Library Board Meeting Agenda

Indianapolis-Marion County Public Library

Notice Of The Regular Meeting
December 18, 2023

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

Franklin Road Branch Library
5550 South Franklin Road
At 6:30 P.M.

For The Purpose of Considering The Following Agenda Items
Dated This 13th Day Of December, 2023

The public is invited to 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 as follows:

https://www.indypl.org/about-the-library/board-meeting-times-committees

Public comment can be made in-person at the Board Meeting.

HOPE C. TRIBBLE
President of the Library Board

-- Regular Meeting Agenda –

1. **Call to Order**

2. **Roll Call**

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

   a. **Franklin Road Branch Report** – Ms. Jill Wetnight, Manager, will report on their community and services. (enclosed)

   b. **Quarter 3 – Statistical Report on Operations** – Ms. Marianne McKenzie, Strategic Planning and Assessment Officer, will review the information. (enclosed)

4. **Public Comment**

   The Public has been invited to the Board Meeting.

   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 individuals 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 employee charges, employee complaints, or alleged employee misconduct. Any such matters should be brought promptly to the attention of the 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 IF THEY ARE SPEAKING ON BEHALF OF A GROUP.**

5. **Approval of Minutes**

   a. **Regular Meeting, November 27, 2023** (enclosed)

   b. **Annual Meeting, November 27, 2023** (enclosed)

COMMITTEE REPORTS

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

   a. **Report of the Treasurer – November 2023** (enclosed)

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

   a. **Resolution 89 – 2023** (Approval of Acceptable Use Policy) (enclosed)

   b. **Resolution 90 – 2023** (Approval of Revised Information Technology Policies**)** (enclosed)

   c. **Resolution 91 – 2023** (Approval of Cyber Security and Software License Purchase Policies) (enclosed)

   d. **Resolution 92 – 2023** (Approval of Appointment List**)** (enclosed)

   e. **Resolution 93 – 2023** (Approval of Resolution Adopting a Schedule of Pay Grades, Staff Positions, and Benefits for Library Employees) (enclosed)

   f. **DEIA Plan** – Ms. Kim Ewers, Diversity, Equity and Inclusion Officer, will discuss the Plan. (enclosed)

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

   a. **Resolution 94** (Approval to Award a Services Contract for Off Duty Officer Services) (enclosed)

   b. **Facilities Overview and Year-In-Review** – Mr. Adam Parson, Facilities Director, will discuss the Overview. (at meeting)

9. **Library Foundation Update**

10. **Report of the CEO**

    a. **Confirming Resolutions:**

1) **Resolution Regarding Finances, Personnel and Travel (95 – 2023)** (enclosed)

b. **CEO Report – December 2023** (enclosed)

UNFINISHED BUSINESS

11.

NEW BUSINESS

12.

DISCUSSION AND AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

January 2024 –

INFORMATION

14. Materials

a. **Notes of December 5, 2023 Diversity, Policy and Human Resources Committee Meetings** (enclosed)

b. **Notes of December 5, 2023 Facilities Committee Meeting** (enclosed)

c. **Notes of December 5, 2023 Finance Committee Meeting** (enclosed)

15. Board Meeting Schedule for 2024 (Notice of Date and Place of Meeting) and Upcoming Events

a. **Board Meeting Schedule for 2024** *will be updated as needed.*

b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

16. Notice of Special Meetings

17. Notice of Next Regular Meeting

Monday, January 22, 2024 at the Decatur Branch Library, 5301 Kentucky Avenue, at 6:30 p.m.

18. Other Business

19. Adjournment

Franklin Road Branch Library

Who we are:

4 FT Public Service Librarians (manager included)
1 PT Public Service Librarian
1 PT Hourly Public Service Associate
1 Circulation Supervisor II
3 FT Library Assistants (1 LA III, 2 LA II's)
2 PT Library Assistant II
2 Hourly Library Assistant II
5 PT Library Pages
8 Volunteers

Who We Serve:

Age Distribution: Ages 0-19 – 31%; Ages 19-64 – 56%; Ages 65+ - 13%

Racial Distribution: Caucasian – 80%; African American – 8%; Hispanic – 6%; Asian – 6%

- The total base population: 64, 888
- Land area in square miles: 42.2
- Schools:16 private and public schools (Franklin Township School Corporation); Lutheran High School
- Churches: 33 in the Franklin Road Service area

How we serve:

- 22,040 registered borrowers in 2022
- 79,051 door count in 2022
- 406,370 circulation in 2022
- 7244 computer users (sessions) in 2022
- 2342 reference assists in 2022
- 115 programs/11,101 attendance in 2022 (includes in-person, virtual and passive programs)
- 1568 registered for Summer Reading Program/303 registered for Adult Summer Reading Program 2022
- 1694 registered for Summer Reading Program/616 registered for Adult Summer Reading Program 2023

Our Story:

The Wanamaker Library opened in leased quarters on April 14, 1969, at 8822 Southeastern Avenue in Franklin Township, as one of the library system's smallest branches (2,560 square feet). It was the fifth of the libraries to open in the county, following the expansion of service to county residents in 1966. The opening represented the culmination of the efforts of many local residents to bring library service to Franklin Township, and particularly to Wanamaker. As early as 1943, a group of women had formed a reading club and later unsuccessfully petitioned the Indianapolis Public Library for materials to begin a staffed-by-volunteers library in the empty Catholic Church building in Acton. Bookmobile service began in the township in November, 1966, first in Acton, then in Wanamaker. The leased building, occupied since 1969, was purchased by the Library Board on December 8, 1978.

To meet the growing needs of the patrons in the area, a 17,000 square-foot building was built in 1999. On February 6, 2000, the new Franklin Road branch opened to the public, replacing the Wanamaker branch. Franklin Road has become a well-known and vital part of the Franklin Township Community. Patrons utilize and depend upon our services, including eBooks and audiobooks, and wireless internet access. Programs for all ages are well-attended.

The branch is situated on Franklin Road between Thompson and Edgewood, just south of the railroad tracks. Because of the rural setting when the branch was built, it is decorated throughout with a country theme. There are 11 public computers and 6 AWE computers for children. Our community room is well-used by various area groups, such as homeowners associations and scout troops. It is also frequently rented for celebrations and business meetings.

In March, 2016, the branch was remodeled to include a pilot for a Marketplace, and 2 study rooms. Both have been well-received. The study rooms continue to be very popular.

The township has many subdivisions, and several businesses have located near the library. A small strip mall is adjacent to the branch, containing Subway, Donatos and Li's Garden Restaurants, and various other small businesses. Another building behind the branch houses El Rodeo Mexican Restaurant and Norma's Fine Wines. The Gymnastics Company built a gym behind the library. The largest employers in the area are St. Francis Hospital, and the Franklin Township School District. Important local agencies are the Franklin Township Civic League, the Franklin Township Chamber of Commerce, the Franklin Township Historical Society and the Franklin Township Lions Club. Contacts have been made with the local agencies, as well as the schools and businesses, to establish partnerships for joint ventures.

Highlights:

- **Programming:**
  Children's programming is very popular. Weekly sessions of Baby, Toddler and Preschool programs are offered. The juvenile PDA packaged programs are well-attended, sometimes at capacity. A bilingual English-Spanish preschool storytime was offered through PDA this fall and we hope to offer more Spanish, and possibly other languages in 2024. Franklin Road was one of the highest for SRP registration. Other systemwide reading initiatives such as 1000 Books By Kindergarten (499 registered) and 100 Books Before Graduation (167 registered) are also popular.

Teen programs offered by PDA are gaining popularity and the children's librarians are planning to offer more in-house programs next spring to encourage more teen participation.

The monthly adult book discussion group, which has been meeting since the branch opened in 2000, has seen a great jump in attendance over the past year, with 15-19 attending each month!
(80 total in 2022, 182 total in 2023)
We offer basic Computer classes/eReader drop-ins, and are offering a Canva Class in December
Adult packaged PDA programs are popular, especially those focusing on crafts, writing and cooking/health and wellness.
Franklin Road has participated in the Seed Library for 2 years. It is very popular.

- **Community Contacts/Partnerships:**
  Franklin Township Chamber of Commerce – Franklin Road is a member. Adult PSL Deborah Jones is secretary and attended monthly meetings.

  Franklin Township Civic League/Franklin Township Informer – The Civic League office is located in the building that formerly housed the library. We have partnered with them in their annual winter drive to assist families with food, clothing and gifts. This year we were a drop-off point for personal hygiene items. Prior to Covid the Franklin Township Informer was published weekly and delivered to subscribers. Adult PSL Deborah submits weekly "New at Franklin Road" adult book lists, which are now published on the Civic League Facebook page, in the absence of the weekly Informer.

  Mayor's Neighborhood Advocate – The Mayor's Neighborhood Advocate, Jenny Menelas, holds weekly office hours to provide easier access for patrons to ask questions or express concerns in person, closer to home.

  Wanamaker Early Learning Center – This preschool opened in 2019 in the former Wanamaker Elementary School building and is part of the Franklin Township School System. The children's librarians visit monthly to read stories and share information with the students and staff.

  WIC -- hosts open office hours monthly in the branch through their mobile Unit. This gives parents the opportunity to sign up for the program and conduct their required check-ins in their own area. Office hours are on Wednesday, which coincides with our toddler program. They began in 2018, with a break during Covid. (2018 – 45, 2019 – 112, 2023 - 122)

  Immigrant Welcome Center – Began a new partnership in Fall, 2023, in part to reach more of the Sikh Community in the area. The branch hosted 2 Yoga and Wellness programs, and plans are underway to host another yoga series, and possibly other programs, in 2024.

- **Outreach:**
  --Wanamaker Early Learning Center
  --Wanamaker Old Settler's Day
  --Edgewood Intermediate School Fash Flash (Back to School Night)
  --Franklin Township Education Foundation Fast Flash and Back-2-School Bash
  --Franklin Township Chamber of Commerce Meetings

Respectfully submitted,

Jill Wetnight, Branch Manager

Library Operations Statistics

Quarter 3 + October 2023

Statistics Preview Disclaimer

The information and data presented here are provided as a preliminary view of year-to-date (YTD) numbers that may be included in the annual report. They are subject to change during the annual report's data cleaning process.

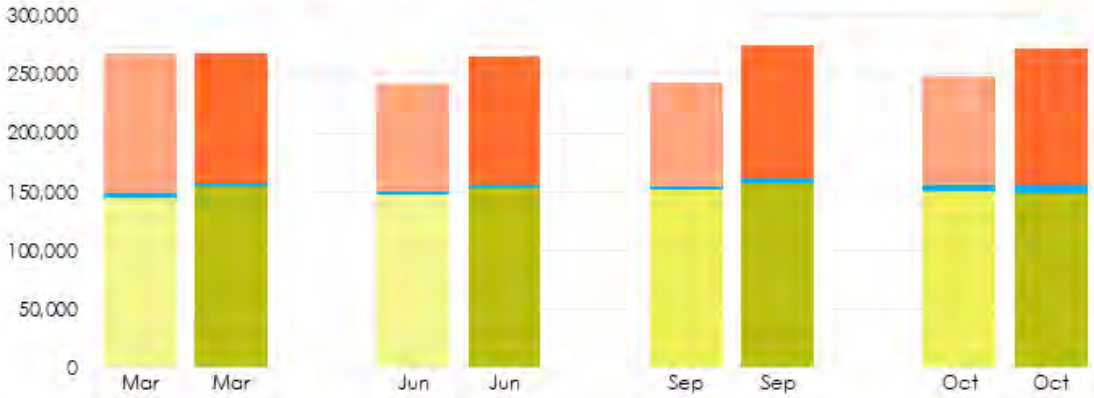
We make every effort to ensure the accuracy and quality of the data but the information you see here may be incomplete, using different measurements than are ultimately used for annual reporting, or contain errors that will be addressed prior to the annual report.

Cardholders

16.5% of total service area were active cardholders in October 2023.

40,185 New Cardholders (YTD), **34%** registered online.

1,154 cards issued had Fort Ben as their Primary Branch.

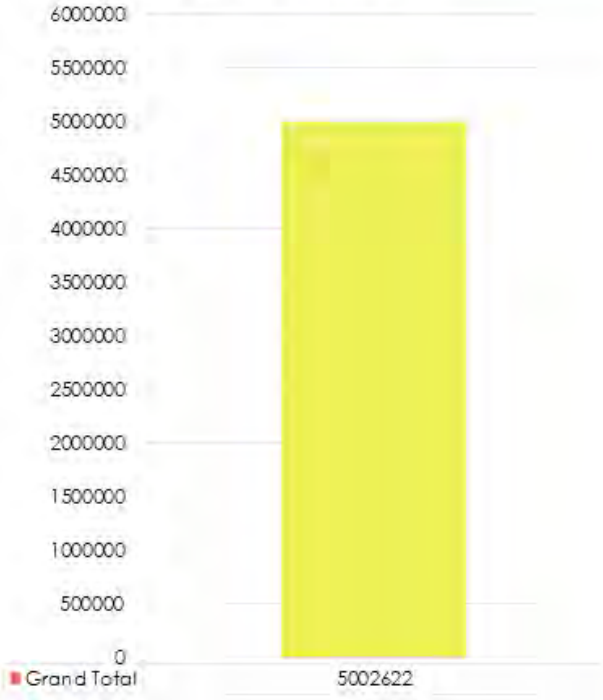


	Mar 2022	Mar 2023	Jun 2022	Jun 2023	Sep 2022	Sep 2023	Oct 2022	Oct 2023
Grand Total		267,235	241,425	265,220	242,231	274,120	248,833	271,994
Inactive	119,441	110,253	91,381	109,340	87,326	112,760	93,551	116,712
New	2,989	2,373	2,923	2,923	3,219	3,617	5,299	5737
Acfive (minus New)	145,261	154,609	147,121	152,957	151,686	157,743	149,983	149,545

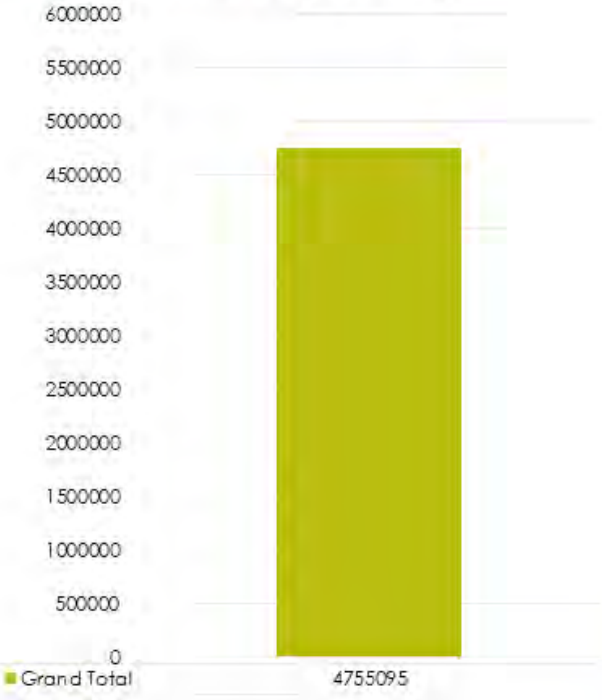
Physical Circulation*

*Includes Inter-Library Loans from Shared System that are not reported in in annual circulation

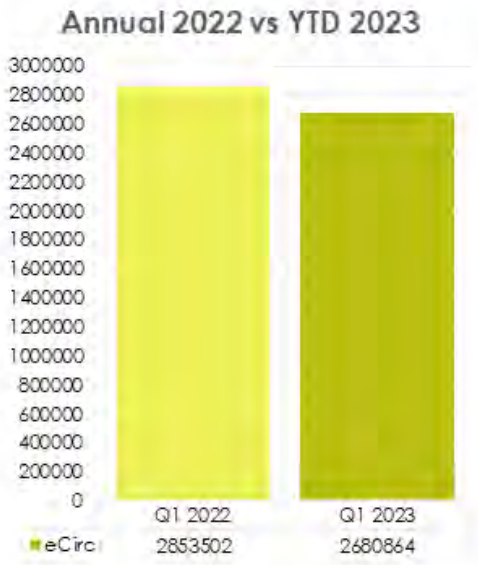
2022 – Full Year

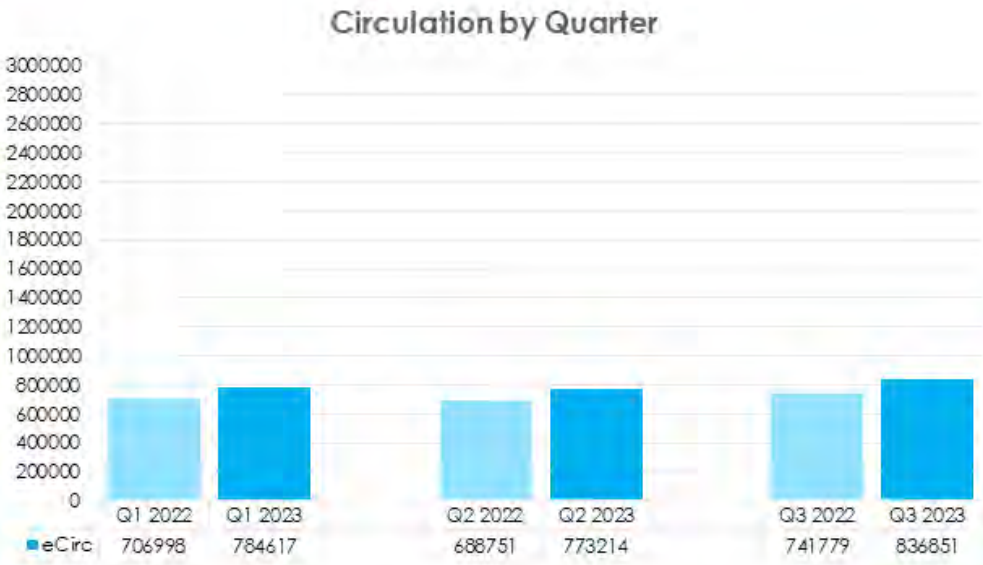


2023 – YTD (October)

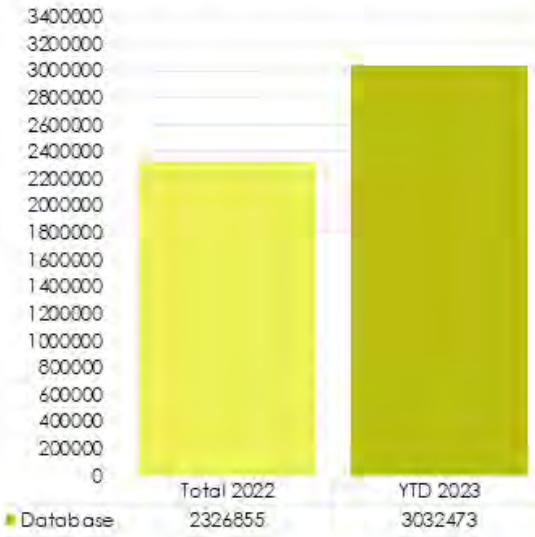


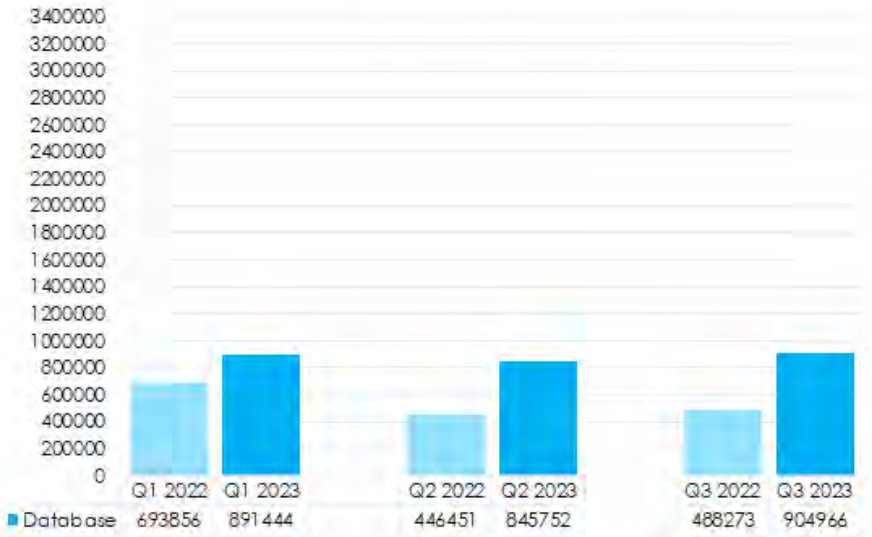
eCirc - eBooks, eAudiobooks, Streaming, and More





Database Access 2023





2023 Statistical Report – Quarter 3 + October

COMMUNITY IMPACT HIGHLIGHTS

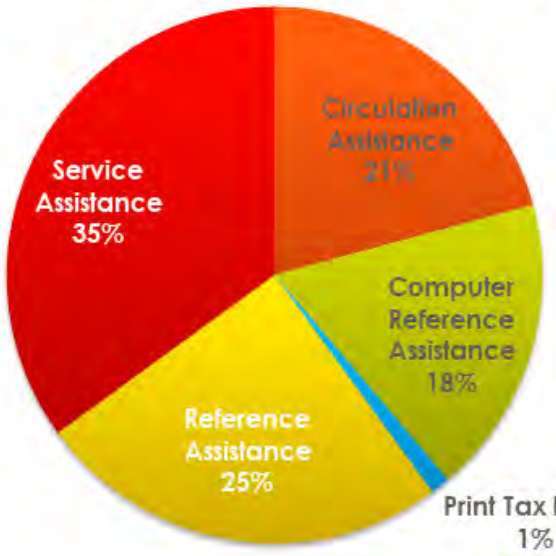
Service Point Assistance*

*This is a lower bound for interactions during the quarter, not every interaction is captured here

311,725 patron service point interactions

37,948 by phone

2523 by Ask-a-Librarian (Text, E-mail, etc.)

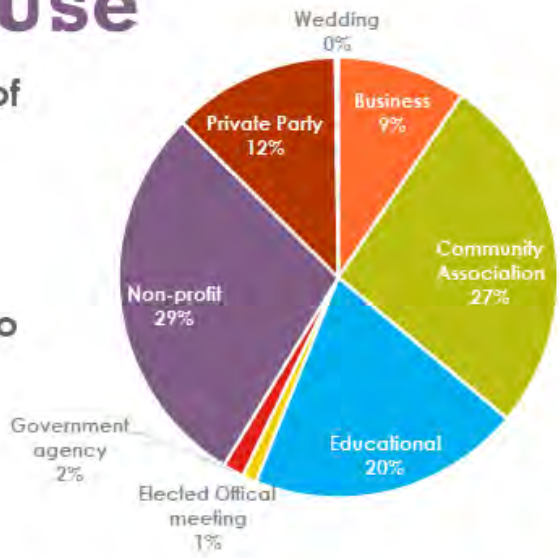


Community Room Use

22,452 Community Room Bookings by end of October 2023.

Community rooms generated **$30,274** in revenue from branch bookings.

Nonprofit organizations have an opportunity to book branch spaces at no costs and Central event spaces at a reduce rate.

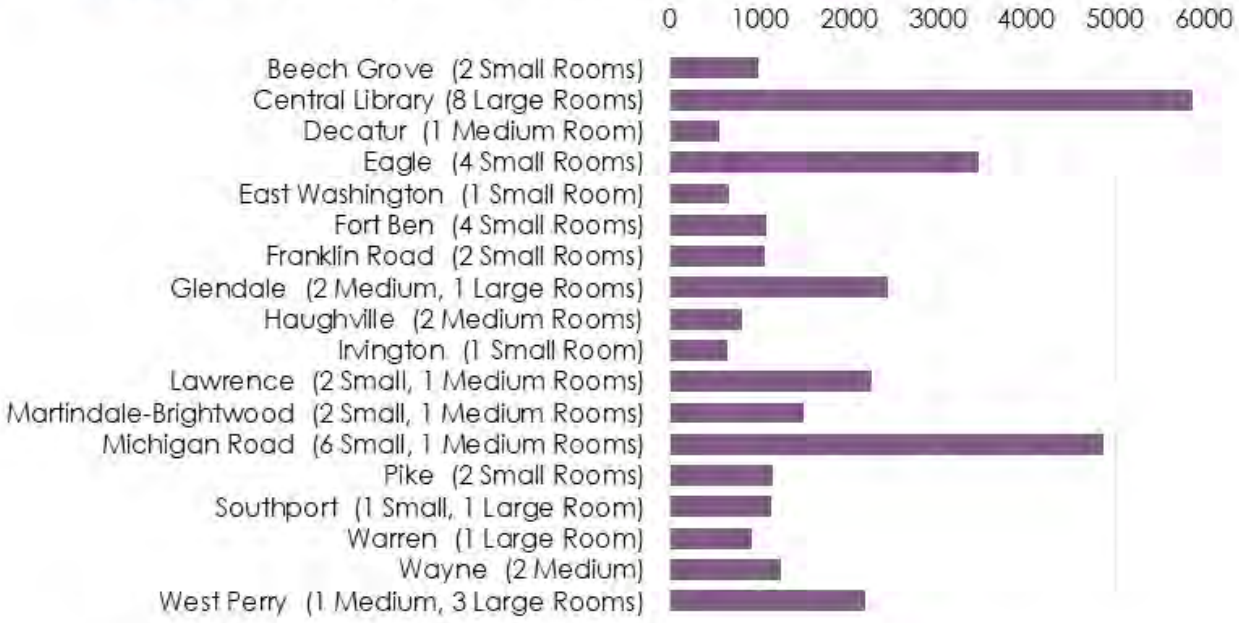


Events

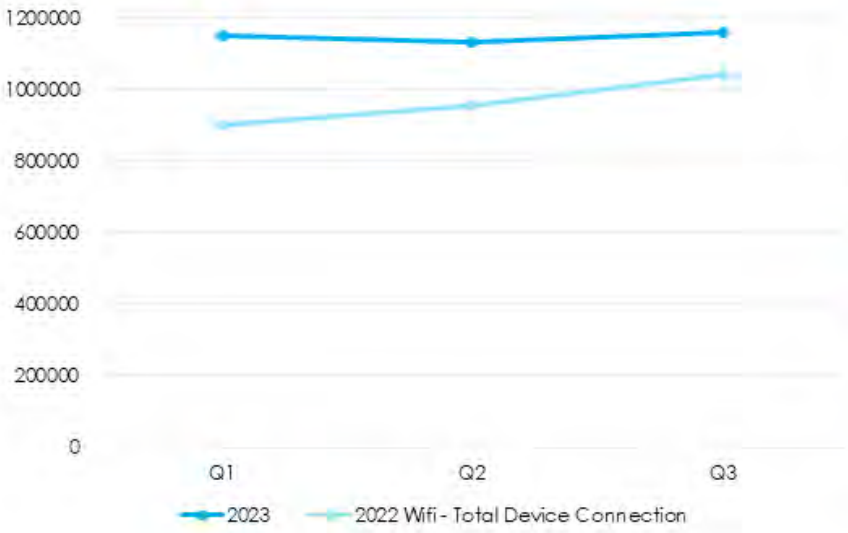
Central generated **$260,087** in revenue from event spaces by end of October 2023.

Study Room Usage

32,905 Study Room Bookings impacting **54,939** patrons by end of October 2023



Wi-Fi Utilization – Total Connections

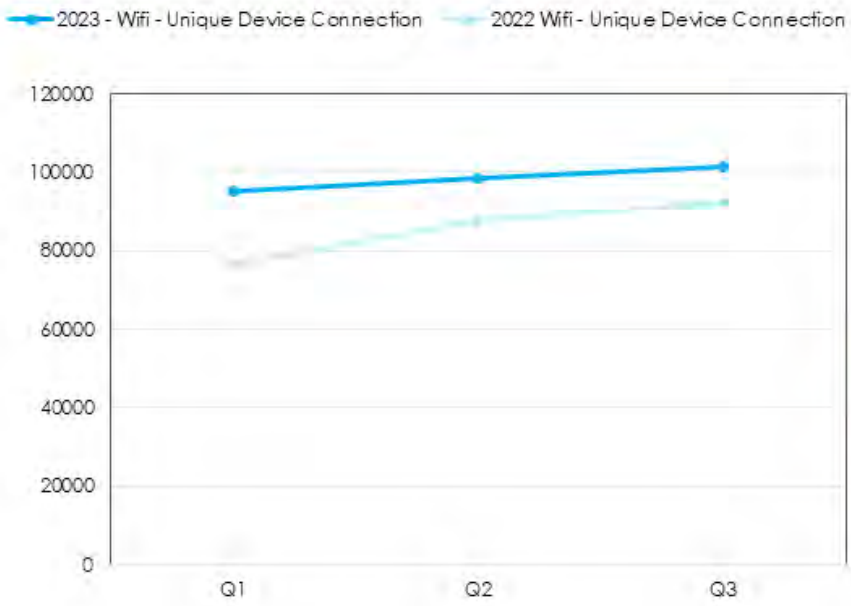


Total Wi-fi connections is a capacity measure that shows the total demand for Wi-fi. PC Usage is measured per sessions, so this is a comparable measure for Wi-fi. However, we know that devices will automatically connect multiple times in a single visit, so this is an upward bound of demand not a direct measure.

Wi-Fi – Total Connections

	2023	% Change	2022
Q1	1,150,581	28%	902,382
Q2	1,132,518	19%	953,879
Q3	1,157,029	11%	1,040,562

Wi-Fi Utilization

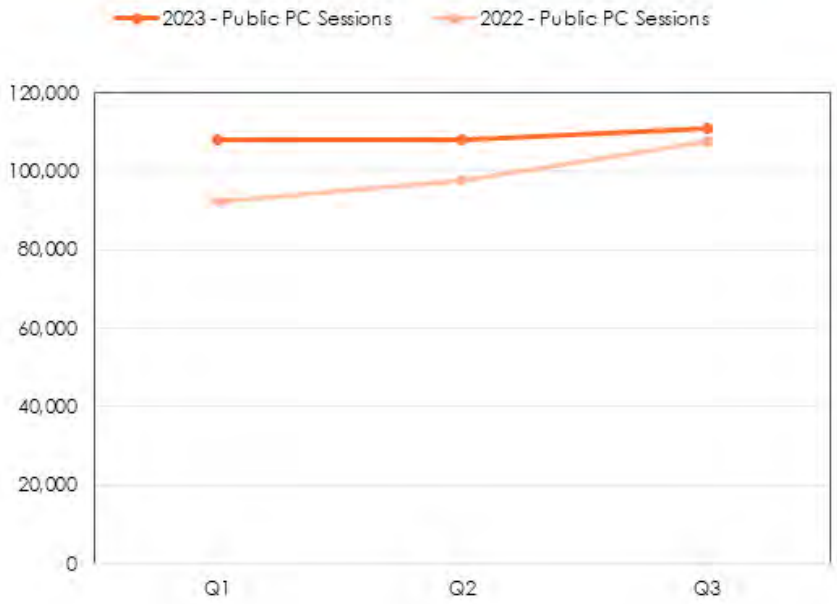


A single device may connect multiple times during a single visit or during repeat visits, so examining only unique devices connected is a more reliable measure of number of patron using Wi-Fi.

Wi-Fi – Unique Device Connections

	2023	% Change	2022
Q1	95,022	24%	95,022
Q2	98,405	12%	98,405
Q3	101,243	10%	101,243

Public PC Utilization



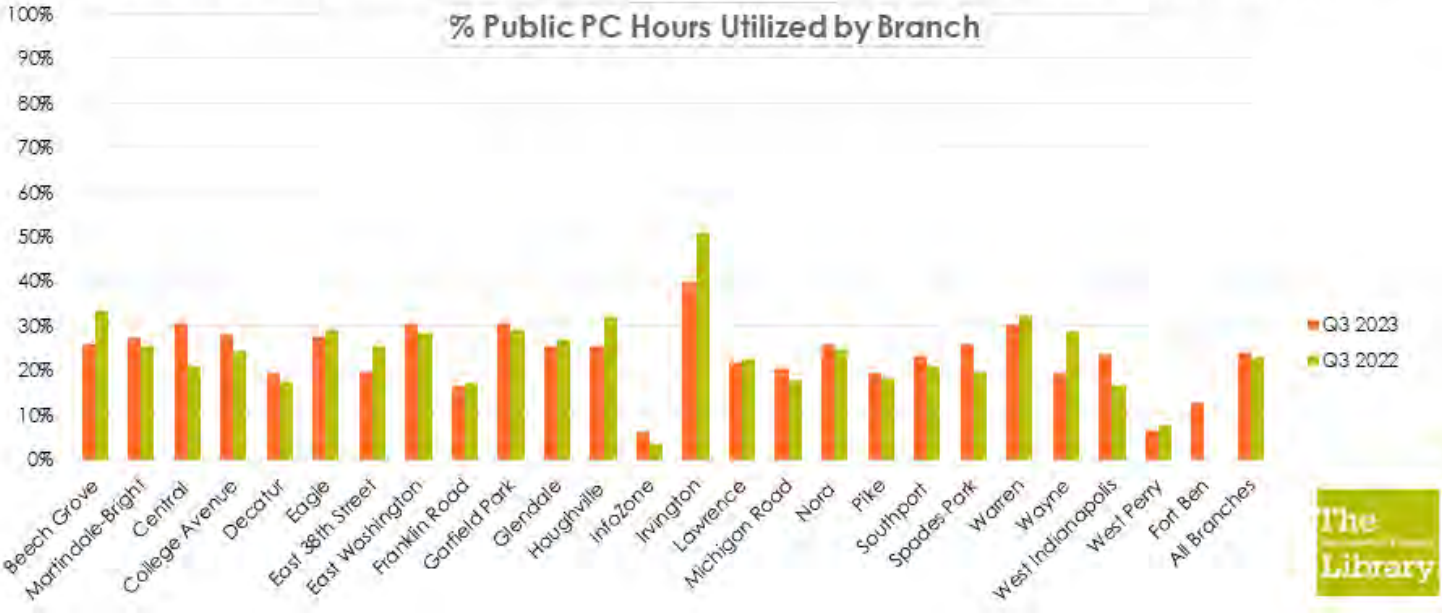
Public PC Sessions

	2023	% Change	2022
Q1	108,068	17%	92,290
Q2	107,902	10%	97,700
Q3	110,993	3%	107,696

Public PC Utilization

% of the branch's total available public PC hours during which a public PC was in use.

A new public PC management system is being piloted which will allow for more accurate measurements and to identify peak usage hours. Combined this will allow for identify if branches have sufficient public PC capacity.



2023 Statistical Report – Quarter 3 + October

PROGRAM IMPACT HIGHLIGHTS

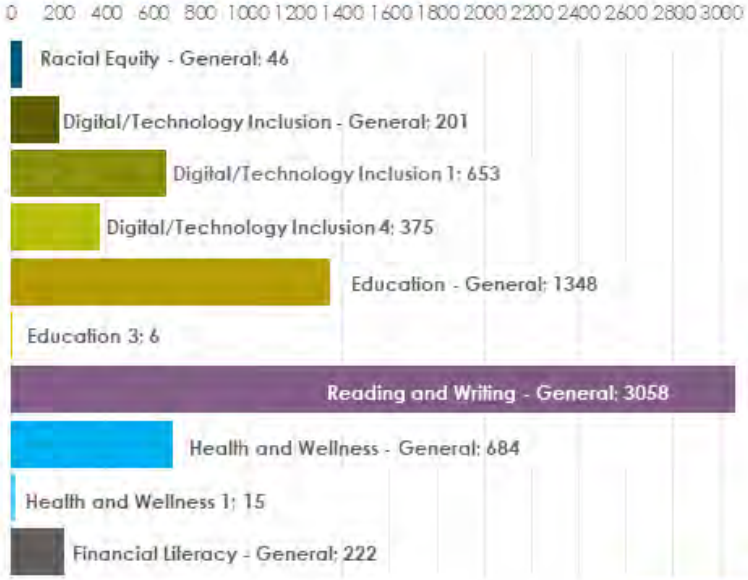
Strategic Priorities for Programs	Key Quote from Strategic Plan	Example Programs from Q3
Racial Equity - General	*"...to improve racial equity efforts within the organization and in the community by listening and providing a platform to continue the conversation and improve opportunities and outcomes for everyone."*	Growing Global Citizens at InfoZone Rasheeda's Freedom Day Watch Party at Martindale-Brightwood
Digital/Technology Inclusion - General	*"...ensuring all possible resources are used to maximize access to technology, promote technology education, and create informed technology users"*	Career Center Multilingual Computer Classes at Michigan Road
Digital/Technology Inclusion 1	*"Expand support for digital literacy and skills training by delivering at least 600 technology and computer training sessions annually across the system..."*	Senior Tech Academy at Southport Building Digital Literacy Skills with Northstar Digital Literacy
Digital/Technology Inclusion 4	*"Continue to provide high-quality STEAM programs system-wide."* *Science, technology, engineering, art, and mathematics (STEAM)*	Block Party (Lego and more) Seeing Themselves in STEAM at Infozone
Education - General	*"The Indianapolis Public Library continues to provide an array of programs and resources to promote lifelong learning of every kind"*	Nonprofit Workshops at Central Conversation Circles (English and Spanish)
Education 5	*"...annually deliver at least 15 sessions of high-quality professional development for educators through engagement with various community partners."*	Homeschool Meet-Up at Haughville Develop a Diverse Home Library at Franklin Road
Reading and Writing - General	*"...strive to create innovative reading programs, inform more community members of the reading resources available, and serve as a connector for the literacy needs of everyone"*	On the Road to Reading Pathway to Literacy Storytimes
Health and Wellness – General	*"...improve the sharing of important wellness information through innovative programs, resources, and collaboration with local health and wellness partners."*	Foodie Friends Approaching Medicare Age? Considering Retirement? What you Need to Know Now!
Health and Wellness 1	*"Expand the health and wellness offerings to at least 15 class sessions annually by making internally available classes available to the public."*	Tai Chi Flow Stretch for the Stars: Yoga and Stories
Financial Literacy – General	*"The Indianapolis Public Library will collaborate with area partners and provide resources to the Indianapolis community and small businesses to promote financial literacy for all."*	Small Business Workshops at Central Library Bilingual Financial Literacy Workshops

Programs Offered by Strategic Plan Goal

6608 programs by October 2023

- **193** Online
- **1342** at community sites
- **5073** in branches

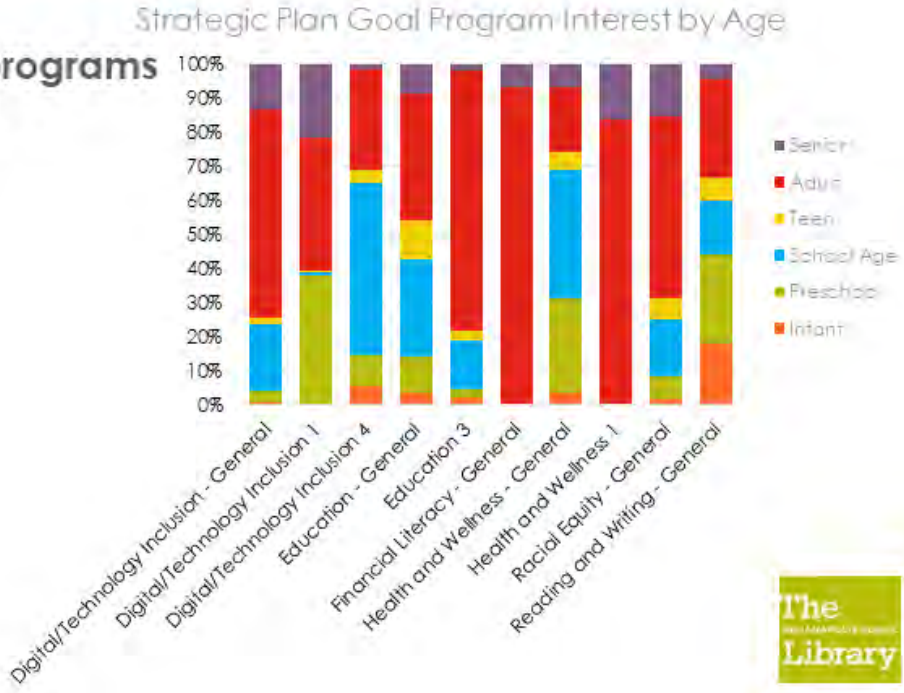
Programs mapped to the strategic priorities of **Reading and Writing** and **Health and Wellness** were offered at every branch, online, and through outreach.



Program Attendance by October 2023

143,196 attendees at programs

- **32%** early childhood (0-5)
- **23%** school age (6-11)
- **7%** teen (12-18)
- **32%** adults (19-55)
- **6%** seniors (56+)



Program Evaluation Trends

Evaluations collected by October 2023, showed a strong positive response to the following statements:

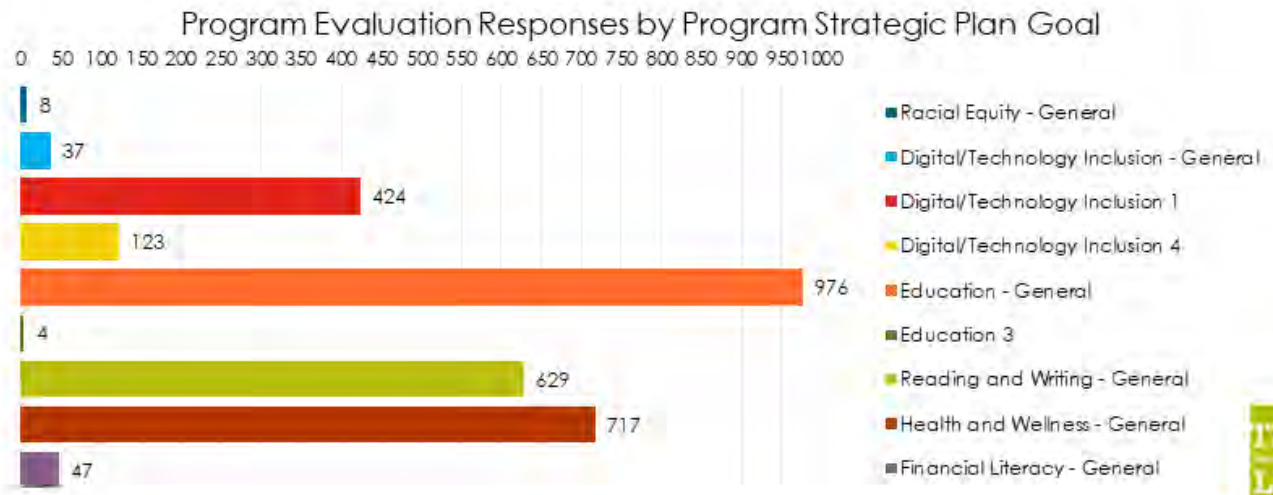
- *"I (or my child) will be able to use the knowledge gained from the program"*
  92% Strongly Agree or Agree
- *"The program will help improve my (or my child's) confidence on the program's subject."*
  92% Strongly Agree or Agree
- *"I (or my child or group) enjoyed the program"*
  94% Strongly Agree or Agree

Program Evaluation Trends

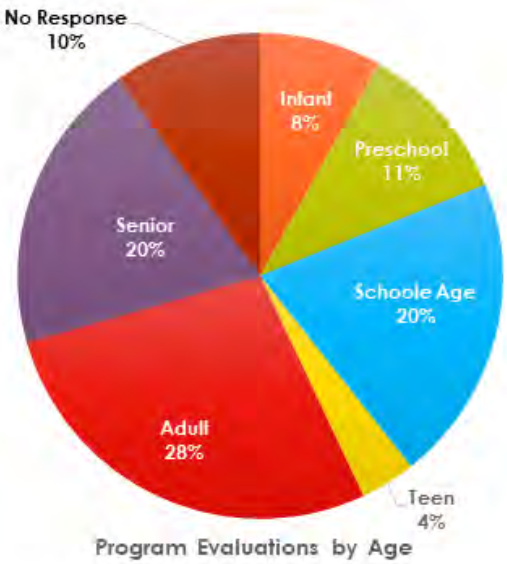
2966 Evaluations collected by October 2023, which is a total response rate of 2% with a high response rate for programs that mapped to the Education – General and Health and Wellness strategic priorities.

25% of all program surveys were gathered at the Central Library.

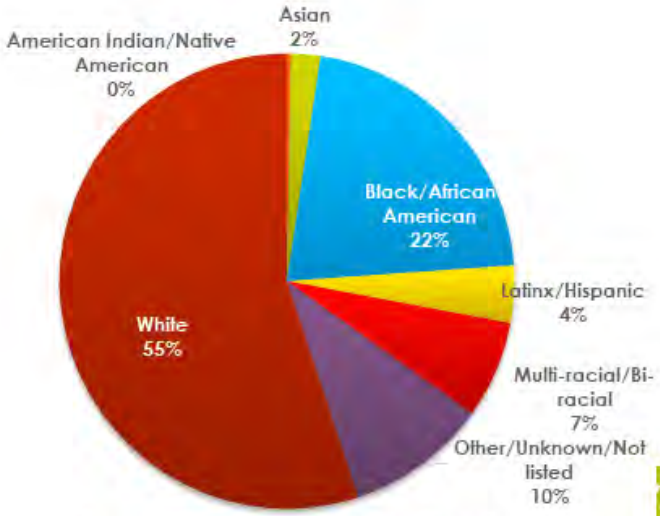
Although the response rate is low, the evaluation response to age (or average age for a group) showed a similar age breakdown when compared to staff reported attendee ages.



Program Evaluation Trends



Program Evaluations by Age



Program Evaluations by Race Ethnicity

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
NOVEMBER 27, 2023

* *

The Indianapolis-Marion County Public Library Board met in person at the Spades Park Branch Library, 1801 Nowland Avenue, Indianapolis, Indiana on Monday, November 27, 2023 at 6:35 p.m. pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

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

2. Roll Call

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

Members absent: None.

The Chair recognized a quorum.

Ms. Tribble welcomed everyone and expressed her gratitude for the Indianapolis Public Library's staff and her fellow Board members. As an institution with a 150-year history, we have a lot to be thankful for including our patrons, whether they are folks who have become like family and who are known by face or by name to our dedicated staff, or whether or not they're our patrons who take advantage of library services online, or whether they are patrons who are just beginning their relationships with us, or are discovering or rediscovering knowledge, information and resources that IndyPL offers to our patrons old and new, seen and unseen. Thanks to all.

3. Branch Manager's Report

a. Spades Park Branch Report

Ms. Carri Genovese, Manager, Spades Park Branch, shared that they have a small service area of 9,738. They currently serve five IPS schools, two charter schools and two private schools. Patron base is 25% Black, 15% Hispanic, 56% non-Hispanic white. Their Asian population was listed as less than 1% in the SAVI data.

In 2022, they had a door count of 25,507, 56,782 items circulated, 107 programs, 2,114 program attendees, and they have already surpassed those numbers year-to-date in 2023. They have Chromebooks and hotspots for patrons, they are a seed

library and they have birdwatching kits for people to take advantage of to use in the Spades Park, Brookside Park and Pogues Run area.

4. Public Comment

a. **Public Comment** (Name and summary of comments follows)

David Scott, President of the Spades Park Neighborhood Association, advised that his organization is seeking resources to establish gateway and other signage for the Spades Park and Brookside Park areas.

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

a. **Regular Meeting, October 23, 2023**

The minutes from the Regular Meeting held October 23, 2023 were approved on the motion of Dr. Payne, seconded Dr. White, and the following roll call vote:

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

COMMITTEE REPORTS

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

a. **Report of the Treasurer for Financial Activities During October 2023**

Ms. Lolita Campbell, Chief Financial Officer and Ms. Mary Rankin, Treasurer, presented the Report of the Treasurer.

Significant items of note: As of October, 2023, the Library has received 64% of expected property tax revenue. Interest revenue continues to grow with a Year-to-Date total of $991,665.

Expenditures in Personal Services to date were at 72% of the Budget. Supplies are slightly lower. There is an increase in Other Services and Charges.

The Report of the Treasurer was approved for filing for audit on the motion of Dr. Payne, seconded by Dr. White and the following roll call vote:

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

Dr. Murtadha – Aye
Dr. White – Aye
Dr. Palacio – Aye

b. **Resolution 74 – 2023** (Resolution for the Basic Maintenance Existing Network Infrastructure)

Ms. Shanika Heyward, IT Director, advised that the Committee recommended awarding the contract to Logicalis in the amount of $103,480.80.

After full discussion and careful consideration of Resolution 74 – 2023, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. White seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

c./d. At this time, Ms. Tribble requested consent from the Board to consider **Resolution 75 – 2023** (Resolution for 2023 Basic Internet Access Crown Castle) and **Resolution 76 – 2023** (Resolution for 2023 Basic Internet Access AT&T) together.

The Board members gave their consent.

Ms. Heyward shared that the Library would be upgrading their computers from one gig to two gigs.

The Library would enter into an agreement with Crown Castle in an amount not to exceed $34,200 for a 36-month contract.

The Library would enter into an agreement with AT&T for an amount not to exceed $34,934.40 for a 36 month contract.

After full discussion and careful consideration of Resolution 75 – 2023 and Resolution 76 – 2023, the resolutions were approved on the motion of Dr. White, which was seconded by Mr. Biederman, and the following roll call vote:

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

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

e. **Resolution 77 – 2023** (Resolution to Transfer Between Accounts and Classifications)

Ms. Campbell explained that Personal Services, Department Office Supplies and Capital Outlay accounts would be decreased by $170,000 and Office Supplies – Facilities, Department Office Supplies, Security Services and Other Contractual Services accounts would be increased by $170,000.

After full discussion and careful consideration of Resolution 77 – 2023, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. White seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

Ms. Campbell then provided a brief update on the Library's bonds.

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

a. **Resolution 78 – 2023** (Approval of Additional Payments to Employees for Year End)

Ms. Tisha Galarce, HR Director, advised that there is a surplus in the Budget and it was being recommended that staff members be awarded an additional payment on their December 8, 2023 check.

After full discussion and careful consideration of Resolution 78– 2023, it was noted that this resolution received a favorable recommendation from the Diversity, Policy and Human Resources Committee. Mr. Lane seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

b. **Resolution 79 – 2023** (Approval of By-Laws Amendments)

Mr. Russell Brown, the Library's legal counsel, reviewed the proposed Amendments to the Library's By-Laws that had been previously shared with the Board. There were 18 changes suggested. After final review, the Board decided not to accept the

proposed change about reducing the time for public comment at Board Meetings from five minutes to three minutes. All other changes were accepted.

After full discussion and careful consideration of Resolution 79 – 2023, the resolution was approved on the motion of Dr. White, which was seconded by Dr. Murtadha, and the following roll call vote:

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

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

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

a./b. At this time, Ms. Tribble requested consent from the Board to consider **Resolution 80 – 2023** (Approval to Award a Construction Services Contract for the Replacement of Exterior Windows at Nora Branch) and **Resolution 81 – 2023** (Approval to Award a Construction Services Contract for the Replacement of Exterior Windows at Pike Branch) together.

The Board members gave their consent.

Mr. Adam Parsons, Facilities Director, shared that the Facilities Committee had reviewed these items at the recent meeting and is recommending that:

The Library would enter into an agreement with Holladay Construction Group for the replacement windows at the Nora Branch for an amount not to exceed $169,755.

The Library would enter into an agreement with Holladay Construction Group for the replacement windows at the Pike Branch for an amount not to exceed $199,269.

After full discussion and careful consideration of Resolution 80 – 2023 and Resolution 81 – 2023, the resolutions were approved on the motion of Dr. White, which was seconded by Mr. Biederman, and the following roll call vote:

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

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

c. **Resolution 82 – 2023** (Approval to Establish a Guaranteed Maximum Price for the Construction Manager as Constructor for the Learning Curve at Central Library)

Mr. Parsons noted that 37 requests for proposals had been sent out and the Library received one response from Stenz Corporation. The Facilities Committee is recommending that a contract be awarded to Stenz Corporation for the above-referenced services. The approximate cost is $454,000, which is included in the overall project cost of $6,253,957.

After full discussion and careful consideration of Resolution 82 – 2023, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Mr. Biederman seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

d. **Resolution 83 – 2023** (Approval to Award a Construction Services Contract for the Nora Branch Renovation Project)

Mr. Parsons explained that the Facilities Committee recommended that a contract be awarded to Gilliatte General Contractors, Inc. for a total cost of $2,879,000, inclusive of the four Add Alternates included in the bid.

After full discussion and careful consideration of Resolution 83 – 2023, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. White seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

e. **Resolution 84 – 2023** (Approval of Sixth Amendment to Indenture Lease and Lease Agreement for the Glendale Branch)

Mr. Parsons explained that the Committee recommended that the Library sign an Amendment for a term ending June 30, 2024 for the monthly amount of $18,750.

After full discussion and careful consideration of Resolution 84 – 2023, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Dr. Palacio seconded the recommendation. The resolution was approved on the following roll call vote:

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

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

f. **Resolution 85 – 2023** (Approval to Award a Services Contract for Security Services)

Mr. Parsons advised that the signature page of the resolution mistakenly said "Housekeeping and Janitorial Services" instead of "Security Services."

He then noted that the Committee had recommended awarding a contract in the amount of $350,000 to Marshall Security, LLC to start in January 2024.

After full discussion and careful consideration of Resolution 85 – 2023, the resolution was approved on the motion by Dr. White, which was seconded by Dr. Payne, and the following roll call vote:

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

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

g. **Resolution 86 – 2023** (Approval to Award a Services Contract for Snow and Ice Removal)

Mr. Parsons explained that the Facilities Committee was recommending that the Library sign a contract with Providence Outdoor, Inc. for Snow and Ice Removal Services with options for three additional one-year renewals. The required services vary from year to year. The 2023 Budget for these services is $357,775.

After full discussion and careful consideration of Resolution 86 – 2023, the resolution was approved on the motion by Dr. White, which was seconded by Dr. Murtadha, and the following roll call vote:

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

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

9. Library Foundation Updates

Mr. Biederman, Library Board Representative to the Foundation, reviewed the highlights which included that the Foundation Board had elected new members: Denise Herd, Paul Pepper, Lizzie Schuerman and Berthran Ugeh.

The Board of Directors passed the Foundation's 2024 Budget and will support the Library with $2.18 million in 2024.

Donors and Program Support

Major Donors: Eli Lilly and Company Foundation, Live Nation Worldwide, Inc. and MacAllister Machinery Co., Inc.

Program Support in the amount of $13,000 to the Library for: Addressing the Digital Divide; Chromebook Lending; Bilingual Storytime and Healthy Body, Healthy Mind.

10. Report of the CEO

a. **Confirming Resolutions**

1) **Resolution Regarding Finances, Personnel and Travel (87 – 2023)**

After full discussion and careful consideration of Resolution 87 – 2023, the resolution was approved on the motion of Dr. White, which was seconded by Dr. Murtadha, and the following roll call vote:

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

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

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

In his CEO Report, Mr. Hill reviewed the following:

- Town Hall
- Branch Liaison Visits
- Media/Press Release/News Coverage Items
- Freedom to Read Program with John Green
- Juvenile and Adult Programs
- Training and Conferences
- Staff Day on November 6, 2023

c. **Quarter 3 – Statistical Report on Operations**

The presentation of this report was postponed until the December Board Meeting.

UNFINISHED BUSINESS

11. None.

NEW BUSINESS

12. None.

DISCUSSION AND AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

December 2023 – The items suggested by Dr. Murtadha were:

- Information on the Urban Libraries Conference
- Update on Climate Improvement Process

INFORMATION

14. Materials

a. **Notes of November 14, 2023 Diversity, Policy and Human Resources Committee Meeting.**

b. **Notes of November 14, 2023 Facilities Committee Meeting.**

c. **Notes of November 14, 2023 Finance Committee Meeting.**

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

a. **Board Meeting Schedule** for 2024 was distributed to the Board members.

b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

16. Notice of Special Meetings

None.

17. Notice of Next Regular Meeting

Monday, December 18, 2023, at the Franklin Road Branch Library, 5550 South Franklin Road.

18. Other Business

19. Adjournment

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

The Chairman then declared the meeting adjourned at 8:32 p.m.

The November 27, 2023 Indianapolis Public Library Board Meeting is available to view at:

https://www.indypl.org/about-the-library/board-meeting-times-committees

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Patricia A. Payne, Secretary to the Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
ANNUAL BOARD MEETING
NOVEMBER 27, 2023

* *

The Indianapolis-Marion County Public Library Board met in person at the Spades Park Branch Library, 1801 Nowland Avenue, Indianapolis, Indiana on Monday, November 27, 2023 at 8:45 p.m., pursuant to notice given in accordance with the rules of the Board.

1. **Call To Order**

President Tribble presided as Chairman. Dr. Payne acted as Secretary.

2. **Roll Call**

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

Members absent: None.

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

3. **Election Of Officers**

President Tribble 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, 2023. The term for these Officer elections is from January 1, 2024 to December 31, 2024. Election of Officers is accomplished by nomination and roll call. She then commenced that process.

a. **President**

Mr. Biederman nominated Ms. Tribble for President.

Mr. Lane nominated Mr. Biederman for President.

Mr. Biederman declined the nomination for President.

Dr. Payne nominated Dr. Murtadha 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 nominations of Ms. Tribble and Dr. Murtada for President.

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

Based on the roll call vote, it was noted that Ms. Tribble was elected President for the coming year.

b. **Vice President**

Ms. Tribble nominated Mr. Biederman 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. Biederman for Vice President. On the "yes" votes of Mr. Biederman, Mr. Lane, Dr. Murtadha, Dr. Palacio, Dr. Payne, Ms. Tribble and Dr. White, Mr. Biederman was unanimously elected as Vice President for the coming year.

c. **Secretary**

Dr. Palacio nominated Dr. Payne 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 Dr. Payne for Secretary. On the "yes" votes of Mr. Biederman, Mr. Lane, Dr. Murtadha, Dr. Palacio, Dr. Payne, Ms. Tribble and Dr. White, Dr. Payne was unanimously elected as Secretary for the coming year.

d. **Treasurer**

Dr. Murtadha nominated Dr. Palacio for Treasurer.

Following a brief discussion, Dr. Palacio's nomination was withdrawn.

Dr. White nominated Ms. Mary Rankin, the Library's Accounting Director, 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. Mary Rankin for Treasurer. On the "yes" votes of Mr. Biederman, Mr. Lane, Dr. Murtadha, Dr. Palacio, Dr. Payne, Ms. Tribble and Dr. White, Ms. Rankin was unanimously elected as Treasurer for the coming year.

4. **Annual Resolution 88 – 2023**

President Tribble commented that annually the Board approves its Annual Resolution to approve, confirm or reauthorize those matters that are addressed annually. The Resolution was circulated in advance of the meeting and it is in its standard form with three small modifications. First, the

By-Laws are not included for review/approval because the Board just approved modifications to them in the Regular Meeting that was just concluded. Second, there was a small increase in the hourly rate for our legal counsel. Third, there was an adjustment to the cost of faxing at our branches, from $1.00 per page to $.50 per page.

After full discussion and careful consideration, Annual Resolution 88 – 2023, was adopted on the motion of Mr. Biederman, seconded by Dr. Palacio, and the "yes" votes of Mr. Biederman, Mr. Lane, Dr. Murtadha, Dr. Palacio, Dr. Payne, Ms. Tribble and Dr. White.

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

At this time, Dr. Murtadha inquired about the practice of the Library's legal counsel attending the Board's Committee Meetings and when this practice began.

Mr. Russell Brown, the Library's legal counsel, provided background on the reasons why legal counsel has been attending those Meetings.

5. **Adjournment**

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

The Chairman declared the Annual Meeting adjourned at 9:05 p.m.

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Patricia A. Payne, Secretary to the Board

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Indianapolis-Marion County Public Library
Report of the Treasurer for November 2023
Prepared by Accounting for the December 18, 2023 Board Meeting

6a

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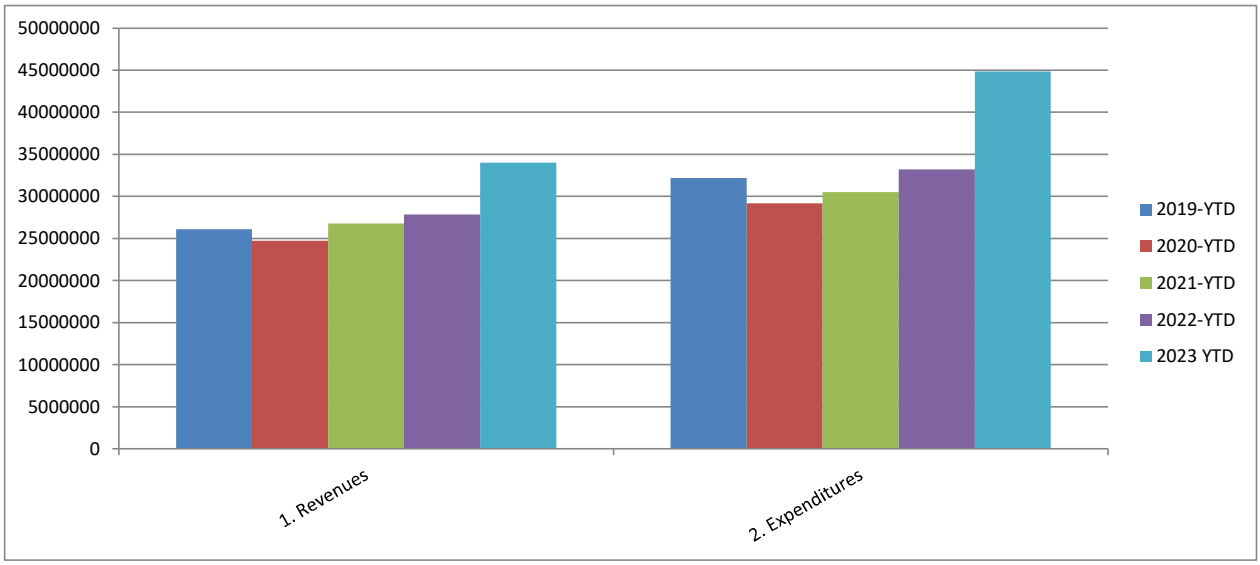
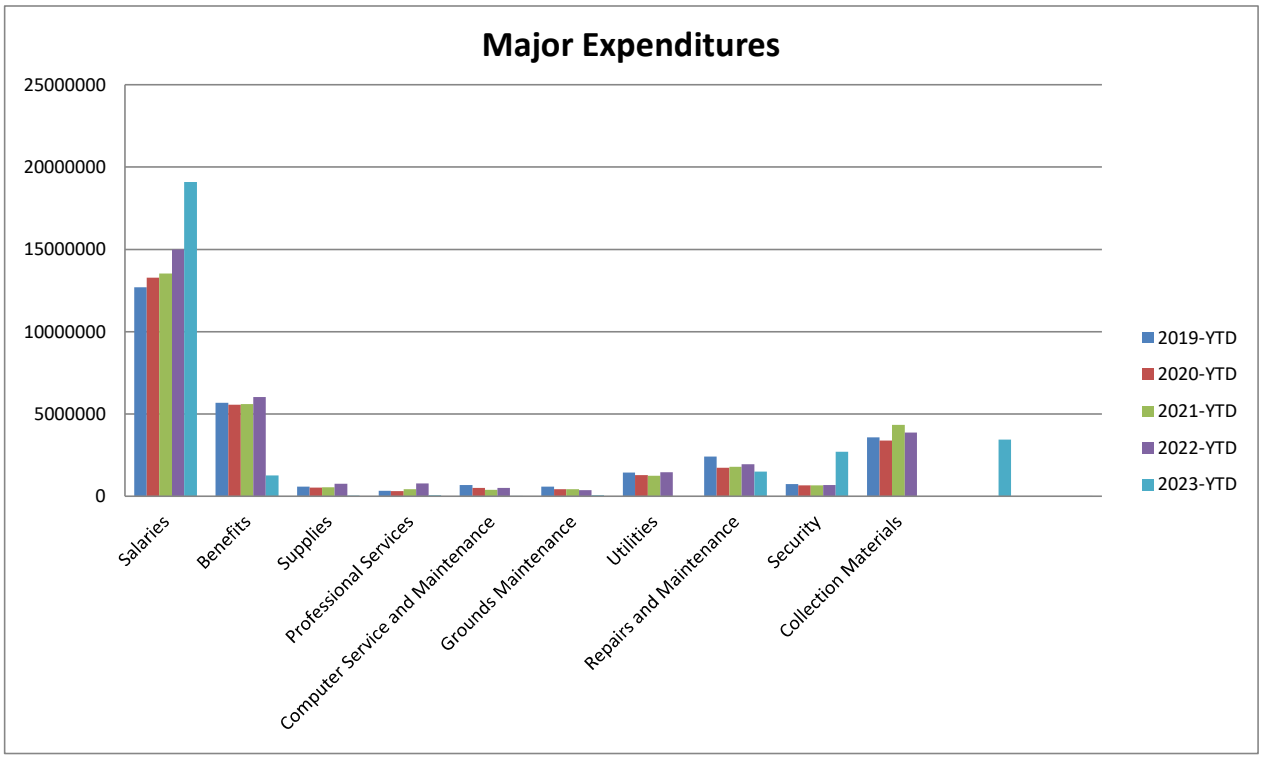
Indianapolis-Marion County Public Library
Operating Fund Revenues and Expenditures
Month Ended November 30, 2023

Revenue		Annual 2023 Revised Budget	Actual MTD 11/30/2023	Actual YTD 11/30/2023	% Budget Received
Property Taxes	31	36,871,032	1,920,000	25,626,952	70%
Intergovernmental	33	8,501,617	366,066	6,048,638	71%
Fines & Fees	35	133,313	7,746	96,370	72%
Charges for Services	34	582,908	42,375	606,630	104%
Miscellaneous	36	704,520	131,302	1,613,268	229%
Total		46,793,390	2,467,489	33,991,857	73%

Expenditures		Annual 2023 Revised Budget	Actual MTD 11/30/2023	Actual YTD 11/30/2023	% Budget Spent
Personal Services & Benefits	41	35,521,433	2,433,248	28,154,851	79%
Supplies	42	1,469,491	173,205	944,703	64%
Other Services and Charges	43	16,963,061	1,863,676	13,288,438	78%
Capital Outlay	44	3,067,544	628,160	2,487,408	81%
Total		57,021,529	5,098,289	44,875,401	79%

Indianapolis-Marion County Public Library
Chart Overview
Month Ended November 30, 2023





Indianapolis-Marion County Public Library
Fund 101- Operating Fund - Detailed Income Statement
Month Ended November 30, 2023

		Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE							
TAXES							
311000	PROPERTY TAX	50,208,312	50,208,312	1,920,000	25,626,952	-	24,581,360
311300	PROPERTY TAX CAPS	(13,337,280)	(13,337,280)	-	-	-	(13,337,280)
TAXES Total		**36,871,032**	**36,871,032**	**1,920,000**	**25,626,952**	**-**	**11,244,080**
INTERGOVERNMENTAL							
332200	E-RATE REVENUE	240,000	240,000	-	108,446	-	131,554
335100	FINANCIAL INSTITUTION TAX REV	443,294	443,294	-	212,891	-	230,403
335200	LICENSE EXCISE TAX REVENUE	3,111,698	3,111,698	-	1,479,752	-	1,631,946
335400	LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	3,533,369	-	321,215
335500	COUNTY OPTION INCOME TAX	523,541	523,541	44,851	552,361	-	(28,820)
335700	COMMERCIAL VEHICLE TAX REVENUE	303,422	303,422	-	150,414	-	153,008
339000	IN LIEU OF PROP. TAX	25,078	25,078	-	11,405	-	13,673
INTERGOVERNMENTAL Total		**8,501,617**	**8,501,617**	**366,066**	**6,048,638**	**-**	**2,452,979**
CHARGES FOR SERVICES							
347601	PUBLIC PRINTING REVENUE	280,000	280,000	27,777	313,322	-	(33,322)
347602	FAX TRANSMISSION REVENUE	74,468	74,468	6,211	80,291	-	(5,823)
347603	PROCTORING EXAMS	4,130	4,130	225	1,355	-	2,775
347604	PLAC CARD DISTRIBUTION REVENUE	55,000	55,000	-	44,598	-	10,402
347605	USAGE FEE REVENUE	2,500	2,500	20	24,222	-	(21,722)
347606	SET-UP & SERVICE - TAXABLE	21,295	21,295	600	18,050	-	3,245
347607	SET-UP & SERVICE - NON-TAXABLE	17,167	17,167	1,095	22,320	-	(5,153)
347608	SECURITY SERVICES REVENUE	33,183	33,183	860	14,525	-	18,658
347609	EVENT SECURITY	-	-	-	7,164	-	(7,164)
347620	CAFE REVENUE	16,325	16,325	5,587	5,587	-	10,738
347621	CATERING REVENUE	78,840	78,840	-	75,197	-	3,643
CHARGES FOR SERVICES Total		**582,908**	**582,908**	**42,375**	**606,630**	**-**	**(23,722)**
FINES							
351200	FINES	117,934	117,934	6,933	86,151	-	31,783
351201	OTHER CARD REVENUE	1,385	1,385	65	1,535	-	(150)
351202	HEADSET REVENUE	6,795	6,795	323	3,854	-	2,941
351203	USB REVENUE	5,332	5,332	327	3,735	-	1,597
351204	LIBRARY TOTES	1,867	1,867	97	1,095	-	772
FINES Total		**133,313**	**133,313**	**7,746**	**96,370**	**-**	**36,943**
MISCELLANEOUS							
360000	MISCELLANEOUS REVENUE	5,434	5,434	1,032	29,491	-	(24,057)
360001	REVENUE ADJUSTMENT	-	-	1	(91)	-	91
361000	INTEREST INCOME	69,610	69,610	108,428	1,100,093	-	(1,030,483)
362000	FACILITY RTL REV - TAXABLE	152,884	152,884	12,202	153,343	-	(459)
362001	FACILITY RENTAL REV - NONTAX	43,499	43,499	(1)	20,690	-	22,809
362002	EQUIPMENT RENTAL REV - TAXABLE	21,505	21,505	300	14,990	-	6,515
362003	EQUIPMENT RENTAL REV - NONTAX	2,801	2,801	-	1,700	-	1,101
367004	OTHER GRANTS	225,000	225,000	-	225,000	-	-
MISCELLANEOUS Total		**520,733**	**520,733**	**121,962**	**1,545,217**	**-**	**(1,024,484)**
OTHER FINANCING SRCS							
392100	SALE OF SURPLUS PROPERTY	3,787	3,787	-	11,738	-	(7,951)
396000	REFUNDS	5,000	5,000	-	796	-	4,204
399000	REIMBURSEMENT FOR SERVICES	175,000	175,000	9,340	55,517	-	119,483
399001	INSURANCE REIMBURSEMENTS	-	-	-	-	-	-
OTHER FINANCING SRCS Total		**183,787**	**183,787**	**9,340**	**68,051**	**-**	**115,736**
REVENUE Total		**46,793,390**	**46,793,390**	**2,467,489**	**33,991,857**	**-**	**12,801,533**

		Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
EXPENSE							
PERSONAL SERVICES							
411000	SALARIES APPOINTED STAFF	22,448,882	21,867,715	1,638,107	19,083,202	-	2,784,513
412000	SALARIES HOURLY STAFF	1,935,968	1,935,968	108,310	1,261,154	-	674,814
413000	WELLNESS	117,278	109,878	3,154	36,592	935	72,351
413001	LONG TERM DISABILITY INSURANCE	55,500	55,500	4,274	45,367	-	10,133
413002	EMPLOYEE ASSISTANCE PROGRAM	19,500	21,100	1,600	19,200	-	1,900
413003	TUITION ASSISTANCE	30,750	30,750	2,370	49,490	-	(18,740)
413004	SALARY ADJUSTMENT	1,158,108	690,108	-	-	-	690,108
413100	FICA AND MEDICARE	1,877,407	1,877,407	127,934	1,493,943	-	383,464
413300	PERF/INPRS	3,370,765	3,370,765	229,884	2,698,755	-	672,010
413400	UNEMPLOYMENT COMPENSATION	20,500	20,500	-	-	-	20,500
413500	MEDICAL & DENTAL INSURANCE	5,500,000	5,500,000	314,802	3,437,956	-	2,062,044
413600	GROUP LIFE INSURANCE	41,741	41,741	2,813	29,191	-	12,550
PERSONAL SERVICES Total		**36,576,400**	**35,521,433**	**2,433,248**	**28,154,851**	**935**	**7,365,647**
SUPPLIES							
421500	OFFICE SUPPLIES - FAC/PURCH	585,780	722,846	119,584	435,359	127,808	159,679
421600	LIBRARY SUPPLIES	100,000	90,444	3,671	41,020	19,408	30,016
421700	DEPARTMENT OFFICE SUPPLIES	325,380	353,344	30,782	304,255	20,352	28,737
422210	GASOLINE	30,000	32,329	5,759	12,334	14,395	5,600
422250	UNIFORMS	16,320	20,098	2,325	7,185	1,835	11,078
422310	CLEANING & SANITATION	169,950	177,348	11,085	106,499	21,126	49,724
429001	NON CAPITAL FURNITURE & EQUIP	45,000	73,082	-	38,052	-	35,030
SUPPLIES Total		**1,272,430**	**1,469,491**	**173,205**	**944,703**	**204,924**	**319,864**
OTHER SERVICES AND							
431100	LEGAL SERVICES	251,850	501,850	58,252	470,605	-	31,245
431500	CONSULTING SERVICES	386,777	672,908	24,523	540,695	51,100	81,113
432100	FREIGHT & EXPRESS	9,750	17,941	2,826	12,411	-	5,530
432200	POSTAGE	57,638	42,638	-	27,886	-	14,752
432300	TRAVEL	29,300	29,100	527	5,241	-	23,859
432400	DATA COMMUNICATIONS	305,580	305,580	11,411	189,659	90	115,831
432401	CELLULAR PHONE	15,632	15,432	943	11,283	-	4,149
432500	CONFERENCES	76,800	79,850	7,997	52,562	3,050	24,238
432501	IN HOUSE CONFERENCE	260,000	148,570	22,491	52,951	14,570	81,050
433100	OUTSIDE PRINTING	106,000	115,753	2,546	97,356	1,123	17,274
433200	PUBLICATION OF LEGAL NOTICES	1,810	2,560	437	3,415	-	(855)
434100	WORKER'S COMPENSATION	99,470	116,074	47,924	116,074	-	0
434200	PACKAGE	190,051	204,263	49,723	204,262	-	1
434201	EXCESS LIABILITY	23,862	23,890	5,966	23,890	-	0
434202	AUTOMOBILE	28,000	26,009	6,623	26,009	-	-
434500	OFFICIAL BONDS	1,000	2,400	-	1,200	-	1,200
434501	PUBLIC OFFICIALS & EE LIAB	15,077	14,864	-	14,864	-	-
434502	BROKERAGE FEE	23,000	23,350	5,925	23,350	-	-
435100	ELECTRICITY	918,050	1,003,020	65,496	860,169	124,802	18,050
435200	NATURAL GAS	110,000	127,207	8,552	102,384	23,997	826
435300	HEAT/STEAM	301,000	327,250	12,181	170,587	105,662	51,000
435400	WATER	67,725	75,686	8,671	54,545	20,867	274
435401	COOLING/CHILLED WATER	575,000	587,970	90,983	429,677	109,474	48,819
435500	STORMWATER	30,100	30,156	113	26,361	114	3,682
435900	SEWAGE	97,825	110,621	8,809	57,990	47,649	4,982
436100	REP & MAINT-STRUCTURE	778,550	749,055	31,071	567,162	148,064	33,829
436101	ELECTRICAL	260,000	313,263	29,455	219,408	93,464	391
436102	PLUMBING	55,000	142,837	15,651	133,656	2,276	6,905
436103	PEST SERVICES	20,000	21,363	4,385	20,637	2,626	(1,900)
436104	ELEVATOR SERVICES	145,000	272,982	16,915	236,484	38,851	(2,354)
436110	CLEANING SERVICES	1,235,500	1,718,831	266,013	1,435,047	42,725	241,059
436200	REP & MAINT-EQUIPMENT	140,000	208,496	5,124	169,236	31,689	7,571
436201	REP & MAINT-HEATING & AIR	475,000	581,012	88,783	365,100	124,955	90,957
436202	REP & MAINT -AUTO	47,000	47,290	1,643	40,665	3,669	2,956
436203	REP & MAINT-COMPUTERS	522,151	647,708	34,976	517,702	126,396	3,611
437200	EQUIPMENT RENTAL	112,276	109,276	4,120	49,452	4,475	55,349
437300	REAL ESTATE RENTAL	192,825	307,825	48,179	281,981	-	25,844
439100	CLAIMS, AWARDS, INDEMNITIES	25,000	25,000	-	-	-	25,000
439600	TRASH REMOVAL	83,200	110,700	7,890	86,145	1,484	23,071
439601	SNOW REMOVAL	370,000	337,731	-	93,545	194,276	49,910
439602	LAWN & LANDSCAPING	356,805	330,946	49,029	218,462	43,005	69,478
439800	DUES & MEMBERSHIPS	61,815	85,080	-	51,299	2,281	31,500
439901	COMPUTER SERVICES	536,098	609,458	12,927	507,306	78,563	23,589
439902	PAYROLL SERVICES	145,000	122,500	9,703	111,064	-	11,436
439903	SECURITY SERVICES	482,700	870,247	145,643	786,505	99,674	(15,932)
439904	BANK FEES/CREDIT CARD FEES	50,000	35,000	9,472	34,220	-	780
439905	OTHER CONTRACTUAL SERVICES	723,732	957,950	60,578	782,353	91,725	83,871
439906	RECRUITMENT EXPENSES	30,000	30,000	3,798	10,229	-	19,771
439907	EVENTS & PR	71,750	72,138	503	34,385	6,943	30,809
439910	PROGRAMMING	123,280	126,341	7,902	75,790	19,410	31,141

		Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
439911	PROGRAMMING-JUV.	145,650	179,227	11,751	114,016	32,857	32,354
439913	PROGRAMMING EXHIBITS - CENTRAL	5,000	5,361	450	1,200	361	3,800
439930	MATERIALS CONTRACTUAL	3,325,502	3,325,502	554,795	2,769,963	-	555,539
451100	AUDIT FEES	15,000	15,000	-	-	-	15,000
452000	TRANSFERS IN/OUT	-	-	-	-	-	-
452002	TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND		**14,515,131**	**16,963,061**	**1,863,676**	**13,288,438**	**1,692,268**	**1,982,355**
CAPITAL							
445100	CAPITAL - FURNITURE	20,000	-	-	-	-	-
445301	COMPUTER EQUIPMENT	-	12,819	-	12,819	-	-
449000	BOOKS & MATERIALS	3,002,000	3,033,225	615,160	2,453,089	31,225	548,911
449200	ART & EXHIBITS	-	21,500	13,000	21,500	-	-
CAPITAL Total		**3,022,000**	**3,067,544**	**628,160**	**2,487,408**	**31,225**	**548,911**
EXPENSE Total		**55,385,961**	**57,021,529**	**5,098,289**	**44,875,401**	**1,929,352**	**10,216,777**

Indianapolis-Marion County Public Library
Cashflow Projections - Operating Fund
January 1 - December 31, 2023

		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		$ 40,262,440	$ 38,504,810	$ 34,138,342	$ 29,015,276	$ 27,512,272	$ 26,891,102	$ 43,803,537	$ 39,754,260	$ 36,078,655	$ 32,484,573	$ 30,799,192	$ 28,168,392	$ 41,976,602	$ 40,262,440	
Receipts:																
PROPERTY TAX	311000	-	-	-	1,554,000	2,423,000	18,150,952	-	-	-	1,579,000	1,920,000	16,223,254	41,850,206	36,871,032	4,979,174
PROPERTY TAX CAPS	311300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E-RATE REVENUE	332200	13,151	18,537	-	30,455	18,523	-	27,781	27,781	-	-	-	20,000	156,227	240,000	(83,773)
FINANCIAL INSTITUTION TAX REV	335100	-	-	-	-	-	212,891	-	-	-	-	-	221,647	434,538	443,294	(8,756)
LICENSE EXCISE TAX REVENUE	335200	-	-	-	-	-	1,479,752	-	-	-	-	-	1,555,849	3,035,601	3,111,698	(76,097)
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	321,215	3,854,584	3,854,584	-
COUNTY OPTION INCOME TAX	335500	44,851	44,851	44,851	44,851	103,851	44,851	44,851	44,851	44,851	44,851	44,851	43,628	595,989	523,541	72,448
COMMERCIAL VEHICLE TAX REVENUE	335700	-	-	-	-	-	150,414	-	-	-	-	-	151,711	302,125	303,422	(1,297)
IN LIEU OF PROP. TAX	339000	-	-	-	-	-	11,405	-	-	-	-	-	12,539	23,944	25,078	(1,134)
COPY MACHINE REVENUE	347600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC PRINTING REVENUE	347601	23,445	25,886	32,628	29,138	29,367	29,966	28,807	30,669	28,809	26,831	27,777	23,333	336,655	280,000	56,655
FAX TRANSMISSION REVENUE	347602	7,262	7,320	7,862	7,014	6,970	7,523	7,847	8,283	6,554	7,445	6,211	6,206	86,496	74,468	12,028
PROCTORING EXAMS	347603	25	112	169	151	386	81	79	50	28	50	225	344	1,699	4,130	(2,431)
PLAC CARD DISTRIBUTION REVENUE	347604	-	-	-	-	-	-	-	44,598	-	-	-	4,583	49,182	55,000	(5,818)
USAGE FEE REVENUE	347605	2,202	2,202	2,222	2,182	2,202	2,202	2,222	2,182	2,222	4,364	20	208	24,430	2,500	21,930
SET-UP & SERVICE - TAXABLE	347606	350	150	1,800	1,500	2,200	2,950	900	2,425	1,500	3,675	600	1,775	19,825	21,295	(1,470)
SET-UP & SERVICE - NON-TAXABLE	347607	-	750	1,370	2,160	3,727	3,429	1,495	2,454	2,512	3,328	1,095	1,431	23,750	17,167	6,583
SECURITY SERVICES REVENUE	347608	100	300	1,900	1,490	2,030	1,510	535	1,890	1,280	2,630	860	2,765	17,290	33,183	(15,893)
EVENT SECURITY	347609	120	120	840	720	960	1,044	480	840	720	1,320	-	-	7,164	-	7,164
PARKING REVENUE	347610	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CAFE REVENUE	347620	-	-	-	-	-	-	-	-	-	-	5,587	1,360	6,947	16,325	(9,378)
CATERING REVENUE	347621	25,051	-	-	2,541	6,992	-	16,234	7,987	5,291	11,100	-	6,570	81,767	78,840	2,927
FINES	351200	7,713	8,025	10,196	7,282	7,213	11,037	6,628	8,928	6,113	6,081	6,933	9,828	95,979	117,934	(21,955)
OTHER CARD REVENUE	351201	370	195	130	65	195	190	-	130	65	130	65	115	1,650	1,385	265
HEADSET REVENUE	351202	264	361	336	356	359	338	370	394	341	442	323	566	4,450	6,795	(2,345)
USB REVENUE	351203	268	364	322	446	304	293	252	402	407	375	327	444	4,204	5,332	(1,128)
LIBRARY TOTES	351204	95	95	92	93	118	153	97	97	86	76	97	156	1,256	1,867	(611)
MISCELLANEOUS REVENUE	360000	22,921	172	50	240	291	2,981	258	302	394	850	1,032	453	29,944	5,434	24,510
REVENUE ADJUSTMENT	360001	-	-	85	(85)	(1)	-	(86)	-	-	(6)	1	-	(91)	-	(91)
INTEREST INCOME	361000	86,585	82,861	92,075	95,185	101,384	100,595	104,614	109,889	107,523	110,954	108,428	5,801	1,105,894	69,610	1,036,284
FACILITY RTL REV - TAXABLE	362000	37,802	4,174	10,246	11,777	6,141	4,579	19,443	15,811	19,706	11,463	12,202	12,740	166,084	152,884	13,200
FACILITY RENTAL REV - NONTAX	362001	-	240	5,080	5,610	1,210	1,570	720	1,200	3,200	1,861	(1)	3,625	24,315	43,499	(19,184)
EQUIPMENT RENTAL REV - TAXABLE	362002	300	300	2,000	1,500	2,337	1,753	1,100	1,350	1,200	2,850	300	1,792	16,782	21,505	(4,723)
EQUIPMENT RENTAL REV - NONTAX	362003	-	100	-	300	400	-	300	-	600	-	-	233	1,933	2,801	(868)
FOUNDATION CONTRIBUTION	367000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER GRANTS	367004	-	-	-	-	-	225,000	-	-	-	-	-	-	225,000	225,000	-
TRANSFER IN	391000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SALE OF SURPLUS PROPERTY	392100	4,800	6,500	-	438	-	-	-	-	-	-	-	316	12,054	3,787	8,267
REFUNDS	396000	-	-	-	150	-	520	-	126	-	-	-	417	1,213	5,000	(3,787)
REIMBURSEMENT FOR SERVICES	399000	2,590	6,685	-	-	-	36,902	-	-	-	-	9,340	14,583	70,100	175,000	(104,900)
INSURANCE REIMBURSEMENTS	399001	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts		**601,481**	**531,516**	**535,468**	**2,120,774**	**3,041,373**	**20,806,096**	**586,143**	**633,853**	**554,618**	**2,140,886**	**2,467,489**	**18,649,489**	**52,669,185**	**46,793,390**	**5,875,796**
															-	
Expenditures:																
PERSONAL SERVICES & BENEFITS	41	2,026,339	2,031,512	3,789,006	2,173,558	2,314,161	2,525,052	2,650,842	2,392,852	3,340,969	2,477,240	2,433,248	2,813,569	30,968,347	35,521,433	4,553,086
SUPPLIES	42	181,810	81,447	36,217	81,178	58,575	70,038	75,840	65,769	113,781	43,652	173,205	106,036	1,087,547	1,469,491	381,944
OTHER SERVICES AND CHARGES	43	959,882	1,535,840	696,393	1,083,097	1,153,585	1,169,635	1,610,981	1,443,346	643,367	1,091,901	1,863,676	1,209,594	14,461,298	16,963,061	2,501,764
CAPITAL OUTLAY																
(Including Books & Collection Materials)	44	51,683	164,342	242,512	204,162	136,221	128,936	294,758	377,579	45,582	213,475	628,160	712,080	3,199,489	3,067,544	(131,945)
Total Expenditures		**3,219,714**	**3,813,141**	**4,764,127**	**3,541,995**	**3,662,543**	**3,893,661**	**4,632,420**	**4,279,546**	**4,143,699**	**3,826,267**	**5,098,289**	**4,841,280**	**49,716,681**	**57,021,529**	**7,304,849**
Change in Payables/Petty Cash/Correction*		**860,602**	**(1,084,843)**	**(894,406)**	**(81,783)**	**-**	**-**	**(3,000)**	**(29,912)**	**(5,001)**				**(1,238,344)**	**-**	
Transfer Out (Rainy Day Fund/LIRF)		**-**	**-**	**-**	**-**									**-**	**-**	**-**
Ending Balance		$ 38,504,810	$ 34,138,342	$ 29,015,276	$ 27,512,272	$ 26,891,102	$ 43,803,537	$ 39,754,260	$ 36,078,655	$ 32,484,573	$ 30,799,192	$ 28,168,392	$ 41,976,602	$ 43,690,763	$ 30,034,301	

Indianapolis-Marion County Public Library
Receipts & Disbursements
Month Ended November 30, 2023

FUND	CASH AND INVESTMENTS 10/31/2023	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 11/30/2023
101 Total Operating	30,799,192	2,467,489	5,098,289	28,168,392
104 Total Fines	(1,875)	45,892	45,937	(1,920)
226 Total Parking Garage	696,277	4,432	29,129	671,581
230 Total Grant	187,120	9,920	6,636	190,404
245 Total Rainy Day	7,486,044	13,634	133,150	7,366,528
270 Total Shared System	138,441	1,619	11,517	128,542
276 Total Cares Grant Fund	-	-	-	-
277 Total ARP Grant	(999)	-	-	(999)
301 Total BIRF 1	754,984	-	-	754,984
321 Total BIRF 2	2,651,308	-	-	2,651,308
471 Total Library Improvement Reserve Fund	2,740,049	7,442	-	2,747,491
472 Total Construction	-	-	-	-
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	750,953	-	70,682	680,271
480 Total 2018 BBond - West Perry Branch	-	-	-	-
481 Total 2019 Bond - LAW WAY Renovation	-	-	-	-
482 Total 2020 Bond - Fac Renov Equip Acq	2,414,209	-	183,992	2,230,217
483 Total 2021A Bond Glendale BR	2,740,044	3,659	312,057	2,431,646
484 Total 2021B Bond FT Harrison BR	1,532,722	2,671	128,763	1,406,630
485 Total 2021C Bond Energy Cons	4,045,526	-	4,464	4,041,062
486 Total 2022 Bond Energy Cons LT MT	4,961,215	-	416,026	4,545,189
487 Total 2023A Bond Reconstruct Learning Curve	59,900	6,043,392		6,103,292
488 Total 2023B Bond Nora Renovation & Other	59,900	6,043,392		6,103,292
489 Total 2023 C Bond Pike Renovation & Other	59,900	6,043,392		6,103,292
701 Total Self-Insurance Fund	1,200,000	333,100	333,100	1,200,000
800 Total Gift	2,901,994	138,644	89,397	2,951,241
806 Total Payroll Liabilities	(208,001)	117,386	113,136	(203,751)
812 Total Foundation Agency Fund	4,872	510	-	5,382
813 Total Staff Association Agency Fund	31		-	31
814 Total Sales Tax Agency Fund	1,536	995	1,536	995
815 Total PLAC Card Revenue Agency Fund	22,985	3,445	13,391	13,039
Grand Total	**65,998,326**	**21,281,014**	**6,991,203**	**80,288,137**

Status of the Treasury
Investment Report
Month Ended November 30, 2023

Chase Savings Account

	Balance November 30, 2023	Interest Earned November 30, 2023
Operating Fund	$ 7,278,462	$ 21,512
Grant Fund	$ 193,395	$ -
Parking Garage	$ 425,338	$ 1,255
Bond & Interest Redemption Fd	$ -	$ -
Bond & Interest Redemption Fd 2	$ 13,386	$ -
Rainy Day Fund	$ 420,680	$ 1,241
Gift Fund	$ 7,685	$ 593
2021A Bond (Glendale)	$ 1,240,105	$ 3,659
2021B Bond (Fort Harrison)	$ 905,313	$ 2,671
Total Chase Savings Account	**$ 10,484,363**	**$ 30,931**

The average savings account rate for November was 3.60%

Previous Month's Chase Savings Account Activity

	Balance October 31, 2023	Interest Earned October 31, 2023
Operating Fund	$ 7,256,950	$ 22,162
Grant Fund	$ 193,395	$ -
Parking Garage	$ 424,083	$ 1,293
Bond & Interest Redemption Fd	$ -	$ -
Bond & Interest Redemption Fd 2	$ 13,386	$ -
Rainy Day Fund	$ 419,439	$ 1,279
Gift Fund	$ 7,092	$ 611
2021A Bond (Glendale)	$ 1,236,447	$ 7,456
2021B Bond (Fort Harrison)	$ 902,642	$ 3,858
Total Chase Savings Account	**$ 10,453,433**	**$ 36,658**

The average savings account rate for October was 3.60%

Fifth Third Bank Investment Account

	Balance November 30, 2023	Interest Earned November 30, 2023
Library Improvement Reserve Fd	$ 2,296,067	$ 7,442
Rainy Day Fund	$ 3,563,079	$ 11,549
Total Fifth Third Bank	**$ 5,859,145**	**$ 18,991**

The average 5/3 investment account rate for November was 3.90%

Fifth Third Bank Investment Account

	Balance October 31, 2023	Interest Earned October 31, 2023
Library Improvement Reserve Fd	$ 2,288,625	$ 6,452
Rainy Day Fund	$ 3,551,530	$ 10,012
Total Fifth Third Bank	**$ 5,840,155**	**$ 16,463**

The average 5/3 investment account rate for October was 3.39%

Hoosier Fund Account Income

	Balance November 30, 2023	Interest Earned November 30, 2023
Operating Fund	$ 9,354,782	$ 41,534
Rainy Day Fund	$ 191,164	$ 845
2017A Brightwood Project Fund	$ -	$ -
2018B West Perry Project Fund		$ -
2018A Multi-Project Fund	$ -	$ -
Bond & Interest Redemption Fd	$ 44,813	$ -
2019 Lawrence/Wayne Project Fund	$ -	$ -
Total Hoosier Fund Account	**$ 9,590,759**	**$ 42,379**

The average Hoosier Fund account rate for Novemberr was 5.40%

Previous Month's Hoosier Fund Account Income

	Balance October 31, 2023	Interest Earned October 31, 2023
Operating Fund	$ 9,313,248	$ 42,717
Rainy Day Fund	$ 190,319	$ 869
2017A Brightwood Project Fund	$ -	$ -
2018B West Perry Project Fund		$ -
2018A Multi-Project Fund	$ -	$ -
Bond & Interest Redemption Fd	$ 44,813	$ -
2019 Lawrence/Wayne Project Fund	$ -	$ -
Total Hoosier Fund Account	**$ 9,548,380**	**$ 43,586**

The average Hoosier Fund account rate for October was 5.40%

TrustINdiana

	Balance November 30, 2023	Interest Earned November 30, 2023
Operating Fund	$ 7,258,772	$ 34,503
2015 RFID Project Fund	$ -	$ -
2017A Brightwood Project Fund	$ -	$ -
2017B Eagle Project Fund	$ -	$ -
2018B West Perry Project Fund	$ -	$ -
Bond & Interest Redemption Fd 2	$ 90,897	$ -
Bond & Interest Redemption Fd	$ 450,251	$ -
Total TrustINdiana Account	**$ 7,799,921**	**$ 34,503**

The average TrustIndiana account rate for November was 5.39%

Previous Month's TrustINdiana

	Balance October 31, 2023	Interest Earned October 31, 2023
Operating Fund	$ 7,224,269	$ 35,306
2015 RFID Project Fund	$ -	$ -
2017A Brightwood Project Fund	$ -	$ -
2017B Eagle Project Fund	$ -	$ -
2018B West Perry Project Fund	$ -	$ -
Bond & Interest Redemption Fd 2	$ 90,897	$ -
Bond & Interest Redemption Fd	$ 450,251	$ -
Total TrustINdiana Account	**$ 7,765,417**	**$ 35,306**

The average TrustIndiana account rate for October was 5.37%

U. S. Bank

	Balance November 30, 2023	Interest Earned November 30, 2023
Operating Fund	$ 5,191,027	$ 10,878
Total U. S. Bank	**$ 5,191,027**	**$ 10,878**

The average U. S. Bank account rate for November was 2.40%

Previous Month's U.S. Bank

	Balance October 31, 2023	Interest Earned October 31, 2023
Operating Fund	$ 5,180,148	$ 10,770
Total U. S. Bank	**$ 5,180,148**	**$ 10,770**

The average U. S. Bank account rate for October was 2.50%

Indianapolis-Marion County Public Library
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
Month Ended November 30, 2023

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	17,485,888	17,485,888	-	9,325,957	-	8,159,931
Property Taxes Total	17,485,888	17,485,888	-	9,325,957	-	8,159,931
Intergovernmental						
335100 FINANCIAL INSTITUTION T	132,059	132,059		69,506	-	62,553
335200 LICENSE EXCISE TAX REVE	747,497	747,497		483,122	-	264,375
335700 COMMERCIAL VEHICLE TAX	94,513	94,513		49,109	-	45,404
339000 IN LIEU OF PROP. TAX	4,654	4,654		4,567	-	87
Intergovernmental Total	978,723	978,723	-	606,304	-	372,419
Miscellaneous						
361000 INTEREST INCOME	-	-	-	5,265	-	(5,265)
Miscellaneous Total	-	-	-	5,265	-	(5,265)
REVENUES Total	**18,464,611**	**18,464,611**	**-**	**9,937,526**	**-**	**8,527,085**
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	10,000	10,000	-	-	-	10,000
438100 PRINCIPAL	17,555,000	17,555,000		8,695,000	-	8,860,000
438200 INTEREST	1,713,281	1,713,281		942,713	-	770,568
Other Services and Charges Total	19,278,281	19,278,281	-	9,637,713	-	9,640,568
EXPENSES Total	**19,278,281**	**19,278,281**	**-**	**9,637,713**	**-**	**9,640,568**

Indianapolis-Marion County Public Library
Fund 245 - Rainy Day Fund - Detailed Income Statement
Month Ended November 30, 2023

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	-	-	13,634	92,443	-	(92,443)
MISCELLANEOUS Total	**-**	**-**	**13,634**	**92,443**	**-**	**(92,443)**
OTHER FINANCING SRCS						
399000 REIMBURSEMENT FOR SERVICES	-	-	-	-	-	-
OTHER FINANCING SRCS Total	**-**	**-**		**-**	**-**	**-**
REVENUE Total	**-**	**-**	**13,634**	**92,443**	**-**	**(92,443)**
EXPENSE						-
OTHER SERVICES AND CHARGES						-
431100 LEGAL SERVICES	-	-	-	-	-	-
431200 ENGINEERING & ARCHITECTURAL	-	6,621	-	-	650	5,971
431500 CONSULTING SERVICES	500,000	500,000	-	-	-	500,000
438400 ISSUANCE COSTS	-	-	754	7,122	-	(7,122)
OTHER SERVICES AND CHARGES TOTAL	**500,000**	**506,621**	**754**	**7,122**	**650**	**498,849**
CAPITAL						
441000 LAND	-	-	-	-	-	-
443500 BUILDING	500,000	500,000	-	-	-	500,000
444500 BUILDING IMPRVMENTS &			132,396	458,705	365,087	(823,793)
CAPITAL Total	**500,000**	**500,000**	**132,396**	**458,705**	**365,087**	**(323,793)**
EXPENSE Total	**1,000,000**	**1,006,621**	**133,150**	**465,827**	**365,737**	**175,056**

Indianapolis-Marion County Public Library
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
Month Ended November 30, 2023

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	-	-	7,442	45,993	-	(45,993)
MISCELLANEOUS Total	**-**	**-**	**7,442**	**45,993**	**-**	**(45,993)**
REVENUE Total	**-**	**-**	**7,442**	**45,993**	**-**	**(45,993)**
EXPENSE						
CAPITAL						
444501 COMPUTER SOFTWARE	250,000	250,000	-	-	-	250,000
CAPITAL Total	**250,000**	**250,000**	**-**	**-**	**-**	**250,000**
EXPENSE Total	**250,000**	**250,000**	**-**	**-**	**-**	**250,000**

Indianapolis-Marion County Public Library
Fund 230 & 800 - Grant and Gift - Detailed Income Statement
Month Ended November 30, 2023

	MTD	YTD
REVENUE		
MISCELLANEOUS		
332205 EMERGENCY CONNECTIVITY FUND	9,327	36,652
334720 GRANTS - STATE		1,834
361000 INTEREST INCOME	593	6,007
367000 FOUNDATION CONTRIBUTION	138,644	2,211,126
367004 OTHER GRANTS	-	26,385
MISCELLANEOUS Total	**148,564**	**2,282,004**
REVENUE Total	**148,564**	**2,282,004**
EXPENSE		
00005012 - AQUARIUM MAINTENANCE MULTI-BRANCH	287	3,813
00015001 - CENTRAL UNRESTRICTED GIFT	-	(369)
00015007 - CBLC CENTER FOR BLACK LIT & CULTURE	-	62,521
00025001 - COLLEGE UNRESTRICTED GIFT	25	356
00035001 - GLENDALE UNRESTRICTED GIFT	279	688
00045001 - IRVINGTON UNRESTRICTED GIFT	45	356
00055001 - BRIGHTWOOD UNRESTRICTED GIFT	-	658
00065001 -DECATUR UNRESTRICTED GIFT	-	533
00075001- EAGLE UNRESTRICTED GIFT	53	271
00085001 - E. 38TH STREET UNRESTRICTED GIFTS	58	1,027
00095001 - E. WASHINGTON UNRESTRICTED GIFT	-	44
00125001 - HAUGHVILLE UNRESTRICTED GIFT	-	1,395
00135001 - LAWRENCE UNRESTRICTED GIFTS	813	1,635
00145001- NORA UNRESTRICTED GIFT	-	1,455
00165001- GARFIELD PARK UNRESTRICTED GIFT	-	364
00175001- SOUTHPORT UNRESTRICTED GIFT	173	321
00185001- SPADES PRK UNRESTRICTED GIFT	243	643
00195001 - WAYNE UNRESTRICTED GIFTS	49	394
00205001 - W. INDIANAPOLIS UNRESTRICTED GIFTS	-	100
00215001 - FRANKLIN RD UNRESTRICTED GIFTS	-	207
00225001 - WARREN UNRESTRICTED GIFTS	-	267
00245001 - INFOZONE UNRESTRICTED GIFTS	151	151
00275001 - MICHIGAN UNRESTRICTED GIFTS	-	181
00285001 - BEECH GROVE UNRESTRICTED GIFTS	1,595	4,179
00295001 - W. PERRY UNRESTRICTED GIFTS	-	1,027
00405001 - CEO UNRESTRICTED GIFTS	4,860	18,662
00405010 - DIGITAL ENCYCLOPEDIA OF INDPLS DEOI	-	130,079
00425002 - LIBRARY MATERIALS MEMORIAL FUND	(5,958)	(4,930)
00425003 - LIBRARY MATERIALS ESTATE GIFTS	-	28,265
00425010 - LILLY CITY DIGITIZATION	-	29,795
18055010 - Grow with Google	-	1,691
19425013 - BOOKS FOR COLLECTION BY T. COATES	-	21
20015017 - RAINBOW READS (CEN)	-	210

Indianapolis-Marion County Public Library
Fund 230 & 800 - Grant and Gift - Detailed Income Statement
Month Ended November 30, 2023

	MTD	YTD
20125011 - HVL DEVICE LENDING EXPANSION	-	2,537
20425012 - CATALOGING & PROCESSING EITELJORG	-	544
20425017 - AXIS 360 HIGH SCHOOL EBOOKS	-	131
20425018 - AXIS 360 COVID EXPANSION EBOOKS	-	139
20455022 - SALUTE TO BLACK MEN IN WHITE COATS	4,896	10,109
21005038 - MONUMENT CIRCLE BOOK STAION TO CEN	-	7,250
21305010 - IPS AND CHARTER SCHOOL LIBRARY CARD	-	1,983
21425010 - CHRIS GONZALEZ 2020 INDIANA UTHORS	-	486
21425012 - MARION COUNTY INTERNET LBRARY CARD	999	(6,641)
21425023 - MINDTRUST HIGH SCHOOL EBOOKS	-	17,800
21445011 - EMERGENCY CONNECTIVITY FUNDING -ECF	-	2,701
21455023 - 100 BOOKS BY GRADUATION	1,974	1,974
21455041 - A PLACE TO CALL HOME PODCAST	-	7,251
22005011 - LITTLE LIBRARIES	928	928
22005015 - FALL FEST SLAMMIN RHYMES CHALLENGE	-	791
22005029 - INDYPL SEED LIBRARY 2022	95	524
22005036 - PRESCHOOL PACKAGED PROGRAMS R2R	-	-
22005037 - CONCERT SERIES	-	300
22015011 - NONPROFIT WORKSHOPS	2,400	2,400
22015017 - SOCIAL WORKER SUPPORT	-	120
22015019 - TEEN ADVISORY GROUP AT THE CURVE	-	24
22015039 - CODING AND TECHNOLOGY FOR ADULTS	1,726	1,726
22015041 - DIGITAL CREATIVITY WORKSTATION CEN	350	350
22165012 - COMMUNITY OUTREACH EVENTS	428	428
22165013 - DISCOVERY ARTS SERIES GPK	-	250
22225018 - TEEN AFTERNOONS AT WRN	-	10
22245011 - GROWING GLOBAL CITIZENS	130	130
22245013 - POCKET PARK STORYWALK TCM	1,899	1,899
22425012 -MARION COUNTY INTERNET LIBRARY 2223	-	7,890
22425019 - BOOK CLUB IN A BAG	-	182
22445011 - EMERGENCY CONNECTIVITY FUNDING ECF	6,636	35,814
22455014 - CAREER CENTER	-	4,500
22455036 - WORLD LANGUAGE BOOK GIVEAWAYS	-	2,824
22455042 - CONVERSATION CIRCLES 2022	-	690
22455045 - PATHWAYS TO LITERACY	2,380	2,940
22455049 - BUILDING DIGITAL LITERACY SKILLS	-	500
22455051 - HOTSPOT FILTERING SFTWARE	-	2,917
22455058 - ADDRESSING THE DIGITAL DIVIDE CHROM	6,444	24,415
22455059 - DIGITAL CREATIVITY PROGRAMS	511	511
22475015 - STAFF DEI TRAINING	-	2,125
23005013 - SUMMER READING PROGRAM	1,329	210,722
23005015 - FALL FEST SLAMMIN RHYMES CHALLENGE	15,256	30,504
23005029 - INDYPL SEED LIBRARY	4,047	4,123
23005034 - LGBTQ+ COMPETENCY TRAINING	300	1,800

Indianapolis-Marion County Public Library
Fund 230 & 800 - Grant and Gift - Detailed Income Statement
Month Ended November 30, 2023

	MTD	YTD
23005036 - PRESCHOOL PACKAGED PROGRAMS	5,039	24,823
23005037 - CONCERT SERIES	-	9,000
23015011 - NONPROFIT WORKSHOPS	1,155	3,435
23015012 -SMALL BUINESS WORKSHOPS	-	74
23015013 -COFFEE AND CONVERSATIONS	-	257
23015016 -SIMPLE AND AFFORDABLE PLANT BASED C	500	1,500
23015018 - MAKER CRAFTS AT CENTRAL	215	798
23015020 - TREASURES OF THE ISCR	-	50
23015021 - CBLC BOOK FEST & JUNTEENTH CELEBRATION	-	9,773
23015022 - DRAG QUEEN STORY TIME	-	840
23015024 - CBLC 6TH ANNIVERSARY	6,700	6,700
23015025 - CBLC BOK TALKS AND DISCUSSIONS	-	600
23015026 - COMMUNITY RESOURCE FAIR	208	208
23035012 - EXPLORE THE WORLD CULTURAL PROGRAMS	-	2,030
23075010 - WEST SIDE COMMUNITY APPRECIATION	-	673
23045010 - TEEN ZONE AT IRVINGTON	-	263
23085012 - E38 STREET ZINE COLLECTION	252	1,080
23085023 - E38TH ST COMMUNITY PANTRY	929	1,344
23085013 - E38 STREET CAREER CENTER	-	3,962
23135010 - ADULT BOOK DISCUSSION LAW	-	395
23205011 - HOMESCHOOL CAP 2023	1,475	2,050
23235010 - FORT BEN HARRISON GRAND OPENING EVE	-	(450)
23255015 - BUNNY BAG PROGRAM BOOKS AND SUPPLY	2,461	14,816
23255043 - SRP SUMMER GROUP BOOK COLLECTION	4,035	5,504
23295011 - HEALTH AND WELLNESS PROGRAMS WPR	150	2,190
23295013 - TEEN ADVISORY GROUP AT WEST PERRY	-	159
23415014 - MCFADDEN LECTURE 2023	3,708	15,839
23425012 - MARION COUNTY INTENET LIBRARY 2324	-	609,919
23425014 - GENERAL DIGITIZATION 2023	-	3,057
23425015 - RELIGION ORAL HISTORY PROJECT	-	1,579
23425020 - INDYPL BRANCHES HISTORY	-	5,102
23425021 - 150th ANNIVERSARY	-	7,327
23455010 - MEET THE ARTIST XXXV #MASTERSEXHIBI	-	43,555
23455015 - WORLD LANGUAGE BOOK CLUB	350	1,150
23455023 - 100 BOOKS BEFORE GRADUATION	-	-
23455028 - TEEN COMMUNITY BOOK CLUBS	-	573
23455035 - YA AUTHOR VISITS	-	1,200
23455038 - ANIMAL PEOGRAMS	-	13,750
23455042 - CONVERSATION CIRCLES 2023	1,350	7,050
23455045 - PATHWAY TO LITERACY	-	4,560
23455047 - INTERNATIONAL FESTIVALS & CELEBRATION	-	5,000
23455048 - READING READY TIME	250	4,598
23455052 - ADULT SUMMER READING PROGRAM	3,812	20,596
23455053 - EARLY CHILDHOOD EDUCATOR WORKSHOP	1,039	9,105

Indianapolis-Marion County Public Library
Fund 230 & 800 - Grant and Gift - Detailed Income Statement
Month Ended November 30, 2023

	MTD	YTD
23455054 - FAMILY AUTHOR VISITS	-	2,650
23455055 - REACH OUT AND READ ROAR DIA DE LOS	-	13,294
23455056 - BILINGUAL STORYTIME PDA	1,700	5,900
23455058 - ADDRESSING THE DIGITAL DIVIDE CHROM	-	-
23455061 - WORLD LANGUAGE COMPUTER CLASSES	600	5,450
23455063 - FAMILY CONCERT SERIES	-	1,000
23455064 - HEALTHY BODY HEALTHY MIND	2,210	2,420
23455065 - SEED LIBRARY SUPPORT	-	1,000
23455066 - PROGRAM PRESENTATION LAPTOPS 2023	-	20,260
23455067 - BUILDING DIGITAL LITERACY	231	231
23475010 - IPS RACIAL EQUITY INSTITUTE TRAINING	-	8,400
23465012 - MARKETING BUCKETS	242	11,637
EXPENSE Total	**94,009**	**1,592,878**

Indianapolis-Marion County Public Library
Fund 226 - Parking Garage - Detailed Income Statement
Month Ended November 30, 2023

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	120,000	120,000	2,813	116,236	-	3,765
347611 EVENTS PARKING	8,000	8,000	250	9,735	-	(1,735)
CHARGES FOR SERVICES Total	**128,000**	**128,000**	**3,063**	**125,971**	**-**	**2,030**
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	500	500	-	-	-	500
360001 REVENUE ADJUSTMENT	-	-	115	330	-	(330)
361000 INTEREST INCOME	-	-	1,255	12,707	-	(12,707)
MISCELLANEOUS Total	**500**	**500**	**1,370**	**13,037**	**-**	**(12,537)**
REVENUE Total	**128,500**	**128,500**	**4,432**	**139,007**	**-**	**(10,507)**
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,000	2,000	-	-	-	2,000
421500 OFFICE SUPPLIES - FAC/PURCH	2,000	2,000	146	1,963		37
422250 UNIFORMS	-		-	110		(110)
422310 CLEANING & SANITATION	200	200	(50)	368		(168)
SUPPLIES Total	**4,200**	**4,200**	**96**	**2,441**	**-**	**1,759**
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	2,500	2,500	-	-	-	2,500
431500 CONSULTING SERVICES	5,000	7,915	-	-	2,915	5,000
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	1,000	12,000	-	-
432200 POSTAGE	100	100	-	-	-	100
432400 DATA COMMUNICATIONS	1,500	1,500	165	1,288	-	212
434201 EXCESS LIABILITY	6,500	6,500	407	4,862	-	1,638
436100 REP & MAINT-STRUCTURE	10,000	343,435	-	6,483	1,580	335,372
436110 CLEANING SERVICES	9,000	9,000	5,890	14,518	-	(5,518)
436200 REP & MAINT-EQUIPMENT	4,000	4,000	-	-	-	4,000
436201 REP & MAINT-HEATING & AIR	12,500	53,000	15,510	56,010	-	(3,010)
439904 BANK FEES/CREDIT CARD FEES	6,000	6,000	519	5,857	-	143
439905 OTHER CONTRACTUAL SERVICES	60,000	60,000	5,542	61,121	-	(1,121)
OTHER SERVICES AND CHARGES TOTAL	**129,100**	**505,949**	**29,033**	**162,138**	**4,495**	**339,316**
CAPITAL						
445300 CAPITAL - EQUIPMENT	10,000	10,000	-	-	-	10,000
CAPITAL Total	**10,000**	**10,000**	**-**	**-**	**-**	**10,000**
EXPENSE Total	**143,300**	**520,149**	**29,129**	**164,579**	**4,495**	**351,075**

Indianapolis-Marion County Public Library
Fund 270 - Shared System - Detailed Income Statement
Month Ended November 30, 2023

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347640 SHARED SYSTEM REVENUE	-	-	1,619	125,455	-	(125,455)
CHARGES FOR SERVICES Total	**-**	**-**	**1,619**	**125,455**	**-**	**(125,455)**
REVENUE Total	**-**	**-**	**1,619**	**125,455**	**-**	**(125,455)**
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	77,897	77,897	9,512	91,852	-	(13,955)
413100 FICA AND MEDICARE	5,959	5,959	674	9,703	-	(3,744)
413300 PERF/INPRS	11,061	11,061	851	10,218	-	843
PERSONAL SERVICES Total	**94,917**	**94,917**	**11,037**	**111,773**	**-**	**(16,856)**
SUPPLIES						
421600 LIBRARY SUPPLIES	5,000	4,304	480	2,451		1,853
SUPPLIES Total	**5,000**	**4,304**	**480**	**2,451**	**-**	**1,853**
OTHER SERVICES AND CHARGES						
431500 CONSULTING SERVICES	5,000	300	-	300	-	-
432300 TRAVEL	1,500	1,500	-	-	-	1,500
432501 IN HOUSE CONFERENCE	250	250	-	-	-	250
439901 COMPUTER SERVICES	900	31,984	-	24,224	7,097	663
439907 EVENTS & PR	500	427	-	-	-	427
439909 REIMBURSEMENT FOR SERVI	75,000	50,000	-	-	-	50,000
439930 MATERIALS CONTRACTUAL	14,000	14,000	-	-	-	14,000
OTHER SERVICES AND CHARGES TOTAL	**97,150**	**98,461**	**-**	**24,524**	**7,097**	**66,840**
EXPENSE Total	**197,067**	**197,682**	**11,517**	**138,748**	**7,097**	**51,836**

Indianapolis-Marion County Public Library
Summary of Construction Fund Cash Balances
Month Ended November 30, 2023

Construction Fund Cash Balances - Does Not Include Retainage Withheld	
Fund 479 - Restricted - Multiple Projects	680,270.57
Fund 482 - Restricted - Multiple Projects 2	2,239,217.20
Fund 483 - Restricted - Glendale Project	1,906,809.87
Fund 484 - Restricted - Fort Harrison Project	1,328,670.00
Fund 485 - Restricted - Multiple Projects 3	4,041,061.51
Fund 486 - Restricted - Multiple Projects 4	4,653,164.16
Fund 487 - Restricted - Curve & Other Projects	6,103,291.86
Fund 488 - Restricted - Nora Reno & Other Projects	6,103,291.86
Fund 489 - Restricted - Pike Reno & Other Projects	6,103,291.86
Total Construction Fund Cash Balances	**33,159,068.89**

Construction Fund Classification Breakdown	
Fund 479 - Restricted - Multiple Projects	680,270.57
Fund 482 - Restricted - Multiple Projects 2	2,239,217.20
Fund 483 - Restricted - Glendale Project	1,906,809.87
Fund 484 - Restricted - Fort Harrison Project	1,328,670.00
Fund 485 - Restricted - Multiple Projects 3	4,041,061.51
Fund 486 - Restricted - Multiple Projects 4	4,653,164.16
Fund 487 - Restricted - Curve & Other Projects	6,103,291.86
Fund 488 - Restricted - Nora Reno & Other Projects	6,103,291.86
Fund 489 - Restricted - Pike Reno & Other Projects	6,103,291.86
Total Construction Fund Breakdown	**33,159,068.89**

Summary of Classifications	
Total Restricted	33,159,068.89
Total Assigned	0.00
Total of All Classifications	**33,159,068.89**

Summary of Project Activity

PROJECT	* ADJUSTED ORIGINAL BUDGET	CURRENT MONTH	CURRENT YEAR	PROJECT TO DATE	OPEN P.O.	UNEXPENDED
* Fund 479 - Restricted - Multiple Projects	5,000,000.00	70,682.38	248,429.41	4,319,729.43	292,019.57	388,251.00
* Fund 482 - Restricted - Multiple Projects 2	5,349,512.62	174,992.17	744,180.14	3,110,295.42	444,413.10	1,794,804.10
Fund 483 - Restricted - Glendale Project	15,737,647.22	306,110.29	7,583,335.20	13,830,837.35	981,706.43	925,103.44
Fund 484 - Restricted - Fort Harrison Project	14,452,819.40	106,650.14	4,952,163.43	13,124,149.40	597,150.90	731,519.10
Fund 485 - Restricted - Multiple Projects 3	5,574,116.45	4,464.23	1,045,971.67	1,533,054.94	16,734.57	4,024,326.94
Fund 486 - Restricted - Multiple Projects 4	5,573,456.60	308,050.77	825,634.04	920,292.44	819,159.32	3,834,004.84
Fund 487 - Restricted - Curve & Other Projects	6,103,291.86	0.00	0.00	0.00	0.00	6,103,291.86
Fund 488 - Restricted - Nora Reno & Other Projects	6,103,291.86	0.00	0.00	0.00	0.00	6,103,291.86
Fund 489 - Restricted - Pike Reno & Other Projects	6,103,291.86	0.00	0.00	0.00	0.00	6,103,291.86
Total Expenditures	**69,997,427.87**	**970,949.98**	**15,399,713.89**	**36,838,358.98**	**3,151,183.89**	**30,007,885.00**

	ADJUSTED ORIGINAL BUDGET	CURRENT MONTH	CURRENT YEAR	PROJECT TO DATE	BUDGET BALANCE
** Appropriated Interest Earnings - Fund 483	240,105.19	3,658.52	154,497.73	240,105.19	0.00
*** Appropriated Interest Earnings - Fund 484	155,312.70	2,670.83	84,886.58	155,312.70	0.00

* This is the original maximum budget for the Bond including interest that was appropriated for use.

** Total interest went $180,105.19 above estimated $60,000.00 so added it to budget

*** Total interest went $95,312.70 above estimated $60,000 so added it to budget

**** Budget will be assigned when we receive the final 2023 bond funds.

Board Action Request

7a

To: IMCPL Board

From: Diversity, Policy and HR Committee

Meeting Date: **December 18, 2023**

Approved by the Library Board: **December 18, 2023**

Effective Date: **January 1, 2024**

Subject: Resolution 89 – 2023 Annual Review of IMCPL Acceptable Use Policy for 2024

Recommendation: Approval of Resolution 89 – 2023 for Annual Review of IMCPL Acceptable Use Policy

Background:

Indiana Code 36-12-1-12 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 current Acceptable Use Policy is attached for the Board's approval. No substantive changes to the policy are recommended for 2024.

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 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.

The INDIANAPOLIS PUBLIC Library	**Board Resolution**	7a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 89 – 2023

APPROVAL OF ACCEPTABLE USE POLICY

DECEMBER 18, 2023

WHEREAS, Indiana Code § 36-12-1-12 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;

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;

WHEREAS, the Diversity, Policy and Human Resource Committee recommends approval of the Acceptable Use Policy in the form attached to this Resolution;

WHEREAS, the Board of Trustees of the Indianapolis-Marion County Public Library has reviewed the Acceptable Use Policy in the form attached to this Resolution and determines that the policy is appropriate and consistent with the mission and operations of the Library and in the interest of the Library and its patrons.

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

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

RESOLUTION 89 – 2023

APPROVAL OF ACCEPTABLE USE POLICY

DECEMBER 18, 2023

AYE	NAY

ATTEST: _____
Secretary of the Board

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 2023

Board Action Request

7b

To: IMCPL Board

From: Diversity, Policy and HR Committee

Meeting Date: **December 18, 2023**

Approved by the Library Board: **December 18, 2023**

Effective Date: **January 1, 2024**

Subjects: Resolution 90 – 2023 (Revised Information Technology Department Policies for January 2024)

Recommendation: The Diversity, Policy and HR Committee recommends IMCPL Board of Trustees' Approval of Resolution 90 – 2023 to Revise IT Department Policies.

Background:

The IT Department policies are being updated per industry standards – the most recent policies were enacted from 2013 - 2017. The wording of the policies has been updated to reflect current operations and new technologies within IMCPL.

The policies that have been updated are listed below:

- 131.5 Intranet
- 132.3 Internet
- 292 TELECOMMUNICATIONS
- 292.1 Computer Use and Network Security
- 292.3 Use of Library Email Accounts
- 292.4 Personal Use of Information and Communications Systems
- 293 WORKPLACE MONITORING POLICY
- 407.7 Computer Use Standards
- 506.4 Acceptable Use
- 514 PUBLIC COMPUTER SERVICES
- 514.2 Acceptable Use Standards
- 514.3 Licensure
- 514.4 Internet Disclaimer
- 514.5 Restrictions

The changes to the policies are shown in redline.

The INDIANAPOLIS PUBLIC Library	**Board Resolution**	7b

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 90 – 2023

APPROVAL OF REVISED INFORMATION TECHNOLOGY DEPARTMENT POLICIES FOR JANUARY 2024

DECEMBER 18, 2023

WHEREAS, the Library has conducted a review of the all Information Technology policies to updated them so they reflect current operations and new technologies at the Library;

WHEREAS, the Diversity, Policy and Human Resource Committee recommends approval of the Acceptable Use Policy in the form attached to this Resolution;

WHEREAS, the Board of Trustees of the Indianapolis-Marion County Public Library has reviewed the revised policies in the form attached to this Resolution and determines that the policies are appropriate and consistent with the mission and operations of the Library and in the interest of the Library and its patrons.

THEREFORE, BE IT RESOLVED that the Board of Trustees does hereby approve and adopt the revised policies in the form attached to this Resolution.

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

RESOLUTION 90 – 2023

APPROVAL OF REVISED INFORMATION TECHNOLOGY POLICIES FOR JANUARY 2024

DECEMBER 18, 2023

AYE	NAY
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ATTEST: _____
Secretary of the Board

Revisions to Library IT-related Policies

131.5 Intranet

The Library maintains an intranet or internal electronic communication system that is used for distributing internal documents and information to the staff

132.3 Internet

The Library maintains a web ~~site~~presence. Electronic communication and publication originating from the Library systems are considered to be representative of the Library.

292 TELECOMMUNICATIONS

The Library maintains email, telephone and voice mail systems, computers, Internet access, cloud systems and storage, and other business equipment (collectively called the "Systems") in order to conduct the business of the Library. The devices and the data stored on these Systems, as well as the specialized software programs and applications developed for Library use, are valuable Library assets, the sole property of the Library and must be appropriately protected from unauthorized or inappropriate access, use, alteration, destruction or disclosure.

292.1 Computer Use and Network Security

Except as allowed by Policy 292.4, ~~employees~~ staff may not use library computer systems for non-job-related purposes, including solicitations, organizational campaigns, political causes or campaigns, or other nonbusiness purposes.

~~Employees~~ Staff must not defeat, attempt to defeat, or assist anyone else in defeating network security controls. Network connection standards must be strictly observed – no devices or software may be added to the network without authorization from Information Technology.

- Computer equipment and passwords must always be safeguarded. ~~Employees~~ Staff must treat passwords as highly confidential.
- ~~Employees~~ Staff leaving their computers unattended should lock access to their workstation or log off. Computer workstation login procedures must be strictly observed.
- Laptops or any other mobile equipment, used on or off Library premises, must never be left unattended or unsecured.

Library systems may not be used to transmit, retrieve or store any communications of a defamatory, discriminatory or legally harassing nature, or materials that are abusive, profane or offensive, obscene or X-rated including, but not limited to, messages with derogatory or inflammatory remarks about an individual's race, color, sex, religion, national origin, age (40 or older) disability, sexual orientation, gender identity, pregnancy (including childbirth, lactation

and related medical conditions), veteran status, uniformed service member status and genetic information (including testing and characteristics). Harassment of any kind is absolutely prohibited. Please see Acceptable Use Guidelines for Staff on IT intranet page for further guidance.

292.3 Use of Library Email Accounts

Except as allowed by Policy 292.4, the Library email system is for business purposes only, ~~-~~which includes professional groups and listservs. ~~and employees~~ Staff may not use their work email address as a personal email address.

~~Employees~~ Staff should not, at any time, send non-job-related information to any Library email group. Email groups are intended for pertinent information only, not for sale items, personal items, personal opinions, notices or jokes.

292.4 Personal Use of Information and Communications Systems

The Library's systems are to be used for Library business and not for personal use except that ~~employees~~ staff are permitted to use the Library's Internet access, ~~email~~their own personal email service and account, fax and telephone systems placing local (non-toll) call for incidental or occasional personal use, as long as the use:

- Does not affect any ~~employee's~~ staff's job performance.
- Does not interfere with the ability of others to perform their work.
- Is truly occasional in nature.
- Does not interfere with Library's business use of such Systems in any way.
- Does not result in any additional cost to Library.
- Does not access or transmit material that is discriminatory based on race, color, sex, religion, national origin, age, disability, sexual orientation, gender identity, pregnancy or veteran status, that contains pornography, or that is prohibited by law.
- Is not used to solicit funds, collect signatures, conduct membership drives, distribute literature or gifts, sell merchandise or services, or carry on any other form of non-Library business without approval.

Library Systems may not be used for any purpose that is illegal, in violation of Library policy, or contrary to the organization's best interest. Illegal activity may be referred to law enforcement as appropriate.

An ~~employee's~~ staff's decision to use the Library's internet access, email, fax and telephone systems for personal use does ~~NOT~~ not give the ~~employee~~ staff a legitimate expectation of privacy under the Fourth Amendment to the U.S. Constitution with respect to such use and any such personal use by an employee is subject to the Library's Work Place Monitoring Policy.

~~Employees will be required to verify in writing that they have read, understand and will comply with the Library's Communication Systems Policy Agreement.~~ The Library also

reserves the right to advise appropriate legal officials of any illegal violations. Failure to comply with this policy may result in disciplinary action, up to and including termination.

293 WORKPLACE MONITORING POLICY

Workplace monitoring may be conducted by the Library to ensure quality control, ~~employee~~ staff safety, conformity with Library policies, and customer satisfaction. Any electronic monitoring shall be confined to the legitimate needs of the Library.

Library communications and computer systems are the Library's property and are not private. ~~Staff~~ Employees should not consider any message sent, received or stored via these systems as private property. Employees do not have a legitimate expectation of privacy under the Fourth Amendment to the U.S. Constitution with respect to any material created, stored, received or sent through Library Systems including through a Library personal computer. All messages created, sent or retrieved over the systems and any information of any type in any Systems component, including but not limited to, all information stored on servers, personal computers and removable media ~~(diskettes, zip disks, CD-ROMs, flash drives, etc.)~~ are the property of the Library and may be saved, accessed and reviewed by management.

With the authorization of the CEO, the Library has the right to retrieve and read any messages sent or received via the Library's communication systems. Deleted information may be retrieved and subject to review by management. The Library reserves the right to monitor, or download and read any electronic or telephone communication sent, received, or stored during the ordinary course of business. By using the Library's communications and computer Systems, employees consent to the Library's monitoring of these Systems and acknowledge and agree to Library's right to conduct such monitoring.

407.7 Computer Use Standards

Acceptable use standards for use of computer resources and equipment are posted on the Library’s web page and accessible on Library computers provided for public use. Computer users are required to review and accept these standards when they begin each computer session.

506.4 Acceptable Use

All online Library resources must be used in accordance with the acceptable use standards of the Library. Examples of unacceptable behavior involving online Library resources include violation of the security regulations and policies of the Library’s online resources, unauthorized use of online resource accounts assigned to others, and violation of another user's privacy.

514 PUBLIC COMPUTER SERVICES

Public computer stations are provided at all locations for access to the Library's online catalog and electronic resources and the Internet. Public computers are available at no charge to Library users. Extended computer session time is provided to Library cardholders.

514.2 Acceptable Use Standards

All electronic traffic originating from the Library must conform to the Acceptable Use Standards which are available on all Library computers and the Library website. Acceptable use standards define authorized and unauthorized uses, cooperative use, and Internet safety and parent's responsibility. Users of Library computers accept the standards when they log in to use the service.

514.3 Licensure

All software and electronic products to be used or installed on any Library owned computer ~~will~~ must be approved, owned and licensed by the Library. All peripheral devices used with Library PC's will be approved, owned and licensed by the Library. Please refer to Policy for Purchases of Software Licenses.

514.4 Internet Disclaimer

The Internet and its available resources contain a wide variety of material and opinions from varied points of view. The user is the selector in using the Internet with individual choices and decisions. The wired and wireless networks are shared resources. The user should assume that any communication taking place over those networks may be viewed by others. Responsibility for the privacy of communications lies with the user. The Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information system.

514.5 Restrictions

To implement acceptable use standards, the Library blocks public computers from receiving ultra-sensational, inflammatory or obscene transmissions from Internet sources. The Library cannot guarantee that filtering is 100% effective. Library staff assists users to access any acceptable sites that have been erroneously blocked.

Board Action Request

7c

To: IMCPL Board

From: Diversity, Policy and HR Committee

Meeting Date: **December 18, 2023**

Approved by the Library Board: **December 18, 2023**

Effective Date: **January 1, 2024**

Subjects: Resolution 91 – 2023 (Cyber Security Policy and Purchases of Software Licenses Policy)

Recommendation: Approval of Resolution 91 – 2023; The Diversity, Policy and HR Committee recommends the IMCPL Board of Trustees approve two new policies related to cyber security and purchases of software.

Background:

The ***Cyber Security Policy*** outlines the measures and procedures implemented by The Indianapolis Public Library to safeguard its information technology assets, data, and services against cyber threats. The policy aims to ensure the confidentiality, integrity, and availability of the library's digital resources and protect patrons and staff personal information from unauthorized access or disclosure.

This Cyber Security Policy will be reviewed as needed to ensure it remains relevant and effective against emerging cyber threats and technology advancements.

By adhering to this Cyber Security Policy, we aim to establish a secure and trustworthy digital environment for our staff and patrons. Failure to adhere to this policy may result in progressive discipline actions. The library is committed to continuous improvement and proactive protection of its IT infrastructure and resources.

The ***Purchases of Software Licenses Policy*** is to establish guidelines for the procurement of software licenses by the Indianapolis Public Library. This policy aims to ensure that all software acquisitions are carried out in a consistent, cost-effective, and legally compliant manner.

The IT Department is responsible for managing and tracking all software licenses throughout their lifecycle, including license renewals and updates. License renewal decisions will be based on the software's continued relevance, performance, and budgetary considerations. Additionally, periodic reviews will be conducted to ensure compliance with software licensing agreements and prevent any unauthorized use or distribution of software.

The INDIANAPOLIS PUBLIC Library	**Board Resolution**	7c

INDIANAPOLIS MARION COUNTY PUBLIC LIBRARY

RESOLUTION 91 – 2023

ADOPTION OF POLICY 294, CYBER SECURITY POLICY

ADOPTION OF POLICY 295, PURCHASES OF SOFTWARE LICENSES POLICY

DECEMBER 18, 2023

WHEREAS, the Library conducted a review of its Information Technology Policies and determine that two new Information Technology Policies are important for the Library's continuing, effective operation;

WHEREAS, Policy 294, Cyber Security Policy, outlines measures and procedures to safeguard the Library's information technology assets, data, and services against cyber threats. The Policy aims to ensure the confidentiality, integrity, and availability of the Library's digital resources and protect patrons and staff personal information from unauthorized access or disclosure;

WHEREAS, Policy 295, Purchases of Software Licenses Policy, establishes guidelines for the procurement of software licenses by the Library to ensure that all software acquisitions are carried out in a consistent, cost-effective, and legally compliant manner;

WHEREAS, the Diversity, Policy and Human Resource Committee recommends approval of Policy 294, Cyber Security Policy, and Policy 295, Purchases of Software Licenses Policy, in the forms attached to this Resolution; and

WHEREAS, the Board of Trustees of the Indianapolis-Marion County Public Library has reviewed Policy 294, Cyber Security Policy, and Policy 295, Purchases of Software Licenses Policy, in the forms attached to this Resolution and determines that they are appropriate and consistent with the mission and operations of the Library and in the interest of the Library and its patrons.

THEREFORE, BE IT RESOLVED that the Board of Trustees does hereby approve and adopt Policy 294, Cyber Security Policy, and Policy 295, Purchases of Software Licenses Policy, in the forms attached to this Resolution.

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

RESOLUTION 91 – 2023

ADOPTION OF POLICY 294, CYBER SECURITY POLICY

ADOPTION OF POLICY 295, PURCHASES OF SOFTWARE LICENSES POLICY

DECEMBER 18, 2023

AYE	NAY

ATTEST: _____
Secretary of the Board

Cyber Security Policy

This Cyber Security Policy outlines the measures and procedures implemented by The Indianapolis Public Library to safeguard its information technology assets, data, and services against cyber threats. The policy aims to ensure the confidentiality, integrity, and availability of the library's digital resources and protect patrons and staff personal information from unauthorized access or disclosure.

The library will conduct regular risk assessments to identify potential vulnerabilities and threats in its IT infrastructure, software, and data. This will include evaluating hardware, software, network configurations, and user practices regularly. Access to the library's IT systems and sensitive data will be granted on a need-to-know basis. Staff accounts will be managed by the IT Department, and strong authentication mechanisms, such as multi-factor authentication, will be enforced.

The library has implemented encryption measures to protect sensitive data in transit. This will include using secure communication protocols for data transmission and encrypting confidential data stored on servers, workstations, and portable devices. The library has employed firewalls, intrusion detection systems (IDS), and intrusion prevention systems (IPS) to monitor and defend against unauthorized access, malware, and other network threats.

All library systems and applications will be kept up to date with the latest security patches and updates. The library uses reputable software sources and employs secure coding practices when developing or customizing software. All staff must contact the Helpdesk via email for approval before purchasing software and hardware to perform their duties to ensure our network is safe. Software is defined as both web-based and installed applications.

Library staff are required to participate in an annual security awareness training to educate them about potential cyber threats, social engineering attacks, and best practices for safeguarding sensitive information. All library staff must promptly report any suspected or confirmed security incidents to the Helpdesk via email. Please remember never to forward suspicious emails to staff. Incidents will be classified and documented by Helpdesk based on severity, impact, and risk to the library's operations and data.

The IT department will adhere to the Library’s Business Continuity Plan that outlines specific steps to be taken in the event of a security breach. The plan will include procedures for containment, eradication, recovery, and lessons learned.

The IT Security Team will conduct investigations into security incidents and report findings to library management and relevant authorities as required by law. In case of a data breach involving patrons' personal information, the Communications Director will follow legal requirements and the Business Continuity Plan for notifying affected individuals, staff, Library Board of Trustees, and relevant authorities; and the IT Director will notify the Indiana Office of Technology and Cyber Security Insurance Company.

This Cyber Security Policy will be reviewed as needed to ensure it remains relevant and effective against emerging cyber threats and technology advancements.

By adhering to this Cyber Security Policy, we aim to establish a secure and trustworthy digital environment for our staff and patrons. Failure to adhere to this policy may result in progressive discipline actions. The library is committed to continuous improvement and proactive protection of its IT infrastructure and resources.

Approved By:
The Library Board of Trustees

Purchases of Software Licenses Policy

The purpose of this policy is to establish guidelines for the procurement of software licenses by the Indianapolis Public Library. This policy aims to ensure that all software acquisitions are carried out in a consistent, cost-effective, and legally compliant manner.

The Indianapolis Public Library recognizes the importance of utilizing software to enhance productivity, library services, support staff operations, and improve patron experiences. All software licenses must be preapproved by the Innovation & Technology Department via Helpdesk with due consideration given to the safety of our network, library's budgetary constraints, and future scalability. *Software is defined as both web-based and installed applications.*

The library will adhere to relevant copyright laws, licensing agreements, and intellectual property rights when procuring software licenses. The Chief Executive Officer and Chief Finance Officer shall be responsible for overseeing the procurement of software licenses. Before initiating any software procurement, the IT Department will conduct a thorough needs assessment to identify specific software requirements and functionalities that align with the library's objectives and service offerings.

The library will prioritize the use of Microsoft 365, open-source software and freely available resources, whenever feasible, to maximize cost-effectiveness and systemwide collaboration. In cases where commercial software is necessary, the IT department will seek competitive pricing and explore available discounts, including bulk licensing agreements or consortium purchasing options.

The IT Department will maintain a comprehensive inventory of all software licenses, including relevant information such as license terms, renewal dates, and authorized users. The procurement process will follow applicable procurement laws, regulations, and library policies. The IT Department will evaluate potential software licenses based on various criteria, including but not limited to:

i. Compatibility with existing library systems and infrastructure.
ii. Suitability for intended use and user-friendliness.
iii. Cost-effectiveness and long-term maintenance expenses.
iv. Vendor reputation and customer support.
v. Compliance with accessibility standards and data privacy regulations.

The IT Department will conduct pilot projects and/or obtain trial versions of software to assess its functionality and suitability before making a final decision. This evaluation process will take at least 45 days depending on the software. This process includes documentation of software functionality, security, price, etc., and justification for the selected software license and its alignment with the library's strategic goals.

The IT Department is responsible for managing and tracking all software licenses throughout their lifecycle, including license renewals and updates. License renewal decisions will be based

on the software's continued relevance, performance, and budgetary considerations. Additionally, periodic reviews will be conducted to ensure compliance with software licensing agreements and prevent any unauthorized use or distribution of software.

Library staff and users who interact with software applications will receive appropriate training provided by the vendor and/or library's training department and support to ensure proper usage and compliance with licensing terms. The library will promote awareness of this policy among staff and users to encourage responsible and ethical use of software resources. By adhering to our Policy for Purchases of Software Licenses, we can ensure all software purchases are safe for our network, cost-effective, and approved by our IT department. Progressive discipline actions may result from failure to adhere to this policy.

Board Action Request

7d

To: IMCPL Board

Meeting Date: **December 18, 2023**

From: Diversity, Policy and Human Resources Committee

Approved by the Library Board: **December 18, 2023**

Effective Date: **December 18, 2023**

Subject: 2024 Appointment List

Recommendation: Approval of Resolution 92 – 2023 - Appointment List

Background: Resolution 92 – 2023 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 92 – 2023 and any other adjustments that may be recommended, and rescinds Resolution 68-2022.

Strategic/Fiscal Impact: The financial impact has already been accounted for in the budget for 2024.

The INDIANAPOLIS PUBLIC Library	**Board Resolution**	7d

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 92 – 2023

APPROVAL OF APPOINTMENT LIST

DECEMBER 18, 2023

WHEREAS, the 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; and

WHEREAS, the Board deems the attached Appointment List appropriate and consistent with the mission and operations of the Library as a taxpayer supported public entity.

THEREFORE, BE IT RESOLVED, that the Board approves the attached Appointment List which sets forth the Chief Executive Officer's appointments to the Library staff and adjusts 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 by Resolution 68-2022.

Adopted this 18th of December 2023.

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

RESOLUTION 92 – 2023

APPROVAL OF APPOINTMENT LIST

DECEMBER 18, 2023

AYE	NAY
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_____	_____
_____	_____

ATTEST: _____
Secretary of the Board

Appointment List 2024

Name	Job Title	2024 RATE	
Barnett, Azaria	Page	$ 15.0000	no increase
Blankenship, Robin Michelle	Supervisor Librarian	$ 23.6510	no increase
Brady, Paris Anae	Page	$ 15.0000	no increase
Edwards, Reginald Eugene	Public Services Associate II	$ 17.7000	no increase
Furry, Tressa Marie	Library Assistant II	$ 15.3250	no increase
Gedig, Emma Rose	Page	$ 15.0000	no increase
Greenburg, Abigail Nicole	Library Assistant II	$ 15.3250	no increase
Gutierrez, Jade Elizabeth	Public Services Associate II	$ 17.7000	no increase
Heady, Kara Nikole	Hrly Public Services Associate I	$ 16.4746	no increase
Hudson, Sarah Elizabeth	Hrly Library Assistant II	$ 15.3250	no increase
Laster, Kevin	Computer Assistant II	$ 15.9299	no increase
Nunez, Grace Trinidad	Page	$ 15.0000	no increase
O'Meara, Fiora Grace	Library Assistant II	$ 15.3250	no increase
Sauers-Wiley, Chelsea K	Page	$ 15.0000	no increase
Schick, Florencia	Public Services Associate II - Floater	$ 17.7000	no increase
Scott, Amber	Page	$ 15.0000	no increase
Steele, Julie Anne	Library Assistant II	$ 15.3250	no increase
Trauner, Justine Faith	Page	$ 15.0000	no increase
Wetnight, Jenna Maria	Page	$ 15.0000	no increase
Worley, Jane Margaret	Page	$ 15.0000	no increase
Zettler, Faith Elizabeth	Public Services Associate II - Floater	$ 18.5000	no increase
Modory, Taylor Ann	Library Assistant II	$ 16.4841	no increase
Gillespie, Laurie Marie	Page	$ 15.0000	no increase
Konja, James Christian	Public Services Associate II	$ 18.0000	no increase
Murphy, Erin Michal	Interim-Mgr., Regional Branch	$ 29.6727	no increase
Kelley, Robin L	Mgr., Central Adult Services	$ 43.9300	no increase
Moore, Karen	Interim-Supervisor, Digital Inclusion	$ 25.8000	no increase
Armour, Elisabeth Renella	Library Security Assistant	$ 18.0000	
Biles Jr., Willie Lee	Library Security Assistant	$ 18.0000	
Brandon, Danny Charles	Library Security Assistant	$ 18.0000	
Burrus, Tammy A	Library Security Assistant	$ 18.0000	
Cole, Latresa Renee	Library Security Assistant	$ 18.0000	
Cole, William S.	Library Security Assistant	$ 18.0000	
Lewandowski, Dennis J	Library Security Assistant	$ 18.0000	
Newell, Dameika Annese	Library Security Assistant	$ 18.0000	
Ross, Dollie Maria	Library Security Assistant	$ 18.0000	
Sauers, Sarah Elizabeth	Library Security Assistant	$ 18.0000	
Stull, Thomas Henry	Library Security Assistant	$ 18.0000	
Unseld, Ross Carter	Library Security Assistant	$ 18.0000	
Hehman, Martin Todd	Library Security Assistant	$ 18.0000	
Johnson, Mary Helen	Library Security Assistant - LSC Front	$ 19.9478	
Martin, Jason Corey	Library Security Supervisor-E	$ 22.0000	
Turner, Kojo A	Library Security Supervisor-NE	$ 22.0000	

Wood-Gebhart, Robin Marie	Accounting Assistant	$	22.6200	4 %
Hellyer, Constance Marie	Accounts Payable Assistant	$	21.8400	4 %
Coleman, Grace Elizabeth	Administrative Assistant I	$	18.7200	4 %
Sims-Barnes, Alexus	Administrative Assistant I	$	19.5270	4 %
Liebhaber, Sara A	Administrative Assistant I	$	21.6008	4 %
Brewer, Jacquelyn	Administrative Assistant I	$	20.8081	4 %
Irish, Erica Nichole	Administrative Assistant II	$	19.6560	4 %
Fesler, Alyssa Elaine	Administrative Assistant II	$	22.6840	4 %
Morrison, Robert Bruce	Administrative Assistant II	$	23.0402	4 %
Sharp, Michelle Nicole	Area Resource Manager-Adult Service	$	40.4000	4 %
Kruppa, Marianne H	Area Resource Manager-Branches	$	40.0001	4 %
Wehr, Margaret A	Area Resource Manager-Branches	$	43.7751	4 %
Schoettle, Elizabeth	Area Resource Manager-Branches	$	43.1375	4 %
Weidenbach, Shael	Area Resource Manager-Youth Servic	$	40.4000	4 %
Verderame, Jyoti Avinash	Assistant Managing Editor	$	22.1272	4 %
Meyers, James William	Auditorium Technician	$	24.8715	4 %
Corbin, Dianne Alice	Bkmo Driver/Clerk	$	17.6779	4 %
Benton, Bruce V	Bkmo Driver/Clerk	$	20.3216	4 %
Spurrier, Amy L	Business Analyst	$	37.0864	4 %
Millikan, Kathryn Ann	Cataloging and Metadata Librarian	$	26.8320	4 %
Durchholz, Mary A	Cataloging and Metadata Librarian	$	26.8320	4 %
Bacone, Kathryn N	Cataloging and Metadata Librarian	$	28.5896	4 %
Strizu, Meredith M	Cataloging and Metadata Librarian	$	28.0072	4 %
Hill, Gregory A	Chief Executive Officer	$	89.0001	4 %
Campbell, Lolita Denise	Chief Financial Officer	$	67.1651	4 %
Helling, John Patrick	Chief Public Services Officer	$	64.0000	4 %
Green, Jacquelyn Denise	Circulation Coordinator	$	17.5942	4 %
Zavala, Consuelo	Circulation Supervisor I	$	21.2841	4 %
Rinker, Jessica	Circulation Supervisor I	$	22.1272	4 %
Zemanek, Alysha	Circulation Supervisor I	$	22.1272	4 %
Munkacsi, Orsolya	Circulation Supervisor I	$	22.8879	4 %
Luna, Ashley Lynn	Circulation Supervisor I	$	22.8922	4 %
Reeser, Kyle Joseph	Circulation Supervisor I	$	23.2103	4 %
Childress, Thomas B	Circulation Supervisor I	$	23.0169	4 %
Carlson, Amanda Sue	Circulation Supervisor I	$	23.8784	4 %
Laker, Jill Entrekin	Circulation Supervisor I	$	24.9600	4 %
Polley, Claudine Marie	Circulation Supervisor I	$	29.3072	4 %
Bell, Priscilla I	Circulation Supervisor I	$	27.1336	4 %
Brandon, Michelline	Circulation Supervisor I	$	27.1336	4 %
Barnes, Marcella A	Circulation Supervisor I	$	27.1336	4 %
Gomez, Alvaro	Circulation Supervisor II	$	21.9440	4 %
McKenzie, Stephen P	Circulation Supervisor II	$	24.3655	4 %
Cope, Andrew	Circulation Supervisor II	$	25.4857	4 %
Smith, Mikaela	Circulation Supervisor II	$	23.7873	4 %
Armour, Stephanie R	Circulation Supervisor II	$	23.7873	4 %
Blandford, Rebecca A	Circulation Supervisor II	$	24.4669	4 %
Fleming, Erin Melissa	Circulation Supervisor II	$	24.9513	4 %

Tanner, Blake Duane	Circulation Supervisor II	$	26.2496	4 %
Baughman, Andrea L	Circulation Supervisor II	$	29.1720	4 %
Hutson, Jennifer L	Circulation Supervisor II	$	29.1720	4 %
Underwood, Kathleen	Circulation Supervisor II	$	26.9782	4 %
Kopernak, Linda J	Circulation Supervisor II	$	31.5016	4 %
Thorne, Lauren E	Circulation Supervisor II, OS&VR	$	24.5024	4 %
Olaniyi, Olanike	Collection Development Librarian	$	28.0336	4 %
Chandler, Emily L	Collection Development Librarian	$	32.3648	4 %
Murray, Christopher James	Collection Development Librarian	$	32.3648	4 %
Lawrence, Jessica Marie	Collection Development Librarian	$	32.3648	4 %
Spaulding, Janet M	Collection Development Librarian	$	35.0584	4 %
Parks, Alton Lamonte	Computer Assistant II	$	16.5671	4 %
Davis, Erin R	Computer Assistant II	$	16.5671	4 %
Santiago Rodriguez, Degmarie	Computer Assistant II	$	16.5671	4 %
King, Constantine	Computer Assistant II	$	16.5671	4 %
Davitto, Kaylie	Computer Assistant II	$	17.6800	4 %
Theophile, Armstrong Guevarra	Computer Assistant II	$	16.5671	4 %
Raber, Katelyn Rose	Computer Assistant II	$	16.5671	4 %
Cary, Mellissa Sue	Computer Assistant II	$	16.5671	4 %
Cohen, Marissa Sara	Computer Assistant II	$	16.5671	4 %
Jarvis, Joshua David	Computer Assistant II	$	16.5671	4 %
Quartuch, Shannon Loreen	Computer Assistant II	$	16.5671	4 %
Stockard, Perrena Ann	Computer Assistant II	$	16.5691	4 %
Day, Amberly	Computer Assistant II	$	16.5671	4 %
Powell, Amber Lauran	Computer Assistant II	$	16.5671	4 %
Smith, Cierra Bianca	Computer Assistant II	$	17.2880	4 %
Van Pelt, Tony Michael	Computer Assistant II	$	16.8080	4 %
Nieves, Linda Margarita	Computer Assistant II	$	16.6608	4 %
Shrestha, Shakila	Computer Assistant II	$	16.6608	4 %
Snodgrass, Daniel Nathan	Computer Assistant II	$	17.4720	4 %
Wright, Juli Emma	Computer Assistant II	$	19.1048	4 %
Duncan, Michelle A	Computer Assistant II	$	19.5104	4 %
Black, Charles	Control Room Technician	$	21.4032	4 %
Greenly, Dale Alan	Control Room Technician	$	17.1336	4 %
Esche, Laurie S	Control Room Technician	$	18.7824	4 %
Cunningham, Todd A	Control Room Technician	$	19.6560	4 %
Green, John Michael	Control Room Technician	$	23.1504	4 %
Fesler, John Jason	Control Room Technician	$	24.0240	4 %
Donoho, Kelly Price	Digital Media Specialist	$	24.5970	4 %
Farmer, Kathryn Alyce	Digital Projects Coordinator	$	29.0028	4 %
Rankin, Mary E	Dir., Accounting	$	54.0000	4 %
Lambert, Debra Anne	Dir., Collection Management	$	61.8927	4 %
Barr, Mary Gerard	Dir., Communications	$	52.5000	4 %
Parsons, Adam	Dir., Facilities	$	53.5500	4 %
Galarce Bernardy, Tisha Marie	Dir., Human Resources	$	52.5000	4 %
Heyward, Shanika Renekia	Dir., Information Technology	$	60.0000	4 %
Ewers, Kimberly Ann Jones	Diversity & Inclusion Officer	$	46.4599	4 %

Fischer, Jessica Erin	Editorial Associate	$	19.1479	4 %
Fox, Darlene J	Electronic Resources Librarian	$	30.3368	4 %
Gilbert, Mary Angela	Executive Assistant	$	39.7730	4 %
Thakkar, Sonny Madan	Facilities Technical Assistant	$	24.5972	4 %
Osmundson, Daniel R	Front End Web Developer	$	35.3203	4 %
Hawkins, Dawn Marie	Hrly Administrative Assistant I	$	18.7200	4 %
Radway, Jeremy C	Hrly Auditorium Assistant	$	22.7136	4 %
Sahu, Punita	Hrly Computer Assistant I	$	16.6608	4 %
Davis, Aysha Iman	Hrly Computer Assistant II	$	16.5671	4 %
Sheriff, Elizabeth	Hrly Events Assistant	$	19.7600	4 %
Taft, Katie Elizabeth	Hrly Events Assistant	$	15.9380	4 %
Hoskin, Neva Adele	Hrly Indy Library Store Online Bookse	$	20.9664	4 %
Barreno Jr., Sergio Filadelfo	Hrly Library Assistant I	$	20.3219	4 %
Khei, Paw	Hrly Library Assistant II	$	15.9380	4 %
Smith, Ronald E	Hrly Library Assistant II	$	15.9380	4 %
Spurlock, Rebecca	Hrly Library Assistant II	$	15.9380	4 %
Bolton, Anna Lee	Hrly Library Assistant II	$	15.9380	4 %
Greene, Rashida	Hrly Library Assistant II	$	16.8058	4 %
Laurie, Linda Lou	Hrly Library Assistant II	$	16.8058	4 %
Carlisle, Devonna J.	Hrly Library Assistant II	$	17.2375	4 %
Harris, Leigh W.	Hrly Library Assistant II	$	17.4720	4 %
Joyce, Betsy Ann	Hrly Library Assistant II	$	17.4720	4 %
Trulock, Barbara Perron	Hrly Library Assistant II	$	17.8776	4 %
Cobb, Mary K	Hrly Library Assistant II	$	17.8776	4 %
Brady, Kay A	Hrly Library Assistant II	$	17.8776	4 %
Pote, Patricia L	Hrly Library Assistant II	$	18.6992	4 %
Davis, Sharon Sue	Hrly Library Assistant II	$	18.6992	4 %
O'Loughlin, Jeanette M	Hrly Library Assistant II	$	19.5104	4 %
Hunt, Thelma J	Hrly Library Assistant II	$	20.3216	4 %
Smith, Quentin Zerron	Hrly Library Assistant II	$	20.3216	4 %
Ward, Susan Lynn	Hrly Processing Assistant I	$	18.6992	4 %
Burlock, Melissa	Hrly Public Services Associate I	$	17.1336	4 %
Lucas, Sarah Hannah	Hrly Public Services Associate I	$	19.2400	4 %
Bridge, Stephen W	Hrly Public Services Associate I	$	18.5756	4 %
Robinson, Susan Joy	Hrly Public Services Associate I	$	19.6560	4 %
Herold Short, Ann M	Hrly Public Services Associate I	$	20.0928	4 %
Silvers, Georgia Ann	Hrly Public Services Associate I	$	20.0928	4 %
Lewis, Sharon Ann	Hrly Public Services Associate I	$	21.8400	4 %
Brozo, Christopher S	Hrly Youth Multimedia Learning Spec	$	23.0402	4 %
Hernandez, Jacqueline	Human Resources Assistant	$	21.3200	4 %
Laratte, Reginald	Human Resources Generalist	$	28.0800	4 %
Newell, Genira L.	Human Resources Generalist	$	29.0692	4 %
Evans, Grace Kelly	Indy Library Store Assistant Coordinat	$	19.1479	4 %
Ehret, Michael Lee	Indy Library Store Coordinator	$	28.5944	4 %
McGrath, Elena	Inter-Library Loan Assistant	$	17.5001	4 %
Mahoney, Patrick James	Lan Administrator	$	40.5070	4 %
Maxey, Regina A	Lead Office Assistant	$	18.0668	4 %

Lin, Xiaolin	Library Assistant I	$	20.3216	4 %
Goodloe, Thelma Marie	Library Assistant I	$	20.3216	4 %
Michaelis, Michelle Elaine	Library Assistant I	$	20.3216	4 %
Engelking, Frank Henry	Library Assistant I	$	20.3216	4 %
Cooper, Laura Suzanne	Library Assistant II	$	16.6400	4 %
Lee, Tristen	Library Assistant II	$	16.5691	4 %
Whaley, Caroline	Library Assistant II	$	15.9380	4 %
Coffman, Sydney Jade	Library Assistant II	$	15.9380	4 %
Kidder, Ross M	Library Assistant II	$	16.9004	4 %
Matthias, Nicole Summer	Library Assistant II	$	15.9380	4 %
McCasland, Anna C	Library Assistant II	$	15.9380	4 %
Nielsen, Kelsi Lynn	Library Assistant II	$	15.9380	4 %
Wilson, Eugenie Pfiffner	Library Assistant II	$	18.2936	4 %
Bowers, Kaparra Selvenia	Library Assistant II	$	15.9380	4 %
Newborn, Kimberly Louise	Library Assistant II	$	15.9380	4 %
St John, Gwendolyn Sue	Library Assistant II	$	15.9380	4 %
Warren, Emilia Marie	Library Assistant II	$	15.9380	4 %
Weileman, Jessica Marie	Library Assistant II	$	15.9380	4 %
Burch Jr., Ronald E	Library Assistant II	$	15.9380	4 %
Gibson, Nicholaus Paul	Library Assistant II	$	15.9380	4 %
Ross, Douglas R	Library Assistant II	$	15.9380	4 %
Bedi, India Zia	Library Assistant II	$	15.9380	4 %
Smith, Jacob Taylor	Library Assistant II	$	15.9380	4 %
Schantz, Danielle Annette	Library Assistant II	$	15.9380	4 %
Sellman, Patricia Lynn	Library Assistant II	$	15.9380	4 %
Hinojosa, Cordero Roberto	Library Assistant II	$	15.9380	4 %
Koriath, Anna	Library Assistant II	$	18.7200	4 %
Strong, Christina Michelle	Library Assistant II	$	16.5691	4 %
Crabtree, Blaine Colson	Library Assistant II	$	15.9380	4 %
Mattox, Jessica	Library Assistant II	$	17.1435	4 %
Gaston, Shawnte Princess	Library Assistant II	$	15.9380	4 %
Spicklemire, Leila	Library Assistant II	$	16.5691	4 %
Shipp, Ann Bridget	Library Assistant II	$	15.9380	4 %
Mohler, Elizabeth	Library Assistant II	$	16.5691	4 %
Light, Moon	Library Assistant II	$	17.1435	4 %
Miotke, Anne Catherine	Library Assistant II	$	16.5691	4 %
Frick, Julia Diane	Library Assistant II	$	16.5691	4 %
Koning, Jack P.	Library Assistant II	$	16.5691	4 %
Leverton, Jacob Curtis	Library Assistant II	$	16.5691	4 %
Borley, Cassandra Hope	Library Assistant II	$	16.6608	4 %
Strahan, Dilasia Christianna	Library Assistant II	$	16.6608	4 %
Edwards, Chelsea L.	Library Assistant II	$	17.4324	4 %
Ballesteros, Marissa Renee	Library Assistant II	$	16.6608	4 %
Thomas, Isabella Nissan	Library Assistant II	$	16.6608	4 %
Delehanty, Reid James	Library Assistant II	$	16.8058	4 %
Baker, Brinley Diane	Library Assistant II	$	16.6608	4 %
Winkle, Makiyah Jade	Library Assistant II	$	16.6608	4 %

Mitchell, Jamie Kristine	Library Assistant II	$	17.0664	4 %
Takacs, Lorette S	Library Assistant II	$	17.0664	4 %
Dillenback, Cheryl Lynne	Library Assistant II	$	17.0664	4 %
Barnes, Laura Ann	Library Assistant II	$	17.4720	4 %
Switzer, Shaina Leigh	Library Assistant II	$	17.4720	4 %
Kesterson-Yates, Maureen E	Library Assistant II	$	17.4720	4 %
Shaffer, Amanda Lynne	Library Assistant II	$	17.4720	4 %
Poudrier, Renee Francine	Library Assistant II	$	17.4720	4 %
Hale, Carrie Louise	Library Assistant II	$	17.8776	4 %
Rice, Kera Rene	Library Assistant II	$	18.2936	4 %
Beatty, Cristal Joi	Library Assistant II	$	18.2936	4 %
Fancher, Laurie Michelle	Library Assistant II	$	18.2936	4 %
Dollar, Zoe Greene	Library Assistant II	$	18.6992	4 %
Bolinger, Sara Jane	Library Assistant II	$	18.2936	4 %
Tatlock, Billie Jean	Library Assistant II	$	18.6992	4 %
Haver, Kaelynn Marie	Library Assistant II	$	19.1048	4 %
Small, Sally Ann	Library Assistant II	$	19.1048	4 %
Castaneda, Ross Patrick	Library Assistant II	$	19.1048	4 %
Beasley, Maureen	Library Assistant II	$	19.5104	4 %
Hoffman, Melanie Lynn	Library Assistant II	$	19.9160	4 %
Childers, Chad	Library Assistant II	$	19.9160	4 %
Lane, Margaret Frances	Library Assistant II	$	20.3216	4 %
Werle, Patricia J	Library Assistant II	$	20.3216	4 %
House, Cera Jo	Library Assistant II	$	20.3216	4 %
McGehee, Lydia	Library Assistant II	$	20.7272	4 %
Minton, Holly S.	Library Assistant II	$	20.7272	4 %
Dollar, Janette Marie Greene	Library Assistant II	$	20.3216	4 %
Fore, Julie A	Library Assistant II	$	20.3216	4 %
Torres, Matilda Kaye	Library Assistant II	$	20.3216	4 %
Hamilton, Opal Jane	Library Assistant II	$	20.3216	4 %
Brocklehurst, Mary E	Library Assistant II	$	20.3216	4 %
Moore, Ramona Lynn	Library Assistant II	$	20.3216	4 %
English, Mary Joann	Library Assistant II	$	20.3216	4 %
Turner-Booker, Tanya Nichole	Library Assistant II	$	20.3216	4 %
Nathaniel, Stressca M	Library Assistant III	$	18.2000	4 %
McFadden, Brittany Nicole	Library Assistant III	$	18.7715	4 %
Bartholomew, Suzanne Gail	Library Assistant III	$	17.8123	4 %
Jourdan, Katherine M.	Library Assistant III	$	21.8400	4 %
Carter, Bria Djienne	Library Assistant III	$	17.1336	4 %
Talbott, Mary Elizabeth	Library Assistant III	$	20.0928	4 %
Dunham, Zachary T	Library Assistant III	$	20.5296	4 %
Walsh, Kathleen M	Library Assistant III	$	21.8400	4 %
Faust, Debbie Jo	Library Assistant III	$	21.8400	4 %
Conrow, Katharine Louise	Library Assistant III	$	21.8400	4 %
Farrell, Erin S	Library Assistant III	$	21.8400	4 %
McKune, Hope A	Library Assistant III	$	21.8400	4 %
Quebe, Julie Ann	Library Assistant III	$	21.8400	4 %

Hudson, Ciera Quinn	Library Assistant II-Outreach	$	17.1435	4 %
Patterson, Tarya Katrina	Library Assistant II-Outreach	$	20.3216	4 %
Chekoff, Kendra Dee	Mgr., Accounting	$	41.9270	4 %
Hendzlik, Jennifer Lynn	Mgr., Acquisitions	$	36.0000	4 %
Carter, Jennifer L	Mgr., Budget	$	42.0000	4 %
Thomas, Kevin Clarence	Mgr., Buildings and Grounds	$	34.7880	4 %
Green, Demetrius	Mgr., Business System Analyst	$	45.2634	4 %
Swaidner, Pamela Sue	Mgr., Cataloging and Metadata	$	38.9480	4 %
Hayes, Nichelle Marie	Mgr., CBLC	$	31.8530	4 %
Winston, Brandi Rochelle	Mgr., Central Services	$	30.1392	4 %
Watkins, Cordia J	Mgr., Circulation	$	33.2800	4 %
Martin, Chase Raymond	Mgr., Community Branch	$	29.1200	4 %
Coleman, Theresa Anne	Mgr., Community Branch	$	28.7071	4 %
Oberhaus, Alexandria Elizabeth	Mgr., Community Branch	$	29.9364	4 %
Haddix, Lindsay Sherer	Mgr., Community Branch	$	29.9364	4 %
Allison, Bethany Akerhielm	Mgr., Community Branch	$	31.5666	4 %
Allensworth, Naomi Renee	Mgr., Community Branch	$	30.9971	4 %
Gilbert, Todd P	Mgr., Community Branch	$	30.7389	4 %
Smither, Doriene K.	Mgr., Community Branch	$	32.5657	4 %
Malone, Denyce	Mgr., Community Branch	$	33.5425	4 %
Edminster, Jeffrey P	Mgr., Data & Web Services	$	50.3376	4 %
Bulloff, Kathryn Anne	Mgr., Digital Marketing	$	32.7944	4 %
Hollenbach, Natasha	Mgr., Digital Projects	$	34.6080	4 %
Van Allen, Elizabeth J	Mgr., Editor	$	35.8518	4 %
George, Janelle Ann	Mgr., Events	$	34.0673	4 %
Coghlan, Charles Michael	Mgr., Facilities Projects	$	52.3077	4 %
Rich Mansfield, Shellie Rene	Mgr., Learning Curve	$	32.3996	4 %
Stewart, Darren M	Mgr., Neighborhood Branch	$	30.0472	4 %
Genovese, Carri Ann	Mgr., Neighborhood Branch	$	28.6000	4 %
Taboada, Monica Patricia	Mgr., Neighborhood Branch	$	28.0336	4 %
Terrell, Staci L	Mgr., Neighborhood Branch	$	30.9428	4 %
Crain, Josh	Mgr., Neighborhood Branch	$	29.6608	4 %
Brown, Kimberly A	Mgr., Organizational Learning and De	$	39.9376	4 %
Ward, Margaret E	Mgr., Outreach Services & Volunteer	$	32.3856	4 %
Zimmermann, Marina A	Mgr., Payroll	$	43.7751	4 %
Carson, Angela Michelle	Mgr., Processing	$	32.3648	4 %
Simmons, Gwendolyn M	Mgr., Purchasing and Supplier Diversi	$	40.0000	4 %
Scott, Constance Elaine	Mgr., Regional Branch	$	38.5736	4 %
Mattix, Jena	Mgr., Regional Branch	$	30.8596	4 %
Hogsett, Christopher	Mgr., Regional Branch	$	32.0850	4 %
Peak, Shelby Suzanne	Mgr., Regional Branch	$	31.7672	4 %
Oliver, Rhonda Sue	Mgr., Regional Branch	$	36.0580	4 %
Duke, Fiona	Mgr., Regional Branch	$	33.5164	4 %
Todd, Adam Bartley	Mgr., Regional Branch	$	34.5218	4 %
Mullican, Melinda Kay	Mgr., Regional Branch	$	38.9480	4 %
Wetnight, Jill M	Mgr., Regional Branch	$	38.9480	4 %
Batt, Sarah Jane	Mgr., Shared Systems	$	38.9480	4 %

Johnson, Bradley A	Mgr., Shipping and Receiving	$	30.0191	4 %
Williams, Michael Alan	Mgr., Special Projects	$	46.1707	4 %
Pauly, Peter	Mgr., Sys/Network Infrastructure	$	54.2043	4 %
Waterson, Carrie E	Mgr., Website	$	37.3886	4 %
Mitchison, Robert J	Network PC Technician	$	22.3184	4 %
Duncan, Tim A	Network Systems Analyst	$	42.7648	4 %
Dhasmana, Shivani	Office Assistant	$	17.1335	4 %
Marbley, Debra Jean	Office Assistant	$	17.4720	4 %
Staley, Rebecca	Order Specialist	$	23.5217	4 %
Rosier, Irene E	Order Specialist	$	23.5217	4 %
Kress, Sara	Organizational Learning&Develpmnt	$	21.3200	4 %
Bannon, Vickie Lynn	Page	$	15.6000	4 %
Garza, Colin	Page	$	15.6000	4 %
Mata Guerrero, Kimberly Hilary	Page	$	15.6000	4 %
Tauber, Mary Elizabeth	Page	$	15.6000	4 %
Alger, Deborah M	Page	$	15.6000	4 %
Pacheco, Zachary	Page	$	15.6000	4 %
Vaughn, Mikayla Diane	Page	$	15.6000	4 %
Ayers, Randall	Page	$	15.6000	4 %
Panich, Maeve Noelle	Page	$	15.6000	4 %
Prioleau, Paige Penelope	Page	$	15.6000	4 %
Shapiro-Pelis, Claudia Sky	Page	$	15.6000	4 %
Ilgen, Dorothy Louise	Page	$	15.6000	4 %
Purcell, Mariah Danielle	Page	$	15.6000	4 %
Monge-Calzada, Kaoly	Page	$	15.6000	4 %
Sicken, Edith Pamela	Page	$	15.6000	4 %
Moore, Randy W	Page	$	15.6000	4 %
Phares, Jordyn Michelle	Page	$	15.6000	4 %
Fowler, Molly Ruth	Page	$	15.6000	4 %
Coffer, Ashauna TaShay	Page	$	15.6000	4 %
Packer, Miranda Kae	Page	$	15.6000	4 %
Calderon, ShaTayvia Alisha	Page	$	15.6000	4 %
Sullivan, Mary Louise	Page	$	15.6000	4 %
George, Sarah Christine	Page	$	15.6000	4 %
Ilemobayo, Victor Ayokunle	Page	$	15.6000	4 %
Wyrick, Elliot Riley	Page	$	15.6000	4 %
Harris, Jamea Trenise	Page	$	15.6000	4 %
Page, Lillian M	Page	$	15.6000	4 %
Prawat, Lillian Charais	Page	$	15.6000	4 %
Scott, Robert A.	Page	$	15.6000	4 %
Adkins, Kylie	Page	$	15.6000	4 %
Weidenbach, Cole	Page	$	15.6000	4 %
Harkness, Kara Joann	Page	$	15.6000	4 %
Warren, Zoe Jane	Page	$	15.6000	4 %
Burris, Amaya Lorraine	Page	$	15.6000	4 %
Wise, Diana Lynn	Page	$	15.6000	4 %
Zaman, Mohammad Khaliquz	Page	$	15.6000	4 %

Durham, Ryder Lee	Page	$	15.6000	4 %
Williamson, Susan Clare	Page	$	15.6000	4 %
Blunk, Anabel Marie	Page	$	15.6000	4 %
Booker, Molly Ann	Page	$	15.6000	4 %
Burton, Jonathan D	Page	$	15.6000	4 %
Detwiler, Ella Marie	Page	$	15.6000	4 %
Taylor, Claire Athena	Page	$	15.6000	4 %
Mixdorf, Kegan Thomas	Page	$	15.6000	4 %
Hensley, Kayla	Page	$	15.6000	4 %
Vimos Suarez, Silvia Eugenia	Page	$	15.6000	4 %
Murphy, Michael John	Page	$	15.6000	4 %
Norman, Debra A.	Page	$	15.6000	4 %
Miele, Brianna	Page	$	15.6000	4 %
Vitello, Sarah	Page	$	15.6000	4 %
Gordon, Mychael Alexandria	Page	$	15.6000	4 %
Webb, Priest Xavier	Page	$	15.6000	4 %
Myers, Thomas Melvin	Page	$	15.6000	4 %
Arnold, Laila Dawn	Page	$	15.6000	4 %
Luebke, Barbara	Page	$	15.6000	4 %
Powell, Lily Rayne	Page	$	15.6000	4 %
Guthrie, Paula	Page	$	15.6000	4 %
Fowler, Carol J.	Page	$	15.6000	4 %
Stringer, Isabella	Page	$	15.6000	4 %
Davis, Dori Kelleher	Page	$	15.6000	4 %
Abel, Haley	Page	$	15.6000	4 %
Harp, Griffin	Page	$	15.6000	4 %
Beyers, Megan	Page	$	15.6000	4 %
Dunne, James Daniel	Page	$	15.6000	4 %
Manuel, Kenedy Charlene	Page	$	15.6000	4 %
See, Terri Lee	Page	$	15.6000	4 %
Gonzalez, Rene	Page	$	15.6000	4 %
Kingsberry, Alicia Denise	Page	$	15.6000	4 %
Smith, Elexis Tatyiana	Page	$	15.6000	4 %
Johnson, Tanya Michelle	Page	$	15.6000	4 %
Webster, DeAnte Larenz Joe	Page	$	15.6000	4 %
Kimbrew, Matthew Elijah	Page	$	15.6000	4 %
Willis, Kimberly Judith	Page	$	15.6000	4 %
Raters, Kellyn Elisabeth	Page	$	15.6000	4 %
Blackwell, Madison Leanne	Page	$	15.6000	4 %
Swisher, Isaac Fallon	Page	$	15.6000	4 %
Lampkins, Eustace Jayne Jumalon	Page	$	15.6000	4 %
Farmer, Mary Laura	Page	$	15.6000	4 %
Hochman Cadore, Linda Joyce	Page	$	15.6000	4 %
Adams, Paula J	Page	$	15.6000	4 %
Sloan, Sharon H	Page	$	15.8080	4 %
Lott, David	Page	$	16.0784	4 %
Tatum, Jeff S	Page	$	16.6088	4 %

Morphew, Theresa Marie	Page	$	16.6088	4 %
Quebe, Arthur Frederick	Page	$	16.8792	4 %
Harris, Amanda Joy	Page	$	17.1496	4 %
Graham, Beverly Jane	Page	$	17.1496	4 %
Lewis, Valerie L	Page	$	16.0680	4 %
Klick, Heather B.	Page	$	16.0680	4 %
McNeil, Jason Andrew	Page	$	16.0680	4 %
Koors, Angela C	Page	$	16.0680	4 %
Miller, Barbara Joan	Page	$	16.0680	4 %
Tweedy, Rhonda Wray	Page	$	16.0680	4 %
Fogleman, Patricia	Page	$	16.0680	4 %
Price, Timothy R	Page	$	16.0680	4 %
Wisemiller, Kristen Leigh	Payroll Specialist	$	24.2320	4 %
Barreno-Quintanar, Adrian Jose	PC/Lan Specialist	$	27.8818	4 %
Bradburn, Elaine Marie	Processing Accounts Assistant	$	19.3336	4 %
Berry II, Jackie Arnold	Processing Assistant I	$	17.3957	4 %
Alam, Fahmida Imran	Processing Assistant I	$	16.8058	4 %
Ashkevron, Gwedyonn M	Processing Assistant I	$	16.8080	4 %
Roberts, Kathryn M	Processing Assistant I	$	17.3957	4 %
Dunbar, Megan Noel	Processing Assistant I	$	17.1435	4 %
Mosely, Rosa Margarita	Processing Assistant I	$	17.2747	4 %
Winfrey, Kimberly J	Processing Assistant I	$	20.7702	4 %
Evans, Valerie Lynne	Processing Assistant I	$	19.5104	4 %
Wright, Pamela	Processing Assistant I	$	20.3216	4 %
Hankerson, Dianne	Processing Assistant I	$	21.9440	4 %
Jennings, Stephanie	Processing Assistant I	$	23.3026	4 %
Barnett, Catrina	Processing Assistant II	$	19.3336	4 %
Moralez, Yolanda	Processing Assistant II	$	19.3336	4 %
O'Neal, Tammy Lynn	Processing Assistant II (Shared Systen	$	21.1640	4 %
Anderson, Lisa Kothe	Program Associate-Outreach	$	18.4080	4 %
Schmucker, Melanie Lynn Histand	Program Associate-Outreach	$	18.4184	4 %
Breach, Teresa Dawn	Program Associate-Outreach	$	20.5150	4 %
Washington, Sandra Dee	Program Associate-Outreach	$	20.5150	4 %
Luzader, Mary Catherine	Program Billing and Budget Specialist	$	24.0228	4 %
Edwards, Jill Bumpus	Program Specialist	$	27.4891	4 %
Fuqua, Sakura	Program Specialist	$	28.9380	4 %
Neeb-Smith, Jessica Leigh	Program Specialist	$	28.6373	4 %
North, Devery	Program Specialist	$	28.5689	4 %
Weaver, Kirsten Tenille	Program Specialist	$	33.7064	4 %
El, Lashonda Denise	Project Assistant, Shared System	$	22.8800	4 %
Terry, Kellie Marie	Project Coordinator	$	25.6672	4 %
Andersen, Kimberly S	Project Manager	$	35.7621	4 %
Ruiz III, Miguel Angel	Project Manager, Innovation & Techn	$	39.9376	4 %
McEntire, Keshia Renee	Public Relations Specialist	$	28.0336	4 %
Gralak, Emily Claire	Public Services Associate II	$	18.4080	4 %
King, Khaila Monique	Public Services Associate II	$	18.4080	4 %
Roush, Kathy Ann	Public Services Associate II	$	21.3200	4 %

Rosewood, Leya Ashley	Public Services Associate II	$	18.4080	4 %
Raavel, Joplyn Ray	Public Services Associate II	$	18.4080	4 %
Shallon, Natasha	Public Services Associate II	$	18.4080	4 %
Cooper, Jennifer Ann	Public Services Associate II	$	18.4184	4 %
LaFave, Valerie Annora	Public Services Associate II	$	19.1479	4 %
Barnes, Bryanna Shalouise	Public Services Associate II	$	19.9178	4 %
King, Kathryn	Public Services Associate II	$	19.1479	4 %
Buell, Amy Elizabeth	Public Services Associate II	$	19.9178	4 %
Robertson-Taylor, Sylvia J	Public Services Associate II	$	21.3200	4 %
Youngworth, Robin	Public Services Associate II	$	19.5270	4 %
Hill, Katherine	Public Services Associate II	$	19.5270	4 %
Watson-Juarez, Katherine E	Public Services Associate II	$	19.5270	4 %
Stevenson, Isaiah Alfonzo	Public Services Associate II	$	19.5270	4 %
Ebacher, Meegan Barbara	Public Services Associate II	$	19.9178	4 %
Andrews, Darla J	Public Services Associate II	$	20.1968	4 %
Williams, Deandra	Public Services Associate II	$	20.6648	4 %
Choplin, Virginia Kate	Public Services Associate II	$	23.4832	4 %
Torres, Michael M	Public Services Associate II	$	23.6471	4 %
Owens, Lexi	Public Services Associate II - Floater	$	18.4080	4 %
Horton, Kevin Joseph	Public Services Associate II - Floater	$	19.1479	4 %
Terrio, Nicholas John	Public Services Associate II - Floater	$	19.1479	4 %
Wissel, Bryce Nelson	Public Services Associate II - Floater	$	19.1479	4 %
Meeker, Liana Kay	Public Services Associate II - Floater	$	19.1479	4 %
Battaglia, Zoe	Public Services Associate II - Floater	$	19.5270	4 %
Collins, Mallory D	Public Services Librarian-E	$	22.8800	4 %
Miller, Jennifer Ann	Public Services Librarian-E	$	24.7434	4 %
Senior, Austin Scott	Public Services Librarian-E	$	24.9600	4 %
Flood, Stephanie Maru	Public Services Librarian-E	$	22.8800	4 %
LaFerney, Ryan Timothy	Public Services Librarian-E	$	22.8800	4 %
Lietz, Katie Alaine	Public Services Librarian-E	$	22.8800	4 %
Selm, Alice Margaret Mary	Public Services Librarian-E	$	23.9200	4 %
Shepherd, Megan	Public Services Librarian-E	$	23.9200	4 %
Roldan, Brandy Jo	Public Services Librarian-E	$	22.8800	4 %
Gould, Janice Kristeen	Public Services Librarian-E	$	30.1600	4 %
Masson-Randall, Sarah Anne	Public Services Librarian-E	$	22.8800	4 %
Perez, Gloriany Mari	Public Services Librarian-E	$	22.8800	4 %
Cain, Charles Wells	Public Services Librarian-E	$	24.2581	4 %
Hunt, Alexus Monet	Public Services Librarian-E	$	23.5664	4 %
Tadsen, Sarah Beth	Public Services Librarian-E	$	22.8800	4 %
Abernathy, Kelsey Taylor	Public Services Librarian-E	$	22.8800	4 %
Thomas, Emily Meagan	Public Services Librarian-E	$	23.1088	4 %
Hurt, Stacy Lynn	Public Services Librarian-E	$	22.8810	4 %
Cage, Kimberly R	Public Services Librarian-E	$	22.8810	4 %
Ehret, Deborah Deanne	Public Services Librarian-E	$	29.1720	4 %
Morrison, Emily Grace	Public Services Librarian-E	$	23.3387	4 %
Muterspaw, Allison Kay	Public Services Librarian-E	$	23.8006	4 %
Parker, Briana Marie	Public Services Librarian-E	$	23.7873	4 %

Roman, Alycia Nicole	Public Services Librarian-E	$	22.8810	4 %
Dyer, David John	Public Services Librarian-E	$	26.2499	4 %
Bellamy, Tess McCall	Public Services Librarian-E	$	23.7873	4 %
Wallace, Patty M	Public Services Librarian-E	$	24.1271	4 %
German, Gay Nell Garoutte	Public Services Librarian-E	$	23.7873	4 %
Schabel, Gipson	Public Services Librarian-E	$	23.7873	4 %
Lutholtz, Joseph Francis	Public Services Librarian-E	$	24.1271	4 %
Haddox, Marie A	Public Services Librarian-E	$	23.9200	4 %
White, Jared Anthony	Public Services Librarian-E	$	24.2581	4 %
Wood, Rachel Nevada	Public Services Librarian-E	$	24.2581	4 %
Walker, Sarah S	Public Services Librarian-E	$	24.6046	4 %
Clinkingbeard, Alix Nicole	Public Services Librarian-E	$	24.2581	4 %
Graam Pavan, Shelby Danielle	Public Services Librarian-E	$	24.2581	4 %
Stewart, Kathleen Marie	Public Services Librarian-E	$	25.3428	4 %
Weasner, Rachel Lynn Schmitt	Public Services Librarian-E	$	24.2581	4 %
Sparrow, Masada Leighanne	Public Services Librarian-E	$	24.7434	4 %
Joya Detorre, Richard M.	Public Services Librarian-E	$	25.0968	4 %
Hanks, Robin Lynne	Public Services Librarian-E	$	25.0848	4 %
Reid, Jarrod M	Public Services Librarian-E	$	25.0848	4 %
Conrad, Joanna	Public Services Librarian-E	$	25.6672	4 %
O'Donnell, Shannon Maria	Public Services Librarian-E	$	25.6672	4 %
Vollmer, Timothy Joseph	Public Services Librarian-E	$	25.6672	4 %
Adrian, Amy	Public Services Librarian-E	$	25.6672	4 %
Davis, Jason Conrad	Public Services Librarian-E	$	26.2496	4 %
Donnelly, Ryan M	Public Services Librarian-E	$	26.2496	4 %
Mladenovic, James D	Public Services Librarian-E	$	26.2496	4 %
Fox, Jeanine Marie	Public Services Librarian-E	$	26.8320	4 %
Patterson, Michele E	Public Services Librarian-E	$	28.2316	4 %
Woodruff, Sarah Gardner	Public Services Librarian-E	$	26.8320	4 %
Summers, Kevin L	Public Services Librarian-E	$	26.8320	4 %
Dinnage, Keith B	Public Services Librarian-E	$	28.0072	4 %
Smither, William D	Public Services Librarian-E	$	28.0072	4 %
Panighetti, Kasey	Public Services Librarian-E	$	29.1720	4 %
Hunt, Jordan William	Public Services Librarian-E	$	29.1720	4 %
Davis, Andrew M	Public Services Librarian-E	$	26.8320	4 %
Pintal, Beth Ann	Public Services Librarian-E	$	29.1720	4 %
Jones, Deborah Anne	Public Services Librarian-E	$	29.1720	4 %
Friedman, Amy G	Public Services Librarian-E	$	28.0072	4 %
Brookins, Christine Mari	Public Services Librarian-E	$	29.1720	4 %
Lewis, Angie Michele	Public Services Librarian-E	$	29.1720	4 %
Liang, Sailan	Public Services Librarian-E	$	29.1720	4 %
Edminster, Tami M	Public Services Librarian-E	$	29.8879	4 %
Perkins, Michael I	Public Services Librarian-E	$	29.1720	4 %
Greenawalt, Mary Kay	Public Services Librarian-E	$	29.1720	4 %
Flexman, Ellen	Public Services Librarian-E	$	29.1720	4 %
Sever, Donna Marie	Public Services Librarian-NE	$	22.8810	4 %
Muzzall, Jonathan	Public Services Librarian-NE	$	24.2424	4 %

Burriss, Natalie R	Public Services Librarian-NE	$	24.6046	4 %
Buchanan, Tamara Jo Phillips	Public Services Librarian-NE	$	25.0848	4 %
Griffitts, Joan Kathryn	Public Services Librarian-NE	$	25.6672	4 %
Smith, Carrie Ann	Public Services Librarian-NE	$	26.2496	4 %
Klopp, Kathleen Denise	Public Services Librarian-NE	$	28.5896	4 %
Poppleton, Nancy Elizabeth	Public Services Librarian-NE	$	29.1720	4 %
Olaniyi, Olutimilehin	Purchasing Order Specialist	$	21.8400	4 %
Quebedeaux, Marcus Paul	Safety and Security Officer	$	31.5000	4 %
Hollandbeck, Michael Gary	Senior Accountant	$	35.0000	4 %
Tate, Felecia E	Serials Specialist	$	18.9584	4 %
McGraw, Yanna	Social Worker	$	32.4451	4 %
Dunten, Brian P	Software Engineer	$	42.7648	4 %
Megerle Barker, Montoya Janice	Special Collections Librarian	$	27.4144	4 %
Tial Thang, Zing Hlei	Staff Accountant	$	27.4890	4 %
McKenzie, Marianne Elizabeth	Strategic Planning & Assessment Offi	$	46.4599	4 %
Weber, Nathanial Lee	Strategy and Equity Specialist	$	25.6672	4 %
Foland, Kristen	Supervisor Librarian	$	27.5600	4 %
Warrener, Kathryn Elizabeth	Supervisor Librarian	$	26.7280	4 %
VanTryon, Taylor Renee	Supervisor Librarian	$	24.5970	4 %
Petrie, April	Supervisor Librarian	$	24.5970	4 %
Atwood, Anika D	Supervisor Librarian	$	25.5712	4 %
Kim, Leah Rae	Supervisor Librarian	$	25.9804	4 %
Heilman, Susan Walker	Supervisor Librarian	$	31.8068	4 %
Pea, Bambi Cathelina	Supervisor Librarian	$	26.0777	4 %
Helmond, Kathy J	Supervisor Librarian	$	29.7591	4 %
Lake, Anna Joyce	Supervisor Librarian	$	27.5600	4 %
Holmer, Heidi L	Supervisor Librarian	$	29.4736	4 %
Ridge, John Holland	Supervisor Librarian-NE	$	31.3560	4 %
Scheib, Catherine Janel	Supervisor Librarian-NE	$	33.8624	4 %
Curlin, Mark Dominic	Supervisor, Building Systems	$	32.0840	4 %
Hampton, Alexander Parker	Technology Learning Specialist	$	20.6388	4 %
Sexton, Bret Anthony	Technology Learning Specialist	$	20.1810	
Johnson, Wendy Lynn	Supervisor, Volunteer Resources	$	30.1361	4 %
Bruce, Amy M	Supervisor, Youth Multimedia Special	$	26.0000	4 %
Miner, Corinna	Team Lead, Shipping & Receiving	$	21.8400	4 %
Bolling, David Christopher	Team Member, Shipping and Receivir	$	20.8000	4 %
Hargreaves, Liam Carroll	Team Member, Shipping and Receivir	$	20.8000	4 %
Smith, Carly Janese	Team Member, Shipping and Receivir	$	20.8000	4 %
Roberts, Cameron Reid	Team Member, Shipping and Receivir	$	20.8000	4 %
McWilliams, Brian E	Team Member, Shipping and Receivir	$	20.8000	4 %
Gossett, William A	Team Member, Shipping and Receivir	$	20.8000	4 %
Huber-Hopkins, Holley S	Team Member, Shipping and Receivir	$	20.8000	4 %
Montoya, Savannah Ranee	Technical Support Assistant	$	23.4035	4 %
Bolden, Gregory Dante	Technical Training Specialist	$	29.0028	4 %
Thomas, Kevoni Kevin Lavelle	Technology Learning Specialist	$	19.6560	4 %
Moore, Paul Alexander	Technology Learning Specialist	$	19.6560	4 %
Habegger, Annabella Claire	Technology Learning Specialist	$	20.6960	4 %

Stanish, Jeremy	Technology Learning Specialist	$	20.6388	4 %
Cunningham, Ian L.	Technology Learning Specialist	$	20.6388	4 %
Denslaw, Riley	Venue Coordinator	$	28.3139	4 %
Waymire, Joshua D	Web Developer	$	34.5897	4 %
Yarde, O'Brian Elijah	Youth Multimedia Learning Specialist	$	20.9882	4 %
O'Leary, Barbara A	Youth Multimedia Learning Specialist	$	20.9914	4 %
Tarr, Elizabeth Kay	Youth Multimedia Learning Specialist	$	22.3688	4 %

Pay Scale 2023

Job Title	Pay Grade	Minimum Hrly	Minimum Annual	Midpoint Hrly	Midpoint Annual	Maximum Hrly	Maximum Annual
Chief Executive Officer	20	64.90	135,000	82.93	172,500	100.96	210,000
Chief Financial Officer	19	49.87	103,730	62.34	129,662	74.81	155,594
Chief Public Services Officer	19	49.87	103,730	62.34	129,662	74.81	155,594
Dir., Information Technology	19	49.87	103,730	62.34	129,662	74.81	155,594
Dir., Collection Management	18	47.78	99,386	59.73	124,232	71.67	149,079
Dir., Communications	18	47.78	99,386	59.73	124,232	71.67	149,079
Dir., Facilities	18	47.78	99,386	59.73	124,232	71.67	149,079
Dir., Human Resources	18	47.78	99,386	59.73	124,232	71.67	149,079
Dir.,Accounting	17	39.82	82,825	49.77	103,531	59.73	124,238
Diversity & Inclusion Officer	17	39.82	82,825	49.77	103,531	59.73	124,238
Mgr., Sys/Network Infrastructure	17	39.82	82,825	49.77	103,531	59.73	124,238
Strategic Planning & Assessment Officer	17	39.82	82,825	49.77	103,531	59.73	124,238
Area Resource Manager - Youth Services	16	36.02	74,922	45.03	93,652	54.03	112,382
Area Resource Manager-Adult Services	16	36.02	74,922	45.03	93,652	54.03	112,382
Area Resource Manager-Branches	16	36.02	74,922	45.03	93,652	54.03	112,382
Area Resource Manager-Central	16	36.02	74,922	45.03	93,652	54.03	112,382
Controller	15	34.63	72,027	43.29	90,034	51.94	108,041
Mgr., Budget	15	34.63	72,027	43.29	90,034	51.94	108,041
Mgr., Business Systems Analyst	15	34.63	72,027	43.29	90,034	51.94	108,041
Mgr., Data & Web Services	15	34.63	72,027	43.29	90,034	51.94	108,041
Mgr., Facilities Projects	15	34.63	72,027	43.29	90,034	51.94	108,041
Mgr., Organizational Learning and Development	15	34.63	72,027	43.29	90,034	51.94	108,041
Mgr., Purchasing and Supplier Diversity	15	34.63	72,027	43.29	90,034	51.94	108,041
Mgr., Payroll	14	32.21	66,993	40.26	83,741	48.31	100,489
Mgr., Special Projects	14	32.21	66,993	40.26	83,741	48.31	100,489
Project Manager, Innovation & Technology	14	32.21	66,993	40.26	83,741	48.31	100,489
Executive Assistant	13	29.67	61,719	37.09	77,149	44.50	92,579
Mgr., Accounting	13	29.67	61,719	37.09	77,149	44.50	92,579

Mgr., Acquisitions	13	29.67	61,719	37.09	77,149	44.50	92,579
Mgr., Cataloging and Metadata	13	29.67	61,719	37.09	77,149	44.50	92,579
Mgr., Central Adult Services	13	29.67	61,719	37.09	77,149	44.50	92,579
Mgr., Outreach Services & Volunteer Resources	13	29.67	61,719	37.09	77,149	44.50	92,579
Mgr., Regional Branch	13	29.67	61,719	37.09	77,149	44.50	92,579
Mgr., Shared Systems	13	29.67	61,719	37.09	77,149	44.50	92,579
Lan Administrator	12	27.60	57,414	34.50	71,768	41.40	86,121
Manager, Digital Marketing	12	27.60	57,414	34.50	71,768	41.40	86,121
Manager, Website	12	27.60	57,414	34.50	71,768	41.40	86,121
Mgr., Buildings and Grounds	12	27.60	57,414	34.50	71,768	41.40	86,121
Mgr., Community Branch	12	27.60	57,414	34.50	71,768	41.40	86,121
Mgr., Digital Projects	12	27.60	57,414	34.50	71,768	41.40	86,121
Mgr., Events	12	27.60	57,414	34.50	71,768	41.40	86,121
Network Systems Analyst	12	27.60	57,414	34.50	71,768	41.40	86,121
Senior Accountant	12	27.60	57,414	34.50	71,768	41.40	86,121
Software Engineer	12	27.60	57,414	34.50	71,768	41.40	86,121
Supervisor, Volunteer Resources	12	27.60	57,414	34.50	71,768	41.40	86,121
Business Analyst	11	25.80	53,664	32.25	67,080	38.70	80,496
Cataloging and Metadata Librarian	11	25.80	53,664	32.25	67,080	38.70	80,496
Collection Development Librarian	11	25.80	53,664	32.25	67,080	38.70	80,496
Digital Projects Coordinator	11	25.80	53,664	32.25	67,080	38.70	80,496
Electronic Resources Librarian	11	25.80	53,664	32.25	67,080	38.70	80,496
Front End Web Developer	11	25.80	53,664	32.25	67,080	38.70	80,496
Hrly Human Resources Generalist	11	25.80	53,664	32.25	67,080	38.70	80,496
Human Resources Generalist	11	25.80	53,664	32.25	67,080	38.70	80,496
Indy Library Store Coordinator	11	25.80	53,664	32.25	67,080	38.70	80,496
Manager, CBLC	11	25.80	53,664	32.25	67,080	38.70	80,496
Managing Editor	11	25.80	53,664	32.25	67,080	38.70	80,496
Mgr., Central Services	11	25.80	53,664	32.25	67,080	38.70	80,496
Mgr., Circulation	11	25.80	53,664	32.25	67,080	38.70	80,496
Mgr., Learning Curve	11	25.80	53,664	32.25	67,080	38.70	80,496
Mgr., Neighborhood Branch	11	25.80	53,664	32.25	67,080	38.70	80,496
Mgr., Processing	11	25.80	53,664	32.25	67,080	38.70	80,496

PC/Lan Specialist	11	25.80	53,664	32.25	67,080	38.70	80,496
Program Specialist	11	25.80	53,664	32.25	67,080	38.70	80,496
Program Specialist - Early Childhood Literacy	11	25.80	53,664	32.25	67,080	38.70	80,496
Project Manager	11	25.80	53,664	32.25	67,080	38.70	80,496
Public Relations Specialist	11	25.80	53,664	32.25	67,080	38.70	80,496
Safety and Security Officer	11	25.80	53,664	32.25	67,080	38.70	80,496
Staff Accountant	11	25.80	53,664	32.25	67,080	38.70	80,496
Supervisor, Digital Inclusion	11	25.80	53,664	32.25	67,080	38.70	80,496
Venue Coordinator	11	25.80	53,664	32.25	67,080	38.70	80,496
Web Developer	11	25.80	53,664	32.25	67,080	38.70	80,496
Digital Media Specialist	10	23.65	49,194	29.56	61,493	35.47	73,791
Facilities Technical Assistant	10	23.65	49,194	29.56	61,493	35.47	73,791
Social Worker	10	23.65	49,194	29.56	61,493	35.47	73,791
Special Collections Librarian	10	23.65	49,194	29.56	61,493	35.47	73,791
Supervisor Librarian	10	23.65	49,194	29.56	61,493	35.47	73,791
Supervisor Librarian-NE	10	23.65	49,194	29.56	61,493	35.47	73,791
Supervisor, Youth Multimedia Specialist	10	23.65	49,194	29.56	61,493	35.47	73,791
Technical Training Specialist	10	23.65	49,194	29.56	61,493	35.47	73,791
Circulation Supervisor II	9	22.00	45,760	27.50	57,200	33.00	68,640
Circulation Supervisor II, OS&VR	9	22.00	45,760	27.50	57,200	33.00	68,640
Diversity Fellow	9	22.00	45,760	27.50	57,200	33.00	68,640
Diversity Fellowship-CBLC Multimedia Project	9	22.00	45,760	27.50	57,200	33.00	68,640
Metadata Specialist	9	22.00	45,760	27.50	57,200	33.00	68,640
Project Coordinator	9	22.00	45,760	27.50	57,200	33.00	68,640
Public Services Librarian-E	9	22.00	45,760	27.50	57,200	33.00	68,640
Public Services Librarian-NE	9	22.00	45,760	27.50	57,200	33.00	68,640
Strategy and Equity Specialist	9	22.00	45,760	27.50	57,200	33.00	68,640
Supervisor, Building Systems	9	22.00	45,760	27.50	57,200	33.00	68,640
Supervisor, Shipping and Receiving	9	22.00	45,760	27.50	57,200	33.00	68,640
Assistant Managing Editor	8	20.47	42,568	25.58	53,211	30.69	63,853
Circulation Supervisor I	8	20.47	42,568	25.58	53,211	30.69	63,853
Human Resources Assistant	8	20.47	42,568	25.58	53,211	30.69	63,853

Library Security Assistant Supervisor-E	8	20.47	42,568	25.58	53,211	30.69	63,853
Library Security Assistant Supervisor-NE	8	20.47	42,568	25.58	53,211	30.69	63,853
Network PC Technician	8	20.47	42,568	25.58	53,211	30.69	63,853
Organizational Learning/Develpmnt Coordinator	8	20.47	42,568	25.58	53,211	30.69	63,853
Project Assistant, Shared Systems	8	20.47	42,568	25.58	53,211	30.69	63,853
Team Lead, Shipping & Receiving	8	20.47	42,568	25.58	53,211	30.69	63,853
Accounting Assistant	7	18.90	39,312	23.21	48,280	27.52	57,249
Administrative Assistant II	7	18.90	39,312	23.21	48,280	27.52	57,249
Auditorium Technician	7	18.90	39,312	23.21	48,280	27.52	57,249
Hrly Auditorium Assistant	7	18.90	39,312	23.21	48,280	27.52	57,249
Hrly Technology Learning Specialist	7	18.90	39,312	23.21	48,280	27.52	57,249
Hrly Youth Multimedia Learning Specialist	7	18.90	39,312	23.21	48,280	27.52	57,249
Payroll Specialist	7	18.90	39,312	23.21	48,280	27.52	57,249
Team Member, Shipping and Receiving	7	18.90	39,312	23.21	48,280	27.52	57,249
Technical Support Assistant	7	18.90	39,312	23.21	48,280	27.52	57,249
Technology Learning Specialist	7	18.90	39,312	23.21	48,280	27.52	57,249
Youth Multimedia Learning Specialist	7	18.90	39,312	23.21	48,280	27.52	57,249
Accounts Payable Assistant	6	17.70	36,816	21.78	45,294	25.85	53,772
Administrative Assistant I	6	17.70	36,816	21.78	45,294	25.85	53,772
Editorial Associate	6	17.70	36,816	21.78	45,294	25.85	53,772
Hrly Administrative Assistant I	6	17.70	36,816	21.78	45,294	25.85	53,772
Hrly Public Services Associate II	6	17.70	36,816	21.78	45,294	25.85	53,772
Indy Library Store Assistant Coordinator	6	17.70	36,816	21.78	45,294	25.85	53,772
Program Associate-Outreach	6	17.70	36,816	21.78	45,294	25.85	53,772
Program Billing and Budget Specialist	6	17.70	36,816	21.78	45,294	25.85	53,772
Public Services Associate II	6	17.70	36,816	21.78	45,294	25.85	53,772
Public Services Associate II - Floater	6	17.70	36,816	21.78	45,294	25.85	53,772
Serials Specialist	6	17.70	36,816	21.78	45,294	25.85	53,772
Circulation Coordinator	5	16.47	34,267	20.59	42,834	24.71	51,401
Control Room Technician	5	16.47	34,267	20.59	42,834	24.71	51,401
Hrly Control Room Technician	5	16.47	34,267	20.59	42,834	24.71	51,401
Hrly Indy Library Store Online Bookseller	5	16.47	34,267	20.59	42,834	24.71	51,401

Hrly Public Services Associate I	5	16.47	34,267	20.59	42,834	24.71	51,401
Lead Office Assistant	5	16.47	34,267	20.59	42,834	24.71	51,401
Library Assistant III	5	16.47	34,267	20.59	42,834	24.71	51,401
Order Specialist	5	16.47	34,267	20.59	42,834	24.71	51,401
Processing Accounts Assistant	5	16.47	34,267	20.59	42,834	24.71	51,401
Processing Assistant II	5	16.47	34,267	20.59	42,834	24.71	51,401
Processing Assistant II (Shared System)	5	16.47	34,267	20.59	42,834	24.71	51,401
Purchasing Order Specialist	5	16.47	34,267	20.59	42,834	24.71	51,401
Bkmo Driver/Clerk	4	15.93	33,134	19.91	41,418	23.89	49,702
Computer Assistant II	4	15.93	33,134	19.91	41,418	23.89	49,702
Hrly Bkmo Driver/Clerk	4	15.93	33,134	19.91	41,418	23.89	49,702
Hrly Computer Assistant II	4	15.93	33,134	19.91	41,418	23.89	49,702
Hrly Processing Assistant I	4	15.93	33,134	19.91	41,418	23.89	49,702
Library Security Assistant	4	15.93	33,134	19.91	41,418	23.89	49,702
Office Assistant	4	15.93	33,134	19.91	41,418	23.89	49,702
Processing Assistant I	4	15.93	33,134	19.91	41,418	23.89	49,702
Hrly Computer Assistant I	3	15.32	31,876	19.16	39,844	22.98	47,813
Hrly Events Asisstant	3	15.32	31,876	19.16	39,844	22.98	47,813
Hrly Library Assistant II	3	15.32	31,876	19.16	39,844	22.98	47,813
Inter-Library Loan Assistant	3	15.32	31,876	19.16	39,844	22.98	47,813
Library Assistant II	3	15.32	31,876	19.16	39,844	22.98	47,813
Library Assistant II-Outreach	3	15.32	31,876	19.16	39,844	22.98	47,813
Hrly Library Assistant I	2	15.17	31,560	18.97	39,450	22.76	47,340
Library Assistant I	2	15.17	31,560	18.97	39,450	22.76	47,340
Page	1	15.00	31200.00	18.00	37,440	21.00	43,680

Board Action Request

7e

To: IMCPL Board

From: Diversity, Policy and HR Committee

Meeting Date: **December 18, 2023**

Approved by the Library Board: **December 18,2023**

Effective Date: **December 18, 2023**

Subject: Approval of Resolution 93 – 2023 Adopting a Schedule of Pay Grades, Staff Positions, and Benefits for Library Employees.

Recommendation: We recommend that the Library Board approve Resolution 93 – 2023 (Resolution Adopting a Schedule of Pay Grades, Staff Positions and Benefits for Library Employees).

Background: Resolution 93 – 2023 is a routine procedural document that approves the bi-weekly salaries, staff positions and benefits for Library employees for the next year.

The following information reflects some changes:

- Personal Holiday- Adding 1 Personal Holiday for all benefits eligible employees.

Strategic/Fiscal Impact: The financial impact has already been accounted for in the budget for 2024.

The INDIANAPOLIS PUBLIC Library	**Board Resolution**	7e

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 93 – 2023

RESOLUTION ADOPTING A SCHEDULE OF PAY GRADES, STAFF POSITIONS AND BENEFITS FOR LIBRARY EMPLOYEES

RESOLVED, that Resolution 68-2022 approved by this Board of Trustees ("Board") on November 28, 2022, adopting a schedule of Library employee positions and pay grades, page and hourly compensation rates, and establishing special regulations and benefits for employees of the Indianapolis-Marion County Public Library, be, and the same hereby is, replaced and superseded by this Resolution effective December 18, 2023 except as otherwise herein provided.

FURTHER RESOLVED, that the provisions of this Resolution adopting a schedule of pay grades, employee positions and benefits for Library employees shall apply to all appropriate or eligible employees of the Library as provided herein except as may be otherwise provided for (i) bargaining unit employees of the Library in a collective bargaining agreement that may be entered into between the Library administration and AFSCME Local 3395 and approved by the Board, or (ii) employees not represented by AFSCME Local 3395, in the "Joint Written Recommendations Submitted by the Indianapolis-Marion County Public Library and the IMCPL Staff Association Compensation Committee (SACC) to the IMCPL Board of Trustees," as previously approved by the Board and as may be amended by the parties and subsequently approved by the Board.

FURTHER RESOLVED, that the attached Pay Structure schedule setting forth the schedules of pay grades, employee positions and compensation ranges is hereby approved and adopted to become effective the first pay period of 2024, which begins December 18, 2023; any Pay Structure adjustments are subject to the subsequent availability of Board funds for such purposes, and the provisions of this resolution involving monetary expenditures may be rescinded at any time by action of this Board.

FURTHER RESOLVED, that any Library employee who is called for jury duty, either grand or petit, shall, during the period of his or her absence on account of such jury service, be paid his or her full regular salary or wage less the per diem allowances earned by such employee for jury duty.

FURTHER RESOLVED, that any Library employee who is called for reserve military active duty training, will be granted time, not to exceed 15 calendar days in any calendar year, and will be paid his or her full regular wage.

FURTHER RESOLVED, that subject to those personnel policies and benefit descriptions outlined in the Human Resources Section of the Policy Manual, as may be amended, the following special regulations and benefits for exempt and non-exempt employees of the Library are hereby continued or established, viz.:

CERTIFICATION – An appropriate grade of certification, as established by the Indiana Library Certification Law and as administered by the Indiana Library Certification Board, is assigned to each Librarian and Public Services Associate position. The employees holding those positions, for which a grade of certification is required, must qualify for and hold that grade of certification as designated for the position, in addition to those educational and experience requirements needed to fill the position. Employees will not be assigned to Librarian or Public Services Associate positions for which they do not hold the necessary educational requirements and the proper grade of certification, except as provided in the Policy Manual regarding acting appointments or as otherwise authorized by applicable law or regulation.

HOURS OF WORK – Individuals are employed for system-wide assignment and may be asked to work any hours the Library system is open. Full-time employees work a standard workweek of 40 hours, usually divided into five standard workdays of 8 hours each from Sunday through Saturday, and may include 2 evening schedules per workweek. An evening schedule is determined when any standard day includes two or more hours worked after 5:30 P.M. When a non-exempt employee is scheduled for evening duty, the standard workday will include a 30-minute paid dinner break except as otherwise provided by personnel policies in the Human Resources Section of the Policy Manual. When a non-exempt employee works a split shift the employee will be given credited time consistent with policies in Human Resources Section of the Policy Manual. All hours worked in excess of 40 hours per workweek by non-exempt employees will be paid at the rate of and one and one-half times their normal rate of pay. Employees scheduled to work on those holidays when the Library is closed will be compensated at the rate of two times their normal rate of pay.

HOLIDAYS –All sections of the Library (with the exception of the Children's Museum) are closed on New Year's Day, Martin Luther King Day, Memorial Day, Juneteenth Day, Independence Day, Labor Day, Indigenous People's Day, Thanksgiving Day, Christmas Eve, and Christmas Day. These days are hereby designated paid holidays for Library employees and Policy 248 regarding Holiday Pay is hereby amended in accordance herewith. Benefit-eligible employees will receive two additional personal holidays, 8 hours, pro-rated for part-time, to be used during the calendar year. An employee's personal holiday must be pre-scheduled and approved by the employee's manager. An employee's personal holiday will not carry over and must be used during the same calendar year or it is forfeited for that calendar year. Any change in an employee's status, *i.e.*, part-time to full-time, after the employee has used his or her personal holiday for that calendar year will not result in the employee receiving additional paid personal holiday hours for that same calendar year. Easter Sunday and the Saturday and Sunday before Memorial Day are days the Library is closed to the public. For the days the Library is closed and not designated as holidays,

there will be no additional credited time other than the credited time granted for the holidays themselves (*i.e*. for full time employees and as prorated for part-time employees, the week of December 23rd will be a 24 hour workweek; the week of December 30th will be a 32 hour workweek, and the week after Labor Day will be a 32 hour work week).

PAID TIME OFF – Paid Time Off (PTO) is a single bank of accrued time a benefit-eligible employee uses for both scheduled and unscheduled time away from work for personal reasons, vacation and illness as stated in Policy 236.

New hires who are benefit eligible will be credited with 40 hours of PTO (or appropriate prorated amount for part-time employees). This PTO will be advanced to the employee before he/she has worked hours to earn the PTO. PTO does not begin to accrue until the benefit-eligible employee has worked a sufficient number of hours to "repay" the PTO advance. If the employee resigns or is terminated after taking PTO that he/she has not yet earned, the employee will be responsible to repay to the Library the value of the unearned PTO taken prior to resignation or termination. All steps will be taken to re-coup any losses.

Although employees may carry over accrued, unused PTO time from year to year, there is a cap on the amount of PTO time that can be accumulated. Once an employee reaches the cap, no additional PTO will be accrued until the balance goes below the cap in which case PTO will again begin to accrue. Employees will not receive retroactive credit for time worked while at the cap limit. PTO accrual is capped at 480 hours for employees hired prior to the effective date of the PTO policy and 240 hours for employees hired or rehired on or after the effective date of the PTO policy (2/5/17).

Retired employees who already have coverage under the Library's group health and dental plan and employees newly retired on or before December 31, 2015, will continue to have access to the Library's group health and dental plan until they become eligible for Medicare benefits. The entire cost of such coverage will be assumed by the retiree. Employees newly retired on or after January 1, 2016, will not have access to the Library's group health and dental plan.

HEALTH-ACCIDENT INSURANCE – Health insurance is available through Anthem Blue Cross-Blue Shield. Benefit eligible employees have two (2) Consumer Driven Health plans (CDHP Option 1 or CDHP Option 2) from which to choose coverage. The Library currently pays up to approximately 90% of the cost for the Employee Only coverage and up to approximately 60% of the additional cost to add dependents and spouses to the coverage (or an appropriate prorated amount for part-time employees) for those employees enrolled in either CDHP. Both plan descriptions are on file in Human Resources.

For 2023, employees enrolled in CDHP Option 1 and have a health savings account will receive a one-time Library contribution of $600.00 for employee only coverage and $1,400.00 for employee/spouse, employee/children or family coverage. For 2023, employees enrolled in CDHP Option 2 and have a health savings account will receive a one-time Library contribution of $1000.00 for employee only coverage and $2,100.00 for employee/spouse, employee/children or family coverage. Part-time employees will receive a pro-rated contribution.

Employees on leaves of absence may continue participation in the group health plan. Employees on leaves of absence not subject to the Family and Medical Leave Act will pay the entire insurance premium.

DENTAL INSURANCE - Benefit eligible employees may elect to participate in the dental plan. The Library will pay a portion of the coverage cost for full-time employees and added dependents. For part-time benefit eligible employees, the Library will pay an appropriate pro-rated amount of the premium based on the schedule of the employee.

INJURY LEAVE - Employees who cannot work because of an injury occurring while on duty, may choose to use accrued, unused PTO or Individual Catastrophic Account (CAT) hours for missed workdays. If the injury is approved as a legitimate Worker's Compensation covered injury, the employee may request a return of 66 and 2/3rd of used accrued time for days covered by Worker's Compensation upon reimbursing the Library for the used accrued time.

LIFE INSURANCE - Group term insurance is available to all benefit eligible employees. The life insurance schedule for all benefit eligible employees is one times an employee's annual salary as of January 1st of each year, rounded to the next higher 1,000 or $15,000, whichever is greater. Full time benefit eligible employees contribute $9.10 per year towards this premium with part-time employees contributing an appropriate prorated amount.

The Library also offers a Voluntary Term Life or Group Life Insurance plan through Guardian Insurance Company and a Voluntary Universal Life Insurance Plan through American United Life Insurance Company on a payroll deduction basis to supplement the Basic Group Life Plan offered above.

DISABILITY INSURANCE – Group short-term disability insurance is offered on a voluntary basis. The plan begins paying benefits on the 15th day of disability to a maximum of 24 weeks. Premium deductions per pay are based on .59 per $10 of weekly benefit based on 66 and 2/3% of the employee's weekly salary.

Long-term disability insurance is provided to all benefit eligible employees by the Library. The plan pays benefits after 6 months of disability and continues until the employee can return to work or eligible to retire under Social Security. The benefits paid are 66 and 2/3% of the employee's salary.

TAX DEFERRED ANNUITIES – These are available through American United Life Insurance Companies on a payroll deduction basis. With the Tax Deferred annuity plan, a contract is initiated between the employer and the employee for a reduction in bi-weekly salary by the amount which the employee specifies should be contributed to the plan. Federal, State and Local Income Taxes are paid only on the remaining amount.

FIDELITY INVESTMENTS – Investments in mutual funds for retirement savings are available through Fidelity Investments. With these mutual funds, a contract is initiated between Fidelity and the employee for a reduction in salary by the amount which the employee specifies

should be contributed to the plan. Federal, State and Local Income Taxes are paid on the remaining amount.

P.E.R.F. (Retirement Plan) – All benefit eligible employees are required to join the Public Employee's Retirement Fund of Indiana. With a minimum of 10 years of creditable service, a member is eligible for retirement at 65. With 15 years of service, earlier retirement is possible. As provided by IC 5-10.3-7-9 the Library will pay the employees' required 3% contribution to the Public Employees' Retirement Fund Annuity Savings Account. In addition, the Library contribution to the pension plan in 2022 is the equivalent of 11.2% of the total gross earnings of those participating.

DEATH BENEFIT – Upon the demise of any employee, payment for accrued annual leave will be made to the survivors or to the estate.

TUITION ASSISTANCE – The Library offers a tuition assistance program to employees who are pursuing an additional job related degree. The assistance is limited to an annual maximum of $3,000.00 for course work completed at a grade level of 3.0 or above on a 4.0 scale by an employee. Allocation of funds will be prioritized based on institutional goals and available funding.

The Library offers financial assistance to employees who are in a position requiring a Professional Certification. The assistance is limited to a maximum total of $1000.00 for course work completed toward achieving the initial Certification requirement. Allocation of funds will be prioritized on successful completion, passing a pass/fail certification exam or achieving a grade point of 3.0 or higher on a 4.0 scale, institutional goals and available funding. Employees not meeting required criteria for financial assistance will not receive assistance from IndyPL and be solely responsible for all costs owed to the course provider.

Only employees who have successfully completed the probationary period, have a performance rating of "Good Performance" on their most recent performance evaluation and are either in regularly scheduled benefit eligible positions or regularly scheduled non-benefit eligible positions requiring Indiana State Library certification are eligible for tuition assistance.

FLEXIBLE BENEFIT PLAN – The Library has adopted a Section 125 Flexible Benefit Plan. Under this program, benefit eligible employees are required to pay their portion of health and dental insurance premiums on a pre-tax basis. They may also elect to establish Medical and Dependent Care Reimbursement Accounts in order that these expenses may, too, be reimbursed with pre-tax dollars.

EMPLOYEE ASSISTANCE PROGRAM – Library employees, and members of their immediate families, may utilize the services of the Employee Assistance Program. There is no charge to employees for this service. This counseling and referral service is designed to assist employees and their families in overcoming personal problems.

VISION PLAN – A voluntary vision plan through Guardian is available on a payroll deduction basis to all benefits eligible employees.

IDENTITY THEFT AND/OR LEGAL PLAN - The Library offers a voluntary group legal and/or identity theft protection through Pre-Paid Legal Services, Inc. These plans cover the employee, his/her spouse, and any minor children and/or dependents residing in the employee's household.

CAREER SERVICE BENEFIT – A Career Service Benefit will be given to an employee upon retirement. An employee would be paid an amount equal to their accumulated CAT hours in excess of 160 hours at a rate of one hour of pay for two hours sick leave. The maximum number of hours paid under this benefit will be 160.

Approved this 18th day of December, 2023.

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

RESOLUTION 93 – 2023

APPROVAL OF ADOPTING A SCHEDULE OF PAY GRADES, STAFF POSITIONS, AND BENEFITS FOR LIBRARY EMPLOYEES

DECEMBER 18, 2023

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ATTEST: _____
Secretary of the Board

The Indianapolis Public Library

Diversity, Equity, Inclusion, & Access Plan

Supplement to the Indianapolis Public Library Strategic Plan

2024

DRAFT

Our Commitment

At The Indianapolis Public Library, our mission calls on us to be the source of knowledge and life-long learning for the communities we serve. We will fulfill this mission by ensuring we reflect diversity, commit to racial equity and center our culture on belonging to create inclusion among everyone.

Our document is a plan for 2024 through 2027, outlining our purposeful. intention to focus on diversity, equity, inclusion and access (DEIA). We approach DEIA with the following vision at the forefront of our goals:

- We want to create a welcoming and inclusive environment for our staff by encouraging and supporting each employee.
- We aim to be a valuable resource for employment opportunities and career development.
- We value intellectual freedom in support of our library staff and the decisions they make in selecting and creating collection materials, displays, and programs that best engage the community while raising voices of historically marginalized peoples regardless of age, race, ethnicity, gender identity, or sexual orientation; and we reject censorship in any form.
- We recognize the importance of a safe work environment for our staff and volunteers. We are committed to providing a secure, supportive workplace fostering collaboration, creativity, and personal growth.

It is our hope that this plan inspires organizational and individual growth that will impact society. We focus our goals to remain a diverse organization in Indianapolis. We will continuously evaluate and improve our policies and practices through an equitable lens to avoid systemic disadvantages and provide opportunities for everyone. We will be the connector of culture creating an inclusive environment that is rooted in respect and belonging. Our plan will guide us as we address each point of our vision.

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Executive Summary

The Indianapolis Public Library is dedicated to being an organization reflecting the community it serves. We respect individuality which is exemplified through our commitment to intellectual freedom, wellness, opportunity, innovation, safety, and belonging. We enable each person to contribute their voice to shape our diverse culture and enrich inclusivity. We work to incorporate equitable practices to ensure that everyone is supported and can succeed. The diversity, equity, inclusion, and access plan consist of five pillars that will outline the library's dedication to our staff.

MISSION
The Diversity, Equity, Inclusion, and Access Plan provides a framework for how the Indianapolis Public Library will achieve its vision and goals to be an organization respectful and inclusive of human difference. The Indianapolis Public Library enriches everyone and strengthens communities by inspiring lifelong learning.

VISION
The library vision is to be a center of knowledge, community life, and innovation for Indianapolis.

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Guidelines

This plan will flow across the next three years and beyond. Accomplishing the goals outlined within our five pillar plan will require accountability, support, and commitment of leadership and staff. We have identified five guidelines that will lead our efforts. These guidelines will help bring our plan to life:

1. We will create an environment of accountability, alignment, and shared ownership of diversity, equity, inclusion, and access as important priorities.
2. We will ensure that DEIA is the foundation in all decision-making.
3. We will enhance dialogue, action, and cultural humility to gain greater understanding and appreciation for lived experience of our staff.
4. We will nurture and support our staff.
5. We will develop new ways to improve access, advocacy, and retention of underrepresented staff.

Stewardship

The Diversity, Equity, and Inclusion Officer will be responsible for the stewardship of the DEIA Plan with guidance from the Chief Executive Officer, the Leadership Team and the Diversity, Inclusion, Culture and Equity (DICE) Alliance. The Diversity, Equity, and Inclusion Officer will enact any changes that need to be made to the plan when necessary. Changes will be reported to the Diversity, Policy, and HR Committee.

Definitions:

Diversity: Individuals listed in The Indianapolis Public Library Policy Manual, Section 201- Equal Employment Opportunity. This also includes individuals who are neurodivergent.

Underrepresented: Specific groups who are not accurately reflected to the community where they work.

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Diversity, Equity, Inclusion, and Access Plan Framework

Plan Pillar	Priority	Goal
Recruitment and Retention	To provide equitable processes and services to staff. To create a mentorship program to support and develop underrepresented employees.	**G1.** Increase diversity of new hires by 25%. **G2.** Annually evaluate recruitment practices. **G3.** Promote job opportunities with local and regional DEIA partners. **G4.** Partner with local and regional universities to attract talent.
Create a Safe and Inclusive Workplace	To serve as a foundation that supports diverse and intersected community needs. To foster an environment that allows staff to feel valued, included, and respected. To cultivate an environment of collaborative freedom that enriches knowledge and creates trust. To promote positive well-being and psychological safety for all staff.	**G1.** Collect and analyze current statistics and community demographic profiles. **G2.** Conduct climate surveys regularly to ensure issues of diversity, equity, inclusion, and access are addressed. **G3.** Promote and create trust.

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Plan Pillar	Priority	Goal
Mentorship, Education, and Learning	To engage staff with innovative education initiatives that demonstrate an equitable commitment to their goals within the organization. To support and develop underrepresented staff in the mentorship program and career development program.	**G1.** Evaluate employee satisfaction with the career development program, mentorship program, and other education initiatives. **G2.** To encourage participation of underrepresented staff in the career development program and mentorship program providing opportunities for growth in the organization. **G3.** Track and measure mentor relationships with underrepresented staff.
Enhance Diversity Training	To develop employee understanding of diversity, equity, inclusion, and access by having employees attend trainings and workshops to learn about disparities, power, and inequities. Promote affinity groups to foster an inclusive environment.	**G1.** Provide training attendance and participation. **G2.** Conduct pre and post training assessments for communication. **G3.** Evaluate affinity groups to assess impact on staff. **G4.** Assess branch and department initiatives towards diversity, equity, inclusion and access.
Supplier Diversity	To support equity of opportunity and access to procurement opportunities for certified XBE businesses.	G1. Our annual goal is to identify and be inclusive of XBE businesses by providing opportunities for: • 15% Minority Business Enterprise • 8% Women Business Enterprise • 3% Veteran Business Enterprise • 1% Disabled-owned Business Enterprise

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Board Action Request

8a

To: **IndyPL Board** **Meeting Date: December 18, 2023**

From: **Facilities Director** **Approved by The Library Board:**
Effective Date:

Subject: **Resolution 94-2023**
Approval to Award a Services Contract for Off Duty Officer Services

Recommendation:

The IndyPL Facilities Director recommends Board approval of the attached action (Resolution 94–2023), Approval to Award Services Contract for Off Duty Officer Services to offdutycops.com, Inc., Indianapolis, Indiana.

Fiscal and Strategic Impact:

The estimated 6-month cost for these services is $88,400, which provides for 40 hours of an off-duty police officer at Central Library.

The cost of these services will be funded from the Operating Fund (Fund 101).

DEI Impact:

Offdutycops.com, Inc., is a not a city-certified XBE and will self-perform 100% of the contract.

Background:

Offdutycops.com, Inc., has provided off-duty police officers at Central Library for the past five years, in addition to providing ad hoc off-duty services at various locations.

Per IC 5-22-6-1, Purchasing has approved a 6-month contract while Facilities pursues the RFP process that will result in a standard 3-1-1-1 contract with an off-duty officer provider. This RFP is scheduled to advertise in March 2024 and be awarded in May 2024.

The INDIANAPOLIS PUBLIC Library	**Board Resolution**	**8a**

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 94-2023

APPROVAL TO AWARD A SERVICES CONTRACT
FOR OFF DUTY OFFICER SERVICES

DECEMBER 18, 2023

WHEREAS, Off Duty Officer Services ("Services") for the Indianapolis-Marion County Public Library ("IndyPL") are required to provide an environment of safety and security for patrons and staff; and

WHEREAS, the IndyPL Manager of Purchasing and Supplier Diversity has approved a 6-month contract through June 30, 2024; and

WHEREAS, the IndyPL Safety & Security staff has determined that **offdutycops.com, Inc.,** Indianapolis, Indiana is the vendor that best meets the immediate criteria of continuous off duty officer coverage and recommends IndyPL award the contract to **offdutycops.com, Inc.**

IT IS THEREFORE RESOLVED that the Board of Trustees authorizes the Chief Executive Officer to negotiate and sign a contract with **offdutycops.com, Inc.,** for Off Duty Officer Services for all IndyPL facilities, substantially in the form of the terms and conditions as previously governing the former contract and as the Chief Executive Officer deems necessary or advisable based on the recommendations of IndyPL's legal counsel.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
INDIANAPOLIS, INDIANA

RESOLUTION 94-2023
(Continued)

APPROVAL TO AWARD A
SERVICES CONTRACT FOR
OFF DUTY OFFICER SERVICES

DECEMBER 18, 2023

AYE	NAY

Adopted this 18th day of December 2023.

ATTEST: _____
Secretary of the Board

Board Briefing Report

9

To: IndyPL Board **Meeting Date:** 12/18/23

From: The Indianapolis Public Library Foundation

Subject: December 2023 Update

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

News

Tickets for Circulate: Night at the Library, the Foundation's annual fundraiser, are now on sale! Circulate is March 16, 2024 at Central Library. You can purchase tickets and find more information on our website: https://indyplfoundation.org/circulate. We encourage you to share the event information. Sponsorship packages are available and more information is included in the board packet.

Donors

We thank the 192 donors who made gifts last month. The following are our top corporate and foundation donors: Griffith Family Foundation, Ritz Charles Inc. and Schmidt Associates.

Program Support

This month, we are proud to provide more than $85,000 to the Library. Examples of major initiatives supported include: Book Club in a Bag, Nonprofit Workshops and East 38th Street Career Center.

Circulate

NIGHT AT THE LIBRARY

2024 Sponsorship Opportunities

March 16, 2024

The Indianapolis Public Library Foundation

Circulate: Night at the Library
Saturday, March 16, 2024

Circulate is the annual fundraising event of
The Indianapolis Public Library Foundation. Experience the many meanings of Circulate as you explore beautiful Central Library in downtown Indianapolis. Join fellow lifelong learners to mingle and interact in this exclusive adults-only evening at the Library.

About The Library Foundation

The Library Foundation's mission is to partner with donors to enrich lives, foster lifelong learning and engage our diverse community through
The Indianapolis Public Library.

Generous donors like you help the Library Foundation invest more than $2 million in 90 Library programs and services each year, ranging from reading programs to author lectures, artistic and cultural presentations, technology access and training, and more.

Presenting Sponsor: $20,000

- Event branded "Circulate: Night at the Library presented by Your Company"
- Logo recognition on promotional materials and event collateral such as invitations, webpage/ticket site, lanyards and other event materials
- Verbal recognition at event and opportunity to welcome guests
- Eight tickets with reserved area
- Feature in the Library Foundation's February donor newsletter sent to 5,000 supporters and community leaders
- All Gold level benefits (excluding extra tickets)
- Opportunity to plan additional recognition that meets both our marketing needs

2024 Presenting Sponsor is reserved

Gold Sponsor: $10,000

- Six tickets with reserved area
- Verbal recognition at event
- Logo on lanyard
- All Silver level benefits (excluding extra tickets)

Requires commitment by January 31, 2024

Silver Sponsor: $5,000

- Six tickets with reserved area
- Logo at activity station or performance area made possible through your sponsorship
- Opportunity to provide a promotional item and informational brochure to all event guests
- Opportunity to provide a promotional item and informational brochure to all Library staff (approximately 600) at the Library's annual staff day, held in the fall
- Logo on the Library Foundation's website and the event website

All Bronze level benefits (excluding extra tickets)

Requires commitment by January 31, 2024

Bronze Sponsor: $1,500

- Four tickets
- Print or digital signage during the event
- Listing on event website
- Opportunity to see Library program in action
- Listing in the Library's Annual Report

Requires commitment by January 31, 2024

POETRY

PARIS

Board Action Request

10a1

To: IMCPL Board

From: Gregory Hill, CEO

Meeting Date: December 18, 2023

Approved by the Library Board: December 18, 2023

Effective Date: December 18, 2023

Subject: Finances, Personnel and Travel Resolution 95-2023

Recommendation: Approve Finances, Personnel and Travel Resolution 95-2023

Background: The Finances, Personnel and Travel Resolution 95-2023 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 2023.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION REGARDING FINANCES, PERSONNEL AND TRAVEL
RESOLUTION 95-2023

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 2023 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.

Bank Account for:	Payment Type	Beginning #	Ending #	Count	Total Amount
Operating	Warrant	**78381**	**78514**	**134**	**$ 1,291,897.37**
Operating	EFT	**1868**	**1872**	**5**	**$ 287,092.36**
Operating	EFT	**307772**	**307805**	**34**	**$ 511,460.91**
	EFT	**307839**	**307912**	**74**	**$ 1,165,860.34**
	EFT	**307921**	**307954**	**34**	**$ 270,786.42**
	EFT	**307956**	**307996**	**41**	**$ 644,897.64**
Fines	Warrant	**1079**	**1082**	**4**	**$ 67.89**
Gift	Warrant	**9296**	**9301**	**6**	**$ 3,403.70**
	Warrant Void	**9302**	**9302**	**1**	**$ (231.24)**
	Warrant	**9303**	**9337**	**35**	**$ 32,538.30**
Gift	EFT	**307806**	**307838**	**33**	**$ 36,740.72**
	EFT	**307913**	**307920**	**8**	**$ 18,400.35**
	EFT	**307955**	**307955**	**1**	**$ 44.60**
	EFT	**307997**	**308000**	**4**	**$ 1,721.71**
Employee Payroll	Warrant	**269931**	**269951**	**21**	**$ 7,343.99**
	Direct Deposit	**450001**	**450590**	**590**	**$ 656,459.87**
	Direct Deposit	**470001**	**470591**	**591**	**$ 646,288.36**
Payroll Taxes, Garnishments	Electronic Transfer				**$ 476,113.36**

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 2023 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.

Mr. Raymond J. Biederman

Ms. Hope C. Tribble

Mr. Stephen Lane

Dr. Patricia A. Payne

Dr. Khaula Murtadha

Dr. Eugene White

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

Dr. Luis A. Palacio

Mrs. Mary Rankin CPA
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNTS

No	Type	Date	Reference	Amount		
1868	EFT	11/30/2023	ADP, INC.	9,703.14		
1869	EFT	11/30/2023	AMERICAN UNITED LIFE INSURANCE CO	4,916.00		
1870	EFT	11/30/2023	FIDELITY INVESTMENTS	9,313.12		
1871	EFT	11/30/2023	INDIANA DEPARTMENT OF REVENUE	1,525.12		
1872	EFT	11/30/2023	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	261,634.98	$	287,092.36
78381	CHECK	11/02/2023	INDIANAPOLIS POWER & LIGHT COMPANY	65,495.66		
78382	CHECK	11/02/2023	AMBIUS	342.00		
78383	CHECK	11/02/2023	AMERICAN UNITED LIFE INSURANCE CO	2,975.94		
78384	CHECK	11/02/2023	ARAMARK UNIFORM & CAREER APPARAL, LLC	2,105.06		
78385	CHECK	11/02/2023	AT&T	1,910.42		
78386	CHECK	11/02/2023	AT&T	34.15		
78387	CHECK	11/02/2023	AT&T	590.70		
78388	CHECK	11/02/2023	AT&T MOBILITY	771.29		
78389	CHECK	11/02/2023	AT&T MOBILITY	3,367.20		
78390	CHECK	11/02/2023	BEECH GROVE SEWAGE WORKS	194.04		
78391	CHECK	11/02/2023	BUSINESS FURNITURE CORPORATION	59,266.38		
78392	CHECK	11/02/2023	CENTRAL INDIANA HARDWARE	147.70		
78393	CHECK	11/02/2023	CITIZENS ENERGY GROUP	3,951.40		
78394	CHECK	11/02/2023	CITIZENS ENERGY GROUP	52,159.27		
78395	CHECK	11/02/2023	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	1,297.04		
78396	CHECK	11/02/2023	DELL MARKETING L.P.	46,100.80		
78397	CHECK	11/02/2023	FLASHBAY, INC.	4,919.00		
78398	CHECK	11/02/2023	GUARDIAN	15,462.40		
78399	CHECK	11/02/2023	IGNITION ARTS, LLC	2,000.00		
78400	CHECK	11/02/2023	INDIANA STATE LIBRARY	2,120.00		
78401	CHECK	11/02/2023	INDIANA STATE LIBRARY	13,391.00		
78402	CHECK	11/02/2023	INDY CURB APPEAL ASPHALT, INC	32,577.12		
78403	CHECK	11/02/2023	INFORMATION TODAY, INC.	2,417.65		
78404	CHECK	11/02/2023	LUMINAUT, INC.	131,078.96		
78405	CHECK	11/02/2023	PFM TRUCK CARE CENTER	743.44		
78406	CHECK	11/02/2023	PITNEY BOWES, INC.	55.64		
78407	CHECK	11/02/2023	PURDUE EXTENSION - MARION COUNTY	1,200.00		
78408	CHECK	11/02/2023	RFS GROUP LLC	6,940.30		
78409	CHECK	11/02/2023	RIVERS RESOURCES	795.60		
78410	CHECK	11/02/2023	SHOEMAKER MOTION PICTURE COMPANY, LLC	4,025.00		
78411	CHECK	11/02/2023	STERLING INFOSYSTEMS INC	14.00		
78412	CHECK	11/02/2023	TODAY'S BUSINESS SOLUTIONS, INC	82.92		
78413	CHECK	11/02/2023	UNITED PARCEL SERVICE	329.40		
78414	CHECK	11/09/2023	ADTEC	5,000.00		
78415	CHECK	11/09/2023	ADTEC	945.00		
78416	CHECK	11/09/2023	AMBIUS	699.12		
78417	CHECK	11/09/2023	BLACKMORE & BUCKNER ROOFING	767.76		
78418	CHECK	11/09/2023	BLACKMORE & BUCKNER ROOFING	687.88		
78419	CHECK	11/09/2023	INDIANAPOLIS PUBLIC SCHOOLS	350.00		
78420	CHECK	11/09/2023	CFRA	3,405.00		
78421	CHECK	11/09/2023	CFRA	445.00		
78422	CHECK	11/09/2023	CITIZENS ENERGY GROUP	14.08		
78423	CHECK	11/09/2023	CMID	2,000.00		
78424	CHECK	11/09/2023	DELL MARKETING L.P.	7,989.60		

78425	CHECK	11/09/2023	DEVERY NORTH	42.79
78426	CHECK	11/09/2023	IMPACT SPECIALTIES AND PROMOTIONS LLC	429.98
78427	CHECK	11/09/2023	INDIANAPOLIS STAR	94.97
78428	CHECK	11/09/2023	INDY CURB APPEAL ASPHALT, INC	9,500.00
78429	CHECK	11/09/2023	LEGALSHIELD	210.45
78430	CHECK	11/09/2023	LEVERUP FINANCIAL SOLUTIONS LLC	1,800.00
78431	CHECK	11/09/2023	SURVEYMONKEY.COM	2,520.00
78432	CHECK	11/09/2023	NICHE ACADEMY	7,400.00
78433	CHECK	11/09/2023	ONE DIVERSIFIED, LLC	429.00
78434	CHECK	11/09/2023	OPENING THE BOOK NORTH AMERICA, LLC	1,415.00
78435	CHECK	11/09/2023	POMP'S TIRE SERVICE	323.26
78436	CHECK	11/09/2023	REPUBLIC WASTE SERVICES	7,890.48
78437	CHECK	11/09/2023	RFS GROUP LLC	1,161.00
78438	CHECK	11/09/2023	SCHMIDT ASSOCIATES, INC	87,746.65
78439	CHECK	11/09/2023	SCHMIDT ASSOCIATES, INC	81,603.16
78440	CHECK	11/09/2023	SCHMIDT ASSOCIATES, INC	61,125.83
78441	CHECK	11/09/2023	SECURITAS ELECTRONIC SECURITY, INC.	2,977.21
78442	CHECK	11/09/2023	SONDHI SOLUTIONS, LLC	566.14
78443	CHECK	11/09/2023	WAYNE PIPE & SUPPLY, INC	2,518.00
78444	CHECK	11/09/2023	WAYNE PIPE & SUPPLY, INC	1,335.00
78445	CHECK	11/09/2023	YOURMEMBERSHIP.COM, INC.	3,700.00
78446	CHECK	11/16/2023	ANTHONY RADFORD	450.00
78447	CHECK	11/16/2023	BLACKMORE & BUCKNER ROOFING	2,061.01
78448	CHECK	11/16/2023	INDIANAPOLIS PUBLIC SCHOOLS	700.00
78449	CHECK	11/16/2023	CENTRAL INDIANA HARDWARE	2,163.36
78450	CHECK	11/16/2023	CHANTEL MASSEY	300.00
78451	CHECK	11/16/2023	CITIZENS ENERGY GROUP	6,058.28
78452	CHECK	11/16/2023	CITIZENS ENERGY GROUP	51,005.36
78453	CHECK	11/16/2023	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	37,690.00
78454	CHECK	11/16/2023	DELL MARKETING L.P.	46,720.32
78455	CHECK	11/16/2023	GIFTED HANDS TUTORING	1,350.00
78456	CHECK	11/16/2023	GREGORY MONZEL	150.00
78457	CHECK	11/16/2023	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	753.89
78458	CHECK	11/16/2023	HOOSIER AQUATIC CARE	450.00
78459	CHECK	11/16/2023	INDIANA NEWSPAPERS, INC.	856.35
78460	CHECK	11/16/2023	INDIANA THERAPEUTIC MASSGE SCHOOL LLC	1,125.00
78461	CHECK	11/16/2023	INDIANAPOLIS FLEET SERVICES	1,908.34
78462	CHECK	11/16/2023	KIDS INK CHILDREN'S BOOKSTORE	1,725.00
78463	CHECK	11/16/2023	LAWRENCE UTILITIES	337.30
78464	CHECK	11/16/2023	LIGHT & BREUNING, INC	67.50
78465	CHECK	11/16/2023	BUTTON UP GRAPHIC DESIGNS, INC.	692.00
78466	CHECK	11/16/2023	RFS GROUP LLC	1,385.20
78467	CHECK	11/16/2023	VERTIV CORPORATION	4,024.84
78468	CHECK	11/22/2023	ARAB TERMITE AND PEST CONTROL INC	64.00
78469	CHECK	11/22/2023	RONALD LEE BERRY	150.00
78470	CHECK	11/22/2023	CITIZENS ENERGY GROUP	1,520.44
78471	CHECK	11/22/2023	KRISTEN LAMPKIN	600.00
78472	CHECK	11/22/2023	LIBRARY IDEAS	40.44
78473	CHECK	11/22/2023	MATTHEW BENDER & CO.	3,275.12
78474	CHECK	11/22/2023	MIDWEST COLLABORATIVE FOR LIBRARY SERVICES (MCLS)	63,034.45
78475	CHECK	11/22/2023	MIDWEST COLLABORATIVE FOR LIBRARY DATABASE (EMCLS)	3,103.11
78476	CHECK	11/22/2023	PAPERPIE LEARNING	1,550.70
78477	CHECK	11/22/2023	PLAYAWAY PRODUCTS LLC	21,396.76
78478	CHECK	11/22/2023	PURDUE EXTENSION - MARION COUNTY	900.00
78479	CHECK	11/22/2023	SAMUEL BARNETT	450.00

78480	CHECK	11/22/2023	SIGNARAMA DOWNTOWN INDIANAPOLIS	925.00	
78481	CHECK	11/22/2023	BHE DESIGN LLC	260.00	
78482	CHECK	11/22/2023	THE DAVEY TREE EXPERT COMPANY	3,800.00	
78483	CHECK	11/30/2023	ALGOLIA, INC.	5,172.96	
78484	CHECK	11/30/2023	APEX BENEFITS GROUP	12,500.00	
78485	CHECK	11/30/2023	AT&T	30.93	
78486	CHECK	11/30/2023	AT&T	590.70	
78487	CHECK	11/30/2023	BARDACH AWARDS	35.95	
78488	CHECK	11/30/2023	BEECH GROVE SEWAGE WORKS	194.04	
78489	CHECK	11/30/2023	BLACKMORE & BUCKNER ROOFING	2,600.18	
78490	CHECK	11/30/2023	BUSINESS FURNITURE CORPORATION	7,057.62	
78491	CHECK	11/30/2023	CAREY INTERNATIONAL, INC.	726.64	
78492	CHECK	11/30/2023	CHRISTIAN BOOK DISTRIBUTORS	456.70	
78493	CHECK	11/30/2023	CITIZENS ENERGY GROUP	2,020.22	
78494	CHECK	11/30/2023	COMMERCIAL OFFICE ENVIRONMENTS INC	43,593.58	
78495	CHECK	11/30/2023	COMPENDIUM LIBRARY SERVICE, L L C.	2,500.00	
78496	CHECK	11/30/2023	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	2,605.78	
78497	CHECK	11/30/2023	DEEPLY INGRAINED INC.	1,200.00	
78498	CHECK	11/30/2023	IGNITION ARTS, LLC	11,000.00	
78499	CHECK	11/30/2023	INDIANA HISTORICAL SOCIETY	131.17	
78500	CHECK	11/30/2023	INDIANA NEWSPAPERS, INC.	2,868.89	
78501	CHECK	11/30/2023	INFOUSA MARKTING INC	4,995.00	
78502	CHECK	11/30/2023	LAWRENCE UTILITIES	632.52	
78503	CHECK	11/30/2023	LUNA MEDIA	750.00	
78504	CHECK	11/30/2023	MICHAEL A. REUTER CONSULTING SERVICES, INC.	710.00	
78505	CHECK	11/30/2023	OPTIMOROUTE INC	2,646.00	
78506	CHECK	11/30/2023	PHOENIX PRESS	1,459.00	
78507	CHECK	11/30/2023	PLAYAWAY PRODUCTS LLC	118.78	
78508	CHECK	11/30/2023	POWERS & SONS CONSTRUCTION	154,212.89	
78509	CHECK	11/30/2023	IMCPL - POWERS & SONS - RETAINAGE - GLD	8,116.47	
78510	CHECK	11/30/2023	PURDUE EXTENSION - MARION COUNTY	900.00	
78511	CHECK	11/30/2023	SPADES PARK (PETTY CASH)	24.77	
78512	CHECK	11/30/2023	THE DAVEY TREE EXPERT COMPANY	2,072.00	
78513	CHECK	11/30/2023	UNITED PARCEL SERVICE	376.97	
78514	CHECK	11/30/2023	WELLNESS COUNCIL OF INDIANA, INC.	600.00	1,291,897.37
307772	EFT	11/02/2023	ARTS FOR LEARNING INDIANA	440.00	
307773	EFT	11/02/2023	BAKER & TAYLOR	4,523.22	
307774	EFT	11/02/2023	BAKER & TAYLOR	29,794.18	
307775	EFT	11/02/2023	BAKER & TAYLOR	25,360.34	
307776	EFT	11/02/2023	CAMACHO JANITORIAL SUPPLY & SERVICES, INC.	133,639.98	
307777	EFT	11/02/2023	CDW GOVERNMENT, INC.	308.90	
307778	EFT	11/02/2023	CENTRAL SECURITY & COMMUNICATIONS	3,391.60	
307779	EFT	11/02/2023	CHRISTOPHER B. BURKE ENGINEERING, LLC	375.00	
307780	EFT	11/02/2023	DELTA DENTAL	11,787.85	
307781	EFT	11/02/2023	DYNAMARK GRAPHICS GROUP	2,497.22	
307782	EFT	11/02/2023	ETI PERFORMANCE IMPROVEMENT	5,951.74	
307783	EFT	11/02/2023	FINELINE PRINTING GROUP	530.00	
307784	EFT	11/02/2023	GALE GROUP THE	380.95	
307785	EFT	11/02/2023	GLENDALE MALL	15,535.42	
307786	EFT	11/02/2023	IBJ CORPORATION	71.42	
307787	EFT	11/02/2023	INDIANA WRITER'S CENTER	400.00	
307788	EFT	11/02/2023	INGRAM LIBRARY SERVICES	6,135.49	
307789	EFT	11/02/2023	KRM ARCHITECTURE+ INC	2,488.05	
307790	EFT	11/02/2023	LEVEL (3) COMMUNICATIONS, LLC	3,592.08	
307791	EFT	11/02/2023	NEXT GREAT ARCHITECTS	875.00	

307792	EFT	11/02/2023	OFFICEWORKS	73,368.88
307793	EFT	11/02/2023	ORACLE ELEVATOR HOLDCO, INC.	6,846.00
307794	EFT	11/02/2023	OVERDRIVE INC	60,357.62
307795	EFT	11/02/2023	RED OXYGEN INC	23.38
307796	EFT	11/02/2023	RICOH USA, INC. - 12882	17,449.08
307797	EFT	11/02/2023	SHAY WILLIS	300.00
307798	EFT	11/02/2023	STENZ MANAGEMENT COMPANY, INC	574.38
307799	EFT	11/02/2023	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	2,385.50
307800	EFT	11/02/2023	THE HARMON HOUSE L.L.C.	50.00
307801	EFT	11/02/2023	TOPTECHPHOTO, INC	5,760.00
307802	EFT	11/02/2023	TRANSACTION NETWORK SERVICES INC.	189.67
307803	EFT	11/02/2023	TYLER TECHNOLOGIES, INC.	35,613.10
307804	EFT	11/02/2023	UNIVERSAL PROTECTION SERVICE, LP	58,964.86
307805	EFT	11/02/2023	WELLS MASONRY RESTORATION, INC.	1,500.00
307839	EFT	11/10/2023	AFSCME COUNCIL IKOC 962	3,006.22
307840	EFT	11/10/2023	ALSCO	796.56
307841	EFT	11/10/2023	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC	116,161.00
307842	EFT	11/10/2023	AUSTIN BOOK SALES	47,435.29
307843	EFT	11/10/2023	BAKER & TAYLOR	1,178.09
307844	EFT	11/10/2023	BAKER & TAYLOR	862.43
307845	EFT	11/10/2023	BAKER & TAYLOR	34,659.06
307846	EFT	11/10/2023	BAKER & TAYLOR	37,432.35
307847	EFT	11/10/2023	BRODART COMPANY	4,120.21
307848	EFT	11/10/2023	BRODART COMPANY CONTINUATIONS	2,590.16
307849	EFT	11/10/2023	CAMACHO JANITORIAL SUPPLY & SERVICES, INC.	330.00
307850	EFT	11/10/2023	DANCORP INC. DBA DANCO	2,460.00
307851	EFT	11/10/2023	DYNAMARK GRAPHICS GROUP	552.21
307852	EFT	11/10/2023	ELLIS MECHANICAL & ELECTRICAL	18,668.75
307853	EFT	11/10/2023	GORDON PLUMBING, INC.	380.00
307854	EFT	11/10/2023	IBJ CORPORATION	72.19
307855	EFT	11/10/2023	INDIANA PLUMBING AND DRAIN LLC	115.00
307856	EFT	11/10/2023	INDIANAPOLIS RECORDER	741.00
307857	EFT	11/10/2023	INGRAM LIBRARY SERVICES	12,072.70
307858	EFT	11/10/2023	MOUNTAIN GLACIER, LL	59.00
307859	EFT	11/10/2023	ORACLE ELEVATOR HOLDCO, INC.	87.50
307860	EFT	11/10/2023	OVERDRIVE INC	149,785.78
307861	EFT	11/10/2023	PROVIDENCE OUTDOOR	1,960.00
307862	EFT	11/10/2023	RATIO ARCHITECTS, LLC	3,118.00
307863	EFT	11/10/2023	AMERICAN UNITED LIFE INSURANCE CO	903.20
307864	EFT	11/10/2023	STAPLES	9,016.39
307865	EFT	11/10/2023	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	2,250.00
307866	EFT	11/10/2023	TECH-LOGIC CORPORATION	6,093.00
307867	EFT	11/10/2023	THE ETICA GROUP, INC	4,256.83
307868	EFT	11/10/2023	THE HARMON HOUSE L.L.C.	120.00
307869	EFT	11/10/2023	ULINE	628.32
307870	EFT	11/10/2023	UNIVERSAL PROTECTION SERVICE, LP	3,472.37
307871	EFT	11/16/2023	APOGEE CONSTRUCTION, LLC	70,682.38
307872	EFT	11/16/2023	AVANT ENTERPRISES LLC	30,137.50
307873	EFT	11/16/2023	BAKER & TAYLOR	69.13
307874	EFT	11/16/2023	BAKER & TAYLOR	2,339.20
307875	EFT	11/16/2023	BAKER & TAYLOR	27,641.10
307876	EFT	11/16/2023	BAKER & TAYLOR	37,017.25
307877	EFT	11/16/2023	BRODART COMPANY	6,912.10
307878	EFT	11/16/2023	CAMACHO JANITORIAL SUPPLY & SERVICES, INC.	130,514.09
307879	EFT	11/16/2023	CASH & CARRY PAPER COMPANY, INC.	15.00

307880	EFT	11/16/2023	CENTRAL SECURITY & COMMUNICATIONS	652.10
307881	EFT	11/16/2023	CREATIVE AQUATIC SOLUTIONS, LLC	233.94
307882	EFT	11/16/2023	DACO GLASS & GLAZING INC	535.10
307883	EFT	11/16/2023	DANCORP INC. DBA DANCO	200.00
307884	EFT	11/16/2023	ELLIS MECHANICAL & ELECTRICAL	33,762.50
307885	EFT	11/16/2023	ETI PERFORMANCE IMPROVEMENT	4,400.00
307886	EFT	11/16/2023	FLEET CARE, INC.	29.68
307887	EFT	11/16/2023	GEYER FIRE PROTECTION, LLC	895.00
307888	EFT	11/16/2023	HEALTH & HOSPITALS CORP. OF MARION CNTY.	200.00
307889	EFT	11/16/2023	INDIANA PLUMBING AND DRAIN LLC	4,741.00
307890	EFT	11/16/2023	INDIANA WRITER'S CENTER	1,350.00
307891	EFT	11/16/2023	INDIANAPOLIS ARMORED CAR, INC	7,981.14
307892	EFT	11/16/2023	INDIANAPOLIS RECORDER	156.00
307893	EFT	11/16/2023	INGRAM LIBRARY SERVICES	8,914.14
307894	EFT	11/16/2023	INSIGHT PUBLIC SECTOR, INC	3,113.91
307895	EFT	11/16/2023	LORALYNN E EADES	304.00
307896	EFT	11/16/2023	LUNA MUSIC	750.00
307897	EFT	11/16/2023	MIDWEST TAPE - AUDIOBOOKS ONLY	3,032.96
307898	EFT	11/16/2023	MIDWEST TAPE - PROCESSED DVDS	10,627.40
307899	EFT	11/16/2023	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	5,942.18
307900	EFT	11/16/2023	MIDWEST TAPE NON PROCESSED	218.25
307901	EFT	11/16/2023	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	27,694.27
307902	EFT	11/16/2023	OLISHA MAFU LCSW COUNSELING & CONSULTATION LLC	200.00
307903	EFT	11/16/2023	ORACLE ELEVATOR HOLDCO, INC.	6,727.05
307904	EFT	11/16/2023	OVERDRIVE INC	180,298.69
307905	EFT	11/16/2023	PROVIDENCE OUTDOOR	19,901.50
307906	EFT	11/16/2023	REGIONS BANK PURCHASING CARD	27,641.96
307907	EFT	11/16/2023	RICHARD LOPEZ ELECTRICAL, LLC	22,035.44
307908	EFT	11/16/2023	RICOH USA, INC. - 12882	15,373.56
307909	EFT	11/16/2023	RYAN FIRE PROTECTION, INC	491.00
307910	EFT	11/16/2023	STENZ MANAGEMENT COMPANY, INC	4,698.89
307911	EFT	11/16/2023	THE ETICA GROUP, INC	1,875.00
307912	EFT	11/16/2023	UNIVERSAL PROTECTION SERVICE, LP	172.32
307921	EFT	11/22/2023	ARTS FOR LEARNING INDIANA	550.00
307922	EFT	11/22/2023	AUSTIN BOOK SALES	34,529.66
307923	EFT	11/22/2023	BAKER & TAYLOR	833.18
307924	EFT	11/22/2023	BAKER & TAYLOR	2,494.55
307925	EFT	11/22/2023	BAKER & TAYLOR	58,912.18
307926	EFT	11/22/2023	BAKER & TAYLOR	49,769.38
307927	EFT	11/22/2023	BLACKSTONE AUDIO INC	7,058.11
307928	EFT	11/22/2023	BRODART COMPANY	4,487.05
307929	EFT	11/22/2023	BRODART COMPANY CONTINUATIONS	269.98
307930	EFT	11/22/2023	CDW GOVERNMENT, INC.	109.86
307931	EFT	11/22/2023	CENTRAL SECURITY & COMMUNICATIONS	45,315.56
307932	EFT	11/22/2023	CHRISTOPHER B. BURKE ENGINEERING, LLC	300.00
307933	EFT	11/22/2023	COMPLETE WELLNESS SOLUTIONS LLC	968.50
307934	EFT	11/22/2023	ELLIS MECHANICAL & ELECTRICAL	4,781.35
307935	EFT	11/22/2023	FLEET CARE, INC.	76.98
307936	EFT	11/22/2023	GRAINGER	195.26
307937	EFT	11/22/2023	INDIANA PLUMBING AND DRAIN LLC	115.00
307938	EFT	11/22/2023	INDIANAPOLIS RECORDER	39.00
307939	EFT	11/22/2023	INGRAM LIBRARY SERVICES	4,930.95
307940	EFT	11/22/2023	J&G CARPET PLUS	470.00
307941	EFT	11/22/2023	MARKET STREET GROUP, INC	4,000.00
307942	EFT	11/22/2023	MIDWEST TAPE - AUDIOBOOKS ONLY	36.18

307943	EFT	11/22/2023	MIDWEST TAPE - PROCESSED DVDS	1,507.25	
307944	EFT	11/22/2023	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	3,155.51	
307945	EFT	11/22/2023	MIDWEST TAPE NON PROCESSED	1,694.73	
307946	EFT	11/22/2023	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	9,126.81	
307947	EFT	11/22/2023	MOORE INFORMATION SERVICES, INC	692.69	
307948	EFT	11/22/2023	NEXT GREAT ARCHITECTS	1,225.00	
307949	EFT	11/22/2023	OVERDRIVE INC	30,218.41	
307950	EFT	11/22/2023	RECORD DOORS	319.00	
307951	EFT	11/22/2023	SHAY WILLIS	100.00	
307952	EFT	11/22/2023	STENZ MANAGEMENT COMPANY, INC	1,193.86	
307953	EFT	11/22/2023	ULINE	1,224.27	
307954	EFT	11/22/2023	UNIVERSAL PROTECTION SERVICE, LP	86.16	
307956	EFT	11/30/2023	ACTION PEST CONTROL, INC	350.00	
307957	EFT	11/30/2023	ANTHEM INSURANCE COMPANIES, INC	333,100.00	
307958	EFT	11/30/2023	ASSA ABLOY ENTRANCE SYSTEMS US, INC	924.50	
307959	EFT	11/30/2023	BAKER & TAYLOR	12,253.24	
307960	EFT	11/30/2023	BAKER & TAYLOR	5,321.87	
307961	EFT	11/30/2023	BRODART COMPANY CONTINUATIONS	581.86	
307962	EFT	11/30/2023	CAMACHO JANITORIAL SUPPLY & SERVICES, INC.	1,528.93	
307963	EFT	11/30/2023	CDW GOVERNMENT, INC.	217.29	
307964	EFT	11/30/2023	CENTRAL SECURITY & COMMUNICATIONS	164.00	
307965	EFT	11/30/2023	COMMUNITY HEALTH NETWORK	1,600.00	
307966	EFT	11/30/2023	DACO GLASS & GLAZING INC	930.00	
307967	EFT	11/30/2023	DELTA DENTAL	11,924.66	
307968	EFT	11/30/2023	DELTA DENTAL	25.13	
307969	EFT	11/30/2023	EBSCO INFORMATION SERVICES	49,448.97	
307970	EFT	11/30/2023	ELLIS MECHANICAL & ELECTRICAL	13,576.20	
307971	EFT	11/30/2023	ESSENTIAL ARCHITECTURAL SIGNS, INC	1,560.00	
307972	EFT	11/30/2023	GALE GROUP THE	1,200.00	
307973	EFT	11/30/2023	GEYER FIRE PROTECTION, LLC	1,995.00	
307974	EFT	11/30/2023	GLENDALE MALL	23,585.42	
307975	EFT	11/30/2023	GORDON PLUMBING, INC.	2,641.11	
307976	EFT	11/30/2023	IBJ CORPORATION	100.61	
307977	EFT	11/30/2023	INDIANA PLUMBING AND DRAIN LLC	1,071.00	
307978	EFT	11/30/2023	INGRAM LIBRARY SERVICES	8,203.43	
307979	EFT	11/30/2023	IRVINGTON PRESBYTERIAN CHURCH	1,008.33	
307980	EFT	11/30/2023	JEREMY NORRIS	8,838.00	
307981	EFT	11/30/2023	MAIN EVENT SOUND & LIGHTING	14,217.70	
307982	EFT	11/30/2023	MIDWEST REMEDIATION, INC.	4,659.10	
307983	EFT	11/30/2023	MIDWEST TAPE - AUDIOBOOKS ONLY	363.72	
307984	EFT	11/30/2023	MIDWEST TAPE - PROCESSED DVDS	1,544.99	
307985	EFT	11/30/2023	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	1,038.05	
307986	EFT	11/30/2023	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	9,528.40	
307987	EFT	11/30/2023	ORACLE ELEVATOR HOLDCO, INC.	3,254.63	
307988	EFT	11/30/2023	OVERDRIVE INC	54,402.42	
307989	EFT	11/30/2023	PROVIDENCE OUTDOOR	13,606.28	
307990	EFT	11/30/2023	RED OXYGEN INC	24.53	
307991	EFT	11/30/2023	RICHARD LOPEZ ELECTRICAL, LLC	43,918.35	
307992	EFT	11/30/2023	SHAY WILLIS	100.00	
307993	EFT	11/30/2023	STENZ MANAGEMENT COMPANY, INC	7,501.32	
307994	EFT	11/30/2023	THOMSON REUTERS-WEST PUBLISHING CORPORATION	7,001.09	
307995	EFT	11/30/2023	UNIVERSAL PROTECTION SERVICE, LP	797.66	
307996	EFT	11/30/2023	YOUR AUTOMATIC DOOR COMPANY	789.85	2,593,005.31
				Total 4,171,995.04	

Summary by Transaction Type:

Computer Check	1,291,897.37
EFT Check	2,880,097.67
Total Payments	4,171,995.04
Total Voided Items	-

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

FINES ACCOUNT

No.	Type	Date	Reference	Amount
1079	CHECK	11/2/2023	AURORA PUBLIC LIBRARY DISTRICT/ILL	19.99
1080	CHECK	11/2/2023	JENNIFER POYNTON	13.95
1081	CHECK	11/16/2023	KATELYNN ROSE HODGE	14.95
1082	CHECK	11/30/2023	NORTH HAMPTON COMMUNITY COLLEGE	19.00
			Total	$ 67.89

Summary by Transaction Type:

Computer Check	$	67.89
EFT Check	$	-
Total Payments	$	67.89
Total Voided Items	$	-

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

GIFT ACCOUNT

No.	Type	Date	Reference	Amount	
9296	CHECK	11/02/2023	BETH MENG	75.00	
9297	CHECK	11/02/2023	CAROL L. WROBLEWSKI	250.00	
9298	CHECK	11/02/2023	DARRELL E. MASON	700.00	
9299	CHECK	11/02/2023	DELL MARKETING L.P.	998.70	
9300	CHECK	11/02/2023	GAIL THOMAS STRONG	780.00	
9301	CHECK	11/02/2023	JEREMY SOUTH	600.00	
9302	VOID	11/02/2023	MICHELLE SHARP	231.24	
9303	CHECK	11/02/2023	SOLEDAD DOMINIC ZEPEDA ARECHEGA	350.00	
9304	CHECK	11/02/2023	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	4,780.00	
9305	CHECK	11/02/2023	TIFFANY ROBINSON	500.00	
9306	CHECK	11/09/2023	BETHANY ALLISON	53.08	
9307	CHECK	11/09/2023	CAROL L. WROBLEWSKI	250.00	
9308	CHECK	11/09/2023	JENA MATTIX	96.13	
9309	CHECK	11/09/2023	JENA MATTIX	69.23	
9310	CHECK	11/09/2023	JENA MATTIX	42.79	
9311	CHECK	11/09/2023	JOANNA CONRAD	29.92	
9312	CHECK	11/09/2023	JOHN KEVIN DOLAN	250.00	
9313	CHECK	11/09/2023	LANNIE TERRY	500.00	
9314	CHECK	11/09/2023	LUNA LANGUAGE SERVICES	1,417.50	
9315	CHECK	11/09/2023	NATALIE ROBBINS	100.00	
9316	CHECK	11/09/2023	PHOENIX PRESS	609.00	
9317	CHECK	11/09/2023	ROXY LAWRENCE	375.00	
9318	CHECK	11/09/2023	WAYNE (PETTY CASH)	48.75	
9319	CHECK	11/09/2023	WILLIAM J. PRIDE	482.50	
9320	CHECK	11/09/2023	YANNA MCGRAW	207.50	
9321	CHECK	11/16/2023	BETH MENG	225.00	
9322	CHECK	11/16/2023	BLACK INVENTORS AND SCIENTISTS MUSEUMS, INC.	2,000.00	
9323	CHECK	11/16/2023	JENA MATTIX	70.59	
9324	CHECK	11/16/2023	JOANNA CONRAD	252.11	
9325	CHECK	11/16/2023	LAKESHORE EQUIPMENT COMPANY	1,263.85	
9326	CHECK	11/16/2023	LUNA LANGUAGE SERVICES	230.60	
9327	CHECK	11/16/2023	MASANGE BIREGEYA	600.00	
9328	CHECK	11/16/2023	MOBILE BEACON	5,400.00	
9329	CHECK	11/16/2023	RITZ CHARLES CARMEL	4,859.75	
9330	CHECK	11/22/2023	JAMIE JOHNSON	500.00	
9331	CHECK	11/22/2023	OLIVIA WEST	500.00	
9332	CHECK	11/22/2023	SIP & SHARE, INC.	500.00	
9333	CHECK	11/30/2023	EMPOWERED MELANIN LLC	1,125.00	
9334	CHECK	11/30/2023	JEREMY SOUTH	1,400.00	
9335	CHECK	11/30/2023	KEEGAN LOYE	450.00	
9336	CHECK	11/30/2023	LAURA ESTALA LOZA MARTINEZ	1,500.00	
9337	CHECK	11/30/2023	SQUIRE MEDIA & MANAGEMENT, INC	1,500.00	**$ 36,173.24**
307806	EFT	11/02/2023	BAKER & TAYLOR	4,035.01	
307807	EFT	11/02/2023	CAMPGIRL LLC	130.00	
307808	EFT	11/02/2023	CREATIVELY CHRISTINE	700.00	
307809	EFT	11/02/2023	CYNTHIA REINHARD	75.00	
307810	EFT	11/02/2023	HEALTH & HOSPITALS CORP. OF MARION CNTY.	400.00	
307811	EFT	11/02/2023	INDPLS-MARION COUNTY PUBLIC LIBRARY	17,101.39	
307812	EFT	11/02/2023	JULIA LOHLA	150.00	
307813	EFT	11/02/2023	KENDRIA SMITH	500.00	
307814	EFT	11/02/2023	LORALYNN E EADES	75.00	
307815	EFT	11/02/2023	THE HARMON HOUSE L.L.C.	550.00	
307816	EFT	11/02/2023	TINA Y DAVIS-POWELL	1,750.00	

307817	EFT	11/02/2023	ULINE	3,967.75	
307818	EFT	11/09/2023	BAKER & TAYLOR	553.91	
307819	EFT	11/09/2023	CREATIVE AQUATIC SOLUTIONS, LLC	287.00	
307820	EFT	11/09/2023	DYNAMARK GRAPHICS GROUP	475.00	
307821	EFT	11/09/2023	DYNAMARK GRAPHICS GROUP	242.39	
307822	EFT	11/09/2023	DYNAMARK GRAPHICS GROUP	197.38	
307823	EFT	11/09/2023	FINELINE PRINTING GROUP	790.00	
307824	EFT	11/09/2023	HEALTH & HOSPITALS CORP. OF MARION CNTY.	600.00	
307825	EFT	11/09/2023	HEALTH & HOSPITALS CORP. OF MARION CNTY.	600.00	
307826	EFT	11/09/2023	HEALTH & HOSPITALS CORP. OF MARION CNTY.	200.00	
307827	EFT	11/09/2023	INDY COMMUNITY YOGA	50.00	
307828	EFT	11/09/2023	INDY COMMUNITY YOGA	50.00	
307829	EFT	11/09/2023	INDY COMMUNITY YOGA	50.00	
307830	EFT	11/09/2023	INGRAM LIBRARY SERVICES	2,460.89	
307831	EFT	11/09/2023	JULIA LOHLA	75.00	
307832	EFT	11/09/2023	JULIA LOHLA	75.00	
307833	EFT	11/09/2023	JULIA LOHLA	75.00	
307834	EFT	11/09/2023	JULIA LOHLA	75.00	
307835	EFT	11/09/2023	JULIA LOHLA	75.00	
307836	EFT	11/09/2023	JULIA LOHLA	75.00	
307837	EFT	11/09/2023	SILVIA LOPEZ	100.00	
307838	EFT	11/09/2023	THOMAS KNEELAND LLC	200.00	
307913	EFT	11/16/2023	AMERICAN PROGRAM BUREAU, INC.	14,000.00	
307914	EFT	11/16/2023	ARTS FOR LEARNING INDIANA	1,314.00	
307915	EFT	11/16/2023	BAKER & TAYLOR	876.35	
307916	EFT	11/16/2023	CYNTHIA REINHARD	150.00	
307917	EFT	11/16/2023	HEALTH & HOSPITALS CORP. OF MARION CNTY.	1,400.00	
307918	EFT	11/16/2023	INDIANA YOUTH GROUP INC	300.00	
307919	EFT	11/16/2023	LORALYNN E EADES	150.00	
307920	EFT	11/16/2023	SAMANTHA PUREVICH	210.00	
307955	EFT	11/22/2023	BAKER & TAYLOR	44.60	
307997	EFT	11/30/2023	CAMPGIRL LLC	195.00	
307998	EFT	11/30/2023	HEALTH & HOSPITALS CORP. OF MARION CNTY.	200.00	
307999	EFT	11/30/2023	INDPLS-MARION COUNTY PUBLIC LIBRARY	287.99	
308000	EFT	11/30/2023	INGRAM LIBRARY SERVICES	1,038.72	**$ 56,907.38**
			Total	**93,080.62**	

Summary by Transaction Type:

Computer Check	35,942.00
EFT Check	56,907.38
Total Payments	92,849.38
Total Voided Items	231.24

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
DECEMBER 18, 2023
PERSONNEL ACTIONS
RESOLUTION 95-2023

NEW HIRES:

- Alyssa Meyer, Youth Multimedia Learning Specialist, The Learning Curve, $18.90 per hour, Effective: January 3, 2024
- Brice Sterling, Library Security Assistant, Facilities Management Services Area, $15.92 per hour, Effective: January 3, 2024
- Chinelo Nnatubeugo, Library Assistant II, Garfield Park Branch, $15.32 per hour, Effective: January 3, 2024
- Jade Jones, Library Security Assistant, Facilities Management Services Area, $15.92 per hour, Effective: January 3, 2024

INTERNAL CHANGES:

- Karen Moore from Technology Learning Specialist, Program Development Area, $19.84 per hour to Supervisor, Digital Inclusion, Program Development Area, $25.80 per hour, Effective: December 3, 2023
- Alexander Hampton from Supervisor, Digital Inclusion, Program Development Area, $27.60 per hour to Technology Learning Specialist, Program Development Area, $19.84 per hour, Effective: December 3, 2023
- Bret Sexton from Computer Assistant II, Spades Park Branch, $15.92 per hour to Youth Multimedia Learning Specialist, The Learning Curve, $20.18 per hour, Effective: December 17, 2023.
- Kimberly Cage from Full-Time Public Services Librarian, Lawrence Branch to Part-Time Public Services Librarian, Wayne Branch, No Change in Pay, Effective: December 17, 2023
- Zachary Dunham from Library Assistant III, Franklin Road Branch, $19.74 per hour to Public Services Librarian, Warren Branch, $22.00 per hour, Effective: December 17, 2023

RE-HIRES:

- Taylor Modory, Library assistant II, Garfield Park Branch, $16.48 per hour, Effective: November 27, 2023

SEPARATION:

- Diana Wise, Page, Haughville Branch, 11 months, Effective: August 31, 2023

INACTIVE: (None Reported)

RE-ACTIVATE: (None Reported)

PAY ADJUSTMENT: (None Reported)

RECLASSIFICATION: (None Reported)

CORRECTION: (None Reported)

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
TRAVEL AND TRAINING ACTION
RESOLUTION 95-2023 December 2023

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
Elizabeth Sheriff	CEN-Events	3800	West Baden, IN	ABC-Indiana 2024 Midwest Retreat	101	$ 381.00				$ 381.00
Linda Cadore	CEN-TLC	1403	Virtual	The Safe Library Bootcamp	101	$ 199.00				$ 199.00
Tamara Buchanan	EAG	2007	Carmel, IN	Mock Caldecott Workshop	101	$ 25.00				$ 25.00
Janet Spaulding	CMSA	1200	Carmel, IN	Mock Caldecott Workshop	101	$ 25.00				$ 25.00
Jared White	CEN-TLC	1403	Carmel, IN	Mock Caldecott Workshop	101	$ 25.00				$ 25.00
Carrie Smith	CEN-TLC	1403	Carmel, IN	Mock Caldecott Workshop	101	$ 25.00				$ 25.00
Patricia Wallace	GLD	2003	Virtual	ALA Outreach Services for Children	101	$ 209.00				$ 209.00
Rachel Wood	CEN	1401	Virtual	Actively Antiracist Service to Readers	101	$ 159.00				$ 159.00
Joanna Conrad	E38	2008	Virtual	BIBFRAME: An Overview	101	$ 120.00				$ 120.00
Joanna Conrad	E38	2008	Virtual	Cataloging with Variant Titles	101	$ 120.00				$ 120.00
Joanna Conrad	E38	2008	Virtual	Basics of RDA Conceptual Models	101	$ 120.00				$ 120.00
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ -
										$ 1,408.00

CLIMATE IMPROVEMENT PROCESS RECOMMENDATION PROGRESS REPORT

December 18, 2023

This progress report encapsulates the collective efforts and achievements made during the implementation of various initiatives aimed at enhancing our organizational climate. This is the library leadership's commitment to maintaining a climate that embraces diversity, equity, and inclusion. The collective efforts of our library community have laid the foundation for an even more welcoming and accessible space for all.

Gregory A. Hill, Sr. CEO
Indianapolis Public Library

Recommendation: **Improve Board of Trustees Governance**

The Governance Enhancement initiative focuses on strengthening the Board of Trustees' governance practices at IndyPL. This summary outlines measures taken to improve board governance and highlights accomplishments and ongoing efforts.

In-The-Public Trust Review: The Board members underwent a comprehensive Public Trust Review, examining each aspect outlined in the Public Trust Manual. Significant time was dedicated to discussing the assessment survey, specifically focusing on future board training.

Annual Board Retreat: A highly productive annual board retreat occurred on September 29. Alexis Thomas from the Art Group discussed and facilitated various topics critical to effective governance. The Board has scheduled training sessions for 2024 in January, April, July, and October, ensuring continuous learning and development.

Access to Professional Memberships: Board members hold United for Libraries and ALA memberships, providing access to resources such as "Short Takes for Trustees" and United for Libraries on Demand. Starting in January, monthly live webinars will further enhance their knowledge base.

Board Communication Expectations: Clear expectations for board communication with staff were communicated on October 17, 2023. When responding to staff, board members were provided with suggested specific language guidelines, fostering appropriate and effective communication channels.

DEIA Workshops and Training: To actively participate in Diversity, Equity, Inclusion, and Accessibility (DEIA) efforts, board members engage in DEIA workshops and training sessions. This aligns with the organization's commitment to fostering a diverse and inclusive environment.

*Enhanced Board Orientation***:** The orientation process for new and current board members was revamped in May. A dedicated presentation on facilities and the Collection Management Services Area (CMSA) was introduced to deepen understanding of these critical operational areas.

*Committee Review of Resolutions***:** To ensure thorough committee discussions, committee liaisons strive to ensure that discussions occur and all questions are addressed before resolutions move forward. Liaisons will confirm that board members receive relevant materials in advance to facilitate informed decision-making.

Collectively, these initiatives contribute to an enhanced governance framework, promoting transparency, continuous learning, and effective communication.

Recommendation: **Implement a Leadership-Led Strategy to Restore Trust within the Library System**

In response to identified challenges in trust within our organization, a Leadership-Led Strategy has been implemented to rebuild and reinforce trust among staff members.

Recognition and Appreciation: The STAR AWARDS has been reintroduced to acknowledge and appreciate staff's hard work and contributions. This initiative aims to celebrate outstanding achievements and contributions, fostering a culture of appreciation and recognition.

Investment in Professional Development: A crucial aspect of the strategy involves a significant investment in staff training and professional development. Employees are given opportunities for growth and career progression through the Career Development Program (CDP) and a Mentorship Program. Additionally, in-person leadership training for system managers ensures leadership is equipped with the necessary skills to lead effectively.

*Open Dialogue and Communication***:** Creating forums for open dialogue is imperative to rebuilding trust. Bi-monthly Town Hall meetings provide a platform for transparent communication, allowing leadership to address concerns, share updates, and engage in constructive dialogue with staff. The Executive Committee Liaison Initiative further emphasizes open communication channels. I

Visibility and Accessibility of Leadership: Leadership visibility and accessibility play a vital role in trust-building. Through the Executive Committee Liaison Initiative, leaders actively engage with staff, participating in informal interactions and activities to build personal connections. This approach fosters a more approachable and relatable leadership presence. The Executive Committee also meets twice a month at system locations.

Empathy and Wellness Support: Recognizing the importance of empathy, the organization has introduced a Traumatic Event Wellness Day to address staff challenges, focusing on mental and emotional well-being. This initiative underscores the organization's commitment to understanding and supporting employees during difficult times.

The Leadership-Led Strategy is a multifaceted approach to restoring trust through appreciation, investment in professional development, open

communication, visible leadership, and empathetic wellness support. By implementing these measures, the organization aims to create a positive and trusting work environment that fosters collaboration, growth, and a shared commitment to success.

Recommendation: **Update Interview and Hiring Processes to Utilize Structured Interview Methods**

The initiative to enhance recruitment and hiring practices at IndyPL encompasses several key strategies to streamline and improve the interview and hiring processes. This summary provides an overview of the implemented enhancements.

Structured Interview Processes: Standardized questions have been developed for each IndyPL position to create consistency and fairness in the interview process.

An interview toolkit on the intranet provides hiring managers with a comprehensive resource. This toolkit includes questions and skills that managers can select for interviews and is regularly updated.

Manager Training Program: A training program focusing on interview and hiring best practices has been scheduled for all system managers. Training is scheduled to be held in May 2024.

New managers undergo mandatory training covering essential topics such as onboarding, time and attendance, confidentiality, and supervisor training with an HR focus, including interviews, change forms, accommodations, and management reviews.

Diverse Panel Participation: Guidelines now require a minimum of four panelists for all interviews, ensuring representation from various diverse groups.

This strategic approach aims to foster diversity in staff and brings varied perspectives to the hiring decision-making process.

Targeted Training for Public Services: Recognizing the unique challenges in the Public Services department, which constitutes 78% of the staff and experiences the highest turnover rate, particular emphasis has been placed on tailored training and resources within the interview toolkit.

Collectively, these enhancements contribute to a more streamlined, inclusive recruitment and hiring process at IndyPL. The ongoing commitment to refining these processes reflects an initiative to improve recruitment and hiring practices.

Recommendation: **Update and Reinforce Harassment Reporting and Investigation Process**

This summary provides an overview of the updates and initiatives undertaken to enhance Harassment Reporting and Investigation processes within IndyPL. The focus has been on deploying an advanced reporting tool, reinforcing standard operating procedures (SOP), tracking and monitoring submissions for trends, conducting formal training for relevant staff, and updating policies to address evolving modes of harassment.

Deployment of Fortis Reporting Tool: In the 4th quarter of 2022, the Fortis reporting tool (Integra) was successfully deployed. To ensure effective implementation, the former Diversity, Equity, and Inclusion (DEI) Officer and Human Resources Director conducted branch visits to raise awareness and address employee queries. Supporting this effort, instructional posters were distributed to all locations, guiding employees on utilizing the reporting system.

Standard Operating Procedures (SOP): Comprehensive SOPs were formulated for harassment investigations, incorporating accountability measures for managers and human resources. This initiative was completed in August 2022, solidifying our commitment to maintaining a transparent and fair investigative process.

Tracking and Monitoring Report Submissions: Quarterly reports are diligently tracked, enabling the identification of trends and concerns. Encouragingly, "*reports by location,"* has seen a notable 83% decrease in reports from the 4th quarter of 2022 to the 3rd quarter of 2023. As the "subject of reports," the executive committee has witnessed a 100% decrease, reflecting an improvement in the organizational climate. The same positive trend is observed across various business processes (subject of reports), with a 100% decline in reported library administration incidents.

Dashboard Comparison: The dashboards from the 4th quarter of 2022 and the 3rd quarter of 2023 visually represent the significant improvements achieved.

Formal Training on Harassment, Discrimination, and Retaliation: Title VII Training for Managers, focusing on Harassment and Retaliation, was conducted for managers, circulation supervisors, supervisor librarians, and human resources staff. Two comprehensive sessions were held in March and April, and the training was completed in April. This initiative aims to empower key personnel with the knowledge and skills to manage harassment issues within the organization effectively.

Policy Manual Update: The Harassment and Bullying policy underwent a thorough update in October 2022. The revised policy now explicitly addresses the modes through which harassment may occur, including phone, email, text, and social media, ensuring our policies remain current and aligned with the evolving nature of workplace interactions.

The efforts to enhance Harassment Reporting and Investigation processes have resulted in improvements, reflected in the decreased number of reports and the elimination of incidents involving the Executive Committee. Collectively, these initiatives foster a healthier and more respectful workplace environment.

Recommendation: **Conduct a Compensation and Pay Review**

In response to a commitment to maintain competitive salaries and address potential compression issues, Chief Financial Officer Lolita Campbell, in collaboration with Human Resources Director Tisha Galarce and their respective teams, reviewed all positions within our organization. This initiative aimed to align our compensation structure with industry standards and ensure equitable pay for employees.

Comparative Analysis: An extensive evaluation compared our positions with other libraries and peer institutions. The review focused on roles such as Area Resource Managers, Branch Managers, and Public Services Librarians. Additionally, insights were drawn from the Allen County Compensation Study, providing valuable benchmarks against various libraries.

*Salary Adjustment Decision***:** Following a thorough analysis, a decision was reached to implement a 5% salary increase for all employees. Special attention was given to addressing potential compression concerns for staff members over ten years of tenure. The project was completed, with adjustments made as a flat 5% increase or moving staff salaries up to market rates based on the updated compensation study conducted in July 2022—whichever proved more significant in the comparison.

Revised Pay Grade Schedule: A revised pay grade schedule was instituted to reflect the outcomes of the comprehensive compensation study and the subsequent salary adjustments. This adjustment ensures transparency, fairness, and alignment with industry standards in our compensation structure.

The Compensation Study and Salary Adjustment Initiative, led by CFO Lolita Campbell and HR Director Tisha Galarce, signifies the organization's commitment to maintaining a competitive and equitable compensation structure. The 5% salary increase, and careful consideration of compression

issues demonstrate our dedication to ensuring that our employees are fairly rewarded for their contributions.

Recommendation: **Implement Formal Upward Feedback Process for Leadership Positions**

The process involves research, training, and adopting best practices to enhance leadership effectiveness and foster a culture of continuous improvement. Key Steps Taken:

Research and Evaluation: Explored best practices for upward evaluations to inform the development of an effective feedback process.

Two software platforms, Trakstar and Typeform, alongside Survey Monkey, were identified as a top-tier 360 upward feedback platform.

Selection of Feedback Platform: We opted for Survey Monkey due to the existing systemwide subscription, ensuring a cost-effective and accessible solution.

Identification of Best Practices: Identified best practices, including defining purpose and goals, ensuring anonymity and confidentiality, providing training for leaders and employees, offering regular and timely feedback, encouraging constructive input, focusing on specific leadership competencies, and using third-party tools for enhanced support.

Pilot Implementation for 2023 Performance Review: It was decided to conduct a pilot for the 2023 performance review cycle, focusing on system managers. The plan will expand the implementation to include supervisors in the 2024 performance review cycle. Surveys were distributed to staff in November, emphasizing anonymity to encourage candid feedback.

Training and Implementation Timeline: We have scheduled systemwide training for October 2024, coinciding with the system managers' meeting, to ensure widespread understanding and adoption.

Survey distribution to staff will begin in November. Staff self-review will start the first week of December.

The formal upward feedback process aims to provide valuable insights into leadership effectiveness and areas for improvement.

The pilot implementation will inform adjustments for a full-scale rollout in the 2024 performance review cycle, including the inclusion of supervisors.

Recommendation: **Implement Office of Ombuds**

After consulting with various staff members, including the Diversity, Inclusion, Culture, and Equity (DICE) team and the Human Resources Advisory Team, the consensus is that we would not hire an additional person for the specified job. Currently, a human resources professional serves as a mediator, and in instances where staff requests mediation, Kim Ewers also performs this role. If the issues involve a director or the CEO, a third-party mediator will be brought in. We have identified mediation and ombuds training for HR staff and the Diversity, Equity, and Inclusion (DEI) Officer to enhance our capabilities. The human resources staff and the DEI officer are scheduled to undergo certification training in early 2024.

Recommendation: **Enhance Internal Communication Practices and Processes**

This summary outlines the strategic initiatives to enhance our organization's internal communication practices and processes. The focus has been on delivering engaging newsletter content, establishing guidelines for content submission, organizing regular all-staff town halls, and formalizing pathways for staff feedback to foster a culture of transparency, information sharing, and collaboration.

Engaging Content and Newsletter Timeliness: Efforts to enhance internal communication began with adding more exciting content to the internal newsletter. Guidelines and timelines for content submission were established, ensuring a consistent and timely newsletter delivery. The content now includes updates on CEO priorities and system updates, effectively engaging and informing the staff. The internal newsletter is scheduled monthly with a special edition focusing on safety. Our open rate for internal newsletters has been consistently above industry standards.

All-Staff Town Halls: A structured approach to all-staff town halls has been implemented, with clear procedures and expectations for timing. Town halls were successfully conducted in May, July, September, and November 2023, and a bi-monthly schedule has been established from January to November 2024. The format involves Q&A sessions where questions are submitted and answered by the Executive Committee. The Executive Committee fully participates in these sessions, addressing all submitted questions and providing necessary follow-up.

Formalized Staff Feedback Processes: The Executive Committee initiated branch meetings in January 2023 to establish direct pathways for staff feedback. These meetings allow the Executive Committee to receive updates from location leadership, address questions, and gather valuable feedback for organizational improvement. The Executive Committee Liaison Initiative further enhances staff

feedback by assigning Executive Committee members to three locations, engaging in regular staff meetings, drop-in visits, and facilitating one-on-one interactions by scheduled meetings. This approach has proven popular and influential in fostering open communication channels.

Moving forward, these initiatives will continue to strengthen internal communication, ensuring that the organization remains responsive, informed, and aligned with the needs and perspectives of library staff.

Recommendation: **Supplement the 2021-2023 Strategic Plan with a Robust Internal Employee Facing DEIA Plan**

On December 5, 2023, Kim Ewers, the Diversity, Equity, and Inclusion (DEI) Officer, introduced a supplementary plan to complement the 2021-2023 strategic plan. This presentation took place during the DPHR committee session. The supplemental plan has been shared with all Board of Trustees members to gather their feedback. It outlines five pillars, each with specific objectives and critical goals.

Recommendation: **Develop a stewardship plan for reviewing and maintaining progress on the internal DEIA Plan**

Kim Ewers is putting the final touches on the stewardship plan, and she will present it to the DPHR Committee for review in January.

Recommendation: **Enhance DEIA Learning and Managerial Leadership Training**

This summary outlines the efforts made to elevate Diversity, Equity, Inclusion, and Accessibility (DEIA) learning within our organization, focusing on mandatory competencies, managerial leadership training, DEIA modules, and biannual surveys to gauge the effectiveness of our initiatives.

Annual Competencies: Improve annual competencies around Race and Racism - The 2022-2023 period saw a significant enhancement of annual competencies, emphasizing DEIA principles. Mandatory competencies included foundational modules such as "Diversity, Equity, and Inclusion 101," "Equitable Services and Access," "Addressing Microaggression," and "How to be an Ally" (Pages only). Non-mandatory competencies featured "Tangram Disability Etiquette" and "Autism and Libraries." Future mandatory competencies will encompass "DEI Belonging for Library Leaders and Staffers," "Supporting Transgender Patrons," and "Supporting Staff with Disabilities Accommodations and Inclusive Environments," with non-mandatory offerings like "Creating an Inclusive Culture for Transgender Staff."

Manager Participation: A key objective was achieving 100% manager participation in annual competencies focused on race and racism. We are pleased to report that all system managers and circulation supervisors completed their competencies for the year.

DEIA Modules - MVMT10K: IndyPL has adopted the MVMT10K modules, a digital platform designed to advance racial equity through learning, behavior change, action, and engagement. Developed by The Indianapolis Foundation, MVMT10K aims to mobilize 10,000 individuals within the community over the next three years, fostering anti-racist actions and an ongoing commitment to equity. Pages will complete MVMT10K Pathways 1 and 2 due to their availability of hours, while all other staff positions, both part-time and full-time, will satisfy all MVMT10K pathways. The deadline for completion across all staff is April 1, 2024.

Biannual Training and Surveys: Despite a canceled training with Martin University (National Center for Racial Equity and Inclusion (NCREI) Training Workshops), the Diversity, Equity, and Inclusion Officer will schedule two system-wide trainings in 2024, accompanied by pre-and post-surveys to measure effectiveness. This approach aims to gather valuable insights and continually refine our DEIA learning initiatives.

We are committed to enhancing DEIA learning and managerial leadership training for all staff. IndyPL is dedicated to fostering an inclusive and equitable environment, ensuring that staff at all levels are equipped to contribute to a more diverse workplace. Continuous evaluation and improvement will remain integral to our DEIA initiatives.

Report submitted by:

Gregory A. Hill, Sr., CEO
Indianapolis Public Library

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE
DIVERSITY, POLICY, AND HUMAN RESOURCES COMMITTEE MEETING
December 5, 2023

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- Chairman Biederman and Dr. Palacio recommended to approve the revisions.
- Dr. Palacio asked about removable devices. Shanika explained that Bluetooth is included in removable devices in the policy.
- Finally, the Cybersecurity Policy and Purchases of Software Licenses Policy were reviewed.
- Chairman Biederman asked if there is a yearly audit or a yearly risk assessment for cybersecurity risks.
- Shanika explained that currently there is no assessment, but rather there is cybersecurity insurance that contains a checklist for cybersecurity prevention that she completes every year. It is to ensure that all of these measurements are in place. She states that updating the IT policies is one of the first steps to becoming fully compliant in the IT department.
- Dr. Palacio asked if there is a possible discount from the cybersecurity insurance for maintaining cybersecurity risks low and ensuring yearly completion of additional cybersecurity improvements. According to Tisha, there is no known discount for this insurance.
- Shankia then discussed the Purchases of Software Licenses Policy. This policy is to ensure software purchase are consistent throughout the library.
- Shanika states that there was a lot of software being used without library permission, and this policy will help curb that issue.
- Shanika explained that there is a list of unacceptable software, and staff were encouraged to let IT know what software they are currently using. This is also to ensure the Library is compliant.
- Chairman Biederman and Dr. Palacio recommended to create a resolution for the policies to be adopted.

3. **HR BARS and Resolutions – Tisha Galarce**
   - Tisha discussed the 2024 Appointment List. This is a yearly resolution. Currently it is recommended to give all employees a 4% increase to their salary. This would exclude new hires in probationary period.
   - There is also going to be an increase of salary for the Library Security Assistants and the Library Security Supervisors.
   - According to Tisha, the Appointment List will be finalized with all the names and positions on time for the Board Meeting.
   - Chairman Biederman and Dr. Palacio move to approve this resolution.

4. **Briefing New Policies – Sunday Pay – Tisha Galarce**
   - Tisha discussed the resolution of Adopting a Schedule of Pay Grades, Staff Positions, and Benefits for Library Employees. This is a joint recommendation from the Staff Association and the Union. The main change is negotiation of an additional paid personal holiday. Currently, only one paid personal holiday is being provided. There will now be 2 personal holidays available to employees.
   - This additional personal holiday is the only change; Everything else will remain the same, including Pay Grades and Benefits.
   - Tisha introduced the Sunday Premium Pay as a briefing and the following month, January, it would be brought to the Board for approval.
   - There is currently a new policy that is being created. Tisha presented the briefing for this policy.
   - According to Tisha, for Sunday Pay Policy, benefits-eligible staff who work on Public Service or Collection Management (“CMSA”) positions will earn Sunday Premium Pay for each Sunday shift work that is equal to 1.5 times their calculated hourly rate of pay for up to 8 hours worked.

- CMSA staff should expect to be scheduled to work at least 6 full Sunday shifts each calendar year.
- This is simply the briefing, and next month the Board Action Request will come to the Board.

5. Proposed Next Meeting

Wednesday January 10, 2023, at 11:30 a.m. EDT at the Library Services Center.

6. Adjournment

Chairman Biederman adjourned the meeting at 12:07pm

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE
FACILITIES COMMITTEE MEETING
December 5, 2023

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- The delayed structural glass has also been delivered to the new Glendale Branch construction site and is currently being installed.
- Adam shared some preliminary information from the 2024 Facilities Projects List and advised that $600K had been approved to buy two (2) new bookmobiles for Outreach Services in 2024.

4. Proposed Next Meeting

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January 9, 2024, at 1:00 PM EDT at the Library Services Center

5. Adjournment

The meeting adjourned at 1:38 PM

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE
FINANCE COMMITTEE MEETING
DECEMBER 5, 2023
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The Indianapolis-Marion County Public Library Board Finance Committee met at Library Services Center on Tuesday, December 5, 2023, at 10:00 am pursuant to notice given.

Committee Members Present: Dr. Eugene White, and Dr. Luis Palacio

Other Attendees: Mrs. Lolita Campbell, Mr. Gregory Hill, Mr. Russell Brown, Mrs. Mary Rankin, Adam Parsons.

Briefing – Treasurer Report template/format. Lolita Campbell began the discussion with updates. The first update is regarding Treasure report format. Lolita wanted the committee's opinion on the format of the Treasure report and the PowerPoint. Mary Rankin and Lolita stated that there are parts required like the disbursements and investment policy, Dr Palacio stated that he likes the summary parts of the report. Lolita asked if there are any recommended changes to the PowerPoint presentation? Dr. Palacio stated that a presentation either last month or month before the graphics were a little hard to read. Dr. Palacio thought the graphics could be review; for example, use pie charts or line graph instead of bar charts. The different charts may show the percentage better. Dr. White likes the revision Lolita did a few months ago to the Treasurer Report and thinks she is doing excellent job with the presentation to the board. Dr. White and Dr. Palacio agreed the presentation Lolita gives to the Library board does not have growing concerns.
Dr. White wanted to update the Finance Committee that Dr. Murtadha is wondering if all the committee meetings are needing a lawyer presents. Dr. White thinks it is a good ideal to have the lawyers present to make sure no legal issues arises from the discussions in the committee meetings. Dr. Palacio things there is a way to streamline the cost. However, does agree with Dr. White about the lawyer in the committee meetings for the library's safety. Both asked Russel Brown what his thoughts are. Russell feels that if may be less effective of a discussion without the legal party included. Dr White thought that at the next Finance committee meeting Dr. Murtadha could join in the discussion about her concerns about legal counseling attending every meeting. Lolita states that Dr. Murtadha is not a Finance committee member and does not attend normally, however, she could send a meeting invite to her.

Breifing – Review draft of new Prepaid travel policy. Lolita updated the committee about the draft for the new travel policy, Lolita wanted to make it clear this is only a draft of the possible new policy. She knows it still need to be review by executive team, legal counsel, and the library board. Lolita wanted to change the travel policy to eliminate the financial burden on staff to attend an out of state conference because of the upfront cost for the library staff member. This change will reflect it as a prepaid expense as what we currently do for conferences now, but it does not include hotel and travel expense. This process will also include strong internal controls and budget reviews. In the library's current policy for

travel is very lean on the process for travel and reimbursement for travel. The current process can be found on the library's intranet under accounting and HR. Lolita will email the draft of the proposed new travel policy out to all for their review and feedback. Dr. White asked if Robert, lawyer for the library, got back with Lolita about his research about this new policy? Dr. White stated that Robert was trying to find out if this new policy would be allowed by the State Board of Accounts, which Dr. White knows Mary did work for the State Board of Accounts prior to working here. When Robert spoke with Mary, he felt a little more comfortable with the new policy. The new draft will need to be review because of the prepaid part of the policy per Russell. The concern that Russell stated was the reimbursement back to the library if the staff member does not attend the prepaid conference and what steps are there to recoup the money already spent for the conference. Lolita stated that there are internal controls set in place to help reduce the risk of liability to the Library if the staff does not attend. Such as providing at least a 10 day or two-week cancellation provision. If staff does not meet that requirement, then they are responsible for the cost. Dr White is seeing this not just a finance department policy but also a HR department policy too. Lolita stated that collaboration with HR is in place. If this policy moves forward in the future, then there will also be a credit card policy revision to allow the use of the credit card to purchase these expenses. Mary Rankin stated, we may want to include in the policy that only one out of state conferences per year. Need a strict policy for how many conferences per year per staff for in person conferences. There still need to be more discuss for clarifying the possible new travel policy. Lolita agreed, and stated this is reflected in the draft to follow what the current training and development manager has budgeted for. Which is one in state and one out state conference.

Next meeting.
Tuesday, January 9, 2024, at the location Library Service Center (LSC) at 10am.

Adjournment.
Dr. White declared the meeting adjourned at 10:27 a.m. Dr. Palacio seconded the motion.