



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

Notice of the Regular Meeting
January 28, 2019

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

Southport Branch Library
2630 East Stop 11 Road
Indianapolis, Indiana

6:30 p.m.

For the purpose of considering the following agenda items
dated this 23rd day of January, 2019

JOANNE M. SANDERS
President of the Library Board

-- AGENDA --

1. Call to Order
2. Roll Call
3. Branch Report – Fiona Duke, Southport Branch Interim Manager 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 person may speak for a delegation on an issue. Speakers who wish to address an item on the agenda will be called at the appropriate time during the meeting. A five-minute limit will be allowed for each speaker.

- b. Dear CEO letters and responses (at meeting)

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

5. Approval of Minutes

- a. **Regular Meeting, December 17, 2018** (enclosed)

COMMITTEE REPORTS

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

- a. **Report of the Treasurer – December 2018** (at meeting)
- b. **Resolution 1 - 2019 Disclosure of Waived Fines and Fees** (enclosed)
- c. **Resolution 2 - 2019 Outstanding Purchase Orders 2018** (enclosed)
- d. **Resolution 3 - 2019 Confirming Marion County Board of Finance** (enclosed)
- e. **Resolution 6 – 2019 - Transfers Between Classifications and Accounts** (enclosed)
- f. **Investment Report 2018** (at meeting)

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

- a. **Briefing Report - 2019 Compensation Study Overview**
- b. **Briefing Report – Annual Review of IndyPL Acceptable Use Policy**
- c. **Wellness Committee Update – Tisha Galarce**

8. **Facilities Committee (Dr. Terri Jett, Chair, Rev. T. D. Robinson, Crista L. Carlino) – Staff Liaison: Sharon Smith**

- a. **Briefing Report – Update on the Eagle Branch Project**
- b. **Briefing Report – Update on the Brightwood Branch Project**
- c. **Resolution 4 - 2019 to Award Services Contract for Solar Photovoltaic System Installation & Maintenance Services at the Eagle Branch Library Project**

9. **Library Foundation Update (Dr. Terri Jett, Library Board Representative)(enclosed)**

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

- a. **Public Services Update and Statistics**
 1. **Public Services Update** – John Helling, Director of Public Services, will discuss the Google project (enclosed)
 2. **Year End 2018 statistics** - Garrett Mason (enclosed)
- b. **December Media Report (enclosed)**
 1. **Website demonstration** – Kim Crowder
 2. **Bibliocommons Tour** - John Helling

c. **Confirming Resolutions**

- 1. Resolution 5 – 2019 - Regarding Finances, Personnel and Travel** (enclosed)

UNFINISHED BUSINESS

11. None

NEW BUSINESS

12. None

DISCUSSION AND AGENDA BUILDING

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

Items suggested for upcoming board agendas are as follows:

February, 2019 - to be determined

INFORMATION

14. Materials

- a. Joint meeting of Library Board Committees notes – January 15, 2019** (enclosed)

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

- a. Board meetings for 2019** – current calendar will be updated each month, as necessary, and additional information highlighted.
- b. Joint meeting of Library Board Committees** – Tuesday, February 12th, 2019, Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana, 5:00 p.m. (enclosed)

16. Notice of Special Meetings

None

17. Notice of Next Regular Meeting

Monday, February 25, 2019, Michigan Road Branch, 6201 Michigan Road, Indianapolis, Indiana, 6:30 p.m.

18. Other Business

19. Adjournment

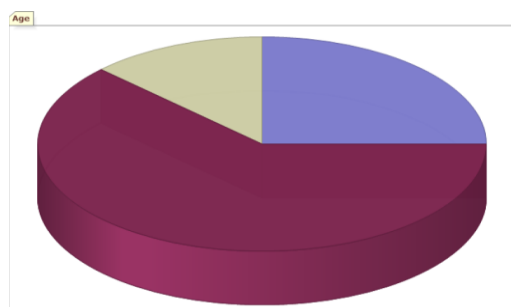
Southport Branch Library



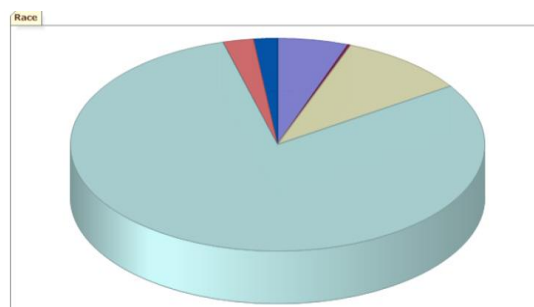
Who We Are:

Branch Manager
 Circulation Supervisor
 3 FT Librarians
 1 PT Librarian
 4 FT Library Assistants
 3 PT Library Assistants
 5 Hourly Library Assistants
 8 Hourly Library Pages
 10 Volunteers

Who We Serve:



25.02% Population Under Age 18
 62.21% Population Age 18 to 64
 12.76% Population Age 65 and Over



5.51% African American Population
 .23% American Indian Population
 9.96% Asian Population
 80.04% Caucasian Population
 .01% Hawaian/Pacific Islander Population
 2.38% Multiple Race Population
 1.88% Other Race Population

Total Base Population: 91,904

Land Area in square miles: 39.6

Housing: 53% owner occupied, 40% renter occupied, 7% vacant

Schools: 18 public, 10 parochial

Daycares: 22 licensed centers and ministries, 26 home daycares (10 Burmese)

How We Serve:

- 2,971 new registered borrowers in 2018
- 182,540 door count in 2018
- 814,865 physical items circulated in 2018
- 81,264 items in collection (12/31/2018)
- 15,868 reference assists in 2018
- 298 programs in 2018
- 3761 registered for Summer Reading Program in 2018

Our Story:

The Southport area has shown visible change over the past few years. The population is aging but families with young children are moving in and the demographics are edging toward a younger population. The Asian population (primarily the Chin) has more than doubled in the past few years. When we look at statistics that rank the branch among the top two or three, it's obvious that the Perry Township population is using the library. We provide free internet access (from our PCs as well as wireless) and various Microsoft Office programs to a significant number of our patrons. We have a total of eighteen full use computers and one express (15 minute) terminal. In addition, we have five AWE computers devoted to preschool aged children.

The Southport area has been the destination for many Chin families. These refugees from Myanmar (Burma) are great neighbors and very active in the community. This is visibly evident in the large number of Chin restaurants, churches, and groceries that have opened around Perry Township. We have many Chin patrons, most of whom are using the library collection and space for educational pursuits.

In 2016 Southport underwent a \$1.1 million dollar renovation that lasted from mid-February to mid-September. Two years later, patrons continue to walk through our doors impressed with the relocated entrance from the parking lot, the open inviting look, the study rooms, and the wide availability of electrical outlets and charging stations for all their devices as well as the increase in comfortable seating. We are once again in the forefront of circulation numbers for the system.

In 2018, we celebrated a successful Summer Reading Program, achieving the 2nd highest number of branch participants at 3,761. We also finished the year with the highest branch circulation of physical materials.

However, along with our successes, we suffered a great loss. In early November, our long-time Branch Manager Cathy Gage passed away following an accident. She was a friend and coworker to many over a library career with IndyPL that spanned 42 years.

In 2019, we will fill the Branch Manager position and restructure our backroom workflow to accommodate the addition of an automated 7-bin sorter. We look forward to new challenges and a great year of serving the Southport community.

Respectfully submitted,

Fiona Duke, Interim Branch Manager
Southport Branch
2630 E. Stop 11 Rd.
Indianapolis, IN 46227
(317) 275-4510

Updated January 17, 2019

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
December 17, 2018**

The Indianapolis-Marion County Public Library Board met at Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana, on Monday, December 17, 2018 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call to Order

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

2. Roll Call

At this time, Ms. Sanders welcomed and recognized City County Councilor, Zach Adamson, who serves as Vice President and thanked him for his attendance. Also, offered congratulations to all on the grand opening of Michigan Road Library and for their hard work and effort.

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

Members absent: Ms. Payne

3. Public Comment and Communications

a. Public Comment

- Michael Torres, President of AFSCME Local 3395, expressed the union's appreciation to the Board for efforts to increase the minimum wage for all Library workers, following the lead of the City-County Council that committed earlier this year to a \$13/hr. minimum wage. He also cited activities of several organizations that have worked to improve conditions for city workers. Mr. Torres reiterated a quote from Aaron Sorkin: "Decisions are made by those that show up." Don't just show up; be present! That's exactly what they did & with great success.
- Staff Association outgoing President Tiffani Carter reviewed the organization's various activities in 2018 and introduced incoming President Shelby Peak who discussed 2019 plans.
- Debby Barton-Grant, CEO & Executive Vice President of JFGI and Marcia Goldstein, coordinator of the Bureau of Jewish Education community library on Hoover Road, were happy to report that the library is again part of IndyPL's Shared System. Ms. Goldstein described the library's composition of materials and availability of resources through the Shared System. Ms. Goldstein also apprised all of the "Traveling Holocaust Trunk Program" and to please contact her if interested.

b. Dear CEO letters and responses were circulated for the Board's general information.

c. Correspondence was circulated for the Board's general information.

4. Approval of Minutes: Executive Session, Regular and Annual Meetings

- a. Regular Meeting, November 26, 2018

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

- b. Executive Session, November 26, 2018

Ms. Sanders noted Executive Session agenda had “Annual Meeting” instead of “Executive Session” and needed consensus to change. All agreed and is noted.

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

- c. Annual Meeting, November 26, 2018

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

COMMITTEE REPORTS

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

- a. Report of the Treasurer – November 2018

In the Report of the Treasurer, Chief Financial Officer, Ije Dike-Young presented an update on the library’s 2018 budget. She mentioned November revenues totaled \$3.9 million, similar to November of 2017. Expenditures of \$4 million in November were higher than in 2017, mainly because of three payrolls during the month. It was reported overall, the Library has spent 81% of its yearly budget and is on track with its yearly projections. It’s anticipated that the Library will have \$2.5 million in outstanding purchase orders at year’s end.

Ms. Sanders pointed out that since this was not handled at committee meeting it required a motion to move.

Mr. Andrews made the motion, which was seconded by Ms. Crenshaw, that the report of the Treasurer be filed for audit.

Motion carried.

The report is attached to and made part of these minutes.

- b. Resolution 54-2018 (D&O Liability Insurance renewal): Ms. Dike-Young recommended renewing the Library’s Directors and Officers Liability and Employment Practices liability insurance with Continental Casualty Company. The total annual renewal premium is \$15,259, a reduction of \$7 from the expiring premium.

After full discussion and careful consideration of Resolution 54-2018, the resolution was adopted on the motion of Mr. Andrews and the “yes” votes of Ms. Crenshaw, Reverend Robinson, Ms. Carlino, Dr. Jett, and Ms. Sanders.

Motion carried.

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

- c. Resolution 55-2018 (Cyber Insurance): Ms. Dike-Young requested authorizing the purchase of Cyber Liability Insurance Coverage for 2019 from BCS Insurance Company at a cost of \$7,002. Library staff recommended such a purchase to help mitigate the Library's exposure to cyber-attacks. The insurance covers the Library for both operational risks (network business interruption, cyber extortion, etc.) and privacy & network security risks (digital media liability, breach event expenses, etc.).

After full discussion and careful consideration of Resolution 55-2018, the resolution was adopted on the motion of Ms. Carlino and the "yes" votes of Ms. Crenshaw, Mr. Andrews, Reverend Robinson, Dr. Jett, and Ms. Sanders.

Motion carried.

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

- d. Resolution 56-2018 (Investment Policy Renewal): Ms. Dike-Young recommended reauthorizing and updating the Library's investment policies consistent with Indiana code. The policies were due for review and reauthorization following a four-year term of being in effect.

After full discussion and careful consideration of Resolution 56-2018, the resolution was adopted on the motion of Mr. Andrews and the "yes" votes of Ms. Crenshaw, Reverend Robinson, Ms. Carlino, Dr. Jett, and Ms. Sanders.

Motion carried.

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

- e. Resolution 57-2018 (Transfers Between Accounts & Classifications): Ms. Dike-Young requested transferring \$114,000 in the operating fund for three servers and digital materials, as well as \$22,500 in the Library's Improvement Reserve Fund for engineering and architecture relating to the Atrium Sound Project.

After full discussion and careful consideration of Resolution 57-2018, the resolution was adopted on the motion of Mr. Andrews and the "yes" votes of Ms. Crenshaw, Reverend Robinson, Ms. Carlino, Dr. Jett, and Ms. Sanders.

Motion carried.

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

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

- a. Resolution 45 – 2018 (Annual Salary Resolution Adopting a Schedule of Pay Grades, Staff Positions & Benefits for Library Employees): Katherine Lerg, Human Resources Director, requested board approval for adopting a schedule of pay grades, staff positions and benefits for Library employees. It accomplishes the goal to bring the pay rate of those in pay grades 101 and

102 up to \$13/hr. Other changes in the 2019 Salary Schedule include new positions (Strategic Planning and Assessment Officer, Diversity & Inclusion Officer, Budget Analyst, and Facilities Technical Assistant) and a reclassification (Mgr. Accounting to Controller).

Dr. Jett felt there were unresolved questions about positions and classification.

Ms. Sanders pointed out that city council initiated the move to raise city employee wages to \$13 per hour. She thanked city council for their efforts.

After full discussion and careful consideration of Resolution 45 – 2018, the resolution was adopted on the motion of Ms. Crenshaw, seconded by Reverend Robinson and the “yes” votes of Mr. Andrews, Ms. Carlino, and Ms. Sanders. Dr. Jett abstained.

Motion carried.

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

- b. Resolution 58-2018 (2019 Appointment List): Ms. Lerg discussed the listing of 2019 appointments of full-time, part-time benefit eligible staff and non-benefit eligible staff. It also authorizes the adjustment of individual bi-weekly salaries and hourly rates in line with the Schedule of Pay Grades and Staff Positions outlined in the resolution.

After full discussion and careful consideration of Resolution 58 – 2018, the resolution was adopted on the motion of Ms. Crenshaw, seconded by Reverend Robinson and the “yes” votes of Mr. Andrews, Ms. Carlino, Dr. Jett and Ms. Sanders.

Motion carried.

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

- c. Wellness Update (Tisha Galarce, HR Generalist): moved to January with absence of Tisha

7. Facilities Committee (Dr. Terri Jett, Chair; Reverend Robinson, Crista L. Carlino)

- a. Briefing Report – update on Michigan Road Branch Project: Sharon Smith shared the wonderful news of the Michigan Road Branch celebrating its grand opening Saturday, December 15th with a ribbon-cutting and activities for all ages. The 20,000-square-foot Michigan Road Branch provides greater access to library services and collections; engaging spaces for children, teens and adults; more computers and a large community room. There was also a jazz band, face painting and children’s room with lots of activities; a lot of fun had by all.

Dr. Jett expressed concern of parking being a problem and Sharon Smith pointed out it should be adequate generally.

- b. Briefing report – update on Eagle Branch Project: Ms. Smith reported the concrete slab has been completed, as well as interior framing, overhead ductwork (95% complete) and installation of a fire suppression sprinkler system. Substantial completion is scheduled by April 19, 2019.
- c. Briefing report – January 2019 action item: Ms. Smith presented on an action to award a services contract for installation and maintenance of a solar photovoltaic system (solar panel array) for the new Eagle Branch. The preliminary schedule calls for the project beginning on March 4, 2019,

with completion by April 12, 2019. The project is estimated to cost between \$75,000 and \$150,000.

Dr. Jett congratulated Ms. Smith on job well done on grand opening.

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

- a. Plans for Foundation 50th Anniversary Celebration: Library Foundation President, Robert Jagers discussed plans for the Foundation's 50th Anniversary Celebration in 2019. The library foundation will reach its 50th anniversary on February 26, 2019. The foundation intends to maximize this unique milestone as a capacity-building opportunity to better serve the Library. Ms. Jagers spoke of how they are now collecting oral histories, digitizing archives and launching the quiet phase of the "Next 50" campaign. On February 26, it will launch the campaign's public phase. The foundation will seek to raise a \$150,000 endowment for children's programs and services by December 31, 2019. Library staff is encouraged to attend "Cheers for 50 Years" at Central Library on May 3, 2019, which will include fun programs and activities for adults.

9. Report of the Chief Executive Officer

a. Public Services Update & Statistics

- 1) Public Services Update – November 2018: John Helling, Director of Public Services, provided the dashboard of service statistics, but also focused on Michigan Road. Mr. Helling reported patron walk-in visits year-to-date is up 2%, while web branch visits are down 9%. Circulation of electronic materials is up 4% Y-T-D, while that for physical materials is down 5%. New borrowers are down 5%, and total borrowers are down slightly (389,499). Program attendance is down 10%. Database usage is up in all categories.

Ms. Carlino pointed out the jazz band was especially enjoyable. Additionally, she complimented the craftsmanship on work done to the building.

Dr. Jett questioned parking being sufficient possibly being an issue as it was on Saturday. Mr. Helling responded that Mike Coghlan uses a particular formula to calculate parking lot size and it would accommodate nicely on a normal day.

- 2) Google Project Launch – John Helling and Public Services Librarian, Mahasin Martinson of Brightwood, discussed this week's library launch of the Google Chromebooks and mobile hot spot lending program at the Brightwood Branch & bookmobile presence at the Flanner House Community Center. The Library's initiative is called "IndyPL Connect." Director of Communications, Kim Crowder described planned activities to promote the initiative, beginning with the distribution of a news release this week to local media.
- b. Michigan Road Celebration – Denyce Malone & Deb Lambert delightfully reported the Michigan Road Branch opened with great fanfare on Saturday, December 15th. Director of Public Services, John Helling reported the day's door count totaled 1,381. For comparison, the next highest door count that day was 402 at Pike. First-time checkouts at Michigan Road totaled 2,138 items, with

the most popular genre being adult non-fiction. 55 Library cards were created. Branch Manager, Denyce Malone, reviewed the grand opening festivities. Director of Collection Management, Deb Lambert, described the intensive process of ordering, organizing and shelving all the materials at the branch and gave kudos for the extraordinary efforts of her staff, those from IT and Facilities departments and other volunteers. 35,000 new items were ordered for the branch.

- c. November Media Report: Kimberly Crowder, Communications Director, spoke of efforts to promote major library activities in traditional and social media, video, blogging and print.
- d. Retirement congratulations: M. Jacqueline Nytes, the library's Chief Executive Officer, gave congratulations on long & noble career and retirement of 33-year Library employee, Michelle Unrue.
- e. Confirming Resolutions:

- 1) Resolution Regarding Finances, Personnel and Travel (59– 2018)

After full discussion and careful consideration of Resolution 59 – 2018, the resolution was adopted on the motion of Dr. Jett, seconded by Mr. Andrews, and the “yes” votes of Ms. Carlino, Ms. Crenshaw, Reverend Robinson and Ms. Sanders.

Motion carried.

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

UNFINISHED BUSINESS

10. Dr. Jett requested the following:

- a. CEO evaluation process
- b. Diversity, Equity & Inclusion Plan
- c. Robust discussion of employment engagement survey results

Ms. Sanders said the board had received summary of employment engagement results and she recommended discussing at committee meeting in January. She also will be meeting with Diversity Committee soon and will come up with a process and move forward.

NEW BUSINESS

11. Dr. Jett requested discussing compensation study being completed and asked how disparities will be addressed & recognized it being an economic issue. Ms. Sanders asked N. Jacqueline Nytes as to when it will be on agenda. Ms. Nytes responded saying is scheduled to be discussed at January committee meeting, City Council support will needed to increase funding.

AGENDA BUILDING

12. Future Agenda Items – This time was made available for discussion of items not on the agenda which were of interest to Library Board members and the opportunity was given to suggest items that

should be included on future Library Board Meeting agendas.

Items suggested for upcoming Board Agendas are as follows:

- a. Compensation study plan

INFORMATION

13. Materials

- a. Joint Meeting of Library Board Committee Notes – December 4th, 2018 were distributed to the Board members for their general information.

14. Board Meeting Schedule for 2018 and Upcoming Events

- a. Board Meeting Schedule for 2019 – *Current calendar will be updated each month, as necessary, and additional information highlighted. Outlook appointments will be sent out.*
- b. Library programs/free upcoming events updated through December 31, 2018.
- c. Joint meeting of library board committees – Tuesday, January 15th, 2019, at the Library Services Center, 2450 North Meridian Street, Indianapolis, 5:00 p.m.

15. Notice of Special Meetings

None.

16. Notice of Next Regular Meeting

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

17. Other Business

None.

18. Adjournment

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

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

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

Dr. Terri Jett, Secretary to the Board



**Indianapolis-Marion County Public Library
Report of the Treasurer for December 2018
Prepared by Accounting for January 28, 2019 Board Meeting**

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

Revenue		Annual 2018 Revised Budget	Actual MTD 12/31/2018	Actual YTD 12/31/2018	% Budget Received
Property Taxes	31	34,013,754	10,148,119	34,689,089	102%
Intergovernmental	33	7,536,265	2,053,320	7,494,414	99%
Fines & Fees	35	788,340	50,711	672,553	85%
Charges for Services	34	536,140	34,458	665,767	124%
Miscellaneous	36	671,000	56,006	1,532,849	228%
Total		<u>43,545,499</u>	<u>12,342,614</u>	<u>45,054,672</u>	103%

Expenditures		Annual 2018 Revised Budget	Actual MTD 12/31/2018	Actual YTD 12/31/2018	% Budget Spent
Personal Services & Benefits	41	25,813,463	1,790,544	24,066,586	93%
Supplies	42	1,403,788	62,211	798,381	57%
Other Services and Charges	43	14,461,854	1,083,650	12,587,128	87%
Capital Outlay	44	4,792,322	328,348	3,551,466	74%
Total		<u>46,471,427</u>	<u>3,264,754</u>	<u>41,003,561</u>	88%
			Outstanding PO's	<u>3,268,142</u>	
				<u>44,271,703</u>	95%

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	40,974,356	40,974,356	10,148,119	34,689,089	-	6,285,267
311300 PROPERTY TAX CAPS	(7,569,000)	(6,960,602)	-	-	-	(6,960,602)
TAXES Total	33,405,356	34,013,754	10,148,119	34,689,089	-	(675,335)
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	250,000	250,000	-	234,286	-	15,714
335100 FINANCIAL INSTITUTION TAX REV	299,868	299,868	133,494	258,770	-	41,098
335200 LICENSE EXCISE TAX REVENUE	2,766,458	2,766,458	1,449,755	2,787,494	-	(21,036)
335400 LOCAL OPTION INCOME TAX	3,733,649	3,733,649	310,764	3,733,275	-	374
335500 COUNTY OPTION INCOME TAX	205,100	205,100	17,092	205,100	-	(0)
335700 COMMERCIAL VEHICLE TAX REVENUE	255,818	255,818	122,863	246,049	-	9,769
339000 IN LIEU OF PROP. TAX	25,372	25,372	19,353	29,440	-	(4,068)
INTERGOVERNMENTAL Total	7,536,265	7,536,265	2,053,320	7,494,414	-	41,851
CHARGES FOR SERVICES						
347600 COPY MACHINE REVENUE	-	-	25	1,325	-	(1,325)
347601 PUBLIC PRINTING REVENUE	275,000	275,000	22,904	346,371	-	(71,371)
347602 FAX TRANSMISSION REVENUE	32,000	32,000	4,030	62,773	-	(30,773)
347603 PROCTORING EXAMS	3,500	3,500	370	5,715	-	(2,215)
347604 PLAC CARD DISTRIBUTION REVENUE	83,000	83,000	-	77,837	-	5,163
347605 USAGE FEE REVENUE	14,000	14,000	1,120	12,730	-	1,270
347606 SET-UP & SERVICE - TAXABLE	12,000	12,000	1,500	18,753	-	(6,753)
347607 SET-UP & SERVICE - NON-TAXABLE	15,000	15,000	1,720	18,722	-	(3,722)
347608 SECURITY SERVICES REVENUE	18,000	18,000	2,310	27,414	-	(9,414)
347609 EVENT SECURITY	-	-	480	7,296	-	(7,296)
347610 PARKING REVENUE	2,640	2,640	-	-	-	2,640
347620 CAFE REVENUE	6,000	6,000	-	5,810	-	190
347621 CATERING REVENUE	75,000	75,000	-	81,022	-	(6,022)
CHARGES FOR SERVICES Total	536,140	536,140	34,458	665,767	-	(129,627)
FINES						
351200 FINES	761,840	761,840	49,764	655,948	-	105,892
351201 OTHER CARD REVENUE	12,000	12,000	70	1,442	-	10,558
351202 HEADSET REVENUE	6,000	6,000	482	7,285	-	(1,285)
351203 USB REVENUE	6,000	6,000	271	5,775	-	225
351204 LIBRARY TOTES	2,500	2,500	124	2,103	-	397
FINES Total	788,340	788,340	50,711	672,553	-	115,787
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	6,000	6,000	(2,310)	4,746	-	1,254
360001 REVENUE ADJUSTMENT	-	-	86	(592)	-	592
361000 INTEREST INCOME	35,000	35,000	4,467	91,346	-	(56,346)
362000 FACILITY RTL REV - TAXABLE	125,000	125,000	3,817	101,841	-	23,159
362001 FACILITY RENTAL REV - NONTAX	72,500	72,500	4,900	75,931	-	(3,431)
362002 EQUIPMENT RENTAL REV - TAXABLE	-	-	1,600	14,733	-	(14,733)
362003 EQUIPMENT RENTAL REV - NONTAX	2,500	2,500	300	4,791	-	(2,291)
367004 OTHER GRANTS	225,000	225,000	-	225,000	-	-
MISCELLANEOUS Total	466,000	466,000	12,860	517,796	-	(51,796)
OTHER FINANCING SRCS						
392100 SALE OF SURPLUS PROPERTY	5,000	5,000	-	160	-	4,840
396000 REFUNDS	5,000	5,000	-	35,611	-	(30,611)
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	43,146	275,768	-	(100,768)
399001 INSURANCE REIMBURSEMENTS	20,000	20,000	-	703,514	-	(683,514)
OTHER FINANCING SRCS Total	205,000	205,000	43,146	1,015,053	-	(810,053)
REVENUE Total	42,937,101	43,545,499	12,342,614	45,054,672	-	(1,509,173)
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	16,106,437	16,160,731	1,144,871	15,279,907	-	880,824
412000 SALARIES HOURLY STAFF	1,770,890	1,770,890	119,577	1,689,361	-	81,529
413000 WELLNESS	30,000	30,000	2,985	20,655	-	9,345
413001 LONG TERM DISABILITY INSURANCE	35,000	47,000	3,713	42,927	-	4,073
413002 EMPLOYEE ASSISTANCE PROGRAM	22,020	22,020	1,600	21,080	-	940
413003 TUITION ASSISTANCE	8,000	25,930	-	21,638	-	4,292

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
413100 FICA AND MEDICARE	1,367,616	1,360,839	94,762	1,227,994	-	132,845
413300 PERF/INPRS	2,272,649	2,274,053	167,388	2,157,067	-	116,986
413400 UNEMPLOYMENT COMPENSATION	7,000	7,000	-	420	-	6,580
413500 MEDICAL & DENTAL INSURANCE	4,100,000	4,077,500	252,615	3,568,045	150,000	359,455
413600 GROUP LIFE INSURANCE	34,000	37,500	3,034	37,492	-	8
PERSONAL SERVICES Total	25,753,612	25,813,463	1,790,544	24,066,586	150,000	1,596,878
SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	477,599	325,202	39,727	188,536	43,699	92,968
421501 DEVICES	149,000	-	-	-	-	-
421502 STAFF DEVICES	27,000	3,865	-	3,865	-	-
421600 LIBRARY SUPPLIES	219,210	224,968	398	75,627	63,436	85,905
421700 DEPARTMENT OFFICE SUPPLIES	190,350	549,592	15,452	378,560	60,753	110,278
422210 GASOLINE	40,000	28,298	2,199	22,918	502	4,878
422250 UNIFORMS	8,000	8,000	46	102	5,000	2,898
422310 CLEANING & SANITATION	165,000	169,239	4,388	104,079	7,763	57,396
429001 NON CAPITAL FURNITURE & EQUIP	76,500	94,624	-	24,694	57,036	12,894
SUPPLIES Total	1,352,659	1,403,788	62,211	798,381	238,190	367,218
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	219,000	296,488	18,923	248,460	48,028	-
431500 CONSULTING SERVICES	299,150	624,069	27,250	490,865	132,480	724
432100 FREIGHT & EXPRESS	5,500	5,716	235	4,801	-	915
432200 POSTAGE	68,150	38,231	7,200	36,118	1,123	990
432300 TRAVEL	38,830	16,830	2,183	16,158	-	672
432400 DATA COMMUNICATIONS	303,300	261,983	5,056	261,379	-	604
432401 CELLULAR PHONE	11,610	11,927	953	11,927	-	0
432500 CONFERENCES	100,000	82,604	(2,321)	77,477	-	5,127
432501 IN HOUSE CONFERENCE	45,000	45,180	134	36,647	1,600	6,933
433100 OUTSIDE PRINTING	259,789	148,953	8,431	136,891	6,088	5,975
433200 PUBLICATION OF LEGAL NOTICES	1,550	1,900	-	1,900	-	0
434100 WORKER'S COMPENSATION	157,000	157,000	-	139,846	-	17,154
434200 PACKAGE	236,485	236,485	-	209,155	-	27,330
434201 EXCESS LIABILITY	10,001	10,001	-	8,430	-	1,571
434202 AUTOMOBILE	18,750	18,750	-	18,371	-	379
434500 OFFICIAL BONDS	1,000	1,000	-	-	-	1,000
434501 PUBLIC OFFICIALS & EE LIAB	16,000	16,000	-	15,266	-	734
434502 BROKERAGE FEE	17,000	17,000	-	16,759	-	241
435100 ELECTRICITY	997,500	997,493	67,650	905,060	92,350	84
435200 NATURAL GAS	118,450	128,116	11,940	97,140	25,526	5,450
435300 HEAT/STEAM	382,200	419,596	32,327	311,414	108,182	-
435400 WATER	68,250	77,673	4,323	67,808	9,465	400
435401 COOLING/CHILLED WATER	475,860	549,128	23,135	536,589	12,538	0
435500 STORMWATER	20,330	20,330	-	17,760	-	2,570
435900 SEWAGE	77,040	107,535	7,143	99,723	7,523	288
436100 REP & MAINT-STRUCTURE	1,900,000	2,092,847	277,682	1,541,184	550,833	830
436110 CLEANING SERVICES	1,064,228	1,027,257	69,264	914,459	112,669	128
436200 REP & MAINT-EQUIPMENT	196,500	74,588	9,750	59,874	13,842	872
436201 REP & MAINT-HEATING & AIR	455,000	851,673	13,815	700,802	150,289	582
436202 REP & MAINT-AUTO	59,475	37,682	820	36,442	1,139	101
436203 REP & MAINT-COMPUTERS	439,620	385,920	3,970	385,657	-	263
437200 EQUIPMENT RENTAL	68,070	68,070	4,180	63,479	-	4,591
437300 REAL ESTATE RENTAL	470,271	470,271	36,046	431,152	17,000	22,119
439100 CLAIMS, AWARDS, INDEMNITIES	25,000	-	-	-	-	-
439600 TRASH REMOVAL	56,372	87,282	6,596	76,975	6,530	3,777
439601 SNOW REMOVAL	354,080	369,570	2,765	332,618	36,535	417
439602 LAWN & LANDSCAPING	283,365	287,656	23,030	258,613	27,890	1,153
439800 DUES & MEMBERSHIPS	55,875	36,105	625	34,953	1,125	27
439901 COMPUTER SERVICES	91,790	265,908	1,108	232,847	32,289	772
439902 PAYROLL SERVICES	120,000	159,169	12,704	119,169	40,000	(0)
439903 SECURITY SERVICES	1,004,721	988,265	13,518	843,914	135,689	8,662
439904 BANK FEES/CREDIT CARD FEES	65,000	41,000	3,493	40,792	-	208
439905 OTHER CONTRACTUAL SERVICES	544,237	528,403	6,685	425,804	101,753	846
439906 RECRUITMENT EXPENSES	20,500	15,686	69	7,724	-	7,962
439907 EVENTS & PR	34,200	35,200	739	18,193	3,440	13,567
439910 PROGRAMMING	75,500	75,700	3,675	69,759	2,391	3,550
439911 PROGRAMMING-JUV.	145,000	145,000	14,333	119,467	7,775	17,758

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
439912 PROGRAMMING ADULT - CENTRAL	25,000	35,935	462	30,659	-	5,276
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	856	-	775	-	81
439920 PROPERTY TAXES	-	320	-	320	-	-
439930 MATERIALS CONTRACTUAL	2,000,000	2,289	-	-	2,289	-
439931 E-BOOKS	-	891,062	180,068	891,061	-	0
439932 E-AUDIO	-	536,553	154,848	536,554	-	(0)
439934 DATABASES	-	646,599	28,844	646,599	-	(0)
OTHER SERVICES AND CHARGES Total	13,506,549	14,446,852	1,083,650	12,585,790	1,688,379	172,682
CAPITAL						
443500 BUILDING	-	676,396	-	-	676,396	-
445200 VEHICLES	50,000	49,698	-	19,947	29,752	-
445300 CAPITAL - EQUIPMENT	55,000	34,765	-	13,647	21,101	16
445301 COMPUTER EQUIPMENT	290,000	401,800	-	101,320	292,568	7,912
449000 BOOKS & MATERIALS	2,165,000	2,356,494	179,644	2,210,368	146,126	-
449001 PERIODICALS & NEWSPAPERS	120,000	104,710	9,760	104,709	-	1
449002 NON-PRINT	115,000	-	-	-	-	-
449003 CD'S	210,000	257,257	32,098	257,257	-	(0)
449004 DVD'S	940,000	771,539	87,119	771,539	-	-
449100 UNPROCESSED PAPERBACK BOOKS	137,000	139,663	19,727	72,678	25,629	41,357
CAPITAL Total	4,082,000	4,792,322	328,348	3,551,466	1,191,572	49,285
OTHER FINANCING SRCS						
451100 AUDIT FEES	15,000	15,000	-	1,338	-	13,662
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER FINANCING SRCS Total	15,000	15,000	-	1,338	-	13,662
EXPENSE Total	44,709,820	46,471,426	3,264,754	41,003,561	3,268,142	2,199,724

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

	ACTUAL JANUARY	ACTUAL FEBRUARY	ACTUAL MARCH	ACTUAL APRIL	ACTUAL MAY	ACTUAL JUNE	ACTUAL JULY	ACTUAL AUGUST	ACTUAL SEPTEMBER	ACTUAL OCTOBER	ACTUAL NOVEMBER	ACTUAL DECEMBER	ACTUAL Y-T-D
Beginning Balance	\$ 18,921,220	\$ 16,466,412	\$ 13,136,608	\$ 11,005,957	\$ 9,913,129	\$ 12,629,221	\$ 22,407,676	\$ 20,175,559	\$ 16,952,152	\$ 14,479,246	\$ 14,389,647	\$ 13,894,411	\$ 18,921,220
Receipts:													
Property Tax	-	-	-	1,550,000	5,500,000	11,535,970	-	-	-	2,555,000	3,400,000	10,148,119	34,689,089
Excise Tax	-	-	-	-	-	1,337,738	-	-	-	-	-	1,449,755	2,787,494
Financial Institution Tax	-	-	-	-	-	125,277	-	-	-	-	-	133,494	258,770
Commercial Vehicle Tax	-	-	-	-	-	123,186	-	-	-	-	-	122,863	246,049
In-Lieu-of Taxes	-	-	-	-	-	10,087	-	-	-	-	-	19,353	29,440
Local Option Income Tax (LOIT)	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	311,137	310,764	3,733,274
County Option Income Tax (COIT)	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	17,092	205,101
Fines	64,155	55,488	63,168	52,354	48,419	61,541	57,008	54,250	46,322	55,915	47,564	49,764	655,947
Photocopier	58	55	147	173	157	87	116	155	130	122	101	25	1,326
Printers	25,763	29,877	34,818	31,928	27,692	28,421	28,821	32,884	27,272	29,599	26,390	22,904	346,371
Fax Transmissions	5,035	5,423	6,344	5,702	5,153	5,108	5,541	6,173	4,803	4,984	4,479	4,030	62,773
Headsets	617	589	665	568	533	535	615	732	593	800	557	482	7,285
USB	537	502	610	593	505	459	475	570	435	453	364	271	5,775
PLAC Dist.	-	-	-	-	-	77,837	-	-	-	-	-	-	77,837
Interest income	4,977	4,754	5,498	5,845	7,030	6,968	8,659	12,390	12,488	14,440	3,828	4,467	91,345
Library totes	149	155	140	178	182	320	222	179	158	150	146	124	2,103
Other Card Revenue	285	266	197	7	136	75	70	65	135	71	65	70	1,442
Miscellaneous	194	369	181	246	(357)	35	53	32	289	186	5,151	(2,225)	4,155
Proctoring Exams	435	345	630	500	815	520	1,075	340	275	275	135	370	5,715
Facility Rental	17,456	17,563	19,947	21,416	20,929	26,582	37,401	25,776	27,016	27,368	23,008	17,747	282,210
Catering Commission	-	9,894	-	1,446	2,460	10,665	5,833	-	10,623	27,006	13,094	-	81,021
Café Revenue	-	-	-	1,656	-	1,142	510	930	-	1,572	-	-	5,810
Reimbursement for Services	-	20,117	-	-	64,613	87,456	11,116	513	22,298	-	26,508	43,146	275,767
Insurance Reimbursement	-	-	686,389	-	17,126	-	-	-	-	-	-	-	703,515
Refunds	4,487	-	3,175	-	27,949	-	-	-	-	-	-	-	35,611
Erate Revenue	25,618	25,605	12,803	47,830	12,803	12,803	-	45,255	12,893	25,785	12,893	-	234,287
Grants/Contributions	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000
Sale of surplus property	-	20	40	-	20	40	-	40	-	-	-	-	160
Transfer in	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts	477,996	499,251	1,162,981	2,048,672	6,064,394	13,781,082	710,746	508,511	493,958	3,070,381	3,894,084	12,342,614	45,054,672
Expenditures:													
Personal Services & Benefits	2,045,240	1,846,976	1,829,080	1,828,056	1,863,028	2,718,351	1,934,812	1,924,023	1,880,098	1,788,790	2,617,588	1,790,544	24,066,586
Supplies	72,458	79,779	46,498	62,405	63,772	61,012	44,047	30,472	93,574	92,802	89,351	62,211	798,381
Other Services and Charges	1,422,247	1,074,162	1,238,563	885,726	973,109	877,705	995,809	1,051,106	875,607	1,145,596	963,849	1,083,650	12,587,130
Library Materials Capital Outlay	179,926	338,967	252,058	229,033	309,557	249,992	185,910	471,799	238,867	384,168	382,840	328,348	3,551,464
Transfer Out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	3,719,871	3,339,884	3,366,199	3,005,220	3,209,466	3,907,060	3,160,578	3,477,400	3,088,146	3,411,355	4,053,628	3,264,754	41,003,561
Change in AP/Petty Cash/Correction*	787,067	(489,170)	72,567	(136,281)	(138,836)	(95,567)	217,715	(254,518)	121,282	251,374	(335,692)	(110)	(169)
Ending Balance	\$ 16,466,412	\$ 13,136,608	\$ 11,005,957	\$ 9,913,129	\$ 12,629,221	\$ 22,407,676	\$ 20,175,559	\$ 16,952,152	\$ 14,479,246	\$ 14,389,647	\$ 13,894,411	\$ 22,972,161	\$ 22,972,161



Receipts and Disbursements - December 2018

FUND	CASH AND INVESTMENTS 11/30/18	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 12/31/18
101 Total Operating	13,894,396.14	12,342,614.27	3,264,863.96	22,972,161.40
104 Total Fines	5.63	82,576.42	82,576.42	(9.32)
226 Total Parking Garage	661,876.48	16,449.95	6,296.80	672,029.63
230 Total Grant	1,111,136.24	20,538.36	110,976.05	1,020,698.55
245 Total Rainy Day	5,448,304.18	7,407.91	2,167.50	5,453,544.59
270 Total Shared System	383,599.47	6,421.67	5,104.47	384,916.67
301 Total BIRF 1	2,527,190.21	5,078,604.37	1,800,987.50	5,804,807.08
321 Total BIRF 2	162,776.41	1,110,160.41	1,163,420.63	109,516.19
471 Total Library Improvement Reserve Fund	2,394,285.59	3,496.49	136,855.00	2,260,927.08
472 Total Construction	59,506.01	-	16,358.90	43,147.11
474 Total 2014 Bond Multi-Branch Improvmts	2,491.45	-	2,491.45	-
475 Total 2015 Bond RFID Books & Materials	622,376.39	-	151,887.64	470,488.75
476 Total 2016 Bond - Michigan Rd	2,032,401.48	2,949.88	601,977.87	1,433,373.49
477 Total 2017A Bond - Brightwood	5,369,107.16	9,250.09	7,420.40	5,370,936.85
478 Total 2017B Bond - Eagle	5,032,710.14	8,861.51	18,504.04	5,023,067.61
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	4,672,807.13	-	182,448.68	4,490,358.45
480 Total 2018 BBond - West Perry Branch	93,650.00	9,317,844.10	86,859.81	9,324,634.29
800 Total Gift	696,534.55	272,389.66	171,189.71	797,734.50
806 Total Payroll Liabilities	105,232.25	104,818.94	136,539.24	73,511.95
812 Total Foundation Agency Fund	1,093.59	441.46	-	1,535.05
813 Total Staff Association Agency Fund	8.00	-	-	8.00
814 Total Sales Tax Agency Fund	637.56	629.99	807.23	460.32
815 Total PLAC Card Revenue Agency Fund	11,654.55	3,575.00	-	15,229.55
Grand Total	\$45,283,780.61	\$28,389,030.48	\$ 7,949,733.30	\$ 65,723,077.79

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

<u>Chase Savings Account</u>			<u>Previous Month's Chase Savings Account Activity</u>		
	<u>Balance</u> <u>December 31, 2018</u>	<u>Interest Earned</u> <u>December 31, 2018</u>		<u>Balance</u> <u>November 30, 2018</u>	<u>Interest Earned</u> <u>November 30, 2018</u>
Operating Fund	\$ 3,072,136	\$ 1,799	Operating Fund	\$ 3,070,338	\$ 1,740
Library Improvement Reserve Fd	623	-	Library Improvement Reserve Fd	623	-
Shared System Fund	46,361	27	Shared System Fund	46,333	26
Grant Fund	439,508	257	Grant Fund	439,251	249
Parking Garage	305,848	179	Parking Garage	305,669	173
Bond & Interest Redemption Fd	540,192	316	Bond & Interest Redemption Fd	539,876	306
Total Chase Savings Account	\$ 4,404,668	\$ 2,579	Total Chase Savings Account	\$ 4,402,089	\$ 2,495
<i>The average savings account rate for December was 0.69%</i>			<i>The average savings account rate for November was 0.69%</i>		
<u>Fifth Third Bank Investment Account</u>			<u>Previous Month's Fifth Third Bank Investment Account</u>		
	<u>Balance</u> <u>December 31, 2018</u>	<u>Interest Earned</u> <u>December 31, 2018</u>		<u>Balance</u> <u>November 30, 2018</u>	<u>Interest Earned</u> <u>November 30, 2018</u>
Operating Fund	\$ 18,292	\$ 30	Operating Fund	\$ 18,263	\$ (420)
Library Improvement Reserve Fd	2,163,621	3,496	Library Improvement Reserve Fd	2,160,125	(395)
Shared System Fund	312,740	505	Shared System Fund	312,235	(57)
Gift Fund	521,234	842	Gift Fund	520,391	(95)
Parking Garage	204,632	331	Parking Garage	204,301	(37)
Rainy Day Fund	4,403,496	7,115	Rainy Day Fund	4,396,381	(804)
Bond & Interest Redemption Fd	1,042,467	1,684	Bond & Interest Redemption Fd	1,040,782	(190)
Total Fifth Third Bank	\$ 8,666,482	\$ 14,004	Total Fifth Third Bank	\$ 8,652,478	\$ (1,998)
<i>The average investment account rate for December was 1.94%</i>			<i>The average investment account rate for November was (0.23%)</i>		
<u>Hoosier Fund Account Income</u>			<u>Previous Month's Hoosier Fund Account Income</u>		
	<u>Balance</u> <u>December 31, 2018</u>	<u>Interest Earned</u> <u>December 31, 2018</u>		<u>Balance</u> <u>November 30, 2018</u>	<u>Interest Earned</u> <u>November 30, 2018</u>
Operating Fund	\$ 1,556,763	\$ 2,616	Operating Fund	\$ 1,554,147	\$ 2,487
Rainy Day Fund	174,052	292	Rainy Day Fund	173,760	278
2017A Brightwood Project Fund	2,613,713	4,391	2017A Brightwood Project Fund	2,609,322	4,175
2018B West Perry Project Fund	3,000,163	163	2018B West Perry Project Fund	-	-
Total Hoosier Fund Account	\$ 7,344,691	\$ 7,462	Total Hoosier Fund Account	\$ 4,337,229	\$ 6,940
<i>The average Hoosier Fund account rate for December was 1.98%</i>			<i>The average Hoosier Fund account rate for November was 1.95%</i>		
<u>TrustIndiana</u>			<u>Previous Month's TrustIndiana</u>		
	<u>Balance</u> <u>December 31, 2018</u>	<u>Interest Earned</u> <u>December 31, 2018</u>		<u>Balance</u> <u>November 30, 2018</u>	<u>Interest Earned</u> <u>November 30, 2018</u>
Operating Fund	\$ 12,046	\$ 23	Operating Fund	\$ 12,022	\$ 22
2015 RFID Project Fund	250,000	-	2015 RFID Project Fund	500,000	-
2016 Michigan Road Project Fund	756,993	2,950	2016 Michigan Road Project Fund	1,844,043	3,311
2017A Brightwood Project Fund	2,514,616	4,859	2017A Brightwood Project Fund	2,509,757	4,506
2017B Eagle Project Fund	4,586,150	8,862	2017B Eagle Project Fund	4,577,288	8,218
2018B West Perry Project Fund	6,000,375	375	2018B West Perry Project Fund	-	-
Bond & Interest Redemption Fd	449,138	1,818	Bond & Interest Redemption Fd	447,320	1,701
Total TrustIndiana Account	\$ 14,569,318	\$ 18,887	Total TrustIndiana Account	\$ 9,890,431	\$ 17,758
<i>The average TrustIndiana account rate for December was 2.28%</i>			<i>The average TrustIndiana account rate for November was 2.19%</i>		
<u>Regions Bank</u>			<u>Previous Month's Regions Bank</u>		
	<u>Balance</u> <u>December 31, 2018</u>	<u>Interest Earned</u> <u>December 31, 2018</u>		<u>Balance</u> <u>November 30, 2018</u>	<u>Interest Earned</u> <u>November 30, 2018</u>
2018A Multi-Project Fund 90-Day CD	\$ 1,900,000	\$ -	2018A Multi-Project Fund 90-Day	\$ 1,900,000	\$ -
2018A Multi-Project Fund 270-Day CD	1,015,000	-	2018A Multi-Project Fund 270-Day C	1,015,000	-
Total Regions Bank CDs	\$ 2,915,000	\$ -	Total Regions Bank CDs	\$ 2,915,000	\$ -
<i>90-Day CD Interest Rate is 2.15%</i>			<i>90-Day CD Interest Rate is 2.15%</i>		
<i>270-Day CD Interest Rate is 2.40%</i>			<i>270-Day CD Interest Rate is 2.40%</i>		

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

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	\$12,168,828	\$12,168,828	\$5,713,629	\$12,327,880	\$-	\$(159,052)
311300 PROPERTY TAX CAPS	-	(7,149)	-	-	-	(7,149)
Property Taxes Total	12,168,828	12,161,679	5,713,629	12,327,880	-	(166,201)
Intergovernmental						
335100 FINANCIAL INSTITUTION T	89,605	89,605	36,850	71,026	-	18,579
335200 LICENSE EXCISE TAX REVE	732,478	732,478	395,227	760,010	-	(27,532)
335700 COMMERCIAL VEHICLE TAX	76,445	76,445	33,928	67,534	-	8,911
339000 IN LIEU OF PROP. TAX	7,556	7,556	5,312	8,081	-	(525)
Intergovernmental Total	906,084	906,084	471,317	906,651	-	(567)
Miscellaneous						
361000 INTEREST INCOME	5,000	5,000	3,819	40,750	-	(35,750)
Miscellaneous Total	5,000	5,000	3,819	40,750	-	(35,750)
REVENUES Total	13,079,912	13,072,763	6,188,765	13,275,281	-	(202,518)
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	4,750	4,750	400	3,500	-	1,250
438100 PRINCIPAL	10,450,000	10,460,000	2,240,000	10,460,000	-	-
438200 INTEREST	2,357,485	2,347,485	724,008	2,345,679	-	1,806
Other Services and Charges Total	12,812,235	12,812,235	2,964,408	12,809,179	-	3,056
EXPENSES Total	12,812,235	12,812,235	2,964,408	12,809,179	-	3,056

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	30,000	30,000	7,408	65,278	-	(35,278)
MISCELLANEOUS Total	30,000	30,000	7,408	65,278	-	(35,278)
REVENUE Total	30,000	30,000	7,408	65,278	-	(35,278)
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	75,000	79,500	1,898	15,377	-	64,123
431200 ENGINEERING & ARCHITECTURAL	500,000	763,591	-	26,141	191,359	546,091
431500 CONSULTING SERVICES	203,000	198,833	-	1,000	-	197,833
433100 OUTSIDE PRINTING	-	-	-	-	-	-
438400 ISSUANCE COSTS	-	968	270	968	-	-
439905 OTHER CONTRACTUAL	250,000	256,300	-	-	-	256,300
OTHER SERVICES AND CHARGES Total	1,028,000	1,299,191	2,168	43,486	191,359	1,064,346
CAPITAL						
441000 LAND	480,000	1,518,692	-	1,038,692	-	480,000
443500 BUILDING	1,040,000	1,308	-	-	-	1,308
CAPITAL Total	1,520,000	1,520,000	-	1,038,692	-	481,308
OTHER FINANCING SRCS						
452002 TRANSFERS IN/OUT	-	-	-	(706,887)	-	706,887
OTHER FINANCING SRCS Total	-	-	-	(706,887)	-	706,887
EXPENSE Total	2,548,000	2,819,191	2,168	375,291	191,359	2,252,542

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	26,000	26,000	3,496	35,609	-	(9,609)
MISCELLANEOUS Total	26,000	26,000	3,496	35,609	-	(9,609)
REVENUE Total	26,000	26,000	3,496	35,609	-	(9,609)
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	-	-	-	-	-	-
431200 ENGINEERING & ARCHITECTURAL	-	42,500	-	29,720	4,000	8,780
431500 CONSULTING SERVICES	-	8,000	-	3,583	4,418	-
436100 REP & MAINT-STRUCTURE	250,000	222,000	125,200	125,200	96,800	-
438400 ISSUANCE COSTS	-	-	-	-	-	-
OTHER SERVICES AND CHARGES Total	250,000	272,500	125,200	158,503	105,218	8,780
CAPITAL						
444500 BUILDING IMPRVMENTS & UPGRADES	150,000	-	-	-	-	-
444501 COMPUTER SOFTWARE	-	355,267	11,655	78,543	276,985	(261)
445300 CAPITAL - EQUIPMENT	-	543,371	-	489,288	54,083	-
CAPITAL Total	150,000	898,638	11,655	567,831	331,068	(261)
OTHER FINANCING SRCS						
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER FINANCING SRCS Total	-	-	-	-	-	-
EXPENSE Total	400,000	1,171,138	136,855	726,334	436,285	8,519

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	360,000	360,000	15,215	166,494	-	193,506
347611 EVENTS PARKING	11,000	11,000	725	10,490	-	510
CHARGES FOR SERVICES Total	371,000	371,000	15,940	176,984	-	194,016
MISCELLANEOUS						
361000 INTEREST INCOME	2,000	2,000	510	4,301	-	(2,301)
MISCELLANEOUS Total	2,000	2,000	510	4,301	-	(2,301)
REVENUE Total	373,000	373,000	16,450	181,285	-	191,715
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,500	2,500	365	2,106	-	394
421500 OFFICE SUPPLIES - FAC/PURCH	3,384	3,384	291	3,647	-	(263)
422310 CLEANING & SANITATION	-	-	-	21	-	(21)
SUPPLIES Total	5,884	5,884	656	5,775	-	110
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	-	-	-	1,553	-	(1,553)
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	1,000	11,000	-	1,000
432400 DATA COMMUNICATIONS	4,320	4,320	321	3,897	-	423
434201 EXCESS LIABILITY	5,280	5,280	440	4,840	-	440
436100 REP & MAINT-STRUCTURE	5,525	5,525	1,840	37,648	818	(32,941)
436110 CLEANING SERVICES	-	-	-	10,156	-	(10,156)
436200 REP & MAINT-EQUIPMENT	10,000	10,000	-	2,659	-	7,341
439904 BANK FEES/CREDIT CARD FEES	8,000	8,000	1,199	7,896	-	104
439905 OTHER CONTRACTUAL SERVICES	50,760	50,760	842	41,930	-	8,830
OTHER SERVICES AND CHARGES Total	95,885	95,885	5,641	121,579	818	(26,512)
EXPENSE Total	101,769	101,769	6,297	127,353	31,101	(26,402)

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 800 & 230 - GIFT and GRANT
Detailed Income Statement
MONTH ENDED DECEMBER 2018

	MTD	YTD
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REVENUE

MISCELLANEOUS

360000 MISCELLANEOUS REVENUE	-	76
361000 INTEREST INCOME	1,100	9,248
367000 FOUNDATION CONTRIBUTION	271,547	1,139,712
367004 OTHER GRANTS	20,281	1,690,330
MISCELLANEOUS Total	292,928	2,839,366

OTHER FINANCING SRCS

399000 REIMBURSEMENT FOR SERVICES	-	(2,548)
OTHER FINANCING SRCS Total	-	(2,548)

REVENUE Total	292,928	2,836,818
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EXPENSE

PERSONAL SERVICES

411000 SALARIES APPOINTED STAFF	81,123	194,480
412000 SALARIES HOURLY STAFF	10,531	53,867
413100 FICA AND MEDICARE	283	8,259
413300 PERF/INPRS	529	13,124
413500 MEDICAL & DENTAL INSURANCE	23,906	39,373
PERSONAL SERVICES Total	116,373	309,104

SUPPLIES

421500 OFFICE SUPPLIES - FAC/PURCH	-	12,678
421600 LIBRARY SUPPLIES	-	2,909
421700 DEPARTMENT OFFICE SUPPLIES	24,769	177,830
SUPPLIES Total	24,769	193,417

OTHER SERVICES AND CHARGES

431500 CONSULTING SERVICES	25,086	145,674
432300 TRAVEL	-	424
432400 DATA COMMUNICATIONS	3,749	3,749
432500 CONFERENCES	(82)	7,073
432501 IN HOUSE CONFERENCE	6,035	7,807
433100 OUTSIDE PRINTING	(1,290)	59,437
436100 REP & MAINT-STRUCTURE	-	153,714
439800 DUES & MEMBERSHIPS	-	625

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

Fund 800 & 230 - GIFT and GRANT

Detailed Income Statement

MONTH ENDED DECEMBER 2018

	MTD	YTD
439903 SECURITY SERVICES	-	44
439602 LAWN & LANDSCAPING	-	9,758
439905 OTHER CONTRACTUAL SERVICES	22,154	474,427
439907 EVENTS & PR	2,337	10,814
439910 PROGRAMMING	25,885	154,212
439911 PROGRAMMING-JUV.	10,645	149,818
439912 PROGRAMMING ADULT - CENTRAL	1,288	45,536
439913 PROGRAMMING EXHIBITS - CENTRAL	-	20,787
439930 MATERIALS CONTRACTUAL	250	160,806
439934 DATABASES	-	33,114
OTHER SERVICES AND CHARGES Total	96,056	1,437,820
CAPITAL		
445300 CAPITAL - EQUIPMENT	0	3117.15
445301 COMPUTER EQUIPMENT	0	630.85
449000 BOOKS & MATERIALS	37,694	82,080
449100 UNPROCESSED PAPERBACK BOOKS	22,174	185,993
CAPITAL Total	59,868	271,821
OTHER FINANCING SRCS		
459000 REFUNDS	-	16,682
459001 UNRESTRICTED EXPENSES	-	854
OTHER FINANCING SRCS Total	-	17,536
EXPENSE Total	297,066	2,229,697

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Summary of Construction Fund Cash Balances
As of December 31, 2018

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 474 - Restricted - E. Washington, Southport, Warren	0.00
Fund 475 - Restricted - RFID Project	470,488.75
Fund 476 - Restricted - Michigan Road Project	878,965.00
Fund 477 - Restricted - Brightwood Project	5,371,436.85
Fund 478 - Restricted - Eagle Project	4,851,100.61
Fund 479 - Restricted - Multiple Projects	4,490,358.45
Fund 480 - Restricted - West Perry Project	9,324,634.29
Fund 472 - Construction/Foundation	43,147.11
Total Construction Fund Cash Balances	<u><u>25,430,131.06</u></u>

Construction Fund Classification Breakdown

Fund 474 - Restricted - E. Washington, Southport, Warren	0.00
Fund 475 - Restricted - RFID Project	470,488.75
Fund 476 - Restricted - Michigan Road Project	878,965.00
Fund 477 - Restricted - Brightwood Project	5,371,436.85
Fund 478 - Restricted - Eagle Project	4,851,100.61
Fund 479 - Restricted - Multiple Projects	4,490,358.45
Fund 480 - Restricted - West Perry Project	9,324,634.29
Fund 472 - Construction/Foundation - Assigned - Central	43,147.11
Total Construction Fund Breakdown	<u><u>25,430,131.06</u></u>

Summary of Classifications

Total Restricted	25,386,983.95
Total Assigned	43,147.11
Total of All Classifications	<u><u>25,430,131.06</u></u>

Summary of Project Activity

<u>PROJECT</u>	*** ADJUSTED <u>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 474 - Restricted - E. Washington, Southport, Warren	5,053,406.80	2,491.45	13,591.45	5,053,406.80	0.00	0.00
Fund 475 - Restricted - RFID Project	2,000,000.00	151,887.64	783,928.80	1,529,511.25	12,097.68	458,391.07
Fund 476 - Restricted - Michigan Road Project	7,711,993.27	647,934.57	6,083,577.19	6,833,028.27	535,883.28	343,081.72
Fund 477 - Restricted - Brightwood Project	6,073,329.44	6,920.40	537,889.84	701,892.59	125,234.75	5,246,202.10
Fund 478 - Restricted - Eagle Project	7,802,777.14	18,504.04	2,867,970.94	2,951,676.53	3,400,895.09	1,450,205.52
Fund 479 - Restricted - Multiple Projects	5,030,000.00	182,448.68	509,641.55	509,641.55	165,291.12	4,355,067.33
Fund 480 - Restricted - West Perry Project	9,470,956.54	86,859.81	86,859.81	86,859.81	0.00	9,384,096.73
Major Repairs & Maintenance	3,454,070.94	16,358.90	73,535.90	3,410,923.83	0.00	43,147.11
Central Technology	6,851,898.93	0.00	15,967.76	6,851,898.93	0.00	0.00
Total Expenditures	<u><u>53,448,433.06</u></u>	<u><u>1,113,405.49</u></u>	<u><u>10,972,963.24</u></u>	<u><u>27,928,839.56</u></u>	<u><u>4,239,401.92</u></u>	<u><u>21,280,191.58</u></u>

	*** BUDGET	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>BUDGET BALANCE</u>
* Estimated Future Interest Earnings - Foundation	15,270.69	0.00	774.21	15,270.69	0.00
** Estimated Future Interest Earnings - Fund 474	24,106.15	0.00	0.00	24,106.15	0.00
** Estimated Future Interest Earnings - Fund 476	146,993.27	2,949.88	81,309.87	146,993.27	0.00
** Estimated Future Interest Earnings - Fund 477	128,329.44	9,250.09	90,161.81	128,329.44	0.00
** Estimated Future Interest Earnings - Fund 478	86,149.59	8,861.51	86,149.59	86,149.59	0.00
** Estimated Future Interest Earnings - Fund 479	30,000.00	0.00	0.00	0.00	30,000.00
** Estimated Future Interest Earnings - Fund 480	60,000.00	537.56	537.56	537.56	59,462.44

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

** The difference in the budget balance (Open P.O + Unexpended) versus the cash balance is the estimated future interest earnings.

*** Adjusted Original Budget includes previously unallocated interest from previous months and current month. It is also included in Est Future Interest Budget.



Board Action Request

6b

To: IMCPL Board

Meeting Date: January 28, 2019

From: Finance Committee

**Approved by the
Library Board:** January 28, 2019

Effective Date: January 28, 2019

Subject: Disclosure of Waived Fines and Fees - Resolution 1-2019

Recommendation: Authorize the approval of Resolution 1-2019

Background:

Annually the State guidelines require the Board to disclose the amount of fines and fees waived on patron accounts. These are fines, fees and miscellaneous charges that the Library has deemed uncollectible during the year. For the year ended December 31, 2018 the total amount of uncollectible fines and fees is **\$2,026,741**.

The amount waived at the branches during the year was \$137,833. In addition to amounts waived at branches, \$1,888,908 in fines and fees were deleted due to borrower purges.

The Library performs two types of clean-up of borrower accounts during which uncollectible debt is deleted. (1) Quarterly, borrower accounts that have been expired for more than 2 years or more, with less than \$25 in debt, are purged from the system. Debt deleted due to this type of purge in 2018 was \$95,579. (2) Annually, the Library endeavors to do a clean-up of expired accounts with over \$25 in debt. This year, due to this purge, 16,000 borrower records that were expired between January 1, 2012 and December 31, 2013, were deleted with a total of \$1,793,329 in debt. The Library's debt collection procedure was followed on all accounts.

Strategic/Fiscal Impact:

The fiscal impact is a reduction in the accounts receivables reported on the Library's financial statements.



Board Resolution

6b

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 1 – 2019
DISCLOSURE OF WAIVED FINES AND FEES
JANUARY 28, 2019**

WHEREAS, the Indianapolis-Marion County Public Library determined during 2018 that certain accounts were uncollectible under the library's waiving guidelines.

RESOLVED, that pursuant to the Accounting and Uniform Compliance Guidelines Manual issued by the Indiana State Board of Accounts, the Library Board acknowledges, confirms and ratifies the write-off of \$2,026,741 in uncollectible accounts. Included in the total write-off is \$1,888,908 of debt written off due to an annual borrower purge of older accounts expired between January 1, 2012 and December 31, 2013. Also included is \$95,579 of debt written off due to quarter borrower purges of accounts that have been expired for two years or more with debt under \$25.



Board Action Request

6c

To: IMCPL Board

Meeting Date: January 28, 2019

From: Finance Committee

**Approved by the
Library Board:** January 28, 2019

Effective Date: January 28, 2019

Subject: Outstanding Purchase Orders 2018 - Resolution 2-2019

Recommendation: Authorize the approval of Resolution 2-2019

Background:

The State guidelines require the Board to authorize the outstanding purchase orders at year-end. These outstanding purchase orders were not paid prior to December 31, 2018 therefore it will be necessary to carry them forward into the next fiscal year (2019). The appropriation to cover the purchase orders, once expensed, will come from the 2018 budget.

Strategic/Fiscal Impact:

There is no fiscal impact on the 2019 budget as appropriations were provided for the purchases orders in the 2018 budget.



Board Resolution

6c

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 2-2019
OUTSTANDING PURCHASE ORDERS 2018
January 28, 2019

WHEREAS, the accounting guidelines established by the State of Indiana include the approval of outstanding purchase orders at year-end, and

WHEREAS, the attached listing includes all purchase orders from budgeted funds unpaid at year-end 2018.

THEREFORE BE IT RESOLVED, that the Library Board of Trustees hereby approve the attached list of purchase orders from 2018 be carried forward to the next budget year (2019) and be paid from 2018 appropriations.

**2018 Open Purchase Orders
General Fund**

ORGANIZATION CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	VENDOR NUMBER	VENDOR NAME	PO NUMBER	YEAR	PERIOD	LINE OPEN AMOUNT	COMMENTS
10126170	OPERATING HR	413500	MEDICAL & DENTAL INSURANCE	4765	ADP, INC.	18001568	2018	11	150,000.00	HEALTH SAVINGS ACCOUNT 2018 CO
									413500 Total	150,000.00
10101180	OPERATING CENTRAL FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	7223	SIGNARAMA DOWNTOWN INDIANAPOLIS	18001591	2018	11	1,747.50	CEN_Signarama_Garage Level and
10104180	OPERATING IRVINGTON FACILIT	421500	OFFICE SUPPLIES - FAC/PURCH	1022	ASI SIGNAGE INNOVATIONS	18001559	2018	11	589.95	SYMANTEC GHOST SOLUTION SUITE
10106180	OPERATING DECATUR FACILITIE	421500	OFFICE SUPPLIES - FAC/PURCH	7262	GLOBAL INDUSTRIAL	18001592	2018	11	407.95	DEC_Global Indust_Trash Cans
10126180	OPERATING LSC FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	321	JP MORGAN CHASE BANK	18001403	2018	10	629.97	Three (3) Waterhog Diamond Mat
10126180	OPERATING LSC FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	1615	OFFICEWORKS	18001538	2018	11	798.15	AERON CHAIR FOR STRAT DI OFFIC
10126180	OPERATING LSC FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	1622	ORBIS	18001681	2018	12	4,536.25	LSC_Orbis_Totes and Wheels
10126180	OPERATING LSC FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001692	2018	12	19.99	ONE Mk335 LOGITECH WIRELESS KE
10126180	OPERATING LSC FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	7204	THE HOME DEPOT	18001497	2018	11	20.00	LSC_The Home Depot_CMSA Refrig
10126180	OPERATING LSC FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	7262	GLOBAL INDUSTRIAL	18001592	2018	11	189.47	DEC_Global Indust_Trash Cans
10127180	OPERATING MICHIGAN FACILITI	421500	OFFICE SUPPLIES - FAC/PURCH	7262	GLOBAL INDUSTRIAL	18001592	2018	11	815.90	DEC_Global Indust_Trash Cans
10126110	OPERATING LSC INFO TECH	421500	OFFICE SUPPLIES - FAC/PURCH	4037	CDW GOVERNMENT, INC.	18001595	2018	11	4,238.00	PATCH CABLES FOR SUPPLY
10126130	OPERATING CFO	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001599	2018	11	2.09	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	321	JP MORGAN CHASE BANK	18001388	2018	10	123.64	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	321	JP MORGAN CHASE BANK	18001577	2018	11	197.14	US FLAG
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	1850	ULINE	18001594	2018	11	672.00	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	1850	ULINE	18001674	2018	12	80.80	ECONOMY STRETCH WRAP
10126135	OPERATING CENTRAL FACILITIES	421500	OFFICE SUPPLIES - FAC/PURCH	4535	OFFICE360	18001511	2018	11	18,077.00	CUSTOM LIBRARY BAGS
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001390	2018	10	69.93	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001462	2018	11	97.64	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001539	2018	11	39.76	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001567	2018	11	177.31	Office Supplies
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001599	2018	11	43.78	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001667	2018	12	124.54	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	421500	OFFICE SUPPLIES - FAC/PURCH	2630	STAPLES	18001690	2018	12	10,000.00	DECEMBER 2018 PURCHASES
									421500 Total	43,698.76
10102024	OPERATING INFOZONE BRANCH	421600	LIBRARY SUPPLIES	321	JP MORGAN CHASE BANK	18001677	2018	12	3,204.30	https://www.amazon.com/Tech-Wi
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	11	WTS MEDIA	18000892	2018	6	164.25	CD/DVD HUB LOCK VINYL ALBUMS
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	321	JP MORGAN CHASE BANK	18001234	2018	9	32.95	8-SLOT BLU-RAY CASES FROM CASE
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	321	JP MORGAN CHASE BANK	18001359	2018	10	36.25	SIGNED COPY STICKERS FROM ZAZZ
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	435	KWIK CASE LLC	18001731	2018	12	46,866.00	DVD AND DOUBLE CD SECURITY CAS
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	1213	DEMCO, INC.	18000396	2018	3	819.90	LIBRARY SUPPLIES
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	1213	DEMCO, INC.	18001410	2018	10	84.90	DEMCO NUMERIC LABELS FOR BDK
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	1213	DEMCO, INC.	18001463	2018	11	1,582.83	DEMCO - BOOK JACKETS AND LABEL
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	1213	DEMCO, INC.	18001548	2018	11	2,300.99	winter decor for the Learning
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	1213	DEMCO, INC.	18001733	2018	12	479.50	7-DAY LOAN STICKERS - EMERGENC
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	1850	ULINE	18001458	2018	11	45.83	CARDBOARD STORAGE BOXES FOR OD
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	1874	VERNON LIBRARY SUPPLIES	18001098	2018	8	38.12	LABEL PROTECTORS - VERNON SMAL
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	2730	LABEL SOLUTIONS, LLC	18001540	2018	11	3,534.96	2019 MONTHLY STICKERS
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	4223	SHOWCASES	18001069	2018	8	48.00	DOUBLE DVD CASES
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	5191	BRODART COMPANY	17016512	2017	12	1,282.22	PROCESSING SUPPLIES
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	5191	BRODART COMPANY	18001070	2018	8	322.50	BLACKBOURN 10 SLEEVE AUDIOBOOK
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	5191	BRODART COMPANY	18001468	2018	11	275.55	BRODART - SMALL CD CASE WITH B
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	5191	BRODART COMPANY	18001695	2018	12	2,119.00	AUDIOBOOK CASES
10126120	OPERATING COLLECTION MGM1	421600	LIBRARY SUPPLIES	6647	JP MORGAN CHASE	18001146	2018	8	197.94	AMAZON - RIBBON FOR OLD ZEBRA
									421600 Total	63,435.99
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001122	2018	8	262.24	Board Games for Southport
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001125	2018	8	429.30	Books for Babies Pamphlet and
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001135	2018	8	17.55	Germs Are Not For Sharing Book
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001338	2018	10	387.77	iPad / Tablet Carrying Case fo
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001397	2018	10	530.79	Storytelling Materials for Bra
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001525	2018	11	29.18	Storytelling Items - Amazon.co
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001527	2018	11	102.93	Melissa & Doug Storytelling It
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001528	2018	11	39.99	Big Mouth Farm Puppets
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	617	MELISSA & DOUG, INC.	18001406	2018	10	1,000.30	Storytelling Materials for Bra
10101150	OPERATING PROGRAM DEVELOI	421700	DEPARTMENT OFFICE SUPPLIES	798	DISCOUNT SCHOOL SUPPLY	18001404	2018	10	520.17	Storytelling Materials for Bra
10101401	OPERATING CENTRAL SUPPOT	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001159	2018	8	82.00	2 standing hand Sanitizer stat

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ORGANIZATION CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	VENDOR NUMBER	VENDOR NAME	PO NUMBER	YEAR	PERIOD	LINE OPEN AMOUNT	COMMENTS
10101401	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001322	2018	10	178.04	COMPUTER LAB CODE CAFE #3
10101401	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001287	2018	9	106.02	COMPUTER LAB - CODE CAFE #2
10101401	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001462	2018	11	23.52	OFFICE SUPPLIES
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001072	2018	8	288.36	Botley coding robots for young
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001074	2018	8	111.80	Code Gamer - product for learn
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001097	2018	8	244.49	Monster building toys for Fran
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001145	2018	8	26.85	Glow in the dark paint for dis
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001163	2018	8	47.10	decor for Frankenstein program
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001349	2018	10	216.95	board games for Game Night in
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001425	2018	10	26.51	carpet sweeper for spot cleani
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001427	2018	10	24.48	tools to open power supply cov
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001546	2018	11	78.12	winter decor for the Learning
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001601	2018	11	370.00	Vocera batteries for the Curve
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001602	2018	11	175.92	Osmo Detective Agency game for
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001649	2018	11	129.80	toddler toys for open activiti
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001655	2018	11	299.98	2 Anki Cozmo Limited Edition,
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	1213	DEMCO, INC.	18001114	2018	8	4,694.20	DEMCO orange bookends
10101403	OPERATING CENTRAL LEARNNG C	421700	DEPARTMENT OFFICE SUPPLIES	1213	DEMCO, INC.	18001169	2018	8	459.98	decor for Frankenstein program
10102003	OPERATING GLENDALE BRANCH	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001589	2018	11	103.42	Refresh for adaptive technolog
10102008	OPERATING E 38TH BRANCH	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001345	2018	10	20.00	No Smoking, Permantet Adhesive
10102012	OPERATING HAUGHVILLE BRAN	421700	DEPARTMENT OFFICE SUPPLIES	977	ACORN DISTRIBUTORS, INC	18001242	2018	9	42.74	CLEANING SUPPLIES
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001351	2018	10	28.06	Chicken Puppets Storytime
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001357	2018	10	112.02	Harry Potter Celebration Progr
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001400	2018	10	119.58	HP Celebration Camera
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001428	2018	10	118.36	Camera Photo Paper (for Noon Y
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001566	2018	11	123.81	Office Supplies
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001581	2018	11	41.98	Noon Years Eve Supplies
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001603	2018	11	21.75	Puppet and Noisemakers
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001620	2018	11	25.39	Polaroid Photo Paper
10102013	OPERATING LAWRENCE BRANCI	421700	DEPARTMENT OFFICE SUPPLIES	1213	DEMCO, INC.	18001588	2018	11	291.99	CLEANING SUPPLIES
10102018	OPERATING SPADES BRANCH	421700	DEPARTMENT OFFICE SUPPLIES	1850	ULINE	18001734	2018	12	731.39	Outdoor Trash receptacle
10102020	OPERATING W INDY BRANCH	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001450	2018	10	479.97	office supplies
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18000973	2018	7	86.86	shipping supplies for Internet
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001387	2018	10	23.99	Shipping supplies for booksale
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001390	2018	10	19.57	OFFICE SUPPLIES
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001398	2018	10	158.56	Shipping supplies for booksale
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001495	2018	11	13.44	supplies for book sale
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001503	2018	11	188.90	BOOK SALE SHIPPING SUPPLIES
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001567	2018	11	13.44	Office Supplies
10102026	OPERATING CENTRAL SUPPORT	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001651	2018	11	28.52	Shipping supplies for Indy Lib
10102027	OPERATING MICHIGAN RD BRA	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001652	2018	11	72.73	CLEANING SUPPLIES
10102027	OPERATING MICHIGAN RD BRA	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001599	2018	11	12.54	OFFICE SUPPLIES
10103800	OPERATING EVENTS DEPT	421700	DEPARTMENT OFFICE SUPPLIES	1561	MITY-LITE INC.	18001562	2018	11	1,279.60	2 MAGNATECH VERSION 1 4'X4' PANELS
10126110	OPERATING LSC INFO TECH	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001682	2018	12	3,875.00	CISCO PWR-C1-350WAC POWER SUPP
10126110	OPERATING LSC INFO TECH	421700	DEPARTMENT OFFICE SUPPLIES	6043	PCM-G	18001558	2018	11	11,955.00	SYMANTEC GHOST SOLUTION SUITE
10126120	OPERATING COLLECTION MGM1	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001732	2018	12	870.00	VARIDESKS FOR CMSA STAFF
10126130	OPERATING CFO	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001453	2018	10	6.97	CLOROX DISINFECTING WIPES
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001134	2018	8	19.98	RODE VXLR ADAPTER FOR VIDEOMIC
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001136	2018	8	49.88	MANFROTTO LIGHTWEIGHT ELELMENT
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001430	2018	10	36.94	2018 ASSOCIATED PRESS STYLEBOO
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001564	2018	11	34.02	COAT RACK WITH HOOKS
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	321	JP MORGAN CHASE BANK	18001565	2018	11	116.87	DEFLECTO DOCUPOCKET WALL FILE
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	2630	STAPLES	18001599	2018	11	3.86	OFFICE SUPPLIES
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	3975	INDY PHOTO BOOTHS	17017119	2017	12	5,722.00	VIDEO EQUIPMENT
10126160	OPERATING COMMUNICATIONS	421700	DEPARTMENT OFFICE SUPPLIES	6780	ESSENTIAL ARCHITECTURAL SIGNS, INC	17017118	2017	12	23,000.00	CEN REIMAGINE SIGNAGE
421700 Total									60,753.47	
10126180	OPERATING LSC FACILITIES	422210	GASOLINE	2952	INDIANAPOLIS FLEET SERVICES	18000118	2018	1	502.43	2018 BLANKET PO - VEHICLE FUEL
422210 Total									502.43	

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ORGANIZATION CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	VENDOR NUMBER	VENDOR NAME	PO NUMBER	YEAR	PERIOD	LINE OPEN AMOUNT	COMMENTS
10101180	OPERATING CENTRAL FACILITIES	422250	UNIFORMS	1852	UNIFORM HOUSE INC. THE	18001408	2018	10	2,500.00	Uniform House - Uniforms 2018
10126180	OPERATING LSC FACILITIES	422250	UNIFORMS	1852	UNIFORM HOUSE INC. THE	18001408	2018	10	2,500.00	Uniform House - Uniforms 2018
422250 Total									5,000.00	
10101401	OPERATING CENTRAL SUPPORT	422310	CLEANING & SANITATION	321	JP MORGAN CHASE BANK	18001162	2018	8	130.12	Franklin Offense Floor strippe
10101401	OPERATING CENTRAL SUPPORT	422310	CLEANING & SANITATION	1521	MARK'S VACUUM & JANITORIAL SUPPLIES	18001735	2018	12	72.00	Central Supply Order
10101401	OPERATING CENTRAL SUPPORT	422310	CLEANING & SANITATION	2630	STAPLES	18001288	2018	9	128.44	rubbermaid yellow janitor cart
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	321	JP MORGAN CHASE BANK	18001388	2018	10	139.80	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	321	JP MORGAN CHASE BANK	18001389	2018	10	92.84	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	1996	HP PRODUCTS CORPORATION	18001401	2018	10	680.87	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	321	JP MORGAN CHASE BANK	18001424	2018	10	92.84	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	321	JP MORGAN CHASE BANK	18001441	2018	10	63.00	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2340	GRAINGER	18001587	2018	11	571.89	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2340	GRAINGER	18001614	2018	11	280.08	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	321	JP MORGAN CHASE BANK	18001673	2018	12	109.85	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	977	ACORN DISTRIBUTORS, INC	18001637	2018	11	84.16	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001370	2018	10	259.56	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001373	2018	10	455.67	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001374	2018	10	276.95	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001377	2018	10	56.58	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001442	2018	10	621.24	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001452	2018	10	124.30	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001453	2018	10	49.92	CLOROX DISINFECTING WIPES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001539	2018	11	169.56	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2340	GRAINGER	18001638	2018	11	154.40	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001646	2018	11	62.36	OFFICE SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	4535	OFFICE360	18001668	2018	12	465.00	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	1521	MARK'S VACUUM & JANITORIAL SUPPLIES	18001669	2018	12	1,572.00	CLEANING SUPPLIES
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001692	2018	12	49.92	ONE MK335 LOGITECH WIRELESS KE
10126135	OPERATING LSC PURCHASING	422310	CLEANING & SANITATION	2630	STAPLES	18001736	2018	12	1,000.00	CLEANING SUPPLIES
422310 Total									7,763.35	
10102180	OPERATING COLLEGE FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001707	2018	12	4,126.99	COL DIGITAL SIGNAGE MONITOR
10103180	OPERATING GLENDALE FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001705	2018	12	4,126.99	GLD DIGITAL SIGNAGE MONITOR
10104180	OPERATING IRVINGTON FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001706	2018	12	4,126.99	IRV DIGITAL SIGNAGE MONITOR
10106180	OPERATING DECATUR FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001708	2018	12	4,126.99	DEC DIGITAL SIGNAGE MONITOR
10108180	OPERATING E38 FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001704	2018	12	4,126.99	E38 DIGITAL SIGNAGE MONITOR
10111180	OPERATING FOUNTAIN S FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001709	2018	12	4,126.99	FSQ DIGITAL SIGNAGE MONITOR
10114180	OPERATING NORA FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001640	2018	11	4,126.99	NOR DIGITAL SIGNAGE MONITOR
10114180	OPERATING NORA FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001641	2018	11	4,126.99	LAW DIGITAL SIGNAGE MONITOR
10116180	OPERATING GARFIELD FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001710	2018	12	4,126.99	GPK DIGITAL SIGNAGE MONITOR
10118180	OPERATING SPADES PK FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001703	2018	12	4,126.99	SPK DIGITAL SIGNAGE MONITOR
10124180	OPERATING INFOZONE FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001711	2018	12	4,126.99	TCM DIGITAL SIGNAGE MONITOR
10126120	OPERATING COLLECTION MGMT	429001	NON CAPITAL FURNITURE & EQU	321	JP MORGAN CHASE BANK	18001732	2018	12	1,500.00	VARIDESKS FOR CMSA STAFF
10126180	OPERATING LSC FACILITIES	429001	NON CAPITAL FURNITURE & EQU	1615	OFFICEWORKS	18001524	2018	11	6,070.12	LSC STRAT PLAN DI OFFICE FURNI
10128180	OPERATING BEECH GR FACILITIES	429001	NON CAPITAL FURNITURE & EQU	4507	SENSORY TECHNOLOGIES	18001586	2018	11	4,069.18	BGR DIGITAL SIGN MONITOR
429001 Total									57,036.19	
10126100	OPERATING CEO	431100	LEGAL SERVICES	5130	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	18001742	2018	12	48,027.75	2018 LEGAL SERVICES
431100 Total									48,027.75	
10101401	OPERATING CENTRAL SUPPORT	431500	CONSULTING SERVICES	7225	AMY MCADAMS DESIGN	17016640	2017	12	4,900.00	CENTRAL LIBRARY SIGNAGE DESIGN
10113180	OPERATING LAWRENCE FACILITIES	431500	CONSULTING SERVICES	6844	METRIC ENVIRONMENTAL	18001523	2018	11	4,300.00	METRIC LAW WAY ASBESTOS SURVEY
10114180	OPERATING NORA FACILITIES	431500	CONSULTING SERVICES	6844	METRIC ENVIRONMENTAL	18000958	2018	7	3,280.00	NORA BRANCH ACM PANEL ABATEMEN
10114180	OPERATING NORA FACILITIES	431500	CONSULTING SERVICES	6844	METRIC ENVIRONMENTAL	18001470	2018	11	2,000.00	NORA PRE-RENOVATION INTERIOR A
10119180	OPERATING WAYNE FACILITIES	431500	CONSULTING SERVICES	6844	METRIC ENVIRONMENTAL	18001523	2018	11	4,300.00	METRIC LAW WAY ASBESTOS SURVEY
10126100	OPERATING CEO	431500	CONSULTING SERVICES	34	CITY OF INDIANAPOLIS	18001739	2018	12	14,201.00	DISPARITY STUDY
10126100	OPERATING CEO	431500	CONSULTING SERVICES	395	MICHAEL R. TWYMAN	18001496	2018	11	13,333.34	DIVERSITY & INCLUSIVE STRATEGY
10126110	OPERATING LSC INFO TECH	431500	CONSULTING SERVICES	3368	ADTEC	17016990	2017	12	3,120.00	ERATE SERVICES
10126110	OPERATING LSC INFO TECH	431500	CONSULTING SERVICES	3368	ADTEC	17016994	2017	12	1,270.00	ERATE SERVICES
10126110	OPERATING LSC INFO TECH	431500	CONSULTING SERVICES	3368	ADTEC	18000944	2018	7	6,380.00	ERATE CATEGORY 1 SERVICES PY22
10126110	OPERATING LSC INFO TECH	431500	CONSULTING SERVICES	3368	ADTEC	18001716	2018	12	1,890.00	PY22 FY19 CATEGORY 2 BMIC

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ORGANIZATION				VENDOR				LINE OPEN		
CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	NUMBER	VENDOR NAME	PO NUMBER	YEAR	PERIOD	AMOUNT	COMMENTS
10126130	OPERATING CFO	431500	CONSULTING SERVICES	1346	H.J. UMBAUGH & ASSOCIATES	17016619	2017	12	60,019.38	PROFESSIONAL SERVICES
10126130	OPERATING CFO	431500	CONSULTING SERVICES	2484	ROBERT HALF INTERNATIONAL, INC	18000777	2018	6	150.00	TEMPORARY ACCOUNTANTS
10126130	OPERATING CFO	431500	CONSULTING SERVICES	178	MICHAEL A. REUTER CONSULTING SERVICES, INC.	18000972	2018	7	700.00	CONSULTING SERVICE
10126160	OPERATING COMMUNICATIONS	431500	CONSULTING SERVICES	4909	AJILON FINANCE	17017104	2017	12	531.18	TEMPORARY ADMIN ASST
10126160	OPERATING COMMUNICATIONS	431500	CONSULTING SERVICES	4909	AJILON FINANCE	18000803	2018	6	1,166.33	TEMP ADMIN ASST- COMMUNICATION
10126170	OPERATING HR	431500	CONSULTING SERVICES	4909	AJILON FINANCE	18001714	2018	12	3,548.61	Temporary Executive Assis2018
10126190	OPERATING STRATEGIC MGMT	431500	CONSULTING SERVICES	5557	RUPRECHT AND HOKE CONSULTING LLC	17016603	2017	12	3,400.00	IMPACT & IMPLEM ANALYSIS
10126190	OPERATING STRATEGIC MGMT	431500	CONSULTING SERVICES	5557	RUPRECHT AND HOKE CONSULTING LLC	17017029	2017	12	255.00	SURVEY ANALYSIS
10126190	OPERATING STRATEGIC MGMT	431500	CONSULTING SERVICES	6782	SONDHI SOLUTIONS	18000153	2018	2	2,640.00	ACTIVITIES DATABASE ENHANCEMEN
10128180	OPERATING BEECH GR FACILITIE	431500	CONSULTING SERVICES	1152	HALSTEAD ARCHITECTS, INC.	18000353	2018	3	1,095.00	BEECH GROVE UPDATE PROJECT
431500 Total									132,479.84	
10126130	OPERATING CFO	432200	POSTAGE	199	UNIQUE MANAGEMENT SERVICES, INC	18000253	2018	2	1,122.92	MAILINGS AND PROCESSING
432200 Total									1,122.92	
10126170	OPERATING HR	432501	IN HOUSE CONFERENCE	4636	MIDWEST COLLABORATIVE FOR LIBRARY SERVICES (MCLS)	18001686	2018	12	1,600.00	Two Four Hour Trainings on Sof
432501 Total									1,600.00	
10126160	OPERATING COMMUNICATIONS	433100	OUTSIDE PRINTING	5551	FINELINE PRINTING GROUP	18000979	2018	7	1,352.00	AAHC FALL FEST
10126160	OPERATING COMMUNICATIONS	433100	OUTSIDE PRINTING	5551	FINELINE PRINTING GROUP	18001544	2018	11	1,447.00	WINTER 2019 COOKING WORKSHOP B
10126160	OPERATING COMMUNICATIONS	433100	OUTSIDE PRINTING	5551	FINELINE PRINTING GROUP	18001721	2018	12	885.00	RECEIPT FOR MATERIAL DONATION
10126160	OPERATING COMMUNICATIONS	433100	OUTSIDE PRINTING	5551	FINELINE PRINTING GROUP	18001726	2018	12	943.00	USING YOUR PUBLIC LIBRARY BROC
10126160	OPERATING COMMUNICATIONS	433100	OUTSIDE PRINTING	5551	FINELINE PRINTING GROUP	18001723	2018	12	943.00	USING YOUR PUBLIC LIBRARY BROC
10126160	OPERATING COMMUNICATIONS	433100	OUTSIDE PRINTING	6882	IMPACT SIGN & GRAPHICS	18001155	2018	8	517.54	SLAMMIN RHYMES
433100 Total									6,087.54	
10126180	OPERATING LSC FACILITIES	435100	ELECTRICITY	1409	INDIANAPOLIS POWER & LIGHT COMPANY	18001687	2018	12	92,349.55	AMOUNT TO COVER 2018 END OF YE
435100 Total									92,349.55	
10126180	OPERATING LSC FACILITIES	435200	NATURAL GAS	4927	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	18000065	2018	1	7,839.27	CGCU POOL NATURAL GAS FEES
10126180	OPERATING LSC FACILITIES	435200	NATURAL GAS	5768	CITIZENS ENERGY GROUP	18000066	2018	1	17,686.76	NATURAL GAS DELIVERY FEES
435200 Total									25,526.03	
10101180	OPERATING CENTRAL FACILITIES	435300	HEAT/STEAM	1137	CITIZENS THERMAL ENERGY	18000058	2018	1	108,181.92	STEAM FEES
435300 Total									108,181.92	
10126180	OPERATING LSC FACILITIES	435400	WATER	5768	CITIZENS ENERGY GROUP	18000256	2018	2	9,464.54	2018 WATER, FIRE SERVICE AND S
435400 Total									9,464.54	
10101180	OPERATING CENTRAL FACILITIES	435401	COOLING/CHILLED WATER	1137	CITIZENS THERMAL ENERGY	18001665	2018	11	12,537.95	AMOUNT TO COVER 2018 END OF YE
435401 Total									12,537.95	
10126180	OPERATING LSC FACILITIES	435900	SEWAGE	5768	CITIZENS ENERGY GROUP	18000256	2018	2	7,523.49	2018 WATER, FIRE SERVICE AND S
435900 Total									7,523.49	
10101180	OPERATING CENTRAL FACILITIES	436100	REP & MAINT-STRUCTURE	1195	DACO GLASS & GLAZING INC	18001660	2018	11	6,760.00	REPLACE TRASH LIFT DOORS IN TR
10101180	OPERATING CENTRAL FACILITIES	436100	REP & MAINT-STRUCTURE	3674	PERRY ACOUSTICS, INC.	18001451	2018	10	31,920.00	CEN ACOUSTIC DRAPE FOR ATRIUM
10101180	OPERATING CENTRAL FACILITIES	436100	REP & MAINT-STRUCTURE	2266	MACALLISTER MACHINERY CO., INC	18000111	2018	1	559.00	MACALLISTER_QUO_180131_CEN_Gen
10101180	OPERATING CENTRAL FACILITIES	436100	REP & MAINT-STRUCTURE	1275	EXPODESIGN, INC.	18001582	2018	11	1,038.00	CEN BALL CHAIR REPAINTING
10104180	OPERATING IRVINGTON FACILIT	436100	REP & MAINT-STRUCTURE	6372	INDY CURB APPEAL ASPHALT, INC	18001661	2018	11	9,000.00	IRV_Indy Curb_Crack Fill, Seal
10108180	OPERATING E38 FACILITIES	436100	REP & MAINT-STRUCTURE	2458	K & K FENCE CO., INC	18000611	2018	5	5,240.00	K and K_QUO_41218_180412_E38_D
10108180	OPERATING E38 FACILITIES	436100	REP & MAINT-STRUCTURE	2497	RYAN FIRE PROTECTION, INC	18001719	2018	12	1,040.76	BGR_Ryan Fire Protection_Repla
10108180	OPERATING E38 FACILITIES	436100	REP & MAINT-STRUCTURE	6646	RECORD AUTOMATIC DOORS, INC	18000928	2018	7	2,313.00	Record QUO_1847000985_E38_1806
10109180	OPERATING EWA FACILITIES	436100	REP & MAINT-STRUCTURE	3173	AADCO, INC.	17016980	2017	12	750.00	MATERIALS AND LABOR TO INSTALL
10115180	OPERATING PIKE FACILITIES	436100	REP & MAINT-STRUCTURE	947	ARSEE ENGINEERS, INC	18001491	2018	11	2,500.00	1/2 PAGE ADD IN METING GUIDE
10115180	OPERATING PIKE FACILITIES	436100	REP & MAINT-STRUCTURE	947	ARSEE ENGINEERS, INC	18001491	2018	11	2,500.00	Arsee Eng_PIK_Brick Pier and 4
10117180	OPERATING SOUTHPORT FACILIT	436100	REP & MAINT-STRUCTURE	2497	RYAN FIRE PROTECTION, INC	18001657	2018	11	525.11	SOU_Ryan Fire_Replace Fire Ala
10118180	OPERATING SPADES PK FACILITI	436100	REP & MAINT-STRUCTURE	447	TRISLER CONSTRUCTION CO., INC.	18001718	2018	12	15,000.00	SPK_Trisler Construction_Concr
10121180	OPERATING FRANKLIN FACILITIE	436100	REP & MAINT-STRUCTURE	418	3D PROFESSIONAL CONTRACTING, INC.	18001618	2018	11	78,195.00	FRA SIDING REPLACEMENT PROJECT
10121180	OPERATING FRANKLIN FACILITIE	436100	REP & MAINT-STRUCTURE	6372	INDY CURB APPEAL ASPHALT, INC	18001659	2018	11	7,200.00	FRA_Indy Curb_Crack Fill, Seal
10122180	OPERATING WARREN FACILITIES	436100	REP & MAINT-STRUCTURE	272	RICHARD LOPEZ ELECTRICAL, LLC	18001443	2018	10	27,300.00	WRN INSTALL NEW LENSES FOR 245
10122180	OPERATING WARREN FACILITIES	436100	REP & MAINT-STRUCTURE	272	RICHARD LOPEZ ELECTRICAL, LLC	18001521	2018	11	25,563.00	WRN REPLACE LAMPS WITH LED
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	272	RICHARD LOPEZ ELECTRICAL, LLC	18000152	2018	2	26,680.71	2018 SYSTEM WIDE ELECTRICAL SE
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	272	RICHARD LOPEZ ELECTRICAL, LLC	18001522	2018	11	10,098.00	LSC DATA CABLES FOR CAMERAS
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	272	RICHARD LOPEZ ELECTRICAL, LLC	18001617	2018	11	55,000.00	\$ AMOUNT TO COVER 2018 YEAR EN
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	362	EDGE SYSTEMS GROUP	18001694	2018	12	15,963.00	LSC_Edge Lighting_LED Fixture
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	1071	BLACKMORE & BUCKNER ROOFING	18000095	2018	1	1,269.63	Blackmore_QUO_180703_LAW_India
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	1119	CENTRAL SECURITY & COMMUNICATIONS	18000658	2018	5	9,630.00	CSC_QUO_180424_LSC_Execq NVR 2

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ORGANIZATION CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	VENDOR NUMBER	VENDOR NAME	PO NUMBER	YEAR	PERIOD	LINE OPEN AMOUNT	COMMENTS
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	1119	CENTRAL SECURITY & COMMUNICATIONS	18001532	2018	11	12,796.40	LSC_CSC_Camera Upgrade
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	1786	STENZ MANAGEMENT COMPANY, INC	18001605	2018	11	28,098.46	\$ AMOUNT TO COVER 2018 YEAR EN
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	2497	RYAN FIRE PROTECTION, INC	18000149	2018	2	3,089.23	2018 FIRE PROTECTION SYSTEMS T
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	3525	EMERSON NETWORK POWER, LIEBERT SERVICES	17016311	2017	12	10,740.00	STANDARD MAINTENANCE CONTRACT
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	5027	INDIANA PLUMBING AND DRAIN LLC	18001609	2018	11	2,657.50	\$ AMOUNT TO COVER 2018 YEAR EN
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	6255	ARAB TERMITE AND PEST CONTROL INC	18000098	2018	1	5,780.00	2018 PEST CONTROL SERVICES - S
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	6417	ABELL ELEVATOR SERVICE CO	18000096	2018	1	4,917.50	2018 QUARTERLY MAINTENANCE FEE
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	6417	ABELL ELEVATOR SERVICE CO	18001561	2018	11	1,255.00	CEN_Oracle Elevator_state # 11
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	7359	INDY FLOOR RESTORE, LLC	18001560	2018	11	750.00	LSC_Midwest Floor Restore_Clea
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	2497	RYAN FIRE PROTECTION, INC	18000257	2018	2	1,140.00	LAW_FIX FACP DEFICIENCIES FROM
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	5027	INDIANA PLUMBING AND DRAIN LLC	18000884	2018	6	272.11	BLANKET PO FOR PLUMBING REPAIR
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	7359	INDY FLOOR RESTORE, LLC	18001560	2018	11	750.00	LSC_Midwest Floor Restore_Clea
10126180	OPERATING LSC FACILITIES	436100	REP & MAINT-STRUCTURE	6417	ABELL ELEVATOR SERVICE CO	18001608	2018	12	1,037.00	\$ AMOUNT TO COVER 2018 YEAR EN
10128180	OPERATING BEECH GR FACILITIE	436100	REP & MAINT-STRUCTURE	317	BOYLE CONSTRUCTION MANAGEMENT, INC.	18001394	2018	10	139,784.30	BGR UPDATE PROJECT
10128180	OPERATING BEECH GR FACILITIE	436100	REP & MAINT-STRUCTURE	2497	RYAN FIRE PROTECTION, INC	18000790	2018	6	1,170.00	RYAN_QUO_180604_BGR_Backflow P
10128180	OPERATING BEECH GR FACILITIE	436100	REP & MAINT-STRUCTURE	2497	RYAN FIRE PROTECTION, INC	18000927	2018	7	550.00	RYAN_QUO_0472796_180326_BGR_Re
436100 Total									550,832.71	
10103800	OPERATING CENTRAL EVENTS	436110	CLEANING SERVICES	4572	TITAN ASSOCIATES	18000134	2018	2	3,746.00	CLEANING SERVICES
10126180	OPERATING LSC FACILITIES	436110	CLEANING SERVICES	4572	TITAN ASSOCIATES	18000148	2018	2	108,923.23	2018 SYSTEM WIDE JANITORIAL &
436110 Total									112,669.23	
10101180	OPERATING CENTRAL FACILITIES	436200	REP & MAINT-EQUIPMENT	2546	VANCO	18000578	2018	4	1,890.46	VANCO_QUO_180327_CEN_Dish Mach
10101180	OPERATING CENTRAL FACILITIES	436200	REP & MAINT-EQUIPMENT	6144	MACALLISTER POWER SYSTEMS	17016652	2017	12	980.00	REPLACE ENGINE AIR FILTERS
10101180	OPERATING CENTRAL FACILITIES	436200	REP & MAINT-EQUIPMENT	4752	BOWEN TECHNOVATION	18001346	2018	10	1,550.00	CEN SEE A STORY MONITOR REPAIR
10126180	OPERATING LSC FACILITIES	436200	REP & MAINT-EQUIPMENT	1119	CENTRAL SECURITY & COMMUNICATIONS	18000147	2018	2	9,421.45	2018 ALARM & ACCESS CONTROL MA
436200 Total									13,841.91	
10101180	OPERATING CENTRAL FACILITIES	436201	REP & MAINT-HEATING & AIR	1307	FULLER ENGINEERING CO., LLC	18001416	2018	10	1,234.54	LIEBERT UNIT REPAIRS AT CEN
10101180	OPERATING CENTRAL FACILITIES	436201	REP & MAINT-HEATING & AIR	1307	FULLER ENGINEERING CO., LLC	18001417	2018	10	895.05	LIEBERT UNIT REPAIRS AT CEN
10101180	OPERATING CENTRAL FACILITIES	436201	REP & MAINT-HEATING & AIR	6070	JACKSON SYSTEMS, LLC	18001306	2018	10	5,500.00	Jackson Systems_CEN_AHU 14 and
10101180	OPERATING CENTRAL FACILITIES	436201	REP & MAINT-HEATING & AIR	4327	DANCORP INC. DBA DANCO	18000801	2018	6	100.00	REMAINING 2018 MONTHLY WATER T
10101180	OPERATING CENTRAL FACILITIES	436201	REP & MAINT-HEATING & AIR	4725	PERFECTION GROUP, INC.	18001573	2018	11	21,795.00	DELL POWEREDGE R740
10101180	OPERATING CENTRAL FACILITIES	436201	REP & MAINT-HEATING & AIR	4725	PERFECTION GROUP, INC.	18001741	2018	12	10,298.00	CEN_Perfection_AHU 14 Motor Re
10115180	OPERATING PIKE FACILITIES	436201	REP & MAINT-HEATING & AIR	4725	PERFECTION GROUP, INC.	18000453	2018	3	6,125.00	PERF_QUO_180316_PIK_2018 Sprin
10121180	OPERATING FRANKLIN FACILITIE	436201	REP & MAINT-HEATING & AIR	4725	PERFECTION GROUP, INC.	18001590	2018	11	20,990.00	REPLACE RTU 4 AT FRA
10126180	OPERATING LSC FACILITIES	436201	REP & MAINT-HEATING & AIR	124	EDWARD GEORGE & ASSOCIATES, LLC	18001030	2018	7	10,615.00	Edward George_PROP_180711_CEN_
10126180	OPERATING LSC FACILITIES	436201	REP & MAINT-HEATING & AIR	4725	PERFECTION GROUP, INC.	18000097	2018	1	72,736.84	2018 PERFECTION CONTRACT AND S
436201 Total									150,289.43	
10126180	OPERATING LSC FACILITIES	436202	REP & MAINT -AUTO	1648	PFM TRUCK CARE CENTER	18001181	2018	8	1,138.60	PFM_180821_Bookmobile_84523_Bu
436202 Total									1,138.60	
10102010	OPERATING FLANNER HOUSE BF	437300	REAL ESTATE RENTAL	1296	FLANNER HOUSE OF INDIANAPOLIS, INC	18001604	2018	11	17,000.00	LEASE OF STORAGE SPACE
437300 Total									17,000.00	
10126180	OPERATING LSC FACILITIES	439600	TRASH REMOVAL	946	REPUBLIC WASTE SERVICES	18001607	2018	11	6,529.88	SYSTEM WIDE TRASH REMOVAL 2018
439600 Total									6,529.88	
10117180	OPERATING SOUTHPORT FACILIT	439601	SNOW REMOVAL	61	EDDIE HURM (PAINTING & SNOW REMOVAL)	18000035	2018	1	4,175.00	SNOW REMOVAL SERVICES AT SOU
10126180	OPERATING LSC FACILITIES	439601	SNOW REMOVAL	6232	JCOS, INC.	18000049	2018	1	27,725.30	SNOW REMOVAL SERVICES
10126180	OPERATING LSC FACILITIES	439601	SNOW REMOVAL	6232	JCOS, INC.	18001738	2018	12	4,634.40	AMOUNT TO COVER REMAINING 11/1
439601 Total									36,534.70	
10126180	OPERATING LSC FACILITIES	439602	LAWN & LANDSCAPING	6232	JCOS, INC.	18001534	2018	11	631.24	BALANCE TO COVER 10/18 LAWN/LA
10126180	OPERATING LSC FACILITIES	439602	LAWN & LANDSCAPING	6232	JCOS, INC.	18001611	2018	11	26,293.75	\$ AMOUNT TO COVER 2018 YEAR EN
10126180	OPERATING LSC FACILITIES	439602	LAWN & LANDSCAPING	6327	JIM'S TREE EXPERTS	18001297	2018	10	965.00	Jims Tree Experts_LSC_Pruning
439602 Total									27,889.99	
10101401	OPERATING CENTRAL SUPPORT	439800	DUES & MEMBERSHIPS	6029	VISIT INDY/INDIANAPOLIS MONTHLY	18001542	2018	11	625.00	Visit Indy Annual Dues
10101412	OPERATING CENTRAL AFRICAN	439800	DUES & MEMBERSHIPS	7174	INDY BLACK CHAMBER OF COMMERCE	18001227	2018	9	500.00	CBLC Membership Fee
439800 Total									1,125.00	
10126110	OPERATING LSC INFO TECH	439901	COMPUTER SERVICES	296	BIBLIOCOMMONS, INC.	18001144	2018	8	29,259.09	MANFROTTO LIGHTWEIGHT ELEMEN
10126110	OPERATING LSC INFO TECH	439901	COMPUTER SERVICES	321	JP MORGAN CHASE BANK	18001552	2018	11	1,080.00	SURVEY MONKEY UPGRADE
10126110	OPERATING LSC INFO TECH	439901	COMPUTER SERVICES	7370	INDIANA STATE LIBRARY FOUNDATION	18001535	2018	11	1,950.00	DIGITAL LIBRARY STORAGE
439901 Total									32,289.09	
10126170	OPERATING HR	439902	PAYROLL SERVICES	4765	ADP, INC.	17016434	2017	12	35,000.00	ADP-PENALTY CONTRACT TERMINATI

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ORGANIZATION CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	VENDOR NUMBER	VENDOR NAME	PO NUMBER	YEAR	PERIOD	LINE OPEN AMOUNT	COMMENTS
10126170	OPERATING HR	439902	PAYROLL SERVICES	4765	ADP, INC.	18001743	2018	12	5,000.00	DECEMBER ADP FEES
439902 Total									40,000.00	
10103800	OPERATING CENTRAL EVENTS	439903	SECURITY SERVICES	7294	G4S SECURE SOLUTIONS (USA) INC.	18000131	2018	2	16,832.41	SECURITY SERVICES FOR EVENTS
10126180	OPERATING LSC FACILITIES	439903	SECURITY SERVICES	7294	G4S SECURE SOLUTIONS (USA) INC.	18000062	2018	1	82,856.33	2018 WEEKLY BRANCH SECURITY
10126180	OPERATING LSC FACILITIES	439903	SECURITY SERVICES	7294	G4S SECURE SOLUTIONS (USA) INC.	18001610	2018	11	36,000.00	\$ AMOUNT TO COVER 2018 YEAR EN
439903 Total									135,688.74	
10102012	OPERATING HAUGHVILLE BRAN	439905	OTHER CONTRACTUAL SERVICES	6068	PROVIDENCE CRISTO REY HIGH SCHOOL	18001086	2018	8	2,066.00	Corporate Work Study Program-1
10102180	OPERATING COLLEGE FACILITIES	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001625	2018	11	3,564.00	COL DIGITAL SIGNAGE
10103180	OPERATING GLENDALE FACILITII	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001631	2018	11	3,564.00	GLD DIGITAL SIGNAGE
10104180	OPERATING IRVINGTON FACILIT	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001629	2018	11	3,564.00	IRV DIGITAL SIGNAGE
10106180	OPERATING DECATUR FACILITIE	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001635	2018	11	3,564.00	DECATUR BRANCH DIGITAL SIGNAGE
10108180	OPERATING E38 FACILITIES	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001634	2018	11	3,564.00	EAST 38TH STREET BRANCH DIGITA
10111180	OPERATING FOUNTAIN S FACILI	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001633	2018	11	3,564.00	FSQ DIGITAL SIGNAGE
10113180	OPERATING LAWRENCE FACILIT	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001628	2018	11	3,564.00	LAW DIGITAL SIGNAGE
10114180	OPERATING NORA FACILITIES	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001627	2018	11	3,564.00	NOR DIGITAL SIGNAGE
10116180	OPERATING GARFIELD FACILITIE	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001632	2018	11	3,564.00	GPK DIGITAL SIGNAGE
10118180	OPERATING SPADES PK FACILITI	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001626	2018	11	3,564.00	SPK DIGITAL SIGNAGE
10124180	OPERATING INFOZONE FACILITII	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001630	2018	11	3,564.00	TCM DIGITAL SIGNAGE
10126110	OPERATING LSC INFO TECH	439905	OTHER CONTRACTUAL SERVICES	5703	RICOH USA, INC. - 12882	18000077	2018	1	3,863.60	RICOH MONTHLY SERVICE PAYMENTS
10126120	OPERATING COLLECTION MGM1	439905	OTHER CONTRACTUAL SERVICES	1612	OCLC INC	18000323	2018	3	13,597.66	2018 BLANKET PO FOR OCLC COSTS
10126130	OPERATING CFO	439905	OTHER CONTRACTUAL SERVICES	199	UNIQUE MANAGEMENT SERVICES, INC	18000252	2018	2	24,990.25	PLACEMENTS 2018
10126130	OPERATING CFO	439905	OTHER CONTRACTUAL SERVICES	199	UNIQUE MANAGEMENT SERVICES, INC	18000253	2018	2	338.23	MAILINGS AND PROCESSING
10126130	OPERATING CFO	439905	OTHER CONTRACTUAL SERVICES	7116	INDIANAPOLIS ARMORED CAR, INC	17017067	2017	12	2,400.00	COLLECTION SERVICES COIN OP
10126130	OPERATING CFO	439905	OTHER CONTRACTUAL SERVICES	7116	INDIANAPOLIS ARMORED CAR, INC	18000102	2018	1	9,988.00	CASH COLLECTION SERVICE FEES -
10126170	OPERATING HR	439905	OTHER CONTRACTUAL SERVICES	4188	MOORE INFORMATION SERVICES, INC	18000193	2018	2	1,741.50	Background Checks for Empl2018
10128180	OPERATING BEECH GR FACILITIE	439905	OTHER CONTRACTUAL SERVICES	4507	SENSORY TECHNOLOGIES	18001593	2018	11	3,564.00	BGR DIGITAL SIGNAGE PLAYER AND
439905 Total									101,753.24	
10103800	OPERATING CENTRAL EVENTS	439907	EVENTS & PR	6458	WEDDING DAY MAGAZINE	18001121	2018	8	1,000.00	WEDDING DAY ADVERTISING 1/2 PA
10103800	OPERATING CENTRAL EVENTS	439907	EVENTS & PR	6597	VISIT INDY	18001484	2018	11	2,440.00	1/2 PAGE ADD IN METING GUIDE
439907 Total									3,440.00	
10101150	OPERATING PROGRAM DEVELOI	439910	PROGRAMMING	3757	RUBY TREGNAGO	18000335	2018	3	200.00	Spanish Language Computer Clas
10101150	OPERATING PROGRAM DEVELOI	439910	PROGRAMMING	4344	SHERRY HONG	18001643	2018	11	750.00	Holiday Classical Concerts
10101150	OPERATING PROGRAM DEVELOI	439910	PROGRAMMING	7080	JEANNETTE HUESCA	18000499	2018	4	50.00	English Conversation Circles -
10101150	OPERATING PROGRAM DEVELOI	439910	PROGRAMMING	7081	CATHERINE BOWIE	18000485	2018	4	50.00	English Conversation Circles -
10101150	OPERATING PROGRAM DEVELOI	439910	PROGRAMMING	7272	KATHERINE HINKLE	18000500	2018	4	1,250.00	English Conversation Circles -
10102013	OPERATING LAWRENCE BRANCI	439910	PROGRAMMING	321	JP MORGAN CHASE BANK	18001179	2018	8	90.84	Librarian Programming Supplies
439910 Total									2,390.84	
10101150	OPERATING PROGRAM DEVELOI	439911	PROGRAMMING-JUV.	6492	CHADWICK J. OFFUTT- GILLENWATER	18001040	2018	7	100.00	Harvest Time Storytimes
10101150	OPERATING PROGRAM DEVELOI	439911	PROGRAMMING-JUV.	6748	ARTS FOR LEARNING INDIANA	18001041	2018	7	2,055.00	Yes, You Can Move Your Body Pr
10101403	OPERATING CENTRAL LEARNNG C	439911	PROGRAMMING-JUV.	77	DREW VIDAL	18000338	2018	3	2,000.00	FRANKENSTEIN PLAYS AT LEARNING
10101403	OPERATING CENTRAL LEARNNG C	439911	PROGRAMMING-JUV.	243	DOWN SYNDROME INDIANA	18000978	2018	7	100.00	Down Syndrome presentation
10101403	OPERATING CENTRAL LEARNNG C	439911	PROGRAMMING-JUV.	298	DANIEL PATRICK MCCLOSKEY	18001207	2018	9	100.00	Comic & Zine Workshop
10101403	OPERATING CENTRAL LEARNNG C	439911	PROGRAMMING-JUV.	3228	YOUNG ACTOR'S THEATRE	18001576	2018	11	3,000.00	YAT performances Select Start
10101403	OPERATING CENTRAL LEARNNG C	439911	PROGRAMMING-JUV.	5612	GUY HANSEN LSIR	18000775	2018	6	400.00	Presenter, Guy Hansen, Super S
10102013	OPERATING LAWRENCE BRANCI	439911	PROGRAMMING-JUV.	321	JP MORGAN CHASE BANK	18001653	2018	11	19.98	Duck Toy Storytime Corks
439911 Total									7,774.98	
10126120	OPERATING COLLECTION MGM1	439930	MATERIALS CONTRACTUAL	3073	INDPLS-MARION COUNTY PUBLIC LIBRARY	18001744	2018	12	2,289.00	2018 MATERIALS CONTRACTUAL
439930 Total									2,289.00	
443500	BUILDING			317	BOYLE CONSTRUCTION MANAGEMENT, INC.	18001747	2018	12	676,396.00	BRIGHTWOOD CONSTRUCTION PROJEC
443500 Total									676,396.00	
10126180	OPERATING LSC FACILITIES	445200	VEHICLES	237	TOM WOOD FORD, INC	18000900	2018	6	2,033.75	Tom Wood_QUO_180607_2018 Ford
10126180	OPERATING LSC FACILITIES	445200	VEHICLES	437	ED MARTIN NISSAN OF FISHERS	18001700	2018	12	27,718.25	LSC_Ed Martin Nissan_Nissan NV
445200 Total									29,752.00	
10101180	OPERATING CENTRAL FACILITIES	445300	CAPITAL - EQUIPMENT	3674	PERRY ACOUSTICS, INC.	18000968	2018	7	13,917.15	CEN SOUND UPGRADE PROJECT - SI
10101403	OPERATING CENTRAL LEARNNG C	445300	CAPITAL - EQUIPMENT	460	ELB US INC	18001745	2018	12	7,184.00	Prowise 65" Pro Line Mobile Bu
445300 Total									21,101.15	
10126110	OPERATING LSC INFO TECH	445301	COMPUTER EQUIPMENT	1211	DELL MARKETING L.P.	18001569	2018	11	60,792.15	DELL POWEREDGE R740
10126110	OPERATING LSC INFO TECH	445301	COMPUTER EQUIPMENT	6849	PRESIDIO	18001000	2018	7	200,254.00	FIREWALL

2018 Open Purchase Orders
General Fund

ORGANIZATION				VENDOR		LINE OPEN				
CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	NUMBER	VENDOR NAME	PO NUMBER	YEAR	PERIOD	AMOUNT	COMMENTS
10126110	OPERATING LSC INFO TECH	445301	COMPUTER EQUIPMENT	6849	PRESIDIO	18001536	2018	11	31,522.01	VOICE GATEWAYS
									445301 Total	292,568.16
10101401	OPERATING CENTRAL SUPPORT	449000	BOOKS & MATERIALS	1362	THE HF GROUP, LLC	18000466	2018	4	1,273.33	BINDERY
10126120	OPERATING COLLECTION MGM1	449000	BOOKS & MATERIALS	3073	INDPLS-MARION COUNTY PUBLIC LIBRARY	18001746	2018	12	144,853.00	2018 BOOKS & MATERIALS
									449000 Total	146,126.33
10126120	OPERATING COLLECTION MGM1	449100	UNPROCESSED PAPERBACK BOOK	5009	BAKER & TAYLOR	18000277	2018	2	25,628.81	2018 BLANKET PO FOR UNPROCESSE
									449100 Total	25,628.81
									Grand Total	<u>3,268,141.51</u>

2018 Open Purchase Orders
Rainy Day Fund

ORGANIZATION CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	VENDOR NAME	PO NUMBER	YEAR	PERIOD	LINE OPEN AMOUNT	COMMENT/DESC
24502023	RAINY DAY FORT HARR	431200	ENGINEERING & ARCHITECTURAL	RATIO ARCHITECTS, INC	18000546	2018	4	191,359.00	FBH DESIGN SERVICES
431200 Total								<u>191,359.00</u>	
Grand Total								<u><u>191,359.00</u></u>	

2018 Open Purchase Orders
LIRF Fund

ORGANIZATION CODE	ORGANIZATION DESC	OBJECT CODE	OBJECT DESC	VENDOR NAME	PO NUMBER	YEAR	PERIOD	LINE	OPEN AMOUNT	COMMENT/DESC
47100000	LIRF	444501	COMPUTER SOFTWARE	H.J. UMBAUGH & ASSOCIATES	17015512	2017	1		93,331.15	IMPLEMENTATION SERVICES FOR NE
47100000	LIRF	444501	COMPUTER SOFTWARE	TYLER TECHNOLOGIES, INC.	17015807	2017	1		183,653.69	ACCOUNTING/HR SOFTWARE
444501 Total									276,984.84	
47101401	LIRF CENTRAL	431200	ENGINEERING & ARCHITECTURAL	IMEG CORP.	18000653	2018	5		2,000.00	CEN ATRIUM SOUND UPGRADE PROJE
431200 Total									2,000.00	
47101401	LIRF CENTRAL	445300	CAPITAL - EQUIPMENT	PERRY ACOUSTICS, INC.	18000966	2018	7		35,000.00	CEN ATRIUM WOOD PANELS FOR SOU
47101401	LIRF CENTRAL	445300	CAPITAL - EQUIPMENT	PERRY ACOUSTICS, INC.	18000968	2018	7		19,082.85	CEN SOUND UPGRADE PROJECT - SI
445300 Total									54,082.85	
47102014	LIRF NORA	431200	ENGINEERING & ARCHITECTURAL	ARCHITECTS FORUM,LLC	18000694	2018	5		2,000.00	NORA PANEL REPLACEMENT PROJECT
431200 Total									2,000.00	
47102014	LIRF NORA	431500	CONSULTING SERVICES	METRIC ENVIRONMENTAL	18000958	2018	7		4,417.50	NORA BRANCH ACM PANEL ABATEMEN
431500 Total									4,417.50	
47102014	LIRF NORA	436100	REP & MAINT-STRUCTURE	MARTEN CONSTRUCTION MANAGEMENT INC	18001619	2018	11		96,800.00	NORA FACADE PROJECT
436100 Total									96,800.00	
Grand Total									436,285.19	



Board Action Request

6d

To: IMCPL Board

Meeting Date: January 28, 2019

From: Finance Committee

**Approved by the
Library Board:** January 28, 2019

Effective Date: January 28, 2019

Subject: Confirming Marion County Board of Finance – Resolution 3 -2019

Recommendation: Authorize the adoption of Resolution 3-2019

Background:

Pursuant to IC 5-13-7-2(b), The Indianapolis Public Library's fiscal body may designate the Marion County Board of Finance to serve as the library's Local Board of Finance. It has been the practice of the Library to designate the Marion County Board of Finance to serve in this capacity in the past. The Finance Committee prefers to continue with this relationship for 2019.

Strategic/Fiscal Impact:

By designating the Marion County Board of Finance to serve in this capacity it allows the Library to benefit from the investment practices implemented by other government entities. The annual meeting of the Marion County Board of Finance has been scheduled for January 31, 2019 at 2:00 p.m. at the City-County Building, Room 260.



Board Resolution

6d

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 3-2019
CONFIRMING MARION COUNTY BOARD OF FINANCE
January 28, 2019**

WHEREAS, the Indianapolis-Marion County Public Library designated the Marion County Board of Finance to serve as the library's Local Board of Finance for 2018 pursuant to IC 5-13-7-2(b), and

WHEREAS, the Indianapolis-Marion County Public Library wishes to continue to have the Marion County Board of Finance serve as the library's Local Board of Finance.

THEREFORE, BE IT RESOLVED that the Indianapolis-Marion County Public Library confirms that the Marion County Board of Finance will continue to serve as the library's Local Board of Finance.



Board Action Request

6e

To: IMCPL Board

Meeting Date: January 28, 2019

From: Finance Committee

**Approved by the
Library Board:** January 28, 2019

Effective Date: January 28, 2019

Subject: Resolution 6-2019 – Transfers Between Classifications and Accounts

Recommendation: Library staff recommends Board approval of the transfers.

Background: The transfer in the Operating Fund is to cover the budget deficit on the Brightwood construction budget.

Strategic/Fiscal Impact: These changes have no impact on the total budget for 2018 as the funds are moving from one account to another. The Library is able to cover this one-time expenditure from the 2018 budget and still maintain a balanced budget for 2018 due to the property tax distribution coming in higher than budgeted (The operating fund collected \$675,335 more than budgeted primarily due to delinquent collections). This will not affect the budgets for future years due to the one-time nature of the expenditure.



Board Resolution

6e

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION – 6-2019
TRANSFERS BETWEEN CLASSIFICATIONS AND ACCOUNTS
January 28, 2019

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

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

BE IT RESOLVED that the following transfers and reappropriations be made via:

OPERATING FUND

Decrease from:

2. Other Svs&Chrgs	10126180-436100	Cleaning Services	-\$121,000.00
2. Other Svs&Chrgs	10126180-436100	Rep & Maint Structure	-41,000.00
2. Other Svs&Chrgs	10126180-435100	Electricity	-70,000.00
2. Other Svs&Chrgs	10126180-436200	Rep & Maint Equip	-38,000.00
2. Other Svs&Chrgs	10126180-431500	Consulting	-34,000.00
2. Other Svs&Chrgs	10126180-432200	Postage	-17,000.00
2. Other Svs&Chrgs	10126180-436201	Rep & Maint Equip – Heating	-36,000.00
2. Other Svs&Chrgs	10126180-436202	Rep & Maint Equip – Auto	-11,000.00
2. Other Svs&Chrgs	10126180-436203	Rep & Maint Equip – Computers	-25,000.00
2. Other Svs&Chrgs	10126180-439601	Snow Removal	-38,000.00
2. Other Svs&Chrgs	10126180-439901	Computer Services	-30,000.00
2. Other Svs&Chrgs	10126180-439100	Claims, Awards and Indemnities	-25,000.00
2. Other Svs&Chrgs	10126180-439800	Dues and Membership	-23,000.00
2. Other Svs&Chrgs	10126180-439904	Bank Fees/Credit Card Fees	-24,000.00
2. Other Svs&Chrgs	10126180-439905	Other Contractual Services	-19,000.00
2. Other Svs&Chrgs	10126180-432300	Travel	-22,000.00
2. Other Svs&Chrgs	10126180-432400	Data Communications	-22,000.00
2. Other Svs&Chrgs	10126180-432500	Conferences	-17,396.00
2. Other Svs&Chrgs	10126160-433100	Outside Printing	-63,000.00
			<u>-676,396.00</u>

Increase to:

4. Capital	10105180-443500	Building	<u>\$676,396.00</u>
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Board Briefing Report

7a

To: IMCPL Board

Meeting Date: January 28, 2019

From: Diversity, Policy and Human Resources Committee

Subject: 2019 Compensation Study Overview

Recommendation: N/A

Background: A compensation study for IndyPL is being conducted in 2019. Following are key points:

1. Goals of the 2019 Compensation Study are:
 - a. To ensure market competitiveness and internal structure alignment
 - b. To address recruitment and retention needs
 - c. To meet the changing needs of the library
 - d. To review minimum qualifications to facilitate recruitment of talent
 - e. To be financially sound and equitable
 - f. To be effectively and consistently administered
 - g. To identify paths for career progression
2. An RFQ was posted on the IndyPL website and in the Recorder on October 17, 2018
3. Vendor questions submission deadline was November 5, 2018 and responses were sent on November 16, 2018
4. RFQ submission deadline was December 7, 2018
5. We had a total of 6 proposal submissions from:
 - a. Evergreen Solutions
 - b. MGT Consulting Group
 - c. Pontifex
 - d. Rahmberg Stover (conducted 2009 study for library, not implemented due to funding availability)
 - e. Segal Waters Group (Waters Group conducted 2012 study for library, implemented January 2013)
 - f. Springsted
6. A committee comprised of six members is reviewing and ranking the proposals.
 - a. Deb Champ, Dir., IT

- b. Deb Lambert, Dir., CMSA
 - c. Ije Dike-Young, CFO
 - d. Greg Hill, Mgr., Regional Branch (Lawrence)
 - e. Marina Zimmermann, Mgr., Payroll
 - f. Pam Wright, Processing Assistant (Library Union Vice President)
 - g. Katherine Lerg, Dir., HR
7. Selection criteria requirements include:
- a. Consultant's credentials to conduct study
 - b. Consultant's public sector experience, in particular experience with libraries
 - c. Provision of a sustainability methodology
 - d. References
 - e. Cost
8. Compensation Study Vendor Deliverables:
- a. Study conducted in a Fair, Consistent and Objective manner
 - b. Conduct a review and analysis of all current IndyPL jobs and job descriptions, recommending updates
 - c. Conduct interviews with staff or key stakeholders to ensure clarity of roles or process
 - d. Recommend any position consolidations
 - e. Conduct a Fair Labor Standards Act Audit
 - f. Conduct an External Salary Survey using comparable employers (peer libraries, other public sector entities) and other compensation data sources
 - g. Evaluation of the current IndyPL salary structure to include:
 - i. Recommendations concerning the number and width of pay grades
 - ii. Placement of jobs into pay structure
 - iii. Recommendations for any organizational structure efficiencies
 - iv. Recommendations and cost analysis of pay adjustments for jobs below market
 - v. Recommendations and cost analysis of any identified pay compression or pay equity issues
 - vi. Methodology to keep internal pay structure market competitive as market pricing moves
 - h. Assist with a communication plan and materials for Library Board, Library Executives and Library Staff
9. Major Milestones (*Approximate Timeline*):
- a. March Project Initiation
 - b. March/April Job and Classification Analysis
 - c. April/May Salary Survey & Market Analysis
 - d. June/July Recommendations Development & Initial Review with Library
 - e. July/August Present Final Results
10. A vendor recommendation will be made at the February Board Committee meeting

Strategic/Fiscal Impact: Study cost accounted for in the 2019 budget



Board Briefing Report

7b

To: IMCPL Board

Meeting Date: January 28, 2019

From: Debra Champ

Subject: Annual Review of IMCPL Acceptable Use Policy

Recommendation: Annual Review of IMCPL Acceptable Use Policy

Background:

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

IMCPL's Acceptable Use Policy is attached for the Board's approval. No changes are recommended for 2019.

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

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

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

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

Cooperative Use

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

Acceptable Use

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

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

Unacceptable Use

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

- Any purposes which violate U.S., state, or local laws.
- Transmitting threatening, obscene, or harassing materials, including the use of profanity or offensive language.

- Intentional or unintentional disruption of network users, services or equipment, harm to other computer systems, including excessive bandwidth utilization.
- Distribution of unsolicited advertising.
- Tampering with computer or network security.
- Disconnecting library equipment, including monitors, network cables, and electrical cords.
- Making unauthorized entry into any systems accessible via Library computers.
- Representing oneself as another person.
- Developing and/or propagating programs that harass other users or cause harm to other computer systems (e.g. computer "viruses" and "worms").
- Copying, file sharing, downloading, or distributing commercial software or other works or material (e.g. music, movies, or other audio or digital material) in violation of state, federal, or international copyright laws.
- Accessing or loading pornographic, obscene, or sexually explicit material.
- Other uses deemed inappropriate at the discretion of IndyPL management.

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

Internet Safety Policy

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

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

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

Disclaimer

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

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

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

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

Review of IndyPL Policy

This policy shall be reviewed on an annual basis in accordance with Indiana Code § 36-12-1-12(e).

Reviewed by the Library Board of Trustees, December 18, 2017.



Board Briefing Report

8a

To: IndyPL Board Meeting Date: January 28, 2019
Facilities Committee

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Eagle Branch Construction Progress for December 2018

Major milestone work completed in December includes completion of the wall electrical and plumbing rough-ins, the installation of drywall, and the placement of stone in the parking lot.

Above ceiling mechanical work is complete with the inspection scheduled for January 16. The installation of permanent windows has begun. Brick and stone have been delivered to the site. The contractor has scheduled for permanent gas service to allow for finishing of the drywall.



Project Site on January 9, 2019
View of the entrance with the parking lot light pole foundation cages.

Facilities Briefing Report

To: Facilities Committee, Item 8a

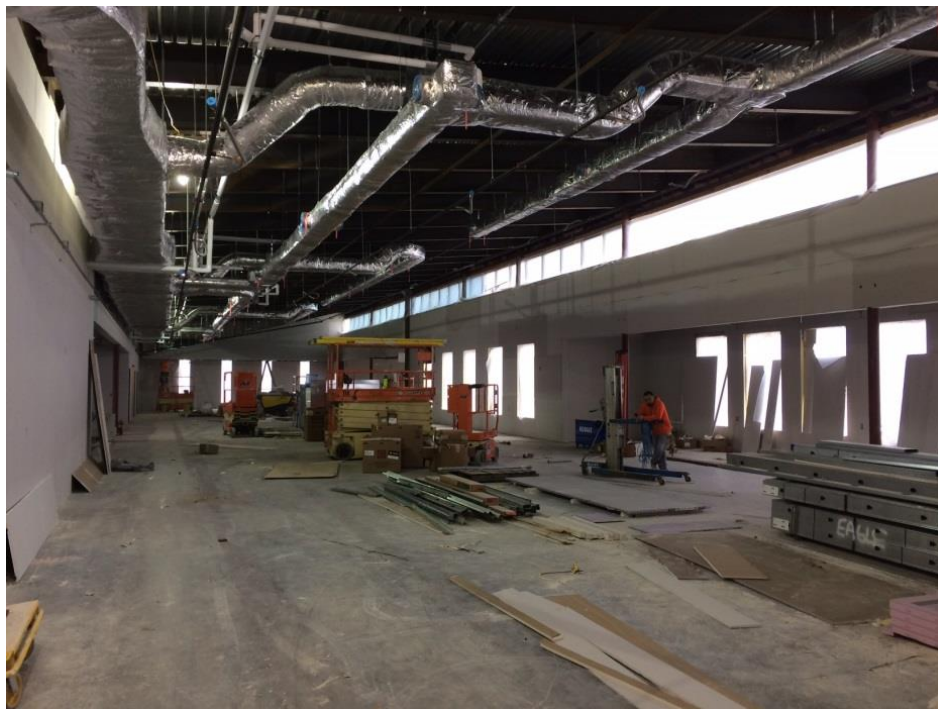
From: Sharon Smith, Facilities Director

Re: Eagle Branch Construction Progress

Date: January 28, 2019



Project Site on January 9, 2019
View inside looking east showing the Children's area.



Project Site on January 9, 2019
View inside looking west showing the Teen's area.

Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Eagle Branch Construction Progress

Date: January 28, 2019



Project Site on January 9, 2019
View inside looking north showing the Adult's area.

Construction Schedule Update

Start brick	January 14, 2019
Complete high windows	January 18, 2019
Complete Drywall	February 22, 2019
Substantial Completion	April 19, 2019

Summary Construction Budget Update

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



Board Briefing Report

8b

To: IndyPL Board Meeting Date: January 28, 2019
Facilities Committee

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Brightwood Branch Construction Progress for December 2018

Major milestone work completed in December includes completion of the cost reduction exercise resulting in \$383,123 in savings. The major items modified were the amount of custom wood shelving, change in the ceiling material, change in the floor material in the Marketplace, change the exterior soffits from wood to composite, change manufacturer of the mechanical equipment, reduce quantity of landscape materials, and modify the quantity of earth to remove and replace contaminated soils.

The contractor is working to secure the permits based on the revised design to allow for mobilization and commencement of earthwork.

The contractor has identified the long lead time and critical path items. The submittal and order process has begun on structural steel, reinforcing steel, underground stormwater detention, and mechanical systems.

Construction Schedule Update

Mobilize	January 21, 2019
Start Foundations	February 25, 2019
Start Steel Erection	March 25, 2019
Substantial Completion	November 1, 2019



Board Action Request

8c

To: IndyPL Board

Meeting Date: January 28, 2019

From: Facilities Committee

Approved by
The Library Board:
Effective Date:

Subject: **Resolution 4-2019**
Approval to Award a Services Contract for Solar PV System Installation and Maintenance Services at the Eagle Branch Library Project

Recommendation:

IndyPL Facilities Committee recommends Board approval for the attached action (Resolution 4-2019) to award an installation and maintenance services contract for the solar photovoltaic system at the Eagle Branch Library Project to **RegenEn Solar LLC, Louisville, KY**. The total cost of the work is \$129,168.00.

Background:

IndyPL has made the determination that the use of sealed competitive bidding is neither practicable nor advantageous to IndyPL in regards to the selection of a Vendor for the installation and maintenance of a Solar Photovoltaic System (“PV System”) for the Eagle Branch Project. A vendor will be selected using the Request for Proposal (“RFP”) method outlined in IC § 5-22-9.

IndyPL solicited competitive proposals from prospective Vendors in accordance with IC § 5-22-9-7, for the award of a contract. Vendors were identified by using the City and State XBE databases and industry listings. IndyPL and the engineer R.E. Dimond prepared performance technical specifications for the PV System to allow for a detailed and thorough evaluation of the Vendors proposals. The PV System specified is a 66.2 kW solar array, which will provide approximately 75% of the electricity needs for the Eagle Branch.

The RFP for the PV System included a requirement for a public facing display to demonstrate a comprehensive view of the use of resources in the building including electricity, gas, and water.

The RFP was issued on December 11, 2018, public notices were printed on December 11 and 18, 2018, the RFP was posted on our website, known Vendors were contacted, and a Pre-proposal Conference was held for all prospective Vendors pm December 19, 2018. Five (5) Vendors submitted Proposals by the January 8, 2019 deadline.

Board Action Request

RE: Facilities Committee, Item 8c

Resolution 4-2019 Approval to Award a Services Contract for Solar PV System Installation and Maintenance at the Eagle Branch Library Project

Date: January 28, 2019

Invited and Known Vendors	Addenda 1 and 2 Received	E-Verify Affidavit	Certification	Installed Cost	Degradation Rate	1-Year Estimated Return	10-Year Estimated Return	25-Year Estimated Return	Public Display
CivicSolar, Inc.				No Proposal					
Coxon Enterprise			MBE WBE	No Proposal					
Johnson Melloh Solutions	X	X		\$167,600	0.8%/year	\$9,777	\$108,940	\$334,804	ESight
Morton Solar				No Proposal					
MPI Solar	X	X		\$150,000	0.7%/year	\$9,787	\$109,468	\$339,354	SolarWave
PSG Energy Group	X	X		\$237,214	2% 1st year .5%/year	\$9,659	\$112,440	\$355,446	Locus Energy
RegenEn Solar	X	X		\$129,168	0.7%/year	\$9,787	\$109,468	\$339,354	Locus Energy
Rectify LLC				No Proposal					
Shambaugh				No Proposal					
SunSource Indiana	X	X		\$153,453	>85% after year 25	\$9,659	\$112,440	\$355,446	Locus Energy
TC Electric			WBE	No Proposal					

Board Action Request

RE: Facilities Committee, Item 8c
Resolution 4-2019 Approval to Award a Services Contract for Solar PV System
Installation and Maintenance at the Eagle Branch Library Project
Date: January 28, 2019

The estimated returns are based on the following information:

66.2 kW	Panel Size in Kilo-Watts.
.5-.8%	Yearly Panel Production Degradation Rate (varies by Vendor.)
89,000 kWh	Estimated First Year Production in Kilo-Watt Hours (based on weather data.)
\$0.11	Cost of Kilo-Watt Hours in 2019 from Indianapolis Power and Light.
3%	Annual Inflation Estimate.

The preliminary project schedule targets beginning of work on site in March 2019, with a substantial completion date of April 12, 2019.

Strategic/Fiscal Impact:

The Project is funded by the Series 2017 Bond Fund (Fund 478).
The electricity generated will offset expenses to the operating fund for the life of the installation.



Board Resolution

8c

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 4-2019

APPROVAL TO AWARD A SERVICES CONTRACT FOR SOLAR PV SYSTEM INSTALLATION AND MAINTENANCE SERVICES AT THE EAGLE BRANCH LIBRARY PROJECT

JANUARY 28, 2019

WHEREAS, the Indianapolis-Marion County Public Library (“IndyPL”) continues to implement equipment and facility upgrade projects in support of the Strategic Plan of IndyPL; and

WHEREAS, IndyPL has made the determination that the use of sealed competitive bidding is neither practicable nor advantageous to IndyPL in regards to the selection of a Vendor for the installation and maintenance of Solar Photovoltaic System for the Eagle Branch Library Project; and

WHEREAS, IndyPL solicited competitive sealed proposals using the Request for Proposal (“RFP”) method outlined in IC § 5-22-9; and

WHEREAS, IndyPL received Proposals from five (5) vendors; and

WHEREAS, based on the review of the Proposals against the criteria in the RFP, IndyPL has determined **RegenEn Solar LLC, Louisville, KY** to be the Vendor that best meets the criteria, and recommends IndyPL award the contract to **RegenEn Solar LLC**.

IT IS THEREFORE RESOLVED the Solar Photovoltaic System for the Eagle Branch Library Project, as described in the RFP and the submitted Proposal, including the scope of work and compensation, is approved and authorizes the Chief Executive Officer (“CEO”) to negotiate and execute an agreement with **RegenEn Solar LLC**. The agreement will be based upon such terms described in the RFP and as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel. The agreement with **RegenEn Solar LLC** will be for the total cost of One-Hundred Twenty-nine Thousand One-Hundred Sixty-eight Dollars (\$128,168.00), and any such agreement execution and delivery effected be, and hereby is, confirmed and approved.



Board Briefing Report

9

To: IndyPL Board **Meeting Date:** 1/28/19
From: The Indianapolis Public Library Foundation
Subject: January 2019 Update

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

News

We appreciate the opportunity to join Jackie on the Love Your Library Tour. We look forward to bringing our anniversary celebration to your February board meeting.

Donors

The Library Foundation thanks 275 donors who made gifts last month. The following are our top corporate and foundation contributors. If you should have an opportunity to thank this donor, the Library Foundation would be grateful.

Indianapolis Power & Light Company
Faegre Baker Daniels LLP
Lilly Endowment
RLR Associates
The Swisher Foundation
Griffith Family Foundation

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 Programs

Ready to Read – Early Literacy Specialist
Ready to Read – On the Road to Reading
Ready to Read – Packaged Programs
Pop Up Literacy Program (East 38th Street)
Teen Programming (East 38th Street)
WIC Let's Talk Parent Bags

Cultural Programs

Center for Black Literature & Culture
Hot Jazz for Cool Kids (Central)
Community Author Fair (East 38th Street)
Music Monday (Spades Park)
Lunch and Learns (PDA)
Meet the Artists
Meet the Artists – Fourth Friday
Everyday Artists – (Fountain Square)
Ready to Read – Preschool Packaged Programs
Books Clubs – (West Indianapolis)

Lifelong

Coding for the Curious (Central)
Plant Based Cooking (Central)
Seed Library (GLD)

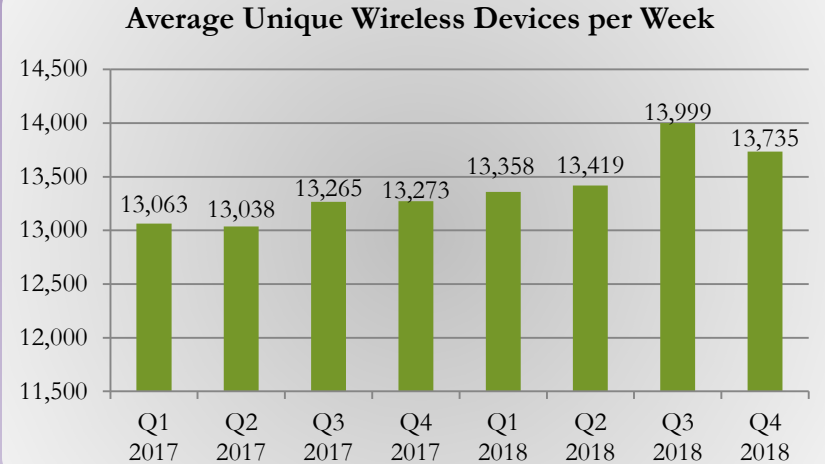
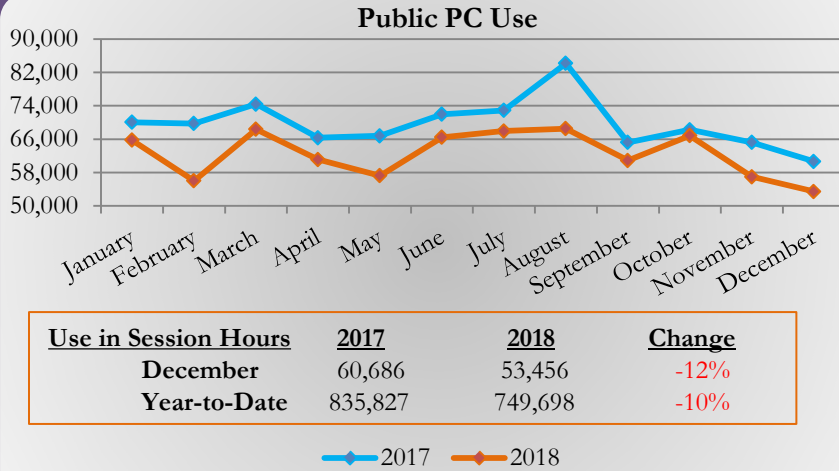
Collections

Hi-Lo Books Collection

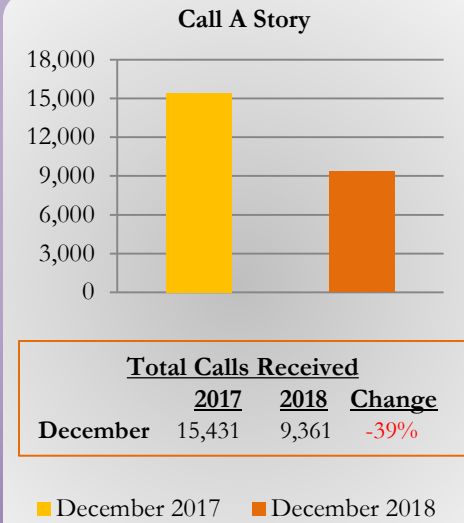
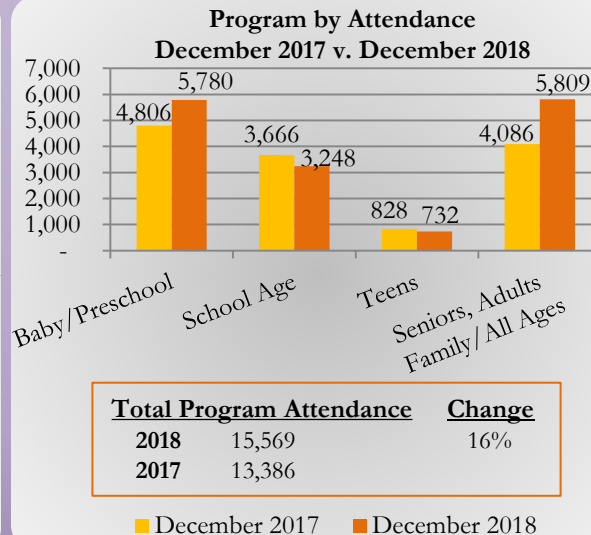
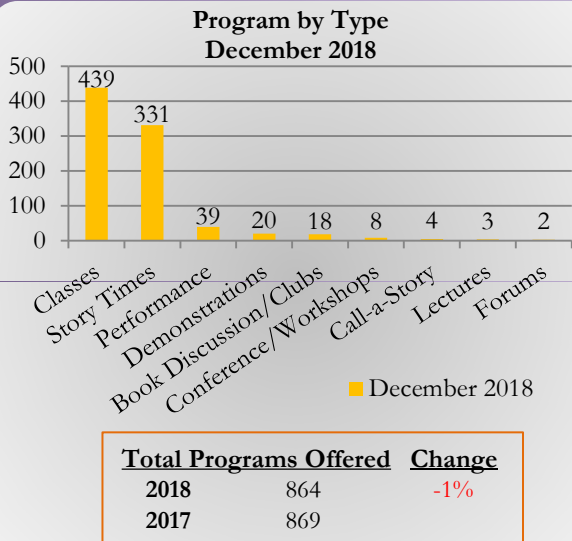
Capital Projects

Aquarium STEAM Storytime – (East 38th Street)
Aquarium (Pike)

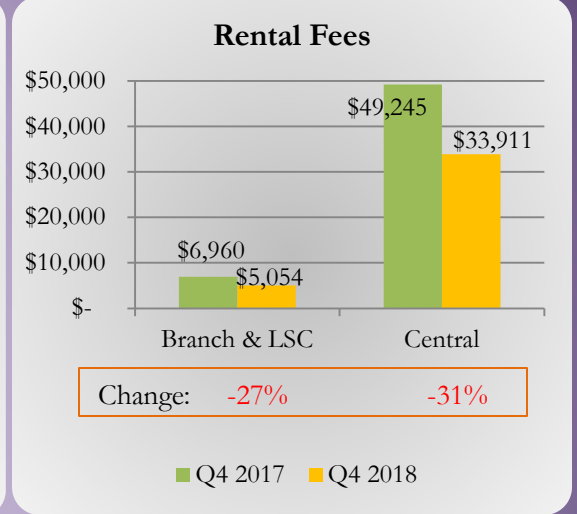
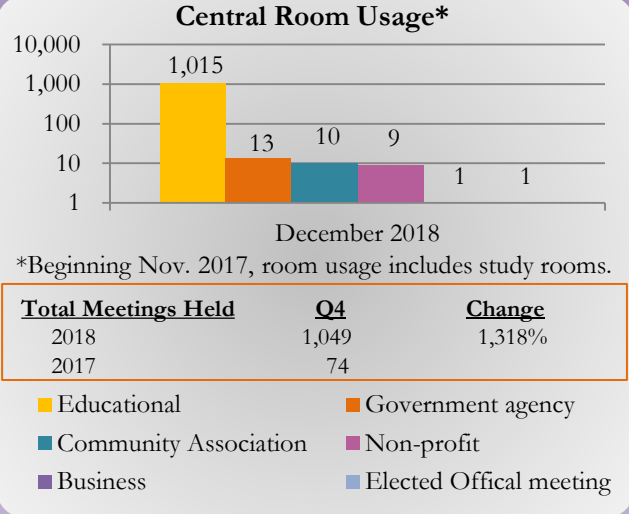
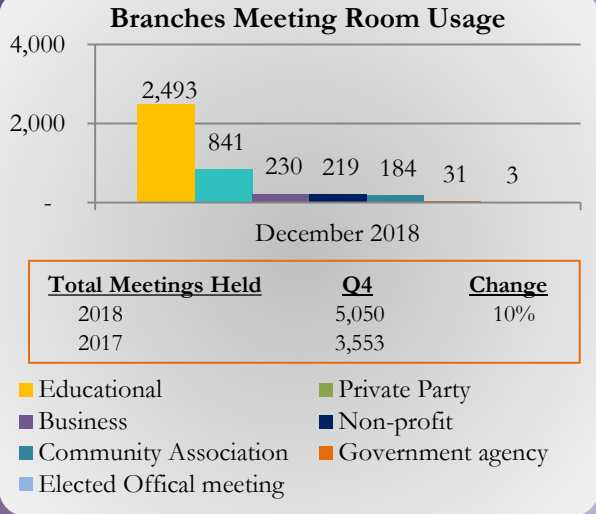
Computer Use



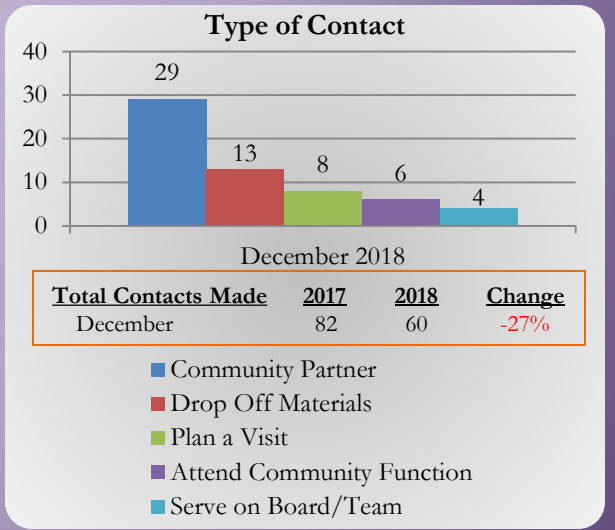
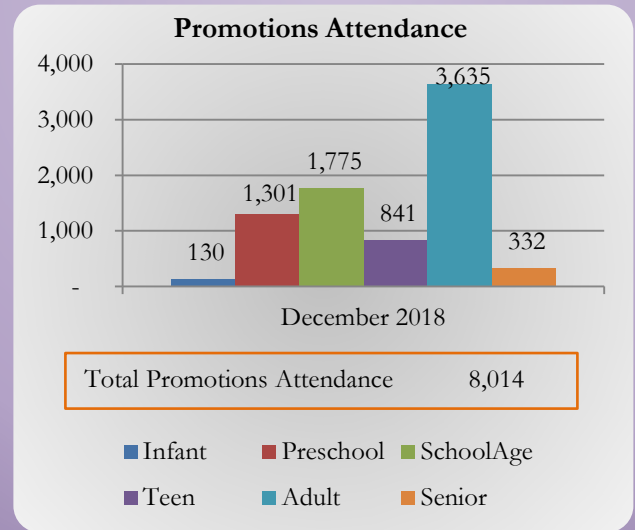
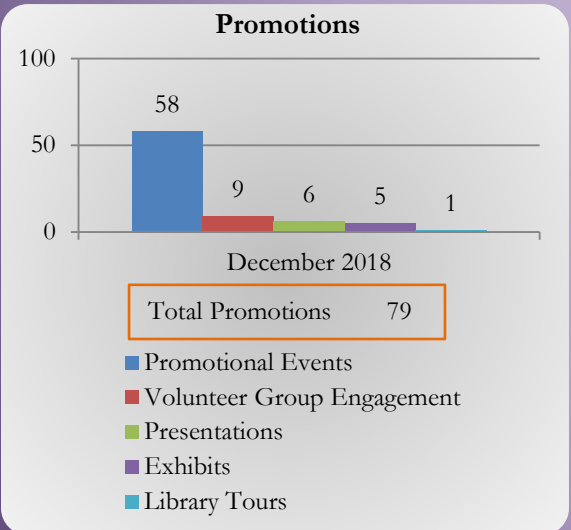
Programs



Community Room Usage

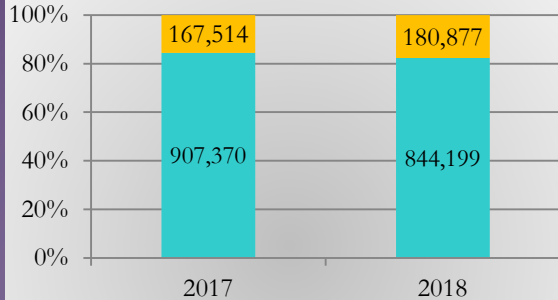


Community Contacts



Circulation

December

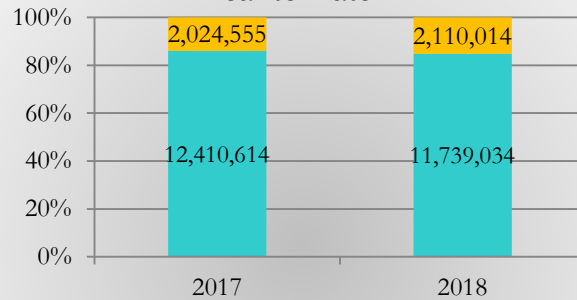


Total Items
Circulated: 1,074,884 1,025,076

Physical	Electronic	Total
Change: -7%	8%	-5%

■ Physical ■ Electronic

Year to Date

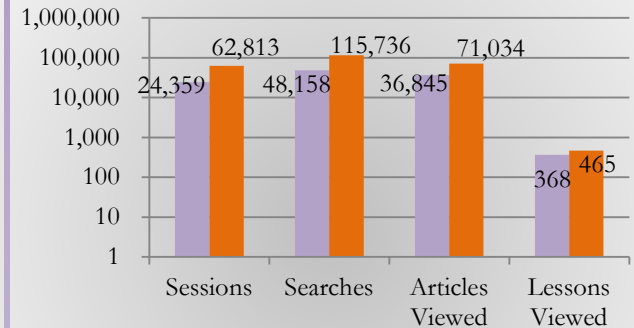


Total Items
Circulated: 14,435,169 13,849,048

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

■ Physical ■ Electronic

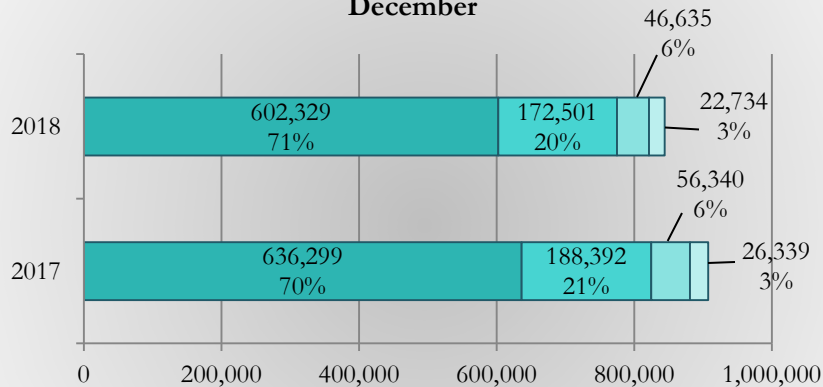
Database Usage



	Sessions	Searches	Articles Viewed	Lessons Viewed
Change:	158%	140%	93%	26%

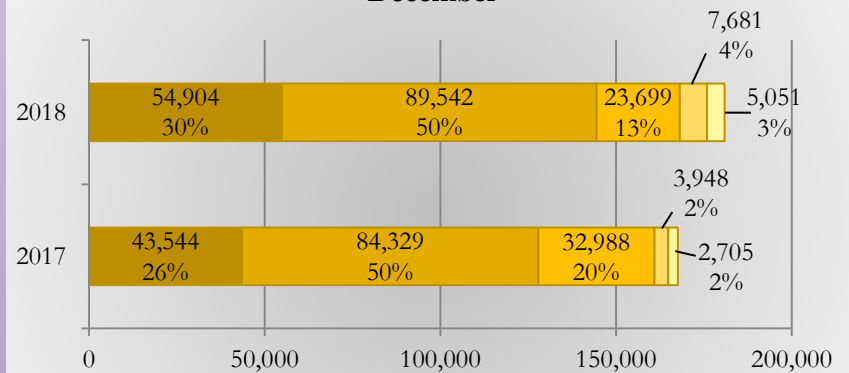
■ December 2017 ■ December 2018

Circulation by Format - Physical Material
December



■ Books ■ DVDs ■ CDs ■ Audiobooks

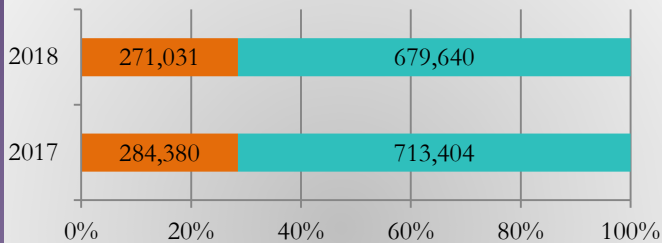
Circulation by Format - Electronic Material
December



■ eAudiobook ■ eBook ■ eMusic ■ eMagazine ■ eVideo

Patron Visits

December

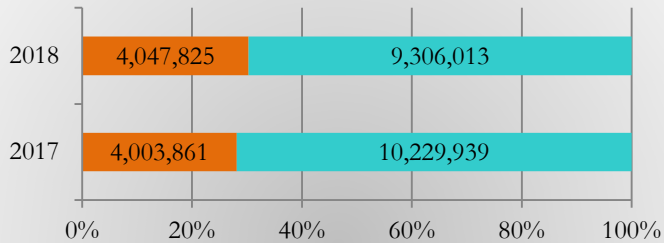


Total Visits		December	
2018		950,671	
2017		997,784	

	Walk-in	Web Branch	Total
Change	-5%	-5%	-5%

Walk-in Web Branch

Year to Date



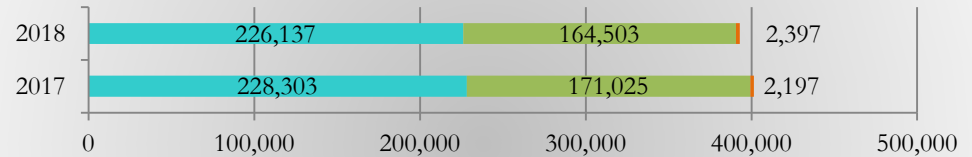
Total Visits		Year-to-Date	
2018		13,353,838	
2017		14,233,800	

	Walk-in	Web Branch	Total
Change	1%	-9%	-6%

Walk-in Web Branch

Library Card Use

Total Borrowers



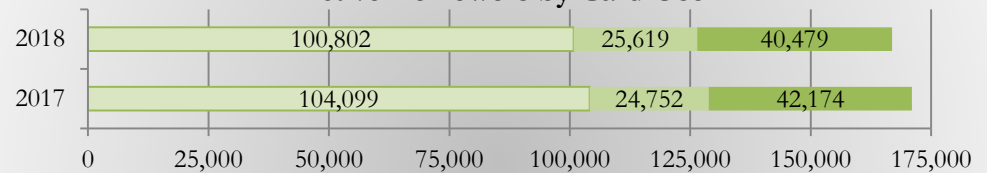
Total Borrowers

2018	393,037
2017	401,525

	All Others	Active	New
Change	-1%	-4%	9%

All Others Active New

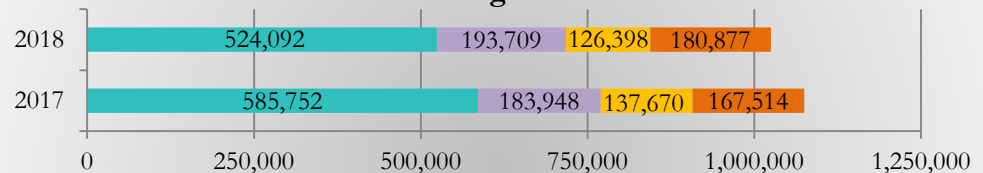
Active Borrowers by Card Use



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

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

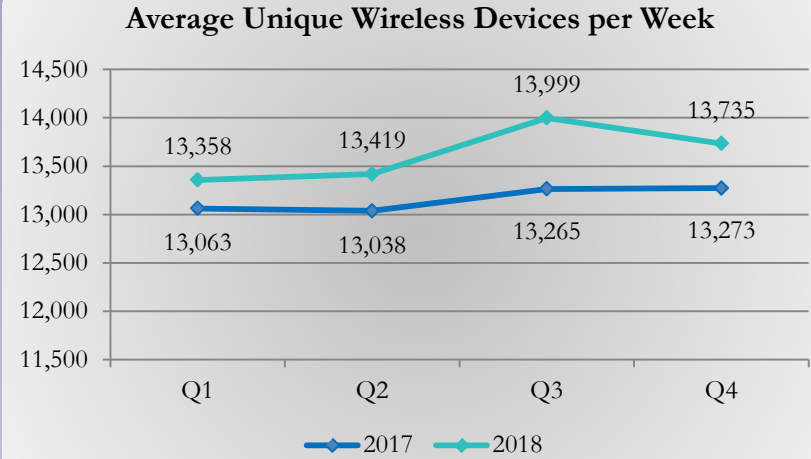
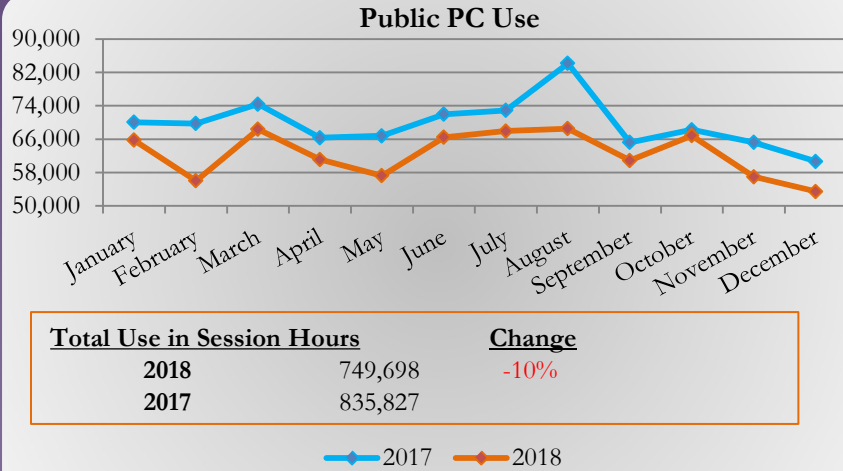
Borrowing Methods



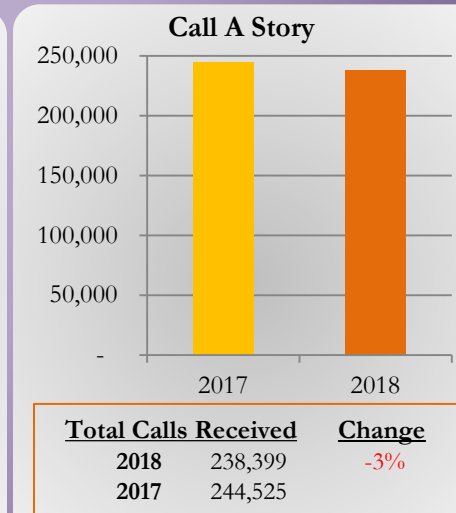
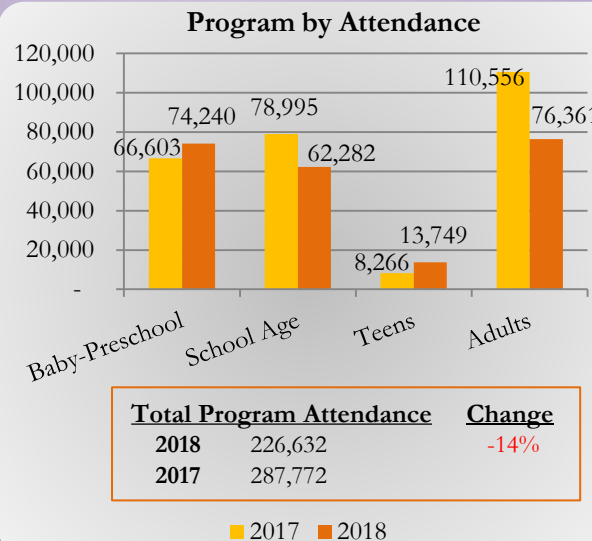
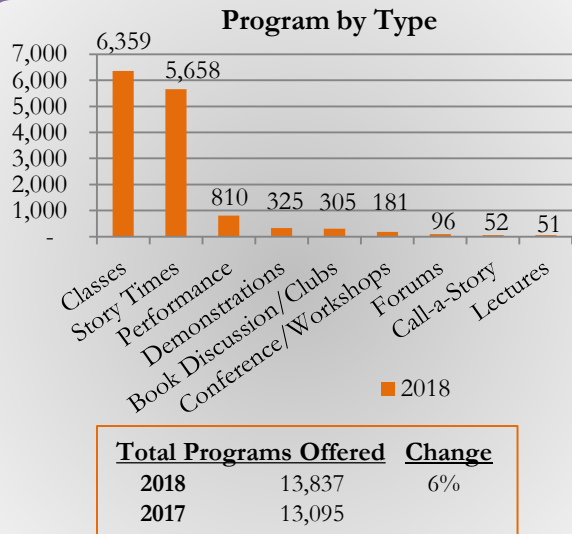
	Self-Renewal	Circ Check	Circ Desk	Electronic
Change	-11%	5%	-15%	-1%

Renewal Self-Check Circ Desk Electronic

Computer Use

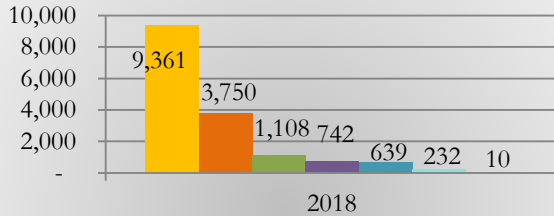


Programs



Community Room Usage

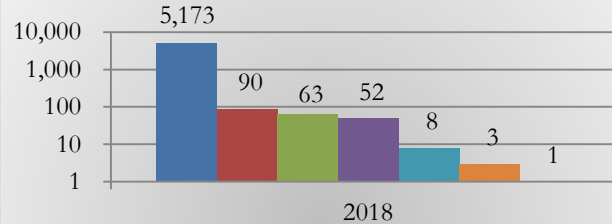
Branches Meeting Room Use



Total Meetings Held	Change
2018	15,842
2017	14,008
	13%

- Educational
- Non-profit
- Community Association
- Elected Official meeting
- Private Party
- Business
- Government agency

Central Room Usage*

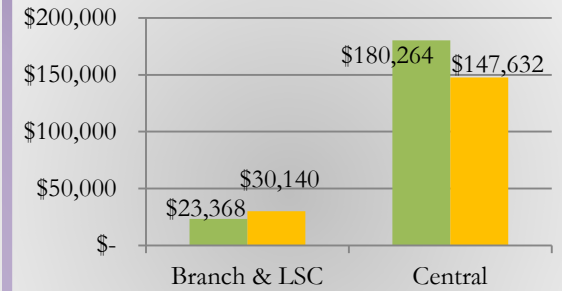


*Beginning Nov. 2017, room usage includes study rooms.

Total Meetings Held	Change
2018	5,390
2017	272
	1,882%

- Educational
- Government agency
- Business
- Elected Official meeting
- Non-profit
- Community Association
- Private Party

Rental Fees

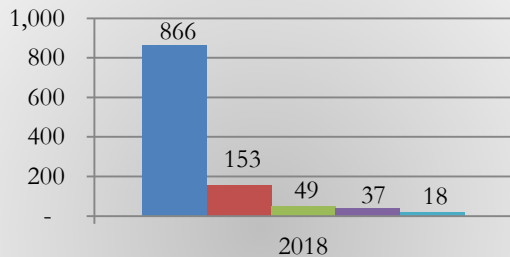


Change:	29%	-18%
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■ 2017 ■ 2018

Community Contacts

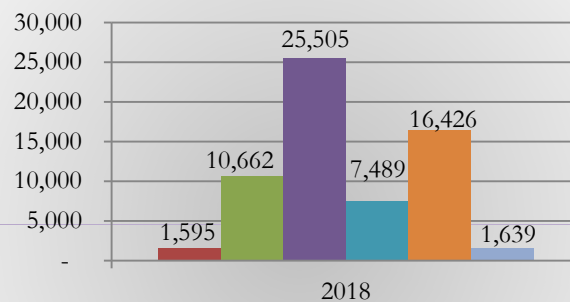
Promotions



Total Promotions	1,123
------------------	-------

- Promotional Events
- Presentations
- Volunteer Group Engagement
- Exhibits
- Library Tours

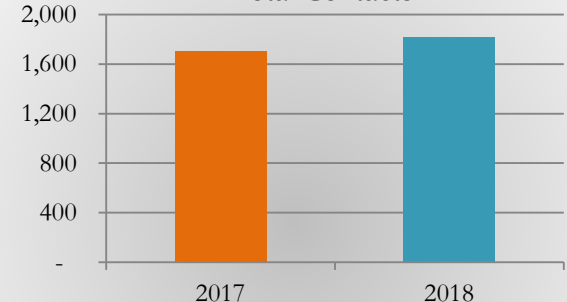
Promotions Attendance



Total Promotions Attendance	63,316
-----------------------------	--------

- Infant
- Teen
- Preschool
- Adult
- SchoolAge
- Senior

Total Contacts

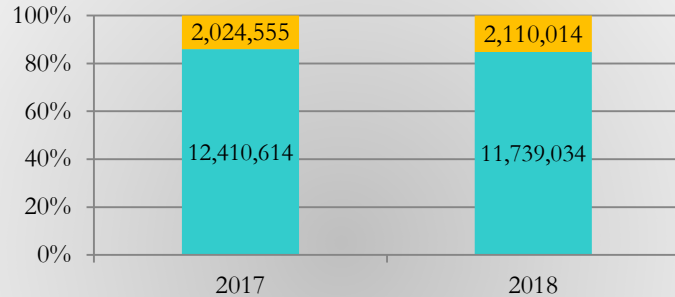


Total Community Contacts	Change
2018	1,819
2017	1,701
	7%

■ 2017 ■ 2018

Circulation

Total Circulation



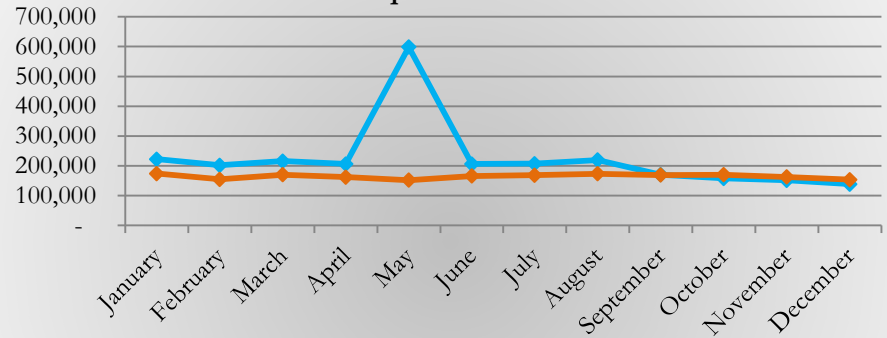
Total Items

Circulated: 14,435,169 13,849,048

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

Physical Electronic

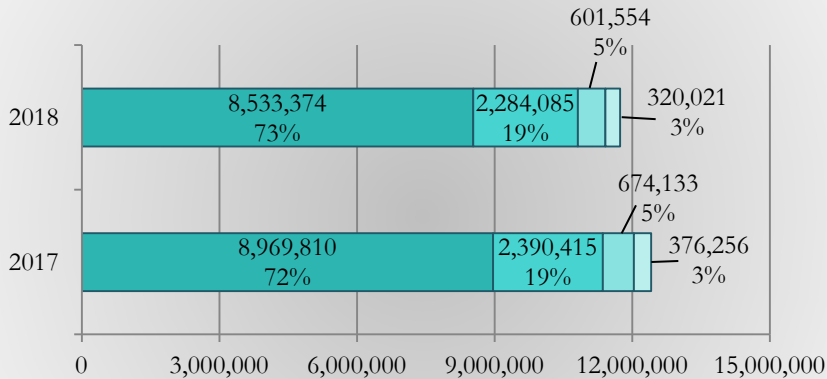
Requests Placed



	Total Requests Placed	Change
2018	1,977,558	-27%
2017	2,695,779	

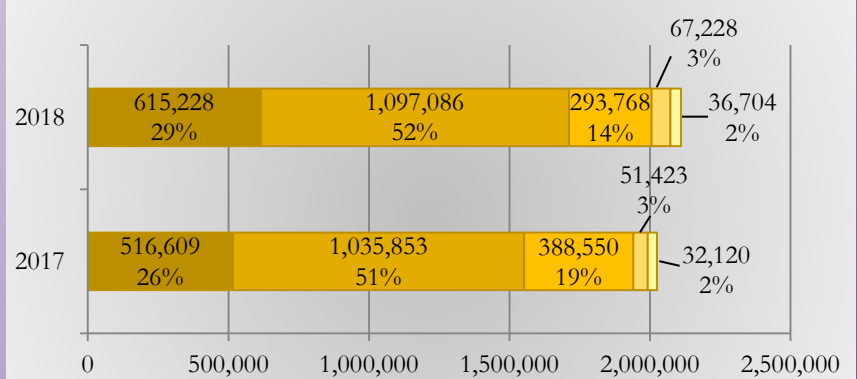
2017 2018

Circulation by Format - Physical Material



Books DVDs CDs Audiobooks

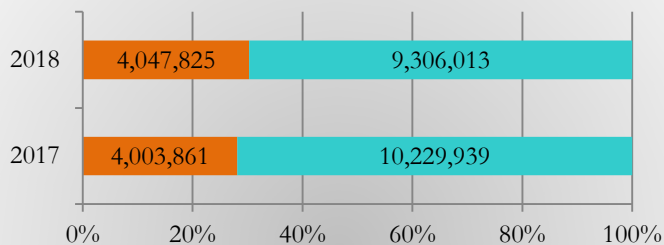
Circulation by Format - Electronic Material



eAudiobook eBook eMusic eMagazine eVideo

Patron Visits

Year to Date



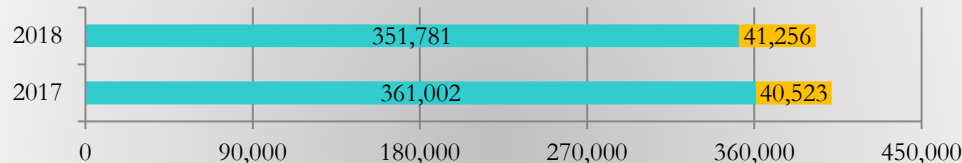
Total Visits	Year-to-Date
2018	13,353,838
2017	14,233,800

Change	Walk-in	Web Branch	Total
	1%	-9%	-6%

Legend: Walk-in (orange), Web Branch (teal)

Library Card Use

Total Borrowers



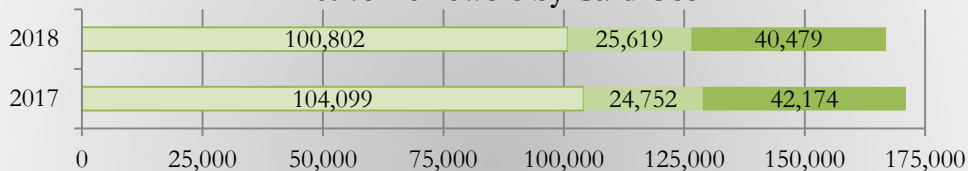
Total Borrowers

2018	393,037
2017	401,525

	New	All Others	Total Borrowers
Change:	-3%	2%	-2%

Legend: All Others (teal), New (yellow)

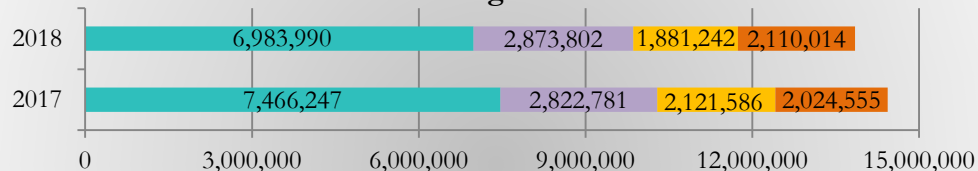
Active Borrowers by Card Use



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

Legend: Both (light green), Checking-out material (medium green), Using public PCs and remote online service (dark green)

Borrowing Methods



	Self-Renewal	Circ Check	Circ Desk	Electronic
Change	-6%	2%	-11%	4%

Legend: Renewal (teal), Self-Check (purple), Circ Desk (yellow), Electronic (orange)



10b

December 2018 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: (print placements listed below topic)

- **IndyPL's Jingle Books Initiative**
Indy Star, Weekly View, WFYI.org, Southside Times, Westside Community News, WIBC.com (also covered extensively by local TV and radio)
- **Kwanzaa Celebration at Central Library**
Indianapolis Star, Indianapolis Recorder, Urban Times
- **Michigan Road Branch Opens**
Indianapolis Recorder, Natural Awakenings, Westside Community News (also coverage on WTHR-TV and WXIN-TV/CBS4-TV, WRTV6, WISH-TV)
- **New Online Services at IndyPL**
Weekly View, Southside Times, Broad Ripple Gazette
- **Grow With Google Partnership**
Indianapolis Recorder, Weekly View, Westside Community News

Other media outreach in December occurred on such Library activities as December holiday programs at the Library, the upcoming Meet the Artists XXXI, CodeU for kids at the Southport Branch, and op-ed letter to Indy Star on early literacy programming.

2 YouTube videos posted to website:

- Reshelving Project at New Michigan Road Branch
- Opening Day at New Michigan Road Branch

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

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

Social Media

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

- Michigan Road IndyStar Preview- Reach of 5.5k
- 3 book weekend comic- Reach of 5.1k
- Currently Reading Weekly Book Discussions- Reach of 1.3k, 1.3k, 1.4k, 2.3k
- Book Riot's Read Harder Challenge- Reach of 3.7k
- Number of Public Libraries vs. Starbucks in US- Reach of 3.2k
- Michigan Road Branch Opening Video- Reach of 2k
- Discussion of the worst books of 2018- Reach of 2.6k
- Kanopy Service announcement- Reach of 2.5k

Topics/Events covered on Facebook: Library events and programs, Michigan Road branch opening videos with John Helling and Denyce Malone, holiday book lists, #weneeddiversebooks, IndyPL Staff Association trip to Build-A-Bear, Call-A-Cool Story partnership with WFYI, Yelp Indy Bazaar, best of 2018 lists.

32 tweets published on the official IndyPL Twitter Page:

- 53.6k Twitter impressions occurred in December
- 1,301 profile visits
- 168 outside mentions of IndyPL by patrons, community partners, and Indianapolis media

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

Top 5 Performing Blog Posts (Page Views)

Kids' Blog:

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

Ready to Read:

- 100+ Free Video Read Alouds
- Read Right Now! Dr. Seuss
- Read Right Now! Christmas
- Ready to Read Home
- Read Right Now! Pete the Cat

Print Activity

- Meet the Artists 2019 bookmarks, posters and brochures - 3,826 pieces
- Meet the Artists 2019 Envelope Stamp – currently printing on all outgoing mail
- Cooking Workshop bookmarks and posters – 894 pieces
- Glendale Branch-Tuesday Night Readers posters and fliers – 30 pieces
- Michigan Road Grand Opening programs – 500 pieces
- The Library Hours and Services brochure – 11,000 pieces
- Glendale Branch-Indoor Seed Starting Workshop posters and fliers – 35 pieces
- Receipt for Material Donation Forms – 5,000 pieces
- Nora Branch- Establishing and Maintaining Wildlife Garden posters – 12 pieces
- Business Cards – 11 boxes (250 per box)



Board Action Request

10c1

To: IMCPL Board **Meeting Date:** January 28, 2019

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

Effective Date: January 28, 2019

Subject: Finances, Personnel and Travel Resolution 5-2019

Recommendation: Approve Finances, Personnel and Travel Resolution 5- 2019

Background: The Finances, Personnel and Travel Resolution 5- 2019 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 2019.

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

RESOLUTION 5 - 2019

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 December 2018 pursuant to the Annual Resolution.

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

Warrant numbers **69934** through **70136** for a total of
\$4,639,237.33 were issued from the operating bank accounts.

EFT numbers **300675** through **300694** and
300698 through **300727** and
300730 through **300754** and
300758 through **300788** and
1137 through **1148** for a total of

\$1,709,102.51 were issued from the operating bank accounts.

Warrant numbers **759** for a total of

\$21.97 were issued from the fines bank account.

Warrant numbers **6926** through **6961** for a total of

\$80,638.77 were issued from the gift bank account.

EFT numbers **300695** through **300697** and
300728 through **300729** and
300755 through **300757** and
300789 through **300792** for a total of

\$88,450.95 were issued from the gift bank account.

Warrant numbers **268167** through **268215** and
1364 through **1365** for a total of

\$16,122.11 were issued for employee payroll

Direct deposits numbers **500001** through **500601** and

Direct deposits numbers **520001** through **520601** for a total of

\$963,548.03 were issued for employee payroll

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

\$355,343.04 were issued for employee payroll

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

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

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

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

John Andrews

Patricia A. Payne

Crista L. Carlino

Rev. T.D. Robinson

Dorothy R. Crenshaw

Joanne Sanders

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

Dr. Terri Jett

Ijeoma Dike-Young
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1137	EFT	12/05/2018	U.S. POSTAL SERVICE	2,000.00
1138	EFT	12/17/2018	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	264.48
1139	EFT	12/17/2018	AMERICAN UNITED LIFE INSURANCE CO	4,119.00
1140	EFT	12/17/2018	FIDELITY INVESTMENTS	5,121.78
1141	EFT	12/17/2018	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	92,401.05
1142	EFT	12/20/2018	INDIANA DEPARTMENT OF REVENUE	632.91
1143	EFT	12/21/2018	ADP, INC.	1,060.50
1144	EFT	12/21/2018	ADP, INC.	11,053.38
1145	EFT	12/28/2018	FIDELITY INVESTMENTS	5,109.78
1146	EFT	12/28/2018	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	92,364.60
1147	EFT	12/31/2018	AMERICAN UNITED LIFE INSURANCE CO	3,979.00
1148	EFT	12/21/2018	FIRST AMERICAN TITLE INSURANCE CO	10,000.00
69934	CHECK	12/06/2018	A CLASSIC PARTY RENTAL CO	411.67
69935	CHECK	12/06/2018	A CLASSIC PARTY RENTAL CO	1,738.77
69936	CHECK	12/06/2018	ANGIE M. LEWIS	23.98
69937	CHECK	12/06/2018	ARTS FOR LEARNING INDIANA	170.00
69938	CHECK	12/06/2018	ASI SIGNAGE INNOVATIONS	145.00
69939	CHECK	12/06/2018	AXIS ARCHITECTURE & INT., LLC	4,008.33
69940	CHECK	12/06/2018	BEAM, LONGEST & NEFF, LLC	600.00
69941	CHECK	12/06/2018	BRIGHT IDEAS IN BROAD RIPPLE	344.87
69942	CHECK	12/06/2018	BRIGHTWOOD INVESTORS, LLC	4,074.00
69943	CHECK	12/06/2018	BROWNING DAY MULLINS DIERDORF	8,192.00
69944	CHECK	12/06/2018	CHC WELLNESS	2,845.00
69945	CHECK	12/06/2018	CITIZENS ENERGY GROUP	773.81
69946	CHECK	12/06/2018	CONTINENTAL BROADCAST GROUP, LLC	3,573.00
69947	CHECK	12/06/2018	CULLIGAN	7.69
69948	CHECK	12/06/2018	DOROTHY J. WRIGHT	35.00
69949	CHECK	12/06/2018	DUDE SOLUTIONS INC	1,801.75
69950	CHECK	12/06/2018	FEDEX	578.43
69951	CHECK	12/06/2018	FOUNTAIN BLOCK DEVELOPMENT L.P.	4,963.00
69952	CHECK	12/06/2018	GALE GROUP THE	7,038.91
69953	CHECK	12/06/2018	GLENDALE TOWN CENTER	25,375.00
69954	CHECK	12/06/2018	GORDON PLUMBING, INC.	735.14
69955	CHECK	12/06/2018	INDIANAPOLIS POWER & LIGHT COMPANY	60,054.94
69956	CHECK	12/06/2018	INDIANAPOLIS SYMPHONY ORCHESTRA	450.00
69957	CHECK	12/06/2018	JERALD HARKNESS	174.93
69958	CHECK	12/06/2018	JACKSON MANUFACTURERS CO., INC.	2,598.00
69959	CHECK	12/06/2018	LOSSIE DAVIS	69.75
69960	CHECK	12/06/2018	MARKEY'S RENTAL & STAGING	3,995.24
69961	CHECK	12/06/2018	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
69962	CHECK	12/06/2018	MIDWEST COLLABORATIVE FOR LIBRARY SERVICES (MCLS)	3,504.21
69963	CHECK	12/06/2018	NATIONAL ENVIRONMENTAL SERVICES	61,179.00
69964	CHECK	12/06/2018	OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST, P.A.	69.27
69965	CHECK	12/06/2018	OFFICEWORKS	76,267.44
69966	CHECK	12/06/2018	PAYPAL	54.10
69967	CHECK	12/06/2018	PCM-G	1,545.54
69968	CHECK	12/06/2018	REPROGRAPHIX, INC	101.80
69969	CHECK	12/06/2018	RESERVE INTERACTIVE	3,970.00
69970	CHECK	12/06/2018	RUBY TREGNAGO	300.00
69971	CHECK	12/06/2018	SIERRA CLUB	12.00
69972	CHECK	12/06/2018	THE BANK OF NEW YORK MELLON TRUST CO N.A	400.00
69973	CHECK	12/06/2018	THE BANK OF NEW YORK MELLON TRUST	1,800,587.50
69974	CHECK	12/06/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	495.16
69975	CHECK	12/06/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	496.36
69976	CHECK	12/06/2018	THIRD WORLD NEWSREEL	989.70
69977	CHECK	12/06/2018	U.S. BANK ST. PAUL	1,163,420.63
69978	CHECK	12/06/2018	WILLIAM C BUFFIE	100.00
69979	CHECK	12/06/2018	WTLC-FM	1,200.00
69980	CHECK	12/13/2018	ADP, INC.	589.62
69981	CHECK	12/13/2018	AFSCME COUNCIL IKOC 962	2,713.32
69982	CHECK	12/13/2018	AJILON FINANCE	208.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
69983	CHECK	12/13/2018	AMERICAN UNITED LIFE INSURANCE CO	2,548.86
69984	CHECK	12/13/2018	AMERICAN UNITED LIFE INSURANCE CO	3,315.16
69985	CHECK	12/13/2018	ARAB TERMITE AND PEST CONTROL INC	2,280.00
69986	CHECK	12/13/2018	AT&T	65.04
69987	CHECK	12/13/2018	AT&T	878.31
69988	CHECK	12/13/2018	AT&T MOBILITY	772.14
69989	CHECK	12/13/2018	BEECH GROVE SEWAGE WORKS	140.61
69990	CHECK	12/13/2018	BLACKMORE & BUCKNER ROOFING	978.12
69991	CHECK	12/13/2018	BRIAN J. DUVALL	1,560.00
69992	CHECK	12/13/2018	BRUCE BENTON	499.00
69993	CHECK	12/13/2018	BUSINESS FURNITURE CORPORATION	8,286.76
69994	CHECK	12/13/2018	CENTRAL INDIANA HARDWARE	1,361.50
69995	CHECK	12/13/2018	CENTRAL SECURITY & COMMUNICATIONS	107.50
69996	CHECK	12/13/2018	CHARLES THOMAS LEWIS	1,000.00
69997	CHECK	12/13/2018	BRIGHT HOUSE NETWORKS	59.99
69998	CHECK	12/13/2018	CHRISTIAN BOOK DISTRIBUTORS	155.58
69999	CHECK	12/13/2018	CITIZENS ENERGY GROUP	10,683.53
70000	CHECK	12/13/2018	DACO GLASS & GLAZING INC	585.00
70001	CHECK	12/13/2018	EDDIE HURM (PAINTING & SNOW REMOVAL)	525.00
70002	CHECK	12/13/2018	EDWARD GEORGE & ASSOCIATES, LLC	110.00
70003	CHECK	12/13/2018	ELIZABETH FRANKLIN	1,106.25
70004	CHECK	12/13/2018	FAITH BLACKWELL PHOTOGRAPHY, LLC	350.00
70005	CHECK	12/13/2018	FOUNTAIN SQUARE (PETTY CASH)	8.55
70006	CHECK	12/13/2018	GALE GROUP THE	583.02
70007	CHECK	12/13/2018	GRANT KEY	1,280.00
70008	CHECK	12/13/2018	GUARDIAN	15,172.75
70009	CHECK	12/13/2018	INDIANA NEWSPAPERS, INC.	494.73
70010	CHECK	12/13/2018	INDIANA NEWSPAPERS	101.76
70011	CHECK	12/13/2018	INDIANAPOLIS FLEET SERVICES	2,198.91
70012	CHECK	12/13/2018	JOSIAH R. MCCRUINSTON	75.00
70013	CHECK	12/13/2018	KWIK CASE LLC	37,103.32
70014	CHECK	12/13/2018	LIGHTNING TWO WAY RADIO, INC	80.50
70015	CHECK	12/13/2018	MEGAN FERGUSON	31.03
70016	CHECK	12/13/2018	E.SOLUTIONS, INC.	2,815.03
70017	CHECK	12/13/2018	MICHAEL R. TWYMAN	3,333.33
70018	CHECK	12/13/2018	MICHELLE JANETTE MARTI	100.00
70019	CHECK	12/13/2018	MICHIGAN ROAD PETTY CASH	110.00
70020	CHECK	12/13/2018	MID-AMERICA SOUND CORP.	16,358.90
70021	CHECK	12/13/2018	MOVIETME VIDEO PRODUCTIONS	17,091.00
70022	CHECK	12/13/2018	NATIONAL SAFETY COUNCIL	36.00
70023	CHECK	12/13/2018	PETER VICKERY	500.00
70024	CHECK	12/13/2018	PFM TRUCK CARE CENTER	416.86
70025	CHECK	12/13/2018	REPUBLIC WASTE SERVICES	6,435.88
70026	CHECK	12/13/2018	RJE BUSINESS INTERIORS	3,375.01
70027	CHECK	12/13/2018	SHARON BERNHARDT	33.45
70028	CHECK	12/13/2018	SIGNARAMA DOWNTOWN INDIANAPOLIS	193.59
70029	CHECK	12/13/2018	SPRINT PCS	3,748.75
70030	CHECK	12/13/2018	STENZ CONSTRUCTION CORPORATION	413,610.26
70031	CHECK	12/13/2018	TRENDYMINDS, INC.	3,383.00
70032	CHECK	12/13/2018	VISIT INDY	625.00
70033	CHECK	12/13/2018	VLADIMIR KRAKOVICH	1,000.00
70034	CHECK	12/13/2018	WAYNE (PETTY CASH)	16.02
70035	CHECK	12/13/2018	WENDY N WEST	75.00
70036	CHECK	12/13/2018	YEFIM PASTUKH	1,000.00
70037	CHECK	12/20/2018	AJILON FINANCE	2,355.29
70038	CHECK	12/20/2018	ALBERT M. WILLIAM JR	1,000.00
70039	CHECK	12/20/2018	ANTHEM INSURANCE COMPANIES, INC	337,500.00
70040	CHECK	12/20/2018	ATC GROUP SERVICES, LLC	2,983.54
70041	CHECK	12/20/2018	BETHANY ALLISON	30.00
70042	CHECK	12/20/2018	BLACKMORE & BUCKNER ROOFING	2,001.25
70043	CHECK	12/20/2018	BLUEWALL VIRTUAL REALITY, LLC	50.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
70044	CHECK	12/20/2018	BRIAN J. DUVALL	1,740.00
70045	CHECK	12/20/2018	BRIGHT IDEAS IN BROAD RIPPLE	1,510.00
70046	CHECK	12/20/2018	BROWNING DAY MULLINS DIERDORF	8,242.24
70047	CHECK	12/20/2018	CENTRAL INDIANA HARDWARE	57.45
70048	CHECK	12/20/2018	CENTRAL SECURITY & COMMUNICATIONS	8,698.21
70049	CHECK	12/20/2018	CIRCLE CITY RINGERS, INC.	400.00
70050	CHECK	12/20/2018	CITIZENS ENERGY GROUP	1,002.02
70051	CHECK	12/20/2018	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	21,717.00
70052	CHECK	12/20/2018	COMMERCIAL OFFICE ENVIRONMENTS INC	31,823.25
70053	CHECK	12/20/2018	COMMUNITY OCCUPATIONAL HEALTH SERVICES	1,600.00
70054	CHECK	12/20/2018	COMPUTYPE INC.	236.71
70055	CHECK	12/20/2018	CONNOR FINE PAINTING	3,780.00
70056	CHECK	12/20/2018	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	8,050.28
70057	CHECK	12/20/2018	CROSSROADS DOCUMENT SERVICES	19,270.00
70058	CHECK	12/20/2018	CULLIGAN	84.20
70059	CHECK	12/20/2018	DACO GLASS & GLAZING INC	1,460.88
70060	CHECK	12/20/2018	DAMITA JO WILLIAMS	630.00
70061	CHECK	12/20/2018	DELL MARKETING L.P.	36,018.10
70062	CHECK	12/20/2018	EDUARDO S. LUNA	250.00
70063	CHECK	12/20/2018	EDUCATIONAL FURNITURE, LTD.	6,538.14
70064	CHECK	12/20/2018	EXPODESIGN, INC.	1,338.74
70065	CHECK	12/20/2018	FINE ARTS SOCIETY OF INDIANAPOLIS, INC.	300.00
70066	CHECK	12/20/2018	GORDON PLUMBING, INC.	1,233.51
70067	CHECK	12/20/2018	GRANT KEY	960.00
70068	CHECK	12/20/2018	HORNER INDUSTRIAL SERVICES, INC.	5,278.00
70069	CHECK	12/20/2018	ILEA INDIANA	210.00
70070	CHECK	12/20/2018	IMMIGRANT WELCOME CENTER	1,183.75
70071	CHECK	12/20/2018	INDIANAPOLIS POWER & LIGHT COMPANY	7,595.51
70072	CHECK	12/20/2018	INDY CURB APPEAL ASPHALT, INC	11,300.00
70073	CHECK	12/20/2018	JA BERG INC.	1,440.00
70074	CHECK	12/20/2018	JIM'S TREE EXPERTS	13,824.00
70075	CHECK	12/20/2018	JP MORGAN CHASE BANK	6,000.61
70076	CHECK	12/20/2018	JP MORGAN CHASE BANK	75.00
70077	CHECK	12/20/2018	JP MORGAN CHASE BANK	7,154.00
70078	CHECK	12/20/2018	KAREN RICE	225.00
70079	CHECK	12/20/2018	KELLEY JORDAN PHOTOGRAPHY	2,850.00
70080	CHECK	12/20/2018	LACY OGLES, INDY FUN LABS, LLC	180.00
70081	CHECK	12/20/2018	LIGHTNING TWO WAY RADIO, INC	198.00
70082	CHECK	12/20/2018	LUNA LANGUAGE SERVICES	140.00
70083	CHECK	12/20/2018	MARTEN CONSTRUCTION MANAGEMENT INC	145,200.00
70084	CHECK	12/20/2018	MAXWELL PAINTING	1,840.00
70085	CHECK	12/20/2018	MEGAN FERGUSON	105.22
70086	CHECK	12/20/2018	MEP HOLDING COMPANY	1,318.38
70087	CHECK	12/20/2018	MICHAEL R. TWYMAN	3,333.33
70088	CHECK	12/20/2018	MICHELLE JANETTE MARTI	100.00
70089	CHECK	12/20/2018	MIKE COGHLAN	153.30
70090	CHECK	12/20/2018	MILA & ME	562.00
70091	CHECK	12/20/2018	MOORE INFORMATION SERVICES, INC	809.30
70092	CHECK	12/20/2018	OMEGA RAIL MANAGEMENT	696.69
70093	CHECK	12/20/2018	PETER VICKERY	2,000.00
70094	CHECK	12/20/2018	PITNEY BOWES, INC.	184.50
70095	CHECK	12/20/2018	PROVIDENCE CRISTO REY HIGH SCHOOL	2,067.00
70096	CHECK	12/20/2018	RADWAY PIANO SERVICE	95.00
70097	CHECK	12/20/2018	SHELBY UPHOLSTERING & INTERIORS	175.00
70098	CHECK	12/20/2018	SHERRY HONG	1,750.00
70099	CHECK	12/20/2018	TACTIC	5,126.00
70100	CHECK	12/20/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	5,200.00
70101	CHECK	12/20/2018	VLADIMIR KRAKOVICH	4,000.00
70102	CHECK	12/20/2018	WE COUNT PEOPLE LLC	1,485.00
70103	CHECK	12/20/2018	YEFIM PASTUKH	4,000.00
70104	CHECK	12/28/2018	AJILON FINANCE	1,274.10

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
70105	CHECK	12/28/2018	ALLEN IRRIGATION COMPANY, INC.	182.00
70106	CHECK	12/28/2018	ARAB TERMITE AND PEST CONTROL INC	64.00
70107	CHECK	12/28/2018	BLACKMORE & BUCKNER ROOFING	1,125.20
70108	CHECK	12/28/2018	BOOKPAGE	3,924.00
70109	CHECK	12/28/2018	CALIFORNIA LANGUAGE LABORATORIES	18,999.35
70110	CHECK	12/28/2018	CHILDREN'S PLUS INC.	4,619.82
70111	CHECK	12/28/2018	CHRISTIAN BOOK DISTRIBUTORS	181.39
70112	CHECK	12/28/2018	CITIZENS ENERGY GROUP	2,755.37
70113	CHECK	12/28/2018	DACO GLASS & GLAZING INC	368.00
70114	CHECK	12/28/2018	GALE GROUP THE	1,983.52
70115	CHECK	12/28/2018	HAINES & COMPANY INC	9,054.00
70116	CHECK	12/28/2018	HEALTH & HOSPITALS CORP. OF MARION CNTY.	500.00
70117	CHECK	12/28/2018	INDIANA CHAMBER OF COMMERCE	578.25
70118	CHECK	12/28/2018	INDIANA NEWSPAPERS, INC.	5,042.41
70119	CHECK	12/28/2018	INDY CURB APPEAL ASPHALT, INC	5,650.00
70120	CHECK	12/28/2018	JACKSON SYSTEMS, LLC	692.00
70121	CHECK	12/28/2018	JP MORGAN CHASE BANK	2,297.21
70122	CHECK	12/28/2018	LAKESHORE EQUIPMENT COMPANY	45.99
70123	CHECK	12/28/2018	LEGAL DIRECTORIES PUBLISHING COMPANY, INC	574.00
70124	CHECK	12/28/2018	LEGALSHIELD	313.45
70125	CHECK	12/28/2018	LIGHTNING TWO WAY RADIO, INC	224.50
70126	CHECK	12/28/2018	MICHAEL PRATT	2,593.50
70127	CHECK	12/28/2018	NRP DIRECT	325.25
70128	CHECK	12/28/2018	PAYPAL	54.10
70129	CHECK	12/28/2018	REPUBLIC WASTE SERVICES	160.50
70130	CHECK	12/28/2018	SAGE PUBLICATIONS INC.	250.00
70131	CHECK	12/28/2018	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	493.96
70132	CHECK	12/28/2018	TY THOMPSON	49.95
70133	CHECK	12/28/2018	UNITED PARCEL SERVICE	235.08
70134	CHECK	12/28/2018	WAYNE (PETTY CASH)	36.64
70135	CHECK	12/28/2018	WEST INDIANAPOLIS (PETTY CASH)	49.43
70136	CHECK	12/28/2018	WORLD BOOK SCHOOL AND LIBRARY	11,388.10
300675	EFT	12/06/2018	ART WITH A HEART	243.00
300676	EFT	12/06/2018	BAKER & TAYLOR	8,571.12
300677	EFT	12/06/2018	BAKER & TAYLOR	4,321.65
300678	EFT	12/06/2018	BAKER & TAYLOR	4,270.32
300679	EFT	12/06/2018	BAKER & TAYLOR	5,919.45
300680	EFT	12/06/2018	CDW GOVERNMENT, INC.	3,776.76
300681	EFT	12/06/2018	G4S SECURE SOLUTIONS (USA) INC.	859.22
300682	EFT	12/06/2018	INDIANAPOLIS RECORDER	78.00
300683	EFT	12/06/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	522.75
300684	EFT	12/06/2018	INGRAM LIBRARY SERVICES	6,415.79
300685	EFT	12/06/2018	IRVINGTON PRESBYTERIAN CHURCH	937.50
300686	EFT	12/06/2018	MIDWEST TAPE - AUDIOBOOKS ONLY	76.26
300687	EFT	12/06/2018	MIDWEST TAPE - PROCESSED DVDS	4,101.51
300688	EFT	12/06/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	7,496.59
300689	EFT	12/06/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	8,173.89
300690	EFT	12/06/2018	MIDWEST TAPE, LLC	3,073.73
300691	EFT	12/06/2018	OVERDRIVE INC	74,917.64
300692	EFT	12/06/2018	RECORDED BOOKS	1,371.79
300693	EFT	12/06/2018	RICHARD LOPEZ ELECTRICAL, LLC	47,405.00
300694	EFT	12/06/2018	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	1,762.00
300698	EFT	12/13/2018	ACORN DISTRIBUTORS, INC	3,071.15
300699	EFT	12/13/2018	BAKER & TAYLOR	11,013.37
300700	EFT	12/13/2018	BAKER & TAYLOR	3,000.99
300701	EFT	12/13/2018	BAKER & TAYLOR	6,494.43
300702	EFT	12/13/2018	BAKER & TAYLOR	3,921.58
300703	EFT	12/13/2018	BAKER & TAYLOR	8.73
300704	EFT	12/13/2018	BRODART COMPANY CONTINUATIONS	5,274.22
300705	EFT	12/13/2018	CDW GOVERNMENT, INC.	807.55
300706	EFT	12/13/2018	DENISON PARKING	3,258.04

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
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No.	Type	Date	Reference	Amount
300707	EFT	12/13/2018	G4S SECURE SOLUTIONS (USA) INC.	1,977.76
300708	EFT	12/13/2018	G4S SECURE SOLUTIONS (USA) INC.	73.25
300709	EFT	12/13/2018	GRAINGER	1,046.30
300710	EFT	12/13/2018	H.J. UмбаUGH & ASSOCIATES	4,125.00
300711	EFT	12/13/2018	INDIANA PLUMBING AND DRAIN LLC	1,960.25
300712	EFT	12/13/2018	INDIANAPOLIS RECORDER	44.34
300713	EFT	12/13/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	11,124.39
300714	EFT	12/13/2018	INGRAM LIBRARY SERVICES	182.28
300715	EFT	12/13/2018	KLINES QUALITY WATER, INC	44.55
300716	EFT	12/13/2018	KRUEGER INTERNATIONAL, INC	50,453.66
300717	EFT	12/13/2018	MIDWEST TAPE - AUDIOBOOKS ONLY	686.89
300718	EFT	12/13/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	476.58
300719	EFT	12/13/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	1,566.20
300720	EFT	12/13/2018	MIDWEST TAPE, LLC	11,922.96
300721	EFT	12/13/2018	OVERDRIVE INC	123,732.59
300722	EFT	12/13/2018	P.V. SUPA INC.	114,784.32
300723	EFT	12/13/2018	RECORDED BOOKS	1,981.42
300724	EFT	12/13/2018	RICHARD LOPEZ ELECTRICAL, LLC	82,431.47
300725	EFT	12/13/2018	STENZ MANAGEMENT COMPANY, INC	6,624.06
300726	EFT	12/13/2018	TITAN ASSOCIATES	69,063.78
300727	EFT	12/13/2018	WELLS MASONRY RESTORATION, INC.	1,030.50
300730	EFT	12/20/2018	ABELL ELEVATOR SERVICE CO	3,782.50
300731	EFT	12/20/2018	ART WITH A HEART	243.00
300732	EFT	12/20/2018	ART WITH A HEART	243.00
300733	EFT	12/20/2018	ART WITH A HEART	729.00
300734	EFT	12/20/2018	CITIZENS THERMAL ENERGY	55,461.50
300735	EFT	12/20/2018	DANCORP INC. DBA DANCO	500.00
300736	EFT	12/20/2018	DELTA DENTAL	11,245.70
300737	EFT	12/20/2018	DEMCO, INC.	1,423.57
300738	EFT	12/20/2018	FAMILYTIMEENTERTAINMENT,INC	250.00
300739	EFT	12/20/2018	FINELINE PRINTING GROUP	2,832.00
300740	EFT	12/20/2018	FLEET CARE, INC.	77.74
300741	EFT	12/20/2018	G4S SECURE SOLUTIONS (USA) INC.	10,681.48
300742	EFT	12/20/2018	INDIANA PLUMBING AND DRAIN LLC	1,039.50
300743	EFT	12/20/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	38,449.00
300744	EFT	12/20/2018	J&G CARPET PLUS	675.00
300745	EFT	12/20/2018	LEVEL (3) COMMUNICATIONS, LLC	3,248.75
300746	EFT	12/20/2018	OFFICEWORKS	798.15
300747	EFT	12/20/2018	P.V. SUPA INC.	181,900.00
300748	EFT	12/20/2018	PERFECTION GROUP, INC.	2,326.68
300749	EFT	12/20/2018	RECORD AUTOMATIC DOORS, INC	484.20
300750	EFT	12/20/2018	RICHARD LOPEZ ELECTRICAL, LLC	5,742.56
300751	EFT	12/20/2018	RYAN FIRE PROTECTION, INC	2,259.00
300752	EFT	12/20/2018	STAPLES	1,743.62
300753	EFT	12/20/2018	STENZ MANAGEMENT COMPANY, INC	15,361.28
300754	EFT	12/20/2018	TYLER TECHNOLOGIES, INC.	11,655.00
300758	EFT	12/28/2018	ABELL ELEVATOR SERVICE CO	987.50
300759	EFT	12/28/2018	AUSTIN BOOK SALES	4,719.08
300760	EFT	12/28/2018	BAKER & TAYLOR	6,860.00
300761	EFT	12/28/2018	BAKER & TAYLOR	876.46
300762	EFT	12/28/2018	BAKER & TAYLOR	38,567.90
300763	EFT	12/28/2018	BAKER & TAYLOR	35,567.46
300764	EFT	12/28/2018	BAKER & TAYLOR	21.62
300765	EFT	12/28/2018	BARNES & THORNBURG	32,000.00
300766	EFT	12/28/2018	BRODART COMPANY CONTINUATIONS	944.81
300767	EFT	12/28/2018	EBSCO INFORMATION SERVICES	3,374.92
300768	EFT	12/28/2018	EMERY-PRATT COMPANY	90.00
300769	EFT	12/28/2018	H.J. UмбаUGH & ASSOCIATES	44,859.81
300770	EFT	12/28/2018	INDIANAPOLIS RECORDER	166.68
300771	EFT	12/28/2018	INGRAM LIBRARY SERVICES	8,781.28
300772	EFT	12/28/2018	JCOS, INC.	9,206.25

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
300773	EFT	12/28/2018	KLINES QUALITY WATER, INC	8.00
300774	EFT	12/28/2018	LOCKERBIE SQUARE CABINET CO	1,730.00
300775	EFT	12/28/2018	LUNA MUSIC	10,654.00
300776	EFT	12/28/2018	MIDWEST TAPE - AUDIOBOOKS ONLY	878.51
300777	EFT	12/28/2018	MIDWEST TAPE - PROCESSED DVDS	15,822.75
300778	EFT	12/28/2018	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	5,477.73
300779	EFT	12/28/2018	MIDWEST TAPE NON PROCESSED	1,300.62
300780	EFT	12/28/2018	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	22,378.47
300781	EFT	12/28/2018	MIDWEST TAPE, LLC	12,015.77
300782	EFT	12/28/2018	OVERDRIVE INC	135,747.62
300783	EFT	12/28/2018	P.V. SUPA INC.	680.64
300784	EFT	12/28/2018	PERFECTION GROUP, INC.	885.00
300785	EFT	12/28/2018	RECORDED BOOKS	11,747.11
300786	EFT	12/28/2018	RYAN FIRE PROTECTION, INC	622.00
300787	EFT	12/28/2018	STAPLES	9,353.80
300788	EFT	12/28/2018	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,041.43
Total				<u>\$ 6,348,339.84</u>

Summary by Transaction Type:

Computer Check	\$ 4,639,237.33
EFT Check	\$ 1,709,102.51
Total Payments	\$ 6,348,339.84
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
FINES ACCOUNT

No.	Type	Date	Reference	Amount
759	CHECK	12/13/2018	PHILIP DAVIS	21.97
			Total	<u>\$ 21.97</u>

Summary by Transaction Type:

Computer Check	\$21.97
EFT Check	\$0.00
Total Payments	\$21.97
Total Voided Items	\$0.00

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

No.	Type	Date	Reference	Amount
6926	CHECK	12/06/2018	ABSOLUTELY FANTASTIC PARTIES FOR KIDS	300.00
6927	CHECK	12/06/2018	ARTS FOR LEARNING INDIANA	330.00
6928	CHECK	12/06/2018	CLAUDINE POLLEY	65.00
6929	CHECK	12/06/2018	DAGNY VILLEGAS	133.00
6930	CHECK	12/06/2018	GAIL THOMAS STRONG	780.00
6931	CHECK	12/06/2018	JEREMY SOUTH	1,000.00
6932	CHECK	12/06/2018	JIM GILL, INC.	1,500.00
6933	CHECK	12/06/2018	MARY BRIDGET STARK, BRICK BUILDERS INDY, LL	96.00
6934	CHECK	12/06/2018	ROBERT G. LEHNEN, PHD.	4,200.00
6935	CHECK	12/06/2018	SCHOLASTIC, INC	2,627.55
6936	CHECK	12/13/2018	BRIGHTWOOD (PETTY CASH)	39.93
6937	CHECK	12/13/2018	CATHERINE C. HEROMAN	1,000.00
6938	CHECK	12/13/2018	CREATIVE AQUATIC SOLUTIONS, LLC	1,098.22
6939	CHECK	12/13/2018	DELL MARKETING L.P.	19,516.42
6940	CHECK	12/13/2018	FRANKLIN ROAD (PETTY CASH)	42.04
6941	CHECK	12/13/2018	GENTRY DULIN	12.95
6942	CHECK	12/13/2018	INDIANA MATH AND SCIENCE ACADEMY NORTI	100.00
6943	CHECK	12/13/2018	IRVINGTON BRANCH (PETTY CASH)	47.76
6944	CHECK	12/13/2018	JILL WETNIGHT	54.00
6945	CHECK	12/13/2018	KALIA MARIE DALLY	600.00
6946	CHECK	12/13/2018	LETTERPRESS FILM, LLC	1,500.00
6947	CHECK	12/13/2018	LONG'S BAKERY	61.43
6948	CHECK	12/13/2018	MARY BRIDGET STARK, BRICK BUILDERS INDY, LL	384.00
6949	CHECK	12/13/2018	SHERRY HONG	500.00
6950	CHECK	12/20/2018	CREATIVE AQUATIC SOLUTIONS, LLC	210.00
6951	CHECK	12/20/2018	FORTUNE ACADEMY	65.00
6952	CHECK	12/20/2018	JP MORGAN CHASE BANK	4,605.00
6953	CHECK	12/20/2018	MARY BRIDGET STARK, BRICK BUILDERS INDY, LL	288.00
6954	CHECK	12/20/2018	MIDWEST COLLABORATIVE FOR LIBRARY SERVIC	37,996.12
6955	CHECK	12/20/2018	SHERRY HONG	250.00
6956	CHECK	12/20/2018	STONYBROOK INTERMEDIATE ACADEMY	100.00
6957	CHECK	12/20/2018	THE INDY CONVERGENCE	500.00
6958	CHECK	12/20/2018	THE POLIS CENTER	375.00
6959	CHECK	12/28/2018	BETHANY ALLISON	237.94
6960	CHECK	12/28/2018	DEVONNA CARLISLE	14.98
6961	CHECK	12/28/2018	LAWRENCE (PETTY CASH)	8.43
300695	EFT	12/06/2018	ART WITH A HEART	375.00
300696	EFT	12/06/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	7,311.20
300697	EFT	12/06/2018	INGRAM LIBRARY SERVICES	1,876.98
300728	EFT	12/13/2018	BAKER & TAYLOR	1,444.60
300729	EFT	12/13/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	45,443.95
300755	EFT	12/20/2018	BAKER & TAYLOR	7,907.86
300756	EFT	12/20/2018	INDPLS-MARION COUNTY PUBLIC LIBRARY	19,361.29
300757	EFT	12/20/2018	INGRAM LIBRARY SERVICES	276.00
300789	EFT	12/28/2018	BAKER & TAYLOR	2,871.58
300790	EFT	12/28/2018	BAKER & TAYLOR	150.85
300791	EFT	12/28/2018	BAKER & TAYLOR	1,362.36
300792	EFT	12/28/2018	MIDWEST TAPE, LLC	69.28
Total				\$ 169,089.72

Summary by Transaction Type:

Computer Check	\$ 80,638.77
EFT Check	\$ 88,450.95
Total Payments	\$ 169,089.72
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

January 28, 2019

PERSONNEL ACTIONS

RESOLUTION 5-2019

NEW HIRES:

- Patricia Miller, Hourly Library Assistant II, East Washington, \$12.40 per hour, Effective: 12/17/2018
- Chester Paul Powell, Page, Glendale, \$9.15 per hour, Effective: 12/17/2018
- S. Courtney Stewart, Hourly Library Assistant II, InfoZone, \$12.40 per hour, Effective: 12/17/2018
- John "Andy" Anderson, Manager, Acquisitions, CMSA, \$29.00 per hour, Effective: 01/22/2019
- Saul Davison, Page, Garfield Park, \$9.15 per hour, Effective: 12/17/2018
- Olaniyi Olanike, Diversity Fellow, Eagle, \$20.50 per hour, Effective: 12/17/2018
- Cindy Parish, Public Services Librarian, Spades Park, \$18.00 per hour, Effective: 12/17/2018
- Emily Dickos-Carter, Library Assistant II, Lawrence, \$13.00 per hour, Effective: 01/09/2019
- Emily Gulley, Page, East 38th, \$9.15 per hour, Effective: 01/09/2019
- Amanda Shaffer, Library Assistant II, Part-Time, Wayne, \$13.00 per hour, Effective: 01/09/2019
- Garrett Mason, Strategic Planning & Assessment Officer, CEO, \$30.28 per hour, Effective: 01/07/2019
- Kristy Schriber, Page, Garfield Park, \$9.15 per hour, Effective: 01/09/2019

INTERNAL CHANGES:

- Priscilla Bell from Circulation Supervisor I, Flanner House to Circulation Supervisor I at Michigan Road, No Change in Pay, Effective: 12/15/2018
- Shaina Switzer from Public Services Associate II, Part-Time, Flanner House to Public Services Associate II, Part-Time, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Bethany Allison from Public Services Librarian, Flanner House to Public Services Librarian, Michigan Road, No Change in Pay, Effective: 12/15/2018
- William Smither from Public Services Librarian, Flanner House to Public Services Librarian, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Aniya Powell from Page, Flanner House to Page, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Matthew Kimbrew from Page, Flanner House to Page, Michigan Road, No Change in Pay, Effective: 12/15/2018
- David Lott from Page, Flanner House to Page, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Ross Castaneda from Library Assistant II, Flanner House to Library Assistant II, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Lydia McGehee from Library Assistant II, Part-Time, Flanner House to Library Assistant II, Part-Time, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Shivani Dhasmana from Library Assistant II, Part-Time, Flanner House to Library Assistant II, Part-Time, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Anthony Rucker from Computer Lab Assistant II, Part-Time, Flanner House to Computer Lab Assistant II, Part-Time, Michigan Road, No Change in Pay, Effective: 12/15/2018

- Paul Moore from Computer Lab Assistant II, Part-Time, Flanner House to Computer Lab Assistant II, Part-Time, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Shannon De'ann Elliott from Hourly Library Assistant II, Flanner House to Hourly Library Assistant II, Michigan Road, No Change in Pay, Effective: 12/15/2018
- Deborah Manley from Hourly Public Services Associate I, Irvington, \$14.07 per hour to Public Services Librarian, Part-Time, Irvington, \$18.00 per hour, Effective: 01/06/2019
- Elizabeth Slawson from Hourly Public Services Associate I, Lawrence, \$15.42 per hour to Public Services Librarian, Part-Time, Lawrence, \$18.00 per hour, Effective: 12/23/2018
- Megan Ferguson from Supervisor Librarian, Outreach, \$20.22 per hour to Public Services Librarian, Decatur, \$19.50 per hour, Effective: 01/06/2019
- Regina Maxey from Hourly Library Assistant II (Sub), Pike, \$12.40 per hour to Library Assistant II, Part-Time, Pike, \$13.00 per hour, Effective: 12/23/2018
- Kim Winfrey from Serials Assistant, Central to Processing Assistant, Processing, No Change in Pay, Effective: 12/10/2018
- Carolyn Adams from Manager, Accounting, \$31.49 per hour to Controller, Chief Financial Office, \$36.05 per hour, Effective: 12/23/2018
- Debra Marbley from Library Assistant II, Central, \$12.89 per hour to Office Assistant, Central, \$13.15 per hour, Effective: 01/06/2019
- Brandi Winston from Circulation Supervisor I, Garfield Park, \$18.36 per hour to Circulation Supervisor II, Glendale, \$19.46 per hour, Effective: 02/17/2019

RE-HIRES: (None Reported)

SEPARATIONS:

- Eve Stano, Manager, Acquisitions, Collection Management, 1 year, Effective: 10/25/2018
- Cierra Estep, Page, Garfield Park, 8 days, Effective: 12/12/2018
- Sheri Pflugh, Hourly Public Services Associate I, Central, 2 years and 11 months, Effective: 12/29/2018
- Kayla Eaton, Page, Franklin Road, 3 months, Effective: 01/10/2019

INACTIVE:

- Adrienne Ford, Hourly Public Services Associate I, Pike, Effective: 12/17/2018
- Brigid Maguire, Page, Irvington, Effective: 01/08/2019
- Greta Herbertz, Page, Irvington, Effective: 01/08/2019

RE-ACTIVATE:

- Brian Robinson, Page, East 38th, Effective: 12/10/2018
- Madison Blackwell, Page, Pike, Effective: 01/14/2019

RECLASSIFICATION: (None Reported)

CORRECTION TO APPOINTMENT LIST EFFECTIVE 12/23/2018:

JOB TITLE	BASE SCHEDULE	Bi-weekly salary
Mgr., Cataloging and Metadata	40.0	\$2,373.56

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
 TRAVEL AND TRAINING ACTION
 RESOLUTION 5- 2019**

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	Lodging	Travel/Milage	Per Diem	Total
William Knauth	CMSA	1200	New Albany, IN	Indiana Genealogical	10			\$154.28		\$154.28
William Knauth	CMSA	1201	Boston, MA	NE Document Conservation	10		\$96.70			\$96.70
Kirsten Weaver	PDA	1500	Chicago, IL	ALA Great Stries Club	10				\$90.00	\$90.00
Kirsten Weaver	PDA	1500	Nashville, IN	YALSA Institute	10			\$30.00		\$30.00
Ryan Donnelly	CEN	1402	Alexandria, VA	US Patent and Trademark	10		\$1,210.00	\$540.00	\$120.00	\$1,870.00
Michael Ehret	SPVR	2026	Colorado Springs, CO	Antiquarian Bookschool Seminar	10	\$1,500.00	\$774.00	\$485.00	\$180.00	\$2,939.00
Montoya Barker	LAW	2013	jeffersonville, IN	Lunch and Learn (Small Towns)	10			\$134.07		\$134.07
										\$0.00
										\$0.00
										\$0.00
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\$5,314.05

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE JOINT MEETING OF LIBRARY BOARD COMMITTEES
January 15, 2019

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 15, 2019 at 5:07 p.m. pursuant to notice given.

1. Call to Order

Ms. Sanders called the meeting to order.

2. Roll Call

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

Members absent: Ms. Crenshaw & Ms. Payne.

COMMITTEE REPORTS

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

a. Briefing Report – Update on the Eagle Branch Project

- Sharon Smith reported that major milestone work completed in December 2018 includes completion of the wall electrical and plumbing rough-ins, the installation of drywall, and the placement of stone in the parking lot.
Above ceiling mechanical work is complete with the inspection scheduled for January 16, 2019. The installation of permanent windows has begun. Brick and stone have been delivered to the site. The contractor has scheduled for permanent gas service to allow for finishing of the drywall.

Construction Schedule Update

- Start brick January 14, 2019
Complete high windows January 18, 2019
Complete drywall February 22, 2019
Substantial Completion April 19, 2019

Summary Construction Budget Update

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

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

b. **Briefing Report** – Update on the Brightwood Branch Project

- Major milestone work completed in December 2018 includes completion of the cost reduction exercise resulting in \$383,123 in savings. The major items modified were the amount of custom wood shelving, change in the ceiling material, change in the floor material in the Marketplace, change the exterior soffits from wood to composite, change manufacturer of the mechanical equipment, reduce quantity of landscape materials, and modify the quantity of earth to remove and replace contaminated soils.
- The contractor is working to secure the permits based on the revised design to allow for mobilization and commencement of earthwork.
- The contractor has identified the long lead time and critical path items. The submittal and order process has begun on structural steel, reinforcing steel, underground storm water detention, and mechanical systems.

c. **Resolution 1-2019 to Award a Services Contract for Solar Photovoltaic System Installation and Maintenance Services at the Eagle Branch Library Project**

IndyPL Facilities Committee recommends Board approval to award an installation and maintenance services contract for the solar photovoltaic system at the Eagle Branch Library Project to **RegenEn Solar LLC, Louisville, KY**. The total cost of the work is \$129,168.00.

- The RFP was issued on December 11, 2018
- Vendors were identified by using the City and State XBE databases, and known Vendors were contacted
- The RFP was posted on our website, public notices were placed on December 11 and 18, and a pre-proposal conference and site tour was held for all prospective Vendors on December 19, 2018
- The RFP for the PV System included a requirement for a public facing display to demonstrate a comprehensive view of the use of resources in the building including electricity, gas, and water
- Five (5) Vendors submitted Proposals by the January 8, 2019 deadline
- The preliminary schedule targets beginning of work on-site in March 2019, with a substantial completion date of April 12, 2019
- The Project is funded by the Series 2017 Bond Fund – Fund 478
- The electricity generated will offset expenses to the operating fund for the life of the installation

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

a. **Board Briefing Report – Performance Appraisal Analysis**

- Katherine discussed the Annual Performance Appraisal Analysis which breaks down the merit increases that were given in 2018 and the differences between information presented in 2017 and 2018. Ms. Sanders asked for reasons why some people might not be eligible for a performance review. Katherine explains that depending on when they began employment they might not be eligible due to the timeframe of the performance review cycle. The numbers would also be affected by retirements and terminations.

b. **Board Briefing Report – 2019 Compensation Study Overview**

- Katherine explained the purpose of the study and the process with which vendor proposals were obtained. She explains that a couple of the vendors were used for past compensation studies that were conducted by the library. She acknowledges the members of the Compensation Study Committee, and advises that the committee is holding phone interviews with a couple of the vendors on January 17, 2019. Katherine explains that when looking at vendor proposals one of the key points the committee looks for is if they have prior experience working with libraries. She advises that she hopes to bring the committee’s recommendation for vendor to the February committee meeting and that the project would commence in March, 2019.

c. **Resolution 2-2019 – Annual Review of IndyPL Acceptable Use Policy**

- Deb Champ explained the existing policy and that there are no changes this year from last year’s policy. Robert Scott explains the purpose of the policy and that federal law requires that certain provisions are in place. It is explained that revisions to the existing policy can be expected at a later date. The board is advised that when looking at the current policy the new mobile hotspots and chromebooks will be considered. Deb Champ advises that this policy only pertains to patrons and that Acceptable Use for Staff is covered under the Indianapolis Employee Policy Manual under Policy 244.

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

- a. **Resolution 3-2019 – Disclosure of Waived Fines and Fees.** Annually, the State requires the Board to disclose the total amount of fines and fees waived on patron accounts. In 2018, the total amount waived on patron accounts was \$2,026,841. Of that total, \$137,833 consists of waivers made in accordance with the Library’s approved waiver schedule. Reasons that staff may waive fines from patrons’ accounts include Earn & Learn, hospitalization, and death. Included in the total is \$1,888,908 that was waived from accounts that were purged. Each quarter, the Library purges cards that have been expired for over 2 years and have fines that total less than \$25. On an annual basis, the Library also purges cards that have been expired for over 3 years. In 2018, the Library purged cards that had expired between 1/1/2012 and 12/13/2013. The Library’s debt collection procedure was followed on all accounts.
- b. **Resolution 4-2019 – Outstanding Purchase Orders 2018.** State guidelines require the Board to authorize outstanding purchase orders at year end. Ms. Dike-Young distributed the list of outstanding purchase orders for 2018. These purchase orders encumber 2018 budget funds that will be used to pay invoices for goods and services received in December, 2018. There will be no fiscal impact to the 2019 budget.
- c. **Resolution 5–2019 - Confirming Marion County Board of Finance.** The Library wishes to continue to designate the Marion County Board of Finance as their Local Board of Finance. This allows the Library the opportunity to see how other municipal corporations are faring in the investment world. The Library’s

investment report will be presented during the Board of Finance’s meeting on January 31st, 2019.

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

- a. **Regular Board Meeting** – Monday, January 28, 2019, at the Southport Branch Library, 2630 East Stop 11 Road, Indianapolis, Indiana.
- b. **Library Board Committees Meeting** – Tuesday, February 12, 2019 at the Library Services Center, 2450 North Meridian Street, Room 226, Indianapolis, Indiana at 5:00 p.m.

7. Other Business

- a. 2019 CEO Love Our Libraries Tour dates – Jackie Nytes distributed

8. Adjournment

Ms. Sanders declared the meeting adjourned at 5:45 p.m.





You Are Invited!

15b

The Indianapolis Public Library
Free Upcoming Events

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

January 29 - March 30 – “Meet the Artists XXXI.” View the works of prominent local African American artists during one of the city’s premier cultural events during regular Library hours. This year’s event pays tribute to the founder and curator of “Meet the Artists,” Tony Radford. Be sure to mark your calendar for the free Gala Reception on Saturday, February 9 from 5:30 - 10 p.m. There will be a variety of entertainment and activities for all ages, as well as opportunities to meet the participating artists. Held at Central Library.

January 29 from 6:30 - 8 p.m. – “A Good Story: Writing Biography for Fun and (Little) Profit.” Spend an evening with author Ray Boomhower as he shares lessons learned from writing biographies and stories about his childhood that led him to his field of work. He’ll also discuss his latest book, *Indiana Originals: Heroes and Heroines*, his 15th published book. Held at Central Library in the Nina Mason Pulliam Indianapolis Special Collections Room.

February 2 from 2:30 - 5 p.m. – “code blue: Film Screening & Discussion.” View this documentary that reveals the insufficiencies in the current state of medicine and provides a common sense solution through the practice of lifestyle medicine to prevent, manage and reverse disease. A panel of local health care representatives and health advocates will then discuss issues presented in the film. Held at Central Library.

February 9 at 2 p.m. – “Planning Your Garden.” Join Purdue Extension Master Gardeners Dianne Gardner and Amy Zobroskey-Fralick as they focus on important factors to consider in planning your garden layout. The program will include tips for what and when to plant, crop rotation, and preventive measures to avoid common garden pests. Held at the Glendale Branch.

February 11 from 12 noon - 1 p.m. – “Lunch and Learn: Cultures of Indianapolis.” Drop in for a traditional lunch and discussion about various cultures represented in Indianapolis. This program will feature the culture of El Salvador. It is presented in partnership with the Immigrant Welcome Center and is made possible by Indianapolis Power & Light Company through a gift to The Indianapolis Public Library Foundation. Held at the Michigan Road Branch.

February 13 from 2 - 4 p.m. – “Keep Warm With Soups: Cooking Workshop.” You’re invited for a cultural food workshop to learn how to make soups and stews from around the world. You’ll come away knowing how to cook a big pot of favorites for family and friends. This program is presented by the Marion County Health Department and will include live demonstrations, food tastings and a lecture. Held at the Fountain Square Branch.

February 20 from 1:30 - 3:30 p.m. – “Cutting the Cord.” Looking for cheaper alternatives to pricey cable and satellite television packages? Learn about the pros, cons and costs of streaming platforms such as Amazon, Hulu and Netflix. You’ll also learn about free streaming media offered by the Library, including Kanopy, Hoopla and OverDrive. Held at the Garfield Park Branch.

We hope to see you at these exciting events!