



## Library Board Meeting Agenda

### Indianapolis-Marion County Public Library

Notice of the Regular Meeting  
February 24, 2020

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

East 38<sup>th</sup> Street Branch  
5420 East 38<sup>th</sup> Street  
at 6:30 P.M.

for the purpose of considering the following agenda items  
dated this 14th day of February, 2020

Judge, Jose D. Salinas  
President of the Library Board

### -- Regular Meeting Agenda --

1. Call to Order
2. Roll Call

# Library Board Meeting Agenda

pg. 2

3. **Report** – Kimberly Brown-Harden, Manager for the East 38<sup>th</sup> Street Branch will provide an update on their services to the Community. (enclosed)

## 4. Public Comment and Communications

### a. Public Comment

The Public has been invited to the Board Meeting.

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

### b. Dear CEO Letters and Responses (at meeting)

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

## 5. Approval of Minutes

### a. Regular Meeting, January 27, 2020 (enclosed)

## COMMITTEE REPORTS

## 6. Finance Committee (Patricia A. Payne, Chair, Ray Biederman, Curtis Bigsbee)

### a. Report of the Treasurer – January 2020 (enclosed)

### b. Resolution 07-2020 – Approving ordinance to be introduced at City-County Council requesting annual incremental increases in allocation of LIT certified shares (enclosed)

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

## 8. Facilities Committee (Dr. Terri Jett, Chair, Curtis Bigsbee, Dr. Khuala Murtadha)

# Library Board Meeting Agenda

pg. 3

- a. Resolution 08-2020 – Authorization to Enter into an Access Easement Agreement with IndyGo for the Purple Line Bus Rapid Transit Project at the East Thirty-Eighth Street Branch Library (enclosed)
- b. Resolution 09-2020 – Authorization for the CEO to Terminate the Lease for Fountain Square Branch Library (enclosed)

## **9. Library Foundation Update – (Rev. T. D. Robinson, Library Board Representative) (enclosed)**

## **10. Report of the Chief Executive Officer**

- a. Public Services Update and Statistics
  - 1) Public Services Update – February 2020 – John Helling, Public Services Director, will provide the update. (at meeting)
  - 2) 2019 Dashboard and Program Evaluation Data – Garrett Mason, Strategic Planning and Assessment Officer (enclosed)
- b. January Media Report (enclosed)
- c. CEO Love Your Library Tour reminder (at meeting)
- d. Confirming Resolutions:
  - 1) Resolution Regarding Finances, Personnel and Travel (10-2020) (enclosed)

## **UNFINISHED BUSINESS**

**11.**

## **NEW BUSINESS**

**12. Election of Board Secretary**

## **DISCUSSION AND AGENDA BUILDING**

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

Items suggested for upcoming Board Agendas are as follows:

**March, 2020 –**

## **INFORMATION**

### **14. Materials**

- a. Joint Meeting of Library Board Committees Notes – February 11, 2020 (enclosed)

### **15. Board Meeting Schedule for 2020 (Notice of Date and Place of Meeting) and Upcoming Events**

- a. Board Meetings for 2020 – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. Library Programs/Free Upcoming Events updated through March 22, 2020 (enclosed)
- c. **Joint Meeting of Library Board Committees** – Tuesday, March 10, 2020, at the Library Services Center, 2450 North Meridian Street, at 5:30 p.m.

### **16. Notice of Special Meetings**

### **17. Notice of Next Regular Meeting:**

Monday, March 23, 2020, at the Beech Grove Branch, 1102 Main Street, at 6:30 p.m.

### **18. Other Business**

### **19. Adjournment**

# Library Board Meeting Agenda

pg. 5



## **East 38<sup>th</sup> Street Library Branch**

### **Report to the Library Board**

The East 38<sup>th</sup> Street Library opened at this particular location on July 7, 2003. As our neighborhood changes, we try to stay responsive to the needs of the community we serve through programming and services. We are now a ‘Third Place’ in this community; we are filling a gap left behind by an active, vibrant community center that closed in 2017. While we can’t be all things to all people, we do try to accommodate and address needs in this community in a variety of ways. We host meetings and workshops, participate in community days, and offer needed services.

#### **East 38<sup>th</sup> Street Library is:**

- 3 FT Librarians
- 2 PT Public Service Associates
- 1 FT Circulation Supervisor
- 1 FT Library Assistant
- 1 FT Computer Lab Assistant
- 1 PT Computer Lab Assistant
- 3 PT Pages

#### **Our Community:**

- Total base population is 29,028<sup>i</sup>; East 38<sup>th</sup> Street Service Population is 4224<sup>ii</sup>
- Total Housing Units 15,016; 66% are owner occupied
- 85.9% Black, or African American; 5.9% White; 2.8% Hispanic; 1.3% Asian
- Median Age 40.9
- Median Household Income 36,409

#### **How We Serve:**

- 119,557 Door Count in 2019
- 69,857 items circulated in 2019
- 6733 patrons served in 2019
- 5450 reference assists in 2019
- 39,553 public computer sessions in 2019
- 338 meals served with the Indy Parks After School Meal Program
- We have six volunteers who have contributed 69.30 hours to East 38<sup>th</sup> St.

### **Programs and Projects for East 38<sup>th</sup> Community:**

- Through the efforts of our adult librarian, Joanna Conrad, we are an official VITA Tax Site. She contacted the IRS to find out how to participate in the program, met with Kate McKnight, Senior Relationship Tax Consultant with the IRS, as well as Belinda Ellis, our assigned site coordinator. Over the first two weekends we filed tax returns for 100 patrons. The program continues at E38 through 4/11.
- We offer adult computer classes, which have been well received. They are offered every Monday at 3:00p.m.
- Adult Librarian, Joanna Conrad, has been communicating with local businesses and partner organizations including the Small Business Administration, SCORE, and the Small Business Development Center for our Small Business fair to be held May 9<sup>th</sup>. The day's program will include presentations on local resources for small businesses, Social Media for Entrepreneurs, and an owner's experience panel.
- Joanna has partnered with the Johnson County Public Library and met with them several times to bring their successful Project Prom program to E38.
- Juvenile Librarian, Robin Hanks, has presented at community organizations and has represented the library at various community functions at churches, preschools, Gleaner's Food Bank, Stop The Violence, among other things.
- Robin provides consistent story times such as Terrific Tuesdays, which is offered on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 10:30; Family Fun Night, which is offered on the 1<sup>st</sup> Monday of the month at 5:30. This is for ages 0-5 with their parents and caregivers.
- Our Adult PSA, Joni Metcalf-Kemp, coordinates our seed library. She leads and coordinates the 'Garden your Community' program at East 38<sup>th</sup> St.

### **Upcoming initiatives:**

- Chat with dad: a program to curb some of the violence in the 46218 area. Men from our community will come and talk to young black males ages 15-25 on various topics.
- Know your neighborhood business: this came as a result of the CEO Talk. Local businesses will be featured quarterly here at the library. They will be offered a table and they can bring flyers and materials to talk about their business and initiatives.
- Get Rid of the Cape! African-Americans and Mental Health Panel Discussion.

Respectfully Submitted,

Kimberly Brown-Harden, Manager

East 38<sup>th</sup> Street Branch

---

<sup>i</sup> ACS Community Survey 2010 Demographic Profile describing 46218.

<sup>ii</sup> SAVI Database of Assets, 2017

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
MINUTES OF THE REGULAR MEETING  
January 27, 2020**

\* \* \* \* \*

The Indianapolis-Marion County Public Library Board met at the College Avenue Branch, 4180 N. College Avenue, Indianapolis, Indiana on Monday January 27, 2020 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

**1. Call To Order**

Rev. T. D. Robinson presided as Chairman. Dr. Terri Jett acted as Secretary @ 6:30pm.

**2. Roll Call**

Members present: Mr. Curtis W. Bigsbee, Mr. Raymond J. Biederman, Dr. Terri Jett, Dr. Khaula Murtadha, Ms. Patricia Payne, Judge Jose D. Salinas, Rev. Robinson, Judge Salinas

Members absent: None

**3. Branch Manager's Report**

Area Resource Manager Joan Emmert provided an update on College Avenue Branch services. Although the branch serves a racially and economically diverse clientele, 93% of its service area population report English as their household language. Many patrons visit not only the College Avenue Branch but also the InfoZone, which is also within the service district. Early childhood literacy programs are very popular at the branch. A monthly evening Pajama Storytime was added to reach families unable to attend during the day. Adult programming relies on community groups and individuals to present programs of interest. The Flava Fresh Art Exhibit and Juneteenth Celebration continue to be popular annual events. Circulation Supervisor Michelline Brandon reported on efforts to restart the branch's Career Center.

**4. Public Comment and Communications**

**a. Public Comment**

Staff Association President Mollie Beaumont announced that the May Breakfast will be held on Monday, May 4. The Staff Association's Fourth of July event will be held again at Central Library.

Deb Ehret of the Staff Association's Scholarship and Program Committee announced the Association's scholarship recipients. Marilyn McCanon Scholarships for graduate study were awarded to Sarah Tadsen, Computer Lab Assistant at Lawrence; Sylvia Robertson, Public Services Associate at Michigan Road; and Katie Farmer, Digital Projects Coordinator. The Rose-Mary Gibson Scholarship for undergraduate study was awarded to DJ Andrews, Public Services



Associate at Michigan Road.

Michael Torres, President of AFSCME Local 3395, announced that the Library's union membership will donate \$1,000 to the Library Foundation in honor of the late Fran Long, a 40-year Library employee. The contribution will be dedicated to the Lettie Oliver Memorial Collection.

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

## 5. **Approval of Minutes: Executive Session, Regular and Special Meetings**

### a. **Regular Meeting, December 16, 2019**

The minutes from the Regular Meeting held December 16, 2019 were distributed to the Board.

Rev. T. D. Robinson made the motion, which was seconded by Dr. Jett, that the minutes be approved.

There was no discussion.

Motion carried.

## **COMMITTEE REPORTS**

## 6. **Finance Committee (Dr. Patricia Payne, Chair; Rev. T. D. Robinson)**

### a. **Report of the Treasurer – December 2019**

In the Report of the Treasurer, it was noted that 2019 revenues exceeded those budgeted for in the Operating Fund due to the receipt of delinquent property taxes, supplemental local and county income tax distributions, higher than projected interest income, and reimbursements in health insurance. The year ended with the Library having a \$600,000 surplus in the Operating Fund, after \$1.5 million in

Outstanding purchase orders from 2019 are carried over into 2020. The Library Board approved the Report.

No questions were asked about the report.

Dr. Patricia Payne made the motion, which was seconded by Judge Jose D. Salinas, 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 01 – 2020 (Waiving of Fines and Fees)**

Ije Dike-Young greeted the board and requested the authorization of the waiving of fines and fees in the amount of \$242,417 that the Library has deemed uncollectible. The Library's debt collection procedure was followed on all accounts. Typically, accounts that have been expired for two or more years with less than \$25 in debt are purged. This year, due to the migration to the new ILS, accounts expired for more than 18 months were deleted.

Curtis Bigsbee made the motion, which was seconded by Patricia Payne, that the resolution be approved for waiving of Fines and Fees.

Motion carried.

**c. Resolution 02-2020 (Outstanding Purchase Orders 2019)**

Ije Dike-Young asked the board for the authorizing of the carryover of outstanding purchase orders not paid prior to December 31, 2019 into the 2020 fiscal year. Appropriations to cover the purchase order, once expensed, will come from the 2019 budget.

Patricia Payne made the motion, which was seconded by Dr. Terri Jett, that the resolution of outstanding purchase orders in 2019 be carried over be approved.

Motion carried.

**d. Resolution 03-2020 (Confirming Marion County Board of Finance)**

Ije Dike-Young asked the board for the approval of designating the Marion County Board of Finance to serve as the Library's Local Board of Finance. This allows the Library to benefit from investment practices implemented by other government entities. The annual meeting of the Marion County Board of Finance is scheduled for January 28 at 2 p.m. at the City-County Building, Room 260.

Patricia Payne made the motion, which was seconded by Dr. Khaula Murtadha, the resolution to designate Marion County Board of Finance to serve as the Library's local board of finance.

Motion carried.

**e. Investment Report 2019**

A report on the Library's 2019 investments was presented. Investment interest earnings from all funds totaled \$866,000 for the year, exceeding projections. The report will be sent to the Marion County Board of Finance for its review.

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

Sharon Smith reported that Dr. Jett and Dr. Payne would be joining her for a meeting with the Vice President of G4S to discuss their employee training in regards to diversity in greater detail.

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

Director of Facilities Sharon Smith reported that the grand opening of the new Brightwood Branch will be on Saturday, May 2 (time to be determined).

**a. Resolution 04-2020 (Approval to Award Fixtures, Furniture and Equipment Purchase Orders for the Lawrence Branch Project)**

Sharon Smith asked the board for approval, authorizing the award of five purchase orders for fixtures, furniture and equipment for the Lawrence Branch project to four different vendors for the total cost of \$207,135. The vendors are Commercial Office Environments of Indianapolis, RJE Business Interiors of Indianapolis, Office 360 of Indianapolis, and OfficeWorks of Fishers.

Dr. Terri Jett made the motion, which was seconded by Curtis Bigsbee, for the resolution of approval five purchase orders.

Motion carried.

**b. Resolution 05 – 2020 (Approval to Amend the services Contract for Security and Alarm Response Services)**

Sharon Smith asked the board for approval, amending the services contract for security and alarm response systems with G4S Secure Solutions (USA) Inc. of Indianapolis. The amended contract will adjust the billing rate schedule to accommodate an increase in the starting wage for security officers to \$13 per hour. It reflects a recent lower staff turnover and enhanced training for G4S officers while bringing their starting pay more in line with others in Marion and

surrounding counties. The additional cost is within the approved Operating Fund appropriation for 2020.

Dr. Terri Jett made the motion, which was seconded by Dr. Khaula Murtadha, approving the resolution to amend the services contract for Security and Alarm Response Services.

Motion carried.

**9. Library Foundation Update (Rev. T. D. Robinson, Library Board Representative)**

Foundation President Roberta Jagers reported on the 2019 Staff Campaign which ended in November, with 175 staff donors contributing \$21,730. She thanked everyone involved in making the 2019 campaign a success.

The Foundation will debut a new fundraising event, Circulate: Night at the Library. Circulate will take place on Saturday, April 18. Tickets are on sale now at [www.indyplfoundation.org/circulate](http://www.indyplfoundation.org/circulate). Discounted tickets are being offered to Library staff.

The Foundation thanks 369 donors who made gifts last month. The following are the top corporate and foundation contributors: Allen Whitehill Clowes Charitable Foundation, Inc.; Ayres Foundation, Inc.; BKD, LLP; Dennison Parking, Inc.; Gracia E. Johnson Foundation; Griffith Family Foundation, Inc.; Hulman & Company Foundation, Inc.; Indiana Education Savings Authority; Indiana Farm Bureau Insurance; Lilly Endowment Inc.; MacAllister Machinery Co., Inc.; PNC Bank; R.B. Annis Educational Foundation; Schmidt Associates; The D.J. Angus/Sciencetech Education Foundation; The Eugene and Marilyn Glick Family Foundation; The Swisher Foundation, Inc.

This month, the Foundation is proud to provide funding for the following Library programs. All programs are systemwide unless otherwise noted. Children's Programs - Teen Advisory Groups; Pocket Park Storywalk; STEAM Preschool Storytime; Read to Me, Please; Curveside Ride; 1,000 Books by Kindergarten. Collections/IT - Coding and Tech for Adults; Board Game and Tech Activity Collection. Lifelong Learning - Simple and Affordable Plant-Based Cooking; Nonprofit Workshops; IndyPL Seed Library; Early Childhood Educator Workshops. Cultural - Warren Teen Anime Club; Snacks and Stories; Art for Families; Program Food; Conservation and Preservation of Your Historical Materials; ISCR Lecture Series; Teen Spaces; Adult Book Discussions; Salute to 'Black Men in White Coats'; Meet the Artists XXXII "4th Friday" Celebration; Concert Series; Reach Out and Read Children's Day; Preschool Packaged Programs; McFadden Lecture; Center for Black Literature & Culture.

## **10. Report Of The Chief Executive Officer**

### **a. Public Services Update and Statistics**

CEO Jackie Nytes reported that the first-ever Professional Services Outreach Meeting will be held this Thursday, January 30, at the Library Services Center. Its purpose is to reach out to professionals and partner firms with an emphasis on businesses certified as MBE, WBE, VBE or DOBE. City representatives will be on hand to help woman-, minority-, veteran- or disability-owned businesses get certified.

The Meet the Artists XXXII Exhibit, highlighting the works of locally-prominent African American artists, will begin on January 29 at Central Library and continue through March. The free Gala Reception will be held at Central Library on Saturday, February 8 from 5:30 – 10 p.m.

John Helling, Public Services Director, reported that this year's McFadden Memorial Lecture will be held on Thursday, April 30 at the Warren Performing Arts Center. It will feature illustrator and author Kadir Nelson, who was just named winner of the Caldecott and Coretta Scott King awards and Newbury Honor award.

John also provided an update on the POLARIS migration, a three-year project to upgrade the Library's Integrated Library System (ILS) for the first time since the late 90s. He said it's been a smooth transition and that the monumental hurdles have been crossed with few patron complaints. Library Board members were unanimous in their praise of all staff members for making this a success.

### **b. December Media Report**

The December Media Report was presented, highlighting activities to promote Library programs and services in traditional and social media, video and blogging.

The CEO's "Love Your Library, Share Your Voice" tour begins this week and continues through early March at all Library locations.

### **c. Confirming Resolutions:**

#### **1) Resolution Regarding Finances, Personnel and Travel (42 – 2019)**

Ms. Nytes explained that this is a routine resolution that includes bills that have been paid as well as staff training and travel that has been authorized. It also includes a recap for the board of various staffing changes over the last months.

Patricia Payne made the motion, which was seconded by Curtis Bigsbee.

There was no discussion.

Motion carried.

## **UNFINISHED BUSINESS**

11. None.

## **NEW BUSINESS**

12. Election of New Board President

For the voting of the new Board President, Kellie Friley did Role call. Curtis W. Bigsbee, Raymond J. Biederman, Dr. Terri Jett, Dr. Khaula Murtadha, Patricia Payne, Judge Jose D. Salinas and Rev. T. D. Robinson.

Absent Board Members: None

In a vote 4 to 3 Judge Jose D. Salinas one the vote to be the new 2020 Board President

Vice President TD Robinson announced that there were two Board members who had indicated their interest in being elected President of the Board, Dr. Jett and Judge Salinas. Dr. Jett read a prepared statement concerning her candidacy which is appended to these minutes. Judge Salinas also made comments regarding his interest. Vice President Robinson explained that a roll call vote is required and that each Board member should indicate their preference between the two candidates. He then asked Kellie Friley to read the roll call. The vote was 4-3 to select Judge Salinas as President.

Following this vote, Dr. Jett indicated that she had not accepted the Board Position as Secretary which she was voted in for at the Board's Annual meeting in November. As a result, there will be a special election to elect a Board Secretary at the next regular Board meeting on February. He asked that anyone interested in this role to please share that interest with Judge Salinas.

Questions from Dr. Murtadha about the officer selection process were addressed by Vice President Robinson.

## **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:

**February, 2020** – Next Board meeting elect a new Secretary

**INFORMATION**

**14. Materials**

- a. Joint Meeting of Library Board Committees Notes – Ja n u ar y 14, 2020**  
(enclosed)

**15. Board Meeting Schedule for 2020 (Notice and Place of Meeting) and Upcoming Events/Information**

- a. Board Meetings for 2019** – *Current calendar will be updated, **as necessary**, and*

*additional information highlighted.*

- b. Library Programs/Free Upcoming Events updated through February 22, 2020.**
- c. Joint Meeting of Library Board Committees – Monday, February 11th, at the Library Services Center, 2450 North Meridian Street, at 5:30 p.m.**

**16. Notice of Special Meetings**

None.

**17. Notice of Next Regular Meeting**

Monday, February 24, 2020, at the Library Services Center 2450 North Meridian Street, at 6:30 p.m.

**18. Other Business**

**19. Adjournment**

The Acting Secretary announced that there was no further business to come before the Board. The Chairman then declared the meeting adjourned at 8:00 p.m.

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

---

Dr. Terri Jett, Acting Secretary to the Board





Dr. Terri Jett  
 Statement regarding Library Board President position  
 Dear Fellow Library Board Trustees,

I have been honored to serve on the Indianapolis Public Library Board for three years to date in which I have served as the liaison to the Indianapolis Public Library Board Foundation, Chair of the Library Board Finance Committee and Chair of the Library Board Facilities Committee.

In addition to these positions I have attended Indiana Library Federation Conferences, spoken at the opening of two library branches, the opening of the Center for Black Literature and Culture at Central Library, attended staff development days, and participated in several reading programs at two different library branches. I've enjoyed participating in activities organized by the Staff Association and have attended Creative Mornings events at the Central Library, and purchased art from children at the culminating summer program run by our artist-in-resident Tony Radford. Last year I worked closely with Librarian Shannon Bahler, who was previously here at this College Avenue Branch to commemorate what would've been Reverend Dr. Martin Luther King, Jr.'s 90<sup>th</sup> Birthday by moderating four community discussions based on several of King's speeches and writings. In other words, I have been a very active and engaged library board trustee to date, worthy of assuming the position of Board President.

Along with these qualifications, my educational training, namely my Ph.D. in Public Policy and Public Administration, has prepared me to understand how public institutions operate including public libraries of which I am an active patron. I have expertise in diversity, equity and inclusion, serve on three other boards, including another public board of which I am a Mayoral appointee, and I support our staff. As someone who comes from a working -class background, I look to ensure fair wages and benefits for all and support personnel policies that are empowering. I know how policies can and should be written that maximize the potential of people who already have a pre-disposition to public service, such as our library employees.

As a trustee for three years I am in a good position to ensure that the work of this Board aligns with the dictates of the In Public Trust handbook that cautions on page 32 against becoming a rubber stamp board that does not thoroughly monitor and evaluate the progress of the library. Further on page 33 the handbook states, "Although the board delegates a great deal of responsibility for management of the library, the board retains ultimate responsibility for everything that happens in the library. Therefore, board members should expect a continuous flow of information from the director to help them in their monitoring and evaluating role. It is the right and responsibility of the board to request from the director all information necessary to fulfill the board's governing responsibility." I ask questions because I want real answers to make informed decisions. Process matters, and that is a key value in the work of ensuring equity across any institution.

If I am chosen by my fellow trustees as Board President, I will conduct my work in a transparent manner as a facilitator of the work of the board. The role of the President does not have any more power than any other Board member, as stated in the In Public Trust handbook and as such, should be a leader who can listen to and consider all Board perspectives.

Therefore, if selected as Board President I can assure you that I will serve as a model leader.

**Indianapolis-Marion County Public Library  
Report of the Treasurer for January 2020  
Prepared by Accounting for February 24, 2020 Board Meeting**

**Table of Contents**

Operating Fund Revenues and Expenditures	1
Operating Fund – Detailed Income Statement	2
Operating Fund – Cashflow Projections	5
Status of the Treasury – Cash Balances	6
Status of the Treasury – Investment Report	7
Bond and Interest Funds – Detailed Income Statement	8
Rainy Day Fund – Detailed Income Statement	9
Library Improvement Reserve Fund – Detailed Income Statement	10
Parking Garage – Detailed Income Statement	11
Gift & Grant Fund - Detailed Income Statement	12
Summary of Construction Fund Cash Balances	13

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**  
**OPERATING FUND REVENUES AND EXPENDITURES**  
**MONTH ENDED JANUARY 2020**

		<b>Annual</b>			
		<b>2020 Revised</b>	<b>Actual MTD</b>	<b>Actual YTD</b>	<b>% Budget</b>
<b>Revenue</b>		<b>Budget</b>	<b>1/31/2020</b>	<b>1/31/2020</b>	<b>Received</b>
Property Taxes	31	35,756,871	-	-	0%
Intergovernmental	33	7,938,539	376,218	376,218	5%
Fines & Fees	35	667,500	41,595	41,595	6%
Charges for Services	34	627,100	41,941	41,941	7%
Miscellaneous	36	765,000	68,618	68,618	9%
Total		<u>45,755,010</u>	<u>528,372</u>	<u>528,372</u>	1%

		<b>Annual</b>			
		<b>2020 Revised</b>	<b>Actual MTD</b>	<b>Actual YTD</b>	<b>% Budget</b>
<b>Expenditures</b>		<b>Budget</b>	<b>1/31/2020</b>	<b>1/31/2020</b>	<b>Spent</b>
Personal Services & Benefits	41	28,727,181	2,517,344	2,517,344	9%
Supplies	42	1,407,559	99,329	99,329	7%
Other Services and Charges	43	15,738,553	960,473	960,473	6%
Capital Outlay	44	4,294,316	259,304	259,304	6%
Total		<u>50,167,609</u>	<u>3,836,450</u>	<u>3,836,450</u>	8%

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**  
**Fund 101- Operating Fund - Detailed Income Statement**  
**MONTH ENDED JANUARY 2020**

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
<b>REVENUE</b>						
<b>TAXES</b>						
311000 PROPERTY TAX	43,605,112	43,605,112	-	-	-	43,605,112
311300 PROPERTY TAX CAPS	(7,848,241)	(7,848,241)	-	-	-	(7,848,241)
<b>TAXES Total</b>	<b>35,756,871</b>	<b>35,756,871</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,756,871</b>
<b>INTERGOVERNMENTAL</b>						
332200 E-RATE REVENUE	248,400	248,400	16,060	16,060	-	232,340
335100 FINANCIAL INSTITUTION TAX REV	261,850	261,850	-	-	-	261,850
335200 LICENSE EXCISE TAX REVENUE	2,774,272	2,774,272	-	-	-	2,774,272
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	321,215	-	3,533,369
335500 COUNTY OPTION INCOME TAX	467,329	467,329	38,943	38,943	-	428,386
335700 COMMERCIAL VEHICLE TAX	302,664	302,664	-	-	-	302,664
REVENUE						
339000 IN LIEU OF PROP. TAX	29,440	29,440	-	-	-	29,440
<b>INTERGOVERNMENTAL Total</b>	<b>7,938,539</b>	<b>7,938,539</b>	<b>376,218</b>	<b>376,218</b>	<b>-</b>	<b>7,562,321</b>
<b>CHARGES FOR SERVICES</b>						
347600 COPY MACHINE REVENUE	-	-	126	126	-	(126)
347601 PUBLIC PRINTING REVENUE	351,300	351,300	26,742	26,742	-	324,558
347602 FAX TRANSMISSION REVENUE	60,000	60,000	5,514	5,514	-	54,486
347603 PROCTORING EXAMS	3,800	3,800	250	250	-	3,550
347604 PLAC CARD DISTRIBUTION REVENUE	83,000	83,000	-	-	-	83,000
347605 USAGE FEE REVENUE	12,000	12,000	1,870	1,870	-	10,130
347606 SET-UP & SERVICE - TAXABLE	15,000	15,000	-	-	-	15,000
347607 SET-UP & SERVICE - NON-TAXABLE	12,000	12,000	80	80	-	11,920
347608 SECURITY SERVICES REVENUE	18,000	18,000	567	567	-	17,433
347620 CAFE REVENUE	12,000	12,000	615	615	-	11,385
347621 CATERING REVENUE	60,000	60,000	6,177	6,177	-	53,823
<b>CHARGES FOR SERVICES Total</b>	<b>627,100</b>	<b>627,100</b>	<b>41,941</b>	<b>41,941</b>	<b>-</b>	<b>585,159</b>
<b>FINES</b>						
351200 FINES	650,000	650,000	40,476	40,476	-	609,524
351201 OTHER CARD REVENUE	2,000	2,000	195	195	-	1,805
351202 HEADSET REVENUE	7,000	7,000	407	407	-	6,593
351203 USB REVENUE	6,000	6,000	390	390	-	5,610
351204 LIBRARY TOTES	2,500	2,500	127	127	-	2,373
<b>FINES Total</b>	<b>667,500</b>	<b>667,500</b>	<b>41,595</b>	<b>41,595</b>	<b>-</b>	<b>625,905</b>
<b>MISCELLANEOUS</b>						
360000 MISCELLANEOUS REVENUE	2,500	2,500	256	256	-	2,244
360001 REVENUE ADJUSTMENT	-	-	(16)	(16)	-	16
361000 INTEREST INCOME	170,000	170,000	53,268	53,268	-	116,732
362000 FACILITY RTL REV - TAXABLE	100,000	100,000	6,116	6,116	-	93,884
362001 FACILITY RENTAL REV - NONTAX	64,000	64,000	2,299	2,299	-	61,701
362002 EQUIPMENT RENTAL REV - TAXABLE	1,000	1,000	-	-	-	1,000

362003 EQUIPMENT RENTAL REV - NONTAX	2,500	2,500	-	-	-	2,500
367004 OTHER GRANTS	225,000	225,000	-	-	-	225,000
<b>MISCELLANEOUS Total</b>	<b>565,000</b>	<b>565,000</b>	<b>61,922</b>	<b>61,922</b>	<b>-</b>	<b>503,078</b>

#### OTHER FINANCING SRCS

396000 REFUNDS	5,000	5,000	954	954	-	4,046
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	5,741	5,741	-	169,259
399001 INSURANCE REIMBURSEMENTS	20,000	20,000	-	-	-	20,000
<b>OTHER FINANCING SRCS Total</b>	<b>200,000</b>	<b>200,000</b>	<b>6,695</b>	<b>6,695</b>	<b>-</b>	<b>193,305</b>

<b>REVENUE Total</b>	<b>45,755,010</b>	<b>45,755,010</b>	<b>528,372</b>	<b>528,372</b>	<b>-</b>	<b>45,226,638</b>
----------------------	-------------------	-------------------	----------------	----------------	----------	-------------------

#### EXPENSE

##### PERSONAL SERVICES

411000 SALARIES APPOINTED STAFF	18,059,744	18,059,744	1,330,030	1,330,030	-	16,729,714
412000 SALARIES HOURLY STAFF	1,820,444	1,820,444	109,906	109,906	-	1,710,538
413000 WELLNESS	35,000	35,000	4,696	4,696	-	30,304
413001 LONG TERM DISABILITY INSURANCE	44,075	44,075	3,852	3,852	-	40,223
413002 EMPLOYEE ASSISTANCE PROGRAM	23,500	23,500	1,600	1,600	17,600	4,300
413003 TUITION ASSISTANCE	25,000	25,000	-	-	-	25,000
413100 FICA AND MEDICARE	1,513,443	1,513,443	104,351	104,351	-	1,409,092
413300 PERF/INPRS	2,546,358	2,546,358	185,511	185,511	-	2,360,847
413400 UNEMPLOYMENT COMPENSATION	9,000	9,000	1,024	1,024	3,976	4,000
413500 MEDICAL & DENTAL INSURANCE	4,610,470	4,611,667	773,340	773,340	11,284	3,827,043
413600 GROUP LIFE INSURANCE	38,950	38,950	3,034	3,034	-	35,916
<b>PERSONAL SERVICES Total</b>	<b>28,725,984</b>	<b>28,727,181</b>	<b>2,517,344</b>	<b>2,517,344</b>	<b>32,860</b>	<b>26,176,977</b>

##### SUPPLIES

421500 OFFICE SUPPLIES - FAC/PURCH	385,096	413,788	12,188	12,188	26,227	375,373
421600 LIBRARY SUPPLIES	186,000	195,879	9,891	9,891	5,555	180,432
421700 DEPARTMENT OFFICE SUPPLIES	373,800	433,068	71,620	71,620	15,712	345,736
422210 GASOLINE	44,000	46,321	-	-	25,821	20,500
422250 UNIFORMS	8,000	10,800	116	116	6,161	4,523
422310 CLEANING & SANITATION	165,000	168,405	5,513	5,513	15,408	147,484
429001 NON CAPITAL FURNITURE & EQUIP	128,000	139,298	-	-	13,448	125,850
<b>SUPPLIES Total</b>	<b>1,289,896</b>	<b>1,407,559</b>	<b>99,329</b>	<b>99,329</b>	<b>108,332</b>	<b>1,199,898</b>

##### OTHER SERVICES AND CHARGES

431100 LEGAL SERVICES	219,000	251,500	11,349	11,349	21,151	219,000
431200 ENGINEERING & ARCHITECTURAL	25,000	25,000	-	-	-	25,000
431500 CONSULTING SERVICES	285,900	444,135	26,899	26,899	142,396	274,840
432100 FREIGHT & EXPRESS	7,000	7,514	333	333	3,681	3,500
432200 POSTAGE	64,650	65,631	25,000	25,000	981	39,650
432300 TRAVEL	36,400	36,400	2,374	2,374	-	34,026
432400 DATA COMMUNICATIONS	281,800	284,150	24,486	24,486	392	259,272
432401 CELLULAR PHONE	10,080	10,080	903	903	-	9,177
432500 CONFERENCES	143,100	143,100	1,413	1,413	4,070	137,617
432501 IN HOUSE CONFERENCE	96,530	97,405	2,622	2,622	1,055	93,729
433100 OUTSIDE PRINTING	177,116	195,833	18,016	18,016	12,437	165,380
433200 PUBLICATION OF LEGAL NOTICES	1,800	1,800	-	-	-	1,800
434100 WORKER'S COMPENSATION	172,612	173,694	18,715	18,715	17,633	137,346
434200 PACKAGE	261,023	261,023	4,175	4,175	-	256,848
434201 EXCESS LIABILITY	11,179	11,179	39,607	39,607	39,607	(68,035)
434202 AUTOMOBILE	21,162	21,162	4,628	4,628	4,628	11,906
434500 OFFICIAL BONDS	1,080	1,080	975	975	-	105

434501 PUBLIC OFFICIALS & EE LIAB	17,280	17,280	15,504	15,504	-	1,776
434502 BROKERAGE FEE	18,360	18,360	5,000	5,000	5,000	8,360
435100 ELECTRICITY	1,194,813	1,421,496	66,476	66,476	2,165,296	(810,276)
435200 NATURAL GAS	146,856	184,381	14,880	14,880	132,645	36,856
435300 HEAT/STEAM	400,190	492,658	22,576	22,576	419,892	50,190
435400 WATER	83,896	95,274	5,989	5,989	86,882	2,403
435401 COOLING/CHILLED WATER	553,664	553,664	35,822	35,822	500,000	17,842
435500 STORMWATER	24,990	24,990	-	-	23,800	1,190
435900 SEWAGE	96,789	98,414	8,326	8,326	89,340	748
436100 REP & MAINT-STRUCTURE	573,500	804,231	53,102	53,102	387,702	363,427
436101 ELECTRICAL	672,000	672,000	-	-	230,609	441,391
436102 PLUMBING	100,000	100,000	339	339	24,662	75,000
436103 PEST SERVICES	35,000	35,000	-	-	24,000	11,000
436104 ELEVATOR SERVICES	101,000	101,000	525	525	68,926	31,549
436110 CLEANING SERVICES	1,125,311	1,241,214	94,374	94,374	23,942	1,122,898
436200 REP & MAINT-EQUIPMENT	217,000	231,710	4,832	4,832	31,455	195,424
436201 REP & MAINT-HEATING & AIR	467,000	546,347	21,113	21,113	200,081	325,154
436202 REP & MAINT -AUTO	63,000	66,533	1,637	1,637	3,683	61,214
436203 REP & MAINT-COMPUTERS	361,600	370,324	67,305	67,305	4,680	298,339
437200 EQUIPMENT RENTAL	83,800	83,800	9,885	9,885	46,994	26,921
437300 REAL ESTATE RENTAL	448,458	448,458	37,632	37,632	-	410,826
439100 CLAIMS, AWARDS, INDEMNITIES	25,000	25,000	-	-	-	25,000
439600 TRASH REMOVAL	68,563	76,523	7,960	7,960	65,000	3,563
439601 SNOW REMOVAL	382,500	455,405	7,910	7,910	88,275	359,220
439602 LAWN & LANDSCAPING	325,121	335,371	8,256	8,256	2,700	324,415
439800 DUES & MEMBERSHIPS	55,390	57,550	2,938	2,938	14,160	40,452
439901 COMPUTER SERVICES	297,500	302,549	5,396	5,396	-	297,152
439902 PAYROLL SERVICES	140,000	140,000	9,788	9,788	-	130,212
439903 SECURITY SERVICES	1,349,637	1,391,870	64,653	64,653	310,096	1,017,121
439904 BANK FEES/CREDIT CARD FEES	65,000	65,000	3,531	3,531	-	61,469
439905 OTHER CONTRACTUAL SERVICES	699,423	761,726	37,234	37,234	44,515	679,976
439906 RECRUITMENT EXPENSES	24,300	24,300	220	220	-	24,080
439907 EVENTS & PR	56,700	60,084	3,445	3,445	1,000	55,639
439910 PROGRAMMING	77,500	77,600	1,550	1,550	6,721	69,329
439911 PROGRAMMING-JUV.	150,000	152,960	-	-	20,979	131,981
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	2,650	2,650	-	22,350
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	-	-	5,000
439930 MATERIALS CONTRACTUAL	2,129,795	2,129,795	158,131	158,131	-	1,971,664
451100 AUDIT FEES	15,000	15,000	-	-	-	15,000
<b>OTHER SERVICES AND CHARGES TOTAL</b>	<b>14,491,368</b>	<b>15,738,555</b>	<b>960,473</b>	<b>960,473</b>	<b>5,271,067</b>	<b>9,507,015</b>

#### CAPITAL

445100 CAPITAL - FURNITURE	-	5,654	-	-	5,654	-
445200 VEHICLES	80,000	121,745	-	-	41,745	80,000
445301 COMPUTER EQUIPMENT	50,000	50,000	-	-	-	50,000
449000 BOOKS & MATERIALS	3,884,250	3,884,250	216,370	216,370	-	3,667,880
449100 UNPROCESSED PAPERBACK BOOKS	137,000	232,667	42,934	42,934	52,711	137,021
<b>CAPITAL Total</b>	<b>4,151,250</b>	<b>4,294,315</b>	<b>259,304</b>	<b>259,304</b>	<b>100,110</b>	<b>3,934,902</b>

<b>EXPENSE Total</b>	<b>48,658,498</b>	<b>50,167,610</b>	<b>3,836,450</b>	<b>3,836,450</b>	<b>5,512,369</b>	<b>40,818,791</b>
----------------------	-------------------	-------------------	------------------	------------------	------------------	-------------------

**INDIANAPOLIS - MARION COUNTY PUBLIC LIBRARY**  
**CASHFLOW PROJECTIONS - OPERATING FUND**  
**January 1 - December 31, 2020**

	ACTUAL JANUARY	PROJECTED FEBRUARY	PROJECTED MARCH	PROJECTED APRIL	PROJECTED MAY	PROJECTED JUNE	PROJECTED JULY	PROJECTED AUGUST	PROJECTED SEPTEMBER	PROJECTED OCTOBER	PROJECTED NOVEMBER	PROJECTED DECEMBER	PROJECTED Y-T-D	REVISED BUDGET	Variance
<b>Beginning Balance</b>	<b>\$ 25,151,724</b>	<b>\$ 21,844,102</b>	<b>\$ 17,590,419</b>	<b>\$ 13,949,508</b>	<b>\$ 12,137,997</b>	<b>\$ 14,426,138</b>	<b>\$ 24,415,903</b>	<b>\$ 21,270,058</b>	<b>\$ 18,071,017</b>	<b>\$ 15,314,373</b>	<b>\$ 12,744,573</b>	<b>\$ 13,367,639</b>	<b>\$ 25,151,724</b>	<b>\$ 25,151,724</b>	
<b>Receipts:</b>															
Property Tax	-	-	-	1,319,429	6,346,845	11,292,020	-	-	-	1,676,997	3,833,137	11,288,444	35,756,871	35,756,871	-
Excise Tax	-	-	-	-	-	1,387,136	-	-	-	-	-	1,387,136	2,774,272	2,774,272	-
Financial Institution Tax	-	-	-	-	-	130,925	-	-	-	-	-	130,925	261,850	261,850	-
Commercial Vehicle Tax	-	-	-	-	-	151,332	-	-	-	-	-	151,332	302,664	302,664	-
In-Lieu-of Taxes	-	-	-	-	-	14,720	-	-	-	-	-	14,720	29,440	29,440	-
Local Option Income Tax (LOIT)	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	3,854,584	3,854,584	-
County Option Income Tax (COIT)	38,943	38,944	38,944	38,944	38,944	38,944	38,944	38,944	38,944	38,944	38,944	38,946	467,329	467,329	-
Fines	40,476	55,411	55,411	55,411	55,411	55,411	55,411	55,411	55,411	55,411	55,411	55,418	650,000	650,000	-
Photocopier	126	-	-	-	-	-	-	-	-	-	-	-	126	-	126
Printers	26,742	31,808	29,275	29,275	29,275	29,275	29,275	29,275	29,275	29,275	29,275	29,275	351,300	351,300	-
Fax Transmissions	5,514	4,786	4,700	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000	60,000	-
Headsets	407	599	599	599	599	599	599	599	599	599	599	599	7,000	7,000	-
USB	390	510	510	510	510	510	510	510	510	510	510	510	6,000	6,000	-
PLAC Dist.	-	-	-	-	83,000	-	-	-	-	-	-	-	83,000	83,000	-
Interest income	53,268	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	209,101	170,000	39,101
Library totes	127	289	208	208	208	208	208	208	208	208	208	208	2,500	2,500	-
Other Card Revenue	195	139	167	167	167	167	167	167	167	167	167	167	2,000	2,000	-
Miscellaneous	240	176	208	208	208	208	208	208	208	208	208	208	2,500	2,500	-
Proctoring Exams	250	384	317	317	317	317	317	317	317	317	317	317	3,800	3,800	-
Facility Rental	10,931	19,415	19,415	19,415	19,415	19,415	19,415	19,415	19,415	19,415	19,415	19,415	224,500	224,500	-
Catering Commission	6,177	3,823	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000	60,000	-
Café Revenue	615	1,000	1,000	1,000	1,000	1,300	1,085	1,000	1,000	1,000	1,000	1,000	12,000	12,000	-
Reimbursement for Services	5,741	16,207	16,745	19,813	72,000	28,807	12,227	230	3,230	-	-	-	175,000	175,000	-
Insurance Reimbursement	-	-	-	-	-	19,200	-	-	800	-	-	-	20,000	20,000	-
Refunds	954	-	-	-	-	4,046	-	-	-	-	-	-	5,000	5,000	-
Erate Revenue	16,060	21,121	21,121	21,121	21,121	21,121	21,121	21,121	21,121	21,121	21,121	21,130	248,400	248,400	-
Grants/Contributions	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000	225,000	-
Transfer in	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Receipts</b>	<b>528,372</b>	<b>529,994</b>	<b>529,002</b>	<b>1,851,799</b>	<b>7,014,402</b>	<b>13,541,043</b>	<b>749,869</b>	<b>558,093</b>	<b>516,587</b>	<b>2,189,555</b>	<b>4,345,694</b>	<b>13,485,133</b>	<b>45,794,239</b>	<b>45,755,010</b>	<b>39,227</b>
<b>Expenditures:</b>															
Personal Services & Benefits	2,517,344	2,548,273	2,207,284	2,195,540	3,100,696	2,232,664	2,240,034	2,191,709	2,111,923	3,125,396	2,173,620	2,081,501	28,725,984	28,725,984	-
Supplies	99,329	111,683	54,334	76,350	136,115	94,959	106,727	60,245	78,368	98,168	78,657	294,962	1,289,896	1,289,896	-
Other Services and Charges	960,473	1,897,842	1,353,252	1,103,291	1,116,468	1,082,139	1,240,174	1,232,221	852,982	1,315,011	1,003,637	1,333,878	14,491,368	14,491,368	-
Library Materials Capital Outlay	259,304	225,880	555,043	288,130	372,981	141,517	308,779	272,959	229,959	220,780	466,714	809,204	4,151,250	4,151,250	-
Transfer Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>3,836,450</b>	<b>4,783,677</b>	<b>4,169,913</b>	<b>3,663,311</b>	<b>4,726,261</b>	<b>3,551,279</b>	<b>3,895,714</b>	<b>3,757,134</b>	<b>3,273,232</b>	<b>4,759,355</b>	<b>3,722,628</b>	<b>4,519,546</b>	<b>48,658,498</b>	<b>48,658,498</b>	<b>-</b>
Change in Payables/Petty Cash/Correction*	455												455		-
<b>Ending Balance</b>	<b>\$ 21,844,102</b>	<b>\$ 17,590,419</b>	<b>\$ 13,949,508</b>	<b>\$ 12,137,997</b>	<b>\$ 14,426,138</b>	<b>\$ 24,415,903</b>	<b>\$ 21,270,058</b>	<b>\$ 18,071,017</b>	<b>\$ 15,314,373</b>	<b>\$ 12,744,573</b>	<b>\$ 13,367,639</b>	<b>\$ 22,333,225</b>	<b>\$ 22,287,920</b>	<b>\$ 22,248,236</b>	



## Receipts and Disbursements - January 2020

FUND	CASH AND INVESTMENTS 12/3/19	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 1/31/20
101 Total Operating	25,151,724	528,372	3,835,994	21,844,102
104 Total Fines	6	79,062	79,062	6
226 Total Parking Garage	754,992	17,035	752	771,275
230 Total Grant	428,933	164	31,427	397,670
245 Total Rainy Day	5,303,179	6,856	5,649	5,304,385
270 Total Shared System	363,664	2,392	5,758	360,298
301 Total BIRF 1	5,480,022	4,527	1,849,012	3,635,538
321 Total BIRF 2	747,540	-	1,250	746,290
471 Total Library Improvement Reserve Fund	2,726,670	3,166	728	2,729,109
472 Total Construction	13,242	-	0	13,242
475 Total 2015 Bond RFID Books & Materials	264,321	-	11,235	253,086
476 Total 2016 Bond - Michigan Rd	219,431	-	75,667	143,764
477 Total 2017A Bond - Brightwood	2,649,266	-	203,333	2,445,933
478 Total 2017B Bond - Eagle	945,676	-	11,650	934,027
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	2,959,658	-	95,894	2,863,764
480 Total 2018 BBond - West Perry Branch	8,725,021	-	33,597	8,691,424
481 Total 2019 Bond - LAW WAY Renovation	3,131,711	-	67,791	3,063,920
800 Total Gift	912,841	39,910	76,509	876,242
806 Total Payroll Liabilities (1)	78,223	109,802	161,859	26,166
812 Total Foundation Agency Fund	1,192	793	-	1,985
813 Total Staff Association Agency Fund	31	-	-	31
814 Total Sales Tax Agency Fund	869	500	869	500
815 Total PLAC Card Revenue Agency Fund	16,855	3,511	-	20,366
<b>Grand Total</b>	<b>60,875,066</b>	<b>796,089</b>	<b>6,548,035</b>	<b>55,123,120</b>



Indianapolis Marion County Public Library  
Status of the Treasury  
Investment Report  
MONTH ENDED JANUARY 2020

**Chase Savings Account**

	Balance January 31, 2020	Interest Earned January 31, 2020
Operating Fund	\$ 13,138	\$ 851
Shared System Fund	\$ 1	\$ -
Grant Fund	\$ 393,273	\$ 164
Parking Garage	\$ 408,859	\$ 170
Bond & Interest Redemption Fd	\$ 1,671,672	\$ -
Bond & Interest Redemption Fd 2	\$ 360,386	\$ -
Rainy Day Fund	\$ 604,366	\$ 251
<b>Total Chase Savings Account</b>	<b>\$ 3,451,694</b>	<b>\$ 1,435</b>

The average savings account rate for January was 0.49%

**Previous Month's Chase Savings Account Activity**

	Balance December 31, 2019	Interest Earned December 31, 2019
Operating Fund	\$ 12,287	\$ 850
Shared System Fund	\$ 1	\$ -
Grant Fund	\$ 393,109	\$ 163
Parking Garage	\$ 408,689	\$ 170
Bond & Interest Redemption Fd	\$ 1,671,672	\$ -
Bond & Interest Redemption Fd 2	\$ 360,386	\$ -
Rainy Day Fund	\$ 604,114	\$ 251
<b>Total Chase Savings Account</b>	<b>\$ 3,450,258</b>	<b>\$ 1,435</b>

The average savings account rate for December was 0.49%

**Fifth Third Bank Investment Account**

	Balance January 31, 2020	Interest Earned January 31, 2020
Library Improvement Reserve Fd	\$ 2,209,329	\$ 3,166
Rainy Day Fund	\$ 4,419,243	\$ 6,332
<b>Total Fifth Third Bank</b>	<b>\$ 6,628,572</b>	<b>\$ 9,498</b>

The average investment account rate for January was 1.72%

**Previous Month's Fifth Third Bank Investment Account**

	Balance December 31, 2019	Interest Earned December 31, 2019
Library Improvement Reserve Fd	\$ 2,206,163	\$ 3,428
Rainy Day Fund	\$ 4,412,911	\$ 6,857
<b>Total Fifth Third Bank</b>	<b>\$ 6,619,074</b>	<b>\$ 10,285</b>

The average investment account rate for December was 1.87%

**Hoosier Fund Account Income**

	Balance January 31, 2020	Interest Earned January 31, 2020
Operating Fund	\$ 1,610,510	\$ 10,068
Rainy Day Fund	\$ 178,232	\$ 272
2017A Brightwood Project Fund	\$ 1,418,314	\$ -
2018B West Perry Project Fund	\$ 3,062,846	\$ -
2018A Multi-Project Fund	\$ 2,823,565	\$ -
Bond & Interest Redemption Fd	\$ 8,781	\$ 4,316
2019 Lawrence/Wayne Project Fund	\$ 2,500,000	\$ -
<b>Total Hoosier Fund Account</b>	<b>\$ 11,602,248</b>	<b>\$ 14,656</b>

The average Hoosier Fund account rate for January was 1.80%

**Previous Month's Hoosier Fund Account Income**

	Balance December 31, 2019	Interest Earned December 31, 2019
Operating Fund	\$ 1,600,442	\$ 11,154
Rainy Day Fund	\$ 177,960	\$ 272
2017A Brightwood Project Fund	\$ 1,918,314	\$ -
2018B West Perry Project Fund	\$ 3,062,846	\$ -
2018A Multi-Project Fund	\$ 2,823,565	\$ -
Bond & Interest Redemption Fd	\$ 4,464	\$ 4,464
<b>Total Hoosier Fund Account</b>	<b>\$ 9,587,591</b>	<b>\$ 15,890</b>

The average Hoosier Fund account rate for December was 1.80%

**TrustIndiana**

	Balance	Interest Earned
Operating Fund	\$ 43,861	\$ 43,861
2015 RFID Project Fund	\$ 14,362,099	\$ 30,621
2017A Brightwood Project Fund	\$ 150,000	\$ -
2017B Eagle Project Fund	\$ 352,534	\$ -
2017B Eagle Project Fund	\$ 626,937	\$ -
2018B West Perry Project Fund	\$ 5,390,752	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 967,695	\$ 211
<b>Total TrustIndiana Account</b>	<b>\$ 21,940,915</b>	<b>\$ 30,832</b>

The average TrustIndiana account rate for January was 1.66%

**Previous Month's TrustIndiana**

	Balance	Interest Earned
Operating Fund	\$ 43,830	\$ 43,830
2015 RFID Project Fund	\$ 14,331,479	\$ 14,897
2017A Brightwood Project Fund	\$ 150,000	\$ -
2017B Eagle Project Fund	\$ 352,534	\$ -
2017B Eagle Project Fund	\$ 626,937	\$ -
2018B West Perry Project Fund	\$ 5,390,752	\$ 4,001
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 967,484	\$ 354
<b>Total TrustIndiana Account</b>	<b>\$ 21,910,084</b>	<b>\$ 19,253</b>

The average TrustIndiana account rate for December was 1.67%

**U. S. Bank**

	Balance January 31, 2020	Interest Earned October 31, 2019
Operating Fund	\$ 8,023,874	\$ 11,729
<b>Total U. S. Bank</b>	<b>\$ 8,023,874</b>	<b>\$ 11,729</b>

The average U. S. Bank account rate for January was 1.70%

**Previous Month's U.S. Bank**

	Balance December 31, 2019	Interest Earned October 31, 2019
Operating Fund	\$ 8,012,146	\$ 11,334
<b>Total U. S. Bank</b>	<b>\$ 8,012,146</b>	<b>\$ 11,334</b>

The average U. S. Bank account rate for December was 1.70%

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**  
**Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement**  
**MONTH ENDED JANUARY 2020**

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
<b>REVENUES</b>						
Property Taxes						
311000 PROPERTY TAX	12,882,655	12,882,655	-	-	-	12,882,655
<b>Property Taxes Total</b>	<b>12,882,655</b>	<b>12,882,655</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,882,655</b>
Intergovernmental						
335100 FINANCIAL INSTITUTION T	71,439	71,439	-	-	-	71,439
335200 LICENSE EXCISE TAX REVE	751,196	751,196	-	-	-	751,196
335700 COMMERCIAL VEHICLE TAX	59,660	59,660	-	-	-	59,660
339000 IN LIEU OF PROP. TAX	8,441	8,441	-	-	-	8,441
<b>Intergovernmental Total</b>	<b>890,736</b>	<b>890,736</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>890,736</b>
Miscellaneous						
361000 INTEREST INCOME	-	-	4,527	4,527	-	(4,527)
<b>Miscellaneous Total</b>	<b>-</b>	<b>-</b>	<b>4,527</b>	<b>4,527</b>	<b>-</b>	<b>(4,527)</b>
<b>REVENUES Total</b>	<b>13,773,391</b>	<b>13,773,391</b>	<b>4,527</b>	<b>4,527</b>	<b>-</b>	<b>13,768,864</b>
<b>EXPENSES</b>						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	6,750	6,750	2,750	2,750	-	4,000
438100 PRINCIPAL	14,795,000	14,795,000	1,635,000	1,635,000	-	13,160,000
438200 INTEREST	1,848,161	1,848,161	212,512	212,512	-	1,635,649
<b>Other Services and Charges Total</b>	<b>16,649,911</b>	<b>16,649,911</b>	<b>1,850,262</b>	<b>1,850,262</b>	<b>-</b>	<b>14,799,649</b>
<b>EXPENSES Total</b>	<b>16,649,911</b>	<b>16,649,911</b>	<b>1,850,262</b>	<b>1,850,262</b>	<b>-</b>	<b>14,799,649</b>

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
Fund 245 - Rainy Day Fund - Detailed Income Statement  
MONTH ENDED JANUARY 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
<b>REVENUE</b>						
<b>MISCELLANEOUS</b>						
361000 INTEREST INCOME	30,000	30,000	6,856	6,856	-	23,145
<b>MISCELLANEOUS Total</b>	<b>30,000</b>	<b>30,000</b>	<b>6,856</b>	<b>6,856</b>	<b>-</b>	<b>23,145</b>
<b>REVENUE Total</b>	<b>30,000</b>	<b>30,000</b>	<b>6,856</b>	<b>6,856</b>	<b>-</b>	<b>23,145</b>
<b>EXPENSE</b>						
<b>OTHER SERVICES AND CHARGES</b>						
431100 LEGAL SERVICES	100,000	100,000	2,329	2,329	-	97,671
431200 ENGINEERING & ARCHITECTURAL	400,000	563,113	-	-	163,113	400,000
431500 CONSULTING SERVICES	-	3,321	3,321	3,321	4,200	(4,200)
<b>OTHER SERVICES AND CHARGES TOTAL</b>	<b>500,000</b>	<b>666,433</b>	<b>5,649</b>	<b>5,649</b>	<b>167,313</b>	<b>493,471</b>
<b>CAPITAL</b>						
441000 LAND	500,000	500,000	-	-	-	500,000
443500 BUILDING	1,000,000	1,000,000	-	-	-	1,000,000
<b>CAPITAL Total</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500,000</b>
<b>EXPENSE Total</b>	<b>2,000,000</b>	<b>2,166,433</b>	<b>5,649</b>	<b>5,649</b>	<b>167,313</b>	<b>1,993,471</b>

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement

MONTH ENDED JANUARY 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
<b>REVENUE</b>						
MISCELLANEOUS						
361000 INTEREST INCOME	40,000	40,000	3,166	3,166	-	36,834
<b>MISCELLANEOUS Total</b>	<b>40,000</b>	<b>40,000</b>	<b>3,166</b>	<b>3,166</b>	<b>-</b>	<b>36,834</b>
<b>REVENUE Total</b>	<b>40,000</b>	<b>40,000</b>	<b>3,166</b>	<b>3,166</b>	<b>-</b>	<b>36,834</b>
<b>EXPENSE</b>						
OTHER SERVICES AND CHARGES						
436100 REP & MAINT-STRUCTURE	600,000	910,795	90	90	310,705	600,000
<b>OTHER SERVICES AND CHARGES TOTAL</b>	<b>600,000</b>	<b>910,795</b>	<b>90</b>	<b>90</b>	<b>310,705</b>	<b>600,000</b>
CAPITAL						
444501 COMPUTER SOFTWARE	-	259,563	638	638	258,926	-
<b>CAPITAL Total</b>	<b>-</b>	<b>259,563</b>	<b>638</b>	<b>638</b>	<b>258,926</b>	<b>-</b>
<b>EXPENSE Total</b>	<b>600,000</b>	<b>1,170,358</b>	<b>728</b>	<b>728</b>	<b>569,631</b>	<b>600,000</b>

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**  
**Fund 226 - Parking Garage - Detailed Income Statement**  
**MONTH ENDED JANUARY 2020**

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
<b>REVENUE</b>						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	120,000	120,000	16,765	16,765	-	103,235
347611 EVENTS PARKING	8,000	8,000	100	100	-	7,900
<b>CHARGES FOR SERVICES Total</b>	<b>128,000</b>	<b>128,000</b>	<b>16,865</b>	<b>16,865</b>	<b>-</b>	<b>111,135</b>
MISCELLANEOUS						
361000 INTEREST INCOME	5,000	5,000	170	170	-	4,830
<b>MISCELLANEOUS Total</b>	<b>5,000</b>	<b>5,000</b>	<b>170</b>	<b>170</b>	<b>-</b>	<b>4,830</b>
<b>REVENUE Total</b>	<b>133,000</b>	<b>133,000</b>	<b>17,035</b>	<b>17,035</b>	<b>-</b>	<b>115,965</b>
<b>EXPENSE</b>						
SUPPLIES						
421200 PRINTER SUPPLIES	2,000	2,000	-	-	-	2,000
421500 OFFICE SUPPLIES - FAC/PURCH	6,000	6,000	-	-	-	6,000
422310 CLEANING & SANITATION	100	100	-	-	-	100
<b>SUPPLIES Total</b>	<b>8,100</b>	<b>8,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,100</b>
CHARGES FOR SERVICES						
431100 LEGAL SERVICES	1,000	1,000	-	-	-	1,000
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	-	-	-	12,000
432200 POSTAGE	500	500	-	-	-	500
432400 DATA COMMUNICATIONS	4,000	4,025	46	46	-	3,979
434201 EXCESS LIABILITY	5,000	5,000	-	-	-	5,000
436100 REP & MAINT-STRUCTURE	15,000	15,000	-	-	-	15,000
436110 CLEANING SERVICES	8,000	8,000	-	-	-	8,000
436200 REP & MAINT-EQUIPMENT	8,000	8,000	-	-	-	8,000
436201 REP & MAINT-HEATING & AIR	123,062	146,124	-	-	23,062	123,062
439904 BANK FEES/CREDIT CARD FEES	7,000	7,000	706	706	-	6,294
439905 OTHER CONTRACTUAL SERVICES	45,000	45,000	-	-	-	45,000
<b>CHARGES FOR SERVICES Total</b>	<b>228,562</b>	<b>251,649</b>	<b>752</b>	<b>752</b>	<b>23,062</b>	<b>227,835</b>
CAPITAL						
445300 CAPITAL - EQUIPMENT	242,000	242,000	-	-	-	242,000
<b>CAPITAL Total</b>	<b>242,000</b>	<b>242,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>242,000</b>
<b>EXPENSE Total</b>	<b>478,662</b>	<b>501,749</b>	<b>752</b>	<b>752</b>	<b>23,062</b>	<b>477,935</b>

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**  
**Fund 800 & 230 - Gift and Grant - Detailed Income Statement**  
**MONTH ENDED JANUARY 2020**

	MTD	YTD
<b>REVENUE</b>		
<b>MISCELLANEOUS</b>		
360000 MISCELLANEOUS REVENUE	-	-
360001 REVENUE ADJUSTMENT	-	-
361000 INTEREST INCOME	(164)	(164)
367000 FOUNDATION CONTRIBUTION	(39,910)	(39,910)
367002 FOUNDATIONS - DESIGNATED GIFTS	-	-
367004 OTHER GRANTS	-	-
<b>MISCELLANEOUS Total</b>	<b>(40,074)</b>	<b>(40,074)</b>
<b>REVENUE Total</b>	<b>(40,074)</b>	<b>(40,074)</b>
<b>EXPENSE</b>		
<b>PERSONAL SERVICES</b>		
411000 SALARIES APPOINTED STAFF	4,231	4,231
412000 SALARIES HOURLY STAFF	326	326
413001 LONG TERM DISABILITY INSURANCE	-	-
413100 FICA AND MEDICARE	322	322
413300 PERF/INPRS	601	601
413500 MEDICAL & DENTAL INSURANCE	-	-
413600 GROUP LIFE INSURANCE	-	-
<b>PERSONAL SERVICES Total</b>	<b>5,480</b>	<b>5,480</b>
<b>SUPPLIES</b>		
421500 OFFICE SUPPLIES - FAC/PURCH	282	282
421600 LIBRARY SUPPLIES	2,112	2,112
421700 DEPARTMENT OFFICE SUPPLIES	12,239	12,239
<b>SUPPLIES Total</b>	<b>14,633</b>	<b>14,633</b>
<b>OTHER SERVICES AND CHARGES</b>		
431500 CONSULTING SERVICES	1,739	1,739
432100 FREIGHT & EXPRESS	-	-
432300 TRAVEL	-	-
432400 DATA COMMUNICATIONS	8,132	8,132
432500 CONFERENCES	660	660
432501 IN HOUSE CONFERENCE	-	-
433100 OUTSIDE PRINTING	6,608	6,608
436100 REP & MAINT-STRUCTURE	-	-
439800 DUES & MEMBERSHIPS	250	250

	MTD	YTD
439901 COMPUTER SERVICES	-	-
439903 SECURITY SERVICES	-	-
439905 OTHER CONTRACTUAL SERVICES	-	-
439907 EVENTS & PR	-	-
439910 PROGRAMMING	781	781
439911 PROGRAMMING-JUV.	2,608	2,608
439912 PROGRAMMING ADULT - CENTRAL	-	-
439913 PROGRAMMING EXHIBITS - CENTRAL	-	-
439930 MATERIALS CONTRACTUAL	-	-
439934 DATABASES	-	-
<b>OTHER SERVICES AND CHARGES Total</b>	<b>20,778</b>	<b>20,778</b>
<b>CAPITAL</b>		
445100 CAPITAL - FURNITURE	-	-
445200 VEHICLES	-	-
445300 CAPITAL - EQUIPMENT	-	-
445301 COMPUTER EQUIPMENT	-	-
449000 BOOKS & MATERIALS	58,424	58,424
449100 UNPROCESSED PAPERBACK BOOKS	8,623	8,623
449200 ART & EXHIBITS	-	-
<b>CAPITAL Total</b>	<b>67,046</b>	<b>67,046</b>
<b>OTHER FINANCING SRCS</b>		
459000 REFUNDS	-	-
459001 UNRESTRICTED EXPENSES	-	-
<b>OTHER FINANCING SRCS Total</b>	<b>-</b>	<b>-</b>
<b>EXPENSE Total</b>	<b>107,937</b>	<b>107,937</b>

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**  
**Summary of Construction Fund Cash Balances**  
**As of January 31, 2020**

**Construction Fund Cash Balances - Does Not Include Retainage Withheld**

Fund 475 - Restricted - RFID Project	253,086.33
Fund 476 - Restricted - Michigan Road Project	84,115.67
Fund 477 - Restricted - Brightwood Project	2,132,941.63
Fund 478 - Restricted - Eagle Project	907,231.31
Fund 479 - Restricted - Multiple Projects	2,863,763.75
Fund 480 - Restricted - West Perry Project	8,691,423.83
Fund 481 - Restricted - Lawrence/ Wayne Projects	3,063,920.05
Fund 472 - Construction/Foundation	13,241.56
<b>Total Construction Fund Cash Balances</b>	<b><u>18,009,724.13</u></b>

**Construction Fund Classification Breakdown**

Fund 475 - Restricted - RFID Project	253,086.33
Fund 476 - Restricted - Michigan Road Project	84,115.67
Fund 477 - Restricted - Brightwood Project	2,132,941.63
Fund 478 - Restricted - Eagle Project	907,231.31
Fund 479 - Restricted - Multiple Projects	2,863,763.75
Fund 480 - Restricted - West Perry Project	8,691,423.83
Fund 481 - Restricted - Lawrence/ Wayne Projects	3,063,920.05
Fund 472 - Construction/Foundation - Assigned - Central	13,241.56
<b>Total Construction Fund Breakdown</b>	<b><u>18,009,724.13</u></b>

**Summary of Classifications**

Total Restricted	17,996,482.57
Total Assigned	13,241.56
<b>Total of All Classifications</b>	<b><u>18,009,724.13</u></b>

**Summary of Project Activity**

<u>PROJECT</u>	<u>TOTAL PROCEEDS + INTEREST</u>	<u>* ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>OPEN P.O.</u>	<u>UNEXPENDED</u>
* Fund 475 - Restricted - RFID Project	2,000,000.00	2,000,000.00	11,234.53	11,234.53	1,746,913.67	49,816.95	203,269.38
* Fund 476 - Restricted - Michigan Road Project	7,719,554.17	7,719,554.17	75,666.58	75,666.58	7,635,438.50	84,115.67	0.00
* Fund 477 - Restricted - Brightwood Project	6,170,396.01	6,100,000.00	225,469.78	225,469.78	3,967,058.37	2,017,628.56	115,313.07
* Fund 478 - Restricted - Eagle Project	7,844,465.11	7,800,000.00	11,649.52	11,649.52	6,892,768.69	109,879.75	797,351.56
* Fund 479 - Restricted - Multiple Projects	5,068,386.81	5,000,000.00	95,894.21	95,894.21	2,136,236.25	365,701.93	2,498,061.82
* Fund 480 - Restricted - West Perry Project	9,608,603.58	9,600,000.00	33,596.67	33,596.67	908,576.17	448,726.63	8,242,697.20
* Fund 481 - Restricted - Lawrence/ Wayne Projects	3,173,711.34	3,173,711.34	67,791.29	67,791.29	109,791.29	1,310,016.94	1,753,903.11
Fund 472 - Major Repairs & Maintenance	3,454,070.94	3,454,070.94	0.00	0.00	3,440,829.38	13,241.56	0.00
<b>Total Expenditures</b>	<b><u>45,039,187.96</u></b>	<b><u>44,847,336.45</u></b>	<b><u>521,302.58</u></b>	<b><u>521,302.58</u></b>	<b><u>26,837,612.32</u></b>	<b><u>4,399,127.99</u></b>	<b><u>13,610,596.14</u></b>

	<u>*** BUDGET</u>	<u>ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>BUDGET BALANCE</u>
Interest Earnings - Foundation - Fund 472	15,270.69	15,270.69	0.00	0.00	15,270.69	0.00
Appropriated Interest Earnings - Fund 476	154,554.17	154,554.17	0.00	0.00	154,554.17	0.00
Appropriated Interest Earnings - Fund 477	225,396.01	155,000.00	0.00	0.00	155,000.00	0.00
Appropriated Interest Earnings - Fund 478	127,837.56	83,372.45	0.00	0.00	83,372.45	0.00
Appropriated Interest Earnings - Fund 479	68,386.81	0.00	0.00	0.00	0.00	0.00
Appropriated Interest Earnings - Fund 480	197,647.04	189,043.46	0.00	0.00	189,043.46	0.00
Appropriated Interest Earnings - Fund 481	0.00	0.00	0.00	0.00	0.00	0.00

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





## Board Action Request

6b

**To:** IMCPL Board

**Meeting Date:** February 24, 2020

**From:** Finance Committee

**Subject:** Authorize Board Resolution approving ordinance to be introduced at an upcoming City-County Council meeting requesting annual incremental increases in allocation of LIT certified shares.

### **Summary:**

In 2011, legislation was changed allowing the City-County Council to distribute a share of COIT (now known as LIT (Local Income Tax) certified shares) to the Library. As a result, the Library started receiving one tenth of one percent of the Marion County distribution. The Library management believes that the intent in 2011 was to increase the Library's allocation each year by one tenth of one percent. This annual increase was never documented and thus never happened.

In every other county in Indiana, COIT is distributed based on the proportionate share of their levy. The chart on the attachment shows the COIT received by other large libraries in Indiana.

In 2018, the Library began its initiative for an increase in the Library's COIT allocation due to the fact that revenue growth was not keeping up with the modest growth in expenditures as a result of the fact that property taxes make up approximately 80% of the Library's revenues resulting in property tax caps having a larger impact on the Library than for other units. The challenges faced by the Library as a result are also shown on the attached chart.

The library's 2020 COIT allocation was increased to two tenths of a percent which will result in a total COIT distribution of \$467,000.

### **2020 Efforts:**

At the March City-County Council meeting, the Library is hoping to introduce the ordinance attached that commits to an annual incremental increase beginning with an increase to a half of a percent of the total COIT distribution in the 2021 Budget.

**Attachments:**

1. Summary sheet explaining the need for the increase in COIT allocation
2. Resolution with copy of ordinance



## Board Resolution

6b

### **INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 07-2020**

#### **AUTHORIZATION FOR INTRODUCTION OF A GENERAL ORDINANCE TO CITY-COUNTY COUNCIL AMENDING THE REVISED CODE OF THE CONSOLIDATED CITY AND COUNTY CONCERNING THE MINIMUM PERCENTAGE OF CERTIFIED DISTRIBUTION OF LIT CERTIFIED SHARES FEBRUARY 24, 2020**

WHEREAS, pursuant to IC 36-3-7-6 and IC 6-3.6-6-8.5, the City-County Council may elect to fund the operation of a public library from revenue that would otherwise be allocated as certified shares and part of the certified distribution the county is to receive under IC 6-3.6-9-4 during each calendar year; and

WHEREAS, the Indianapolis-Marion County Public Library does not receive an allocation of certified shares as a separate civil taxing unit as is applicable to other public libraries in every other county in the State of Indiana, but pursuant to legislation specific to each consolidated city and its county, the provision of revenue to the Indianapolis-Marion County Public Library from part of the certified distribution, if any, that the county is to receive during a year, is discretionary by the county fiscal body; and

WHEREAS, following passage of IC 36-3-7-6 in 2011, the City-County Council has approved the discretionary allocation to the Indianapolis-Marion County Public Library of a portion of the total certified distribution to be received by the county in accordance with IC 6-3.6-9-4 in the amount calculated as one tenth of one percent (0.1%), which allocation percentage was increased to two tenths of one percent (0.02%) for budget year 2020; and

WHEREAS, to allow the Indianapolis-Marion County Public Library to plan for future certified distribution allocations of local income tax in its budgeting and revenue forecasting and to allow the City of Indianapolis and Marion County to adjust budgeting priorities for current and future budgets, the Library proposes that a phase-in structure for minimum certified distribution allocations to the Indianapolis-Marion County Public Library would provide for reasonable budgeting forecasting for all parties; and

WHEREAS, the Library proposes a mechanism for increasing the allocation of funding for Indianapolis-Marion County Public Library from certified distribution revenue and is desirous of implementing a schedule of minimum allocations over a period of ten years to increase the portion of the certified distribution revenue available, if any, in a fiscal year to be allocated to Indianapolis-Marion County Public Library.

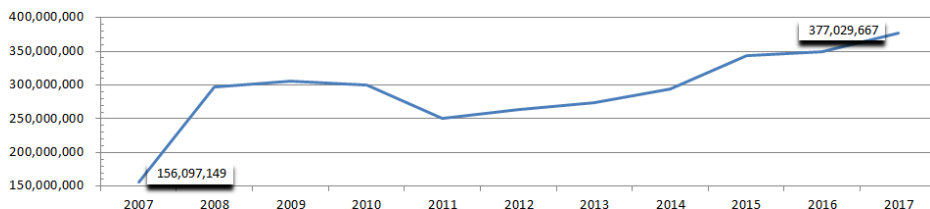
**IT IS THEREFORE RESOLVED** that the Board of Trustees authorizes the CEO to introduce the proposal for a general ordinance in Exhibit A amending the Revised Code of the Consolidated City and County to add a new [**Section 181-106**] concerning the minimum percentage of certified distribution to be used to provide revenue to the Indianapolis-Marion County Public Library from certified distribution, if any, that the County is to receive for a fiscal year under Ind. Code 6-3.6-9.

# Indianapolis Public Library (IndyPL) requesting an annual incremental increase in its share of LIT certified shares (COIT)

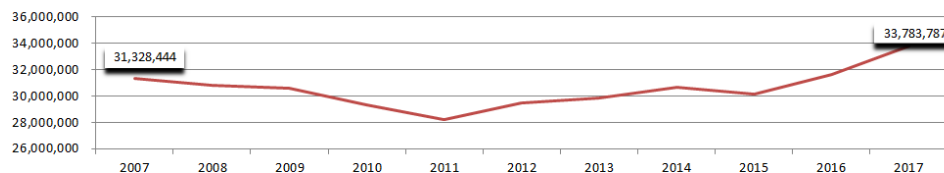
Requesting an increase in COIT from two-tenths of a percent in 2020 to a half a percent in 2021 with an incremental annual increase of a tenth of a percent through 2026 and two-tenths thereafter. An approximate increase of \$650,000 in 2021.

## COIT Vs Property Tax Growth

**Marion County COIT Certified Distributions (74% Growth over 10 years)**



**Property Tax Receipts - Indy PL - Operating Fund (8% growth over 10 years)**



**Note:** -2017 property tax receipts includes 1.2M in delinquent tax collections  
-Beech Grove included beginning in 2016

### Notes:

- IndyPL has projected deficits for the next five years
- IndyPL has operated on a very tight budget in previous years in anticipation of projected deficits.
- IndyPL has had to move capital maintenance cost to bond issues to help reduce projected deficits. IndyPL does not have a separate rate for CPF.
- Deficits will affect patron service

### Challenge: Property tax revenue grows slowly

- Heavy reliance on property taxes (80% of revenue) and effect of circuit breaker losses.
- Circuit Breaker loss is now nearly \$8 million.

**Implications:** Reduced community access to materials and information and a constrained ability to provide a welcoming, safe, and clean environment for all patrons

### E-Resources:

- **Reduction in purchased books and materials:** Due to increase in e-circulation and higher cost of e-materials, purchasing power has been reduced. E-books and audiobooks are, on average, three times more expensive than physical books.

### Security and Staffing:

- **Security:** Increasing cost of, and need for security impeding IndyPL's ability to provide a safe and secure environment to patrons and reducing funding for staffing. Security budget for 2020 is ~\$1,350,000.
- **Staffing for proposed Fort Bejanmin Branch:** Due to the lack of growth in revenues, IndyPL is unable to fund the staffing for this new branch as planned. Staffing for the branch will be approximately \$840,000.

### Equity issue with fines:

- Fines revenue has declined from ~\$1M in 2014 to \$650K in 2019. In addition, the trend is that many library systems are going fine free to improve access and equity. Indy PL cannot consider this without offsetting income.

## IndyPL's share of COIT as compared to other Libraries

Library System	2020 COIT per Capita**	2010 Population	2020 Certified COIT	General Fund Budget	% of General Fund Budget funded by COIT
Carmel-Clay Public Library	\$ 49.48	83,293	\$4,121,059	\$13,840,620	30%
Hamilton East Public Library	33.66	140,680	4,735,141	12,000,000	39%
Johnson County Library	23.08	103,988	2,400,317	7,312,337	33%
Monroe County Public Library	18.18	137,974	2,508,098	9,492,308	26%
Evansville-Vanderburgh County Public Library	20.54	179,703	3,691,192	13,871,942	27%
Allen County Public Library	12.86	355,329	4,571,243	32,476,962	14%
St. Joseph County Public Library	12.52	167,606	2,098,936	21,080,002	10%
<b>Indianapolis Public Library*</b>	<b>0.53</b>	<b>877,389</b>	<b>467,329</b>	<b>48,658,498</b>	<b>1%</b>

\*Libraries in other counties receive COIT based on their share of the levy. If Marion County distributed the same way, IndyPL's COIT revenue would be approximately \$11.5M instead of \$467,329 in 2020.

\*\*Number is based on 2010 Census numbers thus, with the fact that the Marion County population has increased significantly since 2010, the IndyPL number is even lower than shown.

## EXHIBIT A

Draft of 10/30/2019

### **CITY-COUNTY GENERAL ORDINANCE NO., 2020 Proposal No. \_\_, 2020**

A PROPOSAL FOR A GENERAL ORDINANCE amending the Revised Code of the Consolidated City and County to add a new [Section 181-106] concerning the minimum percentage of certified distribution to be used to provide revenue to the Indianapolis-Marion County Public Library from certified distribution, if any, that the County is to receive for a fiscal year under Ind. Code 6-3.6-9.

WHEREAS, pursuant to IC 36-3-7-6 and IC 6-3.6-6-8.5, the City-County Council may elect to fund the operation of a public library from revenue that would otherwise be allocated as certified shares and part of the certified distribution the county is to receive under IC 6-3.6-9-4 during each calendar year; and

WHEREAS, the Indianapolis-Marion County Public Library does not receive an allocation of certified shares as a separate civil taxing unit as is applicable to other public libraries in every other county in the State of Indiana, but pursuant to legislation specific to each consolidated city and its county, the provision of revenue to the Indianapolis-Marion County Public Library from part of the certified distribution, if any, that the county is to receive during a year, is discretionary by the county fiscal body; and

WHEREAS, following passage of IC 36-3-7-6 in 2011, the City-County Council has approved the discretionary allocation to the Indianapolis-Marion County Public Library of a portion of the total certified distribution to be received by the county in accordance with IC 6-3.6-9-4 in the amount calculated as one tenth of one percent (0.1%), which allocation percentage was increased to two tenths of one percent (0.02%) for budget year 2020; and

WHEREAS, to allow the Indianapolis-Marion County Public Library to plan for future certified distribution allocations of local income tax in its budgeting and revenue forecasting and to allow the City of Indianapolis and Marion County to adjust budgeting priorities for current and future budgets, the City-County Council has determined that a phase-in structure for minimum certified distribution allocations to the Indianapolis-Marion County Public Library would provide for reasonable budgeting forecasting for all parties; and

WHEREAS, the City-County Council has identified a need to provide a mechanism for increasing the allocation of funding for Indianapolis-Marion County Public Library from certified distribution revenue and is desirous of implementing a schedule of minimum allocations over a period of ten years to increase the portion of the certified distribution revenue available, if any, in a fiscal year to be allocated to Indianapolis-Marion County Public Library.

### **BE IT ORDAINED BY THE CITY-COUNTY COUNCIL OF THE CITY OF INDIANAPOLIS AND OF MARION COUNTY, INDIANA**

SECTION 1. New Section [181-106] of the “Revised Code of the Consolidated City and

County” is hereby added by the addition of the following:

- (a) *Minimum Election.* As authorized by IC 36-3-7-6 and IC 6-3.6-6-8.5, the City-County Council as the fiscal body of the City of Indianapolis and County of Marion may elect to provide revenue to the Indianapolis-Marion County Public Library from part of the certified distribution, if any, that the county is to receive during a year under IC 6-3.6-9, and to the extent a certified distribution is received in a year, the minimum percentage of the revenue allocated from the certified distribution to the Indianapolis-Marion County Public Library (“Minimum Percent of Certified Distribution”) shall be five tenths of a percent for the calendar year 2021 with annual incremental increases of one tenth of a percent through the calendar year 2026 and annual incremental increases of two tenths of one percent through the calendar year 2031 with a review of the increases for calendar year 2032 and thereafter taking place in 2031 to consider current conditions. The minimum Percent of Certified Distribution shall be as follows commencing in the year indicated and increasing annually until 2031:

<u>Year</u>	<u>Minimum Percent of Certified Distribution Available to Indianapolis-Marion County Public Library</u>
2021	0.5% (five tenths of one percent)
2022	0.6% (six tenths of one percent)
2023	0.7% (seven tenths of one percent)
2024	0.8% (eight tenths of one percent)
2025	0.9% (nine tenths of one percent)
2026	1.0% (One percent)
2027	1.2% (One and two tenths of a percent)
2028	1.4% (One and four tenths of a percent)
2029	1.6% (One and six tenths of a percent)
2030	1.8% (One and eight tenths of a percent)
2031	2.0% (Two percent)

The then applicable Minimum Percent of Certified Distribution to be made available to the Indianapolis-Marion County Public Library may be increased, but not decreased, in any year by election of the City-County Council as provided in this Section.

- (b) *Annual Determination.* Subject to the Minimum Percentage of Certified Distribution to be made available to the Indianapolis-Marion County Public Library in a year as provided in Subsection (a), the governing body of the Indianapolis-Marion County Public Library may recommend and the City Council may elect to increase the percentage allocation of certified distribution above the Minimum Percent of Certified Distribution to the Indianapolis-Marion County Public Library that the county is to receive during that same year under IC 6-3.6-9. In each year in which the election is made to either provide the Minimum Percent of Certified Distribution or an increased percent of certified distribution above the Minimum Percent of Certified Distribution available to the Indianapolis-Marion County Public Library, the City-County Council will specify in its adopting ordinance the amount of the percentage of the certified distribution that is to be



used to provide revenue and the amount of the resulting additional revenue to be provided to the Indianapolis-Marion County Public Library.

(c) *Unavailable Certified Distribution.* Nothing in this Section shall operate to require an allocation of revenue from certified distribution to the Indianapolis-Marion County Public Library to the extent the county does not receive a certified distribution in a particular year.

SECTION 2. This resolution shall be in full force and effect upon adoption and compliance with IC 36-3-4-14, 36-3-4-15, 36-3-4-16 and 36-3-4-17.

The foregoing was passed by the City-County Council this \_\_\_\_\_ day of \_\_\_\_\_, 2020 at \_\_\_\_\_ p.m.

ATTEST:

Clerk of the City-County Council

---

President

Presented by me to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2020 at \_\_\_\_\_ a.m.

Clerk of the City-County Council

Approved and signed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Joseph H. Hogsett, Mayor

STATE OF INDIANA, MARION COUNTY )  
 ) SS:  
CITY OF INDIANAPOLIS )

I, \_\_\_\_\_, Clerk of the City-County Council, Indianapolis, Marion County, Indiana, do hereby certify the above and foregoing is a full, true, and complete copy of Proposal No. \_\_, 2020, a Proposal for a GENERAL ORDINANCE, passed by the City-County Council on the \_\_\_\_ day of \_\_\_\_\_, 2020, by a vote of \_\_ YEAS and \_\_NAYS, and was retitled General Resolution No. \_\_, 2020, which was signed by the Mayor on the \_\_\_\_ day of \_\_\_\_\_, 2020, and now remains on file and on record in my office.

WITNESS my hand and the official seal of the City of Indianapolis, Indiana, this\_\_\_\_day  
of\_\_\_\_\_, 2020.

(SEAL)

---

Clerk of the City-County Council



## Board Action Request

8a

**To:** IMCPL Board

**Meeting Date:** February 24, 2020

**From:** Facilities Committee

**Approved by the  
Library Board:  
Effective Date:**

**Subject:** Resolution 08-2020 Authorization for the Chief Executive Officer Take All Action Necessary to Grant Permanent Right of Way and Temporary Easement to Indianapolis Public Transportation Corporation for East Thirty-Eighth Street Branch

### **Recommendation:**

The IndyPL Facilities Committee recommends Board approval for the attached action (Resolution 08-2020) Authorization for the Chief Executive Officer to Take All Actions Necessary to Grant Permanent Right of Way and Temporary Easement to the Indianapolis Public Transportation Corporation ("IndyGo") at the East Thirty-Eighth Street Branch for construction of the new IndyGo Purple Line Bus Rapid Transit.

### **Background:**

IPTC is working to continually expand the public transportation infrastructure serving Indianapolis. The East Thirty-Eight Street Branch will be on the Purple Line Bus Rapid Transport route and will be a valuable service for our patrons.

IndyPL Administration has agreed in principle with IndyGo on the Uniform Property or Easement Acquisition Offer attached to the Resolution for the Purple Line BRT, Parcel 88.

### **Strategic/Fiscal Impact:**

The parties have agreed on the Fair Market Value and the funds received will be allocated to the Operating Fund (Fund 101).

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
RESOLUTION 08-2020  
AUTHORIZATION FOR THE CHIEF EXECUTIVE OFFICER TAKE ALL  
ACTIONS NECESSARY TO GRANT PERMANENT RIGHT OF WAY  
AND TEMPORARY EASEMENT TO INDIANAPOLIS PUBLIC  
TRANSPORTATION CORPORATION FOR EAST 38<sup>TH</sup> STREET  
BRANCH  
FEBRUARY 24, 2020**

**WHEREAS**, the Board of Trustees (“Board”) of the Indianapolis-Marion County Public Library (“Library”) has received Uniform Property or Easement Acquisition Offer (“Offer”) a copy of which is attached hereto as Exhibit “A”, sent on behalf of the Indianapolis Public Transportation Corporation (“IndyGo”) an Indiana municipal corporation, to acquire via warranty deed and temporary easement real property owned by the Library at the East 38<sup>th</sup> Street Branch Library (the “Branch”); and

**WHEREAS**, the acquisition by IndyGo is for the purpose of constructing the “Purple Line” Bus Rapid Transport;

**WHEREAS**, the IndyGo Board of Directors by Resolution 2019-12 approved the use of eminent domain to acquire all real property necessary to provide for the construction of improvements necessary to increase service and extending operational hours;

**WHEREAS**, the delivery of an Offer is the first step in seeking eminent domain;

**WHEREAS**, the Board acknowledges the public good of the expansion of services offered by the Purple Line which will be of service to Library patrons at the Branch and other branches within the system located near the Purple Line;

**WHEREAS**, after investigation Library staff has determined the compensation provided in the Offer is fair and reasonable for the acquisition of real property, the grant of a temporary easement and the cost to cure repairs to the property caused by the Purple Line construction and recommends that the Library proceed with the transfer of the Property to IndyGo in accordance with the terms and conditions of the Offer and without requiring IndyGo to initiate eminent domain litigation;

**IT IS THEREFORE RESOLVED** that the disposal of the Property is hereby approved and, the Chief Executive Officer of the Library is hereby authorized to proceed with all matters and to execute all documents or instruments necessary or required to complete the transfer of the Property to IndyGo via warranty deed and temporary easement on the terms and conditions provided in the Offer and with such changes as recommended by legal counsel.

Resolution 08-2020 Authorization for the Chief Executive Officer Take All Action Necessary to  
Grant Permanent Right of Way and Temporary Easement to Indianapolis Public Transportation  
Corporation for East Thirty-Eighth Street Branch



Indianapolis Public Transportation Corporation  
dba IndyGo  
1501 W. Washington Street  
Indianapolis, IN 46222  
T: 317.635.2100  
F: 317.634.6585  
www.IndyGo.net

**UNIFORM PROPERTY OR EASEMENT ACQUISITION OFFER**

Date:

*Updated offer has been requested.*  
~~October 1, 2019~~ 2-5-2020

PROJECT: Purple Line BRT

PARCEL: 88

COUNTY: Marion

TO: Indianapolis-Marion County Public Library  
Attn.: Sharon Smith, Director of Facilities  
2450 N. Meridian Street  
Indianapolis, IN 46208

The Indianapolis Public Transportation Corporation (IPTC), acting by and through the IPTC is authorized by Indiana law to obtain your property or an easement across your property, for certain public purposes. The IPTC needs your property and an easement across your property for a public transit improvement known as Purple Line BRT and needs to take the property and easement as described on the attached legal description.

It is our opinion that the fair market value of the property and easement we want to acquire from you is \$45,780.00, and, therefore, the IPTC offers you \$45,780.00 for the above described property and easement. You have thirty (30) days from this date to accept or reject this offer. If you accept this offer, you may expect payment in full within ninety (90) days after signing the documents accepting this offer and executing the deed, grant or easement, and provided there are no difficulties in clearing liens or other problems with title to the land. Possession will be required thirty (30) days after you have received your payment in full.

Resolution 08-2020 Authorization for the Chief Executive Officer Take All Action Necessary to  
Grant Permanent Right of Way and Temporary Easement to Indianapolis Public Transportation  
Corporation for East Thirty-Eighth Street Branch

Page 2

Project: Purple Line BRT Parcel: 88

**HERE IS A BRIEF SUMMARY OF YOUR OPTIONS AND LEGALLY PROTECTED RIGHTS:**

1. By law, the IPTC is required to make a good faith effort to purchase your property and an easement across your property.
2. You do not have to accept this offer and the IPTC is not required to agree to your demands.
3. However, if you do not accept this offer, and we cannot come to an agreement on the acquisition of your property and an easement across your property, the IPTC has the right to file suit to condemn, and acquire the property and easement in the county in which the real estate is located.
4. You have the right to seek advice of an attorney, real estate appraiser or any other person of your choice on this matter.
5. You may object to the public purpose and necessity of this project.
6. If the IPTC files a suit to condemn and acquire your property and an easement across your property and the court grants its request to condemn, the court will then appoint three appraisers who will make an independent appraisal of your property and an easement across your property to be acquired.
7. If we both agree with the court appraisers' report, then the matter is settled. However, if either of us disagrees with the appraisers' report to the court, either of us has the right to ask for a trial to decide what should be paid to you for your property and an easement across your property condemned.
8. If the court appraisers' report is not accepted by either of us, then the IPTC has the legal option of depositing the amount of the court appraisers' evaluation with the court. And if such a deposit is made with the court, the IPTC is legally entitled to immediate possession of your property and an easement across your property. You may, subject to the approval of the court, make withdrawals from the amount deposited with court. Your withdrawal will in no way affect the proceedings of your case in court, except that, if the final judgment awarded you is less than the withdrawal you have made from the amount deposited, you will be required to pay back to the court the amount of the withdrawal in excess of the amount of the final judgment.

Resolution 08-2020 Authorization for the Chief Executive Officer Take All Action Necessary to  
Grant Permanent Right of Way and Temporary Easement to Indianapolis Public Transportation  
Corporation for East Thirty-Eighth Street Branch

Page 3

Project: Purple Line BRT Parcel: 88

9. The trial will decide the full amount of damages you are to receive. Both of us will be entitled to present legal evidence supporting our opinions of the fair market value of the property or easement. The court's decision may be more or less than this offer. You may employ, at your cost, appraisers and attorneys to represent you at this time or at any time during the course of the proceeding described in the notice.

If you have any questions concerning this matter, you may contact us at:

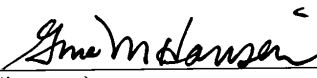
ATTN: Gina M. Hansen, Acquisition Agent  
RWS South, Inc.  
127 E. Michigan Street, Suite 300  
Indianapolis, IN 46204

Phone: 317.781.9723  
Email: gina@rwssouth.com

This offer was made to owner via "Certified" mail No. 7018 1830 0000 9911 7403:

Indianapolis-Marion County Public Library,  
Attn.: Sharon Smith, Director of Facilities \_\_\_\_\_ of Marion Co., IN on \_\_\_\_\_ (Date)

BY:

  
(Signature)

Gina M. Hansen, Acquisition Agent  
(Printed Name and Title)  
Agent of: The IPTC

Resolution 08-2020 Authorization for the Chief Executive Officer Take All Action Necessary to  
Grant Permanent Right of Way and Temporary Easement to Indianapolis Public Transportation  
Corporation for East Thirty-Eighth Street Branch

Page 4

Project: Purple Line BRT Parcel: 88

If you decide to accept the offer of \$45,780.00 made by the IPTC, sign your name(s) below and mail this form to the address indicated above. An additional copy of this offer has been provided for your file.

**ACCEPTANCE OF OFFER**

Indianapolis-Marion County Public Library, owner of the above described property or interest in property, hereby accept the offer of \$45,780.00 made by the IPTC on this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Indianapolis-Marion County Public Library

Original Offer	\$45,780.00
_____	
Total Amount	\$45,780.00

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

**NOTARY'S CERTIFICATE**

STATE OF \_\_\_\_\_: SS:  
COUNTY OF \_\_\_\_\_:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

My Commission Number \_\_\_\_\_

My Commission expires \_\_\_\_\_

I am a resident of \_\_\_\_\_ County.





## Board Action Request

8b

**To:** IMCPL Board **Meeting Date:** February 24, 2020

**From:** John Helling, Director of Public Services

**Subject:** Indy Reads occupying Fountain Square Branch space after departure

**Recommendation:** Approve May 8, 2020 as a last day of service for the Fountain Square branch.

**Background:** The Fountain Square Branch library is scheduled to close when West Perry Branch opens. The original timeline for this called for Fountain Square to remain open until summer 2021, but we are proposing to close the branch in May 2020 to facilitate Indy Reads occupying the space when the branch closes. This would move the timeline for closure significantly forward.

Indy Reads came into existence as a department of IndyPL more than 30 years ago before becoming a separate nonprofit, funded in part by a bookstore. Escalating operating costs at the Massachusetts Ave bookstore location make their continued occupancy there less profitable and ultimately untenable. The long range plan of Indy Reads calls for bringing together their bookstore and their office operations (for which they currently lease space at Central Library) so they maximize staffing capacity and ultimately provide more programming for the community. Indy Reads is currently headed by CEO Ryan King and incoming Board President John Barth.

The Library and Indy Reads consider this a mutually beneficial outcome. At many community meetings and feedback sessions concerning the closure of Fountain Square Branch, we have heard from the community that they hope for the space to be occupied by a community-focused organization. Facilitating the occupancy of this space by Indy Reads would fulfill that desire. Indy Reads hopes to locate both their bookstore operations as well as their literacy program offices in the space. Historically, their bookstore has also offered public programming that is similar to what a library branch might offer. In other words, IndyPL would be leaving behind the closest thing possible to a library branch.

In order to make this transition successful, the library would need to move out of the space in May of 2020 so that Indy Reads can:

- Move into the space before the end of their current lease (August 31, 2020), which would prevent having to temporarily close the store and avoid significant revenue loss
- Address facilities issues to make the space suitable for their operations, such as
  - A major remodel of the community room and checkout area in the current space. This will become office/coworking space along with an area for events.
  - The main library space will need to be remodeled to recreate the look and feel of the current Indy Reads bookstore space.

- This all requires coordination of contractors, construction, and a move which will be very aggressive on a 90-day timeline.

For context, here are some quick facts about the Fountain Square Branch:

- 5,145 square feet
- 4.3 FTE (eight total people)
- 36,495 first time circulations in 2019
- 375 new library cards added in 2019
- 49,042 door count in 2019

The Library held two public conversations about this timeline in February. One was on Monday, February 3 at the Fountain Square CEO Tour event. An audience of approximately 20 people learned that the Library was considering pursuing this action. Several people expressed their strong concern that the branch was closing and that factors like a lack of transportation would prevent them from going to other branches. Several other people voiced opinions that while gaining a non-profit bookstore in the neighborhood would certainly not replace all the functions of a library branch, this would represent a much better outcome for the community than another bar or restaurant. It was discussed that the original timeline for the closure of Fountain Square called for the branch to already be closed at this point, and that we had continued service beyond that original date.

The other was on Thursday, February 6 at the regular Fountain Square Library Task Force meeting. This meeting took place after the deadline for the creation of this document; a verbal report on this meeting will be given at the library board meeting.

**Strategic/Fiscal Impact:** The Fountain Square branch will close in any circumstance. Facilitating the occupancy of Indy Reads will help ensure that we leave behind a literacy non-profit as well as a bookstore, which will meet the desire of the neighborhood to have a community-focused presence in the space.

The Library would save approximately \$60,540 by vacating our lease at Fountain Square a year early. The Library would also save an additional \$4,503 in operating costs (the vast majority of the operating costs of the branch are its staff, who will continue to be paid, and the lease). The Fountain Square branch staff would be dispersed to other branches throughout the system, increasing the capacity of those branches and also giving the Fountain Square staff an opportunity to work in branches that are more similar in size to what the West Perry Branch will be.

Indy Reads pays \$750 per month (\$9,000 per year) for their leased space at Central Library. Until we find a new tenant for that space, the Library would not realize this income. The Library could also potentially elect to use the space for its own operations.



## Board Resolution

8b

### INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 09-2020

#### AUTHORIZATION FOR THE CHIEF EXECUTIVE OFFICER TO TERMINATE LEASE FOR FOUNTAIN SQUARE BRANCH LIBRARY FEBRUARY 24, 2020

**WHEREAS**, the Indianapolis-Marion County Public Library ("Library") occupies and operates the Fountain Square Branch Library facility under a certain Retail Lease dated as of November 2, 1993 as amended by the first Amendment to Lease dated as of March 23, 2004, as amended by the Second Amendment to Lease dated as of October 22, 2008, as amended by the Third Amendment to Lease dated May 4, 2010, as amended by the Fourth Amendment to Lease dated September 20, 2011, as amended by the Fifth Amendment to Lease dated November 25, 2013, and as amended by the Sixth Amendment to Lease dated September 25, 2018 (collectively, the "Lease"), pursuant to which the Fountain Block Development, L.P. ("Landlord") leased to Library, and Library leased from Landlord, certain premises consisting of approximately 5,143 square feet (the "Premises") in the Fountain Square Block Building, 1062-1068 Virginia Avenue in Indianapolis, Indiana; and

**WHEREAS**, the Lease is scheduled to expire on November 2, 2020, and pursuant to the Library's strategic plan, the Library has planned to vacate the Premises and terminate the Lease at the end of the current Lease term; and

**WHEREAS**, the Landlord and Greater Indianapolis Literacy League, Inc., d/b/a Indy Reads have been in discussions and have reached an agreement in principle for Indy Reads to lease the Premises following the termination of the Lease and Library's vacation of the Premises; and

**WHEREAS**, to allow sufficient time for Indy Reads to renovate the Premises and commence occupancy of the Premises by June 1, 2020, Landlord and Indy Reads have requested the Library to consider terminating the Lease and vacating the Premises on or by May 31, 2020, and Library staff recommends that for the Library to vacate the Premises by that date, it will need to cease operations to the public on the close of business May 8, 2020; and

**WHEREAS**, in light of the compatible nature of the Indy Reads operations to that of the Library and the benefits afforded the Fountain Square neighborhood by Indy Read's presence in the Premises and other intended benefits, including cost savings to the Library, the Board of Trustees is willing to allow for the early closure of the Fountain Square Library Branch and

termination of the Lease and vacation of the Lease Premises by the Library prior to the end of the current Lease term.

**IT IS THEREFORE RESOLVED** that the Chief Executive Officer, on behalf of the Library, be, and hereby is, authorized to negotiate and enter into an agreement for the termination of the Lease to terminate the Lease and release the Library from further obligation under the Lease as of and effective May 31, 2020 ("Lease Termination Effective Date"), and

**IT IS RESOLVED FURTHER**, that subject to the Library entering into an acceptable agreement for termination of the Lease, the Chief Executive Officer of the Library be, and hereby is, authorized to cease public operations at the Fountain Square Library Branch as of the close of business May 8, 2020, and take any and all steps necessary or desirable to vacate the Premises on or prior to the Lease Termination Effective Date.



## Board Briefing Report

9

**To:** IndyPL Board

**Meeting Date:** 2/24/2020

**From:** The Indianapolis Public Library Foundation

**Subject:** February 2020 Update

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

### News

The Foundation's Library Impact Committee awarded The Aspire Fellowship last month. The Aspire Fellowship is a new professional development opportunity for a library staff member to access training, implement a program and then share the outcomes with colleagues. The Foundation received an \$8,000 grant from The Indianapolis Foundation Library Fund to make the Fellowship possible. The Foundation received seven applications and invited four staff members to present to the Library Impact Committee. The Committee voted to award the Fellowship to Elizabeth Tarr, InfoZone. Elizabeth Tarr's project will focus on teaching children design learning.

The Library Foundation congratulates the African-American History Committee on a successful Meet the Artists gala celebration. The Foundation is proud to support the event.



The Library Foundation is pleased to announce we contributed over \$2.8 million to the Library in 2019.

Circulate: Night at the Library is Saturday, April 18. Please visit <https://indyplfoundation.org/circulate> for more information and to purchase tickets.

## **Donors**

The Foundation thanks 238 donors who made gifts last month. The following are our top corporate and foundation contributors. If you should have an opportunity to thank these donors, the Library Foundation would be grateful.

CD-COM Systems Midwest, Inc.  
Christel DeHaan Family Foundation  
Faegre Drinker Biddle & Reath LLP (formerly Faegre Baker Daniels)  
SignCraft Industries

## **Program Support**

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

### **Children's Program**

100 Books Before Graduation  
On the Road to Reading  
Summer Reading Program

### **Collections/IT**

2020 General Digitization  
Lilly Digital Encyclopedia of Indianapolis

### **Lifelong Learning**

Adult Summer Reading Program  
Career Center  
IndyPL Seed Library – Glendale, Spades Park  
Simple and Affordable Plant-Based Cooking  
USB Technology  
World Language Computer Classes

### **Cultural**

Adult Summer Reading Program  
Center for Black Literature & Culture  
Conservation and Preservation of Your Historical Materials  
Free Comic Book Day 2020 – Beech Grove  
Indy Public Library Book Bike – Decatur  
IWC Natural Helpers  
Lunch and Learn  
Preschool Packaged Programs  
Reach Out and Read Children's Day  
Salute to 'Black Men in White Coats'  
World Language Book Giveaways  
Aspire Fellowship

**Capital/Branch**

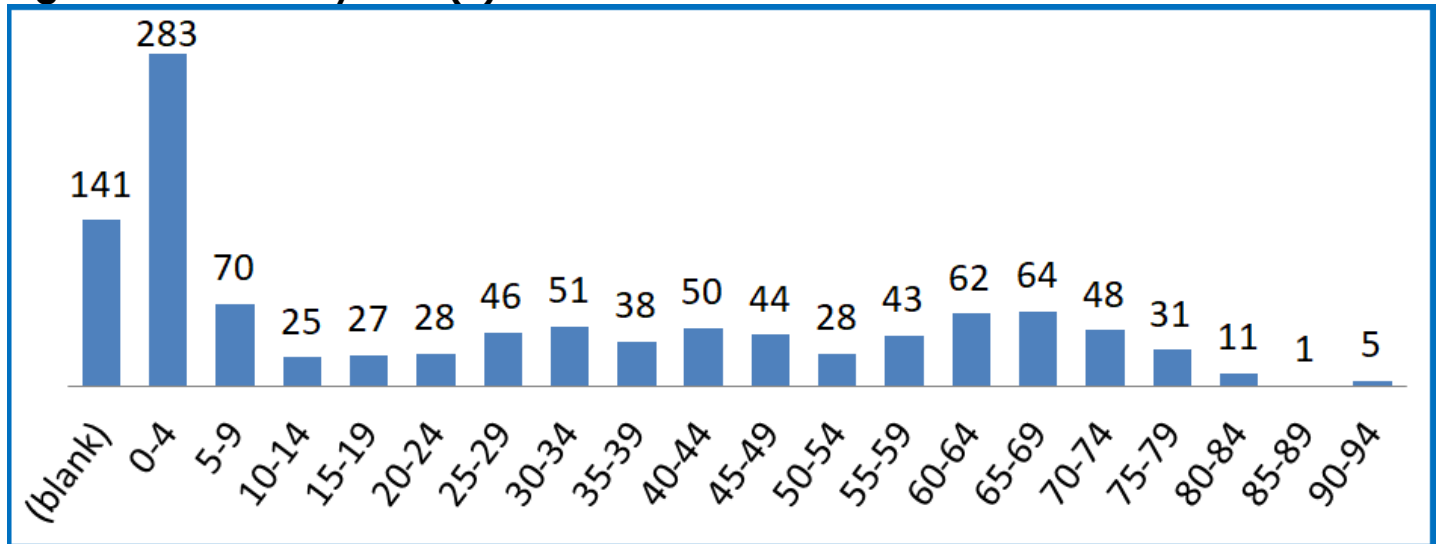
Aquarium Maintenance – College Avenue, East Thirty-Eighth Street and Pike  
Capital improvements – Eagle, Warren

### Program Evaluations

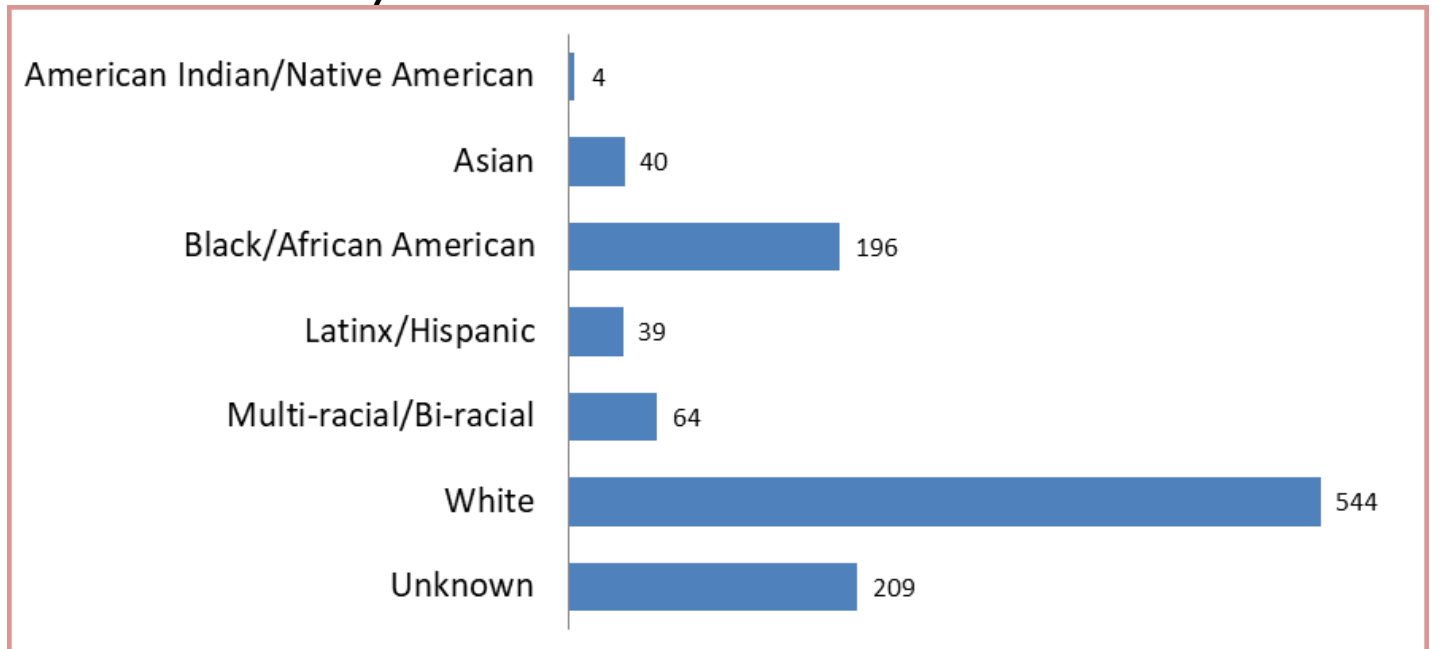
Standardized program evaluations were put into place on September 16, 2019. The following provides summary data of the 1,096 evaluation submitted between September 16 and December 31, 2019.

### Mean Age of Program Participants: 32

#### Age Breakdown by Five (5) Year Buckets

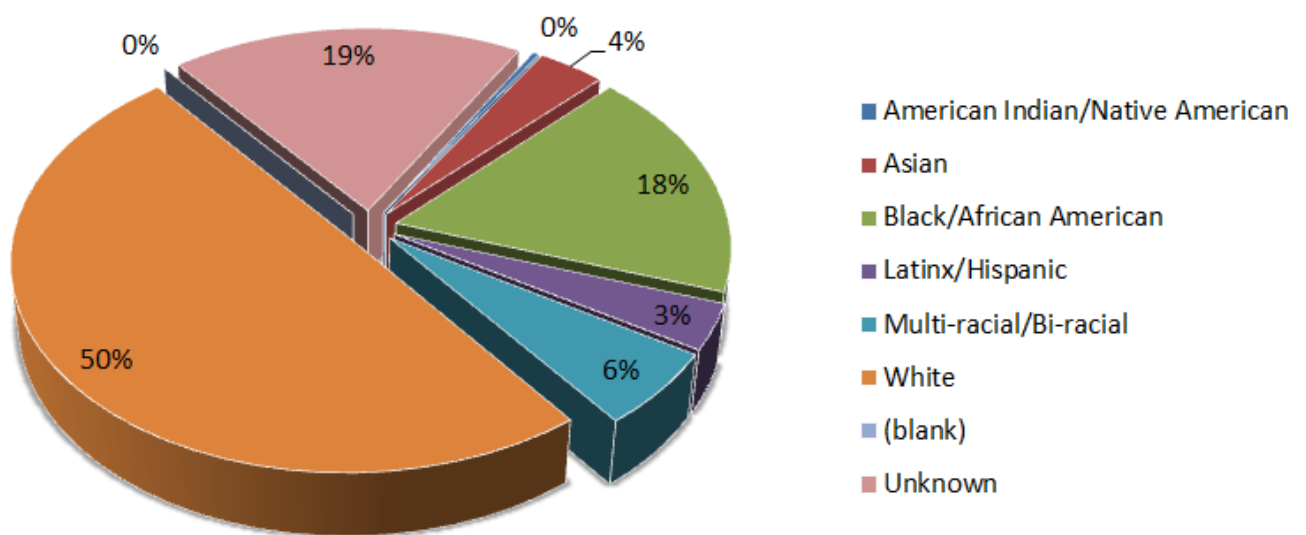


#### Racial Breakdown by Count

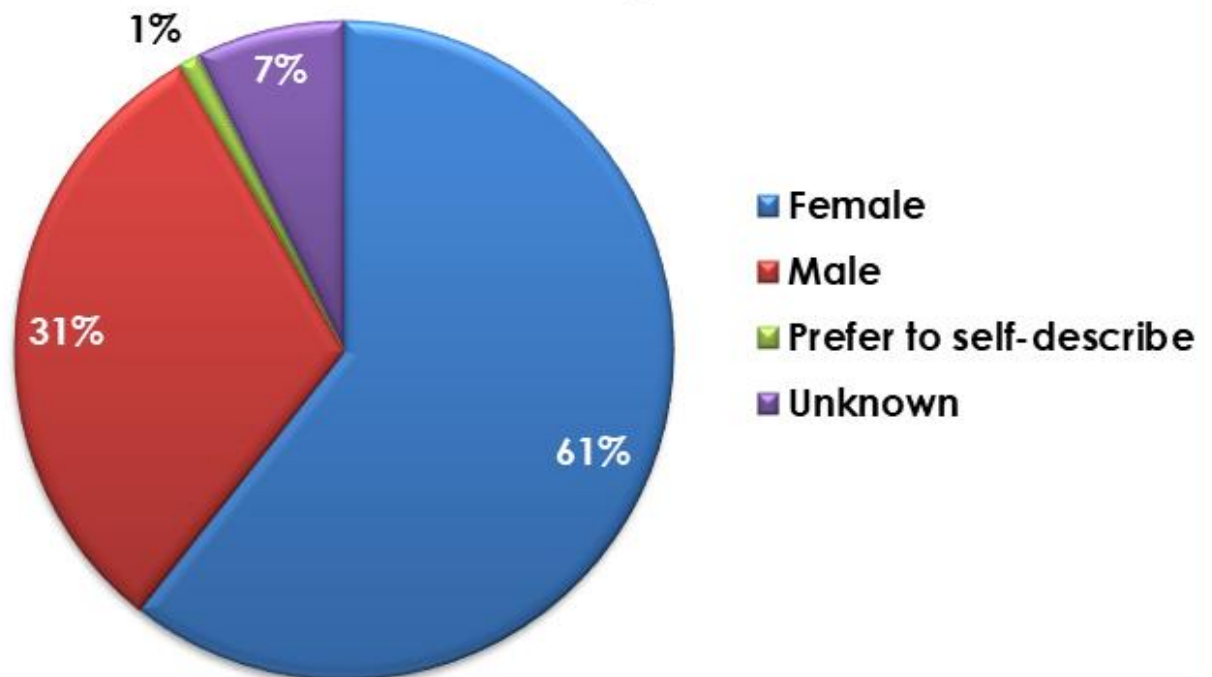




## Racial Breakdown by Percentage

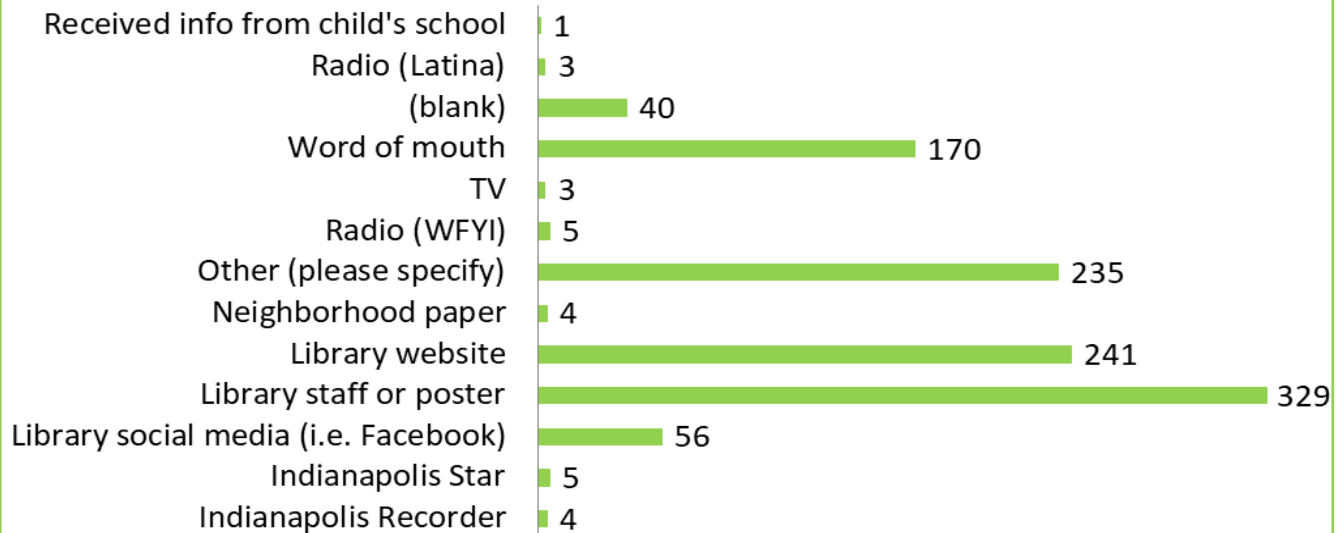


## Breakdown by Sex



Number of Unique Home Zip Codes Reported: **80**

### How did you hear about the program?



### Percentage Breakdown for Agree and Strongly Agree:

Program was educational: **94%**

Program helps to develop love of reading: **68%**

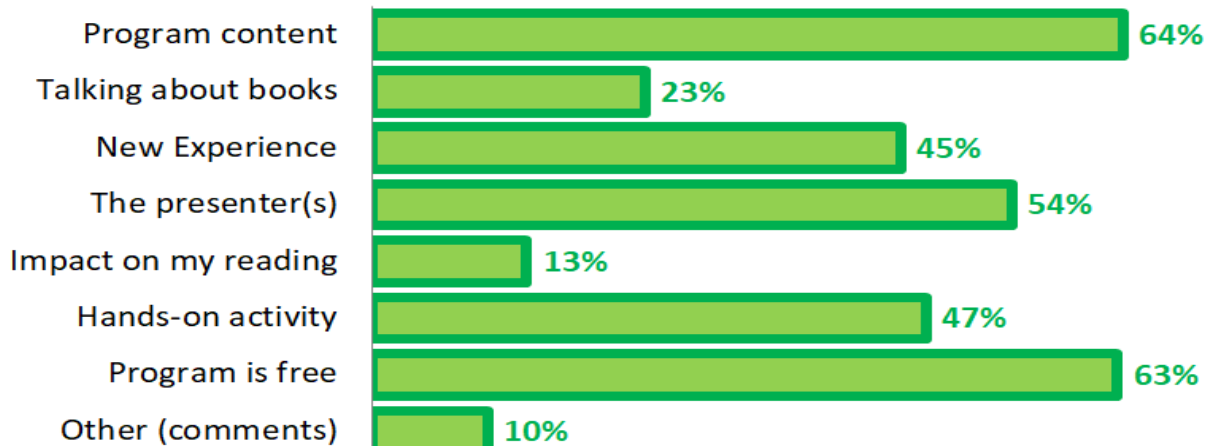
Program made participant more aware of Library resources: **79%**

Program helps to improve confidence regarding the subject matter: **85%**

Program met expectations: **97%**

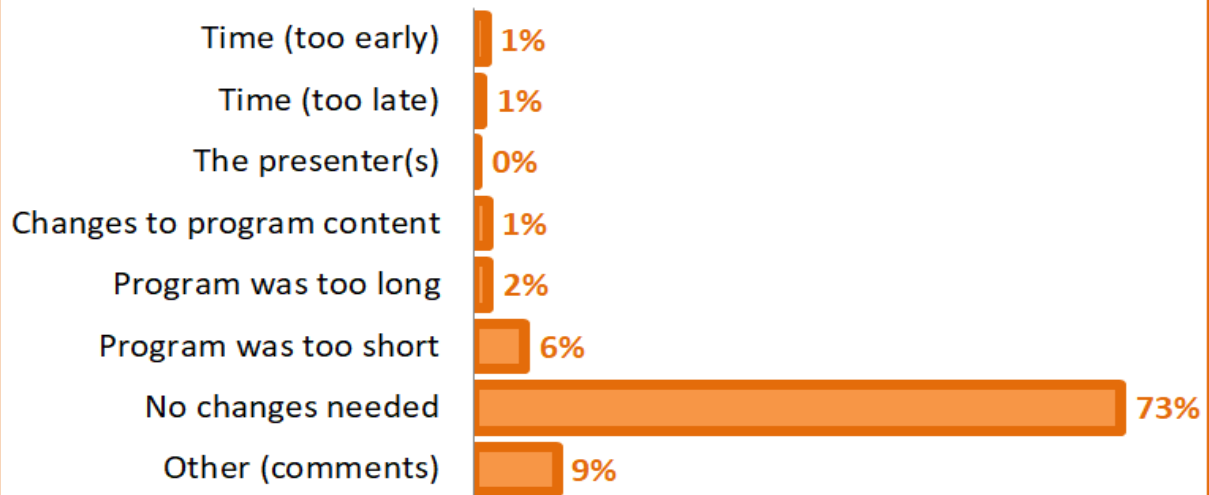
Library staff was courteous: **98%**

### What did you like best about the program? (Sep 16 - Dec 31, 2019) (N=1,096)



## What would you **change** about the program?

(Sep 16 - Dec 31, 2019) (N=1,096)



This Space Intentionally Left Blank

## General Library Statistics – 2019

Adjusted Door Count: **3,474,067**

Total IndyPL Location Circulation: **9,811,930**

Total Shared System Circulation: **496,540**

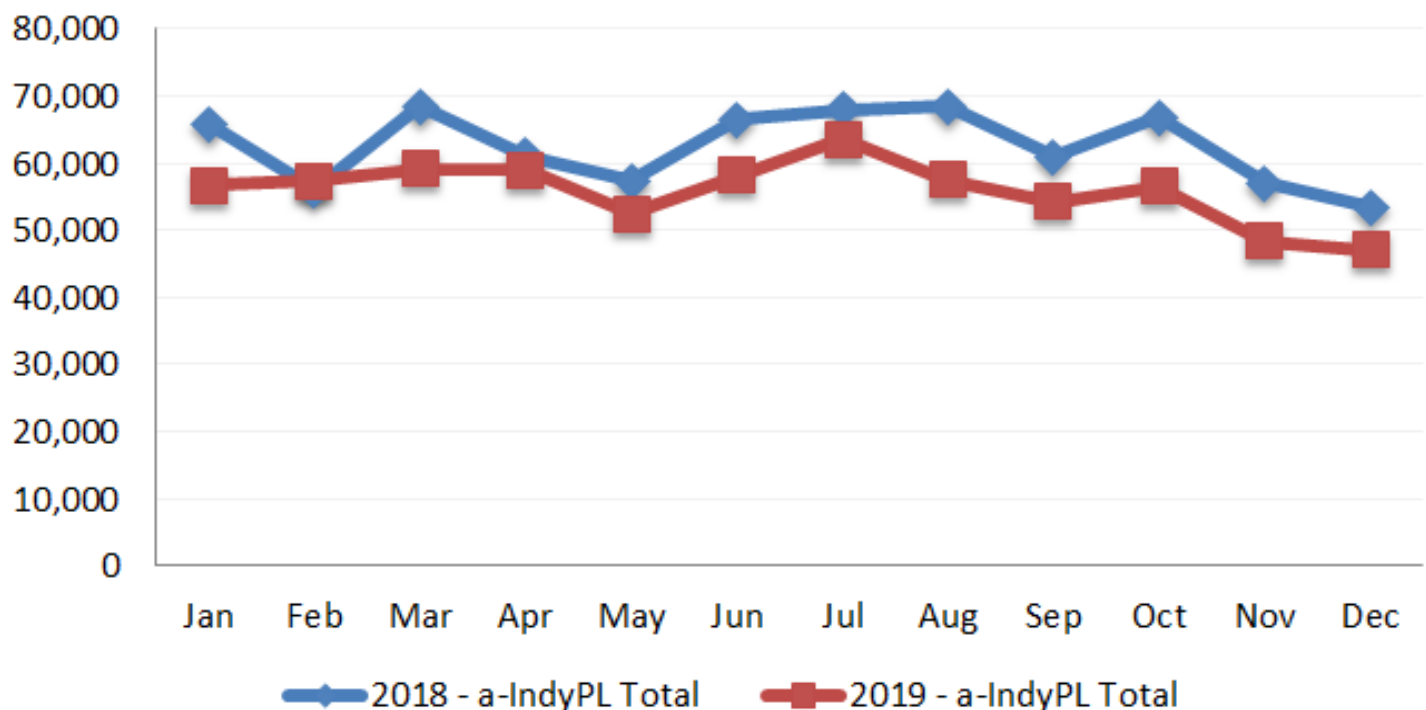
Circulation Grand Total: **10,308,470**

Total Non-expired Cards: **280,183**

Cards Used in Previous Year\*: **153,881 (55% of Non-expired Cards)**

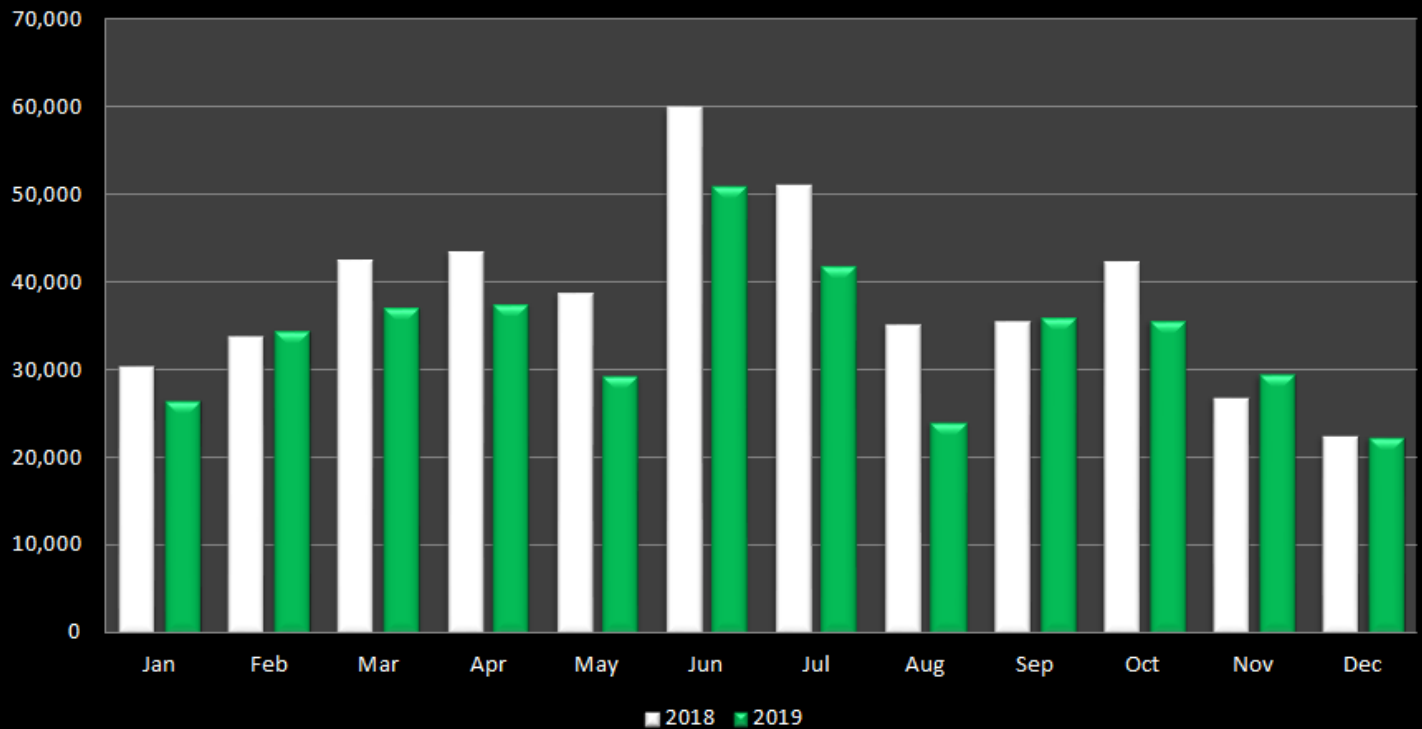
\*These cards were still valid as of 12/2/2019

### **Total Hours of PC Usage by Location (Recommended for yearly comparison of a Branch)**

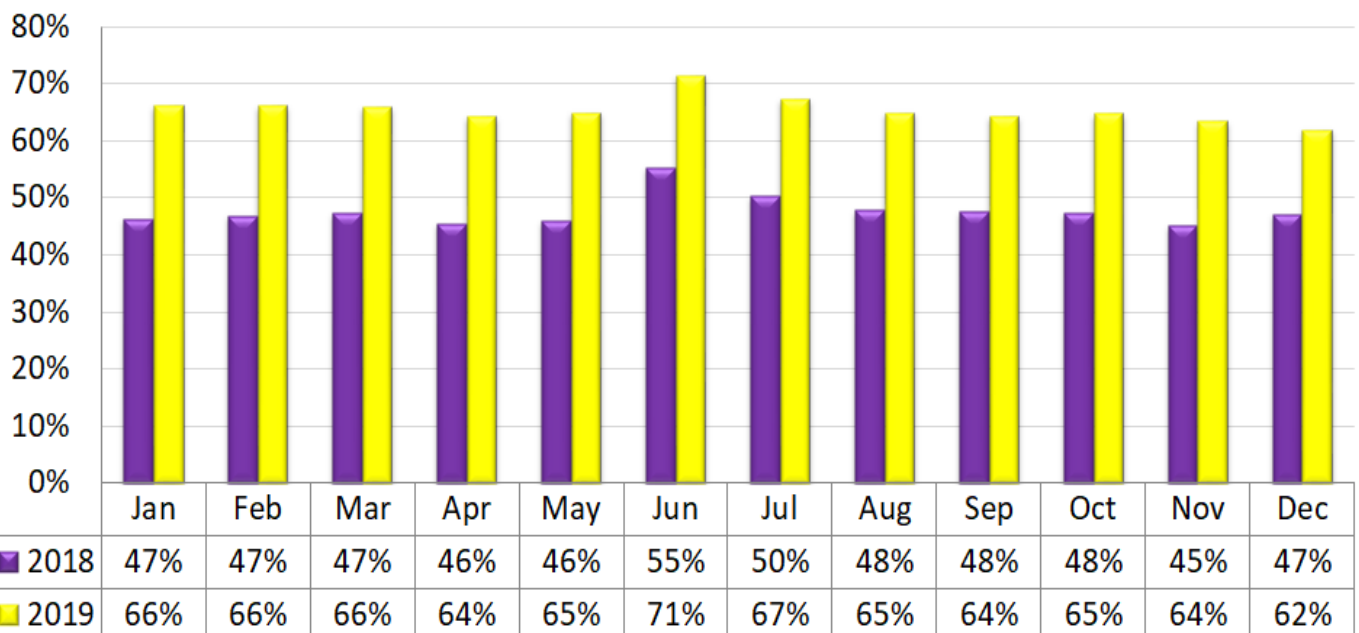


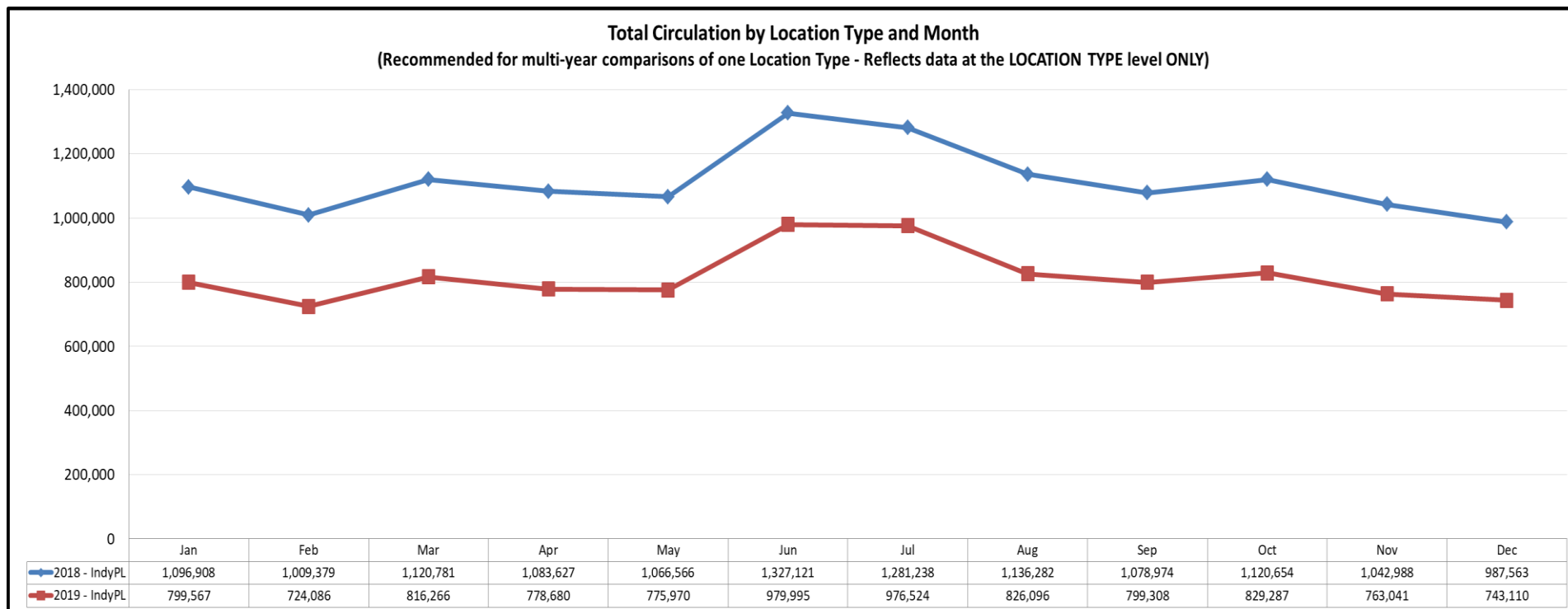
## Total IndyPL Program Attendance - Yearly Comparison by Month

(Static chart - will update monthly as data is available)



## First Time Circulation as a % of Total IndyPL Circulation





**Total 2019 IndyPL Circulation = 9,811,930**

**Total 2018 IndyPL Circulation = 13,352,081**

**The decrease from 2018 circulation figures (-3.54 million) is due largely to the expected reduction of renewals (-3.57 million) resulting from a change in the number of allowed renewals that went into effect in January 2019. First time circulation saw a very slight increase (+32k) from 2018.**



10b

## January 2020 Media Report

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

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

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

- **IndyPL CEO Embarks on "Love Your Library" Tour**  
*Urban Times, Southsider Voice, Southside Times, Weekly View, Westside Community News, Fox59.com, Franklin Township Informer, Speedway-Northwest Press*
- **New Web-Based Digital Encyclopedia of Indianapolis**  
*Indianapolis Business Journal, Inside Indiana Business, Urban Times, Southside Times, Weekly View*
- **Meet the Artists XXXII at Central Library**  
*Indianapolis Recorder, Westside Community News, Umoja, Scoop Magazine, Wishtv.com, Urban Times*
- **Free Tax Prep Kickoff at E. 38<sup>th</sup> Street Branch**  
*Indianapolis Recorder, Weekly View, WTTV4.com, WRTV6.com, Southside Times, Southsider Voice*

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

*Other media outreach in January occurred on such Library activities as the closing for system maintenance, Indy Library Store Book Sale, free coding classes at Central Library, the eBook publishing challenge, and the Dr. Martin Luther King, Jr. Day closing.*

### **1 YouTube videos posted to website:**

- East 38<sup>th</sup> Street Branch Hosts Indy Free Tax Prep Kickoff

### 3 Programs cablecast on Govt. Access Channel 16:

- Library Calendar of Featured Events
- Library Board Meeting
- Indy Free Tax Prep Kickoff Event

### Digital Signage Postings

- Posted 6 new slides and 1 new video to media content file for 26 digital signage displays promoting events and programs.

### Social Media

*45 posts published on the official IndyPL Facebook Page. Top performing posts:*

- Currently Reading Weekly Book Discussions- Reach of 4.2k, 3.2k, 4k, 3.7k
- LitHub Article about Libraries being more popular than the Movie theater- Reach of 5.2k
- Catalog Being Online Early Video- Reach of 3.9k
- 1,000 Books Before Kindergarten Photo- Reach of 3.8k
- Topics/Events covered on Facebook: Library events and programs, CEO tour, Polaris downtime and upgrades, Caldecott and Newbery award winners, Eva Kor Education Day, Call-A-Story, #LibraryShelfieDay,

*46 tweets published on the official IndyPL Twitter Page:*

- 46.5k Twitter impressions occurred in January
- 531 profile visits
- 117 mentions by outside organizations, individuals, and the media

*We also used Instagram (posts and stories) and Pinterest consistently in January.*

*On Pinterest, we had a total of 138,500 impressions. Pinterest highlights:*

- Bibliocommons staff lists and adult booklists
- Bestselling e-books
- Gifts for Book Lovers
- #WeNeedDiverseBooks
- Booklists for Kids



- Cookbooks

### January Blog Posts:

- IndyPL System Maintenance Jan. 17-31 What You Need to Know
- Pro Tips During IndyPL System Maintenance Jan 17-31
- Indy Library Store – Open Your Eyes!
- Census 2020
- Read Right! Now Valentine's Day

### *Top 10 Performing Blog Posts (Page Views) January:*

1. 100+ Free Video Read Alouds
2. IndyPL System Maintenance Jan. 17-31 What You Need to Know
3. Science Experiment: Newton's Second Law of Motion
4. Science Experiment: Newton's First Law of Motion
5. Read Right Now! Dr. Seuss
6. 2020 CEO Love Your Library Tour
7. New e-Book and e-Audiobook Loan Limits
8. Science Experiment: Acids – Bouncing Eggs
9. Pro Tips During IndyPL System Maintenance Jan 17-31
10. Blog Home

### Printing

#### *Meet the Artists*

- Bookmarks and Posters – 2,236 pieces
- Programs – 1600 pieces
- Postcards – 1200 pieces

#### *Spring 2020 Preschool Programs*

- Programs Brochure – 1600 pieces
- FrogTime StoryTime Posters – 26 pieces
- Camping with Silly Safaris Posters – 26 pieces
- Fruit and Veggie Yoga Posters – 26 pieces
- JumpBunch TODDLER Posters – 26 pieces
- JumpBunch PRESCHOOL Posters – 26 pieces
- Storybook Friends Posters - 26 pieces
- Baby ArtsPlay Posters – 26 pieces

- Call-A-Story - Jan/Feb Bookmarks & Posters – 909 pieces
- Love Your Library Survey Cards – 2,500 pieces
- Teen Cooking Made Easy-Skillet Cooking Bookmarks & Posters – 796 pieces
- Business Cards – 9 boxes of 250 cards



## Board Action Request

# 10d1

**To:** IMCPL Board

**Meeting Date:** February 24, 2020

**From:** M. Jacqueline Nytes, CEO

**Approved by the  
Library Board:**

**Effective Date:** February 24, 2020

**Subject:** Finances, Personnel and Travel Resolution 10-2020

**Recommendation:** Approve Finances, Personnel and Travel Resolution 10-2020

**Background:** The Finances, Personnel and Travel Resolution 10-2020 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 2020.

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

**RESOLUTION 10 - 2020**

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 January 2020 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 **72453** through **72605** for a total of  
**\$1,599,948.03** were issued from the operating bank accounts.

EFT numbers **302471** through **302482** and  
**302484** through **302527** and  
**302531** through **302545** and  
**302550** through **302572** and  
**1294** through **1304** for a total of  
**\$2,994,733.21** were issued from the operating bank accounts.

Warrant number **813** through **815** for a total of  
**\$105.92** was issued from the fines bank account.

Warrant numbers **7567** through **7586** for a total of  
**\$18,665.19** were issued from the gift bank account.

EFT numbers **302483** and  
**302528** through **302530** and  
**302546** through **302549** and  
**302573** for a total of  
**\$57,844.20** were issued from the gift bank account.

Warrant numbers **268878** through **268906** and  
**1375** for a total of  
**\$18,894.30** were issued for employee payroll

Direct deposits numbers **20001** through **20601** and  
**40001** through **40594** for a total of  
**\$1,279,576.61** were issued for employee payroll

Electronic transfers for payment of taxes and garnishments for a total of  
**\$397,345.84** were issued for employee payroll

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

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

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

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

\_\_\_\_\_  
Raymond J. Biederman

\_\_\_\_\_  
Patricia A. Payne

\_\_\_\_\_  
Curtis W. Bigsbee

\_\_\_\_\_  
Rev. T.D. Robinson

\_\_\_\_\_  
Dr. Terri Jett

\_\_\_\_\_  
Judge Jose D. Salinas

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

\_\_\_\_\_  
Dr. Khaula Murtadha

\_\_\_\_\_  
Ijeoma Dike-Young  
Treasurer of the Library Board

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

<b>No.</b>	<b>Type</b>	<b>Date</b>	<b>Reference</b>	<b>Amount</b>
1294	EFT	01/10/2020	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	105,330.84
1295	EFT	01/24/2020	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	104,046.96
1296	EFT	01/02/2020	THE BANK OF NEW YORK MELLON TRUST	500,625.00
1297	EFT	01/02/2020	THE BANK OF NEW YORK MELLON TRUST	1,346,886.88
1298	EFT	01/10/2020	FIDELITY INVESTMENTS	5,593.58
1299	EFT	01/10/2020	AMERICAN UNITED LIFE INSURANCE CO	3,491.69
1300	VOID	01/10/2020	VOIDED UNUSED	-
1301	EFT	01/17/2020	ADP, INC.	1,035.00
1302	EFT	01/21/2020	INDIANA DEPARTMENT OF REVENUE	862.58
1303	EFT	01/27/2020	FIDELITY INVESTMENTS	5,593.58
1304	EFT	01/27/2020	AMERICAN UNITED LIFE INSURANCE CO	3,439.69
72453	CHECK	01/09/2020	ADP, INC.	2,291.94
72454	CHECK	01/09/2020	AJILON FINANCE	2,126.48
72455	CHECK	01/09/2020	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC	1,082.00
72456	CHECK	01/09/2020	ATC GROUP SERVICES, LLC	1,256.33
72457	CHECK	01/09/2020	AXIS ARCHITECTURE & INT., LLC	2,100.00
72458	CHECK	01/09/2020	BROWNING DAY MULLINS DIERDORF	3,582.02
72459	CHECK	01/09/2020	CHC WELLNESS	4,496.00
72460	CHECK	01/09/2020	CITIZENS ENERGY GROUP	6,890.51
72461	CHECK	01/09/2020	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	5,490.00
72462	CHECK	01/09/2020	COURT & COMMERCIAL RECORD	37.18
72463	CHECK	01/09/2020	CROSSROADS DOCUMENT SERVICES	14,500.00
72464	CHECK	01/09/2020	DELL MARKETING L.P.	46,023.82
72465	CHECK	01/09/2020	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	414.71
72466	CHECK	01/09/2020	IBJ MEDIA	2,384.00
72467	CHECK	01/09/2020	INDIANA DEPT OF WORKFORCE DEVELOP.	1,024.06
72468	CHECK	01/09/2020	INDIANAPOLIS POWER & LIGHT COMPANY	66,475.94
72469	CHECK	01/09/2020	LABEL SOLUTIONS, LLC	1,462.24
72470	CHECK	01/09/2020	LUNA LANGUAGE SERVICES	286.02
72471	CHECK	01/09/2020	NATIONAL ENVIRONMENTAL SERVICES	5,760.00
72472	CHECK	01/09/2020	OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST, P.A.	42.87
72473	CHECK	01/09/2020	OLIVIA J. MCGEE-LOCKHART	250.00
72474	CHECK	01/09/2020	ORBIS	7,199.00
72475	CHECK	01/09/2020	OUTREACH (PETTY CASH)	20.89
72476	CHECK	01/09/2020	PAYPAL	108.20
72477	CHECK	01/09/2020	PCM-G	5,048.71
72478	CHECK	01/09/2020	RADWAY PIANO SERVICE	95.00
72479	CHECK	01/09/2020	REPUBLIC WASTE SERVICES	7,959.95
72480	CHECK	01/09/2020	SHERRY UTTERBACK	116.89
72481	CHECK	01/09/2020	SIGNARAMA DOWNTOWN INDIANAPOLIS	1,124.00
72482	CHECK	01/09/2020	SOUTHERN DUNES GOLF, LLC	150.00
72483	CHECK	01/09/2020	TECHNOLOGY INTEGRATION GROUP	8,723.65
72484	CHECK	01/09/2020	THE HARMON HOUSE L.L.C.	300.00
72485	CHECK	01/09/2020	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	2,680.97
72486	CHECK	01/09/2020	TODAY'S BUSINESS SOLUTIONS, INC	16,729.00
72487	CHECK	01/09/2020	VALBRIDGE PROPERTY ADVISORS	3,000.00
72488	CHECK	01/16/2020	AFSCME COUNCIL IKOC 962	1,832.46
72489	CHECK	01/16/2020	AFSCME COUNCIL IKOC 962	2,836.60
72490	CHECK	01/16/2020	AMERICAN UNITED LIFE INSURANCE CO	1,617.80
72491	CHECK	01/16/2020	AMERICAN UNITED LIFE INSURANCE CO	3,218.59
72492	CHECK	01/16/2020	ARAB TERMITE AND PEST CONTROL INC	1,783.00
72493	CHECK	01/16/2020	AT&T	1,983.18
72494	CHECK	01/16/2020	AT&T	1,449.98
72495	CHECK	01/16/2020	AT&T	1,903.80
72496	CHECK	01/16/2020	AT&T MOBILITY	1,039.21
72497	CHECK	01/16/2020	BEECH GROVE SEWAGE WORKS	140.61
72498	CHECK	01/16/2020	BLACKMORE & BUCKNER ROOFING	332.77
72499	CHECK	01/16/2020	BOYLE CONSTRUCTION MANAGEMENT, INC.	199,232.82
72500	CHECK	01/16/2020	IMCPL - BOYLE CONSTRUCTION MNGMNT.,INC.- RETAINAGE	22,136.96

<b>No.</b>	<b>Type</b>	<b>Date</b>	<b>Reference</b>	<b>Amount</b>
72501	CHECK	01/16/2020	BRETT PASSINEAU	80.00
72502	CHECK	01/16/2020	CENTER POINT PRESS	557.28
72503	CHECK	01/16/2020	CENTRAL INDIANA SECURITY CORP., LTD	114.95
72504	CHECK	01/16/2020	CENTRAL SECURITY & COMMUNICATIONS	192.50
72505	CHECK	01/16/2020	BRIGHT HOUSE NETWORKS	84.99
72506	CHECK	01/16/2020	CHILDREN'S PLUS INC.	1,093.06
72507	CHECK	01/16/2020	CHRISTIAN BOOK DISTRIBUTORS	819.27
72508	CHECK	01/16/2020	CITIZENS ENERGY GROUP	3,511.15
72509	CHECK	01/16/2020	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	17,385.00
72510	CHECK	01/16/2020	COUNCIL OF STATE GOVERNMENTS	267.30
72511	CHECK	01/16/2020	DRIESSEN WATER INC	35.65
72512	CHECK	01/16/2020	DACO GLASS & GLAZING INC	1,652.00
72513	CHECK	01/16/2020	EDC EDUCATIONAL SERVICES	2,387.11
72514	CHECK	01/16/2020	EDDIE HURM (PAINTING & SNOW REMOVAL)	2,075.00
72515	CHECK	01/16/2020	ESSENTIAL ARCHITECTURAL SIGNS, INC	78.00
72516	CHECK	01/16/2020	GALE GROUP THE	2,918.95
72517	CHECK	01/16/2020	GORDON PLUMBING, INC.	85.00
72518	CHECK	01/16/2020	GUARDIAN	15,720.73
72519	CHECK	01/16/2020	IBJ MEDIA	1,956.29
72520	CHECK	01/16/2020	INDIANA CHAMBER OF COMMERCE	907.57
72521	CHECK	01/16/2020	INDY CURB APPEAL ASPHALT, INC	8,300.00
72522	CHECK	01/16/2020	INNOVATIVE USERS GROUP	110.00
72523	CHECK	01/16/2020	INTEGRA REALTY RESOURCES	2,800.00
72524	CHECK	01/16/2020	JACKSON SYSTEMS, LLC	195.00
72525	CHECK	01/16/2020	KIM EWERS	65.00
72526	CHECK	01/16/2020	LEGALSHIELD	313.25
72527	CHECK	01/16/2020	LIBRARY IDEAS	45,919.25
72528	CHECK	01/16/2020	MEIJER CORPORATE	2,500.00
72529	CHECK	01/16/2020	E.SOLUTIONS, INC.	348.25
72530	CHECK	01/16/2020	METRIC ENVIRONMENTAL, LLC	3,320.59
72531	CHECK	01/16/2020	MIDWEST ASSOCIATES OF INDIANAPOLIS, LLC	2,000.00
72532	CHECK	01/16/2020	MITINET/MARC SOFTWARE	990.00
72533	CHECK	01/16/2020	PFM TRUCK CARE CENTER	204.70
72534	CHECK	01/16/2020	PITNEY BOWES, INC.	448.50
72535	CHECK	01/16/2020	RECYCLING TODAY	24.00
72536	CHECK	01/16/2020	SHALOM HEALTH CARE CENTER	75.00
72537	CHECK	01/16/2020	SONDHI SOLUTIONS	347.64
72538	CHECK	01/16/2020	SPRINT PCS	8,132.38
72539	CHECK	01/16/2020	THE BANK OF NEW YORK MELLON TRUST CO N.A	1,500.00
72540	CHECK	01/16/2020	U.S. BANK	1,250.00
72541	CHECK	01/16/2020	UNITED PARCEL SERVICE	333.06
72542	CHECK	01/16/2020	WILLIAM OVERTON	16,000.00
72543	CHECK	01/23/2020	1-800MD, LLC	917.00
72544	CHECK	01/23/2020	3'D TROPHY ENGRAVING CO., INC.	70.00
72545	CHECK	01/23/2020	AJILON FINANCE	744.72
72546	CHECK	01/23/2020	AMERICAN LIBRARY ASSOCIATION	2,578.00
72547	CHECK	01/23/2020	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC	975.00
72548	CHECK	01/23/2020	AT&T	2,238.65
72549	CHECK	01/23/2020	BEVERLY SCOTT	300.00
72550	CHECK	01/23/2020	BRITTNEY BOX	402.00
72551	CHECK	01/23/2020	BRITTNEY BOX	300.00
72552	CHECK	01/23/2020	CENTRAL INDIANA HARDWARE	85.80
72553	CHECK	01/23/2020	CITIZENS ENERGY GROUP	8,981.69
72554	CHECK	01/23/2020	CMID	90.00
72555	CHECK	01/23/2020	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	8,728.19
72556	CHECK	01/23/2020	DRIESSEN WATER INC	42.72
72557	CHECK	01/23/2020	DACO GLASS & GLAZING INC	610.00
72558	CHECK	01/23/2020	DEMETRIUS WEST	350.00
72559	CHECK	01/23/2020	DOWNTOWN INDY, INC.	250.00
72560	CHECK	01/23/2020	EDWARD GEORGE & ASSOCIATES, LLC	1,050.00
72561	CHECK	01/23/2020	ELIZABETH FRANKLIN	1,338.75
72562	CHECK	01/23/2020	GENUINE PARTS COMPANY-INDIANAPOLIS	9.28
72563	CHECK	01/23/2020	GRANT KEY	5,835.00

<b>No.</b>	<b>Type</b>	<b>Date</b>	<b>Reference</b>	<b>Amount</b>
72564	CHECK	01/23/2020	INDIANA STATE LIBRARY	275.13
72565	CHECK	01/23/2020	LUNA LANGUAGE SERVICES	70.00
72566	CHECK	01/23/2020	MIDWEST REMEDIATION, INC.	5,270.77
72567	CHECK	01/23/2020	NIKKI BLAINE	900.00
72568	CHECK	01/23/2020	PCM-G	139.02
72569	CHECK	01/23/2020	PERRY A. SCOTT	300.00
72570	CHECK	01/23/2020	PERRY ACOUSTICS, INC.	15,060.00
72571	CHECK	01/23/2020	PITNEY BOWES, INC.	25,000.00
72572	CHECK	01/23/2020	PROVIDENCE OUTDOOR	7,775.00
72573	CHECK	01/23/2020	ROWLAND DESIGN, INC.	13,849.84
72574	CHECK	01/23/2020	SHELBY UPHOLSTERING & INTERIORS	175.00
72575	CHECK	01/23/2020	SIGNARAMA DOWNTOWN INDIANAPOLIS	1,124.00
72576	CHECK	01/23/2020	VANCO	172.00
72577	CHECK	01/23/2020	VLADIMIR KRAKOVICH	600.00
72578	CHECK	01/23/2020	WILLIAM OVERTON	15,750.00
72579	CHECK	01/23/2020	YEFIM PASTUKH	600.00
72580	CHECK	01/30/2020	500 FESTIVAL, INC	650.00
72581	CHECK	01/30/2020	ADTEC	1,595.00
72582	CHECK	01/30/2020	AJILON FINANCE	3,257.03
72583	CHECK	01/30/2020	ANTHEM INSURANCE COMPANIES, INC	621,000.00
72584	CHECK	01/30/2020	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC	86,547.00
72585	CHECK	01/30/2020	ASSOCIATION FOR THE STUDY OF AFRICAN AMERICAN LIFE	250.00
72586	CHECK	01/30/2020	BRIGHTWOOD INVESTORS, LLC	4,190.66
72587	CHECK	01/30/2020	CENTRAL TECHNOLOGY INC	41,772.50
72588	CHECK	01/30/2020	CHILDREN'S PLUS INC.	3,239.61
72589	CHECK	01/30/2020	CITIZENS ENERGY GROUP	942.97
72590	CHECK	01/30/2020	COMMUNITY OCCUPATIONAL HEALTH SERVICES	1,600.00
72591	CHECK	01/30/2020	EMBARCADERO TECHNOLOGIES	5,796.70
72592	CHECK	01/30/2020	FOUNTAIN BLOCK DEVELOPMENT L.P.	5,045.88
72593	CHECK	01/30/2020	GLENDALE (PETTY CASH)	48.74
72594	CHECK	01/30/2020	GLENDALE TOWN CENTER	25,895.83
72595	CHECK	01/30/2020	INNOVATIVE INTERFACES INCORPORATED	8,750.00
72596	CHECK	01/30/2020	IVY LORETT'S RINGEL	300.00
72597	CHECK	01/30/2020	LSC (PETTY CASH)	84.39
72598	CHECK	01/30/2020	LUNA LANGUAGE SERVICES	507.78
72599	CHECK	01/30/2020	PERNELL NELSON JONES JR.	300.00
72600	CHECK	01/30/2020	REGIONS BANK PURCHASING CARD	17,553.48
72601	CHECK	01/30/2020	REPROGRAPHIX, INC	57.30
72602	CHECK	01/30/2020	SCHMIDT ASSOCIATES, INC	32,006.67
72603	CHECK	01/30/2020	SHARON BERNHARDT	144.14
72604	CHECK	01/30/2020	SONDHI SOLUTIONS	7,015.00
72605	CHECK	01/30/2020	IMCPL - STENZ CONSTRUCTION CORP. -- RETAINAGE	601.21
302471	EFT	01/09/2020	CDW GOVERNMENT, INC.	315.55
302472	EFT	01/09/2020	DEMCO, INC.	59.57
302473	EFT	01/09/2020	G4S SECURE SOLUTIONS (USA) INC.	814.28
302474	EFT	01/09/2020	GRAINGER	161.08
302475	EFT	01/09/2020	J&G CARPET PLUS	340.00
302476	EFT	01/09/2020	KLINES QUALITY WATER, INC	29.15
302477	EFT	01/09/2020	MOORE INFORMATION SERVICES, INC	287.00
302478	EFT	01/09/2020	RICOH USA, INC. - 12882	24,135.40
302479	EFT	01/09/2020	STAPLES	9,651.26
302480	EFT	01/09/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	173.00
302481	EFT	01/09/2020	TITAN ASSOCIATES	3,995.00
302482	EFT	01/09/2020	ULINE	1,692.53
302484	EFT	01/16/2020	ABELL ELEVATOR SERVICE CO	437.50
302485	EFT	01/16/2020	ACORN DISTRIBUTORS, INC	3,057.59
302486	EFT	01/16/2020	ALSCO	1,039.62
302487	EFT	01/16/2020	AUSTIN BOOK SALES	2,892.95
302488	EFT	01/16/2020	BAKER & TAYLOR	11,660.92
302489	EFT	01/16/2020	BAKER & TAYLOR	15,663.42
302490	EFT	01/16/2020	BAKER & TAYLOR	44,736.83
302491	EFT	01/16/2020	BAKER & TAYLOR	52,762.16
302492	EFT	01/16/2020	BAKER & TAYLOR	176.89

<b>No.</b>	<b>Type</b>	<b>Date</b>	<b>Reference</b>	<b>Amount</b>
302493	EFT	01/16/2020	BLACKSTONE AUDIO BOOKS INC	9,644.08
302494	EFT	01/16/2020	BRODART COMPANY CONTINUATIONS	1,642.71
302495	EFT	01/16/2020	CDW GOVERNMENT, INC.	7.62
302496	EFT	01/16/2020	DANCORP INC. DBA DANCO	700.00
302497	EFT	01/16/2020	DELTA DENTAL	123.20
302498	EFT	01/16/2020	DELTA DENTAL	210.39
302499	EFT	01/16/2020	DELTA DENTAL	11,353.09
302500	EFT	01/16/2020	EBSCO INFORMATION SERVICES	4.00
302501	EFT	01/16/2020	G4S SECURE SOLUTIONS (USA) INC.	27,751.67
302502	EFT	01/16/2020	GRAINGER	177.13
302503	EFT	01/16/2020	HP PRODUCTS CORPORATION	4,057.62
302504	EFT	01/16/2020	INDIANA PLUMBING AND DRAIN LLC	1,991.75
302505	EFT	01/16/2020	INDIANAPOLIS ARMORED CAR, INC	3,219.00
302506	EFT	01/16/2020	INGRAM LIBRARY SERVICES	1,896.51
302507	EFT	01/16/2020	J&G CARPET PLUS	1,600.00
302508	EFT	01/16/2020	LEVEL (3) COMMUNICATIONS, LLC	3,150.24
302509	EFT	01/16/2020	MICHAEL R. TWYMAN	3,333.33
302510	EFT	01/16/2020	MIDWEST TAPE - AUDIOBOOKS ONLY	1,705.86
302511	EFT	01/16/2020	MIDWEST TAPE - PROCESSED DVDS	1,578.38
302512	EFT	01/16/2020	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	3,291.55
302513	EFT	01/16/2020	MIDWEST TAPE NON PROCESSED	1,892.75
302514	EFT	01/16/2020	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	8,145.99
302515	EFT	01/16/2020	MIDWEST TAPE, LLC	5,110.05
302516	EFT	01/16/2020	OVERDRIVE INC	156,554.90
302517	EFT	01/16/2020	PERFECTION GROUP, INC.	3,089.25
302518	EFT	01/16/2020	PROQUEST INFORMATION AND LEARNING	1,600.56
302519	EFT	01/16/2020	RECORD AUTOMATIC DOORS, INC	630.00
302520	EFT	01/16/2020	RECORDED BOOKS	3,534.36
302521	EFT	01/16/2020	RICOH USA, INC. - 12882	4,699.42
302522	EFT	01/16/2020	RYAN FIRE PROTECTION, INC	3,186.00
302523	EFT	01/16/2020	STENZ CONSTRUCTION CORPORATION	86,173.20
302524	EFT	01/16/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	11,949.45
302525	EFT	01/16/2020	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,293.50
302526	EFT	01/16/2020	TITAN ASSOCIATES	88,996.71
302527	EFT	01/16/2020	UNIQUE MANAGEMENT SERVICES, INC	4,994.10
302531	EFT	01/23/2020	ABELL ELEVATOR SERVICE CO	1,242.50
302532	EFT	01/23/2020	BAKER & TAYLOR	4.76
302533	EFT	01/23/2020	CDW GOVERNMENT, INC.	583.70
302534	EFT	01/23/2020	CITIZENS THERMAL ENRGY.	22,576.40
302535	EFT	01/23/2020	FINELINE PRINTING GROUP	11,306.00
302536	EFT	01/23/2020	FLEET CARE, INC.	725.47
302537	EFT	01/23/2020	G4S SECURE SOLUTIONS (USA) INC.	31,221.90
302538	EFT	01/23/2020	KLINES QUALITY WATER, INC	43.70
302539	EFT	01/23/2020	KRUEGER INTERNATIONAL, INC	2,136.00
302540	EFT	01/23/2020	P.V. SUPA INC.	21,260.64
302541	EFT	01/23/2020	PERFECTION GROUP, INC.	4,270.00
302542	EFT	01/23/2020	RICOH USA, INC. - 12882	4,699.42
302543	EFT	01/23/2020	RYAN FIRE PROTECTION, INC	8,102.26
302544	EFT	01/23/2020	STENZ MANAGEMENT COMPANY, INC	2,297.58
302545	EFT	01/23/2020	TYLER TECHNOLOGIES, INC.	637.50
302550	EFT	01/30/2020	BACKGROUND BUREAU INC.	220.00
302551	EFT	01/30/2020	BAKER & TAYLOR	35,413.38
302552	EFT	01/30/2020	BAKER & TAYLOR	1,536.98
302553	EFT	01/30/2020	CDW GOVERNMENT, INC.	398.86
302554	EFT	01/30/2020	CITIZENS THERMAL ENERGY	35,822.45
302555	EFT	01/30/2020	CROSSROADS REHABILITATION CENTER	840.00
302556	EFT	01/30/2020	ENVISIONWARE, INC.	475.00
302557	EFT	01/30/2020	FINELINE PRINTING GROUP	10,443.00
302558	EFT	01/30/2020	FLEET CARE, INC.	372.16
302559	EFT	01/30/2020	G4S SECURE SOLUTIONS (USA) INC.	5,153.42
302560	EFT	01/30/2020	INDIANA PLUMBING AND DRAIN LLC	338.50
302561	EFT	01/30/2020	INDPLS-MARION COUNTY PUBLIC LIBRARY	326.40
302562	EFT	01/30/2020	J&G CARPET PLUS	600.00



<b>No.</b>	<b>Type</b>	<b>Date</b>	<b>Reference</b>	<b>Amount</b>
302563	EFT	01/30/2020	JCOS, INC.	481.25
302564	EFT	01/30/2020	KLINES QUALITY WATER, INC	8.00
302565	EFT	01/30/2020	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	821.94
302566	EFT	01/30/2020	PERFECTION GROUP, INC.	12,510.00
302567	EFT	01/30/2020	RYAN FIRE PROTECTION, INC	164.00
302568	EFT	01/30/2020	STENZ CONSTRUCTION CORPORATION	59,519.11
302569	EFT	01/30/2020	STENZ MANAGEMENT COMPANY, INC	2,367.22
302570	EFT	01/30/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	398.50
302571	EFT	01/30/2020	TYLER TECHNOLOGIES, INC.	975.00
302572	EFT	01/30/2020	ULINE	164.34
				<u>4,594,681.24</u>

**Summary by Transaction Type:**

Computer Check	\$ 1,599,948.03
EFT Check	\$ 2,994,733.21
Total Payments	\$ 4,594,681.24
Total Voided Items	\$ -

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

<b>No.</b>	<b>Type</b>	<b>Date</b>	<b>Reference</b>	<b>Amount</b>
813	CHECK	01/09/2020	HEIDI E. KLEIN	29.99
814	CHECK	01/09/2020	JEFFREY RICHARDSON	34.95
815	CHECK	01/16/2020	ANTHONY LAWRENCE PHILLIPS II	40.98
			<b>Total</b>	<u>\$ 105.92</u>

Summary by Transaction Type:

Computer Check	\$105.92
EFT Check	\$0.00
Total Payments	\$105.92
Total Voided Items	\$0.00

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

<b>No.</b>	<b>Type</b>	<b>Date</b>	<b>Reference</b>	<b>Amount</b>
7567	CHECK	01/09/2020	ACE PREPARATORY ACADEMY	100.00
7568	CHECK	01/09/2020	BRIGHT IDEAS IN BROAD RIPPLE	3,997.00
7569	CHECK	01/09/2020	CREATIVE AQUATIC SOLUTIONS, LLC	372.60
7570	CHECK	01/09/2020	CROSSROADS DOCUMENT SERVICES	400.00
7571	CHECK	01/09/2020	FLASHBAY, INC.	4,042.00
7572	CHECK	01/09/2020	JAYNE WALTERS	128.81
7573	CHECK	01/09/2020	JEREMY SOUTH	1,250.00
7574	CHECK	01/09/2020	KIDS INK CHILDREN'S BOOKSTORE	3,056.50
7575	CHECK	01/09/2020	RITZ CHARLES CARMEL	433.50
7576	CHECK	01/16/2020	BRIGHT IDEAS IN BROAD RIPPLE	281.50
7577	CHECK	01/16/2020	CREATIVE AQUATIC SOLUTIONS, LLC	764.90
7578	CHECK	01/16/2020	RACHELLE COLYER	274.49
7579	CHECK	01/16/2020	THOMAS CHILDRESS	10.65
7580	CHECK	01/23/2020	JANE RICHERT	55.00
7581	CHECK	01/23/2020	JEANINE M. FOX	29.29
7582	CHECK	01/23/2020	MARIANNE MCKENZIE	50.68
7583	CHECK	01/23/2020	NEW AUGUSTA PUBLIC ACADEMY SOUTH	100.00
7584	CHECK	01/23/2020	RITZ CHARLES CARMEL	226.00
7585	CHECK	01/23/2020	STEPHEN MCKENZIE	35.47
7586	CHECK	01/30/2020	REGIONS BANK PURCHASING CARD	3,056.80
302483	EFT	01/09/2020	BAKER & TAYLOR	50.00
302528	EFT	01/16/2020	BAKER & TAYLOR	2,399.39
302529	EFT	01/16/2020	BAKER & TAYLOR	201.23
302530	EFT	01/16/2020	STAPLES	179.54
302546	EFT	01/23/2020	BAKER & TAYLOR	50,648.96
302547	EFT	01/23/2020	DEMCO, INC.	2,112.18
302548	EFT	01/23/2020	FINELINE PRINTING GROUP	1,654.00
302549	EFT	01/23/2020	INDPLS-MARION COUNTY PUBLIC LIBRARY	400.00
302573	EFT	01/30/2020	BAKER & TAYLOR	198.90
<b>Total</b>				<b>76,509.39</b>

**Summary by Transaction Type:**

<b>Computer Check</b>	<b>\$ 18,665.19</b>
<b>EFT Check</b>	<b>\$ 57,844.20</b>
<b>Total Payments</b>	<b>\$ 76,509.39</b>
<b>Total Voided Items</b>	<b>\$ -</b>

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY**  
**February 24, 2020**  
**PERSONNEL ACTIONS**  
**RESOLUTION 10-2020**

**NEW HIRES:**

- Shahlo Seidmedova, Computer Assistant II, Central Adult Reference, \$15.02 per hour, Effective: 02/10/2020
- Ahnessa Black, Public Services Associate II, East 38<sup>th</sup> Street, \$17.36 per hour, Effective: 02/10/2020
- Tariq Robinson, Program Specialist, Public Services, \$27.88 per hour, Effective: 02/18/2020
- Judith McGeath, Temporary Inter-Library Loan Assistant, Central Services, \$20.00 per hour, Effective: 02/20/2020

**INTERNAL CHANGES:**

- Shellie Rich from Public Services Librarian, Learning Curve, \$21.56 per hour to Supervisor Librarian, Learning Curve, \$23.18 per hour, Effective: 01/19/2020
- Alexandria Moore from Library Assistant II, Lawrence, \$13.97 per hour to Public Services Associate II, Brightwood, \$17.36 per hour, Effective: 01/19/2020
- Colin Turley from Hourly Library Assistant II, Warren, \$13.00 per hour to Team Member, Facilities, \$15.02 per hour, Effective: 01/05/2020
- Felecia Tate from Hourly Public Services Associate I, Wayne, \$16.15 per hour to Processing Assistant I, Collection Management, \$15.02 per hour, Effective: 02/02/2020
- Lorette Takacs from Library Assistant II (SUB), Pike to Library Assistant II, Full-Time, Brightwood, No Change in Pay, Effective: 02/16/2020
- Carissa Burgmeier from Hourly Library Assistant II (SUB), Central Services to Library Assistant II, Part-Time, Central Services, No Change in Pay, Effective: 02/16/2020
- Kris Gould from Supervisor Librarian, Nora, \$23.88 per hour to Manager, College Avenue Branch, \$26.79 per hour, Effective: 03/01/2020

**RE-HIRES: (None Reported)**

**SEPARATIONS:**

- Crystal Harves, Hourly Summer Reading Clerk, Franklin Road, 3 years and 7 months, Effective: 01/01/2020
- Mellisa Nichols, Hourly Summer Reading Clerk, Franklin Road, 2 years and 8 months, Effective: 01/01/2020
- Erin Montgomery, Hourly Summer Reading Clerk, Franklin Road, 8 months, Effective: 01/01/2020
- Anna McCasland, Hourly Summer Reading Clerk, Warren, 11 years and 7 months, Effective: 01/08/2020
- Arriel Vinson, Hourly Summer Reading Clerk, Spades Park, 6 years and 11 months, Effective: 08/24/2019
- Maralise Smith, Hourly Summer Reading Clerk, Spades Park, 1 year and 8 months, Effective: 08/03/2019
- Thelma Hamilton-Strong, Processing Assistant, Collection Management, 19 years and 9 months, Effective: 01/31/2020

- Lillie Ford, Hourly Summer Reading Clerk, East 38<sup>th</sup>, 5 years and 9 months, Effective: 01/28/2020
- Andrea Harshbarger, Hourly Summer Reading Clerk, Lawrence, 1 year and 8 months, Effective: 01/28/2020
- Rubin Foley, Hourly Summer Reading Clerk, Public Services, 1 year and 8 months, Effective: 01/26/2020
- Robin Meyer, Hourly Summer Reading Clerk, Glendale, 14 years and 8 months, Effective: 01/01/2020
- Francis Opferman, Hourly Summer Reading Clerk, Glendale, 1 year and 7 months, Effective: 01/01/2020
- Eamon Laughlin, Hourly Summer Reading Clerk, Nora, 1 year and 8 months, Effective: 01/30/2020
- Tiara Perry, Hourly Summer Reading Clerk, Nora, 1 year and 8 months, Effective: 01/30/2020
- Ian Gulyas, Hourly Summer Reading Clerk, Learning Curve, 1 year and 8 months, Effective: 01/28/2020
- Lucas Foley, Hourly Summer Reading Clerk, Learning Curve, 8 months, Effective: 01/28/2020
- Nia Carter, Hourly Summer Reading Clerk, College, 8 months, Effective: 01/30/2020
- MacKenzie Terry, Page, Franklin Road, 1 year and 6 months, Effective: 02/01/2020
- Richard Foster, Computer Assistant II, Decatur, 5 years and 10 months, Effective: 02/15/2020

**INACTIVE:**

- Selena Perez, Page, Franklin Road, Inactive: 01/05/2020

**RE-ACTIVATE: (None Reported)**

**RECLASSIFICATION: (None Reported)**

**ADJUSTMENTS:**

- Veatrice Jones, Manager, PC & Communications from PG 13, \$38.78 per hour to PG 15, \$40.14 per hour, Effective: 12/22/2019
- Todd Gilbert, Manager, Beech Grove, Neighborhood Branch, \$24.92 per hour to Manager, Beech Grove, Community Branch, \$26.79 per hour, Effective: 12/22/2019

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY****TRAVEL AND TRAINING ACTION**

RESOLUTION 10 - 2020

**WHEREAS it is the opinion of the Board that it is necessary for the following individuals:****BE IT RESOLVED that they be allowed the necessary credited time and registration fees to be paid out of the Operating Fund:**

Name	Dept	C/C	City/State	Conference Name	Fund	Registration	Travel/Mileage	Lodging	Per Diem	Total
Montoya Barker	LAW	2013	Indianapolis, IN	Government Information Day	10	\$ -	\$ -	\$ -	\$ -	\$0.00
Mike Hylton	IRV	2004	Indianapolis, IN	Government Information Day	10	\$ -	\$ -	\$ -	\$ -	\$0.00
Carri Genovese	CAS	1402	Indianapolis, IN	Government Information Day	10	\$ -	\$ 10.00			\$10.00
Deborah Jones	FRA	2021	Indianapolis, IN	Government Information Day	10	\$ -	\$ 30.00	\$ -	\$ -	\$30.00
Nancy Mobley	HVL	2012	Indianapolis, IN	Neighbor Power	10	\$ -	\$ -	\$ -	\$ -	\$0.00
Emily Chandler	CMSA	1201	Scottsburg, IN	Adult Reader's Adv Roundtab	10	\$ -	\$ 113.28	\$ -	\$ -	\$113.28
Montoya Barker	LAW	2013	Madison, WI	Lead the Way	10	\$ -	\$ -	\$ -	\$ -	\$0.00
Mary Alice Durchholz	CMSA	1201	Akron, OH	Ohio Valley Tech Services	10	\$ 170.00	\$ 370.00	\$ 300.00	\$ 60.00	\$900.00
Cheryl Wright	HR	1700	Philadelphia, PA	ALA Mid-Winter Conference	10	\$ 280.00	\$ 357.00	\$ 1,000.00	\$ 120.00	\$1,757.00
Shanika Heyward	ARM	2001	Indianapolis, IN	Removing Barriers to Employ	10	\$ 25.00	\$ -	\$ -	\$ -	\$25.00
Kyle Reeser	GLD	2003	Indianapolis, IN	Gen Con Trade Day	10	\$ 206.00	\$ -	\$ -	\$ -	\$206.00
Mike Hollendback	ACCT	1300	Indianapolis, IN	2020 BKD Public Sector Semir	10	\$ -	\$ -	\$ -	\$ -	\$0.00
Kathryn Millikan	CMSA	1201	Columbus, OH	Tech Services Retreat	10	\$ 470.00	\$ 250.00	\$ 230.00	\$ 60.00	\$1,010.00
Jessica Moore	CEO	1000	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Nicholas Calvert	WIN	2020	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Genira Newell	LAW	2013	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Nancy Mobley	HVL	2012	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Kirsten Weaver	PDA	1502	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Deborah Manley	IRV	2004	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Kim Ewers	CAR	1402	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Jenelle Erickson	PDA	1502	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ -	\$60.00
Richard DeTorre	CAS	1402	Indianapolis, IN	Joseph Taylor Symposium	10	\$ 35.00	\$ 25.00	\$ -	\$ 30.00	\$90.00
Kathryn Bacone	CMSA	1201	Indianapolis, IN	Hoosier Woman At Work	10	\$ 20.00	\$ 20.00	\$ -	\$ -	\$40.00
Shanika Heyward	ARM	2001	Indianapolis, IN	Racial Equity Training	10	\$ 350.00	\$ -	\$ -	\$ -	\$350.00
Garrett Mason	CEO	1000	Indianapolis, IN	Racial Equity Training	10	\$ 350.00	\$ -	\$ -	\$ -	\$350.00

Elizabeth Tarr	TCM	2024	St. Louis, MO	ISTE Certification	10	\$ 750.00	\$ 306.24	\$ -	\$ 30.00	\$1,086.24
Tisha Galarce	HR	1700	Indianapolis, IN	Mental Health First Aid	10	\$ 180.00	\$ 35.00	\$ -	\$ -	\$215.00
Cindy Bhatti	FRA	2021	Indianapolis, IN	IN Assoc. of Home Educators	10	\$ 50.00	\$ -	\$ -	\$ -	\$50.00
Erin Murphy	IRV	2004	Indianapolis, IN	IN Assoc. of Home Educators	10	\$ -	\$ 20.00	\$ -	\$ -	\$20.00
Tisha Galarce	HR	1700	Orlando, FL	SHRM Talent	10	\$ 2,350.00	\$ 450.00	\$ 2,500.00	\$ 150.00	\$5,450.00
Gwenellyn Dimick	GLD	2003	Indianapolis, IN	Rosie Con Book Festival	10	\$ 50.00	\$ -	\$ -	\$ -	\$50.00
Rachel Jamieson	LAW	2013	Indianapolis, IN	Indiana Early Childhood Conf	10	\$ 235.00	\$ 75.00	\$ -	\$ -	\$310.00
Bridget Kenney	HVL	2012	Indianapolis, IN	Indiana Early Childhood Conf	10	\$ 235.00	\$ 50.00	\$ -	\$ -	\$285.00
William Knauth	CMSA	1200	Indianapolis, IN	SIA Annual Meeting	10	\$ 57.00	\$ -	\$ -	\$ -	\$57.00
Kathryn Bacone	CMSA	1200	Indianapolis, IN	SIA Annual Meeting	10	\$ 57.00	\$ -	\$ -	\$ -	\$57.00
Victoria Duncan	CMSA	1200	Indianapolis, IN	SIA Annual Meeting	10	\$ 57.00	\$ -	\$ -	\$ -	\$57.00
Thomas Childress	WIN	2020	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Katie Flege-Frederick	FRA	2021	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Mary Agnes Hylton	EAG	2007	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Nicole Norton	PIKE	2015	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Nancy Mobley	HVL	2012	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Erin Murphy	IRV	2004	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Felecia Tate	CMSA	1200	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Lauren Thorne	OUT	1506	Indianapolis, IN	ILF Annual Conference	10	\$ 150.00	\$ -	\$ -	\$ -	\$150.00
Kimberly Brown-Har	E38	2008	Chicago, IL	American Library Association	10	\$ 365.00	\$ -	\$ 1,270.00	\$ 150.00	\$1,785.00
Cheryl Wright	HR	1700	Chicago, IL	American Library Association	10	\$ 308.00	\$ 500.00	\$ 1,500.00	\$ 150.00	\$2,458.00
Pam Swaidner	CMSA	1200	Chicago, IL	American Library Association	10	\$ 482.00	\$ 225.00	\$ 1,040.00	\$ 120.00	\$1,867.00
Shellie Rich	Curve	1403	Chicago, IL	American Library Association	10	\$ 420.00	\$ 100.00	\$ 810.00	\$ 90.00	\$1,420.00
Emily Chandler	CMSA	1200	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Rachel Colyer	WIN	2020	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Julie Fore	WRN	2022	Chicago, IL	American Library Association	10	\$ 80.00	\$ -	\$ -	\$ 30.00	\$110.00
Amy Friedman	Curve	1403	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Gregory Hill	FRA	2021	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Anna Lake	CEN	1401	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Amy MacNeil	GLD	2003	Chicago, IL	American Library Association	10	\$ 200.00	\$ -	\$ -	\$ -	\$200.00
Genira Newell	LAW	2013	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Olanike Olaniyi	CMSA	1200	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Kristi Osborn	TCM	2024	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
										\$0.00

Kasey Panaghetti	FRA	2021	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Sylvia Robertson	MIC	2027	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Michelle Sharp	GPK	2016	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Georgia Silvers	WRN	2022	Chicago, IL	American Library Association	10	\$ 80.00	\$ -	\$ -	\$ 30.00	\$110.00
Janet Spaulding	CMSA	1200	Chicago, IL	American Library Association	10	\$ 85.00	\$ -	\$ -	\$ 30.00	\$115.00
Teonna Taylor	WIN	2020	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Lauren Thorne	OUT	1506	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Brandi Winston	GLD	2003	Chicago, IL	American Library Association	10	\$ 200.00	\$ -	\$ -	\$ -	\$200.00
Juli Wright	GPK	2016	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Catrina Barnett	CMSA	1200	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Julie Swisher	CMSA	1200	Chicago, IL	American Library Association	10	\$ 90.00	\$ -	\$ -	\$ 30.00	\$120.00
Victoria Duncan	CMSA	1200	Des Moines, IA	Midwestern Annual Archives	10	\$ 155.00	\$ 550.00	\$ 400.00	\$ 60.00	\$1,165.00

\$25,548.52



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
NOTES OF THE JOINT MEETING OF LIBRARY BOARD COMMITTEES  
February 11, 2020**

\*\*\*\*\*

The Indianapolis-Marion County Public Library Board Committees met in a Joint Meeting at the Library Services Center, 2450 North Meridian Street, on Tuesday, January 14, 2020 at 5:32 p.m. pursuant to notice given.

**1. Call to Order**

Judge Salinas called the meeting to order.

**2. Roll Call**

Members present: Dr. Murtadha, Judge Salinas, Mr. Bigsbee and Rev. Robinson, Dr. Jett, Dr. Patricia Payne

Members absent: Mr. Biederman

**COMMITTEE REPORTS**

**3. New Committee Appointments – Judge Jose Salinas, Board President**

**4. Facilities Committee (Dr. Terri Jett, Chair; Curtis Bigsbee, Dr. Khuala Murtadha)  
Staff Liaison: Sharon Smith**

**a. Resolution XX-2020 Authorization for the Chief Executive Officer Take All Action Necessary to Grant Permanent Right of Way and Temporary Easement to Indianapolis Public Transportation Corporation for East Thirty-Eighth Street Branch**

The IndyPL Facilities Committee recommends Board approval to authorize the Chief Executive Officer to Take All Actions Necessary to Grant Permanent Right of Way and Temporary Easement to the Indianapolis Public Transportation (“IndyGo”) at the East Thirty-Eighth Street Branch for construction of the new IndyGo Purple Line Bus Rapid Transit.

**Background:**

IPTC is working to continually expand the public transportation infrastructure serving Indianapolis. The East Thirty-Eighth Street Branch will be on the Purple Line Bus Rapid Transport route and will be a valuable service for our patrons.

IndyPL Administration has agreed in principle with IndyGo on the Uniform Property or Easement Acquisition Offer.

**Strategic/Fiscal Impact:**

The parties have agreed on the Fair Market Value and the funds received will be allocated to the Operating Fund (Fund 101).

**Action:** Committee recommends approval to full Board.

**b. Resolution XX-2020 Authorization of the CEO to Terminate the Lease for Fountain Square Branch Library**

**Background:**

The Fountain Square Branch library is scheduled to close when West Perry Branch opens. The most recent timeline for this called for Fountain Square to remain open until summer 2021, but we are proposing to close the branch in May 2020 to facilitate Indy Reads occupying the space when the branch closes.

Indy Reads came into existence as a department of IndyPL more than 30 years ago before becoming a separate nonprofit, funded in part by a bookstore. Escalating operating costs at the Massachusetts Ave bookstore location make their continued occupancy there less profitable and ultimately untenable. The long range plan of Indy Reads calls for bringing together their bookstore and their office operations (for which they currently lease space at Central Library) so they can maximize staffing capacity and ultimately provide more programming for the community. Indy Reads is currently headed by CEO Ryan King and Board President John Barth.

The Library and Indy Reads consider this a mutually beneficial outcome. At many community meetings and feedback sessions concerning the closure of Fountain Square Branch, we have heard from the community that they hope for the space to be occupied by a community-focused organization. Facilitating the occupancy of this space by Indy Reads would fulfill that desire. Indy Reads hopes to locate both their bookstore operations as well as their literacy program offices in the space. Historically, their bookstore has also offered public programming that is similar to what a library branch might offer. In other words, IndyPL would be leaving behind the closest thing possible to a library branch.

In order to make this transition successful, the library would need to move out of the space in May of 2020 so that Indy Reads can:

- Move into the space before the end of their current lease (August 31, 2020), which would prevent having to temporarily close the store and avoid significant revenue loss.
- Address facilities issues to make the space suitable for their operations, such as
  - A major remodel of the community room and checkout area in the current space. This may become office/coworking space along with an area for events.
  - The main library space will need to be remodeled to recreate the look and feel of the current Indy Reads bookstore space.
  - This all requires coordination of contractors, construction, and a move which will be very aggressive on a 90-day timeline.

For context, here are some quick facts about the Fountain Square Branch:

- 5,145 square feet

- 4.3 FTE (eight total people)
- 36,495 first time circulation in 2019
- 375 new library cards added in 2019
- 49,042 door count in 2019

**Strategic/Fiscal Impact:**

The Fountain Square branch will close in any circumstance. Facilitating the occupancy of Indy Reads will help ensure that we leave behind a literacy non-profit as well as a bookstore, which will meet the desire of the neighborhood to have a community-focused presence in the space.

The Library would save approximately \$60,540 by vacating our lease at Fountain Square a year early. The Library would also save an additional \$4,503 in operating costs (the vast majority of the operating costs of the branch are its staff, who will be reassigned and the lease). The Fountain Square branch staff would be dispersed to other branches throughout the system, increasing the capacity of those branches and also giving the Fountain Square staff an opportunity to work in branches that are more similar in size to what the West Perry Branch will be.

Indy Reads pays \$750 per month (\$9,000 per year) for their leased space at Central Library. Until we find a new tenant for that space, the Library would not realize this income. The Library could also potentially elect to use the space for its own operations.

**Action:** Committee recommends approval to full Board.

**Project Update – West Perry Branch Project Groundbreaking Event**

Sharon Smith advised that the West Perry Branch Project Groundbreaking Event will occur during the month of April 2020.

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

Update on City's Disparity Study provided by Jessica Moore.

**6. Finance Committee (Patricia A. Payne, Chair, Ray Biederman, Curtis Bigsbee) – Staff Liaison: Ijeoma Dike-Young**

- a. **Briefing on 2020 Bonds.** Ms. Dike-Young briefed the board on a planned \$5.35 million 2020 bond issue for a multi-facility update, equipment acquisition and an opening day collection for West Perry. She explained that we plan to issue these smaller bond issues every two years to help take care of capital items and capital maintenance items that would otherwise be funded from the operating fund. These bond issues are part of the long term debt plan and would still allow us to stay at our current debt tax rate as promised to the council in 2014. Ms. Dike-Young shared the planning calendar for the





***You Are Invited!***

**15b**

**The Indianapolis Public Library**  
**Free Upcoming Events**

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

**February 26 at 6 p.m. – “Impact the Environment Everyday With Compost.”** Join Heather Maybury of Earth Mama Compost to learn how small everyday choices can impact our environment. Composting is a way to reduce your carbon footprint and improve soil. This program is part of the Library's Sustainability Series centered around various sustainability topics. Held at the Michigan Road Branch.

**March 8 at 2 p.m. – “Classical Concerts at Central.”** Experience the dynamic world of chamber music during this free performance by members of the Indianapolis Symphony Orchestra. This program is made possible by Friends of the Library through gifts to the Library Foundation. Held in the Clowes Auditorium of Central Library.

**March 10 at 5:30 p.m. – “The Black Women’s Writing Society.”** Join members of the Black Women’s Writing Society who share a love for the written word. Poets, playwrights, essayists and storytellers are invited to gather in the Center for Black Literature & Culture at Central Library. Sessions include time for writing, education and sharing.

**Continuing through March 26 – “Preventing Food Waste.”** Join representatives from the Marion County Health Department nutrition services staff to learn how to reduce food waste at home. Learn some delicious recipes and food scrapping techniques during this program designed to save money and the environment. Held at various Library locations.

**March 15 at 3 p.m. – “Hot Jazz for Cool Kids.”** Bring the family to this program in a series of free performances by Indy's leading jazz musicians. It's a way to share jazz music with children that will be fun for everyone! This program will feature a high-energy performance by the Cohen-Rutowski Project, with selections in the genre of New Orleans street grooves. Held at Central Library.

**March 16 - April 8 – “Count Me Indy! Census Help.”** Have your questions answered and get assistance on filling out your census form. Representatives from CountMeIndy and the U.S. Census will be on hand to offer help on Library computers to fill out the census online. Held at various Library locations.

**March 17 at 7 p.m – “Celtic Motion Irish Dancing.”** You're invited to celebrate St. Patrick's Day with Irish dancing from the Celtic Motion Irish Dance Ensemble, an Indy-based not-for-profit organizations of adults dedicated to the enjoyment, perfection and performance of traditional Irish step dancing with a progressive flair. Held at Central Library.

**March 20 at 6 p.m. – “Shooter: Combat From Behind the Scenes.”** Hear the story of independent photographer and military consultant Stacy Pearsall, a Bronze Star Medalist whose path to recovery from combat injuries in Iraq led to a new life mission, the Veterans Portrait Project. She'll relate the stories of soldiers she's documented through photography. Held at Central Library.

***We hope to see you at these exciting events!***