974	EFT	11/24/2021	EMERY-PRATT COMPANY	1,666.00
304975	EFT	11/24/2021	ETI PERFORMANCE IMPROVEMENT	3,000.00
304976	EFT	11/24/2021	INGRAM LIBRARY SERVICES	3,587.93
304977	EFT	11/24/2021	J&G CARPET PLUS	2,516.00
304978	EFT	11/24/2021	MARKET STREET GROUP, INC	4,000.00
304979	EFT	11/24/2021	MIDWEST TAPE - AUDIOBOOKS ONLY	6,402.21
304980	EFT	11/24/2021	MIDWEST TAPE - PROCESSED DVDS	8,481.00
304981	EFT	11/24/2021	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	9,927.60
304982	EFT	11/24/2021	MIDWEST TAPE NON PROCESSED	3,078.95
304983	EFT	11/24/2021	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	29,835.99
304984	EFT	11/24/2021	MIDWEST TAPE, LLC	4,464.86
304985	EFT	11/24/2021	MIDWEST TAPE, LLC	136.14
304986	EFT	11/24/2021	OVERDRIVE INC	77,215.22
304987	EFT	11/24/2021	RICOH USA, INC. - 12882	10,749.11
304988	EFT	11/24/2021	RICOH USA, INC. - 12882	3,970.00

No.	Type	Date	Reference	Amount
304989	EFT	11/24/2021	THOMSON REUTERS-WEST PUBLISHING CORPORATION	11,505.41
304990	EFT	11/24/2021	TITAN ASSOCIATES	1,003.00
304991	EFT	11/24/2021	ULINE	603.79
304992	EFT	11/24/2021	UNIVERSAL PROTECTION SERVICE, LP	47,743.26
304997	EFT	11/30/2021	BAKER & TAYLOR	3,616.70
304998	EFT	11/30/2021	BAKER & TAYLOR	1,144.16
304999	EFT	11/30/2021	BAKER & TAYLOR	4,960.37
305000	EFT	11/30/2021	BLACKSTONE AUDIO INC	6,312.09
305001	EFT	11/30/2021	CITIZENS THERMAL ENERGY	15,327.47
305002	EFT	11/30/2021	EBSCO INFORMATION SERVICES	51,677.31
305003	EFT	11/30/2021	GLENDALE MALL	22,985.42
305004	EFT	11/30/2021	INDIANAPOLIS ARMORED CAR, INC	2,752.20
305005	EFT	11/30/2021	IRVINGTON PRESBYTERIAN CHURCH	937.50
305006	EFT	11/30/2021	MARK'S VACUUM & JANITORIAL SUPPLIES	5,676.00
305007	EFT	11/30/2021	MARY RANKIN	4,305.00
305008	EFT	11/30/2021	MIDWEST TAPE NON PROCESSED	146.94
305009	EFT	11/30/2021	OVERDRIVE INC	192,790.98
305010	EFT	11/30/2021	STAPLES	10,933.73
305011	EFT	11/30/2021	TITAN ASSOCIATES	4,352.00
			Total	\$ 3,512,533.93

Summary by Transaction Type:

Computer Check	\$ 1,059,723.18
EFT Check	\$ 2,452,810.75
Total Payments	\$ 3,512,533.93
Total Voided Items	\$ -

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

No.	Type	Date	Reference	Amount
879	CHECK	11/18/2021	AMANDA BEUTEL	11.99
880	CHECK	11/18/2021	ANNE PATRICIA KELLY FORMAN	10.00
881	CHECK	11/18/2021	COLLEEN TURNER	25.98
882	CHECK	11/18/2021	CORY BERG	15.99
883	CHECK	11/18/2021	DRU CONNELLY	34.92
884	CHECK	11/18/2021	INDIANA STATE LIBRARY	35.00
885	CHECK	11/18/2021	JOHANNA ARCHER	39.99
886	CHECK	11/18/2021	JOHNSON COUNTY PUBLIC LIBRARY	15.99
887	CHECK	11/18/2021	KATHRYN MEGAN DUNCAN	67.96
888	CHECK	11/18/2021	KELLY QUIRINO	27.95
889	CHECK	11/18/2021	MATTHEW J KOHER	19.95
890	CHECK	11/18/2021	TIMOTHY J FICKERT	49.95
Total				<u>\$ 355.67</u>

Summary by Transaction Type:

Computer Check	\$ 355.67
EFT Check	\$ -
Total Payments	\$ 355.67
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
8129	CHECK	11/11/2021	AT&T MOBILITY	3,615.00
8130	CHECK	11/11/2021	BETH MENG	400.00
8131	CHECK	11/11/2021	CAMPGRL LLC	70.00
8132	CHECK	11/11/2021	CATHERINE BOWIE	150.00
8133	CHECK	11/11/2021	CREATIVE AQUATIC SOLUTIONS, LLC	283.95
8134	CHECK	11/11/2021	CROSSROADS DOCUMENT SERVICES	4,305.82
8135	CHECK	11/11/2021	ELIZABETH A COIT	375.00
8136	CHECK	11/11/2021	ELIZABETH MARCELLO	150.00
8137	CHECK	11/11/2021	FALICIA BREWER, MA PRESIDENT	375.00
8138	CHECK	11/11/2021	LATISHA WILLIAMS	200.00
8139	CHECK	11/11/2021	JOHN PETES GOWING	310.00
8140	CHECK	11/11/2021	JONNIE FOX	250.00
8141	CHECK	11/11/2021	JULIA LOHLA	150.00
8142	CHECK	11/11/2021	LOGIKA INNOVATION, INC.	243.00
8143	CHECK	11/11/2021	LORALYNN E EADES	1,270.00
8144	CHECK	11/11/2021	MARIANNE MCKENZIE	219.27
8145	CHECK	11/11/2021	MEGAN L MOOSBRUGGER	50.00
8146	CHECK	11/11/2021	SAKURA FUQUA	600.00
8147	CHECK	11/11/2021	SHAEL WEIDENBACH	235.77
8148	CHECK	11/11/2021	SYLVIA PAYNE RIVERS	1,575.00
8149	CHECK	11/11/2021	TARIQ ROBINSON	74.78
8150	CHECK	11/11/2021	WAYNE (PETTY CASH)	22.97
8151	CHECK	11/18/2021	BETH MENG	300.00
8152	CHECK	11/18/2021	BEVERLY SCOTT	300.00
8153	CHECK	11/18/2021	BKI CORP	1,275.00
8154	CHECK	11/18/2021	BRIGHT IDEAS IN BROAD RIPPLE	4,236.11
8155	CHECK	11/18/2021	CATHERINE BOWIE	100.00
8156	CHECK	11/18/2021	ELIZABETH MARCELLO	100.00
8157	CHECK	11/18/2021	ENVIRO-TOTE INC.	2,559.00
8158	CHECK	11/18/2021	JULIA LOHLA	100.00
8159	CHECK	11/18/2021	LESLIE GODDARD	250.00
8160	CHECK	11/18/2021	LORALYNN E EADES	100.00
8161	CHECK	11/18/2021	MEIJER STORES LIMITED PARTNERSHIP	250.00
8162	CHECK	11/18/2021	MELINDA MULLICAN	382.00
8163	CHECK	11/18/2021	PERRY A. SCOTT	300.00
8164	CHECK	11/18/2021	SAKURA FUQUA	400.00
8165	CHECK	11/18/2021	SHAEL WEIDENBACH	234.33
8166	CHECK	11/18/2021	VLADIMIR KRAKOVICH	600.00
8167	CHECK	11/18/2021	XPRESSION	180.00
8168	CHECK	11/18/2021	YEFIM PASTUKH	600.00
8169	CHECK	11/18/2021	ZOOBEAN, INC.	4,898.00
8170	CHECK	11/24/2021	BBKY, LLC	1,200.00
8171	CHECK	11/24/2021	CODE BLACK INDY	2,400.00
8172	CHECK	11/24/2021	INDIANA UNIVERSITY RESEARCH	86,111.11
8173	CHECK	11/24/2021	INDIANA CANCER WELLNESS CENTER CORP	2,350.00
8174	CHECK	11/24/2021	SARAH S WALKER	41.21
8175	CHECK	11/30/2021	AMERICAN PROGRAM BUREAU, INC.	12,375.00
8176	CHECK	11/30/2021	CAREY INTERNATIONAL, INC.	103.30
8177	CHECK	11/30/2021	GALE GROUP THE	30,753.00
8178	CHECK	11/30/2021	JALYSA DELYN KING	150.00
8179	CHECK	11/30/2021	JEREMY SOUTH	2,000.00
8180	CHECK	11/30/2021	RACHEL PRIESMAN MARGUEZ	64.52
8181	CHECK	11/30/2021	REVELATIONS IN EDUCATION	2,000.00

No.	Type	Date	Reference	Amount
8182	CHECK	11/30/2021	SARAH S WALKER	44.67
8183	CHECK	11/30/2021	WAYNE (PETTY CASH)	18.17
304896	EFT	11/11/2021	BAKER & TAYLOR	1,836.48
304897	EFT	11/11/2021	BAKER & TAYLOR	142.80
304898	EFT	11/11/2021	BAKER & TAYLOR	141.36
304899	EFT	11/11/2021	INDPLS-MARION COUNTY PUBLIC LIBRARY	60,090.99
304957	EFT	11/18/2021	BAKER & TAYLOR	409.33
304958	EFT	11/18/2021	DASHER PRINTING SERVICES, INC	2,282.25
304993	EFT	11/24/2021	BAKER & TAYLOR	162.57
304994	EFT	11/24/2021	BAKER & TAYLOR	33.08
304995	EFT	11/24/2021	BAKER & TAYLOR AXIS 360 E-BOOKS	1,738.84
304996	EFT	11/24/2021	INGRAM LIBRARY SERVICES	1,683.06
305012	EFT	11/30/2021	INDPLS-MARION COUNTY PUBLIC LIBRARY	4,518.60
305013	EFT	11/30/2021	INGRAM LIBRARY SERVICES	2,939.49
305014	EFT	11/30/2021	PROQUEST INFORMATION AND LEARNING	375.00
Total				\$ 248,054.83

Summary by Transaction Type:

Computer Check	\$ 171,700.98
EFT Check	\$ 76,353.85
Total Payments	\$ 248,054.83
Total Voided Items	-

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

December 13, 2021

PERSONNEL ACTIONS

RESOLUTION 71-2021

NEW HIRES:

- Angelina Sickles, Page, Warren, \$10.00 per hour, Effective: December 1, 2021
- Dennis Lewandowski, Library Security Assistant, Public Services, \$15.02 per hour, Effective: December 1, 2021
- Gipson Schabel, Public Services Librarian, Lawrence, \$21.56 per hour, Effective: December 1, 2021
- Shylo Scott, Page, West Indianapolis, \$10.00 per hour, Effective: December 1, 2021
- Rachel Erpelding, Public Services Associate II, Haughville, \$17.36 per hour, Effective: December 1, 2021
- Grace Evans, Indy Library Store Assistant Coordinator, Outreach Services & Volunteer Resources, \$17.36 per hour, Effective: November 19, 2021
- Jack Koning, Library Assistant II, Wayne, \$15.02 per hour, Effective: November 19, 2021

INTERNAL CHANGES:

- Shelby Peak from Supervisor Librarian, Franklin Road, \$23.64 per hour to Interim Manager, Warren, \$28.80 per hour, Effective: November 22, 2021
- Reginald Laratte from Circulation Supervisor I, Haughville, \$20.46 per hour to Human Resources Assistant, Human Resources, \$21.48 per hour, Effective: December 6, 2021
- Joseph Lutholtz from Public Services Associate II, Irvington, \$18.23 per hour to Public Services Librarian, East Washington, \$21.56 per hour, Effective: November 7, 2021

RE-HIRES: (None Reported)

SEPARATIONS:

- Stephen Lane, Special Collections Librarian, Central, 7 years and 1 months, Effective: November 13, 2021
- Miranda Wessel, Page, Lawrence, 4 years and 9 months, Effective: November 23, 2021
- Jeanne McRoy, Page, Central, 2 days Effective: November 14, 2021

INACTIVE: (None Reported)

RE-ACTIVATE: (None Reported)

RECLASSIFICATION: (None Reported)

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
TRAVEL AND TRAINING ACTION
 RESOLUTION 71-2021

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

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

Name	Dept	C/C	City/State	Conference Name	Fund	Registration	Travel/Mileage	Lodging	Per Diem	Total
Garrett Mason	CEO	1000	Virtual	Purdue Six Sigma	101	\$2,195.00				\$2,195.00
Donna Ciriello	CEN	1401	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Keith Dinnage	HVL	2012	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Keesha Hughes	CEO	1000	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Orsolya Munkacsi	EWA	2009	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Devery North	PDA	1500	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Kasey Panighetti	FRA	2021	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Sylvia Robertson-Taylor	CEN	1401	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Gwendolyn Simmons	FIN	1300	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Juli Wright	GPK	2016	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Jennifer Miller	WPR	2029	Virtual	Racial Equity Training	101	\$350.00				\$350.00
Devery North	PDA	1500	Portland, Oregon	PLA - Conference	101	\$610.00	\$1,000.00	\$1,000.00	\$120.00	\$2,730.00
Maggie Ward	OUT	1506	Portland, Oregon	PLA - Conference	101	\$610.00	\$1,000.00	\$1,000.00	\$120.00	\$2,730.00
Lauren Thorne	OUT	1506	Portland, Oregon	PLA - Conference	101	\$610.00	\$1,000.00	\$1,000.00	\$120.00	\$2,730.00
Wendy Johnson	OUT	1506	Portland, Oregon	PLA - Conference	101	\$610.00	\$1,000.00	\$1,000.00	\$120.00	\$2,730.00
Shael Weidenbach	PDA	1500	Portland, Oregon	PLA - Conference	101	\$610.00	\$1,000.00	\$1,000.00	\$120.00	\$2,730.00
										\$0.00

\$19,345.00

Interim CEO Roadmap

Summary

This document intends to lay out things that can be either set in motion or accomplished in a period of several months while IndyPL carries out its search for a new CEO. It puts forward several guiding themes, followed by practical initiatives that are intended to build on those themes.

The items below are largely the result of direct feedback from staff. They were identified over a period of several weeks as the CEO visited branch meetings, held office hours, and solicited town hall questions, among other feedback mechanisms. Some are “big picture” items and some are simply outstanding/longstanding issues that staff members do not feel that EC has effectively “heard.” They range in size from large systemic changes to smaller “mechanical” issues that may not be as urgent but are still important and affect overall staff engagement and morale. In some cases progress has already been made toward these goals.

Themes

- Relationship building
- Internal customer service/employee support
- Effective communication with a focus on listening
- Transparency
- Servant Leadership
- Focus on strategic plan/Shared Goal/Re-energize staff

Initiatives

CEO/Executive Committee

- **Listening efforts**
 - *Context: A recurring theme that has come up over the last few months is that staff do not feel that the members of the Executive Committee are truly listening to their concerns. The bullet points below attempt to provide several new pathways for staff to communicate to EC.*
 - **Ongoing town halls** – *regular opportunities for the CEO and other EC members to answer questions verbally*
 - **11/22/21** – We have held three all staff town halls where staff can pose questions to the interim CEO and other EC members. The response to these opportunities has been positive and we plan to continue them into the future.

- **Servant leadership readings/training** – *to improve the ability of EC to effectively communicate with the organization and to generate trust, EC will commit to the idea of service leadership, including group readings and trainings.*
- **Get the organization focused on the strategic plan** – *an observation that has been made often in the last few weeks is the organization does not yet feel as connected to its current strategic plan as it did to its former plan. We need to provide more opportunities for staff to communicate how they are “living” the strategic plan and how we as an organization are progressing toward our goals. This could include a “friendly competition” where branches are rewarded for coming up with creative ways to pursue our strategic plan goals.*
 - **11/22/21** – Further feedback indicates that a “competition”, however friendly, is not what staff want right now. We will explore other ways to motivate staff to work on the strategic plan. The interim Chief Public Services Officer (Greg Hill) has created some tracking and management reporting resources highlighting areas of the strategic plan. Greg and Strategic Planning and Assessment Officer (Garrett Mason) are working together to revisit the Branch Manager Quarterly reports to incorporate or be replaced by the newly created resources.
- **EC matrix** – *EC keeps a list of organizational projects and initiatives that we call “the matrix.” It is intended to serve as a sort of dashboard to show overlapping project schedules and overall “busy-ness” levels at the library. It can also be a valuable communication tool for staff who want a birds-eye view of the organization. At points in the past we have committed to sharing this tool with staff more often but we need to recommit to that.*
 - **11/22/21** – Strategic Planning has been working on updating the Matrix and deploying it as a more collaborative document via M365. We previously were sharing a summarized version of the Matrix for all staff but it did not seem staff was accessing or utilizing this resource. We need to determine if the Matrix is of value to staff and, if so, the best manner to convey the Matrix.
- **Quarterly reports** – *it has been a longstanding practice for branch managers to produce quarterly reports, and it is not always clear to them who uses the reports and for what purpose. Being asked to complete this task so regularly without a clear goal in mind reduces morale. We need to identify the stakeholders of these reports and make sure the reports are filling their needs, adjust them if necessary, or drop them as a requirement if appropriate.*
 - **11/22/21** – The interim Chief Public Services Officer and Strategic Planning and Assessment Officer are developing a new reporting tool that has a clearer purpose
- **Café contract** – *Our café vendor at Central Library has indicated a desire to revisit their contract document and add some significant dimensions to their relationship with the library. We need to explore the potential benefit and liability in these changes.*

Human Resources

- **Appraisal format** – *our system of performance appraisals has been a source of frustration for a variety of reasons. Ideally, the appraisal tool should provide valuable feedback to both staff and managers, and we should adjust our process to meet that goal.*

- **360 for managers** – A 360 review, in which a person receives feedback not only from their supervisor but from their colleagues and/or direct reports (anonymously) as well, can add valuable context to the appraisal process. This is standard practice in some organizations.
- **Self-appraisal** – A self-appraisal component of performance reviews can often highlight specific areas where a staff person’s self-perception does not align with the manager’s perception, and can be useful in guiding an appraisal conversation to the points where it can be most helpful. Self-appraisals also provide staff members the opportunity to reflect on their own performance and “speak to” things they think are obstacles or hindrances to them.
 - **11/22/21-** This will be an item that will be discussed early next year to prepare for the review on Sept 2022.
- **Incident of bias flowchart** – A big part of the reason why incidents of bias may have gone unaddressed (or under-addressed) in the past is because our procedure for addressing such incidents was not specific enough. We would also benefit from a “third party” pathway for feedback/complaints (this has been referred to as a “whistleblower” or “ombudsperson” pathway).
 - **11/22/21** – The interim Director of HR has created a third party pathway for reporting incidents that is currently under review. Strategic Planning and Assessment Officer recently gained access to the data reporting aspect of the reporting process and is currently reviewing.
- **Formalizing interview panel guidelines** – We do not, as an organization, have formal/written guidelines for how interview panels should be created, resulting in missed opportunities to provide representation on crucial decision making bodies. These guidelines need to be created immediately.
- **Student Assistant page position** – The nature of the page position has come up in several discussions, including equitable pay but also how we might use these positions to give opportunities to students, specifically those from the communities surrounding our branch locations and how we might use these positions to highlight librarianship as a potential career path. We will explore the creation of a certain number of page positions that could specifically be reserved for students/youth.
 - **11/22/21-** The CFO and Interim Director of HR had a meeting with the Supervisor Librarians and the idea of creating this position was not well received. Here is the new suggestion: The Supervisor, Volunteer Resources and Interim Director of HR are working on creating guidelines for students’ opportunities. Their idea is to create a collaboration with schools and students in the library with opportunities to help and serve as Page, LA II and PSLs. We have identified local schools that provide funds for these opportunities and we are currently creating the guideline, procedures and job descriptions to share with the schools for consideration. This will bring more diversity and exposure to students to our library.

- **Diversity Fellow** – *Our Diversity Fellow positions, which have been year-long, project-based positions that we reserve specifically for demographics that are underrepresented in our larger staff, have been very valuable. We will continue to use these positions both to address project needs but to increase representation on our staff.*
- **Training/onboarding** – *Our training/onboarding process needs to be more robust and needs to also serve as a process that helps to set and reinforce our organizational culture, in addition to the nuts and bolts of working at IndyPL.*
 - **11/22/21**- The Diversity Fellow- HR, Interim Director of HR and Diversity, Equity and Inclusion Officer are working to create a new onboarding program to highlight the library culture and goals. This will be the foundation for all new employees when they first start. The goal is to have this training ready and available for new employees by January 2022. Additionally, Interim Director of HR is revising the structure and the needs of the training division. The goal is to create more in-house training to help employees succeed in IndyPL. The revisions will be completed by the end of November.
- **Mentorship** – *We need a formal mentorship structure to ensure that staff are able to take advantage of the opportunity to learn from more experienced staff and help them set and follow their career paths.*
 - **11/22/21**- The Interim of Chief of Public Services and Interim of Director of HR are creating the procedure for a Mentorship Program. The pilot group will start in Public Services and roll out to other departments next year. Currently, looking at software to make the process more effective and able to gather the information and track the progress of the participants.
- **Health care costs** – *Our health care costs are expensive for our employees, especially those on our family health insurance plan. We need to explore creative ways of reducing these costs to the extent that we can.*
 - **11/22/21**- For 2022, we were unable to reduce the health costs for employees due to the increase of overall cost nationwide. However, we were able to keep the employees' premium the same and add new benefits at no cost to the employees. We added benefits for transgender, nutrition consulting and mental counseling for medically necessary conditions.
 - **11/22/21**- HR Dept is creating a new in-house Short Term Disability Program that will include Paternal Leave for birth, adopting and /or fostering mothers and fathers. This will be at no cost to employees.

Public Services

- **CAP process** – *The process for seeking program funding, called a Community Action Plan or CAP, can be cumbersome and confusing, especially for programs seeking only small financial support. We need to continue to improve this process so that it is easy for staff to create, track, and complete a CAP. Additionally, we need to explore ways to support programming efforts in branches that do not have large Foundation gift fund balances with which to fund programming.*

- **11/22/21** – The 2022 CAP process will allow for smaller programs to be funded with operational dollars that have been budgeted to the Programming Department. Process continues to be improved with the collaboration of PDA, CPSO, and Strategic Planning and Assessment Officer. To date, 169 CAPs have been approved for execution in 2022 with secured funding of almost \$900k.
- **Patron Incident reporting tool** – *Our current tool for logging patron behavior incidents was built in-house many years ago and did not foresee our current need to be able to create reports on things like patron demographics. We need a more robust tool to ensure we are able to ask questions of our data and how our patrons are interacting with our security procedures/staff.*
 - **11/22/21** – Strategic Planning and Assessment Officer has been reviewing data structure and tool development. Contract for one year should be signed soon followed by beta testing and final revisions prior to deployment.
- **Teen Services** – *We need to be more intentional in the way we provide services to our teen patrons. We need to create some teen-specific librarian positions, whose job is specifically to serve teen patrons. Currently, it tends to fall to whichever staff are naturally inclined to work with teens, and our teen patrons deserve more intentionality.*
 - **11/22/21** – We have created a teen-specific job description that branches can deploy as needed.
- **Security transition** – *We will continue our efforts to bring our security function in-house so that we are able to work with our security staff in a more engaged way and so that all staff that a patron might encounter in a branch are library staff.*
 - **11/22/21** – We continue to add in-house security positions at a steady rate. We will renew our relationship with G4S for 2022 and at the end of 2022 we will evaluate our needs at that point.
 - **12/13/21** – We have renewed our G4S relationship for 90 days.
- **Reorganize Central library management to match current strategic plan** – *Currently, the organization of Central Library is set up to match the previous strategic plan. We need to make sure that our structure matches our current goals, and that areas like the CBLC and the ISCR, which are projected to grow in impact, are supported with adequate resources.*
 - **11/22/21** – Two positions will be added to the CBLC to increase the capacity of that area of the library.
- **Digital Encyclopedia of Indianapolis** – *Before the end of 2021 the library has agreed to take ownership of the Digital Encyclopedia of Indianapolis. We need to create a departmental structure (within the Indianapolis Special Collections Room) that matches this need and incorporate this initiative into ongoing business.*
 - **11/22/21** – The departure of our Special Collections Librarian from the ISCR has thrown a wrinkle into this conversation. However we are still committed to housing the DEOI and launched on November 18, 2021.
 - **12/13/21** - the DEOI began being managed by Mike Williams, under Collection Management. DEOI Leadership meetings have been taking place to facilitate the transition of staff, technology and leadership to IndyPL.

Facilities

- **Addressing branch-level facilities issues** – *many staff are unaware of how facilities issues are addressed. We need to improve the transparency of this process and help people understand how their requests are processed and completed, and what they should do if they need a progress update.*
 - Facility Dude tool – needs to be placed on intranet
 - Response time goals – we need to set a target for response times and track our progress
 - Staff permissions – we need to survey staff to make sure the appropriate individuals have permissions

CMSA

- **Representation into the collection** – *We need to continue to make progress on our ability to increase representation in the collection, which has a significant impact for our patrons. It has been suggested that this become a focus of an Equity Council subcommittee.*
 - **12/13/21** - The CMSA team has developed a strategy and process for noting e-resource and upprocessed selections in 2022.
 - Collection Guidelines for book purchases for LGBTQ+ and African American audiences are in the queue for discussion with the equity council and affinity groups.
 - Collection Guidelines for book purchases hispanic/LatinX equity and representation are on deck.
 - Collection Guidelines for identifying video selections for all three areas will begin in 2022.
 - Deb and Garrett began discussion of development of a dashboard for racial equity/representation purchases that will make it easier for staff to monitor equity purchase levels.
 - CMSA staff presented on building equity into library collections at the annual ILF conference.
 - Ownership of Baker & Taylor, the major supplier of physical materials for the library collection, is transitioned to an XBE company, increasing the supplier diversity of library materials significantly.
- **Collection HQ implementation timeline** – *Staff are eager to resume use as we work to re-implement after the transition to Polaris from Horizon, utilizing new DEI functionality and a different account structure. We need to build a transparent project structure around CollectionHQ, which is a significant tool that many staff rely on to do their jobs.*
 - **11/22/21** – CMSA has been working with the vendor on the data sheets for mapping data from Polaris. When we get those completed, we are meeting with them to discuss the possibility of including Shared System data, and to develop the timeline. We're working on the training aspects for staff, as well as new training for the selection team on the new diversity reporting options.

- **12/13/21** – Standing data sheets are complete. Training is complete but we have discovered that the data set is too large for the Simply Reports module of Polaris. This should be addressed by a dashboard created by Garrett Mason.
- **Collection Diversity Audit** (co-owned by Public Services) – *We will continue to build measurable data for how representative our collection is.*
 - **11/22/21** –CMSA is finishing up the analysis of the Pike audit, and will be releasing it soon. Then we'll be able to talk about the next step of rolling the process out to the branches.
 - **12/13/21** - CMSA staff presented on building equity into library collections at the annual ILF conference. This included discussion of the diversity audit.
- **Axis360** – *We will explore how we can pursue our goal of providing a shared e-resource platform with our school partners, while at the same time ensuring that the tool we use to build this platform is robust and can do all of the things we need it to do.*
 - **12/13/21** - CMSA and shared system staff presented on IndyPL's Axis 360 Community Share platform at ILF.
 - Ownership of Baker & Taylor, the Axis 360 platform company is transitioning to an XBE company, increasing the supplier diversity of e-books significantly.

Comms

- **Website transition timeline/plan** – *Based on staff and patron feedback, we need to begin considering what our next website might look like. There is frustration from both staff and patrons with the way our search function works and how it presents results. The website could also be more smoothly integrated with our catalog, and other tools like our calendar of events.*
 - **11/22/21** - We are close to launching an improvement to our existing website (adding drop-down navigation, re-org of several pages for clarity, and revamped homepage), which has been delayed by vendor issues but should go live soon.
- **Intranet revamp project (co-owned with IT)** – *Our intranet is currently an underutilized tool for internal communication, which makes it a missed opportunity. Staff have identified several ways they would like to see this tool improved, such as a clearinghouse for standard procedures as well as forums for staff discussions that are not best suited to email exchanges.*
 - **11/22/21** – Part of this conversation will be had during our deployment of Microsoft 365, which comes with a range of communication tools. The role of the intranet may or may not change as those tools are deployed.

IT

- **Support for public-facing technology initiatives** – *Staff have asked for the IT department to play an increased role in certain public facing technology projects, like the circulation of laptops and hotspots for patrons. Historically the IT department has focused on more structural systems. This shift may require additional or refocused resources for IT.*

- **12/13/21** – IT is leading the rollout of Microsoft 365 to the library system. This is an immense project. All locations should be up and running in the next few weeks. Training is underway.

Finance

- **Procedures/FAQ document** – *Staff are not always sure how to complete foundational accounting processes, or how to check on things like the status of a reimbursement or a check made in payment to a program presenter. We need to develop a simple FAQ document/site where staff can go for answers.*
 - **12/13/21** – Current target is for this document to be available on the intranet by 12/31

DEI Officer

- **Equity Council** – *The Equity Council was in its infancy when our previous DEI Officer left the organization. The new DEI Officer will need to take ownership of this group, ensure an effective culture of communication and collaboration on the group, and help determine whether the group is structured well (whether the subcommittee system needs to be adjusted, for example).*
 - **11/22/21** – Our DEI Officer is now hired and has started work. She is creating relationships and gaining organizational knowledge, which are prerequisites to implementing any changes.



My First 159 Days at Indianapolis Public Library and Counting....

SOCIAL WORKER (SW)

Yanna D. McGraw, LMSW

OVERVIEW

- SW Background
- Social Work Vision
- Job Description
- Micro, Macro, Mezzo
- Successes
- Challenges
- Next Steps
- Questions



SW BACKGROUND

- LMSW – Licensed Master Social Worker
- Work Experience
 - Behavioral Health
 - Home-Based Therapist
 - Case Manger – Department Child Service
 - Primary Care Social Worker - Geriatrics
 - Veterans experiencing homelessness
 - Non Veterans experiencing homelessness



SOCIAL WORK VISION

- provide advice, support and resources to individuals and families to help them solve their problems. (Micro)
- prepare library staff to better handle crisis situations and convert the library's existing patchwork of partnerships and programs to a consistent array of services. (Macro)
- leverage partnerships to ensure that people have access to services such as mental health support, housing, and employment. (Mezzo)



JOB DESCRIPTION

- Identify library patrons who may benefit from social service support through outreach, direct observation, or referral by library staff.
- Meet individually with library patrons in order to provide referral services or address issues in ways that are consistent with the mission, services, and constraints of the Indianapolis Public Library.
- Assess patron's identified needs including those related to housing, mental health, primary care, substance abuse, case management, etc.
- Provide current and relevant information, support, referrals, and assistance to patrons experiencing mental health issues, substance abuse, unstable housing, or other needs as identified.
- Provide short-term case management for library patrons who need assistance connecting with other community resources for ongoing services.
- Coach, model, and serve as a resource for staff in best practices related to working with vulnerable populations and customers.
- Provide crisis assistance and intervention in the library as needed.
- Develop partnerships with area agencies and stakeholders in order to provide services within the library or make referrals to off-site services available to library patrons. Participates in community engagement and outreach, and assists in community-based initiatives.
- Provide expert information as part of library planning processes, leads projects that intersect with services to vulnerable or at-risk populations, identifies and advocates for vulnerable populations, and helps guide efforts to evaluate and assess service delivery to at-risk customers.
- Partner with security and other staff in order to help address underlying issues related to conduct that disrupts.
- Represent the library in networking with other agency representatives and at community meetings, as related to the essential duties.
- Serve as a resource for library administration and policy-makers on issues relevant to patrons experiencing mental health issues, substance abuse, unstable housing, or exclusion issues.
- Track trends among library-based social workers and other relevant service providers, exchange knowledge with peer libraries and agencies, and implements promising new practices.
- Supervise social work practicum students
- Design and implement systems and processes necessary as the first full time social worker in this library.
- Able to work the normally scheduled work time for this position.
- Able to cope with daily job-related stress.
- Collaborate with community members and agencies to address the systemic issues and needs faced by at-risk library patrons who spend time in and around the library.
- Participate in funding initiatives related to public library-based social work.
- May attend management team meeting as requested.
- Initiate, participate, and collaborate with Library staff on projects, committees, and trainings.
- Other duties relevant to position as assigned by supervisor.



MICRO

- Identify library patrons who may benefit from social service support through outreach, direct observation, or referral by library staff.
- Meet individually with library patrons in order to provide referral services or address issues in ways that are consistent with the mission, services, and constraints of the Indianapolis Public Library.
- Assess patron's identified needs including those related to housing, mental health, primary care, substance abuse, case management, etc.
- Provide current and relevant information, support, referrals, and assistance to patrons experiencing mental health issues, substance abuse, unstable housing, or other needs as identified.
- Provide short-term case management for library patrons who need assistance connecting with other community resources for ongoing services.
- Supervise social work practicum students



MACRO

- Coach, model, and serve as a resource for staff in best practices related to working with vulnerable populations and customers.
- Provide crisis assistance and intervention in the library as needed.
- Develop partnerships with area agencies and stakeholders in order to provide services within the library or make referrals to off-site services available to library patrons. Participates in community engagement and outreach, and assists in community-based initiatives.
- Provide expert information as part of library planning processes, leads projects that intersect with services to vulnerable or at-risk populations, identifies and advocates for vulnerable populations, and helps guide efforts to evaluate and assess service delivery to at-risk customers.
- Partner with security and other staff in order to help address underlying issues related to conduct that disrupts.
- Represent the library in networking with other agency representatives and at community meetings, as related to the essential duties.
- Collaborate with community members and agencies to address the systemic issues and needs faced by at-risk library patrons who spend time in and around the library.
- May attend management team meeting as requested.
- Initiate, participate, and collaborate with Library staff on projects, committees, and trainings.



MEZZO

- Track trends among library-based social workers and other relevant service providers, exchange knowledge with peer libraries and agencies, and implements promising new practices.
- Participate in funding initiatives related to public library-based social work.



SUCCESS

- Set Hours for Office and Atrium
- Branch Support GFP & WIN
- Homeless Resource Committee
- SW Volunteer
- Weekly Community Meetings
- Media Exposure
 - WYFI
 - Indianapolis Monthly
- Students
 - MSW/BSW (January 2022)
- Community Resources in the Building
 - Damien Center
 - Phones – Private Vendor
 - Covid Vaccinations
 - Youth Links



CHALLENGES

- Security
- Staff Trainings
- Communication
- Entering into a work climate with issues and concerns and employees who are not challenged and appreciated
- Working in a system that works in silo's and not solution focused
- Various meetings and programming that does not meet the needs of the demographic that comes into the library
- Lack of team working environment (competitive and I approaches)
- Unofficial Day Shelter that lacks supports
- Connecting patrons to resources in the community
- Not being able to service all branches
- Need more support and assistances



WHAT IS NEEDED

- Programming that assist the demographic that's in the library
- Transportation solutions for patrons
- Phone for patrons usage
- Cell Phone SW
- Panic Buttons
- Badged access to SW office
- Printer SW
- Resource Fairs
- Access to HMIS (Homeless Management Information System)
- Substance Abuse Groups
- Groups for SMI population
- Reentry Programming
- Training for Contracted Security that aligns with library standards and customer service
- TeleHealth
 - Mental Health
 - Substance Abuse



NEXT STEPS

- Support from staff, community and board
- Allowed time to build a systematic SW Program
- Provide resources and programming in the Library for the patron demographic that is represented in the library
- Stronger SW presence in meetings that will allow for systematic discussions and changes
- Stronger presence in community meetings that impact the demographic that is represented in the library



QUESTIONS

○ Yanna D. McGraw, LMSW

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INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE
FACILITIES COMMITTEE MEETING
DECEMBER 6, 2021

The Indianapolis-Marion County Public Library Board Facilities Committee met electronically via Zoom on Wednesday, December 6 at 11:00 a.m. pursuant to notice given.

Committee Members Present: Chairman Bigsbee, Dr. Murtadha and Rev. Robinson

Other Attendees: Judge Salinas, John Helling, Gregory Hill, Joe Backe, Dana Imel, Angie Gilbert, Robert Scott, Gary Davis, Dan King, Victor Landfair, David Yancy, Russell Lewis, Chris Kerns, Katie Grajewski, Mike Coghlan, and Robert Morrison

COMMITTEE REPORT

1. Resolution – Approval to Establish the Guaranteed Maximum Price with The Skillman Corporation Serving as the Construction Manager as Constructor for the Fort Ben Branch Project

Mike Coghlan, Director of Facilities (Interim), with Dan King, Victor Landfair, David Yancy and Gary Davis, with the Skillman Davis Team discussed the proposed Resolution with the Committee.

To promote awareness of the opportunity for businesses to participate in the Project, The Skillman Davis Team, working with IndyPL Facilities, Purchasing and Diversity/Inclusion staff, engaged in several outreach and engagement activities.

Working with Ratio Architects, The Skillman Davis Team prepared and issued bidding documents on September 24, 2021, containing 10 separate contract packages. Bids from 38 bidders were received on November 4, 2021.

The work as bid by the apparent low bidders for all the alternates totals \$9,387,720. The Skillman Davis Team evaluated the bids and conducted pre-award meetings with the apparent low bidders and the architect to confirm scope and values.

There was MBE/WBE/VBE/DOBE utilization in 7 of the 10 bid contract packages. For the lowest, responsive, responsible bidders there is 7.4% MBE utilization, 13.9% WBE utilization, and 1% VBE utilization.

As part of the construction management services, Davis Associates will be providing a significant portion of the staffing and general conditions required for the project. Examples of general conditions include construction fencing, temporary facilities, access roads/parking areas, and control signage.

The construction is scheduled begin in early March 2022. The substantial completion date is June 1, 2023, subject to receipt of all required permits.

The Guaranteed Maximum Price Proposal for the work is \$11,161,503 which is consistent with the Project budget. The Skillman Davis Team proposes to complete these Services on a not-to-exceed basis consistent with the Agreement authorized by Resolution 63-2020. The expense for the Services will be charged to the Series 2021B Bond (Fund 484).

Following the discussion, Dr. Murtadha made the motion, seconded by Rev. Robinson that the Resolution be sent to the full Board for approval with a Do Pass Recommendation. The motion passed unanimously.

2. Resolution – Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Constructor for the Glendale Branch Replacement Project

Mike Coghlan, Director of Facilities (Interim), Russell Lewis, and Chris Kerns, with Powers & Sons discussed the proposed Resolution with the Committee.

To promote awareness of the opportunity for businesses to participate in the Project, Powers & Sons, working with IndyPL Facilities, Purchasing and Diversity/Inclusion staff, engaged in several outreach and engagement activities.

Working with krM Architecture+, Powers & Sons prepared and issued bidding documents on October 19, 2021, containing 9 separate contract packages. Bids from 34 bidders were received on November 18, 2021.

The work as bid by the apparent low bidders, exclusive of the alternates, totals \$9,380,753.00. Powers & Sons evaluated the bids and conducted pre-award meetings with the apparent low bidders and the architect to confirm scope and values.

Tier 1 MBE utilization is 100% as Powers & Sons is a certified MBE vendor.

Tier 2 and Tier 3 MBE/WBE/VBE/DOBE utilization is \$4,863,217. For the lowest, responsive, responsible bidders there is 41.4% MBE utilization, 1.8% WBE utilization, and 8.7% VBE utilization. This is 51.8% of the total subcontractor contract value. Powers & Sons will continue efforts to find a DOBE vendor to utilize on the Project.

The substantial completion date is April 1, 2023, subject to receipt of all required permits.

The Guaranteed Maximum Price Proposal for the work is \$11,412,448 which is consistent with the Project budget. Powers & Sons proposes to complete these Services on a not-to-exceed basis consistent with the Agreement authorized by Resolution 62-2020. The expense for the Services will be charged to the Series 2021A Bond (Fund 483).

Following the discussion, Dr. Murtadha made the motion, seconded by Rev. Robinson that the Resolution be sent to the full Board for approval with a Do Pass Recommendation. The motion passed unanimously.

3. Parameters for the Security and Alarm Response Services Contract

John Helling, CEO (Interim), and Dana Imel, Safety and Security Manager discussed the issue with the Committee.

In the Fall of 2020, the Safety and Security function of IndyPL moved from the Facilities Department to the Public Services Department. The first goal of the move was to provide safety and security using in-house Security staff as opposed to a contracted service. Patrons of IndyPL experience interactions with our contracted Security guards daily. This has resulted in IndyPL policies being enforced inconsistently. The frequency of these “misalignments” was such IndyPL decided to control these interactions more directly by having in-house Security Staff.

Central Library poses a challenge for staffing. Currently the contract has 15 guards and 2 supervisors to handle the 24/365 needs of the facility. The current contract with Allied provides IndyPL with great flexibility on the locations, quantity, and services to be provided by Allied. Alternatives and possible timelines for the continued transition from contracted to in-house services will be prepared for consideration by the Committee at a future meeting.

The second goal was to hire specialized security assistants to address location specific issues, such as after-school specialists at Pike and Warren, and a full-time social worker at Central. An update on the impact of these specialized services will be provided at a future Committee Meeting.

The third goal was to improve our ability to understand who is being impacted by security incidents at IndyPL through better data gathering, reporting, and analysis.

Our current incident database is unable to produce the type of detailed reports to meet our needs. IndyPL has identified a reasonably priced product that will meet our needs after some customization of the product and adjustments to our incident report creation process. We are currently working through the customizations and understanding of the applications data structure. If our requirements for these items can be met, we will move to testing and updating our practices to confirm the product meets our needs. An update on the proposed product will be provided at a future Committee Meeting.

4. Next Meeting

The Committee will be polled to determine the most convenient time for the Committee to have a standing meeting date and time for 2022.

5. Adjournment

The meeting adjourned at 11:43 a.m.



2022 Board Meeting Calendar

January 24
February 28
March 28
April 25
May 23
June 27
July 25
August 22
September 26
October 24
November 28
December 19*

All meetings will take place at the Library Services Center, located at 2450 North Meridian Street, Room 226, Indianapolis, Indiana 46208

* Meetings are held at 6:30 pm on the fourth Monday of each month except for December. That meeting will be held on the third Monday.