



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

Notice of the Regular Meeting
December 17, 2018

Library Board Members are hereby notified that the
Regular Meeting of the Board will be held:

Library Services Center
2450 North Meridian Street, Room 226
6:30 p.m.

For the purpose of considering the following agenda items
dated this 5th day of December, 2018

JOANNE M. SANDERS
President of the Library Board

--AGENDA--

1. Call to Order

2. Roll Call

3. Public Comment and Communications

a. Public Comment

The public has been invited to the board meeting.

Hearing of petitions to the board by individuals or delegations. Only one person may speak for a delegation on an issue. Speakers who wish to address an item on the agenda will be called at the appropriate time during the meeting. A five-minute limit will be allowed for each speaker.

b. Dear CEO letters and responses (at meeting)

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

4. Approval of Minutes

a. Regular Meeting, November 26, 2018 (enclosed)

b. Executive Session, November 26, 2018 (enclosed)

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- c. Annual Meeting, November 26, 2018 (enclosed)

COMMITTEE REPORTS

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

- a. Report of the Treasurer – November 2018 (at the meeting)
- b. Resolution 54-2018 – D&O liability insurance renewal (enclosed)
- c. Resolution 55-2018 – Cyber insurance (enclosed)
- d. Resolution 56-2018 – Investment policy renewal (enclosed)
- e. Resolution 57-2018 – Transfers between accounts and classifications (enclosed)

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

- a. Resolution 45– 2018 Annual salary resolution adopting a schedule of pay grades, staff positions and benefits for library employees
- b. Resolution 58-2018 – 2019 appointment list
- c. Wellness update (Tisha Galarce, HR Generalist)

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

- a. Briefing report – Michigan Road Branch Project update (enclosed)
- b. Briefing report – Eagle Branch Project update (enclosed)
- c. Briefing report – January 2019 action item – Approval to award a services contract for solar photovoltaic system installation and maintenance services at Eagle Branch Library (enclosed)

8. Library Foundation Update (Dr. Terri Jett, Library Board Representative)

- a. Plans for Foundation 50th Anniversary Celebration – Roberta Jaggers

9. Report of the Chief Executive Officer

- a. Public services update and statistics
 - 1) Public services update – November, 2018 - John Helling, Director of Public Services, update (enclosed)
 - 2) Google Project Launch – John Helling & Mahasin Martinson
- b. Michigan Road celebration – Denyce Malone & Deb Lambert
- c. November media report (enclosed)
- d. Confirming resolutions:
 - 1) Resolution regarding finances, personnel and travel (59 – 2018) (enclosed)

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UNFINISHED BUSINESS

10.

NEW BUSINESS

11.

DISCUSSION AND AGENDA BUILDING

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

Items suggested for upcoming board agendas are as follows:

January, 2019 -

INFORMATION

13. Materials

- a. Joint meeting of Library Board Committees notes – December 4, 2018 (enclosed)

14. Board Meeting Schedule for 2019 (notice of date and place) and upcoming events

- a. Board meetings for 2019 – current calendar will be updated each month, as necessary, and additional information highlighted.
- b. Library programs/free upcoming events updated through December 31, 2018 (enclosed)
- c. Joint meeting of Library Board Committees – Tuesday, January 15, 2019, Library Services Center, 2450 North Meridian Street, 5:00 p.m.

15. Notice of Special Meetings

16. Notice of Next Regular Meeting

Monday, January 28, 2019, Southport Library Branch, 2630 East Stop 11 Road, 6:30 p.m.

17. Other Business

18. Adjournment



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
November 26, 2018**

The Indianapolis-Marion County Public Library Board met at Franklin Road Branch Library, 5550 S. Franklin Road, Indianapolis, Indiana, on Monday, November 26, 2018 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Ms. Sanders presided as Chairman. Dr. Jett acted as Secretary.

2. Roll Call

Members present: Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Members absent:

3. Branch Manager's Report

Jill Wetnight, Branch Manager, Franklin Road Branch Library, discussed her Report that was presented to the Board. Included in her Report there was a history of the branch, info on staff composition and the demographic breakdown of their service population.

Ms. Wetnight commented on the growth in Franklin Township. She talked about how students in the area are using the library since receiving their library cards last year.

She talked about the library's partnership with the WIC (Women, Infants & Children) Program at the Franklin Road and Lawrence Branches. Frances Evans, WIC Coordinator, holds office hours at Franklin Road the first Wednesday of each month. New participants may register, or those already registered may use the location for their monthly follow-up.

4. Public Comment and Communications

a. Public Comment

Dawn Higgins, a 19 year Franklin Township resident and retired police officer spoke about being a lifelong fan of the library and that the Franklin Road Branch has become a real hub of the community. She thanked the library for allowing her to use their room for the occasional classes that she holds.

Ivory Duerson, a lifelong Brightwood neighborhood resident, emotionally expressed how much the Brightwood branch means to him, that it was a sanctuary during his youth. He advocated for maintaining its current name.

A presentation was made to Brandon Cosby, Director of the Flanner House Community Center, thanking the Center for its partnership during the nearly 40 years that the Flanner House Branch resided in the Center. Ms. Payne thanks Mr. Cosby and advises that she too shares the pain of the library moving, but knows that under his leadership the center will continue to thrive. Information is shared that Flanner House is now a regular bookmobile stop.

- b. **Dear CEO Letters and Responses** were circulated for the Board's general information.
- c. **Correspondence** was circulated for the Board's general information.

5. Approval Of Minutes: Regular Meeting

a. Regular Meeting, October 22, 2018

The minutes were approved on the motion of Dr. Jett, seconded by Ms. Crenshaw, and the "yes" votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

COMMITTEE REPORTS

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

a. Report of the Treasurer – October 2018

Ije Dike-Young, Chief Financial Officer, discussed the Report of the Treasurer as follows:

Operating Fund revenues through October 31 were \$28 million, or 66% of yearly projections. Expenditures were \$33 million, or 72% of projections. Both figures show that the Library is on track with this year's budget plan.

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

Motion carried.

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

b. **Resolution 44– 2018** (Transfers Between Classifications and Accounts)

Ije Dike-Young, Chief Financial Officer, explains that Resolution 44-2018 is transferring \$7,200.00 from Office Supplies in the Operating Fund is to cover the purchase of Prowise equipment (a touch screen monitor for programming) for the Learning Curve at Central Library.

After full discussion and careful consideration of Resolution 44 – 2018, the resolution was adopted on the motion of Ms. Payne, and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion carried.

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

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

a. **Resolution 45 – 2018** (Annual Salary Resolution Adopting a Schedule of Pay Grades, Staff Positions and Benefits for Library Employees)

This item was tabled.

b. **Resolution 53-2018 – Grievance**

After full discussion and careful consideration of Resolution 53 – 2018, the resolution was adopted on the motion of Ms. Crenshaw, seconded by Ms. Payne, and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion carried.

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

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

a. **Briefing Report** – Update on the Michigan Road Branch Project (enclosed)

Sharon Smith, Director, Facilities informs the Board the project has reached milestones with the installation of ceiling grid, light fixtures, diffusers and HVAC

mechanical systems. The project is moving towards completion, and the work by IndyPL Staff continues to prepare the building for public services.

b. **Briefing Report** – Update on the Eagle Branch Project (enclosed)

Sharon Smith, Director, Facilities informs the Board that major milestone work completed in October includes, completion of the under-slab electrical and plumbing work and preparation for the installation of the interior concrete slab.

c. **Briefing Report** – Update on Past and Current XBE Participation in the Strategic Plan Implementation Projects (enclosed)

Sharon Smith, Director, Facilities presents briefing on past and current XBE participation in the Strategic Plan implementation projects. The data includes the building projects at Southport, Warren, East Washington, Michigan Road, Eagle and Brightwood branches through October 2018. The report listed percentages in the participation of minority, women, disabled and veterans businesses in various categories of vendor services: project design teams, consultants, construction activity, and fixture/furnishing vendors. XBE participation, in terms of the percentage of total contract amounts, ranged from 18% to 54%.

d. **Resolution 46 – 2018** (Approval to Award an Architectural Design Services Contract for the Glendale Branch Project) (enclosed)

Sharon Smith, Director, Facilities explains that Resolution 46-2018 awards an architectural design services contract for the Glendale Branch project to krM Architecture+ of Indianapolis for a negotiated lump-sum fee consistent with the Request for Qualifications and Statement of Qualifications. Construction is scheduled to begin in mid-2021 with a scheduled opening in 2022.

After full discussion and careful consideration of Resolution 46 – 2018, the resolution was adopted on the motion of Dr. Jett, seconded by Ms. Payne and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion carried.

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

e. **Resolution 47 – 2018** (Approval to Award An Architectural Design Services Contract for the Lawrence Branch Project)(enclosed)

Sharon Smith, Director, Facilities explains that Resolution 47-2018 approves awarding an architectural design services contract for the Lawrence Branch renovation project to Rowland Design of Indianapolis for a negotiated lump-sum

fee consistent with the Request for Qualifications and Statement of Qualifications. Construction is scheduled to begin in late-2019 with a scheduled opening in mid-2020.

After full discussion and careful consideration of Resolution 47 – 2018, the resolution was adopted on the motion of Dr. Jett, seconded by Ms. Payne and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion carried.

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

- f. **Resolution 48-2018** (Approval to Award Architectural Design Services Contracts for the Wayne Branch Library Project) (enclosed)

Sharon Smith, Director, Facilities explains that Resolution 48-2018 approves awarding an architectural design services contract for the Wayne Branch renovation project to R&B Architects of Indianapolis for a negotiated lump-sum fee consistent with the Request for Qualifications and Statement of Qualifications. Construction is scheduled to begin in mid-2019 with a scheduled opening in early-2020.

After full discussion and careful consideration of Resolution 48 – 2018, the resolution was adopted on the motion of Dr. Jett, seconded by Ms. Crenshaw and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion carried.

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

- g. **Resolution 49-2018** (Approval to rename the Brightwood Branch Library to the Martindale-Brightwood Branch Library) (enclosed)

Sharon Smith, Director, Facilities explains Resolution 49-2018 approves renaming the Brightwood Branch to the Martindale-Brightwood Branch, effective when the new branch opens in 2019.

After full discussion and careful consideration of Resolution 49 – 2018,

the resolution was adopted on the motion of Dr. Jett, seconded by Ms. Payne and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion carried.

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

Board members noted the difficulty of the decision, but that a majority of feedback from stakeholders in the community and straw polls at the current branch favored changing the name. The change recognizes the history of both the Martindale and Brightwood neighborhoods, communicates a sense of ownership to the broader community, and signifies a desire of both communities to be viewed as more cohesive and cooperative.

9. Library Foundation Update

November 2018 Library Foundation Update

Dr. Jett provided the foundation update. She advised that each winner of the Eugene & Marilyn Glick Indiana Authors Award selected a \$2,500 grant to designate to the public library of their choice. This year’s recipients include the Nora Branch.

The Library Foundation’s Board of Directors approved a 2019 budget that includes \$2.45 million for the Library. The funding comes from a combination of contributions, grants and investment/endowment earnings.

The Library Foundation thanks 274 donors who made gifts last month. The following are the top corporate and foundation contributors: Toysmith, Indiana University – Indianapolis, and Buckingham Foundation. This month, the Foundation is proud to provide funding for the following Library programs. All programs are systemwide unless otherwise noted: Children - Ready to Read – On the Road to Reading, Ready to Read – Early Literary Specialist, East Thirty-Eighth Street Pop-up Literacy Center. Lifelong Learning - The Job Centers; Coffee, Cookies, Conversation and Celebration. Collections - General Digitization..

10. Report Of The Chief Executive Officer

a. Dashboards and Statistics

1) Public Services Update – October 2018

CEO Jackie Nytes presented dashboard of service statistics. It was noted

that patron walk-in visits were up 15% in October compared to October, 2017. It was also noted that database usage is up, which is believed to partially be contributed to new popular online products such as “World Book Encyclopedia”, “Opposing Viewpoints” and “ReferenceUSA”.

CEO Jackie Nytes spoke of the success of recent programs such as Fall Fest. Ms. Payne commented on how much she enjoyed the event. She reminded everyone of the upcoming appearance of U.S. Poet Laureate Tracy K. Smith at Central Library on Thursday, November 29th at 6:30 p.m.

CEO Jackie Nytes mentioned that the Indianapolis Museum of Art (Newfields) has made available free passes to its Winter Lights Celebration at some IndyPL branches that are being used by people who otherwise wouldn't be able to attend. She mentioned a pass being given at the Nora branch to an immigrant family, as well as another being used by a mother, her seven children and their social worker. She spoke of a grandmother that was brought to tears at being given a pass that enabled her to take her granddaughter.

- b. **October Media Report** was provided to the Board for their information. The Report listed major news and social media coverage.
- c. **Confirming Resolutions:**
 - 1) **Resolution Regarding Finances, Personnel and Travel (50– 2018)**

After full discussion and careful consideration of Resolution 50 – 2018, the resolution was adopted on the motion of Rev. Robinson, seconded by Ms. Payne, and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion carried.

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

UNFINISHED BUSINESS

- 11. None.

NEW BUSINESS

- 12. None.

AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

December, 2018 – None

INFORMATION

14. Materials

- a. **Joint Meeting of Library Board Committee Notes – November 13, 2018** were distributed to the Board members for their general information.

15. Board Meeting Schedule for 2018 and Upcoming Events

- a. **Board Meeting Schedule for 2018** – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. **Michigan Road Branch Opening Celebration Event** will be December 15, 2018. Doors will open at 10:00 a.m., ribbon cutting at 11:00 a.m., with tours and activities until 2:00 p.m.
- c. **Library Programs/Free Upcoming Events updated through December 12, 2018.**
- d. **Joint Meeting of Library Board Committees** – Tuesday, December 4, 2018, at the Library Services Center, 2450 North Meridian Street, at 5:00 p.m.

16. Notice of Special Meetings

None.

17. Notice of Next Regular Meeting

Monday, December 17, 2018, the Library Services Center, 2450 North Meridian Street, at 6:30 p.m.

18. Other Business

None.

19. Adjournment

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

The Chairman then declared the meeting adjourned at 7:39 p.m.

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

Dr. Terri Jett, Secretary to the Board



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE EXECUTIVE MEETING
November 26, 2018**

The Indianapolis-Marion County Public Library Board met at Franklin Road Branch Library, 5550 S. Franklin Road, Indianapolis, Indiana, on Monday, November 26, 2018 at 6:00 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Ms. Sanders presided as Chairman. Dr. Jett acted as Secretary.

2. Roll Call

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

Members absent: R e v . R o b i n s o n

3. Discussion

Pursuant to IC 5-14-1.5-6.1(b)(6) to receive information concerning an individual's alleged misconduct, and to discuss, before a determination, the individual's status as an employee.

4. Adjournment

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

The Chairman then declared the meeting adjourned at 6:30 p.m.

Dr. Terri Jett, Secretary to the Board

CERTIFICATION

I, Dr. Terri Jett, Secretary of the Board, of the Indianapolis-Marion County Public Library, hereby certify that the foregoing minutes are true and correct.

Dr. Terri Jett, Secretary to the Board

_____ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE ANNUAL MEETING
November 26, 2018**

The Indianapolis-Marion County Public Library Board met at Franklin Road Branch Library, 5550 S. Franklin Road, Indianapolis, Indiana, on Monday, November 26, 2018 at 7:45 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Ms. Sanders presided as Chairman. Dr. Jett acted as Secretary.

2. Roll Call

Members present: Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

Members absent:

3. Election of Officers

The Chair advises that the first matter on the Agenda for the Annual Meeting is the election of Officers. Officers are elected for a one (1) year term. The term for those officers elected this evening will be from January 1, 2019 to December 31, 2019. Nominations will be available for the offices of President, Vice President, Secretary and Treasurer.

Ms. Crenshaw moves to nominate Joanne Sanders as President, Rev. T.D. Robinson as Vice President, Dr. Terri Jett as Secretary and Ijeoma Dike-Young as Treasurer.

The nominations for election of officers were approved on the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

4 Resolution 51-2018 – Approval of Amendment to BY-LAWS

The Chair advises this is to remove the working (the city of Beech Grove and) on Page 3, Article II, Section 2 under District Limits.

Ms. Payne makes a motion to adopt Resolution 51-2018 Approval of Amendment to By-Laws, which is seconded by Ms. Carlino and approved on the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett,

Ms. Payne, Rev. Robinson and Ms. Sanders.

Motion Carried. The Amendment to By-Laws is approved.

5. Annual Resolution 52-2018

The Board annually approves its Annual Resolution to approve, confirm or reauthorize those matters that are addressed annually. CEO Jackie Nytes explains there are changes being recommended on Page 5 pertaining to Fines, Fees & Service Charges and on Page 9 with the addition of the (Professional Still Photo or Video Shoot at Libraries).

Ms. Carlino moves to adopt Annual Resolution 52-2018 which is seconded by Ms. Payne and the “yes” votes of Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, Ms. Payne, Rev. Robinson and Ms. Sanders.

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

19. Adjournment

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

The Chairman then declared the meeting adjourned at 7:59 p.m.

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

Dr. Terri Jett, Secretary to the Board



**Indianapolis-Marion County Public Library
Report of the Treasurer for November 2018
Prepared by Accounting for December 17, 2018 Board Meeting**

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INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
OPERATING FUND REVENUES AND EXPENDITURES
MONTH ENDED NOVEMBER 2018

		Annual			
		2018 Revised	Actual MTD	Actual YTD	% Budget
Revenue		Budget	11/30/2018	11/30/2018	Received
Property Taxes	31	34,013,754	3,400,000	24,540,970	72%
Intergovernmental	33	7,536,265	341,122	5,441,094	72%
Fines & Fees	35	788,340	48,697	621,842	79%
Charges for Services	34	536,140	52,602	631,308	118%
Miscellaneous	36	671,000	51,664	1,476,843	220%
Total		<u>43,545,499</u>	<u>3,894,084</u>	<u>32,712,057</u>	75%

		Annual			
		2018 Revised	Actual MTD	Actual YTD	% Budget
Expenditures		Budget	11/30/2018	11/30/2018	Spent
Personal Services & Benefits	41	25,813,463	2,617,588	22,276,042	86%
Supplies	42	1,425,988	89,351	736,169	52%
Other Services and Charges	43	15,083,048	963,849	11,503,478	76%
Capital Outlay	44	4,148,926	382,840	3,223,117	78%
Total		<u>46,471,426</u>	<u>4,053,628</u>	<u>37,738,807</u>	81%

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101- Operating Fund - Detailed Income Statement
MONTH ENDED NOVEMBER 2018

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	40,974,356	40,974,356	3,400,000	24,540,970	-	16,433,386
311300 PROPERTY TAX CAPS	(7,569,000)	(6,960,602)	-	-	-	(6,960,602)
TAXES Total	33,405,356	34,013,754	3,400,000	24,540,970	-	9,472,784
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	250,000	250,000	12,893	234,286	-	15,714
335100 FINANCIAL INSTITUTION TAX REV	299,868	299,868	-	125,277	-	174,591
335200 LICENSE EXCISE TAX REVENUE	2,766,458	2,766,458	-	1,337,738	-	1,428,720
335400 LOCAL OPTION INCOME TAX	3,733,649	3,733,649	311,137	3,422,511	-	311,138
335500 COUNTY OPTION INCOME TAX	205,100	205,100	17,092	188,008	-	17,092
335700 COMMERCIAL VEHICLE TAX REVENUE	255,818	255,818	-	123,186	-	132,632
339000 IN LIEU OF PROP. TAX	25,372	25,372	-	10,087	-	15,285
INTERGOVERNMENTAL Total	7,536,265	7,536,265	341,122	5,441,094	-	2,095,171
CHARGES FOR SERVICES						
347600 COPY MACHINE REVENUE	-	-	101	1,300	-	(1,300)
347601 PUBLIC PRINTING REVENUE	275,000	275,000	26,390	323,467	-	(48,467)
347602 FAX TRANSMISSION REVENUE	32,000	32,000	4,479	58,744	-	(26,744)
347603 PROCTORING EXAMS	3,500	3,500	135	5,345	-	(1,845)
347604 PLAC CARD DISTRIBUTION REVENUE	83,000	83,000	-	77,837	-	5,163
347605 USAGE FEE REVENUE	14,000	14,000	1,370	11,610	-	2,390
347606 SET-UP & SERVICE - TAXABLE	12,000	12,000	110	17,253	-	(5,253)
347607 SET-UP & SERVICE - NON-TAXABLE	15,000	15,000	2,051	17,002	-	(2,002)
347608 SECURITY SERVICES REVENUE	18,000	18,000	3,300	25,104	-	(7,104)
347609 EVENT SECURITY	-	-	-	6,816	-	(6,816)
347610 PARKING REVENUE	2,640	2,640	-	-	-	2,640
347620 CAFE REVENUE	6,000	6,000	1,572	5,810	-	190
347621 CATERING REVENUE	75,000	75,000	13,094	81,022	-	(6,022)
CHARGES FOR SERVICES Total	536,140	536,140	52,602	631,308	-	(95,168)
FINES						
351200 FINES	761,840	761,840	47,564	606,184	-	155,656
351201 OTHER CARD REVENUE	12,000	12,000	65	1,372	-	10,628
351202 HEADSET REVENUE	6,000	6,000	557	6,803	-	(803)
351203 USB REVENUE	6,000	6,000	364	5,504	-	496
351204 LIBRARY TOTES	2,500	2,500	146	1,979	-	521
FINES Total	788,340	788,340	48,697	621,842	-	166,498
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	6,000	6,000	5,095	7,056	-	(1,056)
360001 REVENUE ADJUSTMENT	-	-	56	(677)	-	677
361000 INTEREST INCOME	35,000	35,000	3,828	86,878	-	(51,878)
362000 FACILITY RTL REV - TAXABLE	125,000	125,000	5,152	98,024	-	26,976
362001 FACILITY RENTAL REV - NONTAX	72,500	72,500	10,425	71,031	-	1,469
362002 EQUIPMENT RENTAL REV - TAXABLE	-	-	300	13,133	-	(13,133)
362003 EQUIPMENT RENTAL REV - NONTAX	2,500	2,500	300	4,491	-	(1,991)
367004 OTHER GRANTS	225,000	225,000	-	225,000	-	-
MISCELLANEOUS Total	466,000	466,000	25,156	504,936	-	(38,936)
OTHER FINANCING SRCS						
392100 SALE OF SURPLUS PROPERTY	5,000	5,000	-	160	-	4,840
396000 REFUNDS	5,000	5,000	-	35,611	-	(30,611)
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	26,508	232,622	-	(57,622)
399001 INSURANCE REIMBURSEMENTS	20,000	20,000	-	703,514	-	(683,514)
OTHER FINANCING SRCS Total	205,000	205,000	26,508	971,907	-	(766,907)
REVENUE Total	42,937,101	43,545,499	3,894,084	32,712,057	-	10,833,442
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	16,106,437	16,160,731	1,749,376	14,135,036	-	2,025,695
412000 SALARIES HOURLY STAFF	1,770,890	1,770,890	187,341	1,569,783	-	201,107
413000 WELLNESS	30,000	30,000	70	17,670	2,930	9,400
413001 LONG TERM DISABILITY INSURANCE	35,000	35,000	3,469	39,214	-	(4,214)
413002 EMPLOYEE ASSISTANCE PROGRAM	22,020	22,020	1,600	19,480	2,540	-
413003 TUITION ASSISTANCE	8,000	25,930	-	21,638	-	4,292

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101- Operating Fund - Detailed Income Statement
MONTH ENDED NOVEMBER 2018

413100 FICA AND MEDICARE	1,367,616	1,360,839	139,417	1,133,232	-	227,607
413300 PERF/INPRS	2,272,649	2,274,053	247,181	1,989,679	-	284,374
413400 UNEMPLOYMENT COMPENSATION	7,000	7,000	-	420	-	6,580
413500 MEDICAL & DENTAL INSURANCE	4,100,000	4,093,000	286,365	3,315,431	150,000	627,569
413600 GROUP LIFE INSURANCE	34,000	34,000	2,768	34,458	-	(458)
PERSONAL SERVICES Total	25,753,612	25,813,463	2,617,588	22,276,042	155,470	3,381,952
SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	477,599	375,374	11,479	148,809	71,591	154,975
421501 DEVICES	149,000	-	-	-	-	-
421502 STAFF DEVICES	27,000	3,865	-	3,865	-	-
421600 LIBRARY SUPPLIES	219,210	224,968	765	75,228	11,068	138,672
421700 DEPARTMENT OFFICE SUPPLIES	190,350	556,392	65,565	363,108	56,024	137,260
422210 GASOLINE	40,000	42,498	-	20,719	2,701	19,078
422250 UNIFORMS	8,000	8,000	-	56	5,000	2,944
422310 CLEANING & SANITATION	165,000	169,239	8,892	99,690	9,108	60,440
429001 NON CAPITAL FURNITURE & EQUIP	76,500	45,652	2,651	24,694	18,393	2,565
SUPPLIES Total	1,352,659	1,425,988	89,351	736,169	173,886	515,933
CHARGES FOR SERVICES						
431100 LEGAL SERVICES	219,000	256,488	13,523	229,538	-	26,950
431500 CONSULTING SERVICES	299,150	658,069	35,120	463,615	127,880	66,574
432100 FREIGHT & EXPRESS	5,500	5,716	355	4,566	-	1,150
432200 POSTAGE	68,150	55,231	25,054	28,918	1,123	25,190
432300 TRAVEL	38,830	38,830	1,173	13,975	-	24,855
432400 DATA COMMUNICATIONS	303,300	303,300	19,650	256,323	-	46,977
432401 CELLULAR PHONE	11,610	11,610	490	10,974	-	636
432500 CONFERENCES	100,000	100,000	8,906	79,798	-	20,202
432501 IN HOUSE CONFERENCE	45,000	45,180	8,239	36,513	-	8,667
433100 OUTSIDE PRINTING	259,789	212,303	5,854	128,460	5,231	78,613
433200 PUBLICATION OF LEGAL NOTICES	1,550	1,550	-	1,900	-	(350)
434100 WORKER'S COMPENSATION	157,000	157,000	-	139,846	-	17,154
434200 PACKAGE	236,485	236,485	-	209,155	-	27,330
434201 EXCESS LIABILITY	10,001	10,001	-	8,430	-	1,571
434202 AUTOMOBILE	18,750	18,750	-	18,371	-	379
434500 OFFICIAL BONDS	1,000	1,000	-	-	-	1,000
434501 PUBLIC OFFICIALS & EE LIAB	16,000	16,000	-	15,266	-	734
434502 BROKERAGE FEE	17,000	17,000	-	16,759	-	241
435100 ELECTRICITY	997,500	1,067,493	75,863	837,410	-	230,084
435200 NATURAL GAS	118,450	131,116	5,405	85,200	37,466	8,450
435300 HEAT/STEAM	382,200	419,596	24,213	279,087	140,509	-
435400 WATER	68,250	77,673	5,648	63,486	14,187	-
435401 COOLING/CHILLED WATER	475,860	549,128	43,770	513,455	35,673	0
435500 STORMWATER	20,330	20,330	8,978	17,760	-	2,570
435900 SEWAGE	77,040	107,535	8,798	92,581	14,955	-
436100 REP & MAINT-STRUCTURE	1,900,000	2,063,847	92,695	1,263,502	790,465	9,880
436110 CLEANING SERVICES	1,064,228	1,148,257	96,486	845,195	180,914	122,147
436200 REP & MAINT-EQUIPMENT	196,500	197,588	7,415	50,124	21,830	125,633
436201 REP & MAINT-HEATING & AIR	455,000	837,673	60,032	686,987	152,267	(1,580)
436202 REP & MAINT -AUTO	59,475	60,682	4,745	35,622	1,139	23,921
436203 REP & MAINT-COMPUTERS	439,620	431,720	-	381,687	3,970	46,063
437200 EQUIPMENT RENTAL	68,070	68,070	4,699	59,299	3,995	4,776
437300 REAL ESTATE RENTAL	470,271	470,271	38,034	395,106	17,000	58,165
439100 CLAIMS, AWARDS, INDEMNITIES	25,000	25,000	-	-	-	25,000
439600 TRASH REMOVAL	56,372	75,282	6,374	70,379	12,966	(8,063)
439601 SNOW REMOVAL	354,080	407,570	320	329,853	32,425	45,291
439602 LAWN & LANDSCAPING	283,365	284,656	47,061	235,583	50,920	(1,847)
439800 DUES & MEMBERSHIPS	55,875	59,105	-	34,328	1,125	23,652
439901 COMPUTER SERVICES	91,790	295,908	40,383	231,739	32,289	31,879
439902 PAYROLL SERVICES	120,000	158,681	9,103	106,465	35,000	17,215
439903 SECURITY SERVICES	1,004,721	973,265	78,341	830,396	149,412	(6,543)
439904 BANK FEES/CREDIT CARD FEES	65,000	65,000	3,671	37,299	-	27,701
439905 OTHER CONTRACTUAL SERVICES	544,237	602,891	46,339	419,119	106,431	77,341
439906 RECRUITMENT EXPENSES	20,500	15,686	1,868	7,654	-	8,032
439907 EVENTS & PR	34,200	35,200	700	17,454	3,440	14,306
439910 PROGRAMMING	75,500	75,700	(5,982)	66,084	6,941	2,675
439911 PROGRAMMING-JUV.	145,000	145,000	15,084	105,134	20,810	19,056
439912 PROGRAMMING ADULT - CENTRAL	25,000	35,935	1,238	30,197	-	5,738
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	856	-	775	-	81

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101- Operating Fund - Detailed Income Statement
MONTH ENDED NOVEMBER 2018

439920 PROPERTY TAXES	-	320	-	320	-	-
439930 MATERIALS CONTRACTUAL	2,000,000	-	-	-	-	-
439931 E-BOOKS	-	845,281	55,665	710,993	-	134,287
439932 E-AUDIO	-	501,222	14,471	381,705	-	119,517
439934 DATABASES	-	670,000	54,069	617,755	-	52,245
CHARGES FOR SERVICES Total	13,506,549	15,068,048	963,849	11,502,140	2,000,362	1,565,546
CAPITAL						
445200 VEHICLES	50,000	50,000	-	19,947	-	30,053
445300 CAPITAL - EQUIPMENT	55,000	62,263	332	13,647	13,917	34,698
445301 COMPUTER EQUIPMENT	290,000	347,000	-	101,320	292,568	(46,888)
449000 BOOKS & MATERIALS	2,165,000	2,165,000	198,097	2,030,724	1,273	133,003
449001 PERIODICALS & NEWSPAPERS	120,000	120,000	85,870	94,949	-	25,051
449002 NON-PRINT	115,000	115,000	-	-	-	115,000
449003 CD'S	210,000	210,000	20,482	225,160	-	(15,160)
449004 DVD'S	940,000	940,000	60,462	684,420	-	255,580
449100 UNPROCESSED PAPERBACK BOOKS	137,000	139,663	17,597	52,950	45,213	41,500
CAPITAL Total	4,082,000	4,148,926	382,840	3,223,117	352,972	572,837
OTHER FINANCING SRCS						
451100 AUDIT FEES	15,000	15,000	-	1,338	-	13,662
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER FINANCING SRCS Total	15,000	15,000	-	1,338	-	13,662
EXPENSE Total	44,709,820	46,471,426	4,053,628	37,738,807	2,682,690	6,049,929

INDIANAPOLIS - MARION COUNTY PUBLIC LIBRARY
CASHFLOW PROJECTIONS - OPERATING FUND
January 1 - December 31, 2018

	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	\$18,921,220	\$16,466,412	\$13,136,608	\$ 11,005,957	\$ 9,913,129	\$12,629,221	\$22,407,676	\$20,175,559	\$ 16,952,152	\$ 14,479,246	\$ 14,389,647	\$ 13,894,411	\$ 18,921,220	\$ 18,921,220	
Receipts:															
Property Tax	-	-	-	1,550,000	5,500,000	11,535,970	-	-	-	2,555,000	3,400,000	9,188,260	33,729,230	33,405,356	323,874
Excise Tax	-	-	-	-	-	1,337,738	-	-	-	-	-	1,337,738	2,675,477	2,766,458	(90,981)
Financial Institution Tax	-	-	-	-	-	125,277	-	-	-	-	-	125,277	250,554	299,868	(49,314)
Commercial Vehicle Tax	-	-	-	-	-	123,186	-	-	-	-	-	123,186	246,372	255,818	(9,446)
In-Lieu-Of Taxes	-	-	-	-	-	10,087	-	-	-	-	-	10,087	20,174	25,372	(5,198)
Local Option Income Tax (LOIT)	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	3,733,648	3,733,649	(1)
County Option Income Tax (COIT)	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	205,100	205,100	0
Fines	64,155	55,488	63,168	52,354	48,419	61,541	57,008	54,250	46,322	55,915	47,564	57,000	663,184	761,840	(98,656)
Photocopier	58	55	147	173	157	87	116	155	130	122	101	-	1,301	-	1,301
Printers	25,763	29,877	34,818	31,928	27,692	28,421	28,821	32,884	27,272	29,599	26,390	17,846	341,313	275,000	66,313
Fax Transmissions	5,035	5,423	6,344	5,702	5,153	5,108	5,541	6,173	4,803	4,984	4,479	2,667	61,410	32,000	29,410
Headsets	617	589	665	568	533	535	615	732	593	800	557	500	7,303	6,000	1,303
USB	537	502	610	593	505	459	475	570	435	453	364	500	6,004	6,000	4
PLAC Dist.	-	-	-	-	-	77,837	-	-	-	-	-	-	77,837	83,000	(5,163)
Interest income	4,977	4,754	5,498	5,845	7,030	6,968	8,659	12,390	12,488	14,440	3,828	10,000	96,878	35,000	61,878
Library totes	149	155	140	178	182	320	222	179	158	150	146	100	2,078	2,500	(422)
Other Card Revenue	285	266	197	7	136	75	70	65	135	71	65	500	1,872	12,000	(10,128)
Miscellaneous	194	369	181	246	(357)	35	53	32	289	186	5,151	500	6,879	6,000	879
Proctoring Exams	435	345	630	500	815	520	1,075	340	275	275	135	300	5,645	3,500	2,145
Facility Rental	17,456	17,563	19,947	21,416	20,929	26,582	37,401	25,776	27,016	27,368	23,008	26,640	291,103	261,640	29,463
Catering Commission	-	9,894	-	1,446	2,460	10,665	5,833	-	10,623	27,006	13,094	5,500	86,521	75,000	11,521
Café Revenue	-	-	-	1,656	-	1,142	510	930	-	-	1,572	500	6,310	6,000	310
Reimbursement for Services	-	20,117	-	-	64,613	87,456	11,116	513	22,298	-	26,508	54,000	286,622	175,000	111,622
Insurance Reimbursement	-	-	686,389	-	17,126	-	-	-	-	-	-	-	703,515	20,000	683,515
Refunds	4,487	-	3,175	-	27,949	-	-	-	-	-	-	-	35,611	5,000	30,611
Erate Revenue	25,618	25,605	12,803	47,830	12,803	12,803	-	45,255	12,893	25,785	12,893	12,803	247,089	250,000	(2,911)
Grants/Contributions	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000	225,000	-
Sale of surplus property	-	20	40	-	20	40	-	40	-	-	-	-	160	5,000	(4,840)
Transfer in	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts	477,996	499,251	1,162,981	2,048,672	6,064,394	13,781,082	710,746	508,511	493,958	3,070,381	3,894,084	11,302,133	44,014,190	42,937,101	1,077,089
Expenditures:															
Personal Services & Benefits	2,045,240	1,846,976	1,829,080	1,828,056	1,863,028	2,718,351	1,934,812	1,924,023	1,880,098	1,788,790	2,617,588	2,426,647	24,702,689	25,820,562	1,117,873
Supplies	72,458	79,779	46,498	62,405	63,772	61,012	44,047	30,472	93,574	92,802	89,351	786,322	1,522,491	1,522,491	-
Other Services and Charges	1,422,247	1,074,162	1,238,563	885,726	973,109	877,705	1,006,326	1,056,163	875,607	1,151,258	963,849	3,934,202	15,458,917	15,458,917	-
Library Materials Capital Outlay	179,926	338,967	252,058	229,033	309,557	249,992	175,393	466,742	238,867	378,506	382,840	919,318	4,121,199	4,121,199	-
Transfer Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	3,719,871	3,339,884	3,366,199	3,005,220	3,209,466	3,907,060	3,160,578	3,477,400	3,088,146	3,411,355	4,053,628	8,066,489	45,805,296	46,923,169	1,117,873
Change in AP/Petty Cash/Correction*	787,067	(489,170)	72,567	(136,281)	(138,836)	(95,567)	217,715	(254,518)	121,282	251,374	(335,692)	-	-	-	
Ending Balance	\$16,466,412	\$13,136,608	\$11,005,957	\$ 9,913,129	\$12,629,221	\$22,407,676	\$20,175,559	\$16,952,152	\$ 14,479,246	\$ 14,389,647	\$ 13,894,411	\$ 17,130,055	\$ 17,130,115	\$ 14,935,152	

* A correction is included in October in the amount of \$13,680. This correction represents an adjustment posted to September activity.
3 checks were voided and reprinted in September, but they were not posted to the ledger until after the September Treasurer's Report was published.
In lieu of restating September's cash balance, the adjustment is being recorded in the October column.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
STATUS OF THE TREASURY - CASH BALANCES
MONTH ENDED NOVEMBER 2018

Fund	Fund Name	Beg. Balance	Current Month Receipts	Current Month Expenditures	END BALANCE	INVESTMENTS**	TOTAL
101	GENERAL (OPERATING) FUND	* \$ 9,207,304	\$ 7,529,337	\$ (4,426,662)	\$ 12,309,979	\$ 1,584,432	\$ 13,894,411
102	EXCESS LEVY	-	-	-	-	-	-
103	UNUSED	-	-	-	-	-	-
104	FINES	6	85,204	(85,219)	(9)	-	(9)
190	BEECH GROVE	-	-	-	-	-	-
226	PARKING GARAGE	* 450,406	13,238	(6,068)	457,576	204,301	661,876
230	GRANT	1,091,336	140,384	(120,584)	1,111,136	-	1,111,136
245	RAINY DAY FUND	892,209	-	(14,045)	878,164	4,570,140	5,448,304
270	SHARED SYSTEM	70,390	8,856	(7,881)	71,365	312,235	383,599
290	CAFÉ & CATERING	-	-	-	-	-	-
301	B&I REDEMPTION FUND	1,039,632	306	(850)	1,039,088	1,488,103	2,527,190
321	B&I REDEMPTION FUND II	162,776	-	-	162,776	-	162,776
471	LIBRARY IMPROV RESERVE FUND	273,915	333	(40,087)	234,160	2,160,125	2,394,286
472	CONSTRUCTION	62,006	-	(2,500)	59,506	-	59,506
473	CAPITAL PROJECTS FUND	-	-	-	-	-	-
474	2014 MULTI-BRANCH FAC IMPROV	2,491	-	-	2,491	-	2,491
475	2015 BOND - RFID BOOKS AND MAT	122,698	-	(322)	122,376	500,000	622,376
476	2016 BOND - MICHIGAN ROAD	1,049,309	-	(860,951)	188,358	1,844,043	2,032,401
477	2017 BOND - BRIGHTWOOD	272,883	-	(22,855)	250,028	5,119,079	5,369,107
478	2017 BOND - EAGLE	736,965	269,016	(550,559)	455,422	4,577,288	5,032,710
479	2018A BOND - ILS/AHS/FACIM	1,896,402	-	(138,595)	1,757,807	2,915,000	4,672,807
800	GIFT	272,942	46,770	(143,568)	176,143	520,391	696,535
806	PAYROLL LIABILITIES	75,910	158,848	(129,526)	105,232	-	105,232
812	FOUNDATION AGENCY FUND	2,540	453	(1,900)	1,094	-	1,094
813	STAFF ASSOCIATION	8	-	-	8	-	8
814	SALES TAX	1,285	653	(1,300)	638	-	638
815	PLAC CARD REVENUE	42,726	3,575	(34,646)	11,655	-	11,655
Totals		\$ 17,726,137	\$ 8,256,974	\$ (6,588,118)	\$ 19,394,992	\$ 25,795,138	\$ 45,190,131

* Does not include Petty Cash on Hand in Fund 101 in the amount of \$6,499 and Garage Fund change in the amount of \$1,800.

** Investments include balances at Fifth Third Bank, Hoosier Fund, and Trust Indiana.

Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
MONTH ENDED NOVEMBER 2018

Chase Savings Account			Previous Month's Chase Savings Account Activity		
	Balance	Interest Earned		Balance	Interest Earned
	November 30, 2018	November 30, 2018		October 31, 2018	October 31, 2018
Operating Fund	\$ 3,070,338	\$ 1,740	Operating Fund	\$ 3,068,598	\$ 6,330
Library Improvement Reserve Fd	623	0	Library Improvement Reserve Fd	623	0
Shared System Fund	46,333	26	Shared System Fund	46,307	27
Grant Fund	439,251	249	Grant Fund	439,002	257
Parking Garage	305,669	173	Parking Garage	305,495	179
Bond & Interest Redemption Fd	539,876	306	Bond & Interest Redemption Fd	539,570	316
Total Chase Savings Account	\$ 4,402,089	\$ 2,495	Total Chase Savings Account	\$ 4,399,594	\$ 7,110
<i>The average savings account rate for November was 0.69%</i>			<i>The average savings account rate for October was 0.69%</i>		
Fifth Third Bank Investment Account			Previous Month's Fifth Third Bank Investment Account		
	Balance	Interest Earned		Balance	Interest Earned
	November 30, 2018	November 30, 2018		October 31, 2018	October 31, 2018
Operating Fund	\$ 18,263	\$ (420)	Operating Fund	\$ 3,618,683	\$ 5,529
Library Improvement Reserve Fd	2,160,125	(395)	Library Improvement Reserve Fd	2,160,520	4,041
Shared System Fund	312,235	(57)	Shared System Fund	312,292	477
Gift Fund	520,391	(95)	Gift Fund	520,487	795
Parking Garage	204,301	(37)	Parking Garage	204,338	312
Rainy Day Fund	4,396,381	(804)	Rainy Day Fund	4,397,184	6,719
Bond & Interest Redemption Fd	1,040,782	(190)	Bond & Interest Redemption Fd	1,040,973	1,591
Total Fifth Third Bank	\$ 8,652,478	\$ (1,998) *	Total Fifth Third Bank	\$ 12,254,477	\$ 19,464
<i>The average investment account rate for November was (0.23%)</i>			<i>The average investment account rate for October was 1.87%</i>		
Hoosier Fund Account Income			Previous Month's Hoosier Fund Account Income		
	Balance	Interest Earned		Balance	Interest Earned
	November 30, 2018	November 30, 2018		October 31, 2018	October 31, 2018
Operating Fund	\$ 1,554,147	\$ 2,487	Operating Fund	\$ 1,551,660	\$ 2,559
Rainy Day Fund	173,760	278	Rainy Day Fund	173,482	286
2017A Brightwood Project Fund	2,609,322	4,175	2017A Brightwood Project Fund	2,605,147	4,696
Total Hoosier Fund Account	\$ 4,337,229	\$ 6,940	Total Hoosier Fund Account	\$ 4,330,288	\$ 7,541
<i>The average Hoosier Fund account rate for November was 1.95%</i>			<i>The average Hoosier Fund account rate for October was 1.95%</i>		
TrustIndiana			Previous Month's TrustIndiana		
	Balance	Interest Earned		Balance	Interest Earned
	November 30, 2018	November 30, 2018		October 31, 2018	October 31, 2018
Operating Fund	\$ 12,022	\$ 22	Operating Fund	\$ 12,001	\$ 22
2015 RFID Project Fund	500,000	-	2015 RFID Project Fund	500,000	-
2016 Michigan Road Project Fund	1,844,043	3,311	2016 Michigan Road Project Fund	1,840,732	5,124
2017A Brightwood Project Fund	2,509,757	4,506	2017A Brightwood Project Fund	2,505,251	4,571
2017B Eagle Project Fund	4,577,288	8,218	2017B Eagle Project Fund	4,569,070	9,660
Bond & Interest Redemption Fd	447,320	1,701	Bond & Interest Redemption Fd	445,619	2,167
Total TrustIndiana Account	\$ 9,890,431	\$ 17,758	Total TrustIndiana Account	\$ 9,872,673	\$ 21,542
<i>The average TrustIndiana account rate for November was 2.19%</i>			<i>The average TrustIndiana account rate for October was 2.15%</i>		
Regions Bank			Previous Month's Regions Bank		
	Balance	Interest Earned		Balance	Interest Earned
	November 30, 2018	November 30, 2018		October 31, 2018	October 31, 2018
2018A Multi-Project Fund 90-Day CD	\$ 1,900,000	\$ -	2018A Multi-Project Fund 90-Day	\$ 1,900,000	\$ -
2018A Multi-Project Fund 270-Day CD	1,015,000	-	2018A Multi-Project Fund 270-Day C	1,015,000	-
Total Regions Bank CDs	\$ 2,915,000	\$ -	Total Regions Bank CDs	\$ 2,915,000	\$ -
<i>90-Day CD Interest Rate is 2.15% 270-Day CD Interest Rate is 2.40%</i>			<i>90-Day CD Interest Rate is 2.15% 270-Day CD Interest Rate is 2.40%</i>		

* Negative earnings is due to liquidation of investments.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
MONTH ENDED NOVEMBER 2018

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	\$12,168,828	\$12,168,828	\$-	\$6,614,252	\$-	\$5,554,576
Property Taxes Total	12,168,828	12,168,828	-	6,614,252	-	5,554,576
Intergovernmental						
335100 FINANCIAL INSTITUTION T	89,605	89,605	-	34,176	-	55,429
335200 LICENSE EXCISE TAX REVE	732,478	732,478	-	364,783	-	367,695
335700 COMMERCIAL VEHICLE TAX	76,445	76,445	-	33,606	-	42,839
339000 IN LIEU OF PROP. TAX	7,556	7,556	-	2,769	-	4,787
Intergovernmental Total	906,084	906,084	-	435,334	-	470,750
Miscellaneous						
361000 INTEREST INCOME	5,000	5,000	3,659	31,041	-	(26,041)
Miscellaneous Total	5,000	5,000	3,659	31,041	-	(26,041)
REVENUES Total	13,079,912	13,079,912	3,659	7,080,627	-	5,999,285
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	4,750	4,750	-	2,250	-	2,500
438100 PRINCIPAL	10,450,000	10,450,000	-	8,220,000	-	2,230,000
438200 INTEREST	2,357,485	2,357,485	-	1,621,671	-	735,814
Other Services and Charges Total	12,812,235	12,812,235	-	9,843,921	-	2,968,314
EXPENSES Total	12,812,235	12,812,235	-	9,843,921	-	2,968,314

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 245 - Rainy Day Fund - Detailed Income Statement
MONTH ENDED NOVEMBER 2018

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	30,000	30,000	(526)	57,870	-	(27,870)
MISCELLANEOUS Total	30,000	30,000	(526)	57,870	-	(27,870)
REVENUE Total	30,000	30,000	(526)	57,870	-	(27,870)
EXPENSE						
CHARGES FOR SERVICES						
431100 LEGAL SERVICES	75,000	80,468	2,891	13,480	-	66,988
431200 ENGINEERING & ARCHITECTURAL	500,000	763,591	10,456	26,141	191,359	546,091
431500 CONSULTING SERVICES	203,000	198,833	-	1,000	-	197,833
433100 OUTSIDE PRINTING	-	-	-	-	-	-
438400 ISSUANCE COSTS	-	-	698	698	-	(698)
439905 OTHER CONTRACTUAL	250,000	256,300	-	-	-	256,300
CHARGES FOR SERVICES Total	1,028,000	1,299,191	14,045	41,318	191,359	1,066,514
CAPITAL						
441000 LAND	480,000	1,516,885	-	1,038,692	-	478,194
443500 BUILDING	1,040,000	3,115	-	-	-	3,115
CAPITAL Total	1,520,000	1,520,000	-	1,038,692	-	481,308
OTHER FINANCING SRCS						
452002 TRANSFERS IN/OUT	-	-	-	(706,887)	-	706,887
OTHER FINANCING SRCS Total	-	-	-	(706,887)	-	706,887
EXPENSE Total	2,548,000	2,819,191	14,045	373,123	191,359	2,254,709

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
MONTH ENDED NOVEMBER 2018

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	26,000	26,000	(395)	32,112	-	(6,112)
MISCELLANEOUS Total	26,000	26,000	(395)	32,112	-	(6,112)
REVENUE Total	26,000	26,000	(395)	32,112	-	(6,112)
EXPENSE						
CHARGES FOR SERVICES						
431100 LEGAL SERVICES	-	-	-	-	-	-
431200 ENGINEERING & ARCHITECTURAL	-	20,000	-	29,720	4,000	(13,720)
431500 CONSULTING SERVICES	-	8,000	-	3,583	4,418	-
436100 REP & MAINT-STRUCTURE	250,000	222,000	-	-	222,000	-
438400 ISSUANCE COSTS	-	-	-	-	-	-
CHARGES FOR SERVICES Total	250,000	250,000	-	33,303	230,418	(13,720)
CAPITAL						
444500 BUILDING IMPRVMENTS & UPGRADES	150,000	-	-	-	-	-
444501 COMPUTER SOFTWARE	-	357,531	-	66,888	290,904	(261)
445300 CAPITAL - EQUIPMENT	-	565,871	19,235	489,288	54,083	22,500
CAPITAL Total	150,000	923,402	19,235	556,176	344,987	22,239
OTHER FINANCING SRCS						
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER FINANCING SRCS Total	-	-	-	-	-	-
EXPENSE Total	400,000	1,173,402	19,235	589,479	575,404	8,519

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 226 - Parking Garage - Detailed Income Statement
MONTH ENDED NOVEMBER 2018

	Original Budaet	Revised Budaet	MTD	YTD	P.O.	Available Budaet
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	360,000	360,000	13,010	151,279	-	208,721
347611 EVENTS PARKING	11,000	11,000	55	9,765	-	1,235
CHARGES FOR SERVICES Total	371,000	371,000	13,065	161,044	-	209,956
MISCELLANEOUS						
361000 INTEREST INCOME	2,000	2,000	136	3,792	-	(1,792)
MISCELLANEOUS Total	2,000	2,000	136	3,792	-	(1,792)
REVENUE Total	373,000	373,000	13,201	164,835	-	208,164
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,500	2,500	-	1,741	-	759
421500 OFFICE SUPPLIES - FAC/PURCH	3,384	3,384	-	3,356	-	28
422310 CLEANING & SANITATION	-	-	-	21	-	(21)
SUPPLIES Total	5,884	5,884	-	5,119	-	766
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	-	-	-	1,553	-	(1,553)
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	-	10,000	-	2,000
432400 DATA COMMUNICATIONS	4,320	4,320	-	3,576	-	744
434201 EXCESS LIABILITY	5,280	5,280	-	4,400	-	880
436100 REP & MAINT-STRUCTURE	5,525	5,525	-	35,808	2,658	(32,941)
436110 CLEANING SERVICES	-	-	-	10,156	-	(10,156)
436200 REP & MAINT-EQUIPMENT	10,000	10,000	-	2,659	-	7,341
439904 BANK FEES/CREDIT CARD FEES	8,000	8,000	-	6,697	-	1,303
439905 OTHER CONTRACTUAL SERVICES	50,760	50,760	-	41,089	-	9,671
OTHER SERVICES AND CHARGES Total	95,885	95,885	-	115,938	31,101	(22,711)
EXPENSE Total	101,769	101,769	-	121,056	31,101	(21,945)

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Summary of Construction Fund Cash Balances
As of November 30, 2018

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 474 - Restricted - E. Washington, Southport, Warren	2,491.45
Fund 475 - Restricted - RFID Project	622,376.39
Fund 476 - Restricted - Michigan Road Project	1,523,949.69
Fund 477 - Restricted - Brightwood Project	5,369,107.16
Fund 478 - Restricted - Eagle Project	4,860,743.14
Fund 479 - Restricted - Multiple Projects	4,672,807.13
Fund 480 - Restricted - West Perry Project	93,650.00
Fund 472 - Construction/Foundation	59,506.01
Total Construction Fund Cash Balances	<u>17,204,630.97</u>

Construction Fund Classification Breakdown

Fund 474 - Restricted - E. Washington, Southport, Warren	2,491.45
Fund 475 - Restricted - RFID Project	622,376.39
Fund 476 - Restricted - Michigan Road Project	1,523,949.69
Fund 477 - Restricted - Brightwood Project	5,369,107.16
Fund 478 - Restricted - Eagle Project	4,860,743.14
Fund 479 - Restricted - Multiple Projects	4,672,807.13
Fund 480 - Restricted - West Perry Project	93,650.00
Fund 472 - Construction/Foundation - Assigned - Central	59,506.01
Total Construction Fund Breakdown	<u>17,204,630.97</u>

Summary of Classifications

Total Restricted	17,145,124.96
Total Assigned	59,506.01
Total of All Classifications	<u>17,204,630.97</u>

Summary of Project Activity

	*** ADJUSTED					
PROJECT	ORIGINAL BUDGET	CURRENT MONTH	CURRENT YEAR	PROJECT TO DATE	OPEN P.O.	UNEXPENDED
Fund 474 - Restricted - E. Washington, Southport, Warren	5,053,406.80	0.00	11,100.00	5,050,915.35	2,491.45	0.00
Fund 475 - Restricted - RFID Project	2,000,000.00	321.58	632,041.16	1,377,623.61	129,187.11	493,189.28
Fund 476 - Restricted - Michigan Road Project	7,709,043.39	947,195.37	5,435,642.62	6,185,093.70	1,142,588.72	381,360.97
Fund 477 - Restricted - Brightwood Project	6,064,079.35	22,855.32	530,969.44	694,972.19	210,990.80	5,158,116.36
Fund 478 - Restricted - Eagle Project	7,793,915.63	311,433.67	2,849,466.90	2,933,172.49	3,419,399.13	1,441,344.01
Fund 479 - Restricted - Multiple Projects	5,030,000.00	138,594.52	327,192.87	327,192.87	347,106.00	4,355,701.13
Fund 480 - Restricted - West Perry Project	0.00	0.00	0.00	0.00	0.00	93,650.00
Major Repairs & Maintenance	3,454,070.94	2,500.00	57,177.00	3,394,564.93	16,358.90	43,147.11
Central Technology	6,851,898.93	0.00	15,967.76	6,851,898.93	0.00	0.00
Total Expenditures	<u>43,956,415.04</u>	<u>1,422,900.46</u>	<u>9,859,557.75</u>	<u>26,815,434.07</u>	<u>5,268,122.11</u>	<u>11,966,508.86</u>

	*** BUDGET	CURRENT MONTH	CURRENT YEAR	PROJECT TO DATE	BUDGET BALANCE
* Estimated Future Interest Earnings - Foundation	15,270.69	0.00	774.21	15,270.69	0.00
** Estimated Future Interest Earnings - Fund 474	24,106.15	0.00	0.00	24,106.15	0.00
** Estimated Future Interest Earnings - Fund 476	144,043.39	3,310.91	78,359.99	144,043.39	0.00
** Estimated Future Interest Earnings - Fund 477	119,079.35	8,681.62	80,911.72	119,079.35	0.00
** Estimated Future Interest Earnings - Fund 478	77,288.08	8,218.36	77,288.08	77,288.08	0.00
** Estimated Future Interest Earnings - Fund 479	30,000.00	0.00	0.00	0.00	30,000.00

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



Board Action Request

5b

To: IMCPL Board

Meeting Date: December 17, 2018

From: Finance Committee

Approved by the
Library Board:

Effective Date: December 17, 2018

Subject: D&O Liability Insurance Renewal – Resolution 54-2018

Recommendation: Authorize the adoption of Resolution 54-2018

Background: Annually the Library reviews our coverage for D&O Liability and Employment Practices Liability.

Summary of Renewal

Renewal Date: January 1, 2019

Coverage Summary:

- The insurance carrier is Continental Casualty Company.
- The premium is not subject to minimum earned, minimum premium, deposit to bind, etc.
- The premium is not subject to annual audit.
- Defense costs are limited and included within the policy limits.
- Limit of Liability: \$2,000,000 Scheduled Limits of Liability for D&O/Entity Liability
- Retention each claim: \$25,000
- \$2,000,000 Scheduled Limits of Liability Employment Practices Liability
- Retention each claim: \$25,000
- Significant policy exclusions include but are not limited to the following:
 - Bodily Injury/Property Damage
 - ERISA or any Similar Act
 - Pollutions

Policy Premium

- The total annual renewal premium is \$15,259 (D&O is \$7,142; EPLI is \$8,117). This is a reduction of \$7 from expiring premium

Strategic/Fiscal Impact: We included this coverage in our 2019 budget and it is sufficient to cover the cost.



Board Resolution

5b

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 54-2018
DIRECTORS & OFFICERS LIABILITY AND EMPLOYMENT PRACTICES
December 17, 2018**

WHEREAS, the desire of the Library is to maintain Directors and Officer Liability and Employment Practices Liability insurance coverage for the period January 1 2019 – December, 31 2019, and

WHEREAS, the Library elected to stay with our current carrier Continental Casualty Company as they have provided our coverage for the past five years and have traditionally provided lower rates than any other carriers, therefore

BE IT RESOLVED, that for the policy year 2019, Continental Casualty Company will provide the Library's coverage related to directors and officer liability and employment practices liability at a cost of \$15,259.00.



Board Action Request

5c

To: IMCPL Board

Meeting Date: December 17, 2018

From: Finance Committee

**Approved by the
Library Board:**

Effective Date: December 17, 2018

Subject: Authorize the purchase of Cyber Liability Insurance – Resolution 55-2018

Recommendation: Adopt Resolution 55-2018 authorizing and directing the purchase of Cyber Liability Insurance Coverage for the period of January 1, 2019 through December 31, 2019.

Background: Due to the increased and evolving risk of cyber attacks, the Library staff is recommending the purchase of Cyber Liability Insurance Coverage to help mitigate the Library's exposure and provide the Library with experts in the field that can assist, in case of a breach. Cyber Liability Insurance will assist the Library in covering both the operational risk of a cyber attack and the privacy and network security risks. Some of the coverage includes:

Operational Risk:

- Network Business Interruption
- Cyber Extortion
- Digital Asset Restoration

Privacy and Network and Security Risk:

- Cyber, Privacy And Network Security Liability
- Privacy Regulatory Claims including Fines
- Multimedia (Digital Media) Liability
- Breach Event Expenses

After receiving quotes from BCS and The Hartford, the Library recommends purchasing cyber liability insurance from BCS for \$7,002 for policy year 2019.

Strategic/Fiscal Impact: The cost of this coverage is included in our 2019 budget and the amount included is sufficient to cover the cost.



Board Resolution

5c

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 55-2018
AUTHORIZE THE PURCHASE OF CYBER LIABILITY INSURANCE
December 17, 2018**

WHEREAS, the desire of the Library is to purchase cyber liability insurance coverage for the period January 1 2019 –December, 31 2019, and

WHEREAS, the Library received quotes from two carriers, and

WHEREAS, based on a review of the quotes, the Library has elected to select BCS as its carrier for cyber liability insurance.

BE IT RESOLVED, that for the period January 1, 2019 through December 31, 2019, the Library staff is authorized to purchase cyber liability insurance from BCS Insurance Company at a cost of \$7,002.00.



Board Action Request

5d

To: IMCPL Board

Meeting Date: December 17, 2018

From: Finance Committee

**Approved by the
Library Board:** December 17, 2018

Effective Date: December 17, 2018

Subject: Resolution 56-2018 - Investment Policy Amendment and Reauthorization – Policies 121.2 - 121.15

Recommendation: Authorize the adoption of Resolution 56-2018

Background: The Library is required to have an approved investment policy that outlines the investment practices of the Library and follows the requirements of Indiana Code 5-13-9. The Library updated and reauthorized its Investment Policies in 2014 (Resolution 46-2014), and the policies were made effective for the period of four (4) years from the date of approval. The Investment Policies are now due for review and reauthorization. The attached Investment Policies reflect limited modifications to clarify certain provisions and to reflect recent changes in the Indiana Code. The Library staff recommends the proposed amendments to and reauthorization of the Investment Policies as reflected in the attached.

Strategic/Fiscal Impact: No impact.



Board Resolution

5d

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 56-2018
INVESTMENT POLICY AMENDMENT AND REAUTHORIZATION
(POLICIES 121.2 – 121.15)
December 17, 2018**

WHEREAS, the Indianapolis-Marion County Public Library current Investment Policies were originally adopted by the Board of Trustees in 2007 (Resolution 57-2007), and subsequently amended by the Board of Trustees in 2008 (Resolution 36-2008), 2012 (Resolution 48-2012) and 2014 (Resolution 46-2014), and by their terms made effective for a period of four (4) years from the date of approval, and the policies are due for review and reauthorization; and

WHEREAS, the Board of Trustees has been presented and reviewed proposed updates and modifications to the Investment Policies; and

WHEREAS, it is the desire of the Library to implement investment policies consistent with and as authorized by Indiana Code 5-13-9;

THEREFORE, BE IT RESOLVED that the Board of Trustees does hereby approve and adopt the amended Investment Policies appended hereto and directs that the amended Investment Policies be added to and made a part of the Finance Policy 121.2 through 121.15.

121.2 Investments

The Board authorizes the Treasurer to invest funds according to the guidelines set forth in ~~this s~~Section 121.2 through 121.15 which were originally established by the Board in Resolution 57-2007 approved April 19, 2007 and subsequently amended by Resolution 36-2008 on April 17, 2008, ~~and~~ Resolution 48-2012 on December 17, 2012 and Resolution 46-2014 on August 25, 2014. The investment policies adopted by the Board shall comply with IC 5-13-9 et.seq. Unless renewed and adopted sooner, this policy shall expire December 17, 2022.

121.3 Investment Policy Statement and Scope

This document will govern the investment activities of the Indianapolis-Marion County Public Library. It is the policy of the Library to invest public funds in a manner that will provide the highest return with the maximum security while meeting cash-flow demands. All investments will conform to applicable laws and regulations governing the investment of public funds in accordance with Indiana Code 5-13-9.

121.4 Investment Objectives

The primary objectives of the Library's financial investments, in priority order, are:

- Legality – All investments shall conform to applicable federal, state, and other legal requirements.
- Safety of Principal – All investments shall be undertaken in a manner that seeks to preserve capital. The objective will be to mitigate credit risk and interest-rate risk.
- Liquidity – The Library's investment portfolio will remain sufficiently liquid to enable the Library to meet all operating requirements that might be reasonably anticipated.
- Return on Investments (Yield) – The Library's investments will generate the highest available return without sacrificing the first three objectives outlined above.
- Credit Risk – The Library will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer by:
 - Limiting investments to the types of securities listed in Section 121.10 of this Investment Policy;
 - Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which the Library will do business in accordance with Section 121.9; and

- Diversifying the investment portfolio in accordance with Section 121.6.
- Interest Risk – The Library will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates by:
 - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and
 - Investing operating funds primarily in shorter-term securities, or money market mutual funds and limiting the average maturity of the portfolio in accordance with this policy (see section 121.10).

121.5 Delegation of Authority

Management responsibility for the Library's investment program is hereby delegated to the Treasurer, who is the Library's Chief Financial Officer. The Treasurer shall be responsible for the implementation of the investment program and the establishment of investment procedures consistent with this Policy. No person may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Treasurer.

121.6 Diversification of Investments

The Library shall diversify its investments to the best of its ability based on the type of funds invested and the cash-flow needs of those funds. Diversification can be achieved by the type of investment, number of institutions, and length of maturity.

121.7 Internal Control Structure

The Treasurer is responsible for establishing and maintaining an internal control structure to insure that the assets of the Library are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met.

121.8 Reporting

The Treasurer shall provide monthly investment reports to the Library Board that clearly provides the following information regarding the investment portfolio: the invested fund, depository institutions, principal balances, and rates of return. The Treasurer shall provide to the Board for its review and consideration an annual investment report that meets the requirements of the Marion County Board of Finance.

121.9 Designation of Depositories

All public funds of the Library Board shall be deposited in the designated depositories located in the territorial limits of the Library District. (IC 5-13-8-9)

121.10 Permitted investments

The Treasurer is authorized to invest Library funds in the following in accordance with IC 5-13-9:

1. Securities backed by the full faith and credit of the United States Treasury or fully guaranteed by the United States and issued by any of the following:
 1. The United States Treasury;
 2. A federal agency;
 3. A federal instrumentality; or
 4. A federal government-sponsored enterprise.
2. Securities fully guaranteed and issued by any of the following:
 1. A federal agency;
 2. A federal instrumentality; or
 3. A federal government-sponsored enterprise.
3. Repurchase Agreements (including standing repurchase agreements, commonly known as sweep accounts) as authorized by IC 5-13-9-3(b):
 1. With Depositories designated by the State Board of Finance as depositories for state investments under IC 5-13-9.5; and
 2. Involving the political subdivision's purchase and guaranteed resale of any interest-bearing obligations issued; or fully insured or guaranteed by the United States, a United States government agency, an instrumentality of the United States, or a federal government-sponsored enterprise.

The depository shall determine daily the amount of money in this type of agreement that must be fully collateralized by interest-bearing obligations as determined by their current market value. The collateral is not subject to the two-year maturity limitation.

Repurchase agreements may be entered into for a fixed term or arranged on an open or continuing basis as a continuing contract that:

1. Operates like a series of overnight repurchase agreements (may be referred to as overnight sweep products);
 2. Is renewed each day with the repurchase rate and the amount of funds invested determined daily; and
 3. For this purpose is considered to have a final maturity of one day.
4. Municipal securities issued by an Indiana local governmental entity, a quasi-governmental entity related to the state, or a unit of government, municipal corporation, or special taxing district in Indiana, if the issuer has not

defaulted on any of the issuer's obligations within the twenty (20) years preceding the date of purchase (IC 5-13-9-2(a)(3)).

5. Money market mutual funds that are in the form of securities of or interests in an open-end, no-load, management-type investment company or investment trust registered under the provisions of the federal Investment Company Act of 1940, as amended (15 U.S.C. 80a et.seq). The investments shall be made through depositories designated by the ~~S~~state ~~B~~board of ~~f~~inance as depositories for state deposits under IC 5-13-9.5. The portfolio of an investment company or investment trust must be limited to the following (IC 5-13-9-2.5):

1. Direct obligations of the United States;
2. Obligations issued by any of the following:
 - A federal agency;
 - A federal instrumentality; or
 - A federal government-sponsored enterprise; or
3. Repurchase agreements fully collateralized by obligations described in both 1 and 2 above.

The money market mutual fund must be rated as one of the following (IC 5-13-9-2.5(d)):

1. AAAm, or its equivalent, by Standard and Poor's Corporation or its successor.
2. Aaa, or its equivalent by Moody's Investors Service Inc. or its successor.

The investment is considered to have a stated final maturity of one day.

6. Local Government Investment Pool – TrustINDiana. The purpose of TrustINDiana is to allow local units of government to invest in a common pool of investment assets that preserve the principal of the public's funds, remains highly liquid, and maximizes the return on the investment. TrustINDiana was authorized by the Indiana General Assembly passage of IC 5-13-9-11 during the 2007 Session and amended during the 2018 Session. The Indiana State Treasurer has been designated by statute as the administrator of TrustINDiana. TrustINDiana only invests in securities and investments that are permitted by Indiana law for investment of state funds by the Treasurer of the state.
7. Hoosier Trust Fund. The Hoosier Trust Fund is an interlocal cooperation agreement as approved by the Library Board of Trustees per Resolution 74-2008.

8. Deposit, investment, or reinvestment of funds in transaction accounts, certificates of deposit, and deposit accounts. The Treasurer may deposit, invest, or reinvest any funds that are held by the Treasurer and available for investment in transaction accounts (deposit accounts other than certificates of deposit) issued or offered by a designated depository of a political subdivision for the rates and terms agreed upon periodically by the Treasurer and the designated depository.

Subject to the following requirements, the Treasurer may deposit, invest or reinvest funds held by the Treasurer and available for investment in certificates of deposit offered by a designated depository of the political subdivision. If making a deposit in a certificate of deposit offered by a designated depository of the political subdivision, Tthe Treasurer shall obtain quotes of the specific rates of interest for the term of that certificate of deposit that each designated depository will pay on the certificate of deposit. Quotes may be solicited and taken by telephone. A memorandum of all quotes solicited and taken shall be retained by the investing officer as public record of the Library under IC 5-14-3. If the deposit is not placed in the designated depository quoting the highest rate of interest, the Treasurer shall place the deposit in the depository quoting the second or third highest rate of interest and note the reason for placing the deposit on the memorandum of quotes (IC 5-13-9-4).

9. Interest Bearing Deposit Accounts (IC 5-13-9-5.3). In addition to the authority to invest in transaction accounts and certificates of deposit offered by designated depositories of the political subdivision, the Library Board of Trustees, by resolution, may authorize Tthe Treasurer ~~is authorized~~ to invest public funds in interest bearing deposit accounts in accordance with IC 5-13-9-5.3 ~~and subject to~~ the following conditions:

1. The funds are initially invested through a depository that is selected by the investing officer;
2. The selected depository arranges for the deposit of the funds in interest bearing deposit accounts in one or more federally insured banks or savings and loan associations, wherever located, for the account of the Hlibrary;
3. The full amount of the principal and any accrued interest of each deposit are covered by insurance of any federal deposit insurance agency;
4. The selected depository acts as a custodian for the Hlibrary with respect to the deposits; and
5. On the same date that the Library's funds are deposited, the selected depository receives an amount of deposits covered by insurance of any federal deposit insurance agency from customers of other institutions, wherever located, as least equal to the amount

of the funds invested by the Library through the selected depository.

121.11 Final Maturity; Long-Term Investments

Except as otherwise provided in this section 121.11, permitted investments of Library funds must have a stated final maturity of not more than two (2) years after the date of purchase or entry into a repurchase agreement. Subject to the limitations herein provided, the Treasurer is authorized to invest Library funds in authorized investments for more than two (2) years and not more than five (5) years in accordance with IC 5-13-9-5.7 ("Long Term Investments"). The total of all Long Term Investments shall not be greater than twenty-five percent (25%) of the total portfolio of public funds invested by the Library, including balances in transaction accounts. However, a Long Term Investment that complies with IC 5-13-9-5.7 when the investment is made remains legal even if: (i) the investment policy has expired; or (ii) a subsequent decrease in the total portfolio of public funds invested by the Library, including balances in transaction accounts, causes the percentage of Long Term Investments outstanding to exceed twenty-five percent (25%) of the total portfolio of public funds invested by the Library.

The Treasurer may contract with a federally regulated investment advisor or other institutional money manager to make long term investments as authorized by this policy and IC 5-13-9-5.7.

121.12 Service Charge to Depository

If the Library is subject to payment of a service charge to a depository for deposits in any deposit or other account, and if the depository requires all customers to pay the charge for providing that service, the Treasurer is authorized to pay the charge; provided, however, the service charge imposed must be considered in the computation of the interest rate for determining which depositories are entitled to investments. If the total service charge cannot be computed before the investment, the Treasurer shall estimate the service charge and adjust the interest rate based on this estimate. The service charge may be paid: (i) by direct charge to the deposit or other account; or (ii) in a manner that subtracts the service charge from interest earned on the funds in the deposit or other account (IC 5-13-9-8). If the manner described in (ii) is used to pay the service charge, the Library shall report the net interest deposited in the Library's financial records, and the Library is not required to report the amount of the service charged subtracted in the Library's financial records.

121.13 Interest Earnings

All interest derived from an investment by the Library's fiscal officer shall be receipted in accordance with IC 5-13-9-6.

121.14 Prohibited Investments

The Library fiscal officer may not purchase securities on margin or open a securities margin account for the investment of Library funds (IC 5-13-9-9).

| The Library fiscal officer may not purchase foreign investments.

121.15 Conclusion

This policy has been promulgated by the Indianapolis-Marion County Public Library to formalize prudent investment policies and procedures that will meet the investment objectives of the Library. Unless earlier amended or terminated, this policy is effective for four (4) years from the date of approval.

This policy is to be reviewed by the Treasurer as new investment legislation becomes law, as staff expertise changes, and/or as necessitated by other external and internal factors.

DATE OF APPROVAL: December 17, 2018

Revised December 2018.



Board Action Request

5e

To: IMCPL Board

Meeting Date: December 17, 2018

From: Finance Committee

Approved by the
Library Board:

Effective Date: December 17, 2018

Subject: Resolution 57-2018 – Transfers Between Classifications and Accounts

Recommendation: Library staff recommends Board approval of the transfers.

Background: The transfers in the Operating Fund are to cover the purchase of three replacement servers, miscellaneous repairs and digital materials.

The transfer for in the LIRF Fund is to cover engineering and architecture relating to the Atrium Sound project.

Strategic/Fiscal Impact: These changes have no impact on the total budget for 2018 as the funds are moving from one account to another.



Board Resolution

5e

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 57-2018
TRANSFERS BETWEEN CLASSIFICATIONS AND ACCOUNTS
December 17, 2018**

WHEREAS, certain conditions have developed since the Adoption of the 2018 Annual Budget,

WHEREAS, it is necessary to transfer funds between Budget Classifications and Accounts,
therefore

BE IT RESOLVED that the following transfers and re-appropriations be made via:

OPERATING FUND

Decrease

FROM:

2. SUPPLIES	10126110-429001	NON CAPITAL FURNITURE & EQUIPMENT	\$ (15,000.00)
3. CHARGES FOR SERVICES	10126110-432400	DATA COMMUNICATIONS	(19,000.00)
3. CHARGES FOR SERVICES	10126110-436203	REPAIR & MAINTENANCE – COMPUTERS	<u>(20,800.00)</u>
			<u>\$ (54,800.00)</u>

Increase

TO:

4. CAPITAL	10126110-445301	COMPUTER EQUIPMENT	<u>\$ 54,800.00</u>
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Decrease

FROM:

4. CAPITAL	10126180-445300	CAPITAL EQUIPMENT	\$ (35,000.00)
4. CAPITAL	10126120-449000	BOOKS & MATERIALS	<u>(60,000.00)</u>
			<u>\$ (95,000.00)</u>

Increase

TO:

3. CHARGES FOR SERVICES	10126180-436100	REP & MAINT -STRUCTURE	\$ 35,000.00
3. CHARGES FOR SERVICES	10126120-439930	MATERIALS CONTRACTUAL	<u>60,000.00</u>
			<u>\$ 95,000.00</u>

LIBRARY INVESTMENT RESERVE FUND

Decrease

FROM:

4. CAPITAL	47101401-444500	BUILDING IMPROVEMENT	<u>\$ (22,500.00)</u>
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Increase

TO:

3. OTHER SERVICES	47101401-431200	ENGINEERING & ARCHITECTURE	<u>\$ 22,500.00</u>
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Board Action Request

6a

To: IMCPL Board **Meeting Date:** December 17, 2018
From: Diversity, Policy and HR Committee **Approved by the Library Board:**
Effective Date: December 17, 2018
Subject: Approval of Resolution 45-2018 Adopting a Schedule of Pay Grades, Staff Positions, and Benefits for Library Employees.

Recommendation: We recommend that the Library Board approve Resolution 45-2018 (Resolution Adopting a Schedule of Pay Grades, Staff Positions and Benefits for Library Employees).

Background: Resolution 45-2018 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 appearing on the 2019 Salary Schedule.

- **New Positions:**
 - Strategic Planning & Assessment Officer - Pay Grade 0301
 - Diversity & Inclusion Officer - Pay Grade 0301
 - Budget Analyst - Pay Grade 0300
 - Facilities Technical Assistant - Pay Grade 111
- **Position Reclassifications**
 - Mgr., Accounting to Controller - Pay Grade 0303

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

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 45-2018

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

RESOLVED, that Resolution 46-2017 approved by this Board of Trustees (“Board”) on November 27, 2017 adopting a schedule of library staff positions and pay grades, page and hourly salary rates, and establishing special regulations and benefits for library employees on the staff of the Indianapolis-Marion County Public Library, be, and the same hereby is, replaced and superseded by this Resolution effective for 2019 except as otherwise herein provided.

FURTHER RESOLVED, that the provisions of this Resolution adopting a schedule of pay grades, staff 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) staff members and 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, any Pay Structure adjustments, pay grades and compensation ranges to become effective the first pay period of 2019 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 salary.

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 on the staff of the Indianapolis-Marion County Public 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 work week of 40 hours, usually divided into five standard work days of 8 hours each from Sunday through Saturday, and may include 2 evening schedules per work week. 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 work day 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 work week by non-exempt staff will be paid at the rate of time and one-half the normal rate of pay. Staff members scheduled to work on those holidays when the Library is closed will be compensated at the rate of double time.

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, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, and Christmas Day and are all designated paid holidays for Library employees. 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. the week of December 23rd will be 24 regular hours worked; the week of December 30th will be a 32 hour work week, and the week after Labor Day would be 32 regular hours worked for full time staff and an appropriate prorated amount for part-time staff).

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 staff). 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 staff employed prior to the effective date of the PTO policy and 240- hours for staff hired or rehired on or after the effective date of the PTO policy (2/5/17).

Retired staff members who already have coverage under the Library’s group health and dental plan and staff members 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. Staff members 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 staff) for those staff enrolled in either CDHP. Both plan descriptions are on file in Human Resources.

For 2019, employees enrolled in CDHP Option 1 and have a health savings account will receive a one-time library contribution of \$400.00 for employee only coverage and \$800.00 for employee/spouse, employee/children or family coverage. For 2019, employees enrolled in CDHP Option 2 and have a health savings account will receive a one-time library contribution of \$900.00 for employee only coverage and \$1800.00 for employee/spouse, employee/children or family coverage. Part-time employees will receive a pro-rated contribution.

In addition, a refund from Anthem will be passed back to staff as an additional HSA contribution to be deposited in the first pay period of 2019.

Staff members on leaves of absence may continue participation in the group health plan. Staff members 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 staff member.

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 work days. 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 staff members 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 .49 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 staff by the Library. The plan pays benefits after 6 months of disability and continues until the employee is able to 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 2019 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 \$2,000.00 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 \$750.00 for course work completed toward achieving the initial Certification requirement. Allocation of funds will be prioritized on successful course completion, passing a pass/fail course 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 3 or above 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 staff members 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 staff members, and members of their immediate families, may utilize the services of the Employee Assistance Program. There is no charge to staff members 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 staff.

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 a staff member upon retirement. A staff member 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.

IMCPL 2019 PAY STRUCTURE						
Job Title	FLSA	Pay Grade	Min	Mid	Max	
EXECUTIVE POSITIONS						
Chief Executive Officer	E	0501	\$ 115,112	\$ 141,588	\$ 168,064	
Chief Financial Officer	E	0500	\$ 80,833	\$ 99,425	\$ 118,016	
Dir., Collection Management	E	0500	\$ 80,833	\$ 99,425	\$ 118,016	
Dir., Communications	E	0500	\$ 80,833	\$ 99,425	\$ 118,016	
Dir., Facilities	E	0500	\$ 80,833	\$ 99,425	\$ 118,016	
Dir., Human Resources	E	0500	\$ 80,833	\$ 99,425	\$ 118,016	
Dir., Information Technology	E	0500	\$ 80,833	\$ 99,425	\$ 118,016	
Dir., Public Services	E	0500	\$ 80,833	\$ 99,425	\$ 118,016	
EXEMPT POSITIONS						
Area Resource Manager	E	0303	\$ 57,907	\$ 73,541	\$ 89,176	
Controller	E	0303	\$ 57,907	\$ 73,541	\$ 89,176	
Mgr., Facilities Projects	E	0303	\$ 57,907	\$ 73,541	\$ 89,176	
Mgr., Organizational Learning and Development	E	0303	\$ 57,907	\$ 73,541	\$ 89,176	
Mgr., Systems and Network Infrastructure	E	0303	\$ 57,907	\$ 73,541	\$ 89,176	
Mgr., Acquisitions	E	0302	\$ 54,118	\$ 68,730	\$ 83,341	
Mgr., Data & Web Services	E	0302	\$ 54,118	\$ 68,730	\$ 83,341	
Mgr., Cataloging and Metadata	E	0302	\$ 54,118	\$ 68,730	\$ 83,341	
Mgr., PC & Communications	E	0302	\$ 54,118	\$ 68,730	\$ 83,341	
Mgr., Program Development	E	0302	\$ 54,118	\$ 68,730	\$ 83,341	
Database Administrator	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Diversity & Inclusion Officer	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
ILS Project Manager	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Buildings & Grounds	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Digital Projects	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Events	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Outreach	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Payroll	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Regional Branch	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Shared Systems	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Mgr., Support Programs & Volunteer Resources	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Strategic Planning & Assessment Officer	E	0301	\$ 50,578	\$ 64,233	\$ 77,889	
Accountant	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Budget Analyst	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Business Analyst	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Collection Development Librarian	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Digital Marketing Specialist	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Digital Projects Coordinator	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Electronic Resources Librarian	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Human Resources Generalist	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Indy Library Store Coordinator	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
LAN Administrator	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Media Specialist	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Mgr., Central Adult Services	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Mgr., Central Services	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Mgr., Community Branch	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Mgr., Learning Curve	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Mgr., Neighborhood Branch	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Mgr., Processing	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Network Systems Analyst	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
PC/LAN Specialist	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Program Specialist	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Public Relations Specialist	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Safety and Security Officer	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Special Collections Librarian	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Venue Coordinator	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Volunteer Resource Specialist	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
Web Developer	E	0300	\$ 47,476	\$ 60,134	\$ 72,793	
NON-EXEMPT POSITIONS						
Facilities Technical Assistant	NE	0111	\$ 42,069	\$ 53,428	\$ 64,786	
Membership Access Coordinator	NE	0111	\$ 42,069	\$ 53,428	\$ 64,786	
Supervisor Librarian	NE	0111	\$ 42,069	\$ 53,428	\$ 64,786	
Supervisor Librarian-Computer Instruction	NE	0111	\$ 42,069	\$ 53,428	\$ 64,786	
Supervisor, Learning Curve	NE	0111	\$ 42,069	\$ 53,428	\$ 64,786	

Web Content Specialist	NE	0111	\$ 42,069	\$ 53,428	\$ 64,786
Cataloger	NE	0110	\$ 39,687	\$ 50,403	\$ 61,118
Circulation Supervisor II	NE	0110	\$ 39,687	\$ 50,403	\$ 61,118
Executive Assistant	NE	0110	\$ 39,687	\$ 50,403	\$ 61,118
Metadata Specialist	NE	0110	\$ 39,687	\$ 50,403	\$ 61,118
Supervisor, Building Systems	NE	0110	\$ 39,687	\$ 50,403	\$ 61,118
Supervisor, Shipping and Receiving	NE	0110	\$ 39,687	\$ 50,403	\$ 61,118
Project and Grant Specialist	NE	0109	\$ 38,273	\$ 48,225	\$ 58,176
Project Coordinator	NE	0109	\$ 38,273	\$ 48,225	\$ 58,176
Circulation Supervisor I	NE	0108	\$ 37,441	\$ 47,550	\$ 57,660
Public Services Librarian	NE	0108	\$ 37,441	\$ 47,550	\$ 57,660
Hourly Public Services Librarian	NE	0108	\$ 37,441	\$ 47,550	\$ 57,660
Purchasing Agent	NE	0108	\$ 37,441	\$ 47,550	\$ 57,660
Auditorium Technician	NE	0106	\$ 34,794	\$ 43,841	\$ 52,887
Hourly Auditorium Technician	NE	0106	\$ 34,794	\$ 43,841	\$ 52,887
Artist-in-Residence	NE	0106	\$ 34,794	\$ 43,841	\$ 52,887
Network PC Technician	NE	0106	\$ 34,794	\$ 43,841	\$ 52,887
Technical Support Assistant	NE	0106	\$ 34,794	\$ 43,841	\$ 52,887
Payroll Specialist	NE	0106	\$ 34,794	\$ 43,841	\$ 52,887
Activity Guide	NE	0105	\$ 31,921	\$ 40,221	\$ 48,520
Hourly Activity Guide	NE	0105	\$ 31,921	\$ 40,221	\$ 48,520
Administrative Assistant	NE	0105	\$ 31,921	\$ 40,221	\$ 48,520
Indy Library Store Assistant Coordinator	NE	0105	\$ 31,921	\$ 40,221	\$ 48,520
Public Services Associate II	NE	0105	\$ 31,921	\$ 40,221	\$ 48,520
Public Services Associate II - Outreach	NE	0105	\$ 31,921	\$ 40,221	\$ 48,520
Serials Specialist	NE	0105	\$ 31,921	\$ 40,221	\$ 48,520
Accounts Payable Assistant	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Accounts Receivable Clerk	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Security and Maintenance Dispatcher	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Hourly Security and Maintenance Dispatcher	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Cataloging Assistant	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Hourly Library Store Online Bookseller	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Lead Office Assistant	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Library Assistant III	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Order Specialist	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Hourly Public Services Associate I	NE	0104	\$ 29,285	\$ 36,900	\$ 44,514
Bookmobile Driver/Clerk	NE	0103	\$ 27,040	\$ 33,853	\$ 40,839
Hourly Bookmobile Driver/Clerk	NE	0103	\$ 27,040	\$ 33,853	\$ 40,839
Computer Lab Assistant II	NE	0103	\$ 27,040	\$ 33,853	\$ 40,839
Hourly Computer Lab Assistant II	NE	0103	\$ 27,040	\$ 33,853	\$ 40,839
Processing Assistant	NE	0103	\$ 27,040	\$ 33,853	\$ 40,839
Hourly Processing Assistant	NE	0103	\$ 27,040	\$ 33,853	\$ 40,839
Team Member	NE	0103	\$ 27,040	\$ 33,853	\$ 40,839
Computer Lab Assistant I	NE	0102	\$ 27,040	\$ 32,253	\$ 37,467
Hourly Computer Lab Assistant I	NE	0102	\$ 27,040	\$ 32,253	\$ 37,467
Hourly Events Assistant	NE	0102	\$ 27,040	\$ 32,253	\$ 37,467
Library Assistant II	NE	0102	\$ 27,040	\$ 32,253	\$ 37,467
Library Assistant II - Outreach	NE	0102	\$ 27,040	\$ 32,253	\$ 37,467
Hourly Library Assistant II	NE	0102	\$ 27,040	\$ 32,253	\$ 37,467
Receptionist	NE	0102	\$ 27,040	\$ 32,253	\$ 37,467
Inter-Library Loan Assistant	NE	0101	\$ 27,040	\$ 30,706	\$ 34,373
Library Assistant I	NE	0101	\$ 27,040	\$ 30,706	\$ 34,373
Hourly Library Assistant I	NE	0101	\$ 27,040	\$ 30,706	\$ 34,373
Office Assistant	NE	0101	\$ 27,040	\$ 30,706	\$ 34,373
Hourly Office Assistant I	NE	0101	\$ 27,040	\$ 30,706	\$ 34,373
Processing Unpacking Assistant	NE	0101	\$ 27,040	\$ 30,706	\$ 34,373
Hourly Summer Reading Clerk	NE	0100	\$ 19,033	\$ 23,982	\$ 28,931
Page	NE	0100	\$ 19,033	\$ 23,982	\$ 28,931



Board Action Request

6b

To: IMCPL Board **Meeting Date:** December 17, 2018

From: Diversity, Policy and Human Resources Committee **Approved by the Library Board:**

Effective Date: December 17, 2018

Subject: 2019 Appointment List

Recommendation: Approval of Resolution 58-2018- 2019 Appointment List

Background: Resolution 58-2018, 2019 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 58–2018, and any other adjustments that may be recommended, and rescinds Resolution 56–2017.

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



Board Resolution

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 58-2018

APPOINTMENT LIST

DECEMBER 17, 2018

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;

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 makes adjustments of individual salaries and rates of compensation for staff in line with the Schedule of Pay Grades and Staff Positions previously approved.

BE IT RESOLVED FURTHER, that the approval and passage of this resolution updates, modifies and amends the Appointment List previously approved in Resolution 56-2017.

2019 Appointment List

December 23, 2018 - December 21, 2019

HOURLY POSITIONS

Job Title	Hourly Rate
Page	\$ 11.81
Hrly Library Assistant II	\$ 13.16
Page	\$ 11.87
Hrly Library Assistant II	\$ 13.16
Hrly Library Assistant I	\$ 13.00
Page	\$ 11.16
Page	\$ 11.81
Hrly Library Assistant II	\$ 13.00
Hrly Public Services Associate I	\$ 15.26
Hrly Public Services Associate I	\$ 15.74
Page	\$ 10.39
Page	\$ 9.52
Hrly Public Services Associate I	\$ 15.73
Hrly Library Assistant II	\$ 13.16
Hrly Indy Library Store Online Bookseller	\$ 16.94
Page	\$ 10.24
Hrly Library Assistant II	\$ 13.16
Hrly Public Services Associate I	\$ 15.89
Hrly Public Services Associate I	\$ 15.89
Hrly Library Assistant II	\$ 13.29
Hrly Public Services Associate I	\$ 15.74
Page	\$ 9.33
Hrly Library Assistant II	\$ 13.00
Page	\$ 10.44
Hrly Library Assistant II	\$ 13.00
Page	\$ 10.39
Hrly Public Services Associate I	\$ 14.36
Hrly Library Assistant II	\$ 13.16
Page	\$ 10.24
Hrly Computer Lab Assistant II	\$ 13.26
Hrly Public Services Associate I	\$ 15.57
Hrly Public Services Associate I	\$ 15.58
Page	\$ 9.33
Hrly Job Center Assistant	\$ 10.20
Hrly Library Assistant II	\$ 13.16
Page	\$ 10.29
Page	\$ 10.54
Page	\$ 9.84
Page	\$ 10.24
Hrly Library Assistant II	\$ 13.00
Hrly Public Services Associate I	\$ 15.57

Page	\$	10.24
Page	\$	10.24
Hrly Library Assistant II	\$	13.00
Hrly Public Services Associate I	\$	14.65
Hrly Job Center Assistant	\$	11.59
Page	\$	9.90
Page	\$	10.33
Page	\$	10.24
Page	\$	10.24
Hrly Public Services Associate I	\$	15.80
Page	\$	10.45
Page	\$	10.39
Page	\$	10.24
Page	\$	10.56
Hrly Library Assistant II	\$	13.00
Hrly Public Services Associate I	\$	15.09
Hrly Public Services Associate I	\$	15.57
Page	\$	10.24
Page	\$	10.29
Hrly Library Assistant II	\$	13.00
Hrly Building Systems Team Member	\$	15.57
Page	\$	9.15
Page	\$	10.24
Hrly Library Assistant II	\$	13.16
Page	\$	10.05
Hrly Computer Lab Assistant II	\$	13.98
Page	\$	9.90
Hrly Public Services Associate I	\$	15.24
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.02
Hrly Public Services Associate I	\$	15.24
Hrly Public Services Associate I	\$	15.24
Page	\$	10.39
Page	\$	9.33
Page	\$	10.00
Hrly Job Center Assistant	\$	11.04
Page	\$	9.90
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Page	\$	9.15
Page	\$	9.95
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Page	\$	9.52
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Hrly Public Services Associate I	\$	15.01
Hrly Library Assistant II	\$	13.00
Hrly Public Services Associate I	\$	14.94
Hrly Job Center Assistant	\$	10.82
Page	\$	9.71
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00

Page	\$	9.33
Hrly Processing Assistant	\$	13.44
Hrly Public Services Associate I	\$	14.36
Page	\$	9.33
Hrly Library Assistant II	\$	13.00
Page	\$	9.57
Hrly Library Assistant II	\$	13.00
Page	\$	9.66
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Page	\$	9.33
Page	\$	9.66
Page	\$	9.66
Page	\$	9.80
Hrly Public Services Associate I	\$	14.36
Page	\$	9.52
Page	\$	9.52
Page	\$	9.52
Page	\$	9.52
Hrly Library Assistant II	\$	13.00
Hrly Computer Lab Assistant I	\$	13.00
Hrly Library Assistant II	\$	13.00
Page	\$	9.33
Hrly Auditorium Technician	\$	17.06
Page	\$	9.33
Hrly Public Services Associate I	\$	14.36
Page	\$	9.15
Page	\$	9.43
Hrly Library Assistant II	\$	13.00
Page	\$	9.15
Hrly Job Center Assistant	\$	10.40
Hrly Library Assistant II	\$	13.00
Page	\$	9.33
Hrly Library Assistant II	\$	13.00
Page	\$	9.43
Hrly Library Assistant II	\$	13.00
Page	\$	9.33
Hrly Public Services Associate I	\$	14.22
Hrly Computer Lab Assistant I	\$	13.00
Hrly Public Services Associate I	\$	14.22
Hrly Public Services Associate I	\$	14.22
Page	\$	9.24
Page	\$	9.24
Page	\$	9.24
Hrly Events Asisstant	\$	13.00
Hrly Computer Lab Assistant II	\$	13.13
Page	\$	9.24
Hrly Library Assistant II	\$	13.00
Page	\$	9.24
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15

Hrly Events Asisstant	\$	13.00
Hrly Job Center Assistant	\$	10.20
Page	\$	9.15
Hrly Public Services Associate I	\$	14.08
Hrly Public Services Associate I	\$	14.08
Hrly Library Assistant II	\$	13.00
Page	\$	9.15
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Page	\$	9.15
Hrly Job Center Assistant	\$	10.20
Page	\$	9.15
Hrly Public Services Associate I	\$	14.08
Hrly Public Services Associate I	\$	14.08
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Hrly Public Services Associate I	\$	14.08
Page	\$	9.15
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Hrly Activity Guide	\$	15.35
Hrly Library Assistant II	\$	13.00
Hrly Public Services Associate I	\$	14.08
Hrly Public Services Associate I	\$	14.08
Hrly Library Assistant II	\$	13.00
Hrly Library Assistant II	\$	13.00
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Hrly Public Services Associate I	\$	14.08
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Hrly Public Services Associate I	\$	14.08
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Hrly Computer Lab Assistant II	\$	13.00
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Page	\$	9.15
Page	\$	11.81
Page	\$	11.58
Hrly Library Assistant II	\$	13.00
Hrly Public Services Associate I	\$	15.57
Hrly Public Services Associate I	\$	14.65
Hrly Public Services Associate I	\$	15.57

Hrly Public Services Associate I	\$	15.57
Hrly Public Services Associate I	\$	15.24
Page	\$	12.22
Page	\$	11.58
Hrly Public Services Associate I	\$	15.28
Hrly Public Services Associate I	\$	14.65
Hrly Library Assistant II	\$	13.16
Page	\$	11.81
Page	\$	11.93
Hrly Public Services Associate I	\$	15.74
Hrly Library Assistant II	\$	13.16
Hrly Public Services Associate I	\$	14.36

2019 Appointment List

December 23, 2018 - December 21, 2019

EXEMPT POSITIONS

Job Title	Base Schedule	Bi-weekly Salary
Business Analyst	40.00	\$ 1,899.77
Mgr., Central Services	40.00	\$ 1,899.77
Human Resources Generalist	40.00	\$ 1,844.26
Indy Library Store Coordinator	40.00	\$ 1,826.00
Electronic Resources Librarian	40.00	\$ 1,922.31
Digital Marketing Specialist	40.00	\$ 1,899.77
Mgr., Neighborhood Branch	40.00	\$ 1,826.00
Venue Coordinator	40.00	\$ 1,927.80
Special Collections Librarian	40.00	\$ 1,918.40
Mgr., Neighborhood Branch	40.00	\$ 1,929.31
Mgr., Neighborhood Branch	40.00	\$ 1,862.52
Collection Development Librarian	40.00	\$ 1,946.51
Mgr., Community Branch	40.00	\$ 1,862.52
Mgr., Community Branch	40.00	\$ 1,862.52
Human Resources Generalist	40.00	\$ 1,899.77
PC/Lan Specialist	40.00	\$ 1,899.77
Collection Development Librarian	40.00	\$ 1,899.77
Accountant	40.00	\$ 1,862.52
Accountant	40.00	\$ 1,918.40
Collection Development Librarian	40.00	\$ 1,918.40
Accountant	40.00	\$ 1,899.77
Mgr., Community Branch	40.00	\$ 2,192.63
Mgr., Neighborhood Branch	40.00	\$ 2,011.84
Mgr., Central Adult Services	40.00	\$ 2,106.05
Public Relations Specialist	40.00	\$ 2,148.08
Mgr., Processing	40.00	\$ 1,967.90
Mgr., Neighborhood Branch	40.00	\$ 2,239.65
Mgr., Learning Curve	40.00	\$ 2,043.01
Program Specialist	40.00	\$ 1,957.77
Digital Projects Coordinator	40.00	\$ 2,001.71
Volunteer Resource Specialist	40.00	\$ 1,956.02
Safety and Security Officer	40.00	\$ 2,250.57
Program Specialist	40.00	\$ 2,086.77
Mgr., Community Branch	40.00	\$ 2,060.10
Program Specialist	40.00	\$ 2,086.77
Program Specialist	40.00	\$ 2,094.91
Mgr., Neighborhood Branch	40.00	\$ 1,967.90
Mgr., Neighborhood Branch	40.00	\$ 2,106.24
Mgr., Neighborhood Branch	40.00	\$ 1,994.38
Collection Development Librarian	40.00	\$ 1,962.57
Mgr., Regional Branch	40.00	\$ 2,180.48
Mgr., Regional Branch	40.00	\$ 2,339.15
Web Developer	40.00	\$ 2,735.06

Mgr., Regional Branch	40.00	\$	2,457.42
Mgr., Regional Branch	40.00	\$	2,121.60
Mgr., Payroll	40.00	\$	2,171.42
ILS Project Manager	40.00	\$	2,376.93
Mgr., Regional Branch	40.00	\$	2,138.61
Mgr., Regional Branch	40.00	\$	2,171.41
Mgr., Events	40.00	\$	2,284.60
Web Developer	40.00	\$	2,364.70
Mgr., Buildings and Grounds	40.00	\$	2,279.99
Mgr., Digital Projects	40.00	\$	2,194.66
Program Specialist	40.00	\$	2,284.12
Mgr., Regional Branch	40.00	\$	2,356.62
Area Resource Manager	40.00	\$	3,026.71
Network Systems Analyst	40.00	\$	2,553.06
Mgr., Organizational Learning and Development	40.00	\$	3,490.97
Mgr., Support Programs & Volunteer Resources	40.00	\$	2,332.06
Dir., Facilities	40.00	\$	3,645.47
Mgr., Community Branch	40.00	\$	2,497.70
Area Resource Manager	40.00	\$	2,882.50
Mgr., Program Development	40.00	\$	2,741.26
Area Resource Manager	40.00	\$	3,028.50
Area Resource Manager	40.00	\$	3,279.66
Mgr., Data & Web Services	40.00	\$	3,248.26
Mgr., PC & Communications	40.00	\$	3,041.55
Mgr., Shared Systems	40.00	\$	2,142.59
Mgr., Regional Branch	40.00	\$	2,209.96
Media Specialist	40.00	\$	2,356.62
Mgr., Regional Branch	40.00	\$	2,885.77
Chief Financial Officer	40.00	\$	3,708.00
Dir., Public Services	40.00	\$	3,520.52
Dir., Communications	40.00	\$	3,363.30
Lan Administrator	40.00	\$	2,706.08
Web Developer	40.00	\$	2,414.65
Dir., Collection Management	40.00	\$	4,231.26
Dir., Human Resources	40.00	\$	3,625.92
Mgr., Accounting	40.00	\$	2,620.09
Mgr., Sys/Network Infrastructure	40.00	\$	3,513.60
Dir., Information Technology	40.00	\$	4,531.25
Mgr., Facilities Projects	40.00	\$	3,476.66
Area Resource Manager	40.00	\$	2,396.28
Mgr., Cataloging and Metadata	40.00	\$	2,327.92

2019 Appointment List

December 23, 2018 - December 21, 2019

NON-EXEMPT POSITIONS

Job Title	Base Hours	Hourly Rate
Public Services Librarian	40.00	\$ 22.32
Library Assistant III	40.00	\$ 15.57
Processing Assistant	40.00	\$ 16.65
Circulation Supervisor II	40.00	\$ 20.98
Cataloging Assistant	40.00	\$ 20.26
Supervisor Librarian	20.00	\$ 24.43
Library Assistant II	40.00	\$ 13.29
Public Services Librarian	40.00	\$ 19.10
Circulation Supervisor I	40.00	\$ 19.82
Order Specialist	40.00	\$ 18.15
Public Services Associate II-Outreach	20.00	\$ 19.89
Public Services Librarian	40.00	\$ 22.07
Supervisor, Building Systems	40.00	\$ 19.46
Circulation Supervisor I	40.00	\$ 20.25
Public Services Librarian	40.00	\$ 23.31
Processing Assistant	40.00	\$ 16.57
Supervisor Librarian	40.00	\$ 20.84
Lead Office Assistant	40.00	\$ 19.82
Membership Access Coordinator	40.00	\$ 23.60
Library Assistant III	40.00	\$ 16.23
Processing Assistant	40.00	\$ 15.74
Computer Lab Assistant II	20.00	\$ 14.70
Circulation Supervisor I	40.00	\$ 19.82
Processing Assistant	40.00	\$ 16.50
Serials Assistant	40.00	\$ 17.02
Circulation Supervisor II	40.00	\$ 20.98
Public Services Librarian	40.00	\$ 24.13
Processing Assistant	40.00	\$ 16.36
Circulation Supervisor II	40.00	\$ 22.53
Processing Assistant	40.00	\$ 15.95
Library Assistant II	20.00	\$ 13.16
Public Services Librarian	20.00	\$ 24.82
Team Member, Shipping and Receiving	40.00	\$ 17.07
Public Services Associate II	40.00	\$ 19.58
Cataloger	40.00	\$ 24.31
Public Services Librarian	40.00	\$ 24.19
Web Content Specialist	40.00	\$ 28.51
Artist-in-Residence	40.00	\$ 22.06
Public Services Librarian	40.00	\$ 24.97
Inter-Library Loan Assistant	40.00	\$ 18.05
Circulation Supervisor I	40.00	\$ 19.43

Public Services Librarian	40.00	\$	22.42
Library Assistant II-Outreach	40.00	\$	13.29
Library Assistant III	40.00	\$	16.50
Processing Assistant	40.00	\$	16.15
Public Services Librarian	20.00	\$	23.24
Public Services Librarian	40.00	\$	23.05
Library Assistant III	40.00	\$	15.67
Public Services Associate II	20.00	\$	16.61
Library Assistant II	20.00	\$	13.00
Public Services Librarian	20.00	\$	22.33
Order Specialist	40.00	\$	21.76
Public Services Librarian	40.00	\$	19.34
Public Services Librarian	40.00	\$	20.58
Public Services Associate II (OUT)	1.00	\$	15.65
Library Assistant II	20.00	\$	13.00
Library Assistant II	20.00	\$	13.00
Computer Lab Assistant II	20.00	\$	13.00
Project Coordinator	40.00	\$	18.40
Library Assistant II	40.00	\$	13.00
Public Services Librarian	40.00	\$	18.75
Public Services Librarian	40.00	\$	18.00
Computer Lab Assistant II	40.00	\$	13.00
Team Member, Shipping and Receiving	40.00	\$	13.00
Computer Lab Assistant II	40.00	\$	13.00
Public Services Librarian	40.00	\$	18.00
Public Services Librarian	40.00	\$	23.31
Public Services Librarian	40.00	\$	22.94
Supervisor Librarian	40.00	\$	24.36
Library Assistant II	20.00	\$	13.53
Supervisor Librarian	40.00	\$	23.32
Library Assistant II	20.00	\$	13.16
Library Assistant II	20.00	\$	13.00
Library Assistant II	20.00	\$	13.00
Activity Guide	40.00	\$	15.65
Library Assistant II	20.00	\$	13.00
Public Services Librarian	20.00	\$	18.36
Library Assistant II	20.00	\$	13.00
Public Services Associate II	20.00	\$	15.65
Public Services Associate II	20.00	\$	15.65
Computer Lab Assistant II	20.00	\$	13.26
Public Services Librarian	40.00	\$	18.00
Library Assistant II	20.00	\$	13.00
Public Services Librarian	40.00	\$	18.36
Supervisor Librarian	40.00	\$	20.23
Metadata Specialist	40.00	\$	19.65
Public Services Librarian	40.00	\$	18.36
Public Services Librarian	20.00	\$	18.73
Public Services Librarian	20.00	\$	19.00
Team Member, Shipping and Receiving	40.00	\$	13.39
Public Services Librarian	40.00	\$	18.91
Public Services Librarian	40.00	\$	18.91
Team Member, Shipping and Receiving	40.00	\$	13.39
Library Assistant II	20.00	\$	13.00

Library Assistant II	20.00	\$	13.00
Public Services Librarian	40.00	\$	18.73
Library Assistant II	20.00	\$	13.00
Public Services Associate II	40.00	\$	15.97
Administrative Assistant	20.00	\$	18.82
Library Assistant II	24.00	\$	13.00
Activity Guide	40.00	\$	15.97
Library Assistant II	20.00	\$	13.00
Public Services Librarian	40.00	\$	23.13
Circulation Supervisor I	40.00	\$	19.42
Library Assistant II	20.00	\$	13.00
Library Assistant II	20.00	\$	13.00
Library Assistant II	40.00	\$	13.00
Library Assistant II	20.00	\$	13.00
Public Services Associate II	20.00	\$	15.81
Cataloger	40.00	\$	20.75
Public Services Librarian	40.00	\$	19.29
Public Services Librarian	40.00	\$	18.82
Public Services Librarian	40.00	\$	18.73
Library Assistant II	20.00	\$	13.00
Public Services Associate II	40.00	\$	16.61
Administrative Assistant	40.00	\$	16.95
Public Services Librarian	40.00	\$	18.73
Library Assistant II	40.00	\$	13.00
Computer Lab Assistant II	40.00	\$	13.57
Computer Lab Assistant II	40.00	\$	14.35
Computer Lab Assistant II	40.00	\$	14.29
Accounts Receivable Clerk	40.00	\$	15.91
Computer Lab Assistant II	40.00	\$	13.44
Library Assistant II	40.00	\$	13.00
Public Services Librarian	40.00	\$	18.73
Computer Lab Assistant II	40.00	\$	13.98
Public Services Librarian	40.00	\$	19.29
Administrative Assistant	40.00	\$	16.44
Public Services Librarian	20.00	\$	18.36
Computer Lab Assistant I	40.00	\$	13.00
Computer Lab Assistant II	40.00	\$	13.26
Circulation Supervisor I	40.00	\$	18.36
Bkmo Driver/Clerk	40.00	\$	13.26
Technical Support Assistant	40.00	\$	19.10
Library Assistant II	20.00	\$	13.00
Supervisor Librarian	40.00	\$	21.40
Processing Assistant	20.00	\$	13.44
Processing Assistant	40.00	\$	14.19
Supervisor Librarian	40.00	\$	20.63
Library Assistant II	40.00	\$	13.00
Public Services Associate II	20.00	\$	16.29
Public Services Associate II	40.00	\$	15.35
Public Services Librarian	40.00	\$	18.73
Public Services Librarian	40.00	\$	19.68
Public Services Associate II	40.00	\$	16.94
Public Services Associate II-Outreach	20.00	\$	16.61
Public Services Librarian	40.00	\$	19.48

Public Services Associate II-Outreach	20.00	\$	16.61
Library Assistant II	20.00	\$	13.00
Library Assistant II	24.00	\$	13.00
Computer Lab Assistant II	40.00	\$	13.71
Public Services Associate II	20.00	\$	15.35
Library Assistant II	20.00	\$	13.00
Building Systems Team Member	40.00	\$	14.65
Library Assistant II	40.00	\$	13.00
Library Assistant II	24.00	\$	13.00
Activity Guide	40.00	\$	17.30
Circulation Supervisor II	40.00	\$	20.86
Administrative Assistant	20.00	\$	16.61
Library Assistant II	40.00	\$	13.48
Public Services Associate II	20.00	\$	15.97
Library Assistant II	40.00	\$	13.16
Public Services Librarian	40.00	\$	18.36
Indy Library Store Assistant Coordinator	20.00	\$	20.60
Library Assistant II	40.00	\$	13.16
Library Assistant II	40.00	\$	13.00
Public Services Librarian	20.00	\$	20.01
Library Assistant II	40.00	\$	13.16
Circulation Supervisor I	40.00	\$	19.10
Supervisor Librarian	40.00	\$	20.23
Library Assistant II	20.00	\$	13.00
Supervisor Librarian-Computer Instruction	40.00	\$	21.89
Library Assistant II	40.00	\$	13.16
Public Services Librarian	40.00	\$	18.36
Cataloger	40.00	\$	20.55
Team Member, Shipping and Receiving	40.00	\$	13.26
Library Assistant II	40.00	\$	13.00
Activity Guide	40.00	\$	17.66
Cataloger	40.00	\$	21.26
Library Assistant III	40.00	\$	15.09
Computer Lab Assistant II	40.00	\$	13.57
Library Assistant II	24.00	\$	13.16
Library Assistant II	40.00	\$	13.00
Public Services Associate II	20.00	\$	16.37
Public Services Librarian	40.00	\$	19.71
Computer Lab Assistant II	40.00	\$	14.15
Public Services Librarian	40.00	\$	19.82
Library Assistant II	20.00	\$	13.25
Supervisor Librarian	40.00	\$	20.23
Computer Lab Assistant II	40.00	\$	13.98
Public Services Librarian	40.00	\$	20.01
Activity Guide	40.00	\$	17.39
Public Services Librarian	40.00	\$	19.82
Public Services Librarian	40.00	\$	19.19
Public Services Librarian	40.00	\$	18.00
Library Assistant II	20.00	\$	13.00
Public Services Librarian	40.00	\$	18.73
Supervisor Librarian	40.00	\$	21.89
Public Services Librarian	40.00	\$	19.42
Public Services Librarian	40.00	\$	20.34

Library Assistant II	20.00	\$	13.16
Library Assistant II	40.00	\$	13.16
Circulation Supervisor II	40.00	\$	20.26
Public Services Associate II	24.00	\$	16.61
Supervisor, Shipping and Receiving	40.00	\$	19.46
Public Services Librarian	40.00	\$	19.71
Public Services Associate II	20.00	\$	16.94
Network PC Technician	40.00	\$	17.86
Library Assistant II	20.00	\$	13.00
Library Assistant II	40.00	\$	13.00
Building Systems Team Member	40.00	\$	16.86
Activity Guide	40.00	\$	17.47
Administrative Assistant	40.00	\$	15.81
Computer Lab Assistant II	20.00	\$	14.31
Library Assistant III	40.00	\$	15.31
Circulation Supervisor I	40.00	\$	19.82
Public Services Associate II	20.00	\$	16.61
Library Assistant II	40.00	\$	13.16
Auditorium Technician	40.00	\$	20.95
Team Member, Shipping and Receiving	40.00	\$	13.70
Team Member, Shipping and Receiving	40.00	\$	13.26
Receptionist	40.00	\$	13.11
Processing Unpacking Assistant	40.00	\$	13.00
Library Assistant I	24.00	\$	13.00
Library Assistant II	20.00	\$	13.16
Library Assistant I	24.00	\$	13.00
Public Services Associate II	40.00	\$	16.94
Public Services Librarian	40.00	\$	18.46
Serials Specialist	40.00	\$	22.55
Building Systems Team Member	40.00	\$	16.22
Library Assistant II	40.00	\$	13.16
Computer Lab Assistant II	40.00	\$	14.12
Administrative Assistant	40.00	\$	17.19
Library Assistant II	40.00	\$	13.16
Library Assistant II	40.00	\$	13.00
Library Assistant II	20.00	\$	13.16
Processing Assistant	40.00	\$	14.31
Library Assistant I	20.00	\$	13.00
Library Assistant II	40.00	\$	13.31
Processing Assistant	40.00	\$	14.31
Public Services Librarian	40.00	\$	20.43
Office Assistant	40.00	\$	13.00
Public Services Librarian	40.00	\$	19.48
Circulation Supervisor I	40.00	\$	20.43
Payroll Specialist	40.00	\$	17.23
Library Assistant II	40.00	\$	13.16
Public Services Associate II	40.00	\$	17.06
Library Assistant II	20.00	\$	13.57
Public Services Librarian	40.00	\$	19.42
Building Systems Team Member	40.00	\$	15.74
Library Assistant II	20.00	\$	13.16
Public Services Librarian	40.00	\$	19.77
Circulation Supervisor II	40.00	\$	20.96

Library Assistant II	20.00	\$	13.16
Processing Assistant	40.00	\$	14.52
Library Assistant II	20.00	\$	13.16
Supervisor Librarian	40.00	\$	23.16
Circulation Supervisor I	40.00	\$	19.95
Public Services Librarian	40.00	\$	21.85
Library Assistant II	20.00	\$	13.00
Library Assistant II	20.00	\$	13.16
Public Services Librarian	20.00	\$	18.73
Public Services Librarian	40.00	\$	21.02
Public Services Librarian	40.00	\$	19.68
Library Assistant II	40.00	\$	13.16
Circulation Supervisor II	40.00	\$	20.86
Public Services Librarian	40.00	\$	21.59
Accounts Payable Assistant	40.00	\$	17.11
Library Assistant II	40.00	\$	13.00
Public Services Librarian	40.00	\$	19.77
Project and Grant Specialist	40.00	\$	20.55
Library Assistant II	40.00	\$	13.38
Library Assistant II	40.00	\$	13.00
Library Assistant II	20.00	\$	13.42
Supervisor Librarian	40.00	\$	21.90
Library Assistant III	40.00	\$	15.80
Library Assistant III	40.00	\$	15.57
Library Assistant III	40.00	\$	15.72
Library Assistant III	40.00	\$	15.57
Circulation Supervisor I	40.00	\$	19.95
Public Services Librarian	40.00	\$	22.21
Library Assistant III	40.00	\$	15.53
Circulation Supervisor II	40.00	\$	21.05
Building Systems Team Member	40.00	\$	15.69
Purchasing Agent	40.00	\$	19.68
Library Assistant II	20.00	\$	13.00
Supervisor Librarian	20.00	\$	22.23
Computer Lab Assistant II	40.00	\$	14.05
Cataloger	40.00	\$	21.09
Public Services Librarian	40.00	\$	22.33
Administrative Assistant	40.00	\$	18.35
Bkmo Driver/Clerk	40.00	\$	15.48
Processing Assistant	40.00	\$	15.54
Circulation Supervisor I	24.00	\$	18.36
Public Services Librarian	20.00	\$	22.06
Public Services Librarian	20.00	\$	21.85
Library Assistant I	40.00	\$	13.00
Library Assistant III	40.00	\$	15.72
Administrative Assistant	40.00	\$	21.09
Circulation Supervisor I	40.00	\$	19.82
Library Assistant II	40.00	\$	13.16
Library Assistant III	40.00	\$	15.80
Supervisor Librarian	40.00	\$	28.56
Processing Assistant	40.00	\$	13.63
Library Assistant II-Outreach	40.00	\$	13.16
Processing Assistant	20.00	\$	14.27

Library Assistant II	20.00	\$	13.16
Public Services Associate II-Outreach	20.00	\$	15.65
Executive Assistant	40.00	\$	33.09
Administrative Assistant	40.00	\$	18.60
Public Services Librarian	40.00	\$	21.85
Computer Lab Assistant II	40.00	\$	13.98
Computer Lab Assistant II	40.00	\$	14.25
Public Services Librarian	40.00	\$	20.60
Library Assistant II	20.00	\$	13.35
Processing Assistant	20.00	\$	13.91
Public Services Associate II	40.00	\$	17.19
Circulation Supervisor I	40.00	\$	19.68
Public Services Librarian	40.00	\$	22.17
Library Assistant III	40.00	\$	16.21
Library Assistant III	24.00	\$	15.91
Circulation Supervisor II	40.00	\$	20.96
Public Services Associate II	40.00	\$	19.65
Library Assistant II	20.00	\$	13.16
Supervisor Librarian	40.00	\$	21.89
Circulation Supervisor I	40.00	\$	20.01
Library Assistant I	24.00	\$	13.00



Board Briefing Report

7a

To: IndyPL Board
Facilities Committee

Meeting Date: December 17, 2018

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Michigan Road Branch Construction Progress for November 2018

The Project is moving towards completion, and the work by IndyPL Staff continues to prepare the building for public services:

- Public Services are working to plan the Opening Celebration Event for December 15, 2018. The doors will open at 10:00, the ribbon cutting at 11:00, with tours and activities until 2:00.
- It has been an “All Hands On Deck” period as many IndyPL staff and vendors are working to prepare the Branch for opening.
- The stoplight at 61st and Michigan Road is active providing better access to the site.
- IT has completed the installation of network equipment and the WiFi is active.



Project Site on November 30, 2018
View of the entrance with the metal panels and brick pavers.

Facilities Briefing Report

To: Facilities Committee, Item 7a

From: Sharon Smith, Facilities Director

Re: Michigan Road Branch Construction Progress

Date: December 17, 2018



Project Site on November 26, 2018

View of the Concourse with the Checkout Desk on the left, Children's Room on the right, and the main entrance straight ahead.

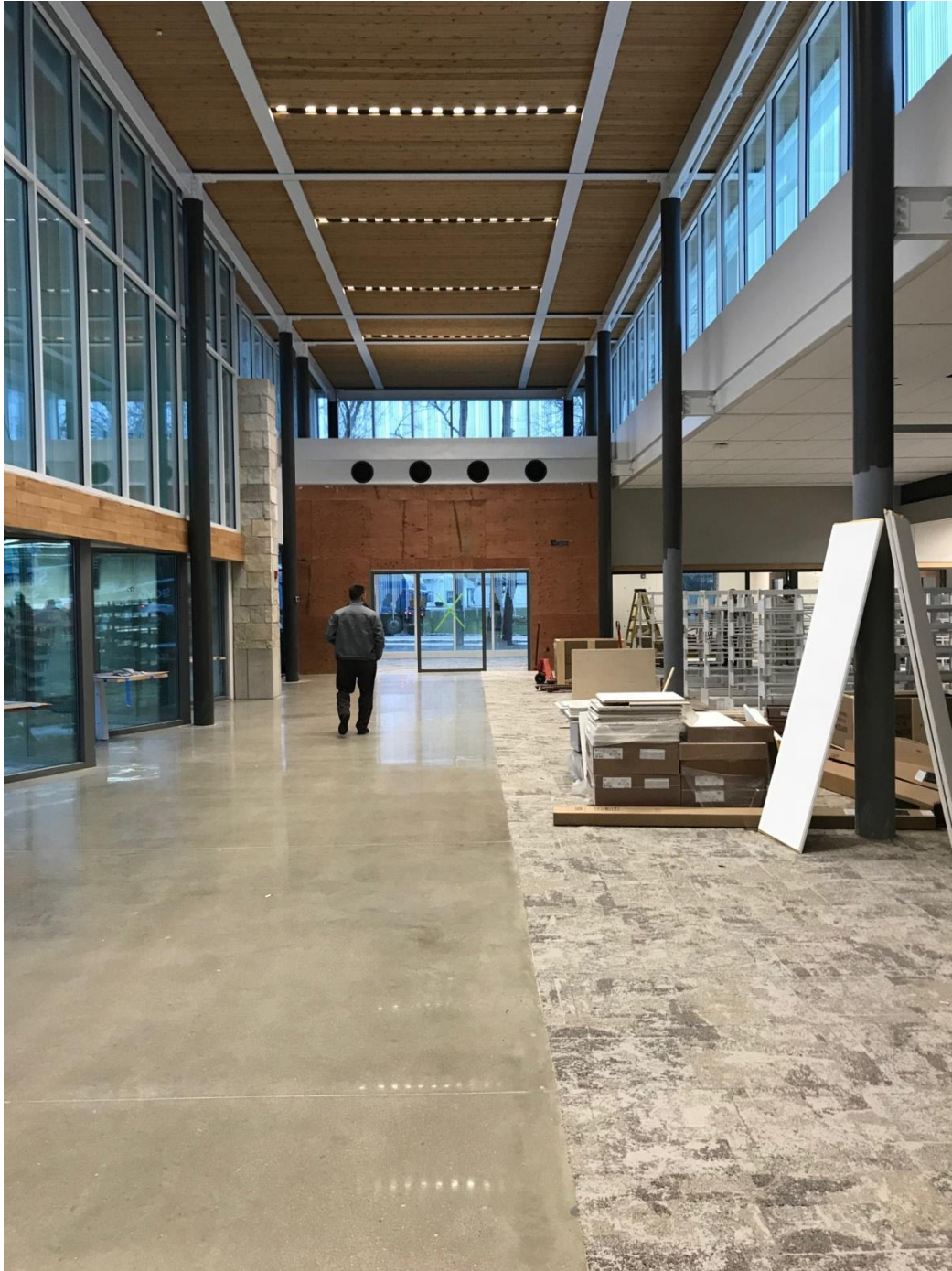
Facilities Briefing Report

To: Facilities Committee, Item 7a

From: Sharon Smith, Facilities Director

Re: Michigan Road Branch Construction Progress

Date: December 17, 2018



Project Site on November 26, 2018
View of the Concourse with the saw-tooth seating on the left.

Facilities Briefing Report

To: Facilities Committee, Item 7a

From: Sharon Smith, Facilities Director

Re: Michigan Road Branch Construction Progress

Date: December 17, 2018

Move In Schedule Update

Begin shelving the collections November 28, 2018

Furniture deliveries begin November 29, 2018

Begin installation of the sorter December 3, 2018

Opening celebration event December 15, 2018

Summary Construction Budget Update

Project funded by the 2016 Construction Bond (Fund 476)

Construction Contingency \$549,000.00

Expenses to Contingency \$272,286.80

Remaining Contingency \$276,713.20

Percent Remaining Contingency 50.4%

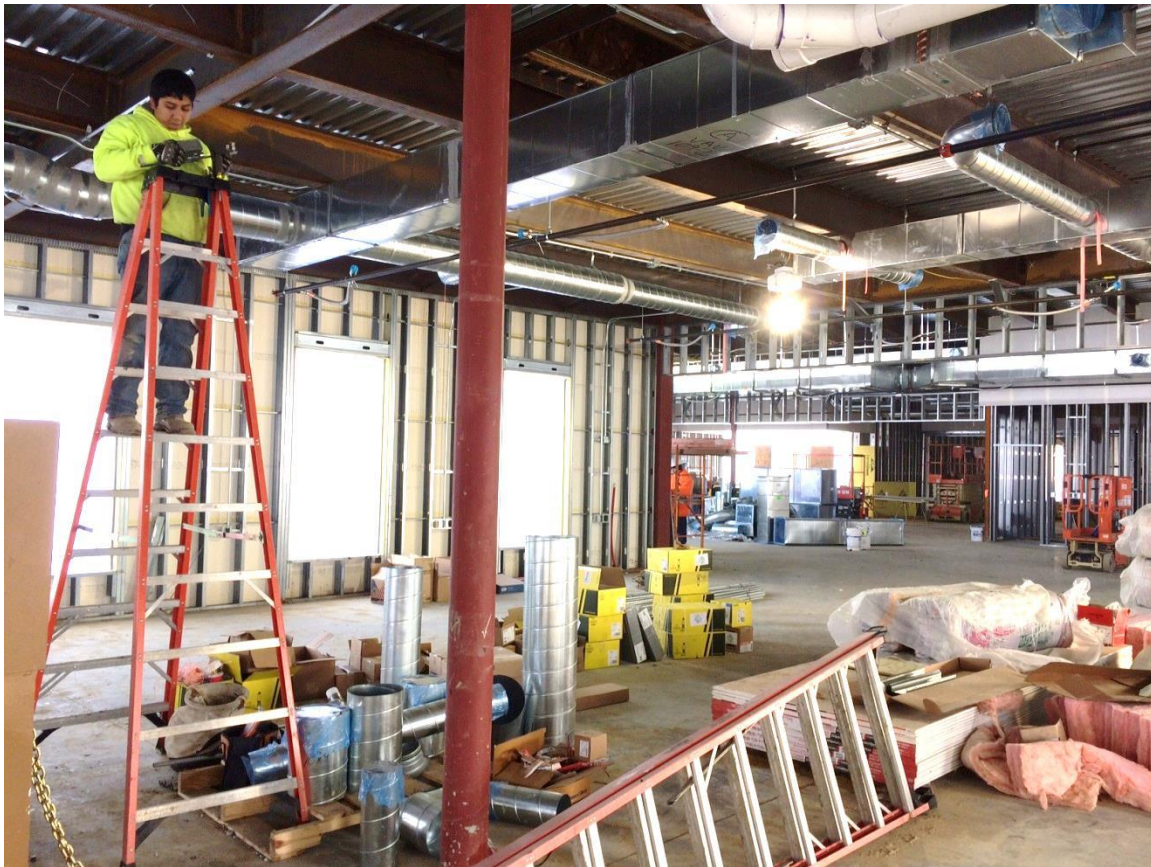
To: IndyPL Board
Facilities Committee

Meeting Date: December 17, 2018

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Eagle Branch Construction Progress for November 2018

Major milestone work completed in November includes completion of the concrete slab on November 3 and 8, 2018. The interior framing is complete, fire suppression sprinkler system is complete with overhead work, and overhead ductwork is 95% complete. The building has temporary enclosures on the windows and temporary heat has been installed.



Project Site on November 28, 2018
View looking southeast with electrical rough-ins in process.

Facilities Briefing Report

To: Facilities Committee, Item 7b

From: Sharon Smith, Facilities Director

Re: Eagle Branch Construction Progress

Date: December 17, 2018



Project Site on November 28, 2018

View inside looking east showing interior framing behind the Checkout desk.



Project Site on November 28, 2018

View inside looking east showing the new concrete slab after finishing and installation of the metal framing of the walls and bulkheads.

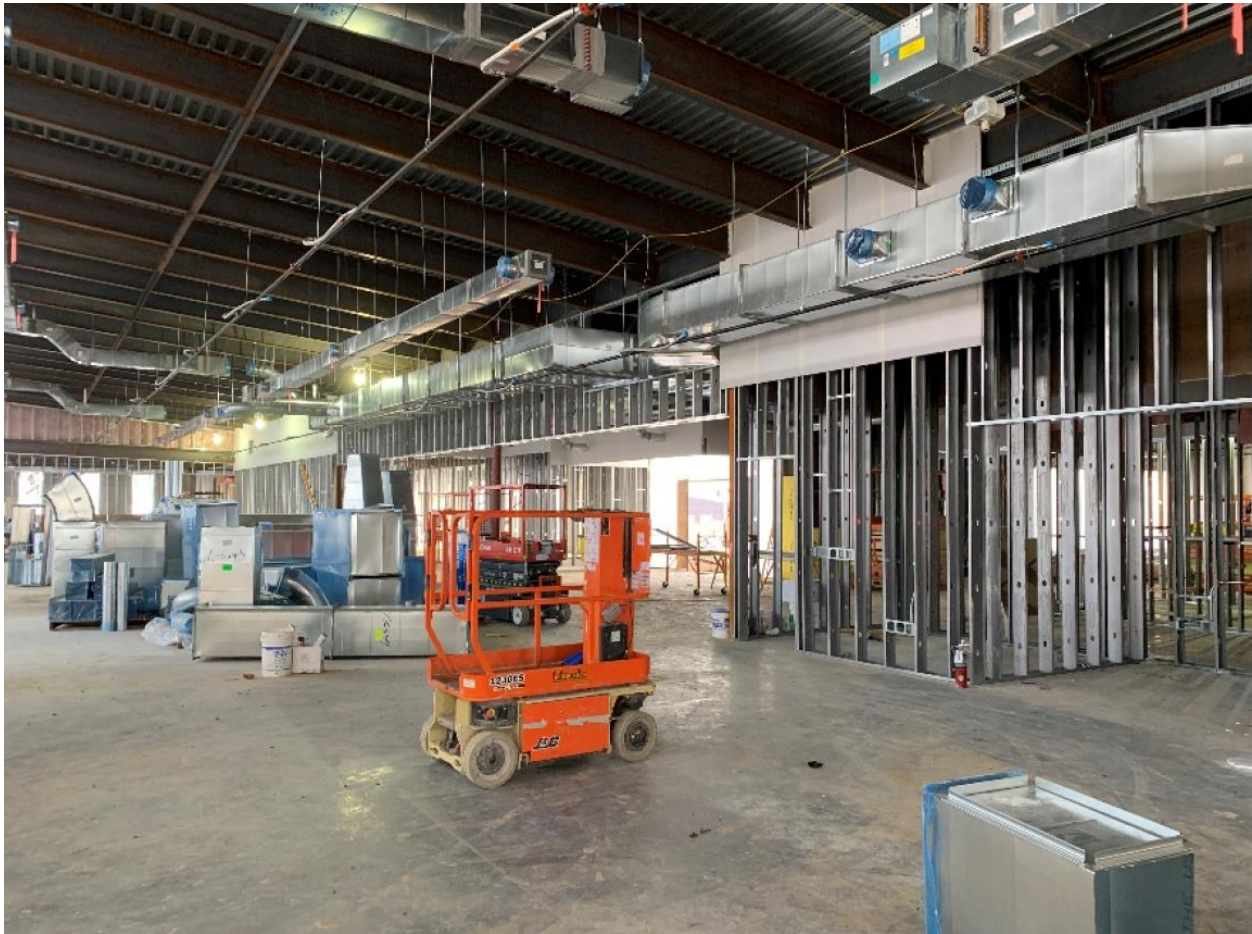
Facilities Briefing Report

To: Facilities Committee, Item 7b

From: Sharon Smith, Facilities Director

Re: Eagle Branch Construction Progress

Date: December 17, 2018



Project Site on November 28, 2018

View inside looking east showing metal framing of the walls and metal ductwork.

Construction Schedule Update

Start brick	December 5, 2018
Complete high windows	December 14, 2018
Complete plumbing rough-ins	December 21, 2018
Substantial Completion	April 19, 2019

Summary Construction Budget Update

Project funded by the 2017B Construction Bond (Fund 478)	
Construction Contingency	\$619,472
<u>Expenses to Contingency</u>	<u>\$103,341</u>
Remaining Contingency	\$516,131
Percent Remaining Contingency	83.3%



Board Briefing Report

7c

To: IndyPL Board
Facilities Committee

Meeting Date: December 17, 2018

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Briefing Report – January 2019 Action Item
Approval to Award a Services Contract for Solar Photovoltaic System
Installation and Maintenance Services at the Eagle Branch Library Project

A solar panel array is considered to be part of the Eagle Branch Project (“Project”). The Vendor for the new photovoltaic system (“PV System”) will be selected using the Request for Proposal (“RFP”) method described in IC § 5-22-9. IndyPL has determined competitive bidding is neither practical nor advantageous in regards to the selection and installation of a PV System.

IndyPL and the architect prepared performance specifications for the PV System to allow for detailed evaluation of the Proposals.

The RFP was issued on December 11, 2018. Vendors were identified by using the City and State XBE databases, known Vendors were contacted, the RFP was posted on our website, public notices were placed on December 11 and 18, and a pre-proposal conference will be held for all prospective Vendors on December 19, 2018. Proposals will be received on January 8, 2019.

The IndyPL Evaluation Committee consists of the Director, Facilities, Manager, Buildings and Grounds, and the Manager, Facilities Projects. A report from the Evaluation Committee will be presented to the Facilities Committee at the January 15, 2019 meeting. IndyPL will evaluate the proposals based on the criteria listed below:

- Response of the proposed equipment to the Technical Specifications.
- Proposed overall cost.
- Local service availability
- Any other criteria deemed relevant by IndyPL.

The preliminary schedule targets starting on March 4, 2019, with completion by April 12, 2019. The Project is estimated to be more than \$75,000 and less than \$150,000. The Project will be funded by the Eagle Branch Project Bond Fund – Fund 478. IndyPL shall award the Project to the lowest, responsible, and responsive Proposer pursuant to IC § 5-22-9-7.



Board Briefing Report

8

To: IndyPL Board

Meeting Date: 12/17/18

From: The Indianapolis Public Library Foundation

Subject: December 2018 Update

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

News:

The Library Foundation will reach its 50th anniversary on February 26, 2019. We intend to maximize this unique milestone as a capacity-building opportunity so that we may better serve the Library. We are setting the groundwork now by collecting oral histories, digitizing our archives and launching the quiet phase of the Next 50 campaign. On February 26, we will launch the campaign's public phase. We seek to raise a \$150,000 endowment for children's programs and services by December 31, 2019. Please mark your calendars for Friday, May 3 to attend Cheers for 50 Years at Central Library. More information about the Next 50 Campaign and Cheers for 50 Years are enclosed in your packet.

Donors

The Library Foundation thanks 202 donors who made gifts last month. The following are our top corporate and foundation contributors. If you should have an opportunity to thank them, the Library Foundation would be grateful.

Allen Whitehall Clowes Charitable Foundation, Inc.
Fulner Family Foundation, Inc.

Program Support

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

Children

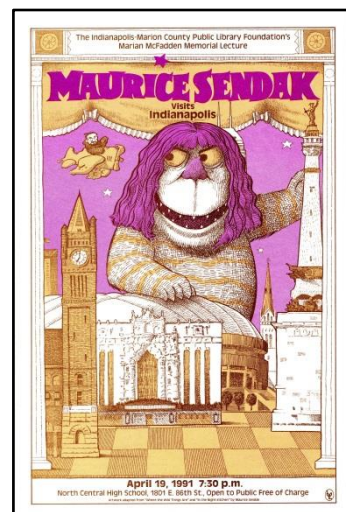
Read to Me, Please - InfoZone



Next 50 Fund

What are your childhood memories of reading? Did you have a favorite book, spine cracked and pages worn from daily use, or a loved one who faithfully shared stories with you? Perhaps you visited your library, where a librarian helped you select just the right book. Even before you were old enough to sign your name on your borrowers' card, and continuing through your teen years, your library was there to inspire your love of reading and enable your pursuit of knowledge. Your life is richer today because of it.

With a vision for public service that surpassed its tax-supported budget, The Indianapolis Public Library founded The Indianapolis Public Library Foundation in 1969. By raising private contributions, we enable the Library to nurture the community's love of reading and learning in proactive ways. If you grew up in Indianapolis, you may have participated in the Summer Reading Program or attended a lecture by Madeleine L'Engle ("A Wrinkle in Time"), Lloyd Alexander ("Chronicles of Prydain") or Maurice Sendak ("Where the Wild Things Are"). Today, we sustain those beloved traditions while enabling the Library to meet emerging needs. For example, thanks to private support, the Library is now helping schools increase students' access to information by conducting district-wide public library card sign-ups and offering shared online databases and eBook collections. Just as our founders did not anticipate the Internet in 1969, we cannot predict what the next 50 years will bring – only that the Library will face increasingly complex challenges and opportunities as it realizes its mission of making reading and learning an essential, enjoyable part of every childhood.



For this reason, we invite you to help us establish the Next 50 Fund, a new, permanent funding source dedicated to the Library's evolving efforts on behalf of youth. As you reflect on how childhood reading and learning experiences enhanced your life, or the lives of the young people you hold dear, please know your gift to the Next 50 Fund will have the same impact on others.

Be Part of the First 50!

By December 31, 2018, we seek to raise \$50,000 to seed the Next 50 Fund. Would you consider making a contribution that is personally meaningful? You may pay your gift over five years. We can accept gifts of cash, appreciated stock, IRA distributions (there are tax benefits for those aged 70 ½ or older) and non-cash assets. We will gratefully acknowledge contributions at various levels:

\$100

- Listing in commemorative anniversary booklet
- Listing in the Library Foundation's annual report

\$500

- All \$100 level recognition
- 1" ceramic book tile (available at select locations)

\$1,000

- All \$500 level recognition, upgrade to a 2" tile
- Recognition in a print or digital donor signage during our anniversary celebration on May 3, 2019
- Opportunity to see a Library program in action



\$2,500

- All \$1,000 level recognition, upgrade to a 3" tile
- Listing on permanent donor signage in the Library Foundation's boardroom

\$5,000

- All \$2,500 level recognition
- Oral recognition from the podium during our May 3, 2019 anniversary celebration
- Invitation to luncheon with Library CEO Jackie Nytes and a local author
- Recognition on www.indyplfoundation.org

\$10,000

- All \$5,000 level recognition
- Named honorary co-chair of our anniversary celebration

\$25,000+

- All \$10,000 recognition
- Opportunity to name a space in the Library or Library Foundation

Inspire Others to Give!

The first \$50,000 we raise from you and other donors will be positioned as a match to draw another \$100,000 in support by December 31, 2019. In addition, if you are willing, there will be opportunities for you to share your Library Foundation story and encourage others to give.

Make a Lasting Impact!

Your gift will be placed in a permanent endowment.¹ We will use the interest earned to support children's initiatives of The Indianapolis Public Library. If the endowment earns 5 percent annually and we spend that interest each year, your gift will generate twice its value in 50 years!

To extend your impact, please consider leaving a legacy for the Library. You can make a planned gift through a will, life insurance policy or retirement plan. There are even arrangements that can generate income for you. Whether you want to support the Next 50 Fund or have other goals, the Library Foundation can help you shape your legacy gift to support learning at the Library.

For More Information

Contact Library Foundation President Roberta Knickerbocker Jagers at (317) 275-4863 or rjagers@indyplfoundation.org. Thank you for your consideration!

¹ Your gift will go into a permanent endowment placed at Central Indiana Community Foundation, one of the Library Foundation's endowment management partners. The earnings will support children's initiatives at The Indianapolis Public Library. Up to 15 percent of the earnings may be applied to fundraising/administrative expenses the Library Foundation incurs by supporting children's initiatives. The Library Foundation's Board of Directors may redirect the Next 50 Fund to another purpose should the current one become obsolete. In that unlikely event, the Board would make an effort to select a similar cause.



Cheers for 50 Years – May 3, 2019

About The Indianapolis Public Library Foundation:

More than a repository for books and information, The Indianapolis Public Library plays an important role in shaping the community's narrative. The Library encourages Marion County residents of all ethnicities, ages and backgrounds to learn, explore, share and grow through robust collections, programs and services and engaging events that bring the community together. When we can all learn, we can make our community the best it can be.

Tax dollars support basic expenses such as staff salaries, building upkeep and most of the Library's collection. However, the majority of the Library's programs and services patrons know and love are possible because of support from The Indianapolis Public Library Foundation. The Library Foundation raises more than \$2 million a year for Library programs and services, thanks to the generosity of individuals, companies and foundations.

In 2019, the Library Foundation will turn 50! This milestone is a unique chance to celebrate our impact on Library patrons and increase our capacity to respond to their ever-changing needs. Will you help us maximize this opportunity?

What to Expect at Cheers for 50 Years – Presented by the Danny R. Dean Fund:

The highlight of our 50th year will be a celebration at Central Library on Friday, May 3, 2019. Join fellow lifelong learners to mingle, enjoy live music and experience our most popular children's programs, all while sampling some delicious literary-themed hors d'oeuvres and libations. While specific activities are to be determined, we anticipate they will revolve around music, dance/movement,



storytelling, artmaking, robotics, science and animals! Have you ever wanted to get up close with a tortoise, learn some traditional African dance steps or program a break-dancing robot? Now's your chance to feel like a kid again, except this time with an adult beverage or two in your hand! Toward the end of the evening, guests will gather in the auditorium for a brief, formal presentation celebrating the Library Foundation's past, present and future, where they will also learn about the opportunity to support future Library programs for youth with a gift to the Next 50 Fund. Guests will leave feeling proud of what their gifts to the Library Foundation accomplished and invested in its future.



Help us write our future - join us as a sponsor:

Enhance your community visibility and demonstrate your commitment to providing access to extraordinary learning experiences for all through a sponsorship of the Library Foundation's 50th anniversary celebration. The event is a great opportunity for you and your friends, employees or special clients to learn about the work of the Library in a whole new way. Based on the level of

your sponsorship, you will receive an assortment of recognition opportunities, as well as tickets to the event. **Event sponsorships and ticket sales will underwrite the Foundation's anniversary celebration and related activities.**

Series Sponsor - \$20,000

- Eight tickets to the event
- Opportunity to write welcome message in event program booklet
- Opportunity to provide input on a special food or drink item that will be enjoyed by guests at the event
- Logo recognition on all promotional materials and event collateral
- Verbal recognition at event and opportunity to speak
- Feature in the Library Foundation's February donor newsletter sent to 5,000 supporters and community leaders – *REQUIRES COMMITMENT BY JANUARY 31, 2019*
- Opportunity to see Library program in action
- Logo on the Library Foundation's website, www.indyplfoundation.org
- Print or digital signage during our anniversary celebration
- Listing in the Library's Annual Report
- Opportunity to plan additional recognition that meets both our marketing needs

Novel Sponsor - \$10,000

- Eight tickets to the event
- Logo recognition on all promotional materials and event collateral
- Verbal recognition at event
- Feature in the Library Foundation's February donor newsletter sent to 5,000 supporters and community leaders – *REQUIRES COMMITMENT BY JANUARY 31, 2019*
- Opportunity to see Library program in action
- Logo on the Award website, www.indianauthorsaward.org
- Print or digital signage during our anniversary celebration

- Listing in the Library's Annual Report
- Opportunity to plan additional recognition that meets both our marketing needs

Story Sponsor - \$5,000

- Six tickets to the event
- Logo at activity station or performance area made possible through your sponsorship
- Logo on the Library Foundation's website, www.indyplfoundation.org
- Recognition on print or digital signage during our anniversary celebration
- Listing in event program booklet
- Opportunity to see Library program in action
- Listing in the Library's Annual Report

Chapter Sponsor - \$1,500

- Four tickets to the event
- Print or digital signage during our anniversary celebration
- Listing in event program booklet
- Opportunity to see Library program in action
- Listing in the Library's Annual Report

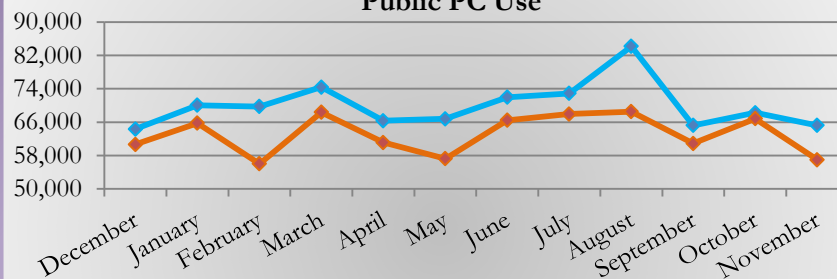
For additional information about sponsorship opportunities, or to reserve your space as a sponsor, please contact Caity Withers, Development Officer, at cwithers@indyplfoundation.org or at (317) 275-4868.

Public Services Update

Strategic Goal 1
Individual **9a1**
November 2018

Computer Use

Public PC Use

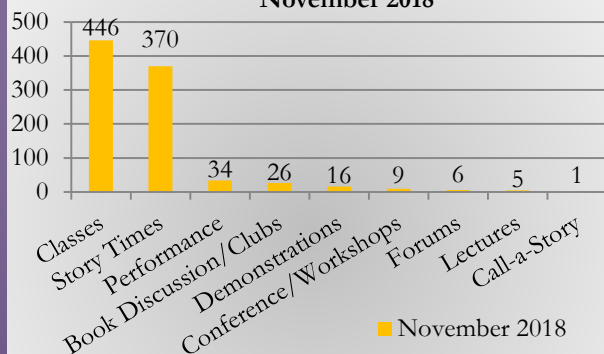


<u>Use in Session Hours</u>	<u>2017</u>	<u>2018</u>	<u>Change</u>
November	65,219	56,977	-13%
Year-to-Date	775,141	696,242	-10%

— 2016-2017 — 2017-2018

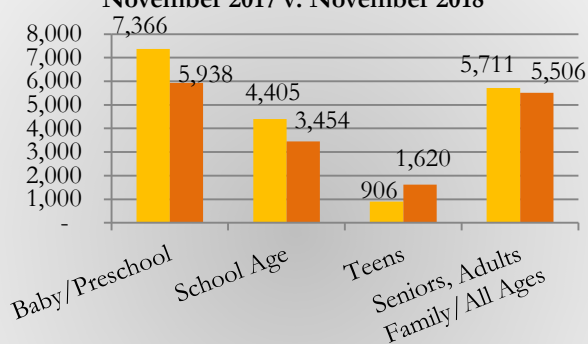
Programs

Program by Type November 2018



<u>Total Programs Offered</u>	<u>Change</u>
2018	913
2017	1,020

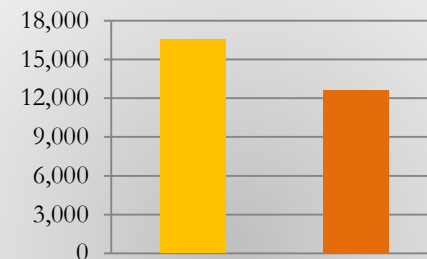
Program by Attendance November 2017 v. November 2018



<u>Total Program Attendance</u>	<u>Change</u>
2018	16,518
2017	18,388

■ November 2017 ■ November 2018

Call A Story



Total Calls Received

	<u>2017</u>	<u>2018</u>	<u>Change</u>
November	16,525	12,651	-23%

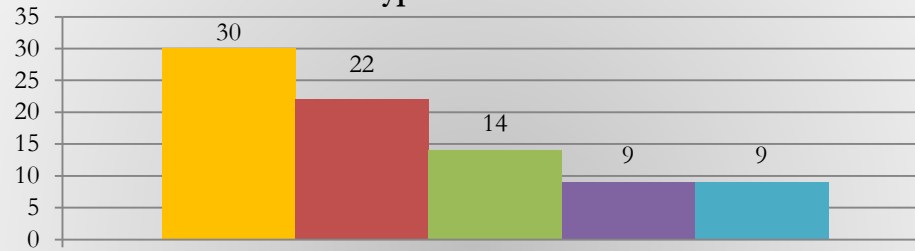
■ November 2017 ■ November 2018

Public Services Update

Strategic Goal 2
Community
November 2018

Community Contacts

Type of Contact



November 2018

<u>Total Contacts Made</u>	<u>2017</u>	<u>2018</u>	<u>Change</u>
November	127	84	-34%

- Community Partner
- Drop Off Materials
- Plan a visit
- Attend Community Function
- Serve on Board/Team

Promotions

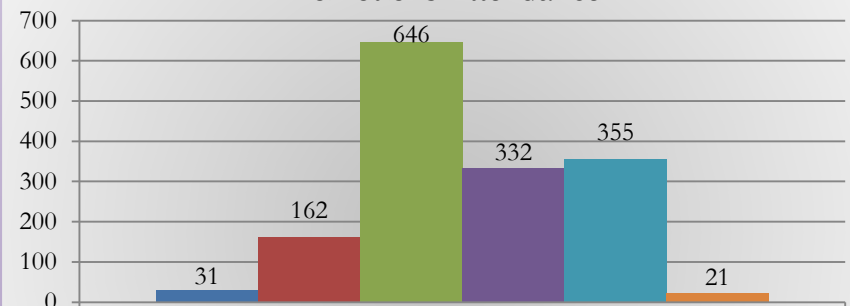


November 2018

Total Promotions	85
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- Promotional Events
- Volunteer Group Engagement
- Library Tours
- Presentations
- Exhibits

Promotions Attendance



November 2018

Total Promotions Attendance	1,547
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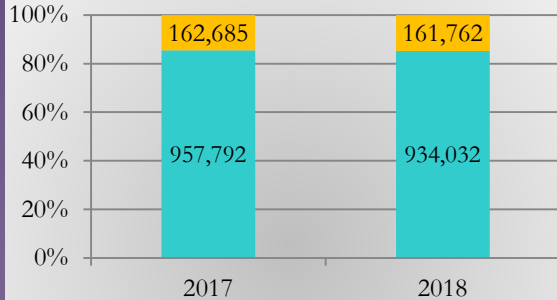
- Infant
- Preschool
- SchoolAge
- Teen
- Adult
- Senior

Public Services Update

Strategic Goal 3
Innovation
November 2018

Circulation

November

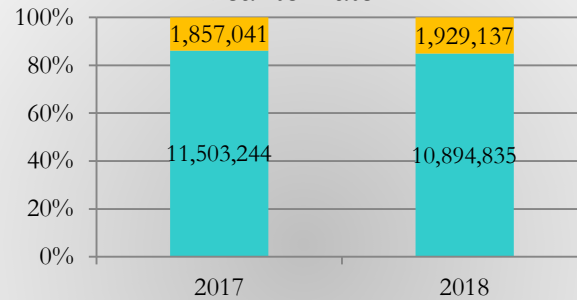


Total Items
Circulated: 1,120,477 1,095,794

Physical	Electronic	Total
Change: -2%	-1%	-2%

Physical Electronic

Year to Date

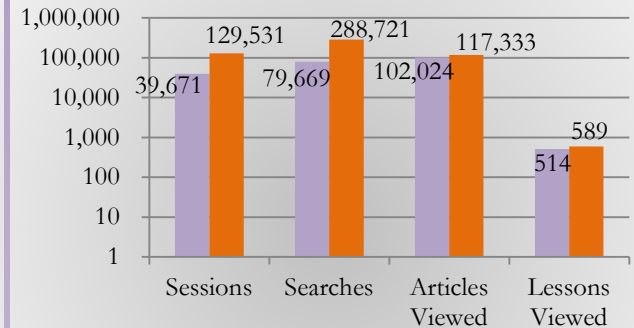


Total Items
Circulated: 13,360,285 12,823,972

Physical	Electronic	Total
Change: -5%	4%	-4%

Physical Electronic

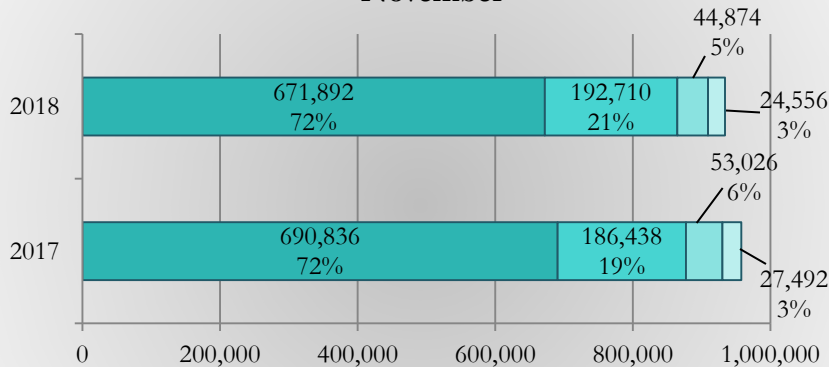
Database Usage



Sessions	Searches	Articles Viewed	Lessons Viewed
Change: 227%	262%	15%	15%

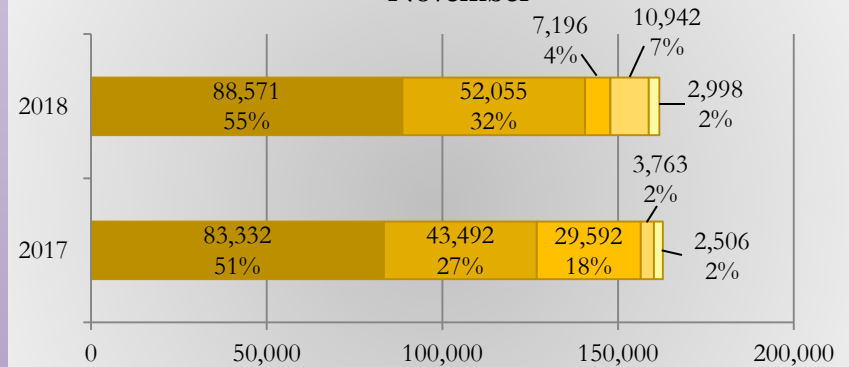
November 2017 November 2018

Circulation by Format - Physical Material November



Books DVDs CDs Audiobooks

Circulation by Format - Electronic Material November

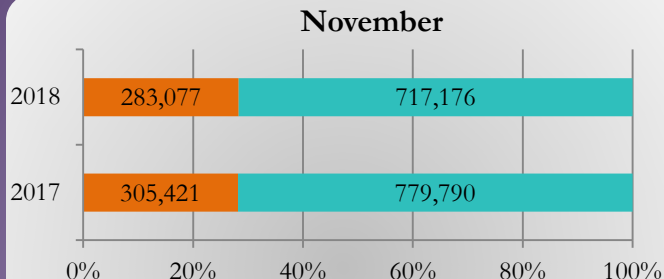


eBook eAudiobook eMusic eMagazine eVideo

Public Services Update

Strategic Goal 4
Accessibility
November 2018

Patron Visits

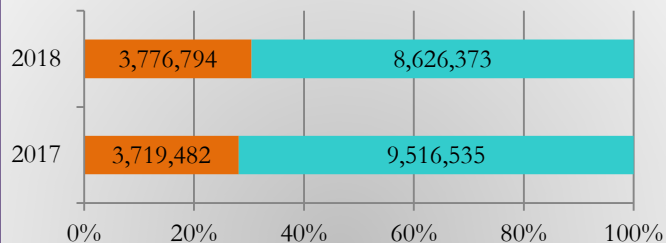


Total Visits	November
2018	1,000,253
2017	1,085,211

	Walk-in	Web Branch	Total
Change	-7%	-8%	-8%

Walk-in Web Branch

Year to Date

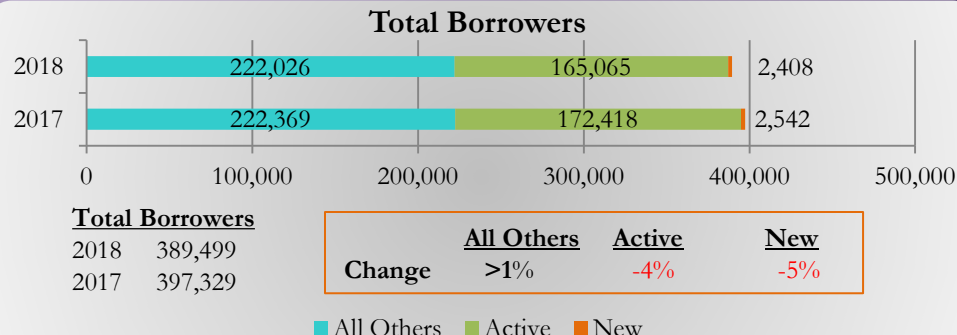


Total Visits	Year-to-Date
2018	12,403,167
2017	13,236,017

	Walk-in	Web Branch	Total
Change	2%	-9%	-6%

Walk-in Web Branch

Library Card Use



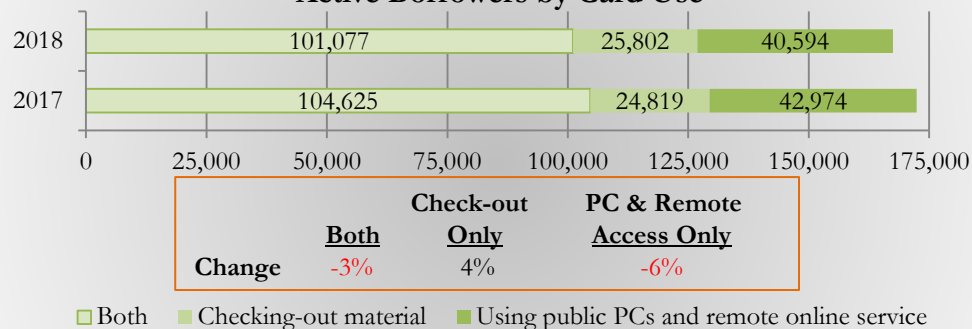
Total Borrowers

2018	389,499
2017	397,329

	All Others	Active	New
Change	>1%	-4%	-5%

All Others Active New

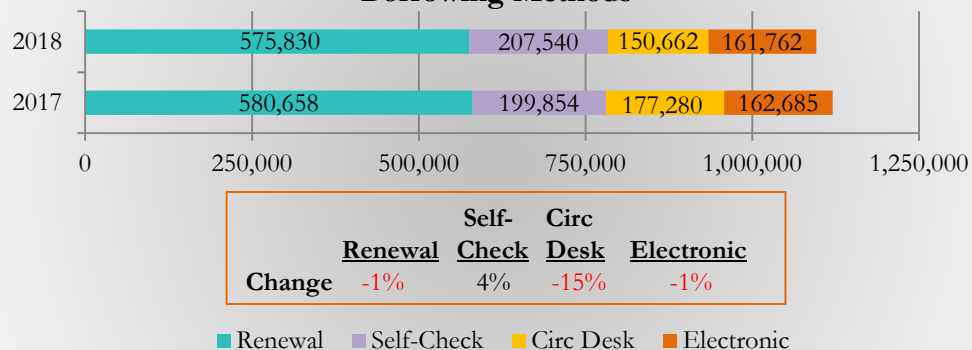
Active Borrowers by Card Use



	Both	Check-out Only	PC & Remote Access Only
Change	-3%	4%	-6%

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

Borrowing Methods



	Self-Renewal	Circ Check	Circ Desk	Electronic
Change	-1%	4%	-15%	-1%

Renewal Self-Check Circ Desk Electronic



10c

November 2018 Media Report

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

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

Topics of major news releases or media solicitation: (print placements listed below topic)

- **Flanner House Services Continue at Community Center**
Indianapolis Recorder, Westside Community News
- **Brightwood Branch Groundbreaking**
Indianapolis Star, Weekly View, WFYI.org, WIBC.com, WTHR.com, WXIN.com, WRTV.com, Indianapolis Business Journal, Inside Indiana Business, City Scene (upcoming)
- **Jingle Books Launch**
Weekly View, WFYI.org, Westside Community News, WIBC.com (more coverage coming in December)
- **Fall Fest '18 – Dr. Lonnie Johnson**
Indianapolis Recorder, Urban Times, Weekly View

Other media outreach in November occurred on such Library activities the Chris Gonzalez/Indy Pride collection, the Central Library appearance of U.S. Poet Laureate Tracy K. Smith, the Kate DiCamillo author program at Central Library and the Carol Sissom author program at the Irvington Branch, and December holiday programs at the Library.

2 newscasts sent to staff:

- Brightwood groundbreaking as covered by WXIN and WTHR

5 YouTube videos posted to website:

- Slammin' Rhymes XIII Poetry Challenge at IndyPL Fall Fest
- Groundbreaking for Brightwood Branch of IndyPL
- Jingle Books Kickoff at IndyPL on November 26, 2018
- The Black Inventions Museum Visits IndyPL
- Inventor Lonnie Johnson Visits IndyPL for Fall Fest 2018

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

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

Social Media

44 posts published on the official IndyPL Facebook Page:

Top Performing Posts-

- Whenever a new book is released that (author name) wrote- Reach of 2.8k
- Currently Reading Weekly Book Discussions- Reach of 1.9k, 2k, 1.6k, 1.6k
- Library of Congress Free Downloadable Art- Reach of 2.9k
- Indy Library Sale Post - Reach of 2.2k
- Martindale- Brightwood Groundbreaking- Reach of 2.1k
- "Palaces for the People: Why Libraries are More than just Books" - Reach of 2.5k
- Favorite Reads of 2018 Interactive Discussion- Reach of 2.5k
- Harry Potter Gingerbread House- Reach of 2.7k

Topics/Events covered on Facebook: Library events and programs, Tech 4 Good Day at Central, National Picture Book Month, #weneeddiversebooks, Election Day, Kate DiCamillo author visit, Book Club in a Bag Kits, Native American History Month, IndyPL Kids Blog and Ready to Read, 100 Books Before Kindergarten, Fall Fest.

43 tweets published on the official IndyPL Twitter Page:

- 54.5k Twitter impressions occurred in August
- 1,341 profile visits
- 237 outside mentions of IndyPL by patrons, community partners, and Indianapolis media

Content was also posted on IndyPL's Instagram and Pinterest accounts during the month of November.

November Blog Posts:

Kids' Blog:

- Homework Help: Middle Ages
- Drawing Books for Kids
- Meet Kate DiCamillo
- Homework Help: Native Americans

Ready to Read:

- Power to the Preschoolers! Introducing Elections to Kids
- Read Right Now: Little Cooks in the Kitchen
- Read Right Now Thanksgiving
- 3 Nights of Bedtime Stories for Hanukkah

Top 5 Performing Blog Posts (Page Views) in November:**Kids' Blog:**

- Science Experiment: Chemical Reaction – Plastic Bottle Geyser
- Science Experiment: Newton's Second Law of Motion – Comet Cratering
- Science Experiment: Chemical Reaction – Milk Glue
- Science Experiment: Density & Buoyancy
- Science Experiment: Surface Tension – Pepper Scatter

Ready to Read:

- 100+ Free Video Read Alouds
- Read Right Now! Dr. Seuss
- Read Right Now! Thanksgiving
- 500+ E-books & Video Read Alouds for Kids with an iPad
- Ready to Read Home

Print Activity

- Michigan Road Branch Grand Opening Magnets – 500 pieces
- Michigan Road Branch Meet Your Staff Photo Board – 1 board
- Garfield Park Computer Classes (Minecraft, Plethora, Open Lab, Beginning) – 350 pieces
- CBLC Ink Pens (reprint) – 1000 pieces
- 1000 Books by Kindergarten Stickers and Logs (reprint) – 10,500 pieces
- Holiday Classical Concert Series – 692 pieces
- East 38th Street Branch - Pie of my Eye Storytime Fliers and Posters – 29 pieces
- Classical Concert Series Winter/Spring – 1,183 pieces
- Jingle Books Envelope Stamp – currently printed on all outgoing mail
- Brightwood Groundbreaking Bookmark – 200 pieces
- Kanopy Posters – 24 pieces
- Business Cards – 3 boxes (250 per box)



Board Action Request

9d1

To: IMCPL Board **Meeting Date:** December 17, 2018

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

Effective Date: December 17, 2018

Subject: Finances, Personnel and Travel Resolution 59-2018

Recommendation: Approve Finances, Personnel and Travel Resolution 59- 2018

Background: The Finances, Personnel and Travel Resolution 59- 2018 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 2018.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION REGARDING FINANCES, PERSONNEL AND TRAVEL
RESOLUTION 59 - 2018

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 2018 pursuant to the Annual Resolution.

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

Warrant numbers **63697** through **63911** and
Warrant numbers **69898** through **69933** for a total of
\$2,236,271.36 were issued from the operating bank accounts.

EFT numbers **300451** through **300526** and
300529 through **300557** and
300559 through **300585** and
300590 through **300632** and
300634 through **300670** and
1122 through **1136** for a total of
\$1,671,006.89 were issued from the operating bank accounts.

Warrant numbers **756** through **758** for a total of
\$162.68 were issued from the fines bank account.

Warrant numbers **6860** through **6925** for a total of
\$77,834.96 were issued from the gift bank account.

EFT numbers **300527** through **300528** and
300558 and
300586 through **300589** and
300633 and
300671 through **300674** for a total of

\$48,138.25 were issued from the gift bank account.

Warrant numbers **268098** through **268166** and
1359 through **1363** for a total of

\$21,076.57 were issued for employee payroll

Direct deposits numbers **440001** through **440586** and
Direct deposits numbers **460001** through **460601** and
Direct deposits numbers **480001** through **480602** for a total of

\$1,417,855.67 were issued for employee payroll

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

\$522,569.86 were issued for employee payroll

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

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

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

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

John Andrews

Patricia A. Payne

Crista L. Carlino

Rev. T.D. Robinson

Dorothy R. Crenshaw

Joanne Sanders

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

Dr. Terri Jett

Ijeoma Dike-Young
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1122	EFT	11/02/2018	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	91,557.01
1123	EFT	11/05/2018	AMERICAN UNITED LIFE INSURANCE CO	4,079.00
1124	EFT	11/05/2018	FIDELITY INVESTMENTS	5,479.45
1125	EFT	11/12/2018	JAY COX	64.20
1126	EFT	11/12/2018	SABRIENA CALDWELL	85.60
1127	EFT	11/16/2018	ADP, INC.	1,059.00
1128	EFT	11/16/2018	AMERICAN UNITED LIFE INSURANCE CO	4,079.00
1129	EFT	11/16/2018	FIDELITY INVESTMENTS	5,121.78
1130	EFT	11/16/2018	ADP, INC.	7,407.28
1131	EFT	11/16/2018	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	91,581.83
1132	EFT	11/20/2018	INDIANA DEPARTMENT OF REVENUE	1,275.40
1133	EFT	11/20/2018	MEGAN SULLIVAN	85.60
1134	EFT	11/30/2018	AMERICAN UNITED LIFE INSURANCE CO	4,039.00
1135	EFT	11/30/2018	FIDELITY INVESTMENTS	5,121.78
1136	EFT	11/30/2018	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	90,910.55
63697	CHECK	11/01/2018	ASSOCIATION OF GOVERNMENT ACCOUNTANTS	210.00
63698	CHECK	11/01/2018	AT&T MOBILITY	770.09
63699	CHECK	11/01/2018	BEECH GROVE SEWAGE WORKS	140.61
63700	CHECK	11/01/2018	BETH MENG	50.00
63701	CHECK	11/01/2018	BRENNA LORRAINE SHEPHERD	50.00
63702	CHECK	11/01/2018	BROWNING DAY MULLINS DIERDORF	9,472.00
63703	CHECK	11/01/2018	CAROL E. DREW	96.20
63704	CHECK	11/01/2018	CATHERINE BOWIE	50.00
63705	CHECK	11/01/2018	CENTRAL SECURITY & COMMUNICATIONS	291.65
63706	CHECK	11/01/2018	CHADWICK J. OFFUTT- GILLENWATER	175.00
63707	CHECK	11/01/2018	CHAIN STORE GUIDES, LLC	355.00
63708	CHECK	11/01/2018	BRIGHT HOUSE NETWORKS	59.99
63709	CHECK	11/01/2018	CHICAGO TRIBUNE	435.24
63710	CHECK	11/01/2018	CITIZENS ENERGY GROUP	1,765.63
63711	CHECK	11/01/2018	COMMUNICO, LLC	45,000.00
63712	CHECK	11/01/2018	COMPENDIUM LIBRARY SERVICE, L L C.	1,990.00
63713	CHECK	11/01/2018	COURT & COMMERCIAL RECORD	23.31
63714	CHECK	11/01/2018	COURT & COMMERCIAL RECORD	75.07
63715	CHECK	11/01/2018	DACO GLASS & GLAZING INC	1,176.95
63716	CHECK	11/01/2018	FORCE TECHNOLOGY SOLUTIONS, LLC	20,520.00
63717	CHECK	11/01/2018	GALE GROUP THE	384.66
63718	CHECK	11/01/2018	GORDON PLUMBING, INC.	963.17
63719	CHECK	11/01/2018	GOVERNMENT FINANCE OFFICERS ASSOCIATION	135.00
63720	CHECK	11/01/2018	GREATER INDIANAPOLIS BRANCH NAACP 3053	700.00
63721	CHECK	11/01/2018	GREY HOUSE PUBLISHING	315.00
63722	CHECK	11/01/2018	ILEA INDIANA	190.00
63723	CHECK	11/01/2018	INDIANAPOLIS STAR	368.86
63724	CHECK	11/01/2018	INDIANA STATE LIBRARY	12,480.00
63725	CHECK	11/01/2018	INDIANAPOLIS FLEET SERVICES	1,993.84
63726	CHECK	11/01/2018	INDY FLOOR RESTORE, LLC	3,200.00
63727	CHECK	11/01/2018	JACKSON SYSTEMS, LLC	293.00
63728	CHECK	11/01/2018	JEANNETTE HUESCA	50.00
63729	CHECK	11/01/2018	KRM ARCHITECTURE+	5,000.00
63730	CHECK	11/01/2018	LACY OGLES, INDY FUN LABS, LLC	180.00
63731	CHECK	11/01/2018	LAKESHORE EQUIPMENT COMPANY	4,062.17
63732	CHECK	11/01/2018	LEADERSHIP DIRECTORIES INC	824.00
63733	CHECK	11/01/2018	LISA CARTER-HARRIS	150.00
63734	CHECK	11/01/2018	LSC (PETTY CASH)	131.80
63735	CHECK	11/01/2018	MACALLISTER MACHINERY CO., INC	3,209.00
63736	CHECK	11/01/2018	MICHELLE JANETTE MARTI	100.00
63737	CHECK	11/01/2018	NICHELLE HAYES	117.97
63738	CHECK	11/01/2018	OCLC INC	978.00
63739	CHECK	11/01/2018	PLYMOUTH ROCKET, INC	650.00
63740	CHECK	11/01/2018	PRICE CONSTRUCTION GROUP, LLC	12,566.04
63741	CHECK	11/01/2018	RADWAY PIANO SERVICE	95.00
63742	CHECK	11/01/2018	ROWMAN & LITTLEFIELD PUBLISHING GROUP	4,507.64
63743	CHECK	11/01/2018	RUBY TREGNAGO	300.00
63744	CHECK	11/01/2018	SAKURA FUQUA	100.00
63745	CHECK	11/01/2018	SECURITAS ELECTRONIC SECURITY, INC.	290.00
63746	CHECK	11/01/2018	THE FRANKLIN TOWNSHIP INFORMER	33.00
63747	CHECK	11/01/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	496.36
63748	CHECK	11/01/2018	JOHNSON CONTROLS FIRE PROTECTION, LP	1,021.74

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
63749	CHECK	11/01/2018	ZEP MANUFACTURING COMPANY	984.20
63750	CHECK	11/08/2018	CFRA	3,235.00
63751	CHECK	11/08/2018	ADP, INC.	637.05
63752	CHECK	11/08/2018	ADTEC	3,190.00
63753	CHECK	11/08/2018	AFSCME COUNCIL IKOC 962	1,983.86
63754	CHECK	11/08/2018	AMERICAN UNITED LIFE INSURANCE CO	1,734.52
63755	CHECK	11/08/2018	AMERICAN UNITED LIFE INSURANCE CO	2,958.81
63756	CHECK	11/08/2018	AMERICAN WELDING SOCIETY	12.00
63757	CHECK	11/08/2018	ANTHEM INSURANCE COMPANIES, INC	337,500.00
63758	CHECK	11/08/2018	ART WITH A HEART	486.00
63759	CHECK	11/08/2018	AT&T	1,432.50
63760	CHECK	11/08/2018	AT&T	878.31
63761	CHECK	11/08/2018	AXIS ARCHITECTURE & INT., LLC	12,964.22
63762	CHECK	11/08/2018	BETH MENG	50.00
63763	CHECK	11/08/2018	BOYLE CONSTRUCTION MANAGEMENT, INC.	13,071.95
63764	CHECK	11/08/2018	BRENNA LORRAINE SHEPHERD	50.00
63765	CHECK	11/08/2018	CATHERINE BOWIE	50.00
63766	CHECK	11/08/2018	CITIZENS ENERGY GROUP	1,100.53
63767	CHECK	11/08/2018	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	20,085.85
63768	CHECK	11/08/2018	CROSSROADS DOCUMENT SERVICES	384.00
63769	CHECK	11/08/2018	CULLIGAN	7.69
63770	CHECK	11/08/2018	DACO GLASS & GLAZING INC	808.00
63771	CHECK	11/08/2018	DELL MARKETING L.P.	2,650.68
63772	CHECK	11/08/2018	ELIZABETH FRANKLIN	1,925.00
63773	CHECK	11/08/2018	GALE GROUP THE	1,120.72
63774	CHECK	11/08/2018	GUARDIAN	15,111.77
63775	CHECK	11/08/2018	INDIANA DEPARTMENT OF HOMELAND SECURITY	360.00
63776	CHECK	11/08/2018	INDIANA WRITER'S CENTER	200.00
63777	CHECK	11/08/2018	J. W. PEPPER & SON, INC	149.99
63778	CHECK	11/08/2018	JEANNETTE HUESCA	50.00
63779	CHECK	11/08/2018	KEVIN SUMMERS	39.09
63780	CHECK	11/08/2018	LACY OGLES, INDY FUN LABS, LLC	360.00
63781	CHECK	11/08/2018	LEGALSHIELD	276.00
63782	CHECK	11/08/2018	MARION CTY STORMWATER MGMT DISTRICT	8,977.50
63783	CHECK	11/08/2018	ORATION SERVICES, INC. (D/B/A THE LYCEUM AGENCY)	532.50
63784	CHECK	11/08/2018	PCM-G	633.28
63785	CHECK	11/08/2018	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	3,304.25
63786	CHECK	11/08/2018	RECYCLING TODAY	24.00
63787	CHECK	11/08/2018	RESERVE INTERACTIVE	4,640.00
63788	CHECK	11/08/2018	SAKURA FUQUA	100.00
63789	CHECK	11/08/2018	SHARON BERNHARDT	59.99
63790	CHECK	11/08/2018	SONDHI SOLUTIONS	2,997.50
63791	VOID	11/08/2018	STENZ CONSTRUCTION CORPORATION	0.00
63792	CHECK	11/08/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	670.61
63793	CHECK	11/08/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	1,229.45
63794	CHECK	11/08/2018	TIFFANI N. CARTER	1,373.62
63795	CHECK	11/08/2018	WAYNE (PETTY CASH)	25.71
63796	CHECK	11/15/2018	13 1/2-FOOT FILMS, LLC	350.00
63797	CHECK	11/15/2018	APPLIED ENGINEERING SERVICES	3,500.00
63798	CHECK	11/15/2018	ARSEE ENGINEERS, INC	2,570.00
63799	CHECK	11/15/2018	ARTS FOR LEARNING INDIANA	255.00
63800	CHECK	11/15/2018	ASI SIGNAGE INNOVATIONS	9,215.00
63801	CHECK	11/15/2018	ATC GROUP SERVICES, LLC	2,847.44
63802	CHECK	11/15/2018	BALL STATE UNIVERSITY	2,000.00
63803	CHECK	11/15/2018	BRIGHTWOOD INVESTORS, LLC	4,041.33
63804	CHECK	11/15/2018	CHADWICK J. OFFUTT- GILLENWATER	225.00
63805	CHECK	11/15/2018	CITIZENS ENERGY GROUP	11,194.76
63806	CHECK	11/15/2018	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	2,839.98
63807	CHECK	11/15/2018	CRAWFORDSVILLE DISTRICT PUBLIC LIBRARY	27.00
63808	CHECK	11/15/2018	DELL MARKETING L.P.	32,576.40
63809	CHECK	11/15/2018	DELTEC ACQUISITION, LLC	6,173.85
63810	CHECK	11/15/2018	EF MARBURGER	1,650.00
63811	CHECK	11/15/2018	FEDEX	186.06
63812	CHECK	11/15/2018	FLANNER HOUSE OF INDIANAPOLIS, INC	2,716.67
63813	CHECK	11/15/2018	FOUNTAIN BLOCK DEVELOPMENT L.P.	4,963.00
63814	CHECK	11/15/2018	GLENDALE TOWN CENTER	25,375.00
63815	CHECK	11/15/2018	GOVERNMENT FINANCE OFFICERS ASSOCIATION	180.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
63816	CHECK	11/15/2018	GOVERNMENT FINANCE OFFICERS ASSOCIATION	50.00
63817	CHECK	11/15/2018	HP PRODUCTS CORPORATION	4,466.54
63818	CHECK	11/15/2018	INDIANA DEPARTMENT OF HOMELAND SECURITY	120.00
63819	CHECK	11/15/2018	INDIANA AFRICAN AMERICAN GENEALOGY GROUP, INC.	100.00
63820	CHECK	11/15/2018	INDIANAPOLIS POWER & LIGHT COMPANY	10,693.27
63821	CHECK	11/15/2018	JASON MARK TOBERMAN	300.00
63822	CHECK	11/15/2018	JESSICA REED	200.00
63823	CHECK	11/15/2018	JOURNEY ENGINEERING,	2,500.00
63824	CHECK	11/15/2018	LA VOZ DE INDIANA	375.00
63825	CHECK	11/15/2018	LACY OGLES, INDY FUN LABS, LLC	180.00
63826	CHECK	11/15/2018	LAKESHORE EQUIPMENT COMPANY	2,582.68
63827	CHECK	11/15/2018	LIFT UP TUMBLING AND NUTRITION ,LLC	300.00
63828	CHECK	11/15/2018	MAINSCAPE, INC.	9,690.00
63829	CHECK	11/15/2018	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
63830	CHECK	11/15/2018	MICHELLE JANETTE MARTI	200.00
63831	CHECK	11/15/2018	OCLC INC	9,306.28
63832	CHECK	11/15/2018	OWEN COWHERD	150.00
63833	CHECK	11/15/2018	PCM-G	6,395.81
63834	CHECK	11/15/2018	RATIO ARCHITECTS, INC	10,456.40
63835	CHECK	11/15/2018	REED DRAPERY SERVICE	81.00
63836	CHECK	11/15/2018	REPUBLIC WASTE SERVICES	6,373.61
63837	CHECK	11/15/2018	RUBY TREGNAGO	300.00
63838	CHECK	11/15/2018	SARAH JANE BATT	75.00
63839	CHECK	11/15/2018	SIGNARAMA DOWNTOWN INDIANAPOLIS	1,074.00
63840	CHECK	11/15/2018	STENZ CONSTRUCTION CORPORATION	269,016.38
63841	CHECK	11/15/2018	THE BANK OF NEW YORK MELLON TRUST CO N.A	850.00
63842	CHECK	11/15/2018	TIMOTHY A. WILSON	250.00
63843	CHECK	11/15/2018	WEDDING DAY MAGAZINE	500.00
63844	CHECK	11/15/2018	INDIANAPOLIS POWER & LIGHT COMPANY	65,169.49
63845	CHECK	11/23/2018	A CLASSIC PARTY RENTAL CO	1,603.75
63846	CHECK	11/23/2018	ACTION PEST CONTROL, INC	250.00
63847	CHECK	11/23/2018	AJ CLINGERMAN, FLIGHT HUB, LLC	250.00
63848	CHECK	11/23/2018	ALGOLIA, INC.	5,173.00
63849	CHECK	11/23/2018	AMIGOS LIBRARY SERVICES	249.00
63850	CHECK	11/23/2018	ANGEL JEWEL TUCKER	1,000.00
63851	CHECK	11/23/2018	ARAB TERMITE AND PEST CONTROL INC	1,727.00
63852	CHECK	11/23/2018	ASM INTERNATIONAL	592.00
63853	CHECK	11/23/2018	BIBLIOCOMMONS, INC.	29,259.09
63854	CHECK	11/23/2018	CFRA	420.00
63855	CHECK	11/23/2018	CHADWICK J. OFFUTT- GILLENWATER	150.00
63856	CHECK	11/23/2018	CITIZENS ENERGY GROUP	14.28
63857	CHECK	11/23/2018	CIVIC MEDIA	475.00
63858	CHECK	11/23/2018	COMMUNITY OCCUPATIONAL HEALTH SERVICES	1,600.00
63859	CHECK	11/23/2018	CONNOR FINE PAINTING	7,900.00
63860	CHECK	11/23/2018	COUNCIL OF STATE GOVERNMENTS	267.30
63861	CHECK	11/23/2018	COURT & COMMERCIAL RECORD	48.93
63862	CHECK	11/23/2018	CROSSROADS DOCUMENT SERVICES	51,650.00
63863	CHECK	11/23/2018	DACO GLASS & GLAZING INC	1,030.00
63864	CHECK	11/23/2018	DEB LAMBERT	95.22
63865	CHECK	11/23/2018	DELL MARKETING L.P.	45,245.00
63866	CHECK	11/23/2018	FAITH BLACKWELL PHOTOGRAPHY, LLC	390.00
63867	CHECK	11/23/2018	FOUNDATION CENTER	2,495.00
63868	CHECK	11/23/2018	GALE GROUP THE	239.98
63869	CHECK	11/23/2018	GRANT KEY	320.00
63870	CHECK	11/23/2018	GREATER ST. JOHN OF GOD IN CHRIST CHURCH, INC.	6,000.00
63871	CHECK	11/23/2018	GREY HOUSE PUBLISHING	175.50
63872	CHECK	11/23/2018	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	739.31
63873	CHECK	11/23/2018	HAWTHORNE PUBLISHING	45.00
63874	CHECK	11/23/2018	IBJ MEDIA	1,863.00
63875	CHECK	11/23/2018	INDIANA STATE LIBRARY	22,166.00
63876	CHECK	11/23/2018	INDIANA WRITER'S CENTER	200.00
63877	CHECK	11/23/2018	INFORMATION TODAY, INC.	3,450.74
63878	CHECK	11/23/2018	JACKSON SYSTEMS, LLC	195.00
63879	CHECK	11/23/2018	JAMIE DEER	100.00
63880	CHECK	11/23/2018	JP MORGAN CHASE BANK	245.00
63881	CHECK	11/23/2018	JP MORGAN CHASE BANK	2,613.87
63882	CHECK	11/23/2018	JP MORGAN CHASE BANK	3,765.47

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
63883	CHECK	11/23/2018	JP MORGAN CHASE BANK	6,751.93
63884	CHECK	11/23/2018	KRM ARCHITECTURE+	6,000.00
63885	CHECK	11/23/2018	LACY OGLES, INDY FUN LABS, LLC	360.00
63886	CHECK	11/23/2018	MARICARMEN SNYDER	100.00
63887	CHECK	11/23/2018	MATTHEW BENDER & CO.	2,208.53
63888	CHECK	11/23/2018	MEAGHAN FUKUNAGA	112.36
63889	CHECK	11/23/2018	MIDWEST COLLABORATIVE FOR LIBRARY SERVICES (MCLS)	647.00
63890	CHECK	11/23/2018	MOORESVILLE DECATUR-TIMES	72.00
63891	CHECK	11/23/2018	NICHE ACADEMY	7,400.00
63892	CHECK	11/23/2018	OCLC INC	8,997.28
63893	CHECK	11/23/2018	OFFICEWORKS	741.00
63894	CHECK	11/23/2018	PAULA SCHEIDLER	16.28
63895	CHECK	11/23/2018	PCM-G	467.74
63896	CHECK	11/23/2018	PEACE LEARNING CENTER	100.00
63897	VOID	11/23/2018	PITNEY BOWES, INC.	0.00
63898	CHECK	11/23/2018	RUBY TREGNAGO	300.00
63899	CHECK	11/23/2018	SHARON BERNHARDT	158.76
63900	CHECK	11/23/2018	SONDHI SOLUTIONS	310.41
63901	CHECK	11/23/2018	SONJA W. BACHUS	225.00
63902	CHECK	11/23/2018	SPRINT PCS	139.96
63903	CHECK	11/23/2018	TACTIC	2,563.00
63904	CHECK	11/23/2018	TANGRAM	300.00
63905	CHECK	11/23/2018	THE HARMON HOUSE L.L.C.	155.00
63906	CHECK	11/23/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	496.36
63907	CHECK	11/23/2018	TRENDYMINDS, INC.	6,766.00
63908	CHECK	11/23/2018	TYCO FIRE & SECURITY (US) MANAGEMENT, INC.	1,193.00
63909	CHECK	11/23/2018	TYRONE THOMAS	250.00
63910	CHECK	11/23/2018	UNITED PARCEL SERVICE	354.85
63911	CHECK	11/23/2018	UNSEENPRESS.COM, INC	300.00
69898	CHECK	11/27/2018	PITNEY BOWES, INC.	25,000.00
69899	CHECK	11/29/2018	3'D TROPHY ENGRAVING CO., INC.	66.00
69900	CHECK	11/29/2018	ALBERT M. WILLIAM JR	5,000.00
69901	CHECK	11/29/2018	ALLEN IRRIGATION COMPANY, INC.	990.00
69902	CHECK	11/29/2018	APEX BENEFITS GROUP	12,500.00
69903	CHECK	11/29/2018	ASIAN AMERICAN TODAY	19.50
69904	CHECK	11/29/2018	AT&T	456.82
69905	CHECK	11/29/2018	AT&T	83.29
69906	CHECK	11/29/2018	BARDACH AWARDS	1,998.68
69907	CHECK	11/29/2018	BLACKMORE & BUCKNER ROOFING	692.00
69908	CHECK	11/29/2018	BRIDGEALL LIBRARIES LIMITED	27,476.00
69909	CHECK	11/29/2018	BRIGHT IDEAS IN BROAD RIPPLE	490.00
69910	CHECK	11/29/2018	CAPITAL CITY TRANSIT, LLC	260.65
69911	CHECK	11/29/2018	CHADWICK J. OFFUTT- GILLENWATER	75.00
69912	CHECK	11/29/2018	CHARLES THOMAS LEWIS	5,480.00
69913	CHECK	11/29/2018	CITIZENS ENERGY GROUP	4,702.34
69914	CHECK	11/29/2018	DEB LAMBERT	210.26
69915	CHECK	11/29/2018	EDGE SYSTEMS GROUP	17,461.00
69916	CHECK	11/29/2018	EDWARD GEORGE & ASSOCIATES, LLC	440.00
69917	CHECK	11/29/2018	EMBARQUE	99.00
69918	CHECK	11/29/2018	GALE GROUP THE	1,610.00
69919	CHECK	11/29/2018	HAUGHVILLE (PETTY CASH)	11.47
69920	CHECK	11/29/2018	IMMIGRANT WELCOME CENTER	975.00
69921	CHECK	11/29/2018	INDIANA NEWSPAPERS, INC.	632.05
69922	CHECK	11/29/2018	LACY OGLES, INDY FUN LABS, LLC	180.00
69923	CHECK	11/29/2018	LEADERSHIP DIRECTORIES INC	1,157.00
69924	CHECK	11/29/2018	MICHELLE JANETTE MARTI	100.00
69925	CHECK	11/29/2018	PCM-G	458.23
69926	CHECK	11/29/2018	POMP'S TIRE SERVICE	306.36
69927	CHECK	11/29/2018	REKHA KUIVER	1,000.00
69928	CHECK	11/29/2018	REPROGRAPHIX, INC	37.50
69929	CHECK	11/29/2018	STENZ CONSTRUCTION CORPORATION	776,199.72
69930	CHECK	11/29/2018	THIRD WORLD NEWSREEL	80.00
69931	CHECK	11/29/2018	TRUCK PAINTING SPECIALISTS	1,192.50
69932	CHECK	11/29/2018	VOLGISTICS, INC.	1,740.00
69933	CHECK	11/29/2018	WIKSTROM ENGINEERING CONSULTING, P.C.	1,250.00
300451	VOID	11/02/2018	*** NOT FOUND	0.00
300452	VOID	11/02/2018	*** NOT FOUND	0.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
300453	VOID	11/02/2018	*** NOT FOUND	0.00
300454	VOID	11/02/2018	*** NOT FOUND	0.00
300455	VOID	11/02/2018	*** NOT FOUND	0.00
300456	VOID	11/02/2018	*** NOT FOUND	0.00
300457	VOID	11/02/2018	*** NOT FOUND	0.00
300458	VOID	11/02/2018	*** NOT FOUND	0.00
300459	VOID	11/02/2018	*** NOT FOUND	0.00
300460	VOID	11/02/2018	*** NOT FOUND	0.00
300461	VOID	11/02/2018	*** NOT FOUND	0.00
300462	VOID	11/02/2018	*** NOT FOUND	0.00
300463	VOID	11/02/2018	*** NOT FOUND	0.00
300464	VOID	11/02/2018	*** NOT FOUND	0.00
300465	VOID	11/02/2018	*** NOT FOUND	0.00
300466	VOID	11/02/2018	*** NOT FOUND	0.00
300467	VOID	11/02/2018	*** NOT FOUND	0.00
300468	VOID	11/02/2018	*** NOT FOUND	0.00
300469	VOID	11/02/2018	*** NOT FOUND	0.00
300470	VOID	11/02/2018	*** NOT FOUND	0.00
300471	VOID	11/02/2018	*** NOT FOUND	0.00
300472	VOID	11/02/2018	*** NOT FOUND	0.00
300473	VOID	11/02/2018	*** NOT FOUND	0.00
300474	VOID	11/02/2018	*** NOT FOUND	0.00
300475	VOID	11/02/2018	*** NOT FOUND	0.00
300476	VOID	11/02/2018	*** NOT FOUND	0.00
300477	VOID	11/02/2018	*** NOT FOUND	0.00
300478	VOID	11/02/2018	*** NOT FOUND	0.00
300479	VOID	11/02/2018	*** NOT FOUND	0.00
300480	VOID	11/02/2018	*** NOT FOUND	0.00
300481	VOID	11/02/2018	*** NOT FOUND	0.00
300482	VOID	11/02/2018	*** NOT FOUND	0.00
300483	VOID	11/02/2018	*** NOT FOUND	0.00
300484	VOID	11/02/2018	*** NOT FOUND	0.00
300485	VOID	11/02/2018	*** NOT FOUND	0.00
300486	VOID	11/02/2018	*** NOT FOUND	0.00
300487	VOID	11/02/2018	*** NOT FOUND	0.00
300488	VOID	11/02/2018	*** NOT FOUND	0.00
300489	EFT	11/01/2018	ACORN DISTRIBUTORS, INC	2,203.19
300490	EFT	11/01/2018	ART WITH A HEART	456.00
300491	EFT	11/01/2018	BAKER & TAYLOR	47.51
300492	EFT	11/01/2018	BAKER & TAYLOR	10,390.70
300493	EFT	11/01/2018	BAKER & TAYLOR	10,361.62
300494	EFT	11/01/2018	BAKER & TAYLOR	15,567.48
300495	EFT	11/01/2018	BRODART COMPANY	62.69
300496	EFT	11/01/2018	BRODART COMPANY CONTINUATIONS	4,228.29
300497	EFT	11/01/2018	DEMCO, INC.	154.76
300498	EFT	11/01/2018	DENISON PARKING	6,067.92
300499	EFT	11/01/2018	EMERY-PRATT COMPANY	2,116.00
300500	EFT	11/01/2018	ENVISIONWARE, INC.	3,814.15
300501	EFT	11/01/2018	FINELINE PRINTING GROUP	2,141.67
300502	EFT	11/01/2018	FLEET CARE, INC.	799.93
300503	EFT	11/01/2018	G4S SECURE SOLUTIONS (USA) INC.	103,718.23
300504	EFT	11/01/2018	INDIANAPOLIS RECORDER	964.71
300505	EFT	11/01/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	1,650.00
300506	EFT	11/01/2018	INDY URBAN HARDWOOD COMPANY, LLC	15,750.00
300507	EFT	11/01/2018	INGRAM LIBRARY SERVICES	118.72
300508	EFT	11/01/2018	J&G CARPET PLUS	2,465.00
300509	EFT	11/01/2018	LUNA MUSIC	4,062.53
300510	EFT	11/01/2018	MARK'S VACUUM & JANITORIAL SUPPLIES	2,047.00
300511	EFT	11/01/2018	MIDWEST TAPE - AUDIOBOOKS ONLY	227.54
300512	EFT	11/01/2018	MIDWEST TAPE - PROCESSED DVDS	4,904.58
300513	EFT	11/01/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	132.86
300514	EFT	11/01/2018	MIDWEST TAPE NON PROCESSED	52.45
300515	EFT	11/01/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	19,664.22
300516	EFT	11/01/2018	MIDWEST TAPE, LLC	4,387.28
300517	EFT	11/01/2018	OFFICE360	37.45
300518	EFT	11/01/2018	OVERDRIVE INC	25,463.62
300519	EFT	11/01/2018	PERFECTION GROUP, INC.	986.76

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
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OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
300520	EFT	11/01/2018	RECORDED BOOKS	2,217.49
300521	EFT	11/01/2018	RICHARD LOPEZ ELECTRICAL, LLC	18,018.10
300522	EFT	11/01/2018	STAPLES	1,087.92
300523	EFT	11/01/2018	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	20.00
300524	EFT	11/01/2018	ULINE	729.26
300525	EFT	11/01/2018	UNIQUE MANAGEMENT SERVICES, INC	6,234.36
300526	EFT	11/01/2018	VALUE LINE PUBLISHING INC.	470.00
300529	EFT	11/08/2018	ART WITH A HEART	684.00
300530	EFT	11/08/2018	AVID AIRLINE PRODUCTS OF RHODE ISLAND, INC	1,959.80
300531	EFT	11/08/2018	BAKER & TAYLOR	17,476.17
300532	EFT	11/08/2018	BAKER & TAYLOR	193.83
300533	EFT	11/08/2018	BAKER & TAYLOR	1,898.72
300534	EFT	11/08/2018	BAKER & TAYLOR	12,549.05
300535	EFT	11/08/2018	BAKER & TAYLOR	27,444.06
300536	EFT	11/08/2018	BAKER & TAYLOR	16.33
300537	EFT	11/08/2018	BRODART COMPANY CONTINUATIONS	1,042.85
300538	EFT	11/08/2018	CDW GOVERNMENT, INC.	1,078.10
300539	EFT	11/08/2018	DANCORP INC. DBA DANCO	500.00
300540	EFT	11/08/2018	FINELINE PRINTING GROUP	1,881.00
300541	EFT	11/08/2018	INDIANA PLUMBING AND DRAIN LLC	100.00
300542	EFT	11/08/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	6,155.13
300543	EFT	11/08/2018	INGRAM LIBRARY SERVICES	1,858.79
300544	EFT	11/08/2018	J&G CARPET PLUS	200.00
300545	EFT	11/08/2018	LUNA MUSIC	1,751.57
300546	EFT	11/08/2018	MIDWEST TAPE - AUDIOBOOKS ONLY	37.09
300547	EFT	11/08/2018	MIDWEST TAPE - PROCESSED DVDS	2,143.14
300548	EFT	11/08/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	4,541.88
300549	EFT	11/08/2018	MIDWEST TAPE NON PROCESSED	550.75
300550	EFT	11/08/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	932.80
300551	EFT	11/08/2018	MIDWEST TAPE, LLC	1,894.04
300552	EFT	11/08/2018	MOORE INFORMATION SERVICES, INC	496.50
300553	EFT	11/08/2018	RECORDED BOOKS	1,055.28
300554	EFT	11/08/2018	RICHARD LOPEZ ELECTRICAL, LLC	8,838.00
300555	EFT	11/08/2018	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	3,981.25
300556	EFT	11/08/2018	TITAN ASSOCIATES	72,567.08
300557	EFT	11/08/2018	VALUE LINE PUBLISHING INC.	447.00
300559	EFT	11/15/2018	ACORN DISTRIBUTORS, INC	880.02
300560	EFT	11/15/2018	ART WITH A HEART	729.00
300561	EFT	11/15/2018	BACKGROUND BUREAU INC.	75.00
300562	EFT	11/15/2018	BAKER & TAYLOR	3,285.34
300563	EFT	11/15/2018	BAKER & TAYLOR	15,677.08
300564	EFT	11/15/2018	BAKER & TAYLOR	8,500.62
300565	EFT	11/15/2018	CITIZENS THERMAL ENERGY	67,982.99
300566	EFT	11/15/2018	CROSSROADS REHABILITATION CENTER	555.00
300567	EFT	11/15/2018	DEMCO, INC.	2,042.82
300568	EFT	11/15/2018	G4S SECURE SOLUTIONS (USA) INC.	4,627.89
300569	EFT	11/15/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	1,800.00
300570	EFT	11/15/2018	INGRAM LIBRARY SERVICES	292.32
300571	EFT	11/15/2018	IRVINGTON PRESBYTERIAN CHURCH	937.50
300572	EFT	11/15/2018	KLINES QUALITY WATER, INC	51.55
300573	EFT	11/15/2018	LEVEL (3) COMMUNICATIONS, LLC	3,250.29
300574	EFT	11/15/2018	LOCKERBIE SQUARE CABINET CO	1,730.00
300575	EFT	11/15/2018	MARK'S VACUUM & JANITORIAL SUPPLIES	2,098.00
300576	EFT	11/15/2018	MIDWEST TAPE - PROCESSED DVDS	1,769.82
300577	EFT	11/15/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	97.20
300578	EFT	11/15/2018	MIDWEST TAPE NON PROCESSED	31.47
300579	EFT	11/15/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	8,166.22
300580	EFT	11/15/2018	MIDWEST TAPE, LLC	6,876.74
300581	EFT	11/15/2018	P.V. SUPA INC.	7,568.64
300582	EFT	11/15/2018	RECORDED BOOKS	1,066.16
300583	EFT	11/15/2018	STENZ MANAGEMENT COMPANY, INC	6,724.12
300584	EFT	11/15/2018	TITAN ASSOCIATES	164.50
300585	EFT	11/15/2018	ULINE	32.29
300590	EFT	11/23/2018	ABELL ELEVATOR SERVICE CO	5,752.50
300591	EFT	11/23/2018	ACORN DISTRIBUTORS, INC	1,367.68
300592	EFT	11/23/2018	ALSCO	670.02
300593	EFT	11/23/2018	BAKER & TAYLOR	2,856.90

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

BANK REGISTER

OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
300594	EFT	11/23/2018	BAKER & TAYLOR	9,839.68
300595	EFT	11/23/2018	BAKER & TAYLOR	20,530.40
300596	EFT	11/23/2018	BAKER & TAYLOR	6.54
300597	EFT	11/23/2018	BRODART COMPANY CONTINUATIONS	117.95
300598	EFT	11/23/2018	CDW GOVERNMENT, INC.	33.91
300599	EFT	11/23/2018	DELTA DENTAL	11,029.36
300600	EFT	11/23/2018	FINELINE PRINTING GROUP	2,396.00
300601	EFT	11/23/2018	FLEET CARE, INC.	338.23
300602	EFT	11/23/2018	G4S SECURE SOLUTIONS (USA) INC.	1,214.19
300603	EFT	11/23/2018	G4S SECURE SOLUTIONS (USA) INC.	36,675.74
300604	EFT	11/23/2018	INDIANA PLUMBING AND DRAIN LLC	2,319.00
300605	EFT	11/23/2018	INDIANAPOLIS ARMORED CAR, INC	2,575.00
300606	EFT	11/23/2018	INDIANAPOLIS RECORDER	52.02
300607	EFT	11/23/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	4,555.68
300608	EFT	11/23/2018	INGRAM LIBRARY SERVICES	7,592.07
300609	EFT	11/23/2018	IRISH MECHANICAL SERVICES, INC.	221.00
300610	EFT	11/23/2018	J&G CARPET PLUS	1,835.86
300611	EFT	11/23/2018	JCOS, INC.	3,810.01
300612	EFT	11/23/2018	LUNA MUSIC	8,148.81
300613	EFT	11/23/2018	MIDWEST TAPE - AUDIOBOOKS ONLY	86.24
300614	EFT	11/23/2018	MIDWEST TAPE - PROCESSED DVDS	3,061.75
300615	EFT	11/23/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	6,242.87
300616	EFT	11/23/2018	MIDWEST TAPE NON PROCESSED	134.33
300617	EFT	11/23/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	23,597.12
300618	EFT	11/23/2018	MIDWEST TAPE, LLC	20,105.03
300619	EFT	11/23/2018	OVERDRIVE INC	68,571.12
300620	EFT	11/23/2018	P.V. SUPA INC.	9,588.64
300621	EFT	11/23/2018	PERFECTION GROUP, INC.	59,336.50
300622	EFT	11/23/2018	PROQUEST INFORMATION AND LEARNING	7,354.20
300623	EFT	11/23/2018	RECORD AUTOMATIC DOORS, INC	769.35
300624	EFT	11/23/2018	RECORDED BOOKS	5,290.26
300625	EFT	11/23/2018	RICOH USA, INC. - 12882	9,837.20
300626	EFT	11/23/2018	RICOH USA, INC. - 12882	4,699.42
300627	EFT	11/23/2018	RYAN FIRE PROTECTION, INC	2,029.98
300628	EFT	11/23/2018	STAPLES	2,682.53
300629	EFT	11/23/2018	TITAN ASSOCIATES	5,315.50
300630	EFT	11/23/2018	ULINE	434.17
300631	EFT	11/23/2018	UNIQUE MANAGEMENT SERVICES, INC	7,168.46
300632	EFT	11/23/2018	WELLS MASONRY RESTORATION, INC.	134,255.00
300634	EFT	11/29/2018	ABELL ELEVATOR SERVICE CO	918.75
300635	EFT	11/29/2018	ALSCO	376.70
300636	EFT	11/29/2018	ART WITH A HEART	486.00
300637	EFT	11/29/2018	BACKGROUND BUREAU INC.	540.00
300638	EFT	11/29/2018	BAKER & TAYLOR	13,118.47
300639	EFT	11/29/2018	BAKER & TAYLOR	6,768.54
300640	EFT	11/29/2018	BRODART COMPANY	118.20
300641	EFT	11/29/2018	CDW GOVERNMENT, INC.	366.88
300642	EFT	11/29/2018	DEMCO, INC.	7,736.45
300643	EFT	11/29/2018	EBSCO INFORMATION SERVICES	84,078.64
300644	EFT	11/29/2018	FINELINE PRINTING GROUP	1,384.00
300645	EFT	11/29/2018	FLEET CARE, INC.	1,522.37
300646	EFT	11/29/2018	G4S SECURE SOLUTIONS (USA) INC.	36,101.61
300647	EFT	11/29/2018	GRAINGER	132.72
300648	EFT	11/29/2018	INDIANA PLUMBING AND DRAIN LLC	1,515.00
300649	EFT	11/29/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	5,540.62
300650	EFT	11/29/2018	INGRAM LIBRARY SERVICES	2,433.18
300651	EFT	11/29/2018	IRISH MECHANICAL SERVICES, INC.	391.56
300652	EFT	11/29/2018	J&G CARPET PLUS	525.00
300653	EFT	11/29/2018	JCOS, INC.	33,560.68
300654	EFT	11/29/2018	KLINES QUALITY WATER, INC	8.00
300655	EFT	11/29/2018	MIDWEST TAPE - PROCESSED DVDS	53.57
300656	EFT	11/29/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	92.96
300657	EFT	11/29/2018	MIDWEST TAPE NON PROCESSED	100.02
300658	EFT	11/29/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	58.32
300659	EFT	11/29/2018	MIDWEST TAPE, LLC	2,270.02
300660	EFT	11/29/2018	OFFICE360	465.00
300661	EFT	11/29/2018	OVERDRIVE INC	1,614.81

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**BANK REGISTER****OPERATING ACCOUNTS**

No.	Type	Date	Reference	Amount
300662	EFT	11/29/2018	P.V. SUPA INC.	19,566.90
300663	EFT	11/29/2018	RECORDED BOOKS	415.13
300664	EFT	11/29/2018	RYAN FIRE PROTECTION, INC	463.00
300665	EFT	11/29/2018	STAPLES	8,848.36
300666	EFT	11/29/2018	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	1,551.73
300667	EFT	11/29/2018	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,041.43
300668	EFT	11/29/2018	TITAN ASSOCIATES	17,072.00
300669	EFT	11/29/2018	ULINE	716.79
300670	EFT	11/29/2018	WELLS MASONRY & RESTORATION, INC.	13,500.00
			Total	<u><u>\$ 3,907,278.25</u></u>

Summary by Transaction Type:

Computer Check	\$ 2,236,271.36
EFT Check	\$ 1,671,006.89
Total Payments	\$ 3,907,278.25
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
FINES ACCOUNT

No.	Type	Date	Reference	Amount
756	PRINTED	11/08/2018	GREENWICH LIBRARY	75.00
757	PRINTED	11/15/2018	WABASH COLLEGE LILLY LIBRARY	15.00
758	PRINTED	11/23/2018	CHRISTINA MARTIN	72.68
			Total	<u><u>\$ 162.68</u></u>

Summary by Transaction Type:

Computer Check	\$162.68
EFT Check	\$0.00
Total Payments	\$162.68
Total Voided Items	\$0.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
6860	CHECK	11/01/2018	BONNIE STAHLCKER	785.68
6861	CHECK	11/01/2018	BRIGHT IDEAS IN BROAD RIPPLE	731.12
6862	CHECK	11/01/2018	POWER COLLECTIVE MARKETING,LLC	500.00
6863	CHECK	11/01/2018	FLASHBAY, INC.	5,000.00
6864	CHECK	11/01/2018	GOOD SEEDS LLC	375.00
6865	CHECK	11/01/2018	INDIANAPOLIS NEIGHBORHOOD RESOURCE CE	405.00
6866	CHECK	11/01/2018	JEREMY SOUTH	250.00
6867	CHECK	11/01/2018	LAKESHORE EQUIPMENT COMPANY	834.72
6868	CHECK	11/01/2018	LASHELL DANIELS	45.00
6869	CHECK	11/01/2018	NEXT GREAT ARCHITECTS	175.00
6870	CHECK	11/01/2018	NICOLE NORTON	44.77
6871	CHECK	11/01/2018	ROSIE I. PETTYGRUE	200.00
6872	CHECK	11/01/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATIO	2,401.73
6873	CHECK	11/01/2018	TIFFANI N. CARTER	922.28
6874	CHECK	11/01/2018	TORIA SANDERS	475.00
6875	CHECK	11/01/2018	YARDART	85.00
6876	CHECK	11/08/2018	CROSSROADS DOCUMENT SERVICES	9,149.20
6877	CHECK	11/08/2018	JEREMY SOUTH	250.00
6878	CHECK	11/08/2018	KASEY RAE SAMSON	60.00
6879	CHECK	11/08/2018	MADER DESIGN LLC	513.08
6880	CHECK	11/08/2018	MAINSCAPE, INC.	9,758.25
6881	CHECK	11/08/2018	MARY BRIDGET STARK, BRICK BUILDERS INDY, LL	96.00
6882	CHECK	11/15/2018	ARTS FOR LEARNING INDIANA	110.00
6883	CHECK	11/15/2018	ASHLEY RM DOWNEY	750.00
6884	CHECK	11/15/2018	BLACK INVENTORS AND SCIENTISTS MUSEUMS, II	600.00
6885	CHECK	11/15/2018	BRIGHT IDEAS IN BROAD RIPPLE	182.00
6886	CHECK	11/15/2018	CREATIVE AQUATIC SOLUTIONS, LLC	454.95
6887	CHECK	11/15/2018	DORIE NE SMITHER	31.17
6888	CHECK	11/15/2018	FALICIA BREWER, MA PRESIDENT	600.00
6889	CHECK	11/15/2018	HORIZON CHRISTIAN SCHOOL	57.42
6890	CHECK	11/15/2018	JEREMY SOUTH	250.00
6891	CHECK	11/15/2018	KATHLEEN LARATTA	120.64
6892	CHECK	11/15/2018	MARY BRIDGET STARK, BRICK BUILDERS INDY, LL	192.00
6893	CHECK	11/15/2018	MIRIAM GUIDERO	141.69
6894	CHECK	11/15/2018	NAOMI ALLENSWORTH	27.91
6895	CHECK	11/15/2018	NICHOLAS CALVERT	75.00
6896	CHECK	11/15/2018	RUTH L. LAMBERT	500.00
6897	CHECK	11/15/2018	SONJA W. BACHUS	382.34
6898	VOID	11/15/2018	*** NOT FOUND	0.00
6899	CHECK	11/15/2018	THE M.A.C. CENTER	500.00
6900	CHECK	11/15/2018	THE TUESDAY AGENCY	13,125.00
6901	CHECK	11/15/2018	VLADIMIR KRAKOVICH	500.00
6902	CHECK	11/15/2018	YEFIM PASTUKH	500.00
6903	CHECK	11/19/2018	CLAUDINE POLLEY	250.00
6904	CHECK	11/23/2018	BEVERLY SCOTT	250.00
6905	CHECK	11/23/2018	FRANKLIN ROAD (PETTY CASH)	31.52
6906	CHECK	11/23/2018	HISTORIC LANDMARKS FOUNDATION OF INDIAN	40.00
6907	CHECK	11/23/2018	INDY VEGFEST	176.50
6908	CHECK	11/23/2018	JEREMY SOUTH	250.00
6909	CHECK	11/23/2018	JP MORGAN CHASE BANK	450.39
6910	CHECK	11/23/2018	KANOPY LLC	11,415.71
6911	CHECK	11/23/2018	MARY BRIDGET STARK, BRICK BUILDERS INDY, LL	192.00
6912	CHECK	11/23/2018	MIDWEST COLLABORATIVE FOR LIBRARY SERVIC	2,953.65
6913	CHECK	11/23/2018	MOBILE ED PRODUCTIONS, INC.	347.50
6914	CHECK	11/23/2018	PERRY A. SCOTT	250.00
6915	CHECK	11/23/2018	RITZ CHARLES CARMEL	2,128.20
6916	CHECK	11/23/2018	X-PRESSION	169.50
6917	CHECK	11/23/2018	ZACHARY COLLINS	250.00
6918	CHECK	11/29/2018	ADAM TODD	58.24
6919	CHECK	11/29/2018	BRIGHT IDEAS IN BROAD RIPPLE	5,472.74
6920	CHECK	11/29/2018	JEANINE DELASHMIT	30.02
6921	CHECK	11/29/2018	KATIE KLOPP	15.15

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
6922	CHECK	11/29/2018	LAWRENCE COMMUNITY DEVELOPMENT CORP	90.00
6923	CHECK	11/29/2018	MICHAEL STARKS	89.94
6924	CHECK	11/29/2018	REBECCA KIRBY	750.00
6925	CHECK	11/29/2018	X-PRESSION	16.95
300527	EFT	11/05/2018	BAKER & TAYLOR	171.79
300528	EFT	11/05/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	17,173.17
300558	EFT	11/08/2018	BAKER & TAYLOR	717.87
300586	EFT	11/15/2018	BAKER & TAYLOR	1,552.88
300587	EFT	11/15/2018	BAKER & TAYLOR	624.52
300588	EFT	11/15/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	13,913.90
300589	EFT	11/15/2018	INGRAM LIBRARY SERVICES	692.75
300633	EFT	11/23/2018	BAKER & TAYLOR	468.60
300671	EFT	11/29/2018	FINELINE PRINTING GROUP	355.00
300672	EFT	11/29/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	2,960.55
300673	EFT	11/29/2018	INGRAM LIBRARY SERVICES	8,588.85
300674	EFT	11/29/2018	STAPLES	918.37
			Total	<u>\$ 125,973.21</u>

Summary by Transaction Type:

Computer Check	\$ 77,834.96
EFT Check	\$ 48,138.25
Total Payments	\$ 125,973.21
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

December 17, 2018

PERSONNEL ACTIONS

RESOLUTION 59-2018

NEW HIRES:

- Jasmyn Middlebrooks, Computer Lab Assistant II, Part-Time, East 38th, \$13.00 per hour, Effective: 12/04/2018
- Alysha Zemanek, Library Assistant II (Sub), Warren, \$12.40 per hour, Effective: 12/04/2018
- Bambi Pea, Public Services Librarian, Warren, \$18.00 per hour, Effective: 12/04/2018
- Cierra Estep, Page, Garfield Park, \$9.15 per hour, Effective: 12/04/2018
- Cantron Quarles, Computer Lab Assistant II, West Indianapolis, \$13.00 per hour, Effective: 12/04/2018
- Anna Scott, Page, Irvington, \$9.15 per hour, Effective: 12/04/2018

INTERNAL CHANGES:

- Kyla Decker from Hourly Public Services Associate I, Lawrence, \$14.07 per hour to Public Services Associate II, Part-Time, Outreach, \$15.34 per hour, Effective: 12/09/2018
- Richard Swan from Indy Library Store Coordinator, Support Programs and Volunteer Resources, \$22.82 per hour to Indy Library Store Assistant Coordinator, Part-Time, \$20.00 per hour, Effective: 12/09/2018
- Ngun Cin from Hourly Summer Reading Clerk, Southport, \$11.85 per hour to Page, Southport, \$9.15 per hour, Effective: 12/16/2018
- Renee Poudrier from Hourly Library Assistant II, Franklin Road to Library Assistant II, Part-Time, Franklin Road, No Change in Pay, Effective: 12/09/2018
- Jeff Edminster from Interim Manager, Data & Web Services, IT to Manager, Data & Web Services, IT, No Change in Pay, Effective: 10/28/2018
- Denyce Malone from Manager, Neighborhood Branch, Flanner House, \$25.34 per hour to Manager, Community Branch, Michigan Road, \$26.60 per hour, Effective: 11/25/2018

RE-HIRES: (None Reported)

SEPARATIONS:

- Emily Koons-Brady, Page, Irvington, 1 month, Effective: 07/11/2018
- Sandra Loeffler, Library Assistant II, Southport, 9 months, Effective: 11/09/2018
- Stefany Boleyn, Public Services Associate II, West Indianapolis, 6 years and 6 months, Effective: 12/08/2018
- Michelle Unrue, Public Services Librarian, Central, 33 years and 11 months, Effective: 12/01/2018
- Destiny Brown, Hourly Library Assistant II, Lawrence, 1 months, Effective: 11/19/2018
- Kayla Najera, Page, Central, 3 years and 6 months, Effective: 11/26/2018
- Sung Wu, Page, Central, 9 months, Effective: 12/07/2018
- Hannah Laughlin, Hourly Library Assistant II, Franklin Road, 8 months, Effective: 10/29/2018

INACTIVE: (None Reported)

RE-ACTIVATE:

- Rachel Oliver, Page, Lawrence, \$9.15 per hour, Effective: 11/19/2018
- Greta Herbertz, Page, Irvington, \$9.15 per hour, Effective: 12/15/2018

RECLASSIFICATION: (None Reported)

ADJUSTMENTS: (None Reported)

RESOLUTION 59 - 2018

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

\$1,137.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY NOTES OF THE JOINT MEETING OF LIBRARY BOARD COMMITTEES December 4, 2018

The Indianapolis-Marion County Public Library Board Committees met in a Joint Meeting at the Library Services Center, 2450 North Meridian Street, on Tuesday, November 13, 2018 at 5:05 p.m. pursuant to notice given.

1. Call To Order

Ms. Sanders called the meeting to order.

2. Roll Call

Members present: Mr. Andrews, Ms. Carlino, Ms. Crenshaw, Dr. Jett, and Ms. Payne.

Members absent: Rev. Robinson

COMMITTEE REPORTS

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

a. Briefing Report – Michigan Road Branch Construction Progress for November 2018

Sharon Smith reported that the Project is moving towards completion, and the work by IndyPL staff continues to prepare the building for public services.

- Public Services are working to plan the Opening Celebration Event for December 15, 2018. The doors will open at 10:00 am, the ribbon cutting at 11:00 am, with tours and activities until 2:00 pm.
- It has been an “All Hands on Deck” period as many IndyPL staff and vendors are working to prepare the Branch for opening.
- The stoplight at 61st and Michigan Road is active providing better access to the site.
- IT has completed the installation of network equipment and the Wi-Fi is active.

Move In Schedule Update

- | | |
|------------------------------------|-------------------|
| • Begin shelving the collections | November 28, 2018 |
| • Furniture deliveries begin | November 29, 2018 |
| • Begin installation of the sorter | December 3, 2018 |
| • Opening celebration event | December 15, 2018 |

Summary Construction Budget Update

Project funded by the 2016 Construction Bond (Fund 476)

• Construction Contingency	\$549,000.00
• Expenses to Contingency	\$272,286.80
• Remaining Contingency	\$276,713.20
• Percent Remaining Contingency	50.4%

b. Briefing Report – Eagle Branch Construction Progress for November 2018

Major milestone work completed in November includes completion of the concrete slab on November 3 and 8, 2018. The interior framing is complete, fire suppression sprinkler system is complete with overhead work, and overhead ductwork is 95% complete. The building has temporary enclosures on the windows and temporary heat has been installed.

Construction Schedule Update

• Start brick	December 5, 2018
• Complete high windows	December 14, 2018
• Complete plumbing rough-ins	December 21, 2018
• Substantial Completion	April 19, 2019

Summary Construction Budget Update

Project funded by the 2017B Construction Bond (Fund 478)

• Construction Contingency	\$619,472
• Expenses to Contingency	\$103,341
• Remaining Contingency	\$516,131
• Percent Remaining Contingency	83.3%

c. Briefing Report – January 2019 Action Item - Approval to Award a Services Contract for Solar Photovoltaic System Installation and Maintenance Services at the Eagle Branch Library Project

IndyPL determined the use of sealed competitive bidding is neither practicable nor advantageous to IndyPL in regards to the selection, installation, and maintenance of a photovoltaic system (“PV System”) for the Eagle Branch Library Project (“Project”). The Project was bid under budget, and we have funds available to add this component to the Project.

- The Vendor for the new PV System will be selected using the Request for Proposal (“RFP”) method. IndyPL solicited competitive proposals from prospective Vendors. IndyPL and the architect prepared performance specifications for the PV System to allow for a detailed evaluation of the Proposals.
- The RFP will be issued on December 11, 2018. Vendors will be identified by using the City and State XBE databases, known Vendors will be contacted, the RFP will be posted on our website, public notices will be placed on

December 11 and 18, a pre-proposal conference and site tour will be held for all prospective Vendors on December 19, 2018. Proposals will be received on January 8, 2019.

- A report from the Evaluation will be presented to the Facilities Committee at the January 15, 2019 meeting.

The preliminary schedule targets starting March 4, 2019, with completion by April 12, 2019. The Project is estimated to be more than \$75,000 and less than \$150,000. The Project will be funded by the Eagle Branch Project Bond Fund – Fund 478.

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

a. Resolution 45-2018 – Annual Salary Resolution Adopting a Schedule of Pay Grades, Staff Positions and Benefits for Library Employees

Ms. Crenshaw reminds the Board that this item was tabled at the last regular Board Meeting held November 26, 2018. There is discussion between Dr. Jett and CEO, Jackie Nytes regarding the Diversity and Inclusion Officer and Strategic Planning and Assessment Officer positions. Dr. Jett has concerns that the two positions may not be in the correct pay grade or classified at the level that is needed.

CEO, Jackie Nytes explains how jobs are placed in the pay structure and her perspective on the positions both from a financial status and organizational needs.

This item will be moved forward to be heard at the regular board meeting on December 17, 2018.

b. Resolution – 2019 Appointment List

CEO, Jackie Nytes explains that this item directly correlates to Item 4a and therefore will need to be moved onto the regular board meeting on December 17, 2018. She points out that there are six people on the appointment list that will not receive any merit increase due to being at the max in their pay range, and this is why a compensation study is necessary in 2019. Ms. Sanders advises that she hopes that the compensation study will show that the pay ranges need movement.

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

a. Resolution – Directors & Officers Liability and Employment Practices Liability

Ms. Dike-Young discussed the information about the Library's Directors and Officers Liability coverage. Marty Dezelan from Arthur Gallagher was present at the November Joint Board Committee Meeting to discuss this information. Continental Casualty Company has provided coverage in the past and the Library would like to renew their

policy with them. The premium for coverage year 2019 is \$15,259 - \$7 less than last year. The Library recommends renewing their policy with Continental Casualty Company, effective January 1, 2019.

b. Resolution – Cyber Liability Insurance Coverage

Ms. Dike-Young reviewed the Library's proposed cyber liability coverage. Due to the increased and evolving risk of cyber attacks, the Library has decided to purchase cyber coverage from BCS for \$7,002. The Library would like to purchase this policy from BCS due to their expertise in this field and their 24/7 access to a national law firm that specializes in cyber liability and data breach. Ms. Dike-Young noted that the Library requested a quote for this coverage from their current carrier, the Hartford. The Hartford's quote was much higher than BCS, indicating this is not an area they specialize in nor feel comfortable providing this coverage to the Library.

Ms. Sanders asked if this coverage is included in any of the Library's other policies. Mr. Scott replied that some General Liability policies will include a few lines on cyber liability coverage, but this policy includes specific coverages that are not included in the Library's current General Liability coverage. Ms. Nytes gave the example that, should a data breach of patron files occur, the Library is legally required to notify each patron affected of the occurrence. This process is included in and covered by the Cyber Liability policy, but not the Library's current General Liability policy.

c. Resolution – Investment Policy Renewal

When the Library's investment policy was last authorized in 2014, it was made effective for four years. A red-line version of the Library's investment policy was distributed to the Board. Ms. Dike-Young advised that most of the changes made to the policy were to clarify language. She noted there is one small change to the statute that describes how the Library would report service charges. This change is based on a 2018 change in the statute on the investment publication.

d. Resolution – Transfers Between Classifications and Accounts

Ms. Dike-Young advised that the transfers in the Operating Fund are necessary to cover the purchase of three servers and digital materials. The transfer for in the LIRF Fund is to cover engineering and architecture relating to the Atrium Sound project. This transfer has no impact on the Library's total 2018 budget.

Ms. Dike-Young advised the Board there may be more transfers on the resolution when it is presented at the December 17th Board Meeting as the Finance Department is doing a year-end review of reports and entries.

6. Other Business

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

- a. **Regular Board Meeting** – Monday, December 17, 2018, at the Library Services Center, 2450 N. Meridian St., at 6:30 p.m.

- b. **Library Board Committees Meeting** – Tuesday, January 15, 2019 at the Library Services Center, 2450 North Meridian Street, at 5:00 p.m.

9. Adjournment

Ms. Payne declared the meeting adjourned at 6:05 p.m.





You Are Invited!

15b

The Indianapolis Public Library
Free Upcoming Events

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

Continuing through January 31 – “Tools of the Trade: A Letterpress Collection by David Peat.”

View a special exhibit illustrating the evolution of letterpress that features the collection of Dave Peat, an expert on the history of printing who's described as the Godfather of Letterpress. The exhibit includes such items as specimen books, small toy presses and Indianapolis printing artifacts dating to the 1800s. Held at Central Library.

December 20 from 2 - 3 p.m. – “Random Acts of Music: Holiday Edition.” Whether it's on Indy's Monument Circle, an often-overlooked neighborhood, or the produce aisle in your grocery store, Classical Music Indy's #RandomActsofMusic performances create a new contemporary culture of classical music with pop-up performances anytime and anywhere. This program will feature holiday music in the Library's main room. Held at the Brightwood Branch.

December 26 from 5:30 - 8 p.m. – “December Celebrations: Kwanzaa.” Bring the entire family for this annual Umoja Village Kwanzaa celebration hosted by the Indianapolis Kwanzaa Committee. And while you're at the Library, be sure to visit the Center for Black Literature & Culture (CBLC) to learn more about this holiday and discover the latest CBLC offerings. Held at Central Library.

January 7 from 6:30 - 8 p.m. – “2019 Photography Workshop Series.” Learn to create better images from expert photographers with the Riviera Camera Club. The topic for this program is “Creative Imagery With Your Mobile Phone.” Learn tips and techniques to craft high quality images with your mobile device during this session led by photographer Rad Drew. Held at Central Library.

January 8 from 2 - 4 p.m. – “Keep Warm With Soups: Cooking Workshop.” You're invited for a cultural food workshop to learn how to make soups and stews from around the world. You'll come away knowing how to cook a big pot of favorites for family and friends. This program is presented by the Marion County Health Department and will include live demonstrations, food tastings and a lecture. Held at the Irvington Branch.

January 13 at 3 p.m. – “Hot Jazz for Cool Kids.” You'll enjoy the fun and energy created from Indy's leading jazz musicians during this series intended to introduce young people to jazz in a live concert setting. This first program in the series will feature a performance by Bill Lancton MG6, described as a little New Orleans and a little R&B. “Hot Jazz for Cool Kids” is presented by the Learning Curve in association with the Indianapolis Jazz Foundation and Indy Jazz Fest. Held at Central Library.

January 18 - 26 – “Indy Library Store Booksale.” Here's your first opportunity of the new year to buy new and used books and other items at discount prices. Friends of the Library Preview Night is Friday, January 18 from 5:30 - 8 p.m. The sale opens to the public on Saturday, January 19 from 10 a.m. - 4 p.m. and continues on Thursday, January 24 from noon - 7 p.m. Half-Price Day is Friday, January 25 from noon - 7 p.m. \$7 Bag Day is Saturday, January 26 from 10 a.m. - 4 p.m. Proceeds support Library programs and services through the Library Foundation. Held at the Library Services Center.

We hope to see you at these exciting events!