



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

**Notice Of The Regular Meeting
July 22, 2019**

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

**East Washington Branch Library
2822 East Washington Street
At 6:30 P.M.**

**For The Purpose Of Considering The Following Agenda Items
Dated This 17th Day Of July, 2019**

**JOANNE M. SANDERS
President of the Library Board**

-- Regular Meeting Agenda --

- 1. Call to Order**
- 2. Roll Call**

3. **Branch Manager's Report** – Doriene Smither, East Washington Branch 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 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, June 24, 2019 (enclosed)

COMMITTEE REPORTS

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

a. Report of the Treasurer – June 2019 (enclosed)

b. Resolution 19 – 2019 (Liability Insurance for Policy Period 2019 – 2020) (enclosed)

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

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

- a. **Briefing Report** – Brightwood Branch Project Update (enclosed)
- b. **Briefing Report** – Wayne Branch Project Update (enclosed)
- c. **Resolution 20 – 2019** (Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Bids for General Construction Services for the Wayne Branch Project) (enclosed)
- d. **Briefing Report** – Lawrence Branch Project Update (enclosed)
- e. **Briefing Report** – West Perry Branch Project Update (enclosed)
- f. **Resolution 21 – 2019** (Approval to Award an Equipment Purchase Order for the Central Library Lighting System Controls Upgrade Project) (enclosed)
- g. **Briefing Report** – Future Agenda Item – Award Construction Contract for the Michigan Road Branch Parking Expansion Project (enclosed)
- h. **Resolution 22 – 2019** (Approval to Amend the Services Contract for Security and Alarm Response Services) (enclosed)

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

10. Report of the Chief Executive Officer

- a. **Public Services Update and Statistics**
 - 1) **Public Services Update – July 2019** – John Helling, Public Services Director, will provide information on the following items: (at meeting)
 - a) Introduction of new Public Services Staff
 - b) Public Services Reorganization
 - c) Coding Services Offered at Central Library
 - 2) **Michigan Road Discussion** – Garrett Mason, Strategic Planning and Assessment Officer, will lead the Discussion. (at meeting)

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3) **Dashboard Development Update** – Mr. Mason will provide the Update. (at meeting)

b. **June Media Report** (enclosed)

c. **Confirming Resolutions:**

1) **Resolution Regarding Finances, Personnel and Travel (23 – 2019)**

Enclosed.

UNFINISHED BUSINESS

11.

NEW BUSINESS

12.

DISCUSSION AND AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

August, 2019 –

INFORMATION

14. **Materials**

a. **Joint Meeting of Library Board Committees Notes – July 9, 2019** (enclosed)

15. Board Meeting Schedule for 2019 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meetings for 2019** – *Current calendar will be updated each month, **as necessary**, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events updated through August 25, 2019**
(enclosed)
- c. **Joint Meeting of Library Board Committees** – Tuesday, August 13, 2019, at the Library Services Center, 2450 North Meridian Street, at 5:00 p.m.

16. Notice of Special Meetings

17. Notice of Next Regular Meeting

Monday, August 26, 2019, at the Brightwood Branch Library, 2435 North Sherman Drive, at 6:30 p.m.

18. Other Business

19. Adjournment



Manager's report, East Washington Branch

July 22, 2019

Submitted by Doriene Smither

President Sanders, members of the Library Board, Madame CEO and guests (including our new east region ARM, Gregory Hill), welcome to the East Washington Library. When last we were here, we had just moved back in to the branch after 11 months of a building project. That was almost two and a half years ago! The new spaces and services we offered then (like more computers and two quiet rooms...and an elevator!) were well received immediately and are still valued and appreciated. People still come in frequently and compliment us on the beauty and preservation of the character of the branch. Other libraries around the state have visited in anticipation and preparation of their own building projects, and have been unanimously impressed. We won a **Historic Preservation Award for Outstanding Restoration, Marion County** when our project was complete. It was fun to be the new library for a while, but I confess that it is a relief to pass that torch on to other branches, like Michigan Road and Eagle. However, we do have one more item to be addressed and celebrated about our building project, and before I go any further with my remarks, I want to introduce Mr. Andy McIntyre from the U.S. Green Building Council for a special presentation.

I don't want to take up much more of your time, but I want to talk for just a minute about growth. In a neighborhood where 44% of its residents live in poverty, and 38% of the residents are lacking even a high school diploma, one would be forgiven in thinking that this is a depressed area. And it certainly does have its challenges. The branch profile with more detail follows these remarks in your packet.

But exciting things are happening here and nearby. This is my third presentation to the board. At my first one, I spoke about the excitement of planning for our own building project.

The second time, I talked about how pleased we were to be back in our building, and how people were lined up and waiting to come in on opening day. I also mentioned the senior apartments that were opening up across the street.

We have experienced our own internal growth since we returned to the branch, in everything from door count to holds being picked up and sent out to circulation of materials. People still line up at the door waiting for us to open so that they can hop on the computers, which remain busy most of the day. We have increased the use of this room, by everyone from homeschoolers to philanthropic sororities to baby and bridal showers. Party givers can absolutely transform this space! We have good relationships with several daycares and school-aged groups, including Day Star, Little Dove at the East 10th United Methodist Church, the Thomas Gregg Neighborhood School and Westminster Community Center. We

plan programs with those places in mind, because we don't have many individual families coming to programs. However, in the last 2 ½ years, that has improved, as well and some families are beginning to participate in the programs we offer. We have served summer camps from Shepard Community Center and the Good News shelter next door. Good News residents are some of our most constant and regular patrons. We recently began hosting Career Navigators from WorkOne indy, and that was a success from the beginning.

And now, I want to call attention to the project going on across the street in the historic PR Mallory building, which will culminate in two new schools within a couple blocks. The schools will be a Paramount School of Excellence and a Purdue Polytechnic High School. We have already started talking to the staff at the paramount school and we look forward to working closely with both. These schools will have a huge and direct impact on the neighborhood and on us here at the branch and we look forward to the upcoming changes.

Big changes are also planned in the Twin Aire area. Many Englewood and NearEastside residents are working hard to improve their neighborhood, and we are proud to be in the middle of it! I look forward to talking about the results of these projects and our involvement at the next board meeting here!

East Washington Library
2822 East Washington Street
Indianapolis, IN 46201



Who we are

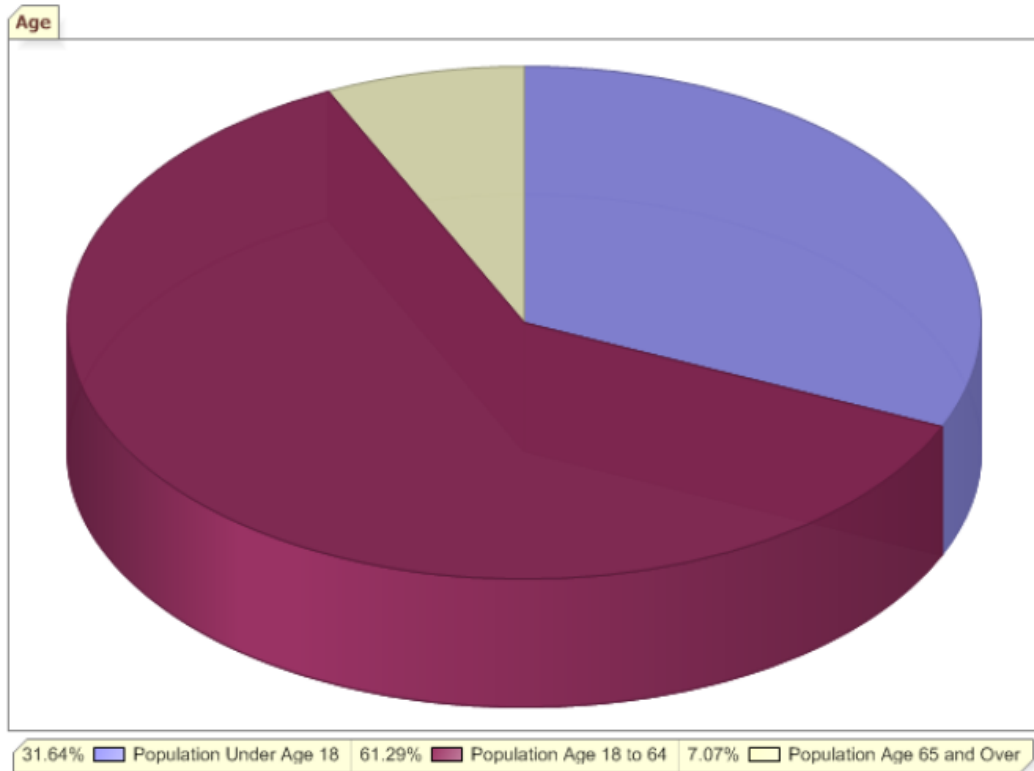
- 2 FT Librarians
- 1 FT Library Services Supervisor
- 1 FT Computer Lab Assistant
- 2 hourly LALLs



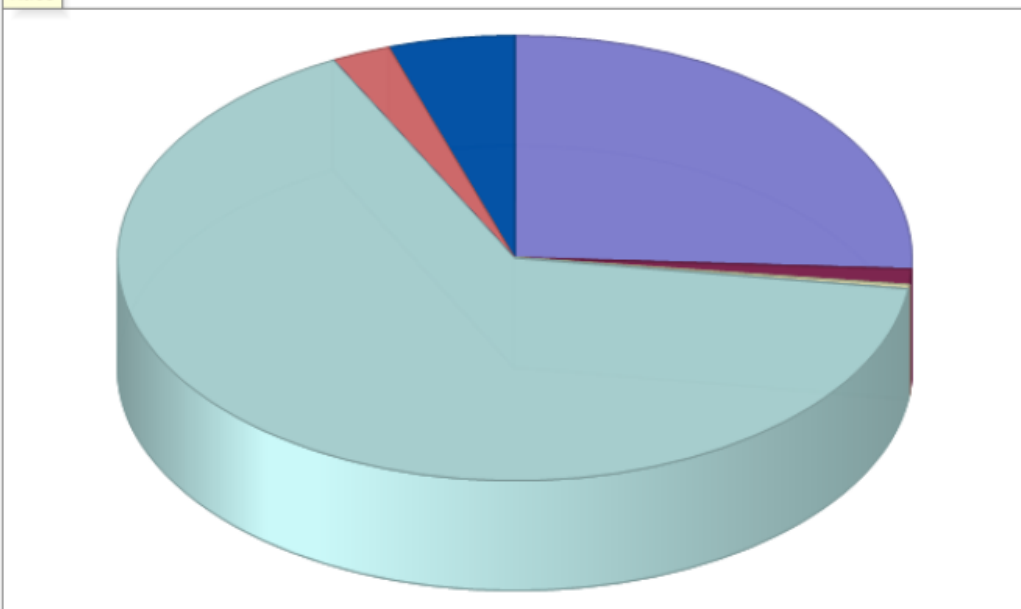
Who we serve:

- Total base population is 11,493¹
- 44% of the population live in poverty
- 16% of the population is Spanish speaking
- Area served: 2.82 square miles

- Schools: 1 public (IPS) and 4 private
- Churches: 18 churches, several feature Spanish services
- 18 different countries are represented in the service area with Spanish being the most spoken language in 8 of those countries

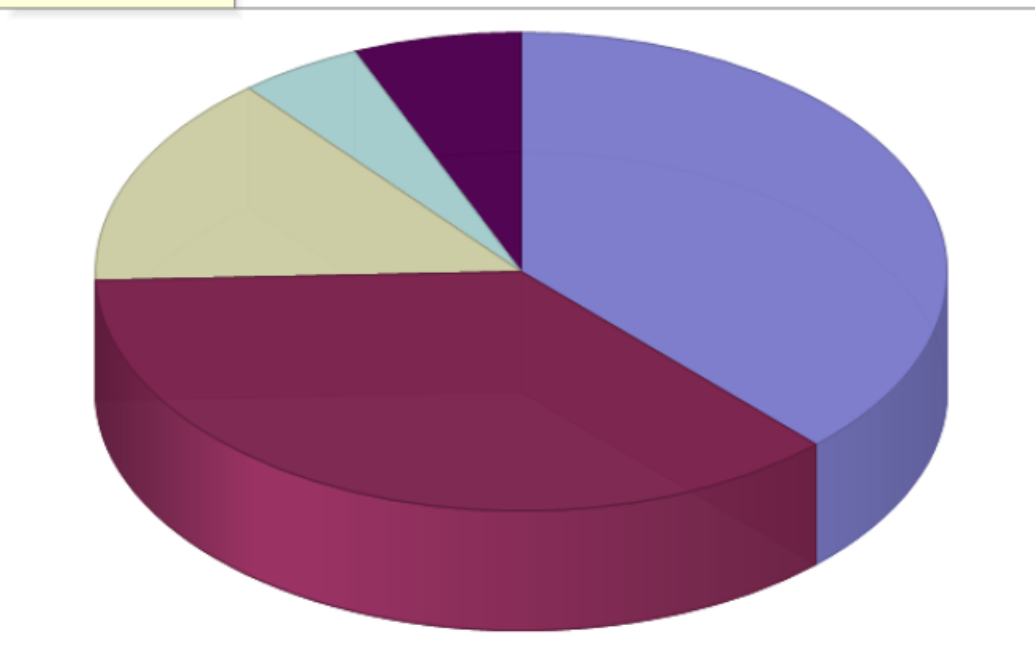


Race



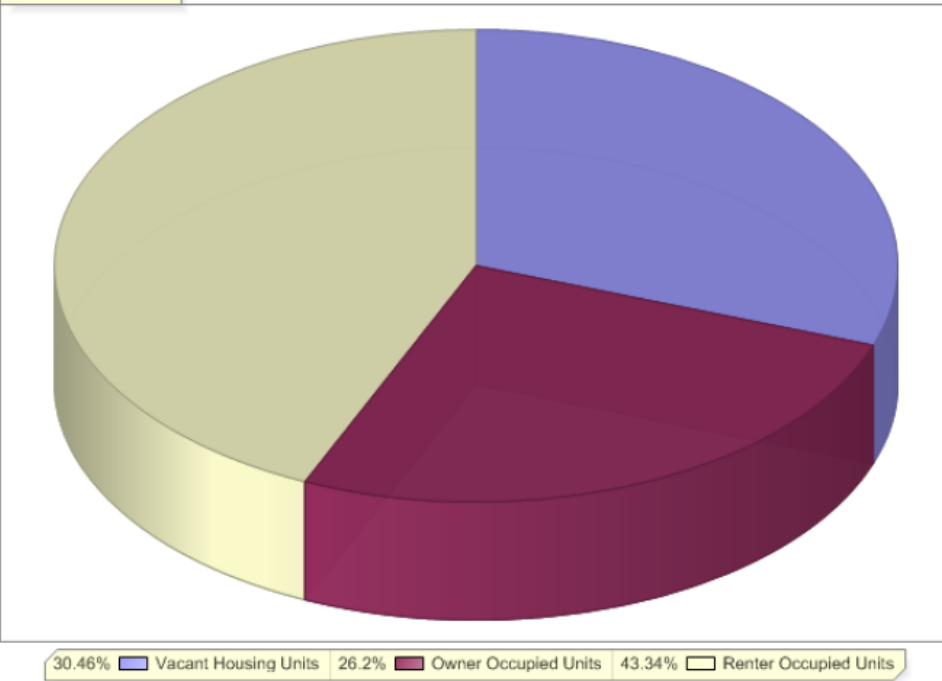
25.78%	African American Population	%	Hawaiian/Pacific Islander Population
1.11%	American Indian Population	2.4%	Multiple Race Population
.32%	Asian Population	5.14%	Other Race Population
65.24%	Caucasian Population		

Educational Attainment

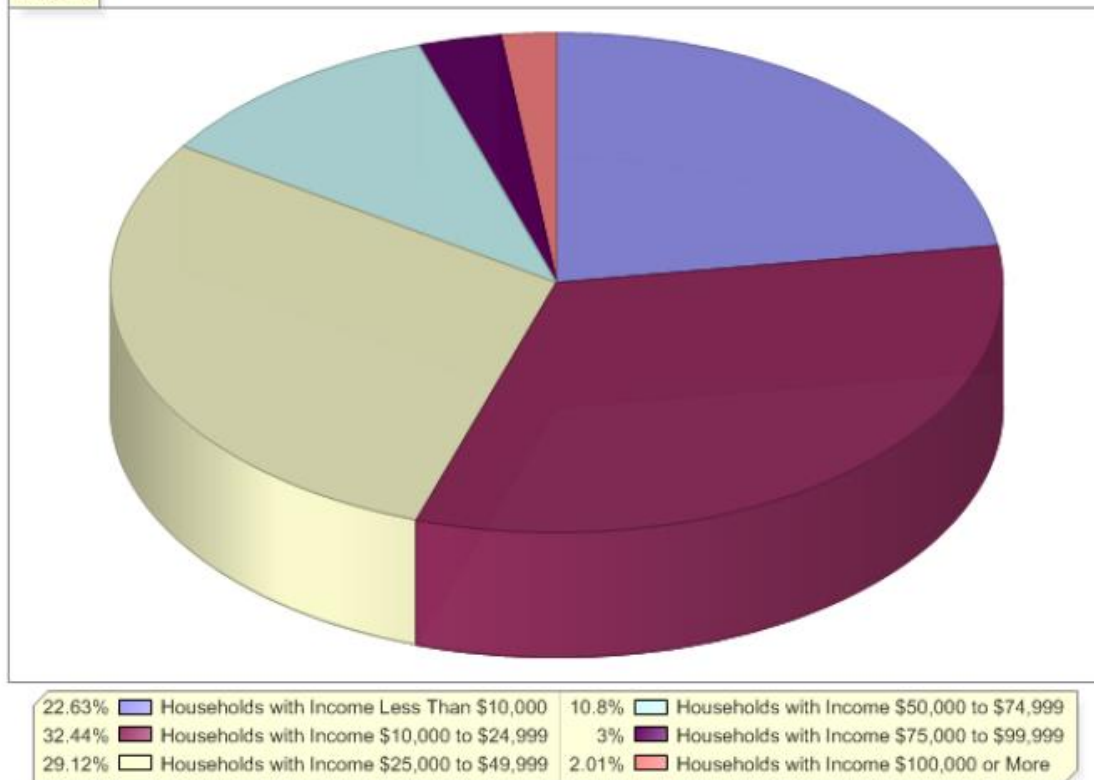


37.84%	Population 25+ Without High School Diploma	4.67%	Population 25+ With Associate Degree Only
36.58%	Population 25+ With High School Diploma Only	6.4%	Population 25+ With Bachelor's Degree or Higher
14.52%	Population 25+ With Some College, No Degree		

Housing Occupancy



Income



How we serve:

- 4215 registered borrowers
 - 174,360 door count in 2018 (**a 46% increase!**)
 - 74,948 circulation in 2018
 - 12,294 items in collection
 - 33,191 computer users (sessions) in 2018
 - 6618 reference and service helps in 2018
-

¹SAVI Community profiles, 2018

Our Story:

The East Washington Library has a long history within the community and within the IMCPL system. The branch was dedicated Nov. 14, 1911 and was the first of five branches constructed with a \$120,000 construction grant from the Andrew Carnegie Foundation in 1909. Until its doors were closed for a renovation project in April, 2016, it was the oldest building in constant use as a library in Marion County. In 2002, The Historic Landmarks Foundation of Indianapolis officially recognized this by presenting a Historic Preservation Award for Continued Use. The community helped celebrate the branch's Centennial on Saturday, November 12, 2011. And in 2016, it was listed in the National Register of Historic Places.

The library reopened on February 24, 2017, after a \$2.4 million, 11 month remodeling project, the first major renovation since it opened in 1911. The building project added 2200 square feet of additional space, including a new computer lab, two quiet study rooms and a beautifully remodeled community room. An anonymous donation enabled the library to name that room after a local man, Stephen Howe Webb. The addition of an elevator made it handicapped accessible for the first time, as well. The two quiet study rooms became a favorite feature of the improved branch from the very first day, and continue to be used by many people each day. All improvements were done with the goal of preserving the historic character of the building, and people still express pleasure and appreciation for the results.

The neighborhood has changed significantly over the years and is quite diverse. The branch is located in an area where faith based agencies serve the homeless. Good News Ministries operates a family shelter, men's shelter, youth center, health clinic, and thrift store from a cluster of several buildings. The Center for Women and Children is a part of Wheeler Mission Ministries and provides shelter and services to women and their children. The residents of the various shelters often spend part of their day in the branch using computers and reading. Staff assist and train patrons with computer skills needed for emails, job applications, government assistance and other needs. East Washington also oversees The Public Collection at Horizon House.

Eighteen Internet computers (including two express computers) provide a source of entertainment, job information and a means of keeping in touch. An additional computer offers only the library catalog. Two AWE computers for young children offer early learning games.

Daystar Preschool makes monthly visits to the library branch. Little Dove Preschool (which now includes the preschool students at Thomas Gregg Neighborhood School) are served by monthly outreach visits, and the branch is experimenting with a monthly visit to Horizon House, as well. It has been a challenge to attract individual families to programs offered. This is true for programs

for all ages. Many children's programs are scheduled with the daycares in mind, and the computer assistance for adults is far more useful by being patron driven rather than scheduled by the library.

The branch maintains relationships with several organizations in the area by attending meetings, or at the least, sending out branch calendars. Several of those organizations are Englewood CDC, NESCO and the Boner Center. Also, the library is situated in a Great Places neighborhood and a Promise Zone. We anticipate a great deal of activity and neighborhood improvement connected with those designations. Already, there is a senior housing development across the street. And the P.R. Mallory factory down the street is going to become a Purdue high school. We look forward to the next few years of growth in the neighborhood and many new partnerships.

Doriene Smither
Manager
East Washington Branch
The Indianapolis Public Library
(317) 275-4365
www.imcpl.org



"Limitless Possibilities"

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
JUNE 24, 2019**

The Indianapolis-Marion County Public Library Board met at Central Library, 40 East St. Clair Street, Indianapolis, Indiana on Monday, June 24, 2019 at 6:35 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

In the absence of Ms. Sanders, Rev. Robinson presided as Chairman. Dr. Jett acted as Secretary.

2. Roll Call

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

Members absent: Ms. Sanders.

3. Branch Manager's Report

Mike Williams, Area Resource Manager, Central Library, discussed his Report that had been distributed to the Board. He mentioned some new services being offered at Central including 3D printing on the recently acquired large 3D printer. He also discussed the Library's continued role of providing content and services through various formats and platforms. Central recently hosted IndyVolved in partnership with Indy Hub, which attracted over 1,000 individuals in their 20's and 30's and 100 Indy organizations that need volunteers. Other major events at Central included this past weekend's Indy Book Fest in the Center for Black Literature and Culture ("CBLC") and Congressman Andre Carson's Youth Opportunity Fair.

4. Public Comment and Communications

a. Public Comment

Staff Associations representatives Shelby Peak, Melinda Mullican and Deb Ehret presented checks to the Association's recent scholarship winners as follows: Sindu Pathak (undergraduate studies), Katie Farmer (MLS) and Naomi Allensworth (undergraduate).

Ms. Peak reminded everyone about the Association's 4th of July celebration that will be held at Central Library beginning at 7 p.m. In addition to fireworks, several other fun activities are planned.

Blake Johnson, Indianapolis City-County Councillor and President of Indy Hub, complimented IndyPL for hosting the recent IndyVolved event at Central Library. He noted that the event couldn't have been accomplished at its current level without partnership with the Library.

Stacey Moore of Delta Sigma Theta offered kudos to the Nichelle Hayes, IndyPL Special Collections Librarian in the CBLC, for the work she has provided to benefit the sorority and added that the many CBLC activities have been important to the community.

Michael Torres, IndyPL staff member and President of AFSCME Local 3395, made the following statement to the Board:

Good evening,

My name is Michael Torres, president of AFSCME Local 3395, frequent attendee to board meetings and council meetings. Tonight I want to acknowledge our members in the audience. Will you please stand and be recognized?

I always encourage members to attend these meetings because being aware of what's going on is important, but we know everyone has a life outside of work. I also encourage members to attend the Joint Committee meetings, those meetings are actually the meat and potatoes of what's happening in our library. I like to know what's going on because it's important. Let's hope we can continue to show up for more meetings.

Thank you.

Hollis Thomas, retired local educator, commented that he is a proud Library patron and praised IndyPL for opening the new Michigan Road Branch. He also complimented the CBLC for its good work which he says has led to growth and diversity in the community.

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

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

a. Regular Meeting, May 20, 2019

The minutes were approved on the motion of Mr. Andrews, seconded by Ms. Carlino and the “yes” votes of Mr. Andrews, Ms. Carlino, Dr. Jett, Ms. Payne, Rev. Robinson and Judge Salinas.

COMMITTEE REPORTS

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

a. Report of the Treasurer – May 2019

M. Jacqueline Nytes, Chief Executive Officer, reviewed the Report of the Treasurer that had been distributed to the Board. She pointed out that personnel expenditures are higher than normal in May due to the three pay periods. Ms. Nytes also mentioned that revenue from Fines has been on a downward trend and probably wouldn't meet Budget projections for the year. Interest income is already exceeding the projection for the year and may actually double the projection. Also, \$676,396 was brought forward from the 2019 Budget to fulfill the funding needed to complete the Brightwood building project.

Dr. Jett advised that she has some changes and corrections to the Finance Committee notes from the June Joint Board Committee Meeting. She noted that with regard to the \$416,000 for Security and her questions regarding that item were not accurately reflected in the notes.

Ms. Nytes replied that Ije Dike-Young, the Library's Chief Financial Officer, had recorded those minutes and asked if Dr. Jett could work with Ms. Dike-Young to make any necessary changes.

Dr. Jett mentioned that there had been discussion about security at Warren and the expenditure there and about how we come to determine how we're going to use those funds. It was incorrectly stated in the notes that the schools within proximity to the branches where there were concerns, that everyone should get together and have a conversation. She had said that all the schools, not only those that had security concerns, should get together and discuss best practices. There was also a question and some confusion about the cost of security and compensation for those individuals and whether or not the Library's Budget should be increased to meet those salary needs.

Ms. Nytes advised that she would communicate that to Ms. Dike-Young. She also noted that she is working with the Security staff at the Library to prepare a more thorough report on what's our experience with security and what we are looking at and will bring that to the next Joint Board Committee Meeting.

Rev. Robinson confirmed that Ms. Nytes would work with Ms. Dike-Young on the necessary revisions to the referenced minutes.

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

Motion carried.

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

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

Rev. Robinson advised that the Committee did not have a report this month.

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

a. Briefing Report – Eagle Branch Project Update

Mike Coghlan, Manager, Facilities Projects, discussed the Eagle Branch. He shared that the branch had celebrated its grand opening on June 1, 2019. Work has continued to finalize installation of exterior metal panels, landscaping and punch list items. Eagle staff was commended for their efforts to get the branch ready for opening day.

b. Briefing Report – Brightwood Branch Project Update

Mr. Coghlan noted that major milestone work was completed in June, such as installation of under-slab plumbing and electrical items and pouring of the concrete floor slab has been delayed due to the amount of rain we've received. Exterior framing will begin after the metal roof decking is completed. Work on the south entrance drive will continue. Substantial completion, previously scheduled for November 15, 2019, may need to be pushed back because of the current weather-related delay.

c. Briefing Report – Wayne Branch Project Update

Mr. Coghlan commented that the Wayne renovation design plans are scheduled to be presented in July. The \$1.5 million project will go out to bid in September. Construction will begin in December, with completion scheduled in May 2020.

d. Briefing Report – West Perry Branch Project Update

Mr. Coghlan provided information on the new West Perry Branch. A third and final community engagement meeting will be held on July 18, 2019 at 7:00 p.m. at the Southport Branch Library. At this meeting, the schematic design for the \$9.4 million project will be presented for community review. Construction is scheduled to begin in April 2020 with completion in May 2021.

Dr. Jett inquired if the process for the upcoming community meeting would be the same as it has been at the previous meetings.

Mr. Coghlan replied that it would be different in that we'll have a design to present but right now he's unsure of the exact format for the meeting.

Following an inquiry from Ms. Payne, an update was provided on Library services at the Flanner House Community Center. Ms. Nytes noted that Bookmobile visits continue and Chromebooks and Hot Spots are available for checkout at the Center. The Library is looking at ways to facilitate transportation from the Flanner House neighborhood to the Michigan Road Branch, along with possible programming options at the Center.

9. Library Foundation Update

June 2019 Library Foundation Update

Dr. Jett announced that this would be her last Foundation Update because another Board member will be appointed to serve as the Library Board's liaison to the Foundation. She has been happy to serve in this capacity for the last few years.

Rev. Robinson thanked Dr. Jett for her service.

She then mentioned that it was important for the public to know about the Library's programming and public funding for various programs. The funding for the programs comes from private donors to the Foundation. When people ask about use of their public dollars, then please understand that the public dollars actually go for the operation of the Library and it is the private funding that actually supports the programming. She encouraged the public to contribute to the programs we have throughout the system because we really do depend on your funding.

Dr. Jett then provided the Update for June 2019.

Congratulations to all staff on the launch of the 100th Summer Reading Program! This year's major Summer Reading Program donors are: OneAmerica, 92.3 WTTS, Carrier Corporation, Haddad Foundation, The Indianapolis Foundation Library Fund, the Kroger Co., Mary Frances Rubly and Jerry Hummer, Nina Mason Pulliam Charitable Trust and Samarian Foundation. Please join us in thanking them for their support.

You are invited to celebrate the Summer Reading Program at Library Night at Victory Field. The game is Monday, July 15, 2019 at 7:00 p.m. with pre-game ceremonies at 6:30 p.m. To RSVP, please contact the Foundation by July 1, 2019 at 317-275-4700 or at foundation@indyplfoundation.org.

The Library Foundation thanks 219 donors who made gifts last month. The following are our top corporate and foundation contributors:

92.3 WTTS

Bright Ideas

Nina Mason Pulliam Charitable Trust

Teachers Credit Union

The Kroger Co.

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 – On the Road to Reading

Ready to Read – Packaged Programs

Pop Up Literacy Program (E38)

Snacks and Stories Teen Book Club (WRN)

Welcome Baby Bags (SOU)

Cultural Programs

Hot Jazz for Cook Kids (CEN)

Program Food (PDA)

Ready to Read – Preschool Packaged Program

Collections/IT

Book Club in a Bag

Downey Collection Digitization

Grow With Google Grant

Lilly City Digitization

NEH Digitization

The Public Collection

Lifelong Learning

Aging Well (CEN)

Library Resources for Entrepreneurs (CEN)

10. Report Of The Chief Executive Officer

Ms. Nytes offered the following items:

a. Public Services Update and Statistics

- 1) **Public Services Update** – June 2019 – Ms. Nytes shared that the Summer Reading Program is in full swing and we are excited to report that the Southport Branch is already surpassing its entire registration for the 2018 season,

At Michigan Road there has been an unexpected jump in registrations but it's especially interesting to see that registrations from the 46268 zip code have increased from 670 at this time last year to 1,107 this year. This is an indicator of the increased access provided for families by this location.

At the Eagle Branch, they had 593 participants at this time last year, and today they have 1,058 participants registered.

Our Summer Reading materials were translated into eight different languages this year, targeting populations in the Southport and Eagle areas especially.

The Library was very pleased to receive the Community Involvement Award from WFYI last week at their annual recognition program..

Our Public Library Volunteer Dinner has been scheduled for Wednesday, July 17, 2019 and will be held at the Children's Museum. Over the course of the year, we had 849 volunteers offer up 18,141 hours of assistance to our programs.

Lastly, we received a request this past weekend to assist our friends at the City-County Council with a survey that they are conducting in the community. This is in keeping with our Strategic Plan efforts to be a welcoming, one-stop source for access to online government resources especially given our public computers so we are working to do what we can to spread the word during this last week of the survey. Ms. Nytes distributed copies of the survey flyer and advised that a link to the survey will be posted on the Library's website to raise awareness.

2) Photography Gift to IndyPL and Indianapolis Special Collections Room ("ISCR") Update

Stephen Lane, Special Collections Librarian, discussed a large panoramic photo of downtown Indianapolis that was on display at the meeting. The photo was taken from Riley Towers in 1975 and was donated to IndyPL by former Deputy Mayor John Krauss. A copy will be displayed in the Nina Mason Pulliam Indianapolis Special Collections Room ("ISCR"). Mr. Lane also mentioned the recent event held in the ISCR Lecture Series entitled "Drag Queens on Indiana Avenue During the Jazz Era." Upcoming programs in the Series include a look at the Latino migration to Indiana and a Kwanzaa celebration involving a virtual tour of the Bethel AME Church.

3) Update on the Center for Black Literature and Culture ("CBLC")

Mr. Williams provided the following statement:

As Nichelle Hayes, Special Collections Librarian for CBLC is attending the American Library Association annual conference in Washington D.C. I will offer a few highlights in her place.

The first thing I need to mention is the generosity of the Lilly Endowment that has funded the CBLC in cooperation with the Indianapolis Public Library Foundation since its inception. In 2018 the door counters show that the CBLC welcomed over 62,000 visitors. We of course don't know exactly what each of these visits entailed but they

could have been here to attend a book talk by A'Lelia Bundles about her book about Madame C J Walker, her great-great grandmother, or Rochelle Riley for a discussion of "The Burden: African Americans and the Enduring Impact of Slavery", or Hoosier sports and broadcasting legend Jerry Harkness or one of many other author talks. They could have been to discuss community concerns and give voice to them through poetry and song through the ongoing monthly series called "That Peace Open Mic." They may have attended a writers workshop hosted by Indiana's poet laureate Adrian Matejka. They may have dropped by to view an exhibit including African American Trailblazers in Auto Racing, or Black Music Maters, or "A Place for All People a traveling exhibit from the National Museum of African American History and Culture, or own Meet the Artists exhibition hosted by the Library's African American History Committee and curated by our Artist in Residence, Tony Radford. They may have come for the Catch The Stars Foundation Back To School event in partnership with Tameka Catchings. Or they may have come to use their computer or read a book and contemplate the imagery and history that surrounds them in the inspiring space.

Like all parts of Central Library the story of the CBLC is still being written. Highlights of this year's many events include a monthly Black Women's Writing Group hosted by Tami Winfrey Harris and Ebony Marie Chappel. Rhythm Ritual & Resistance a panel discussion featuring Robin Ligon Williams and Big Chief Kevin Turner happened in May along with a great display featuring garments on loan from Big Chief Kevin Turner. Saturday we hosted the second annual Indy Book Fest showcasing author and comedian Patricia "Ms. Pat" Williams and Dr. Anna-Lisa Cox. We're only half way thru 2019 and there are lots more things happening. On July 2nd from 6 to 7:30 pm Reading Frederick Douglass Together will take place. This event will have community members taking turns reading Douglass' "What to the Slave Is the 4th of July?" speech aloud. On July 28th we'll host the Catch The Stars Back To School Celebration to help students prepare for the new school year with new backpacks along with information, food, and fun. The CBLC 2nd anniversary event will take place on October 19th from 1:00 to 4:00. Fall Fest will be held on November 17th from Noon to 4:00 and then the Kwanzaa Celebration will take place on December 26th from 5:30 to 9:00 pm.

Mr. Williams expressed his thanks and appreciation for the work done by both Mr. Lane and Ms. Hayes, as Special Collection Librarians at Central. They always work hard to share information with the children who come to Central for a field trip and everyone is working hand-in-hand to show off all the wonders of Central Library.

Dr. Jett requested that Mr. Williams provide more information on CBLC 2.0.

He advised that the Library is working with the original designer of the CBLC, Rod Reid and his RLR firm. We're trying to figure out what 2.0 looks like. It will probably involve things that are much more digital so that you will be able to walk around and touch something in a kiosk and it will spring to life and talk to you. In other words, it will be a more digital, interactive experience.

Judge Salinas commented that when he speaks at various schools, he's surprised how many children don't come downtown for various reasons. We need to think about getting our exhibits out to our other branches.

Ms. Nytes stated that there is potential for this idea.

Dr. Jett pointed out that the five-year grant that funded the CBLC is coming to an end soon and we need to consider how we're going to continue the funding and also, because of the level of programming, we need to think about staffing additions that need to occur.

b. May Media Report

Ms. Nytes noted that the Report highlighted coverage of IndyPL in traditional and social media, blogs and print. She also mentioned that installation of digital signage is almost complete at the branches.

c. Confirming Resolutions:

1) Resolution Regarding Finances, Personnel and Travel (18 – 2019)

After full discussion and careful consideration of Resolution 18 – 2019, the resolution was adopted on the motion of Mr. Andrews, seconded by Ms. Payne, and the “yes” votes of Mr. Andrews, Ms. Carlino, Dr. Jett, Ms. Payne, Rev. Robinson and Judge Salinas.

Motion carried.

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

UNFINISHED BUSINESS

- 11.** Dr. Jett noted that the Board still needs to address the 360 Evaluation for the Library's CEO. It was brought up previously but we still need to finish that discussion. Also, further discussion is needed on the Diversity Strategic Plan.

Rev. Robinson advised that these items would be referred to the Diversity, Policy and Human Resources Committee for further discussion.

NEW BUSINESS

12. None.

AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

July, 2019 – None

INFORMATION

14. **Materials**

- a. **Joint Meeting of Library Board Committees Notes – June 11, 2019** (enclosed)

15. **Board Meeting Schedule for 2019 (Notice and Place of Meeting) and Upcoming Events/Information**

- a. **Board Meetings for 2019** – *Current calendar will be updated, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events updated through July 21, 2019.**
- c. **Joint Meeting of Library Board Committees** – Tuesday, July 9, 2019, at the Library Services Center, 2450 North Meridian Street, at 5:00 p.m.

16. **Notice of Special Meetings**

None.

17. **Notice of Next Regular Meeting**

Monday, July 22, 2019, at the East Washington Branch Library, 2822 East Washington Street, at 6:30 p.m.

18. **Other Business**

None.

19. Adjournment

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

The Chairman then declared the meeting adjourned at 8:20 p.m.

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

Dr. Terri Jett, Secretary to the Board

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Board Action Request

6b

To: IMCPL Board

Meeting Date: July 22, 2018

From: Finance Committee

**Approved by the
Library Board:** July 22, 2018

Effective Date: July 22, 2018

Subject: Resolution 19-2019 – Liability Insurance for Policy Period 2019-2020

Recommendation: Authorize the adoption of Resolution 19-2019

Background: The majority of the Library's general insurance coverage is renewed on an annual basis in July for the period August 1 through July 31 (The Cyber Insurance and the Directors and Officers Liability Insurance coverages are renewed in December for the Calendar year).

The insurance was bid for the 2019-2020 year and the Library received quotes from our current carrier, Hartford Insurance Company, as well as from CNA Insurance Company and Travelers Insurance Group. Attached is a summary of the quotes received. Travelers was the lowest bid.

In 2013, the Library began a relationship with Hartford. They worked with us in spite of our worker's compensation experience and, until this year, have continually offered the best pricing to the Library. Although, Hartford has proven to be a good partner with the Library, the premium they quoted for our coverage was not very competitive this year and significantly more than the Travelers quote. The Library's insurance agent, Gallagher, has recommended Travelers as the Library's carrier for 2019-2020 due to Travelers offering the best cost for the coverage offered.

A significant factor in the decrease in premiums is the fact that the worker's compensation claims for the Library has decreased and thus the factor used in measuring and comparing the number and amount of worker's compensation claims, called mod, has decreased. This mod is down from 1.57 to 1.23. The mod is still higher than average and the Library's Safety and Security Officer continues to work to train staff in proper procedures to increase safety and reduce claims.

Strategic/Fiscal Impact: The fiscal impact overall is a significant decrease compared to the amount we paid for 2018/2019 coverage. Total cost for 2018/2019 including the brokers fee was \$376,289 and the amount quoted for 2019/2020 is \$273,212, a decrease of \$103,077 or 27%.



Board Resolution

6b

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 19-2019
LIABILITY INSURANCE FOR POLICY PERIOD 2019-2020
July 22, 2019**

WHEREAS, the Library has reviewed its current insurance coverages and deductibles for the period August 2019-August 2020; and

WHEREAS, the Library prefers to renew its coverages with a new insurance carrier, Travelers Insurance Group, as they have been determined to provide the most cost effective coverage.

BE IT RESOLVED, that for the policy year 2019-2020, the Library Board of Trustees approves the selection of Travelers Insurance Group as the provider of the Library property, liability, automobile, workers compensation, umbrella, inland marine, boiler and crime insurance coverages at a combined cost of \$253,212.

**Indianapolis-Marion County Public Library
Report of the Treasurer for June 2019
Prepared by Accounting for July 22, 2019 Board Meeting**

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INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
OPERATING FUND REVENUES AND EXPENDITURES
MONTH ENDED JUNE 2019

		Annual			
		2019 Revised	Actual MTD	Actual YTD	% Budget
Revenue		Budget	6/30/2019	6/30/2019	Received
Property Taxes	31	34,903,913	11,128,724	18,685,724	54%
Intergovernmental	33	7,723,633	1,983,076	3,970,026	51%
Fines & Fees	35	788,340	56,985	356,681	45%
Charges for Services	34	536,140	54,235	382,358	71%
Miscellaneous	36	682,163	99,308	850,907	125%
Total		<u>44,634,189</u>	<u>13,322,329</u>	<u>24,245,696</u>	54%

		Annual			
		2019 Revised	Actual MTD	Actual YTD	% Budget
Expenditures		Budget	6/30/2019	6/30/2019	Spent
Personal Services & Benefits	41	27,009,948	1,948,964	12,673,251	47%
Supplies	42	1,561,447	62,732	418,566	27%
Other Services and Charges	43	15,651,627	956,647	7,029,041	45%
Capital Outlay	44	5,260,829	173,264	2,272,640	43%
Total		<u>49,483,851</u>	<u>3,141,606</u>	<u>22,393,498</u>	45%

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101- Operating Fund - Detailed Income Statement
MONTH ENDED JUNE 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	42,109,199	42,109,199	11,128,724	18,685,724	-	23,423,475
311300 PROPERTY TAX CAPS	(7,205,286)	(7,205,286)	-	-	-	(7,205,286)
TAXES Total	34,903,913	34,903,913	11,128,724	18,685,724	-	16,218,189
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	240,000	240,000	13,494	227,652	-	12,348
335100 FINANCIAL INSTITUTION TAX REV	268,077	268,077	133,088	133,088	-	134,989
335200 LICENSE EXCISE TAX REVENUE	2,854,816	2,854,816	1,325,426	1,325,426	-	1,529,390
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	1,998,804	-	1,855,780
335500 COUNTY OPTION INCOME TAX	216,474	216,474	28,228	123,431	-	93,043
335700 COMMERCIAL VEHICLE TAX REVENUE	264,311	264,311	149,123	149,123	-	115,188
339000 IN LIEU OF PROP. TAX	25,371	25,371	12,502	12,502	-	12,869
INTERGOVERNMENTAL Total	7,723,633	7,723,633	1,983,076	3,970,026	-	3,753,607
CHARGES FOR SERVICES						
347600 COPY MACHINE REVENUE	-	-	161	1,043	-	(1,043)
347601 PUBLIC PRINTING REVENUE	275,000	275,000	29,000	184,291	-	90,710
347602 FAX TRANSMISSION REVENUE	32,000	32,000	5,594	35,223	-	(3,223)
347603 PROCTORING EXAMS	3,500	3,500	500	1,945	-	1,555
347604 PLAC CARD DISTRIBUTION REVENUE	83,000	83,000	-	83,509	-	(509)
347605 USAGE FEE REVENUE	14,000	14,000	770	5,600	-	8,400
347606 SET-UP & SERVICE - TAXABLE	12,000	12,000	1,350	8,100	-	3,900
347607 SET-UP & SERVICE - NON-TAXABLE	15,000	15,000	500	6,320	-	8,680
347608 SECURITY SERVICES REVENUE	18,000	18,000	750	11,433	-	6,567
347609 EVENT SECURITY	-	-	600	3,750	-	(3,750)
347610 PARKING REVENUE	2,640	2,640	-	-	-	2,640
347620 CAFE REVENUE	6,000	6,000	1,517	12,360	-	(6,360)
347621 CATERING REVENUE	75,000	75,000	13,494	28,785	-	46,215
CHARGES FOR SERVICES Total	536,140	536,140	54,235	382,358	-	153,782
FINES						
351200 FINES	761,840	761,840	55,524	348,608	-	413,232
351201 OTHER CARD REVENUE	12,000	12,000	131	859	-	11,141
351202 HEADSET REVENUE	6,000	6,000	596	3,453	-	2,547
351203 USB REVENUE	6,000	6,000	455	2,707	-	3,293
351204 LIBRARY TOTES	2,500	2,500	279	1,052	-	1,448
FINES Total	788,340	788,340	56,985	356,681	-	431,659
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	6,000	6,000	238	1,828	-	4,172
360001 REVENUE ADJUSTMENT	-	-	1,397	998	-	(998)
361000 INTEREST INCOME	46,163	46,163	28,772	86,019	-	(39,856)
362000 FACILITY RTL REV - TAXABLE	125,000	125,000	11,964	86,154	-	38,846
362001 FACILITY RENTAL REV - NONTAX	72,500	72,500	180	30,159	-	42,341
362002 EQUIPMENT RENTAL REV - TAXABLE	-	-	900	9,920	-	(9,920)
362003 EQUIPMENT RENTAL REV - NONTAX	2,500	2,500	-	1,116	-	1,384
367004 OTHER GRANTS	225,000	225,000	-	-	-	225,000
MISCELLANEOUS Total	477,163	477,163	43,451	216,194	-	260,969
OTHER FINANCING SRCS						
392100 SALE OF SURPLUS PROPERTY	5,000	5,000	-	-	-	5,000
396000 REFUNDS	5,000	5,000	2,743	21,377	-	(16,377)
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	53,114	205,761	-	(30,761)
399001 INSURANCE REIMBURSEMENTS	20,000	20,000	-	407,576	-	(387,576)
OTHER FINANCING SRCS Total	205,000	205,000	55,857	634,713	-	(429,713)
REVENUE Total	44,634,189	44,634,189	13,322,329	24,245,696	-	20,388,493
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	16,611,566	16,605,566	1,219,973	7,854,918	-	8,750,648
412000 SALARIES HOURLY STAFF	1,806,308	1,812,308	172,337	870,256	-	942,052
413000 WELLNESS	35,000	35,000	1,681	9,218	15,835	9,947
413001 LONG TERM DISABILITY INSURANCE	43,000	43,000	3,780	22,909	-	20,091
413002 EMPLOYEE ASSISTANCE PROGRAM	22,571	22,571	-	8,000	11,200	3,371
413003 TUITION ASSISTANCE	25,000	25,000	2,000	7,731	-	17,269
413004 SALARY ADJUSTMENT	90,000	90,000	-	-	-	90,000

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101- Operating Fund - Detailed Income Statement
MONTH ENDED JUNE 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
413100 FICA AND MEDICARE	1,415,852	1,415,852	102,190	631,510	-	784,342
413300 PERF/INPRS	2,376,651	2,376,651	169,021	1,106,218	-	1,270,433
413400 UNEMPLOYMENT COMPENSATION	9,000	9,000	-	-	-	9,000
413500 MEDICAL & DENTAL INSURANCE	4,387,000	4,537,000	275,028	2,144,483	156,731	2,235,787
413600 GROUP LIFE INSURANCE	38,000	38,000	2,955	18,009	-	19,991
PERSONAL SERVICES Total	26,859,948	27,009,948	1,948,964	12,673,251	183,766	14,152,931
SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	640,249	668,371	4,508	77,353	29,059	561,958
421600 LIBRARY SUPPLIES	210,000	231,774	13,232	43,686	11,006	177,082
421700 DEPARTMENT OFFICE SUPPLIES	248,600	314,370	33,082	177,519	37,587	99,264
422210 GASOLINE	40,000	40,502	2,145	13,493	12,093	14,917
422250 UNIFORMS	8,000	13,000	-	3,278	1,812	7,911
422310 CLEANING & SANITATION	165,000	168,724	9,766	46,532	13,354	108,839
429001 NON CAPITAL FURNITURE & EQUIP	68,000	124,706	-	56,706	-	68,000
SUPPLIES Total	1,379,849	1,561,447	62,732	418,566	104,911	1,037,970
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	219,000	267,028	15,509	99,227	-	167,801
431200 ENGINEERING & ARCHITECTURAL	25,000	25,000	-	-	-	25,000
431500 CONSULTING SERVICES	216,450	415,930	48,343	160,205	158,821	96,905
432100 FREIGHT & EXPRESS	5,500	5,860	2,150	3,708	1,944	208
432200 POSTAGE	69,650	70,413	1,260	8,972	1,737	59,704
432300 TRAVEL	37,830	37,830	792	7,713	-	30,117
432400 DATA COMMUNICATIONS	290,300	290,300	20,861	153,248	-	137,052
432401 CELLULAR PHONE	13,550	13,550	957	5,851	-	7,699
432500 CONFERENCES	105,115	103,115	10,610	31,769	420	70,927
432501 IN HOUSE CONFERENCE	62,000	65,600	12,559	35,684	18,153	11,763
433100 OUTSIDE PRINTING	226,500	230,293	27,083	94,902	9,383	126,008
433200 PUBLICATION OF LEGAL NOTICES	1,550	1,550	-	175	-	1,375
434100 WORKER'S COMPENSATION	159,826	159,826	-	46,302	-	113,524
434200 PACKAGE	241,688	241,688	-	93,154	-	148,534
434201 EXCESS LIABILITY	10,351	10,351	-	3,724	-	6,627
434202 AUTOMOBILE	19,594	19,594	-	9,299	-	10,295
434500 OFFICIAL BONDS	1,000	1,000	-	975	-	25
434501 PUBLIC OFFICIALS & EE LIAB	16,000	16,000	-	15,259	-	741
434502 BROKERAGE FEE	17,000	17,000	-	8,500	-	8,500
435100 ELECTRICITY	1,067,500	1,137,917	72,535	408,972	703,445	25,500
435200 NATURAL GAS	118,450	143,476	4,178	65,397	70,158	7,921
435300 HEAT/STEAM	382,200	490,382	18,910	158,179	332,003	200
435400 WATER	75,000	79,901	4,870	31,674	48,081	145
435401 COOLING/CHILLED WATER	525,000	537,538	53,041	167,848	369,690	-
435500 STORMWATER	23,800	23,800	56	10,201	11,656	1,944
435900 SEWAGE	85,200	92,680	7,159	44,579	47,686	416
436100 REP & MAINT-STRUCTURE	1,484,600	2,013,433	193,676	1,070,494	658,392	284,547
436110 CLEANING SERVICES	1,079,239	1,191,908	69,435	441,740	605,167	145,002
436200 REP & MAINT-EQUIPMENT	185,360	199,202	7,054	27,694	29,354	142,153
436201 REP & MAINT-HEATING & AIR	900,950	461,239	16,300	185,654	210,655	64,930
436202 REP & MAINT -AUTO	65,000	66,139	3,685	15,202	4,009	46,928
436203 REP & MAINT-COMPUTERS	463,100	351,300	25,516	135,860	107,184	108,256
437200 EQUIPMENT RENTAL	87,829	87,829	5,148	38,129	23,497	26,203
437300 REAL ESTATE RENTAL	470,271	489,771	35,350	236,930	6,133	246,707
439100 CLAIMS, AWARDS, INDEMNITIES	25,000	25,000	-	-	-	25,000
439600 TRASH REMOVAL	75,000	81,530	7,970	48,163	31,108	2,259
439601 SNOW REMOVAL	370,000	406,535	-	319,798	13,662	73,075
439602 LAWN & LANDSCAPING	319,271	347,161	26,521	109,077	126,496	111,589
439800 DUES & MEMBERSHIPS	57,400	58,525	986	51,274	1,125	6,126
439901 COMPUTER SERVICES	204,790	346,702	3,770	195,066	89,946	61,690
439902 PAYROLL SERVICES	170,000	141,720	12,858	65,824	1,720	74,176
439903 SECURITY SERVICES	964,721	1,095,410	111,468	519,181	107,301	468,929
439904 BANK FEES/CREDIT CARD FEES	65,000	65,000	3,892	24,599	-	40,401
439905 OTHER CONTRACTUAL SERVICES	707,915	807,168	34,709	327,616	291,027	188,525
439906 RECRUITMENT EXPENSES	24,500	9,500	623	5,148	1,855	2,498
439907 EVENTS & PR	34,200	37,640	100	12,176	3,290	22,174
439910 PROGRAMMING	75,500	76,750	13,093	41,531	19,300	15,919
439911 PROGRAMMING-JUV.	145,000	152,255	11,923	76,833	28,998	46,424
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	825	11,319	-	13,681
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	160	-	4,840

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 101 - Operating Fund - Detailed Income Statement
MONTH ENDED JUNE 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
439930 MATERIALS CONTRACTUAL	2,000,000	2,002,289	55,692	793,878	-	1,208,411
439931 E-BOOKS	-	-	-	-	-	-
439932 E-AUDIO	-	-	-	-	-	-
439934 DATABASES	-	-	-	-	-	-
451100 AUDIT FEES	15,000	15,000	15,179	15,179	-	(179)
452002 TRANSFERS IN/OUT	-	590,000	-	590,000	-	-
459000 REFUNDS	-	5,000	-	5,000	-	-
OTHER SERVICES AND CHARGES Total	14,034,700	15,651,627	956,647	7,029,041	4,133,395	4,489,191
CAPITAL						
443500 BUILDING	-	676,396	-	565,662	-	110,734
445100 CAPITAL - FURNITURE	20,000	20,000	-	-	-	20,000
445200 VEHICLES	80,000	107,718	-	27,718	-	80,000
445300 CAPITAL - EQUIPMENT	55,000	76,101	-	20,740	362	55,000
445301 COMPUTER EQUIPMENT	240,000	532,568	4,200	291,218	1,400	239,950
449000 BOOKS & MATERIALS	3,550,000	3,694,853	169,064	1,349,350	-	2,345,503
449001 PERIODICALS & NEWSPAPERS	-	-	-	-	-	-
449003 CD'S	-	-	-	-	-	-
449004 DVD'S	-	-	-	-	-	-
449100 UNPROCESSED PAPERBACK BOOKS	137,000	153,192	-	17,953	123,758	11,482
CAPITAL Total	4,082,000	5,260,829	173,264	2,272,640	125,519	2,862,670
EXPENSE Total	46,356,497	49,483,851	3,141,606	22,393,498	4,547,590	22,542,762

INDIANAPOLIS - MARION COUNTY PUBLIC LIBRARY
CASHFLOW PROJECTIONS - OPERATING FUND
January 1 - December 31, 2019

		ACTUAL JANUARY	ACTUAL FEBRUARY	ACTUAL MARCH	ACTUAL APRIL	ACTUAL MAY	ACTUAL JUNE	PROJECTED JULY	PROJECTED AUGUST	PROJECTED SEPTEMBER	PROJECTED OCTOBER	PROJECTED NOVEMBER	PROJECTED DECEMBER	PROJECTED Y-T-D	REVISED BUDGET	Variance
Beginning Balance		\$ 22,972,161	\$ 19,920,733	\$ 16,168,586	\$ 13,140,791	\$ 11,903,724	\$ 14,704,520	\$ 24,880,825	\$ 21,790,318	\$ 18,041,008	\$ 14,791,026	\$ 12,475,228	\$ 12,931,687	\$ 22,972,161	\$ 22,972,161	
Receipts:																
Property Tax	311000	-	-	-	1,300,000	6,257,000	11,128,724	-	-	-	1,400,000	4,900,000	9,918,189	34,903,913	34,903,913	-
Excise Tax	335200	-	-	-	-	-	1,325,426	-	-	-	-	-	1,427,408	2,752,834	2,854,816	(101,982)
Financial Institution Tax	335100	-	-	-	-	-	133,088	-	-	-	-	-	134,039	267,127	268,077	(950)
Commercial Vehicle Tax	335700	-	-	-	-	-	149,123	-	-	-	-	-	132,156	281,279	264,311	16,968
In-Lieu-of Taxes	339000	-	-	-	-	-	12,502	-	-	-	-	-	12,686	25,188	25,371	(183)
Local Option Income Tax (LOIT)	335400	321,215	321,215	392,727	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	3,926,096	3,854,584	71,512
County Option Income Tax (COIT)	335500	18,277	18,277	22,096	18,277	18,277	28,228	18,277	18,277	18,277	18,277	18,277	18,277	233,093	216,474	16,619
Fines	351200	72,730	56,115	62,072	53,368	48,800	55,524	62,647	62,647	62,647	62,647	62,647	62,644	724,485	761,840	(37,355)
Photocopier	347600	113	201	132	223	214	161	-	-	-	-	-	-	1,043	-	1,043
Printers	347601	24,533	32,843	34,585	34,752	28,578	29,000	22,917	22,917	22,917	22,917	22,917	21,301	320,175	275,000	45,175
Fax Transmissions	347602	5,041	5,118	6,945	6,649	5,876	5,594	2,452	2,452	2,452	2,452	2,452	2,443	49,924	32,000	17,924
Headsets	351202	618	583	606	583	468	596	490	490	490	490	490	482	6,385	6,000	385
USB	351203	449	407	500	463	434	455	500	500	500	500	500	551	5,758	6,000	(242)
PLAC Dist.	347604	-	-	-	-	83,509	-	-	-	-	-	-	-	83,509	83,000	509
Interest income	361000	10,323	11,226	10,960	8,774	15,964	28,772	3,259	3,259	3,259	3,259	3,259	3,251	105,565	46,163	59,402
Library totes	351204	153	142	196	175	108	279	212	212	212	212	212	227	2,339	2,500	(161)
Other Card Revenue	351201	136	263	134	130	65	131	1,078	1,078	1,078	1,078	1,078	1,084	7,333	12,000	(4,667)
Miscellaneous	360000	104	302	486	124	177	1,635	536	536	536	536	536	536	6,043	6,000	43
Proctoring Exams	347603	160	225	280	275	505	500	304	304	304	304	304	304	3,767	3,500	267
Facility Rental	362000	46,445	13,210	30,179	26,531	29,172	17,014	22,300	12,300	22,300	22,300	12,300	22,195	276,246	261,640	14,606
Catering Commission	347621	8,082	2,631	2,999	977	601	13,494	5,269	1,269	9,769	14,769	16,769	5,768	82,398	75,000	7,398
Café Revenue	347620	8,506	1,416	-	-	921	1,517	500	500	500	500	500	500	15,360	6,000	9,360
Reimbursement for Services	399000	-	22,962	25,992	30,132	73,561	53,114	-	-	11,500	-	-	48,500	265,761	175,000	90,761
Insurance Reimbursement	399001	-	-	-	407,576	-	-	-	-	-	-	-	-	407,576	20,000	387,576
Refunds	396000	-	18,634	-	-	-	2,743	454	454	454	454	454	463	24,108	5,000	19,108
Erate Revenue	332200	30,287	13,803	33,689	12,971	123,408	13,494	-	35,000	20,000	20,000	19,713	-	322,365	240,000	82,365
Grants/Contributions	367004	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000	225,000	-
Sale of surplus property	392100	-	-	-	-	-	-	-	-	2,000	-	2,000	-	4,000	5,000	(1,000)
Transfer in		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts		547,171	519,572	624,578	2,223,194	7,008,852	13,322,329	687,409	483,409	500,409	1,891,909	5,385,622	12,134,216	45,328,668	44,634,189	694,481
Expenditures:																
Personal Services & Benefits	41	1,959,606	2,221,696	1,927,031	1,916,883	2,699,071	1,948,964	2,118,638	2,107,525	2,062,282	1,968,234	2,925,682	1,970,039	25,825,651	27,009,948	1,184,297
Supplies	42	105,846	74,369	34,466	49,784	91,369	62,732	92,995	65,483	193,369	191,804	184,810	129,812	1,276,838	1,618,039	341,201
Other Services and Charges	43	1,204,425	1,700,287	1,203,809	975,930	987,943	956,647	1,295,918	1,364,992	1,145,769	1,483,023	1,255,996	1,405,650	14,980,389	15,723,079	742,691
Library Materials Capital Outlay	44	328,521	277,065	682,072	353,658	458,060	173,264	270,365	694,719	348,971	564,645	562,674	481,784	5,195,798	5,271,539	75,741
Transfer Out		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures		3,598,399	4,273,416	3,847,379	3,296,256	4,236,443	3,141,606	3,777,916	4,232,718	3,750,391	4,207,707	4,929,163	3,987,284	47,278,676	49,622,605	2,343,930
Change in Payables/Petty Cash/Correction*		(201)	1,698	195,005	(164,006)	28,387	(4,417)								-	
Ending Balance		\$ 19,920,733	\$ 16,168,586	\$ 13,140,791	\$ 11,903,724	\$ 14,704,520	\$ 24,880,825	\$ 21,790,318	\$ 18,041,008	\$ 14,791,026	\$ 12,475,228	\$ 12,931,687	\$ 21,078,619	\$ 21,022,153	\$ 17,983,745	



Receipts and Disbursements - June 2019

FUND	CASH AND INVESTMENTS 5/31/19	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 6/30/19
101 Total Operating	14,704,520	13,322,329	3,146,024	24,880,825
104 Total Fines	6	97,635	97,635	6
226 Total Parking Garage	688,676	15,095	7,176	696,595
230 Total Grant	565,917	457,079	168,949	854,047
245 Total Rainy Day	5,411,075	7,652	23,023	5,395,704
270 Total Shared System	321,721	3,902	5,281	320,342
301 Total BIRF 1	2,388,327	6,066,515	2,288,188	6,166,655
321 Total BIRF 2	109,735	1,226,597	876,365	459,967
471 Total Library Improvement Reserve Fund	2,703,394	3,391	-	2,706,785
472 Total Construction	43,147	-	23,794	19,353
475 Total 2015 Bond RFID Books & Materials	365,951	-	35,768	330,183
476 Total 2016 Bond - Michigan Rd	784,698	511	70,622	714,587
477 Total 2017A Bond - Brightwood	4,999,468	9,227	201,919	4,806,776
478 Total 2017B Bond - Eagle	2,066,903	2,181	215,339	1,853,745
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	3,673,683	1,791	12,176	3,663,298
480 Total 2018 BBond - West Perry Branch	9,354,206	17,842	105,262	9,266,787
800 Total Gift	1,068,537	159,123	153,890	1,073,770
806 Total Payroll Liabilities	102,225	103,730	129,527	76,428
812 Total Foundation Agency Fund	1,536	714	1,536	715
813 Total Staff Association Agency Fund	27	-	-	27
814 Total Sales Tax Agency Fund	1,267	1,181	1,267	1,181
815 Total PLAC Card Revenue Agency Fund	11,785	4,486	-	16,271
Grand Total	47,955,407	21,500,979	7,563,739	63,304,044

**Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
MONTH ENDED JUNE 2019**

Chase Savings Account

	Balance June 30, 2019	Interest Earned June 30, 2019
Operating Fund	\$ 1,507,008	\$ 1,033
Library Improvement Reserve Fd	-	0
Shared System Fund	46,528	17
Grant Fund	391,889	261
Parking Garage	407,420	271
Bond & Interest Redemption Fd	380,816	253
Rainy Day Fund	602,239	401
Total Chase Savings Account	\$ 3,335,900	\$ 2,236

The average savings account rate for June was 0.81%

Previous Month's Chase Savings Account Activity

	Balance May 31, 2019	Interest Earned May 31, 2019
Operating Fund	\$ 1,551,975	\$ 1,083
Library Improvement Reserve Fd	-	0
Shared System Fund	46,511	32
Grant Fund	391,628	269
Parking Garage	407,149	280
Bond & Interest Redemption Fd	380,563	262
Rainy Day Fund	601,838	414
Total Chase Savings Account	\$ 3,379,665	\$ 2,340

The average savings account rate for May was 0.81%

Fifth Third Bank Investment Account

	Balance June 30, 2019	Interest Earned June 30, 2019
Operating Fund	\$ 18,468	\$ 29
Library Improvement Reserve Fd	2,184,388	3,391
Shared System Fund	315,742	490
Gift Fund	526,236	817
Parking Garage	206,596	321
Rainy Day Fund	4,445,761	6,901
Bond & Interest Redemption Fd	1,052,473	1,634
Total Fifth Third Bank	\$ 8,749,663	\$ 13,583

The average investment account rate for June was 1.86%

Previous Month's Fifth Third Bank Investment Account

	Balance May 31, 2019	Interest Earned May 31, 2019
Operating Fund	\$ 18,439	\$ 32
Library Improvement Reserve Fd	2,180,997	3,735
Shared System Fund	315,252	540
Gift Fund	525,420	900
Parking Garage	206,275	353
Rainy Day Fund	4,438,859	7,602
Bond & Interest Redemption Fd	1,050,839	1,800
Total Fifth Third Bank	\$ 8,736,080	\$ 14,962

The average investment account rate for May was 2.06%

Hoosier Fund Account Income

	Balance June 30, 2019	Interest Earned June 30, 2019
Construction Fund	-	-
Operating Fund	1,575,248	3,127
Rainy Day Fund	176,119	350
2017A Brightwood Project Fund	2,644,750	5,249
2018B West Perry Project Fund	3,035,788	6,026
2018A Multi-Project Fund	902,328	1,791
Total Hoosier Fund Account	\$ 8,334,233	\$ 16,542

The average Hoosier Fund account rate for June was 2.42%

Previous Month's Hoosier Fund Account Income

	Balance May 31, 2019	Interest Earned May 31, 2019
Construction Fund	-	-
Operating Fund	1,572,122	3,225
Rainy Day Fund	175,769	361
2017A Brightwood Project Fund	2,639,501	5,414
2018B West Perry Project Fund	\$3,029,763	6,214
2018A Multi-Project Fund	\$900,537	537
Total Hoosier Fund Account	\$ 8,317,691	\$ 15,751

The average Hoosier Fund account rate for May was 2.42%

TrustIndiana

	Balance June 30, 2019	Interest Earned June 30, 2019
Operating Fund	\$ 15,198,532	\$ 24,584
2015 RFID Project Fund	250,000	-
2016 Michigan Road Project Fund	262,574	511
2017A Brightwood Project Fund	2,043,556	3,977
2017B Eagle Project Fund	1,120,668	2,181
2018B West Perry Project Fund	6,071,837	11,817
Bond & Interest Redemption Fd 2	90,395	176
Bond & Interest Redemption Fd	959,657	2,354
Total TrustIndiana Account	\$ 25,997,217	\$ 45,600

The average TrustIndiana account rate for June was 2.37%

Previous Month's TrustIndiana

	Balance May 31, 2019	Interest Earned May 31, 2019
Operating Fund	\$ 8,173,948	\$ 11,624
2015 RFID Project Fund	250,000	-
2016 Michigan Road Project Fund	262,063	532
2017A Brightwood Project Fund	2,039,579	5,118
2017B Eagle Project Fund	1,118,487	4,232
2018B West Perry Project Fund	6,060,020	12,292
Bond & Interest Redemption Fd 2	90,219	183
Bond & Interest Redemption Fd	957,303	2,449
Total TrustIndiana Account	\$ 18,951,617	\$ 36,429

The average TrustIndiana account rate for May was 2.39%

Regions Bank

	Balance June 30, 2019	Interest Earned June 30, 2019
Operating Fund 90-Day CD	\$ 1,900,000	\$ -
2018A Multi-Project Fund 270-Day CD	1,015,000	-
Total Regions Bank CDs	\$ 2,915,000	\$ -

90-Day CD Interest Rate is 2.49%

270-Day CD Interest Rate is 2.40%

Previous Month's Regions Bank

	Balance May 31, 2019	Interest Earned May 31, 2019
* Operating Fund 90-Day CD	\$ 1,900,000	\$ -
2018A Multi-Project Fund 270-Day CD	1,015,000	-
Total Regions Bank CDs	\$ 2,915,000	\$ -

90-Day CD Interest Rate is 2.49%

270-Day CD Interest Rate is 2.40%

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
MONTH ENDED JUNE 2019

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	12,727,045	12,727,045	6,837,488	6,837,488	-	5,889,557
Property Taxes Total	12,727,045	12,727,045	6,837,488	6,837,488	-	5,889,557
Intergovernmental						
335100 FINANCIAL INSTITUTION T	70,827	70,827	37,255	37,255	-	33,572
335200 LICENSE EXCISE TAX REVE	781,741	781,741	367,857	367,857	-	413,885
335700 COMMERCIAL VEHICLE TAX	69,472	69,472	41,744	41,744	-	27,728
339000 IN LIEU OF PROP. TAX	8,081	8,081	4,351	4,351	-	3,730
Intergovernmental Total	930,121	930,121	451,207	451,207	-	478,914
Miscellaneous						
361000 INTEREST INCOME	-	-	4,417	23,542	-	(23,542)
Miscellaneous Total	-	-	4,417	23,542	-	(23,542)
REVENUES Total	13,657,166	13,657,166	7,293,112	7,312,238	-	6,344,929
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	5,500	5,500	-	2,250	-	3,250
438100 PRINCIPAL	11,230,000	11,230,000	2,200,000	5,305,000	-	5,925,000
438200 INTEREST	2,394,631	2,394,631	964,553	1,292,690	-	1,101,941
Other Services and Charges Total	13,630,131	13,630,131	3,164,553	6,599,940	-	7,030,191
EXPENSES Total	13,630,131	13,630,131	3,164,553	6,599,940	-	7,030,191

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 245 - Rainy Day Fund - Detailed Income Statement
MONTH ENDED JUNE 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	24,306	24,306	7,652	46,570	-	(22,264)
MISCELLANEOUS Total	24,306	24,306	7,652	46,570	-	(22,264)
REVENUE Total	24,306	24,306	7,652	46,570	-	(22,264)
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	5,000	18,194	2,531	13,768	-	4,426
431200 ENGINEERING &	795,000	955,665	10,920	90,643	341,409	523,613
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES Total	800,000	973,859	13,451	104,411	341,409	528,040
CAPITAL						
441000 LAND	500,000	500,000	-	-	-	500,000
443500 BUILDING	760,000	760,000	-	-	-	760,000
CAPITAL Total	1,260,000	1,260,000	-	-	-	1,260,000
EXPENSE Total	2,060,000	2,233,859	13,451	104,411	341,409	1,788,040

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
MONTH ENDED JUNE 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	14,582	14,582	3,391	20,768	-	(6,186)
MISCELLANEOUS Total	14,582	14,582	3,391	20,768	-	(6,186)
OTHER FINANCING SRCS						
391000 TRANSFER IN	590,000	590,000	-	590,000	-	-
OTHER FINANCING SRCS Total	590,000	590,000	-	590,000	-	-
REVENUE Total	604,582	604,582	3,391	610,768	-	(6,186)
EXPENSE						
OTHER SERVICES AND CHARGES						
431200 ENGINEERING & ARCHITECTURAL	-	4,000	-	-	4,000	-
431500 CONSULTING SERVICES	-	4,418	-	4,414	-	3
436100 REP & MAINT-STRUCTURE	600,000	696,800	-	96,800	-	600,000
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES Total	600,000	705,218	-	101,214	4,000	600,003
CAPITAL						
444501 COMPUTER SOFTWARE	-	272,772	-	9,613	259,563	3,596
445300 CAPITAL - EQUIPMENT	-	54,083	-	54,083	-	-
CAPITAL Total	-	326,855	-	63,696	259,563	3,596
EXPENSE Total	600,000	1,032,072	-	164,910	263,563	603,600

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 226 - Parking Garage - Detailed Income Statement
MONTH ENDED JUNE 2019

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	180,000	180,000	13,653	81,141	-	98,859
347611 EVENTS PARKING	12,000	12,000	850	5,300	-	6,700
CHARGES FOR SERVICES Total	192,000	192,000	14,503	86,441	-	105,559
MISCELLANEOUS						
360001 REVENUE ADJUSTMENT	-	-	0	0	-	(0)
361000 INTEREST INCOME	5,000	5,000	592	3,536	-	1,464
MISCELLANEOUS Total	5,000	5,000	592	3,536	-	1,464
REVENUE Total	197,000	197,000	15,095	89,977	-	107,023
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,500	2,500	-	847	-	1,653
421500 OFFICE SUPPLIES - FAC/PURCH	4,000	4,000	283	4,369	-	(369)
422310 CLEANING & SANITATION	100	100	-	-	-	100
SUPPLIES Total	6,600	6,600	283	5,216	-	1,384
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	1,750	1,750	383	383	-	1,368
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	1,000	6,000	-	6,000
432200 POSTAGE	1,000	1,000	-	-	-	1,000
432400 DATA COMMUNICATIONS	4,320	4,320	336	2,155	-	2,165
434201 EXCESS LIABILITY	5,280	5,280	440	2,640	-	2,640
436100 REP & MAINT-STRUCTURE	10,000	40,818	-	10,360	818	29,640
436110 CLEANING SERVICES	10,000	10,000	-	-	-	10,000
436200 REP & MAINT-EQUIPMENT	10,000	10,000	-	2,703	-	7,297
436201 REP & MAINT-HEATING & AIR	-	123,062	-	-	-	123,062
439904 BANK FEES/CREDIT CARD FEES	8,000	8,000	616	4,335	-	3,665
439905 OTHER CONTRACTUAL SERVICES	50,760	45,760	4,119	31,620	-	14,140
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES Total	113,110	261,990	6,893	60,196	818	200,976
EXPENSE Total	119,710	268,590	7,176	65,412	818	202,360

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
MONTH ENDED JUNE 2019

	MTD	YTD
REVENUE		
MISCELLANEOUS		
361000 INTEREST INCOME	1,078	7,384
367000 FOUNDATION CONTRIBUTION	158,306	788,649
367004 OTHER GRANTS	456,818	721,466
MISCELLANEOUS Total	616,202	1,517,499
REVENUE Total	616,202	1,517,499
EXPENSE		
PERSONAL SERVICES		
411000 SALARIES APPOINTED STAFF	9,420	88,009
412000 SALARIES HOURLY STAFF	11,097	34,830
413100 FICA AND MEDICARE	291	12,691
413300 PERF/INPRS	545	3,541
413500 MEDICAL & DENTAL INSURANCE	1,954	18,132
PERSONAL SERVICES Total	23,307	157,203
SUPPLIES		
421500 OFFICE SUPPLIES - FAC/PURCH	-	18,200
421600 LIBRARY SUPPLIES	99	453
421700 DEPARTMENT OFFICE SUPPLIES	91,855	130,445
SUPPLIES Total	91,955	149,099
OTHER SERVICES AND CHARGES		
431500 CONSULTING SERVICES	17,934	67,498
432100 FREIGHT & EXPRESS	3,265	3,265
432300 TRAVEL	-	-
432400 DATA COMMUNICATIONS	3,749	22,493
432500 CONFERENCES	1,545	3,268
432501 IN HOUSE CONFERENCE	-	610
433100 OUTSIDE PRINTING	12,204	49,014
439903 SECURITY SERVICES	-	220
439905 OTHER CONTRACTUAL SERVICES	3,100	31,353
439907 EVENTS & PR	(300)	4,561
439910 PROGRAMMING	6,433	133,143
439911 PROGRAMMING-JUV.	11,685	49,984
439912 PROGRAMMING ADULT - CENTRAL	1,800	2,882
439913 PROGRAMMING EXHIBITS - CENTRAL	-	-
439930 MATERIALS CONTRACTUAL	-	409,499

	MTD	YTD
439934 DATABASES	-	-
OTHER SERVICES AND CHARGES Total	61,415	777,791
CAPITAL		
445100 CAPITAL - FURNITURE	-	1,136
445200 VEHICLES	-	19,748
445300 CAPITAL - EQUIPMENT	-	7,342
445301 COMPUTER EQUIPMENT	-	-
449000 BOOKS & MATERIALS	71,875	141,522
449100 UNPROCESSED PAPERBACK BOOKS	74,243	109,351
449200 - ART & EXHIBITS	-	20,000
CAPITAL Total	146,117	299,099
OTHER FINANCING SRCS		
459000 REFUNDS	-	10,098
459001 UNRESTRICTED EXPENSES	-	181
OTHER FINANCING SRCS Total	-	10,279
EXPENSE Total		1,393,470

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Summary of Construction Fund Cash Balances
As of June 30, 2019

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 475 - Restricted - RFID Project	330,182.80
Fund 476 - Restricted - Michigan Road Project	425,096.65
Fund 477 - Restricted - Brightwood Project	4,749,424.91
Fund 478 - Restricted - Eagle Project	1,402,901.71
Fund 479 - Restricted - Multiple Projects	3,663,297.82
Fund 480 - Restricted - West Perry Project	9,266,786.50
Fund 472 - Construction/Foundation	19,353.11
Total Construction Fund Cash Balances	<u>19,857,043.50</u>

Construction Fund Classification Breakdown

Fund 475 - Restricted - RFID Project	330,182.80
Fund 476 - Restricted - Michigan Road Project	425,096.65
Fund 477 - Restricted - Brightwood Project	4,749,424.91
Fund 478 - Restricted - Eagle Project	1,402,901.71
Fund 479 - Restricted - Multiple Projects	3,663,297.82
Fund 480 - Restricted - West Perry Project	9,266,786.50
Fund 472 - Construction/Foundation - Assigned - Central	19,353.11
Total Construction Fund Breakdown	<u>19,857,043.50</u>

Summary of Classifications

Total Restricted	19,837,690.39
Total Assigned	19,353.11
Total of All Classifications	<u>19,857,043.50</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 475 - Restricted - RFID Project	2,000,000.00	35,767.80	140,305.95	1,669,817.20	119,923.96	210,258.84
Fund 476 - Restricted - Michigan Road Project	7,717,574.06	70,621.74	459,449.14	7,292,477.41	187,109.11	237,987.54
Fund 477 - Restricted - Brightwood Project	6,133,306.14	221,651.64	681,488.64	1,383,881.23	4,465,828.27	283,596.64
Fund 478 - Restricted - Eagle Project	7,837,295.36	228,130.15	3,482,717.12	6,434,393.65	362,374.28	1,040,527.43
Fund 479 - Restricted - Multiple Projects	5,030,000.00	20,296.58	851,476.14	1,361,117.69	476,968.96	3,191,913.35
Fund 480 - Restricted - West Perry Project	9,518,581.38	105,261.66	164,935.07	251,794.88	586,547.01	8,680,239.49
Major Repairs & Maintenance	3,454,070.94	23,794.00	23,794.00	3,434,717.83	0.00	19,353.11
Total Expenditures	<u>41,690,827.88</u>	<u>705,523.57</u>	<u>5,804,166.06</u>	<u>21,828,199.89</u>	<u>6,198,751.59</u>	<u>13,663,876.40</u>

	*** BUDGET	CURRENT MONTH	CURRENT YEAR	PROJECT TO DATE	BUDGET BALANCE
* Estimated Future Interest Earnings - Foundation	15,270.69	0.00	0.00	15,270.69	0.00
** Estimated Future Interest Earnings - Fund 476	152,574.06	511.02	5,049.24	152,574.06	0.00
** Estimated Future Interest Earnings - Fund 477	188,306.14	9,226.51	49,444.36	188,306.14	0.00
** Estimated Future Interest Earnings - Fund 478	120,667.81	2,181.03	30,286.65	120,667.81	0.00
** Estimated Future Interest Earnings - Fund 479	30,000.00	1,790.97	23,878.47	24,415.51	5,584.49
** Estimated Future Interest Earnings - Fund 480	107,624.84	17,842.43	88,581.13	107,624.84	0.00

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

** 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 Briefing Report

8a

To: IndyPL Board
Facilities Committee

Meeting Date: July 22, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Brightwood Branch Construction Progress for June 2019

Major milestone work completed in June includes placement of the structural steel for exterior wall support, the roof decking, and installation of the under-slab plumbing/ electrical items. The utilities in 25th Street have been connected, requiring a permitted shut-down of the road for excavation and permanent connections. Exterior framing has commenced after the metal roof decking is completed. Boyle Construction Management has been able to maintain access through the alley during construction.

Major milestone work to be completed in July includes and pouring of the concrete floor slab and interior framing. Work on the south entrance drive will continue.



Project Site on July 3, 2019

View of the Project Site showing the installation of the concrete slab crushed stone base.
The image is taken from the Contractor's WebCam.

Facilities Briefing Report

To: Facilities Committee, Item8a

From: Sharon Smith, Facilities Director

Re: Brightwood Branch Construction Progress

Date: July 22, 2019



Project Site on June 20, 2019

View of the installation of the exterior wall framing members.



Project Site on June 20, 2019

View of the installation of under-slab plumbing work.

Construction Schedule Update

Pour Floor Slab

Week of July 8, 2019

Begin Interior Framing

Week of July 15, 2019

Substantial Completion

January 27, 2020



Board Briefing Report

8b

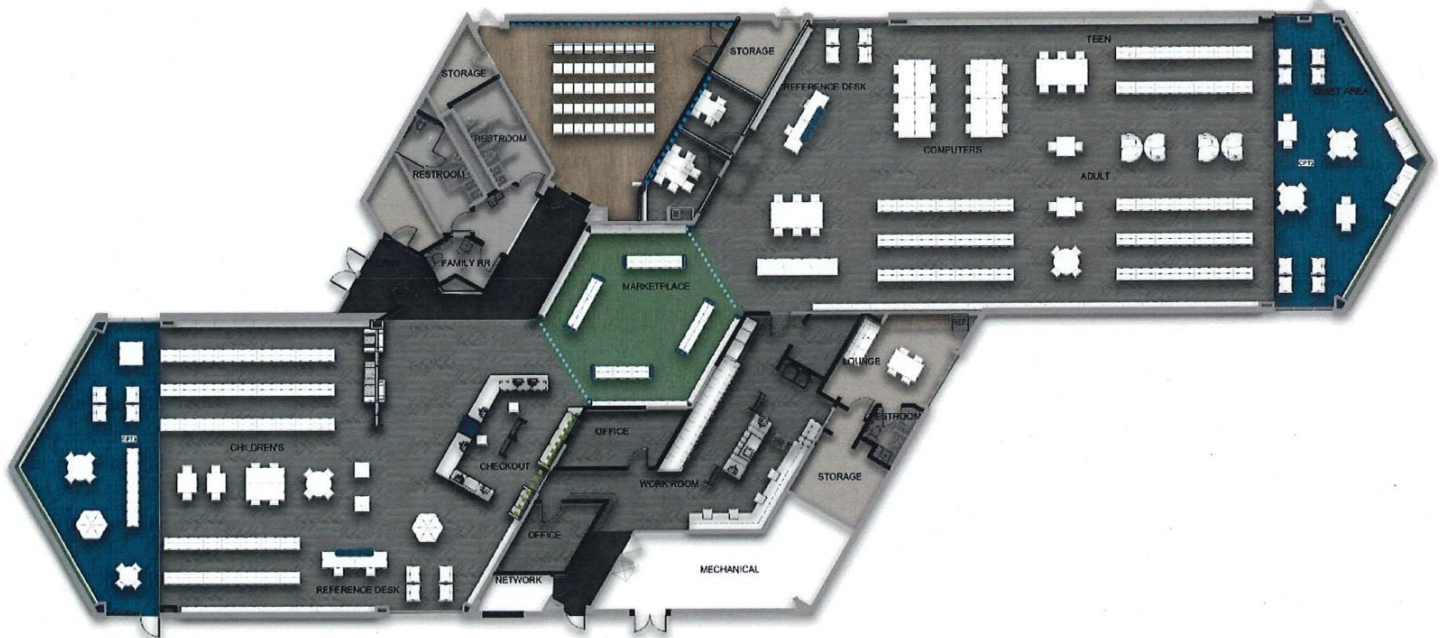
To: IndyPL Board
Facilities Committee

Meeting Date: July 22, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Wayne Branch Project Update for June 2019

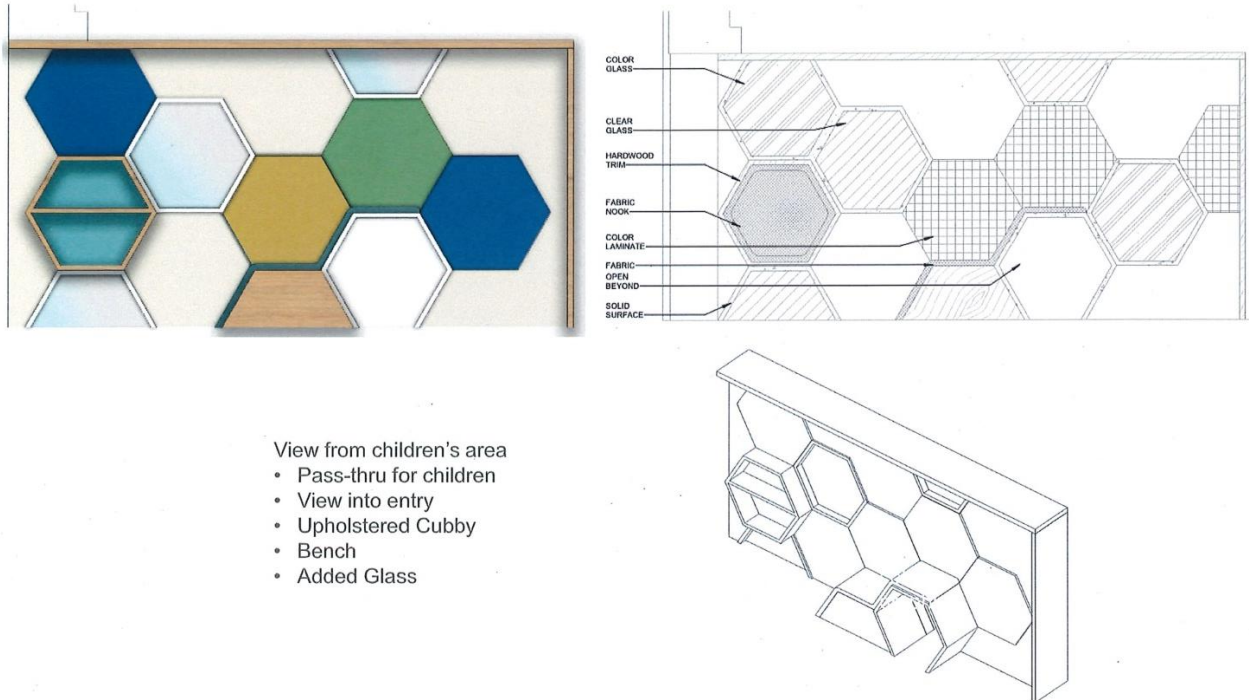
The Wayne Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. R and B Architects leads the design team and we are moving forward to have the Project ready to begin construction in December 2019. Patrons are excited at the plans to renovate the 1983 facility to meet current library service needs.



Preliminary Floor Materials Plan dated July 3, 2019.

Facilities Briefing Report

To: Facilities Committee, Item 8b
From: Sharon Smith, Facilities Director
Re: Wayne Branch Project Update
Date: July 22, 2019



Children's Area Entry Feature Wall July 3, 2019.

The total project budget is \$1,500,000 and will be funded by the Series 2019 Bond.

Project Schedule

Present Design to Facilities Committee	July 9, 2019
Construction Project Out to Bid	September 2019
Present Bid Results at Facilities Committee	October 15, 2019
Request Board Approval to Award Construction Contract	October 28, 2019
Furniture and Equipment Out for Quotes	October 2019
Present Quote Results at Facilities Committee	November 11, 2019
Request Board Approval to Award Furniture Contracts	November 23, 2019
Last Day of Public Service in the Branch	November 30, 2019
Construction Starts	December 2019
Project Complete	May 2020



Board Action Request

8c

To: IndyPL Board
Facilities Committee

Meeting Date: July 22, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Resolution 20-2019
Authorization to Prepare Bidding Documents and to Solicit Open,
Competitive, and Public Bids for General Construction Services for the
Wayne Branch Project

Recommendation:

IndyPL Facilities Staff presents for Board approval the attached action (Resolution 20-2019) to authorize IndyPL staff and the architects, R and B Architects, to prepare bidding documents to solicit open, competitive, and sealed public bids for the Wayne Branch Project. Unified construction contract bids will be solicited, with the contractor responsible for all general, mechanical, plumbing, electrical, and interior construction activities.

Background:

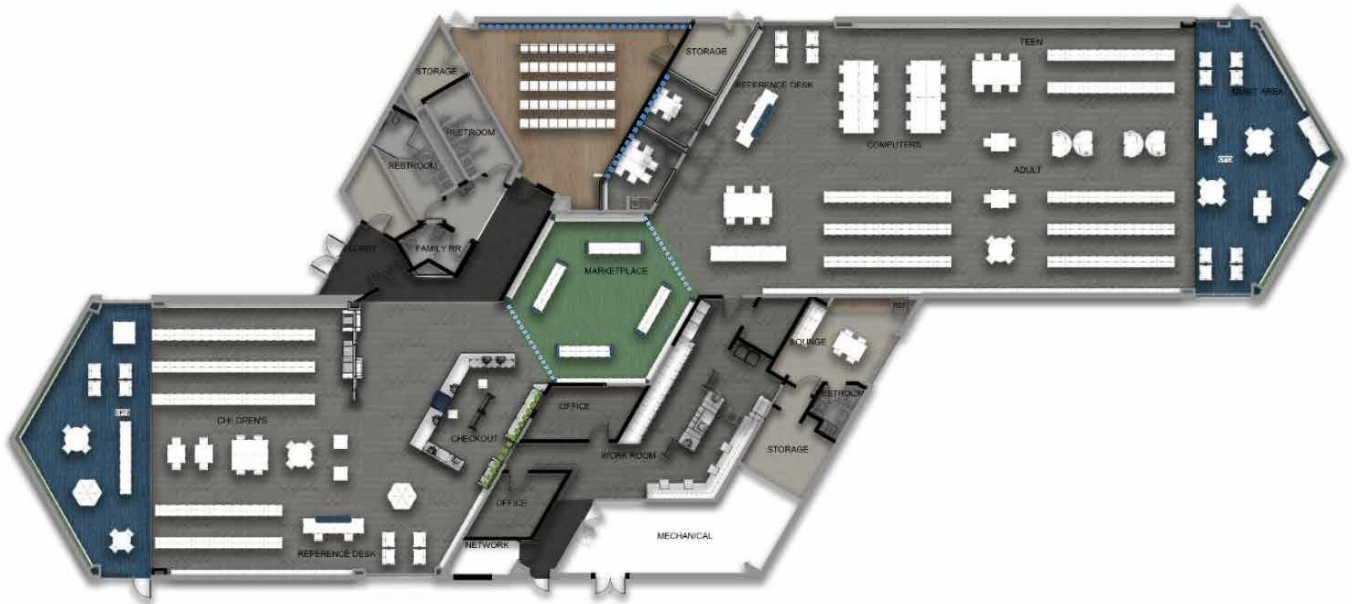
The Wayne Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. R and B Architects leads the design team and we are moving forward to have the Project ready to begin construction in December 2019. The budget for the remodel work is \$800,000 excluding remediation, fixtures, furniture and equipment. The architects have prepared a construction estimate based on the design and the proposed work is on budget.

Item	Estimate
General Conditions	\$ 100,000
Existing Conditions/Demolition	\$ 40,000
Interior and Exterior Construction	\$ 275,000
Interior Electrical/Data/Lighting	\$ 110,000
Interior Mechanical/Plumbing	\$ 115,000
Subtotal	\$ 640,000
Construction Contingency - 5%	\$ 32,000
Overhead and Profit	\$ 128,000
Total	\$ 800,000

Board Action Request

RE: Facilities Committee, Item 8c
Resolution 20-2019

Authorization to Prepare Bidding Documents and Solicit Open, Public, and
Competitive Bids for General Construction Services for the Wayne Branch Project
Date: July 22, 2019



Design Development Floor Plan dated July 3, 2019

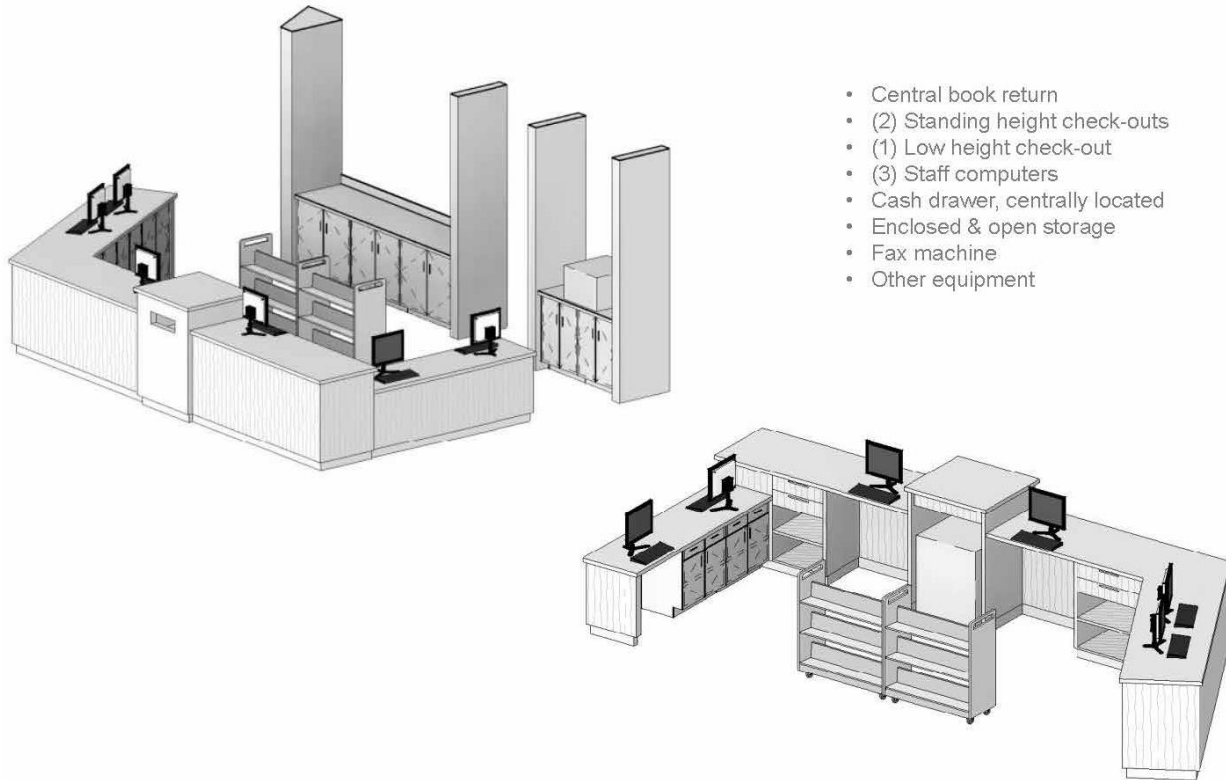


Proposed Interior Finishes dated July 3, 2019

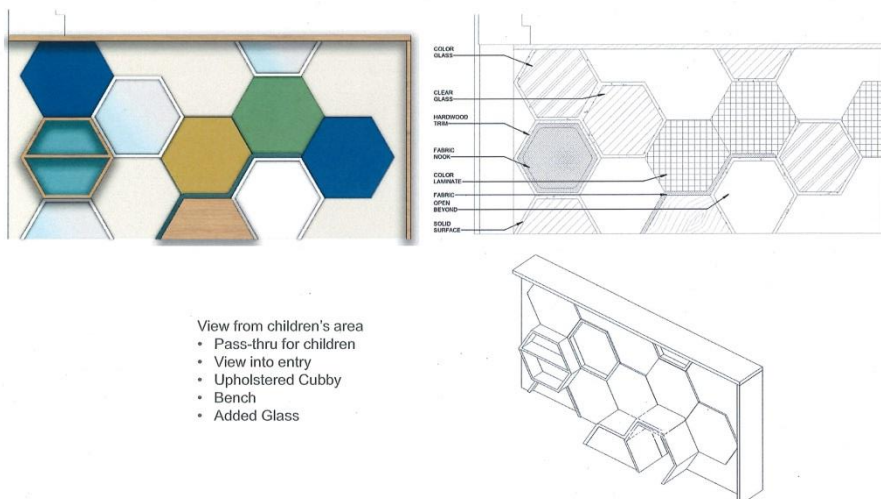
Board Action Request

RE: Facilities Committee, Item 8c
Resolution 20-2019

Authorization to Prepare Bidding Documents and Solicit Open, Public, and
Competitive Bids for General Construction Services for the Wayne Branch Project
Date: July 22, 2019



Circulation Desk Layout dated July 3, 2019



Children's Area Feature Wall dated July 3, 2019

Board Action Request

RE: Facilities Committee, Item 8c
Resolution 20-2019
Authorization to Prepare Bidding Documents and Solicit Open, Public, and
Competitive Bids for General Construction Services for the Wayne Branch Project
Date: July 22, 2019

The documents are scheduled to be available to bidders on September 5, 2019. Public Notice to prospective bidders will be advertised per the Public Notice Statute IC § 5-3 on September 11 and 18. Notice of the Project will also be posted on the IndyPL website and copies of the Notice will be emailed to these business development entities:

- Center for Empowerment and Economic Development.
- Conexus Indiana.
- Hispanic Business Council, Indianapolis Chamber of Commerce.
- Indiana Minority Supplier Development Council.
- Indiana Chamber of Commerce.
- Indianapolis Black Chamber of Commerce.
- Indianapolis Chamber of Commerce.
- Indianapolis Office of Minority & Women Business Development.
- Indianapolis Urban League.
- National Association of Women Business Owners – Indy.
- Mid-States Minority Supplier Development Council.
- Small Business Administration.
- State of Indiana Minority & Women's Business Enterprise Division.
- Women's Business Enterprise Council, Indianapolis Chamber of Commerce.
- Women's Business Enterprise Council – Great Lakes Indiana.

The Project will be bid using the Public Works Statute IC § 36-1-12 and with IndyPL's submission requirements for Responsible Bidding Practice and Submission Requirements established as Policy by the Board in Resolution 18-2017.

The Project requires compliance with Requirements for Contactors on Public Works Projects IC § 5-16-13 including contractor self-performance of work, liability insurance, qualification, E-Verify, employee training, and records retention. The Project also requires compliance with Requirements for Contactors on Public Works Projects IC § 4-13-18 including contractor's drug testing of employees.

Bids will be due on October 1, 2019 to allow time for evaluation prior to presentation at the October 15, 2019 Board Facilities Committee Meeting.

The Project schedule targets starting the work on December 16, 2019 with the work completed in May 2020. To facilitate an efficient and timely construction process the branch will be closed to public services. The last day of service has been targeted as November 30, 2019. This will allow time to move out of the building prior to turn over to the contractor.

Board Action Request

RE: Facilities Committee, Item 8c
Resolution 20-2019
Authorization to Prepare Bidding Documents and Solicit Open, Public, and
Competitive Bids for General Construction Services for the Wayne Branch Project
Date: July 22, 2019

Fiscal Impact:

The budget for the remodel work is \$800,000 excluding remediation, fixtures, furniture and equipment. This work is within the total project budget of \$1,500,000, and will be funded by the Series 2019 Bond Fund. Current expenses for the Project are being charged to the Rainy Day Fund (Fund 245) during the planning and design phases. Once the Series 2019 Bond Fund sale is completed, the Rainy Day Fund will be replenished and all expenses for the Project will be charged to the Series 2019 Bond Fund (Fund number to be determined.)

IndyPL shall award the Project to the lowest, responsible, and responsive bidder pursuant to IC § 36-1-12.



Board Resolution

8c

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 20-2019

AUTHORIZATION TO PREPARE BIDDING DOCUMENTS AND SOLICIT OPEN, PUBLIC, AND COMPETITIVE BIDS FOR GENERAL CONSTRUCTION SERVICES FOR THE WAYNE BRANCH PROJECT

JULY 22, 2019

WHEREAS, the Indianapolis-Marion County Public Library (IndyPL) continues to implement facility upgrades in support of the Strategic Plan; and

WHEREAS, IndyPL is requesting authorization from the Board of Trustees to work with the architect, R and B Architects, to prepare and issue bidding documents for a general construction contract for the Wayne Branch Project; and

WHEREAS, upon receipt of the public, open, competitive and sealed bids, IndyPL and the architect will evaluate and prepare documentation on the bids received from qualified bidders and present an evaluation in the form of a recommendation to the Facilities Committee and the Board of Trustees.

IT IS THEREFORE RESOLVED that IndyPL and the architect are authorized to prepare and issue bidding documents for the Wayne Branch Project meeting the requirements of the Public Works Statute IC 36-1-12 and with IndyPL's submission requirements for Responsible Bidding Practice and Submission Requirements established as Policy by the Board in Resolution 18-2017; and

IT IS FURTHER RESOLVED the results of the bidding process are to be reported to the Facilities Committee and the Board of Trustees for evaluation and award to the lowest, responsive, and responsible bidder.



Board Briefing Report

8d

To: IndyPL Board
Facilities Committee

Meeting Date: July 22, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Lawrence Branch Project Update for June 2019

The Lawrence Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. Rowland Design leads the design team with Tappe' Architects and we are moving forward to have the Project ready to begin construction early in 2020.

As with all our projects, hearing directly from the community we serve is the critical first step in the process to effectively design the building and services to meet community needs.

The first Community Engagement Session was held at the Branch on June 19, 2019 to gather input from patrons on the overall appearance and feeling of the renovated Branch. Sessions were held at 1:00 and 6:30 pm to provide multiple times for patrons to attend. The architect used the Pathway Exercise where attendees used a marker to draw the path they typically take when visiting the branch. This illustrates the various uses of the facility and where different patrons spend time at the Library. Three big takeaways from the exercise:

- Patrons use all parts of the building.
- Patrons want better display shelving to highlight the materials.
- Patrons use variety of seating types, with a mixture of lounge seats and study tables.

A paper survey was used for a 2 week period at the Branch, from which we received 82 responses. An online survey was also with a link directly from the public computers in the system. We received 225 responses from Lawrence Branch Patrons and 368 responses from other users. Four big takeaways from the surveys:

- Desire for more natural light and views to the outside.
- Study rooms and semi-enclosed spaces for 2 - 4 persons.
- A drive-up materials return.
- Playful learning spaces and activities in the Children's Area.

Facilities Briefing Report

To: Facilities Committee, Item 8d
From: Sharon Smith, Facilities Director
Re: Lawrence Branch Project Update
Date: July 22, 2019



First Community Engagement Session on June 19, 2019 with the Pathway Exercise.



First Community Engagement Session on June 19, 2019 with the Pathway Exercise.

The second Community Engagement Session will be held at the Branch on July 17, 2019 to gather input from patrons on the services, strengths, and concerns about the facility. A preliminary floor plan and site plan will be presented indicating how the survey data has been incorporated in the design. Sessions will again be held at 1:00 and 6:30 pm to provide multiple times for patrons to attend. To promote the Community Engagement Sessions a flyer has been distributed in the community, the Sessions were posted on our website and digital signage, the Session dates were published in the community newspapers, and an email was sent to Library card holders in the Branch Service area.

Facilities Briefing Report

To: Facilities Committee, Item 8d
From: Sharon Smith, Facilities Director
Re: Lawrence Branch Project Update
Date: July 22, 2019



Jeff Hoover, Tappe' Architects, Gregory Hill, Branch Manager, and Eric Rowland, Rowland Design at the First Community Engagement Session on June 19, 2019.

The third Community Engagement Session will be held in September at the Branch.

A Staff Engagement Meeting was held at the Branch on June 6, 2019 to gather input directly from the staff on their perception of what is and what is not working so well for patron services. We also review the “back-of-house” operations of the Branch. Three big takeaways from the meeting:

- Librarians desire to be in the main space of the library to be accessible to patrons.
- Staff at the Check Out desk would like more room to process materials.
- The Work Room is small and crowded with carts.

The total project budget is \$1,500,000 and will be funded by the Series 2019 Bond.

Project Schedule

Second Community Engagement Session	July 17, 2019
Present Design to Facilities Committee	August 13, 2019
Project Out to Bid	November 2019
Present Bid Results at Facilities Committee	December 3, 2019
Request Approval to Award Contract	December 16, 2019
Construction Starts	January 2020
Project Complete	May 2020



Board Briefing Report

8e

To: IndyPL Board
Facilities Committee

Meeting Date: July 22, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: West Perry Branch Project Update for June 2019

The West Perry Branch Project is part of the capital projects outlined in the Strategic Plan. Schmidt Associates with HBM leads the design team and we are working to have the Project ready to begin construction in the spring of 2020.

The new plat has been approved. The Final Plat is being prepared for recording.

A third Community Engagement Session will be held on July 18, 2019, 7:00 pm at the Southport Branch Library. The architects will present the schematic design for community review and comment.

The total project budget is \$9,470,956 and will be funded by the Series 2018 Bond.

Project Schedule

Third Community Engagement Session	July 18, 2019
Present Design to Facilities Committee	September 10, 2019
Project Out to Bid	January 2020
Present Bid Results at Facilities Committee	February 11, 2020
Request Approval to Award Contract	February 24, 2020
Construction Starts	April 2020
Project Complete	May 2021

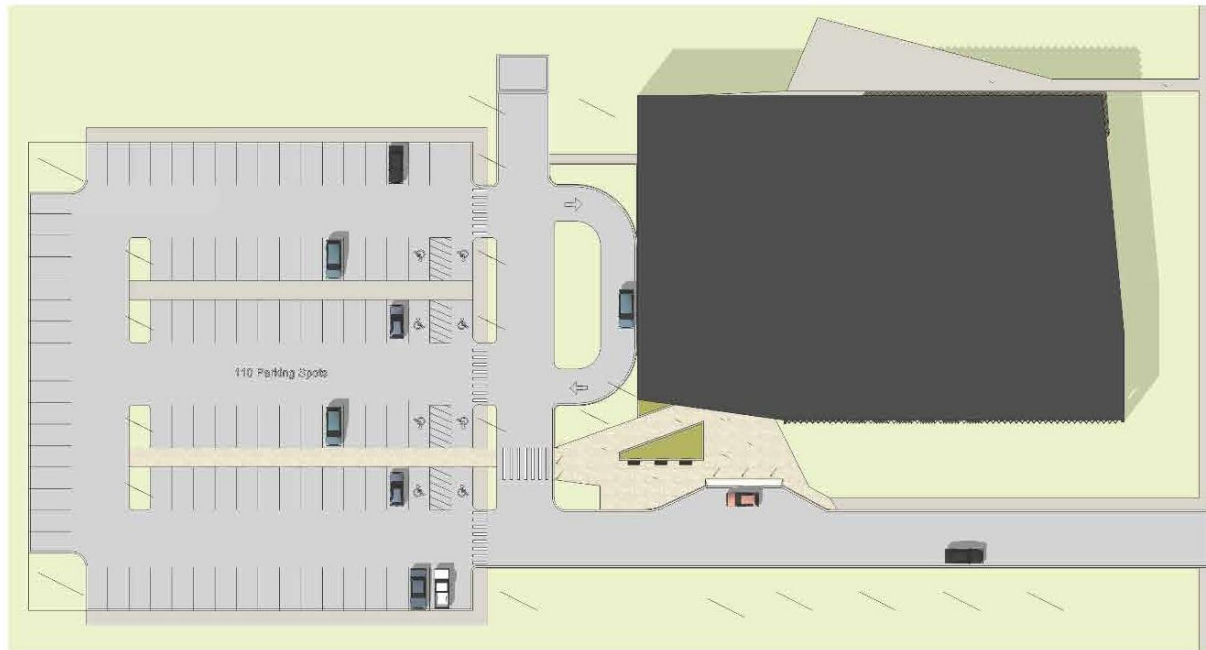
Facilities Briefing Report

To: Facilities Committee, Item 8e

From: Sharon Smith, Facilities Director

Re: West Perry Branch Project Update

Date: July 22, 2019



Draft Schematic Site Plan and Massing Model July 3, 2019

The meeting with the architects on June 12, 2019 was to review the results of the first draft plan review exercise. IndyPL reviewed the plan considering relationships to other activities, the exterior wall, service points, and the main entrance.

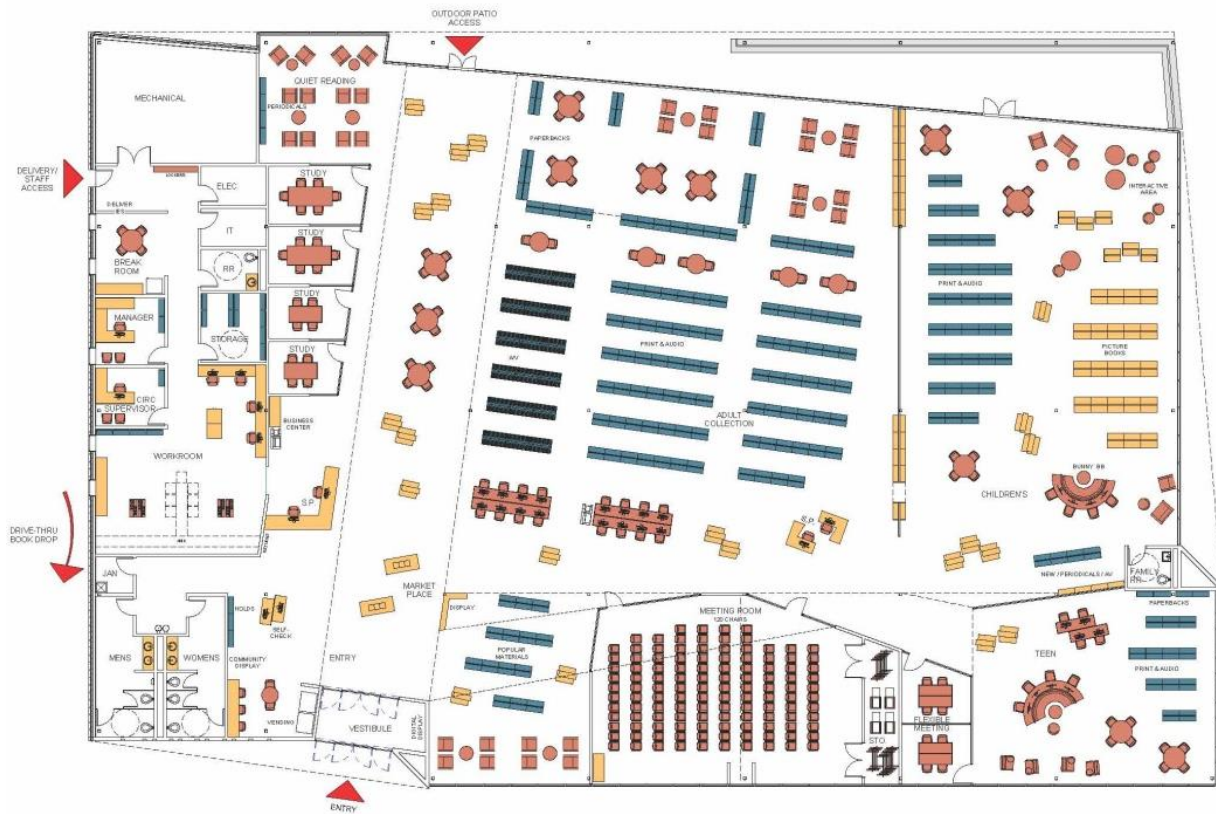
Facilities Briefing Report

To: Facilities Committee, Item 8e

From: Sharon Smith, Facilities Director

Re: West Perry Branch Project Update

Date: July 22, 2019



Schematic Plan July 3, 2019



Library Entrance Rendering July 3, 2019

Facilities Briefing Report

To: Facilities Committee, Item 8e

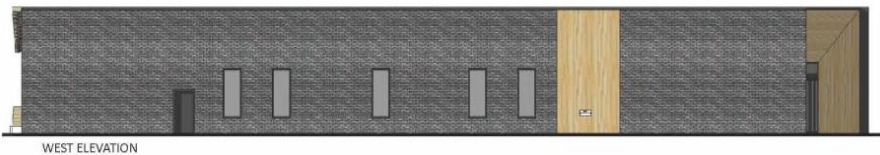
From: Sharon Smith, Facilities Director

Re: West Perry Branch Project Update

Date: July 22, 2019



Harding Street Elevation Rendering July 3, 2019



Building Elevations Study July 3, 2019



Board Action Request

8f

To: IndyPL Board

Meeting Date: July 22, 2019

From: Facilities Committee

Approved by
The Library Board:
Effective Date:

Subject: Resolution 21-2019
Approval to Award an Equipment Purchase Order for the Central Library
Lighting System Controls Upgrade Project

Recommendation:

IndyPL Facilities staff recommends Board approval for the attached action (Resolution 21-2019) to award an equipment purchase order for the Central Library Lighting System Controls Upgrade Project to Graybar Electric Company, Inc. for \$62,780.00.

Background:

The Invitation to Quote (“ITQ”) was for the electrical equipment suppliers to provide the equipment only.

The equipment was quoted using the Public Purchasing Statute IC § 5-22-8-3, with the expectation that the purchase for the equipment would not be more than \$150,000. The specifications and equipment list were developed by IndyPL Facilities Staff. The ITQ was issued on June 20, 2019. Quotes were received on June 28, 2019, allowing time for evaluation prior to presentation at the July 9, 2019 IndyPL Board Facilities Committee Meeting.

The ITQ was emailed directly to three (3) vendors who are known to be capable of providing the equipment, and three (3) quotes were received at the Library Services Center by the deadline.

Vendors	Certifications	Equipment Cost	Warranty
Graybar Electric Company	-	\$ 62,780	2 Year
LightSource Indiana	-	\$ 63,439	2 Year
WESCO Distribution	-	\$ 64,251	2 Year

DRAFT Board Action Request

RE: Facilities Committee, Item 8f

Resolution 21-2019 Approval to Award an Equipment Purchase Order for the Central Library Lighting System Controls Upgrade Project

Date: July 22, 2019

The list of upgraded equipment for the Lighting Controls System includes:

Quantity	Item
2	QP7 Quantum Vue Dual Processors
4	QVS Quantum Vue Licenses
20	QSW2 7 Button Wall Switch
30	QSW2 2 Button Wall Switch
60	DIMCIR Dimming Circuits
728	SWCIR Switching Circuits

The equipment will be installed by our electrician, Richard Lopez Electrical, with an estimated labor cost of \$2,500. The new equipment will use the existing wires, conduits, raceways, and back boxes currently in use. The installation work will take 3 days and will be completed while Central is not open for public services to limit disruption to patrons and staff.

Strategic/Fiscal Impact:

IndyPL shall award the purchase order to the lowest, responsible, and responsive quoter pursuant to IC § 5-22-8-3. The purchase of the equipment will be funded by the Library Improvement Reserve Fund (Fund 471).



Board Resolution

8f

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 21-2019

APPROVAL TO AWARD AN EQUIPMENT PURCHASE ORDER FOR THE CENTRAL LIBRARY LIGHTING CONTROLS UPGRADE PROJECT

JULY 22, 2019

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

WHEREAS, IndyPL have prepared specifications and lists for the equipment required for the Central Library Lighting Controls Upgrade Project; and

WHEREAS, IndyPL solicited open, public, and competitive quotes for the equipment required for the Central Library Lighting Controls Upgrade Project; and

WHEREAS, IndyPL received responsive and responsible quotes pursuant to IC § 5-22-8-3 from three (3) Vendors; and

WHEREAS, based on the review of the quotes, IndyPL has determined **Graybar Electric Company, Indianapolis, Indiana** is the lowest, responsible, and responsive quoter for the equipment and recommends IndyPL award the purchase order to **Graybar Electric** for a total cost of Sixty-Two Thousand Seven Hundred Eighty Dollars and Zero Cents (\$62,780.00).

IT IS THEREFORE RESOLVED the Central Library Lighting Controls Upgrade Project Equipment, as quoted, is approved and authorizes the Chief Executive Officer (“CEO”) to execute a purchase order with the selected Vendor and to acquire the equipment. The purchase order will be based upon such terms described in the Invitation to Quote dated June 20, 2019, and as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel, and such purchase order execution and delivery effected be, and hereby is, confirmed and approved.

To: IndyPL Board
Facilities Committee

Meeting Date: July 22, 2019

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Briefing Report for Future Action Items

Approval to Award a General Construction Services Contract for the Michigan Road Branch Parking Lot Project

The Michigan Road Branch has been open for 7 months and we have been experiencing times when the parking lot is full. IndyPL has contacted the design team at Guidon Design to prepare documents to add parking spaces without compromising the aesthetics of the completed facility.



Facilities Briefing Report

To: Facilities Committee, Item 8g
From: Sharon Smith, Facilities Director
Re: Future Action Items
Date: July 22, 2019

In May 2019 with Resolution 15-2019 the Board Authorized the preparation of bidding documents and to solicit open, competitive, and public bids for the Michigan Road Branch Parking Lot Project. The Project will be bid and completed using the requirements of the Public Works Statute IC § 36-1-12. Bidding will use the Responsible Bidding Practice and Submission Requirements established as Policy by the Board in Resolution 18-2017. The Bid Documents will be available to contractors on July 16, 2019.

Public Notice to prospective bidders will be advertised per the Public Notice Statute IC § 5-3 on July 16 and 23, 2019. The Project will be posted on the IndyPL website and IndyPL staff will utilize the City's Department of Minority & Women Business Development website to identify Vendors capable of providing the required services. A copy of the Notice will be e-mailed to local business development contacts.

Bidding documents are scheduled to be received on August 6, 2019 to allow for evaluation prior to presentation at the August 13, 2019 Board Facilities Committee Meeting. The Library shall award the Contract to the lowest, responsive, and responsible bidder pursuant to IC § 36-1-12.

The project budget is \$250,000, and will be funded by the remaining contingency in Series 2016 Bond Fund (Fund 476.)



Board Action Request

8h

To: IndyPL Board

Meeting Date: July 22, 2019

From: Facilities Committee

**Approved by
The Library Board:**

Effective Date:

**Subject: Resolution 22-2019
Approval to Amend the Services Contract for Security and Alarm Response
Services**

Recommendation:

The IndyPL Facilities Committee recommends Board approval for the attached action (Resolution 22-2019) to amend the services contract for security and alarm response services with **G4S Secure Solutions (USA) Inc., Indianapolis, Indiana.**

Background:

The Library is currently under contract with **G4S Secure Solutions (USA) Inc., Indianapolis, Indiana** to provide security services for IndyPL. The current contract was awarded in August 2017 for a three-year period ending August 31, 2020, with the provisions for two renewals not to exceed the original contract term. The cost of the present contract is approximately \$965,000 annually.

Security Services are provided throughout the IndyPL System with assigned guards at 10 locations and available for other locations as needed for events, programs or other needs. The turnover rate of guards for the last 12 months with IndyPL has been 87% leading to training and performance issues. IndyPL staff met with leadership of G4S to discuss these issues and to reinforce expectations.

After lengthy discussions about hiring and training qualified employees, two proposals arose. The first is for additional training that emphasizes IndyPL specific interactions with patrons and staff. The second addresses attracting a higher level candidate/employee and improving the retention rate with an increase in the guard pay rate.

Board Action Request

RE: Building Committee, Item 8h

Resolution 22-2019 Approval to Amend the Services Contract for Security and Alarm
Response Services

Date: July 22, 2019

IndyPL staff recommends moving forward with the proposal to increase supervised training in each location and adding specialized Crisis Intervention Training. This will ensure a better relationship with branch staff as they work together to provide a safe environment for everyone.

In addition, IndyPL staff recommends a new proposed billing rate schedule as attached. The increased billing rate will be used to increase the pay rate for the guards.

Pending satisfactory performance improvement by G4S for the remainder of 2019, additional increases will be considered for 2020. If there is not improvement, we will consider terminating the existing contract per the terms of the original agreement.

Fiscal Impact:

The cost of this service will be funded from the Operating Fund (Fund 101) during the contract term.

Board Action Request

RE: Building Committee, Item 8h

Resolution 22-2019 Approval to Amend the Services Contract for Security and Alarm Response Services

Date: July 22, 2019

Addendum to Contractual Agreement

The Addendum to Contractual Agreement (the "Addendum"), dated this ____ day of June, 2019, amends the Contractual Agreement dated September 26, 2017 (the "Agreement"), between the Indianapolis-Marion County Public Library ("IndyPL") and G4S Secure Solutions (USA) Inc. ("Contractor") (collectively referred to as the "Parties") for Alarm Response Services and Security Officer Services (collectively referred to hereinafter as "Security Services").

Recitals

- A. The current term of the Agreement expires on August 31, 2020; and
- B. As provided in Section 4.1(B) of the Agreement, the Parties wish to modify the Agreement to amend certain of the rates payable to Contractor for Security Services rendered.

Agreement

In consideration of the mutual covenants, agreements and representations set forth in the Agreement and the Addendum, and other good and adequate consideration, the receipt and sufficiency of which is acknowledged, the Parties agree as follows:

1. Payments for Services. Section 2.1 of the Agreement provides that Contractor shall be compensated for Security Services rendered by Contractor and agreed to by IndyPL at the rates set forth in Exhibit C. Exhibit C to the Agreement is hereby amended and replaced in its entirety by the Amended Exhibit C attached hereto reflecting limited changes to certain of the rates as originally provided ("Amended Rates"). The Amended Rates shall be effective for Security Services rendered on and after _____, 2019.
2. No Further Changes. Except as otherwise provided herein, all terms, conditions and obligations memorialized in the Agreement between the Parties shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Addendum effective as of the latest date set forth below.

Indianapolis-Marion County
Public Library ("IndyPL")

G4S Secure Solutions
(USA) Inc. ("Contractor")

By: _____

By: _____

M. Jacqueline Nytes, CEO

Date: _____

Date: _____

Board Action Request

RE: Building Committee, Item 8h

Resolution 22-2019 Approval to Amend the Services Contract for Security and Alarm Response Services

Date: July 22, 2019

AMENDED EXHIBIT C Library Security Services Vendor Price Sheet

Vendor: G4S Secure Solutions

Services Billing Rates:

Standard Security Services Rate: **With 24 hour notice Hourly rate would apply for After Hours**

Hourly ~~\$14.65~~16.45 After Hours ~~\$20.51~~23.03 Holiday ~~\$20.51~~23.03 Overtime ~~\$20.51~~23.03

Supervisor Security Services Rate: **With 24 hour notice Hourly rate would apply for After Hours**

Hourly ~~\$15.65~~17.85 After Hours ~~\$21.91~~24.99 Holiday ~~\$21.91~~24.99 Overtime ~~\$21.91~~24.99

Book Sale Security Services Rate: **With 24 hour notice Standard Security Service Rate Will Apply**

Hourly \$20.51 After Hours ~~\$20.51~~23.03 Holiday ~~\$20.51~~23.03 Overtime ~~\$20.51~~23.03

Special Events Security Services Rate: **With 24 hour notice Standard Security Service Rate Will Apply**

Hourly \$20.51 After Hours ~~\$20.51~~23.03 Holiday ~~\$20.51~~23.03 Overtime ~~\$20.51~~23.03

Plain-clothes Surveillance Rate: **With 24 hour notice Hourly rate would apply for After Hours**

Hourly \$18.15 After Hours \$25.41 Holiday \$25.41 Overtime \$25.41

Off-Duty Police Officer Rate:

Hourly \$50.00 After Hours \$50.00 Holiday \$50.00 Overtime \$50.00

Account Manager Rate: **With 24 hour notice Hourly rate would apply for After Hours**

Hourly ~~\$24.23~~24.65 After Hours ~~\$33.92~~34.51 Holiday ~~\$33.92~~34.51 Overtime ~~\$33.92~~34.51

Alarm Response Security Services Rate: **Hourly rate only applies if Officer posted longer than 30 mins.**

Hourly \$20.51 After Hours \$20.51 Holiday \$20.51 Overtime \$20.51

or

Alarm Response Security Services Rate: \$30.00 Per Call

Other Billable Expenses to IndyPL based Upon the information provided in the RFP:

Item:	Expense:
Item:	Expense:
Item:	Expense:
Item:	Expense:

PRICING NOTES

Background Investigation

The rates quoted by Contractor include the following background investigation and screening elements for all personnel:

- Identity Verification
- Social Security Trace Report
- OFAC SDN Search (Terrorist Watch List)
- Criminal Searches (10 years)
- Statewide Criminal Search, where available
- Countrywide Criminal Search, when State not available

Board Action Request

RE: Building Committee, Item 8h

Resolution 22-2019 Approval to Amend the Services Contract for Security and Alarm Response Services

Date: July 22, 2019

- Multi-jurisdictional and Sex Offender Search
- 10 Years of Activities (Employment, Unemployment, Education)
- Review, Investigation, and Resolution of all gaps 60 days or longer
- Drug Screen (10-panel) – initial and for cause
- Driver's License Check

Training

The rates quoted include the following training for new hire personnel:

- State-required Training
- Pre-Assignment Classroom: 40 hours, 20 hours (TSO)
- OJT: 16-32 hours
- AED/First Aid/CPR: 8 hours
- Annual In Service: 8 hours

Holidays

Holidays worked are paid to full-time and part-time personnel at time and one half for the hours on the following six (6) holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

Overtime

The rates quoted are based on a 40-hour workweek schedule. Overtime billing rates will apply when IndyPL places Contractor's personnel in an overtime posture for pay purposes as a result of IndyPL's schedule (over 40 hours per week) or if additional hours are required outside the regular schedule with less than 72 hour notice to Contractor. Contractor will endeavor to use part-time personnel whenever possible in order to avoid overtime rates. Contractor's personnel will be paid time and one half of their base pay rates for overtime and the corresponding bill rate is 1.4 times the straight-time billing rate.



Board Resolution

8h

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 22-2019

APPROVAL TO AMEND THE SERVICES CONTRACT FOR SECURITY AND ALARM RESPONSE SERVICES

JULY 22, 2019

WHEREAS, the Indianapolis-Marion County Public Library (“IndyPL”) has contracted with **G4S Secure Solutions (USA) Inc., Indianapolis, Indiana** (“Vendor”) in August 2017 with Resolution 22-2017 to provide security and alarm response services for IndyPL facilities; and

WHEREAS, market conditions have changed regarding employee recruiting and retention; and

WHEREAS, IndyPL has received and acceptable Amendment to the billing rate schedule set in the 2017 agreement from the Vendor.

IT IS THEREFORE RESOLVED the Amendment to the Security and Alarm Response Services contract, as proposed, is approved and authorizes the Chief Executive Officer (“CEO”) to execute the Amendment with the Vendor. The Amendment will be completed as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel, and such Amendment execution and delivery effected be, and hereby is, confirmed and approved.



Board Briefing Report

9

To: IndyPL Board

Meeting Date: 7/22/19

From: The Indianapolis Public Library Foundation

Subject: July 2019 Update

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

News

Thank you to staff involved in the Summer Reading Program and workshops. Your hard work and dedication are making this summer's program a success. We have enjoyed taking several donors out to workshops and programs to see them in action.



Donors

The Library Foundation thanks 158 donors who made gifts last month. The following are our top corporate and foundation contributors. If you should have an opportunity to thank these donors, the Library Foundation would be grateful.

CD-COM Systems Midwest, Inc.

CICF

Nicholas H. Noyes, Jr. Memorial Foundation, Inc.

Ritz Charles, Inc.

The National Bank of Indianapolis

Whole Foods Market

Program Support

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

Children's Program

- Ready to Read – On the Road to Reading
- Ready to Read – Early Childhood Professional Development Workshops
- Teen Programming (E38)
- Homeschool Info Fair (CURVE)
- Laundromat Programming (PIK)
- STEAM Time (WRN)
- Welcome Baby Bags (SOU)

Cultural Programs

- Center for Black Literature & Culture (CEN)
- Luche Libre at the Library (CEN)
- Concerts (COL)
- Everyday Artists (FSQ)
- Family/Youth/YA Author Visits (PDA)
- Book Bike (DEC)
- Teacher Open House (MIC)

Collections/IT

- Downey Collection for Digitization

Lifelong Learning

- Aging Well (CEN)
- Coding for the Curious (CEN)
- Nonprofit Workshops (CEN)
- Spanish Language Computer Classes (PDA)



Michigan Road and Flanner House Analysis

January – June 2018 vs 2019

The following data analyses provide a summary of some of the community-related impacts of relocating the Flanner House Library and the opening of the new Michigan Road Branch. Except for the Net Door Count, the below provides a data comparison between the activities at Flanner House from January through June 2018 compared to Michigan Road activity from January through June 2019.

Patron Visits

+8,877 Area Net Door Count Increase

- Net Door Count Increase over Jan – Jun 2019 vs 2018
- Area branches include College, Eagle, Glendale, InfoZone, Nora, Pike, and Michigan Road
- This net gain was seen even with Eagle's May 2019 door count of 0 (zero)
- Figure also includes Flanner House's Jan-Jun 2018 door count

+50,856 Comparative Gain in Door Count

Circulation

+136,040 Circulation

+86,027 First Time Checkouts

Programming

+51 Programs

+4,406 Program Attendees

+23 Avg. Monthly Program Attendees per Program

PC Usage

+19 Hours of Monthly per PC Usage

+6,416 Total Hours of PC Usage

Continued Flanner House Support

- Outreach has continued to do preschool/daycare programs at 3 locations.
- Weekly Bookmobile stop at the community center.
- Summer Reading Program flyers were delivered to their elementary and charter schools
- Delivering programs every Wednesday in June and July at the FHS community center. For example:
 - Preschool Tech programs
 - Art with a Heart
 - Animals programs

Additional Detailed Data

% Change from Flanner House Jan-Jun 2018 to Michigan Road Jan-Jun 2019						
	January	February	March	April	May	June
Circulation	401%	484%	609%	538%	618%	602%
New Borrowers	929%	2162%	2600%	1633%	2045%	848%
Requests Placed	-47%	-63%	-52%	-34%	-10%	-1%
1st Time Checkouts	557%	528%	641%	526%	608%	637%
Total Renewals	224%	424%	564%	555%	632%	544%
Door Count	261%	243%	270%	274%	239%	227%
Programs	56%	23%	100%	93%	24%	79%
Program Attendees	256%	50%	974%	430%	32%	163%
Attendees per Program	129%	25%	436%	176%	7%	47%
Circ per Door Count	44%	75%	92%	77%	100%	118%
# of PCs	92%	92%	92%	92%	92%	92%
PC Usage (Hours)	-48%	204%	183%	234%	180%	170%
Hours of Use per PC	-73%	59%	48%	74%	46%	41%

Count Change from Flanner House Jan-Jun 2018 to Michigan Road Jan-Jun 2019							
	January	February	March	April	May	June	TOTAL
Circulation	18,896	19,369	22,432	22,629	22,228	30,486	136,040
New Borrowers	288	281	234	196	225	246	1,470
Requests Placed	-434	-716	-371	-226	-64	-7	-1,818
1st Time Checkouts	13,954	12,265	13,804	13,119	12,605	20,280	86,027
Total Renewals	4,942	7,104	8,628	9,510	9,628	10,206	50,018
Door Count	7,544	7,842	8,339	8,691	8,172	10,268	50,856
Programs	5	3	11	13	4	15	51
Program Attendees	391	132	1,490	1,036	245	1,112	4,406
Attendees per Program	22	5	61	30	3	17	23
Circ per Door Count	0.7	0.9	1.1	1.0	1.1	1.3	1.0
# of PCs	11	11	11	11	11	11	
PC Usage (Hours)	-321	1,320	1,257	1,419	1,304	1,437	6,416
Hours of Use per PC	-40	32	27	38	28	29	19

TOTAL REFLECTS AVERAGE

TOTAL REFLECTS AVERAGE

TOTAL REFLECTS AVERAGE



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June 2019 Media Report

Below is a summary of highlighted media activity in June 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)

- **Indy Library Kicks Off Adult Summer Reading Program**
Broad Ripple Gazette, Urban Times, Weekly View, Southside Times
- **IndyPL's Summer Reading Program Continues Through July 27** *(comprehensive coverage occurred in May with initial promotion of the Summer Reading Program kickoff)*
Urban Times, Southside Times, Franklin Township Informer, Westside Community News

Other media outreach in June occurred on such Library activities as the Lawrence Branch renovation community meeting, the upcoming community meeting on the new West Perry Branch, the Library's Paws to Read programming, and follow-up on the opening of the new Eagle Branch (extensive promotion occurred in May to announce the branch's grand opening).

10 YouTube videos posted to website:

- Summer Reading Program Kickoff & Remodeling Ceremony at Beech Grove Branch
- Summer Reading Program Kickoff at Central Library
- IndyPL Opens New Eagle Branch
- Silly Safaris at IndyPL's Beech Grove Branch
- Face Painting at Summer Reading Program Kickoff
- Teddy Bear Concerts at The Indianapolis Public Library
- Hot Jazz for Cool Kids at The Indianapolis Public library
- Indy Library Store Book Sale Begins!
- History of Indianapolis Firefighters Museum Added to Digital Indy Collection
- Indianapolis Indians Storytime at IndyPL's 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.

Digital Signage

Posted 1 slide and 2 new videos to all 24 digital signage displays promoting upcoming events and featuring current programs.

Social Media

49 posts published on the official IndyPL Facebook Page . . . top performing posts:

- Currently Reading Weekly Book Discussions- Reach of 3.6k, 3.2k, 3k, 2.7k
- Currently Reading Gen Con Ticket Giveaway- Reach of 5.9k
- Indianapolis Business Journal coverage of new branches- Reach of 8.3k
- Indy Pride- Reach of 5.5k
- LGBTQ+ Services at the Library Blog Post- Reach of 2.2k
- Summer Reading Program Launch Day- Reach of 2.7k
- Indy Authors Fair- Reach of 2.8k
- Discussion about what age IndyPL patrons identified as readers- Reach of 3.2k
- Topics/Events covered on Facebook: Library events and programs, Eagle Branch opening, Summer Reading, Pride Month, D-Day, 50th Anniversary of The Very Hungry Caterpillar, Indyvolved, and more.

69 tweets published on the official IndyPL Twitter Page:

- 53.3K Twitter impressions occurred in June
- 1,271 profile visits
- 311 mentions by outside organizations, individuals, and the media

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

On Pinterest, we had a total of 117,491 impressions. Pinterest highlights:

- Bibliocommons staff lists
- Bestselling e-books
- Cookbooks
- #WeNeedDiverseBooks
- Booklists for Kids



Board Action Request

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To: IMCPL Board

Meeting Date: July 22, 2019

From: M. Jacqueline Nytes, CEO

**Approved by the
Library Board:**

Effective Date: July 22, 2019

Subject: Finances, Personnel and Travel Resolution 23-2019

Recommendation: Approve Finances, Personnel and Travel Resolution 23-2019

Background: The Finances, Personnel and Travel Resolution 23- 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 23 - 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 June 2019 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 **71133** through **71335** for a total of
\$4,331,963.03 were issued from the operating bank accounts.

EFT numbers **301481** through **301510** and
301514 through **301538** and
301545 through **301576** and
301582 through **301614** and
1213 through **1221** for a total of
\$1,458,923.58 were issued from the operating bank accounts.

Warrant number **781** **784** for a total of
\$279.71 was issued from the fines bank account.

Warrant numbers **7213** through **7285** for a total of
\$45,265.00 were issued from the gift bank account.

EFT numbers **301511** through **301513** and
301539 through **301544** and
301577 through **301581** and
301615 through **301617** for a total of
\$109,776.23 were issued from the gift bank account.

Warrant numbers **268433** through **268533** and
1371 for a total of

\$37,448.35 were issued for employee payroll

Direct deposits numbers **240001** through **240623** and
260001 through **260630** for a total of

\$1,021,433.17 were issued for employee payroll

Electronic transfers for payment of taxes and garnishments for a total of
\$383,780.24 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

Rev. T.D. Robinson

Crista L. Carlino

Judge Jose D. Salinas

Dr. Terri Jett

Joanne Sanders

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

Patricia A. Payne

Ijeoma Dike-Young
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1213	EFT	06/14/2019	FIDELITY INVESTMENTS	5,345.28
1214	EFT	06/17/2019	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	95,293.25
1215	EFT	06/17/2019	AMERICAN UNITED LIFE INSURANCE CO	4,016.69
1216	EFT	06/20/2019	INDIANA DEPARTMENT OF REVENUE	1,258.24
1217	EFT	06/21/2019	ADP, INC.	10,052.43
1218	EFT	06/21/2019	ADP, INC.	1,027.50
1219	EFT	06/28/2019	FIDELITY INVESTMENTS	5,245.28
1220	EFT	06/28/2019	AMERICAN UNITED LIFE INSURANCE CO	4,016.69
1221	EFT	06/28/2019	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	94,282.29
71133	CHECK	06/06/2019	ADP, INC.	1,778.00
71134	CHECK	06/06/2019	AT&T	1,499.36
71135	CHECK	06/06/2019	AT&T	12.49
71136	CHECK	06/06/2019	AT&T	876.84
71137	CHECK	06/06/2019	AT&T MOBILITY	808.16
71138	CHECK	06/06/2019	CAMPGRLL LLC	110.00
71139	CHECK	06/06/2019	BRIGHT HOUSE NETWORKS	59.99
71140	CHECK	06/06/2019	CITIZENS ENERGY GROUP	1,819.06
71141	CHECK	06/06/2019	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	16,615.83
71142	CHECK	06/06/2019	CLEVERBRIDGE	980.00
71143	CHECK	06/06/2019	COMPUTYPE INC.	725.66
71144	CHECK	06/06/2019	CONNOR FINE PAINTING	650.00
71145	CHECK	06/06/2019	DACO GLASS & GLAZING INC	1,515.33
71146	CHECK	06/06/2019	DEB LAMBERT	349.92
71147	CHECK	06/06/2019	DERIUS MOORE	150.00
71148	CHECK	06/06/2019	GALE GROUP THE	723.82
71149	CHECK	06/06/2019	HARSIN LLC	210.00
71150	CHECK	06/06/2019	HOLLY GARRETT	100.00
71151	CHECK	06/06/2019	IMPACT SIGN & GRAPHICS LLC	227.24
71152	CHECK	06/06/2019	INDIANA CHAMBER OF COMMERCE	346.20
71153	CHECK	06/06/2019	INFOGROUP	4,340.00
71154	CHECK	06/06/2019	JUMP FOR JOY	150.00
71155	CHECK	06/06/2019	LUSK ENTERTAINMENT GROUP, INC	700.00
71156	CHECK	06/06/2019	MATTHEW BENDER & CO.	473.61
71157	CHECK	06/06/2019	METRIC ENVIRONMENTAL	1,193.59
71158	CHECK	06/06/2019	METRIC ENVIRONMENTAL, LLC	5,665.01
71159	CHECK	06/06/2019	MICHAEL R. TWYMAN	3,333.33
71160	CHECK	06/06/2019	MICHELLE JANETTE MARTI	150.00
71161	CHECK	06/06/2019	MILA & ME	129.89
71162	CHECK	06/06/2019	MOVIETyme VIDEO PRODUCTIONS	2,652.49
71163	CHECK	06/06/2019	PATRICIA WILLIAMS	225.00
71164	CHECK	06/06/2019	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	647.50
71165	CHECK	06/06/2019	SIGNARAMA DOWNTOWN INDIANAPOLIS	25.00
71166	CHECK	06/06/2019	THE BANK OF NEW YORK MELLON TRUST	2,288,187.50
71167	CHECK	06/06/2019	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	637.05
71168	CHECK	06/06/2019	U.S. BANK ST. PAUL	876,365.21
71169	CHECK	06/06/2019	UNITED NATIONS PUBLICATIONS	161.24
71170	CHECK	06/06/2019	WAYNE (PETTY CASH)	20.50
71171	CHECK	06/06/2019	WORLD CHAMBER OF COMMERCE DIRECTORY	183.00
71172	CHECK	06/13/2019	1-800MD, LLC	966.00
71173	CHECK	06/13/2019	APPLIED ENGINEERING SERVICES	7,000.00
71174	CHECK	06/13/2019	ARAB TERMITE AND PEST CONTROL INC	1,719.00
71175	CHECK	06/13/2019	ASI SIGNAGE INNOVATIONS	1,247.00
71176	CHECK	06/13/2019	ATC GROUP SERVICES, LLC	2,925.60
71177	CHECK	06/13/2019	AXIS ARCHITECTURE & INT., LLC	4,008.33
71178	CHECK	06/13/2019	BAKER & TAYLOR AXIS 360 E-BOOKS	21.88
71179	CHECK	06/13/2019	BETH MENG	50.00
71180	CHECK	06/13/2019	IMCPL - BOYLE CONSTRUCTION MNGMNT.,INC.- RETAINAGE	19,732.81
71181	CHECK	06/13/2019	BROWNING DAY MULLINS DIERDORF	7,680.00
71182	CHECK	06/13/2019	BUSINESS FURNITURE CORPORATION	200.00
71183	CHECK	06/13/2019	CATHERINE BOWIE	50.00

No.	Type	Date	Reference	Amount
71184	CHECK	06/13/2019	CENTRAL SECURITY & COMMUNICATIONS	22,398.79
71185	CHECK	06/13/2019	CITIZENS ENERGY GROUP	14.92
71186	CHECK	06/13/2019	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	405.00
71187	CHECK	06/13/2019	CROSSROADS DOCUMENT SERVICES	13,275.00
71188	CHECK	06/13/2019	CULLIGAN	11.98
71189	CHECK	06/13/2019	DACO GLASS & GLAZING INC	300.00
71190	CHECK	06/13/2019	DLZ INDIANA, LLC	262.50
71191	CHECK	06/13/2019	ESSENTIAL ARCHITECTURAL SIGNS, INC	66.00
71192	CHECK	06/13/2019	EXPODESIGN, INC.	345.25
71193	CHECK	06/13/2019	FINELINE LAMINATES, INC.	3,644.50
71194	CHECK	06/13/2019	GALE GROUP THE	155.96
71195	CHECK	06/13/2019	GUIDON DESIGN, INC.	6,400.00
71196	CHECK	06/13/2019	ILEA INDIANA	748.00
71197	CHECK	06/13/2019	IMPACT SIGN & GRAPHICS LLC	645.20
71198	CHECK	06/13/2019	INDIANAPOLIS POWER & LIGHT COMPANY	72,534.70
71199	CHECK	06/13/2019	JEANNETTE HUESCA	50.00
71200	CHECK	06/13/2019	LUNA LANGUAGE SERVICES	60.00
71201	CHECK	06/13/2019	LUSK ENTERTAINMENT GROUP, INC	1,750.00
71202	CHECK	06/13/2019	METRIC ENVIRONMENTAL, LLC	10,831.79
71203	CHECK	06/13/2019	MOORE INFORMATION SERVICES, INC	1,536.40
71204	CHECK	06/13/2019	PCM-G	36,708.17
71205	CHECK	06/13/2019	REBECCA THILL	50.00
71206	CHECK	06/13/2019	REPROGRAPHIX, INC	81.75
71207	CHECK	06/13/2019	REPUBLIC WASTE SERVICES	7,970.43
71208	CHECK	06/13/2019	SAKURA FUQUA	50.00
71209	CHECK	06/13/2019	SALTIRE GAMES, INC	200.00
71210	CHECK	06/13/2019	SCHMIDT ASSOCIATES, INC	49,531.23
71211	CHECK	06/13/2019	SENSORY TECHNOLOGIES	7,292.58
71212	CHECK	06/13/2019	SPRINT PCS	3,748.75
71213	CHECK	06/13/2019	IMCPL - STENZ CONSTRUCTION CORP. -- RETAINAGE	12,791.47
71214	CHECK	06/13/2019	THE HARMON HOUSE L.L.C.	665.00
71215	CHECK	06/13/2019	TRENDYMINDS, INC.	12,425.00
71216	CHECK	06/13/2019	YOUR AUTOMATIC DOOR COMPANY	457.50
71217	CHECK	06/20/2019	ACTION PEST CONTROL, INC	250.00
71218	CHECK	06/20/2019	AFSCME COUNCIL IKOC 962	2,572.41
71219	CHECK	06/20/2019	AMERICAN UNITED LIFE INSURANCE CO	2,485.02
71220	CHECK	06/20/2019	AMERICAN UNITED LIFE INSURANCE CO	3,230.85
71221	CHECK	06/20/2019	ANTHEM INSURANCE COMPANIES, INC	343,200.00
71222	CHECK	06/20/2019	APPLIED ENGINEERING SERVICES	3,500.00
71223	CHECK	06/20/2019	ASI SIGNAGE INNOVATIONS	22,000.00
71224	CHECK	06/20/2019	AT&T	1,242.00
71225	CHECK	06/20/2019	BARDACH AWARDS	206.00
71226	CHECK	06/20/2019	BEECH GROVE SEWAGE WORKS	140.61
71227	CHECK	06/20/2019	BETH MENG	50.00
71228	CHECK	06/20/2019	BLACKMORE & BUCKNER ROOFING	735.06
71229	CHECK	06/20/2019	BRIGHTWOOD INVESTORS, LLC	4,074.00
71230	CHECK	06/20/2019	CAROL'S ADVENTURES, LLC	100.00
71231	CHECK	06/20/2019	CATHERINE BOWIE	50.00
71232	CHECK	06/20/2019	CITIZENS ENERGY GROUP	9,555.32
71233	CHECK	06/20/2019	CITYOGA SCHOOL OF YOGA & HEALTH	75.00
71234	CHECK	06/20/2019	CMID	4,900.00
71235	CHECK	06/20/2019	COMPUTYPE INC.	292.32
71236	CHECK	06/20/2019	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	1,550.67
71237	CHECK	06/20/2019	CUMMINS SALES AND SERVICES	1,774.84
71238	CHECK	06/20/2019	DACO GLASS & GLAZING INC	600.00
71239	CHECK	06/20/2019	DAMITA JO HARVEY	200.00
71240	CHECK	06/20/2019	DELORES J THORNTON	125.00
71241	CHECK	06/20/2019	EMILIE LYNN	26.16
71242	CHECK	06/20/2019	FOUNTAIN BLOCK DEVELOPMENT L.P.	4,963.00
71243	CHECK	06/20/2019	GENERAL PARTS GROUP LLC	235.75
71244	CHECK	06/20/2019	GLENDALE MALL	25,375.00
71245	CHECK	06/20/2019	GREEN PLAQUE, LLC	457.00
71246	CHECK	06/20/2019	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	563.28
71247	CHECK	06/20/2019	GUARDIAN	15,651.27

No.	Type	Date	Reference	Amount
71248	CHECK	06/20/2019	HALL, RENDER, KILLIAN, HEATH & LYMAN, P.C.	918.00
71249	CHECK	06/20/2019	INDIANA STATE LIBRARY	1,910.00
71250	CHECK	06/20/2019	INDOFF OFFICE INTERIORS	895.00
71251	CHECK	06/20/2019	JA BERG INC.	672.00
71252	CHECK	06/20/2019	JEANNETTE HUESCA	50.00
71253	CHECK	06/20/2019	KELSEY ELAINE SIMPSON	600.00
71254	CHECK	06/20/2019	KRM ARCHITECTURE+	18,896.42
71255	CHECK	06/20/2019	LAWRENCE CHRISTIAN BUSSLER	100.00
71256	CHECK	06/20/2019	LEGALSHIELD	287.55
71257	CHECK	06/20/2019	LEHMAN'S INC. OF ANDERSON	3,885.00
71258	CHECK	06/20/2019	LINDA EVERETT	125.00
71259	CHECK	06/20/2019	LUSK ENTERTAINMENT GROUP, INC	1,750.00
71260	CHECK	06/20/2019	TAKE FLIGHT WILDLIFE EDUCATION	400.00
71261	CHECK	06/20/2019	MARTECK, INC.	1,606.00
71262	CHECK	06/20/2019	MATTHEW RYAN GUTWEIN	600.00
71263	CHECK	06/20/2019	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
71264	CHECK	06/20/2019	NEW SPIRITUAL LIFE CHRISTIAN CHURCH	200.00
71265	CHECK	06/20/2019	OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST, P.A.	69.27
71266	CHECK	06/20/2019	OFFICEWORKS	348.41
71267	CHECK	06/20/2019	PATRICIA WILLIAMS	1,275.00
71268	CHECK	06/20/2019	PAYPAL	54.10
71269	CHECK	06/20/2019	PERRY ACOUSTICS, INC.	35,370.00
71270	CHECK	06/20/2019	PFM TRUCK CARE CENTER	1,229.36
71271	CHECK	06/20/2019	PINNACLE EQUIPMENT COMPANY, INC	2,120.00
71272	CHECK	06/20/2019	PITNEY BOWES, INC.	448.50
71273	CHECK	06/20/2019	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	4,200.00
71274	CHECK	06/20/2019	RAHMBERG, STOVER & ASSOCIATES, LLC	13,920.00
71275	CHECK	06/20/2019	RAYLENE JORDAN	90.00
71276	CHECK	06/20/2019	REBECCA THILL	50.00
71277	CHECK	06/20/2019	REED DRAPERY SERVICE	81.00
71278	CHECK	06/20/2019	REGIONS BANK PURCHASING CARD	10,747.86
71279	CHECK	06/20/2019	ROWLAND DESIGN, INC.	5,514.09
71280	CHECK	06/20/2019	SAKURA FUQUA	100.00
71281	CHECK	06/20/2019	SCHMIDT ASSOCIATES, INC	48,878.35
71282	CHECK	06/20/2019	SCHOLASTIC, INC	27,360.12
71283	CHECK	06/20/2019	SHARON BERNHARDT	141.86
71284	CHECK	06/20/2019	SILLY SAFARI SHOWS, INC	2,500.00
71285	CHECK	06/20/2019	SONDHI SOLUTIONS	2,789.54
71286	CHECK	06/20/2019	STORYTELLER'S DRUM	225.00
71287	CHECK	06/20/2019	THE HARMON HOUSE L.L.C.	2,310.00
71288	CHECK	06/20/2019	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	540.66
71289	CHECK	06/20/2019	JOHNSON CONTROLS FIRE PROTECTION, LP	2,532.87
71290	CHECK	06/20/2019	TYRA SELDON	275.00
71291	CHECK	06/20/2019	U.S. POSTAL SERVICE	1,220.00
71292	CHECK	06/20/2019	UNBOUND EVENTS INC	6,625.00
71293	CHECK	06/20/2019	WW NORTH AMERICA HOLDINGS, INC.	1,591.20
71294	CHECK	06/28/2019	ARTS WITH A PURPOSE INC.	150.00
71295	CHECK	06/28/2019	BETH MENG	50.00
71296	CHECK	06/28/2019	BUSINESS FURNITURE CORPORATION	1,092.00
71297	CHECK	06/28/2019	CATHERINE BOWIE	50.00
71298	CHECK	06/28/2019	CENTRAL INDIANA HARDWARE	50.88
71299	CHECK	06/28/2019	CENTRAL INDIANA SECURITY CORP., LTD	15.00
71300	CHECK	06/28/2019	CENTRAL SECURITY & COMMUNICATIONS	150.00
71301	CHECK	06/28/2019	CITIZENS ENERGY GROUP	3,792.70
71302	CHECK	06/28/2019	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	7,448.75
71303	CHECK	06/28/2019	COMPUTYPE INC.	1,116.34
71304	CHECK	06/28/2019	DACO GLASS & GLAZING INC	3,825.38
71305	CHECK	06/28/2019	DUDE SOLUTIONS INC	1,889.34
71306	CHECK	06/28/2019	ELIZABETH FRANKLIN	1,632.00
71307	CHECK	06/28/2019	GALE GROUP THE	175.18
71308	CHECK	06/28/2019	GOVERNMENT FINANCE OFFICERS ASSOCIATION	710.00
71309	CHECK	06/28/2019	GREATER LAWRENCE CHAMBER OF COMMERCE	112.00
71310	CHECK	06/28/2019	ICC FLOORS	34,479.00
71311	CHECK	06/28/2019	ILEA INDIANA	50.00

No.	Type	Date	Reference	Amount
71312	CHECK	06/28/2019	INDIANAPOLIS FLEET SERVICES	2,144.98
71313	CHECK	06/28/2019	INDPLS-MARION CO PUB LIBRARY - GIFT FUND	5,992.00
71314	CHECK	06/28/2019	JEANNETTE HUESCA	50.00
71315	CHECK	06/28/2019	JEREMIAH JAMES BARNES	100.00
71316	CHECK	06/28/2019	JP MORGAN CHASE BANK	247.36
71317	CHECK	06/28/2019	JP MORGAN CHASE BANK	2,927.58
71318	CHECK	06/28/2019	JP MORGAN CHASE BANK	17,700.48
71319	CHECK	06/28/2019	K & K FENCE CO., INC	5,240.00
71320	CHECK	06/28/2019	KELSEY ELAINE SIMPSON	600.00
71321	CHECK	06/28/2019	KWIK CASE LLC	27,927.00
71322	CHECK	06/28/2019	LINK OBSERVATORY SPACE SCIENCE INSTITUTE	350.00
71323	CHECK	06/28/2019	TAKE FLIGHT WILDLIFE EDUCATION	800.00
71324	CHECK	06/28/2019	MICHAEL R. TWYMAN	3,333.33
71325	CHECK	06/28/2019	MICHAEL SIGMAN	225.00
71326	CHECK	06/28/2019	PURDUE UNIVERSITY	11,920.00
71327	CHECK	06/28/2019	REBECCA THILL	350.00
71328	CHECK	06/28/2019	SAKURA FUQUA	100.00
71329	CHECK	06/28/2019	SAMS TECHNICAL PUBLISHING	2,250.00
71330	CHECK	06/28/2019	IMCPL - STENZ CONSTRUCTION CORP. -- RETAINAGE	2,003.77
71331	CHECK	06/28/2019	THE HARMON HOUSE L.L.C.	175.00
71332	CHECK	06/28/2019	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	1,536.21
71333	CHECK	06/28/2019	THE STEP STOOL CHEF, LLC	4,750.00
71334	CHECK	06/28/2019	UNITED PARCEL SERVICE	239.73
71335	CHECK	06/28/2019	WAYNE (PETTY CASH)	22.99
301481	EFT	06/06/2019	ACORN DISTRIBUTORS, INC	1,721.70
301482	EFT	06/06/2019	BAKER & TAYLOR	6,384.37
301483	EFT	06/06/2019	BAKER & TAYLOR	9,996.24
301484	EFT	06/06/2019	BRODART CO	23.54
301485	EFT	06/06/2019	BRODART COMPANY	1,290.00
301486	EFT	06/06/2019	BRODART COMPANY CONTINUATIONS	3,268.55
301487	EFT	06/06/2019	CDW GOVERNMENT, INC.	737.22
301488	EFT	06/06/2019	DAMIEN SOLODOW	35.70
301489	EFT	06/06/2019	DEMCO, INC.	680.42
301490	EFT	06/06/2019	EBSCO INFORMATION SERVICES	333.19
301491	EFT	06/06/2019	FAMILYTIMEENTERTAINMENT,INC	640.00
301492	EFT	06/06/2019	FINELINE PRINTING GROUP	2,121.00
301493	EFT	06/06/2019	G4S SECURE SOLUTIONS (USA) INC.	39,229.28
301494	EFT	06/06/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	52,080.20
301495	EFT	06/06/2019	INGRAM LIBRARY SERVICES	1,307.91
301496	EFT	06/06/2019	J&G CARPET PLUS	2,100.00
301497	EFT	06/06/2019	KLINES QUALITY WATER, INC	58.55
301498	EFT	06/06/2019	MIDWEST TAPE - AUDIOBOOKS ONLY	884.80
301499	EFT	06/06/2019	MIDWEST TAPE - PROCESSED DVDS	1,227.79
301500	EFT	06/06/2019	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	10,081.67
301501	EFT	06/06/2019	MIDWEST TAPE NON PROCESSED	767.37
301502	EFT	06/06/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	3,441.26
301503	EFT	06/06/2019	MIDWEST TAPE, LLC	683.89
301504	EFT	06/06/2019	OVERDRIVE INC	44,571.51
301505	EFT	06/06/2019	PERFECTION GROUP, INC.	337.50
301506	EFT	06/06/2019	R AND B ARCHITECTS LLC	9,571.14
301507	EFT	06/06/2019	RECORDED BOOKS	1,169.84
301508	EFT	06/06/2019	STENZ MANAGEMENT COMPANY, INC	23,954.13
301509	EFT	06/06/2019	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	5,431.53
301510	EFT	06/06/2019	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,041.43
301514	EFT	06/13/2019	ABELL ELEVATOR SERVICE CO	12,087.50
301515	EFT	06/13/2019	ACORN DISTRIBUTORS, INC	3,216.40
301516	EFT	06/13/2019	AUSTIN BOOK SALES	66.25
301517	EFT	06/13/2019	BAKER & TAYLOR	17,537.78
301518	EFT	06/13/2019	BAKER & TAYLOR	14,984.30
301519	EFT	06/13/2019	BAKER & TAYLOR	18.05
301520	EFT	06/13/2019	BOYLE CONSTRUCTION MANAGEMENT, INC.	177,595.31
301521	EFT	06/13/2019	CITIZENS THERMAL ENRGY.	71,951.11
301522	EFT	06/13/2019	DEMCO, INC.	463.80
301523	EFT	06/13/2019	EBSCO INFORMATION SERVICES	28.51

No.	Type	Date	Reference	Amount
301524	EFT	06/13/2019	FINELINE PRINTING GROUP	12,505.00
301525	EFT	06/13/2019	FLEET CARE, INC.	213.87
301526	EFT	06/13/2019	G4S SECURE SOLUTIONS (USA) INC.	38,120.36
301527	EFT	06/13/2019	INDIANA PLUMBING AND DRAIN LLC	1,670.00
301528	EFT	06/13/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	7,537.07
301529	EFT	06/13/2019	INGRAM LIBRARY SERVICES	568.56
301530	EFT	06/13/2019	J&G CARPET PLUS	525.00
301531	EFT	06/13/2019	LEVEL (3) COMMUNICATIONS, LLC	3,134.07
301532	EFT	06/13/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	68.16
301533	EFT	06/13/2019	MIDWEST TAPE, LLC	107.98
301534	EFT	06/13/2019	OVERDRIVE INC	1,000.00
301535	EFT	06/13/2019	P.V. SUPA INC.	7,595.00
301536	EFT	06/13/2019	RECORD AUTOMATIC DOORS, INC	315.00
301537	EFT	06/13/2019	STENZ CONSTRUCTION CORPORATION	115,123.16
301538	EFT	06/13/2019	SWANK MOTION PICTURES INC	118.00
301545	EFT	06/20/2019	ART WITH A HEART	51.00
301546	EFT	06/20/2019	BOYLE CONSTRUCTION MANAGEMENT, INC.	20,448.26
301547	EFT	06/20/2019	CDW GOVERNMENT, INC.	958.98
301548	EFT	06/20/2019	DANCORP INC. DBA DANCO	500.00
301549	EFT	06/20/2019	DELTA DENTAL	120.20
301550	EFT	06/20/2019	DELTA DENTAL	229.29
301551	EFT	06/20/2019	DELTA DENTAL	11,180.81
301552	EFT	06/20/2019	DEMCO, INC.	9,367.48
301553	EFT	06/20/2019	FINELINE PRINTING GROUP	3,402.00
301554	EFT	06/20/2019	G4S SECURE SOLUTIONS (USA) INC.	861.14
301555	EFT	06/20/2019	GRAINGER	400.47
301556	EFT	06/20/2019	H.J. Uмбаugh & Associates	14,898.72
301557	EFT	06/20/2019	INDIANA PLUMBING AND DRAIN LLC	327.00
301558	EFT	06/20/2019	INDIANAPOLIS ARMORED CAR, INC	5,728.00
301559	EFT	06/20/2019	INGRAM LIBRARY SERVICES	24,734.12
301560	EFT	06/20/2019	IRVINGTON PRESBYTERIAN CHURCH	937.50
301561	EFT	06/20/2019	J&G CARPET PLUS	200.00
301562	EFT	06/20/2019	JCOS, INC.	25,376.15
301563	EFT	06/20/2019	MARK'S VACUUM & JANITORIAL SUPPLIES	2,014.00
301564	EFT	06/20/2019	OFFICE360	465.00
301565	EFT	06/20/2019	PERFECTION GROUP, INC.	6,391.66
301566	EFT	06/20/2019	R AND B ARCHITECTS LLC	5,406.07
301567	EFT	06/20/2019	RECORD AUTOMATIC DOORS, INC	2,294.00
301568	EFT	06/20/2019	RICHARD LOPEZ ELECTRICAL, LLC	22,056.98
301569	EFT	06/20/2019	RICOH USA, INC. - 12882	10,132.17
301570	EFT	06/20/2019	RICOH USA, INC. - 12882	4,699.42
301571	EFT	06/20/2019	SENSORY TECHNOLOGIES	12,193.24
301572	EFT	06/20/2019	STAPLES	9,932.72
301573	EFT	06/20/2019	STAPLES	415.97
301574	EFT	06/20/2019	TITAN ASSOCIATES	68,109.58
301575	EFT	06/20/2019	ULINE	121.88
301576	EFT	06/20/2019	UNIQUE MANAGEMENT SERVICES, INC	5,958.60
301582	EFT	06/28/2019	ABELL ELEVATOR SERVICE CO	2,450.00
301583	EFT	06/28/2019	ALSCO	1,559.25
301584	EFT	06/28/2019	BACKGROUND BUREAU INC.	372.00
301585	EFT	06/28/2019	BAKER & TAYLOR	354.90
301586	EFT	06/28/2019	BAKER & TAYLOR	8,359.19
301587	EFT	06/28/2019	BAKER & TAYLOR	12,846.89
301588	EFT	06/28/2019	BAKER & TAYLOR	36,445.01
301589	EFT	06/28/2019	CDW GOVERNMENT, INC.	3,072.54
301590	EFT	06/28/2019	DEMCO, INC.	5,049.76
301591	EFT	06/28/2019	DENISON PARKING	6,158.28
301592	EFT	06/28/2019	FINELINE PRINTING GROUP	1,352.00
301593	EFT	06/28/2019	G4S SECURE SOLUTIONS (USA) INC.	34,008.09
301594	EFT	06/28/2019	GRAINGER	739.80
301595	EFT	06/28/2019	INDIANA PLUMBING AND DRAIN LLC	1,108.00
301596	EFT	06/28/2019	INGRAM LIBRARY SERVICES	3,554.88
301597	EFT	06/28/2019	J&G CARPET PLUS	925.00
301598	EFT	06/28/2019	JCOS, INC.	3,793.00

No.	Type	Date	Reference	Amount
301599	EFT	06/28/2019	KLINES QUALITY WATER, INC	129.05
301600	EFT	06/28/2019	LUNA MUSIC	2,199.12
301601	EFT	06/28/2019	MIDWEST TAPE - AUDIOBOOKS ONLY	1,508.15
301602	EFT	06/28/2019	MIDWEST TAPE - PROCESSED DVDS	962.52
301603	EFT	06/28/2019	MIDWEST TAPE NON PROCESSED	285.55
301604	EFT	06/28/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	16,045.66
301605	EFT	06/28/2019	MIDWEST TAPE, LLC	218.06
301606	EFT	06/28/2019	OVERDRIVE INC	8,068.37
301607	EFT	06/28/2019	PERFECTION GROUP, INC.	3,066.11
301608	EFT	06/28/2019	RECORDED BOOKS	1,784.77
301609	EFT	06/28/2019	RICHARD LOPEZ ELECTRICAL, LLC	48,375.15
301610	EFT	06/28/2019	RYAN FIRE PROTECTION, INC	1,560.00
301611	EFT	06/28/2019	STENZ CONSTRUCTION CORPORATION	38,071.55
301612	EFT	06/28/2019	STENZ MANAGEMENT COMPANY, INC	7,301.11
301613	EFT	06/28/2019	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	220.75
301614	EFT	06/28/2019	ULINE	807.04
				<u>5,790,886.61</u>

Summary by Transaction Type:

Computer Check	\$ 4,331,963.03
EFT Check	\$ 1,458,923.58
Total Payments	\$ 5,790,886.61
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
FINES ACCOUNT

No.	Type	Date	Reference	Amount
781	CHECK	06/06/2019	ELIZABETH EBY	26.99
782	CHECK	06/06/2019	JOSEPH C. FOX	51.92
783	CHECK	06/06/2019	RICHARD WALKER	55.20
784	CHECK	06/06/2019	SOUTHSIDE VIRGINIA COMMUNITY COLLEGE	145.60
			Total	<u>\$ 279.71</u>

Summary by Transaction Type:

Computer Check	\$279.71
EFT Check	\$0.00
Total Payments	\$279.71
Total Voided Items	\$0.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
7213	CHECK	06/06/2019	BEVERLY SCOTT	300.00
7214	CHECK	06/06/2019	CREATIVE AQUATIC SOLUTIONS, LLC	271.61
7215	CHECK	06/06/2019	DAMITA JO HARVEY	100.00
7216	CHECK	06/06/2019	DEBRA DES VIGNES	40.00
7217	CHECK	06/06/2019	EASTSIDE TUTORS	480.00
7218	CHECK	06/06/2019	ERIN MURPHY	470.83
7219	CHECK	06/06/2019	FISHBACK CREEK PUBLIC ACADEMY	100.00
7220	CHECK	06/06/2019	GRASSY CREEK ELEMENTARY	100.00
7221	CHECK	06/06/2019	GREGORY HILL	165.77
7222	CHECK	06/06/2019	IRVINGTON BRANCH (PETTY CASH)	66.44
7223	CHECK	06/06/2019	IRVINGTON COMMUNITY ELEMENTARY SCHOOL	100.00
7224	CHECK	06/06/2019	JUDY GRAY	79.44
7225	CHECK	06/06/2019	LAWRENCE (PETTY CASH)	72.02
7226	CHECK	06/06/2019	LITTLE CAESARS PIZZA	90.00
7227	CHECK	06/06/2019	MAYRA OSEGUERA	100.00
7228	CHECK	06/06/2019	MIRIAM GARDNER-RYAN	300.00
7229	CHECK	06/06/2019	NATIONAL LIBRARY BINDERY CO. OF INDIANA	164.35
7230	VOID	06/06/2019	NICOLA MITCHELL	0.00
7231	CHECK	06/06/2019	NICOLA MITCHELL	851.00
7232	CHECK	06/06/2019	PERRY A. SCOTT	300.00
7233	CHECK	06/06/2019	PLEASANT RUN ELEMENTARY	100.00
7234	CHECK	06/06/2019	PRECISE PRINTING PLUS SIGNS	149.00
7235	CHECK	06/06/2019	RONALD P. MAY	133.48
7236	CHECK	06/06/2019	SHANIKA HEYWARD	402.66
7237	CHECK	06/06/2019	VLADIMIR KRAKOVICH	600.00
7238	CHECK	06/06/2019	YEFIM PASTUKH	600.00
7239	CHECK	06/13/2019	BRANDI WINSTON	13.01
7240	CHECK	06/13/2019	BRENDA S. WEGENER	109.50
7241	CHECK	06/13/2019	BRIGHT IDEAS IN BROAD RIPPLE	3,580.00
7242	CHECK	06/13/2019	CAROL L. WROBLEWSKI	250.00
7243	CHECK	06/13/2019	CHRIS MABREY PUBLISHING	50.00
7244	CHECK	06/13/2019	COMPUTYPE INC.	198.43
7245	CHECK	06/13/2019	CREATIVE AQUATIC SOLUTIONS, LLC	304.90
7246	CHECK	06/13/2019	DAMITA JO HARVEY	300.00
7247	CHECK	06/13/2019	DENOLA M. BURTON	44.95
7248	CHECK	06/13/2019	EZERAL L. TERRELL	36.00
7249	CHECK	06/13/2019	FUN EXPRESS, LLC	14,844.00
7250	CHECK	06/13/2019	GLENDALE (PETTY CASH)	44.81
7251	CHECK	06/13/2019	INDIANA WRITER'S CENTER	200.00
7252	CHECK	06/13/2019	JOSH CRAIN	80.55
7253	CHECK	06/13/2019	KELLY J. FREEMAN	150.00
7254	CHECK	06/13/2019	LINDA EVERETT	64.95
7255	CHECK	06/13/2019	MARION COUNTY PUBLIC HEALTH DEPARTMENT	400.00
7256	CHECK	06/13/2019	MAYRA OSEGUERA	100.00
7257	CHECK	06/13/2019	MEGAN WALKER	60.00
7258	CHECK	06/13/2019	NANCY GATES	225.00
7259	CHECK	06/13/2019	PATTY WALLACE	47.98
7260	CHECK	06/13/2019	RAYMOND GEDDES & COMPANY, INC.	7,387.20
7261	CHECK	06/13/2019	DR. RUTH L. LAMBERT	150.00
7262	CHECK	06/13/2019	SARA BOLLINGER	8.94
7263	CHECK	06/13/2019	SHANNON O'DONNELL	103.69
7264	CHECK	06/13/2019	SHARON MASON	26.90
7265	CHECK	06/13/2019	SILLY SAFARI SHOWS, INC	500.00

No.	Type	Date	Reference	Amount
7266	CHECK	06/13/2019	THE HARMON HOUSE L.L.C.	105.00
7267	CHECK	06/13/2019	WARREN (PETTY CASH)	22.27
7268	CHECK	06/20/2019	ABRACADABRA	200.00
7269	CHECK	06/20/2019	ERIN MURPHY	91.72
7270	CHECK	06/20/2019	INDIANA WRITER'S CENTER	400.00
7271	CHECK	06/20/2019	JEREMY SOUTH	1,200.00
7272	CHECK	06/20/2019	MARION COUNTY PUBLIC HEALTH DEPARTMENT	1,000.00
7273	CHECK	06/20/2019	MAYRA OSEGUERA	100.00
7274	CHECK	06/20/2019	NEWMAN TRUCKING CO INC	99.95
7275	CHECK	06/20/2019	REGIONS BANK PURCHASING CARD	1,931.65
7276	CHECK	06/20/2019	SILLY SAFARI SHOWS, INC	250.00
7277	CHECK	06/28/2019	CONTINENTAL BROADCAST GROUP, LLC	500.00
7278	CHECK	06/28/2019	DAMITA JO HARVEY	540.00
7279	CHECK	06/28/2019	INDIANAPOLIS ART CENTER	87.00
7280	CHECK	06/28/2019	JEREMY SOUTH	1,400.00
7281	CHECK	06/28/2019	MARION COUNTY PUBLIC HEALTH DEPARTMENT	600.00
7282	CHECK	06/28/2019	MAYRA OSEGUERA	100.00
7283	CHECK	06/28/2019	MIRIAM GARDNER-RYAN	320.00
7284	CHECK	06/28/2019	SILLY SAFARI SHOWS, INC	500.00
7285	CHECK	06/28/2019	THE INDY CONVERGENCE	400.00
301511	EFT	06/06/2019	BAKER & TAYLOR	3,503.15
301512	EFT	06/06/2019	FAMILYTIMEENTERTAINMENT,INC	390.00
301513	EFT	06/06/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	5,111.97
301539	EFT	06/13/2019	ART WITH A HEART	735.00
301540	EFT	06/13/2019	BAKER & TAYLOR	58.80
301541	EFT	06/13/2019	FAMILYTIMEENTERTAINMENT,INC	640.00
301542	EFT	06/13/2019	FINELINE PRINTING GROUP	9,751.00
301543	EFT	06/13/2019	INDPLS-MARION COUNTY PUBLIC LIBRARY	5,984.85
301544	EFT	06/13/2019	TOY INVESTMENTS, INC	25,576.75
301577	EFT	06/20/2019	ART WITH A HEART	390.00
301578	EFT	06/20/2019	DEMCO, INC.	26.33
301579	EFT	06/20/2019	INGRAM LIBRARY SERVICES	14,366.63
301580	EFT	06/20/2019	STAPLES	47.79
301581	EFT	06/20/2019	TOY INVESTMENTS, INC	34,654.20
301615	EFT	06/28/2019	INGRAM LIBRARY SERVICES	3,385.02
301616	EFT	06/28/2019	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	354.74
301617	EFT	06/28/2019	TOY INVESTMENTS, INC	4,800.00
Total				155,041.23

Summary by Transaction Type:

Computer Check	\$ 45,265.00
EFT Check	\$ 109,776.23
Total Payments	\$ 155,041.23
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

July 22, 2019

PERSONNEL ACTIONS

RESOLUTION 23 -2019

NEW HIRES:

- Kerry Nagle, Hourly Shared Services Assistant, Public Services, \$20.00 per hour, Effective: 06/17/2019
- Donna Tressler, Hourly Public Services Associate I (FTE), Central, \$14.07 per hour, Effective: 07/02/2019
- Cale Erwin, Hourly Public Services Associate I (SUB), Franklin Road, \$14.07 per hour, Effective: 07/02/2019
- Nancy Mynatt, Page, Spades Park, \$9.15 per hour, Effective: 07/02/2019

INTERNAL CHANGES:

- Sharon Bernhardt from Area Resource Manager, Outreach to Area Resource Manager – Children Services, Public Services, No Change in Pay, Effective: 06/09/2019
- Melissa Wooton from Area Resource Manager, Nora to Area Resource Manager – Adult Services, Public Services, No Change in Pay, Effective: 06/09/2019
- Maralise Smith from Page, Spades Park, \$9.24 per hour to Hourly Summer Reading Clerk, Spades Park, \$10.50 per hour, Effective: 06/23/2019
- Theresa Coleman from Hourly Summer Reading Clerk, Glendale, \$11.85 per hour to Hourly Public Services Associate I, Central, \$14.07 per hour, Effective: 07/07/2019
- Carrie Waterson, Web Content Specialist, Communications, \$28.51 per hour to Interim Director, Communications, \$31.36 per hour, Effective: 06/09/2019
- Shaina Switzer from Public Services Associate II, Michigan Road, \$15.34 per hour to Library Assistant II, Nora, \$13.26 per hour, Effective: 07/21/2019
- Frances Opferman from Page, Glendale, \$9.15 per hour to Hourly Summer Reading Clerk, Glendale, \$10.50 per hour, Effective: 06/23/2019
- Ellen Flexman from Public Services Librarian, Eagle to Public Services Librarian, Outreach, No Change in Pay, Effective: 07/21/2019
- Marianne McKenzie from Computer Lab Assistant II, Central, \$14.35 per hour to Supervisor, Computer Instruction Central, \$20.22 per hour, Effective: 07/07/2019

RE-HIRES: (None Reported)

SEPARATIONS:

- Kim Crowder, Director, Communications, 3 years and 9 months, Effective: 06/14/2019
- Moira Dugan, Public Services Librarian, Central, 2 years and 3 months, Effective: 07/14/2019
- Mary Sullivan, Page, Pike, 11 years, Effective: 06/21/2019
- Benjamin Werle, Page, 2 years and 1 months, Effective: 05/27/2019
- Sharon McKittrick, Library Assistant II, Lawrence, 12 years, Effective: 06/21/2019
- Amanda Burke, Hourly Library Assistant II, Southport, 2 years and 1 month, Effective: June 23, 2019
- Cantron Quarles, Computer Lab Assistant II, West Indianapolis, 6 months, Effective: 06/08/2019

INACTIVE: (None Reported)

RE-ACTIVATE: (None Reported)

RECLASSIFICATION: (None Reported)

ADJUSTMENTS: (None Reported)

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

RESOLUTION 23- 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	Travel/Mileage	Lodging	Per Diem	Total
Kimberly Andersen	IT	1100	Toronto, Canada	BiblioCon	101	\$0.00	\$350.00	\$875.00	\$90.00	\$1,315.00
Sarah Jane Batt	PBSVS	2001	Washington, DC	ALA National Conference	101		\$72.33			\$72.33
Kim Ewers	CAS	1402	Indianapolis, IN	ILF Annual Conference	101	\$295.00				\$295.00
Callie Fillenwarth	HR	1700	French Lick, IN	Advanced HR Management Sem	101	\$ 500.00	\$ 150.00	\$ 500.00	\$ 75.00	\$1,225.00
Jeanine Fox	GPK	2016	Crestview, KY	OKI Children's Literature Conf.	101	\$85.00	\$133.40	\$120.00		\$338.40
Tisha Galarce	HR	1700	Indianapolis, IN	Advanced HR Management Sem	101	\$500.00	\$150.00	\$500.00	\$75.00	\$1,225.00
Tisha Galarce	HR	1700	Indianapolis, IN	ADA Seminar	101		\$35.00			\$35.00
Judy Gray	GLD	2003	Indianapolis, IN	ILF Annual Conference	101	\$295.00				\$295.00
Kathy Helmond	CAS	1402	Indianapolis, IN	ILF Annual Conference	101	\$295.00				\$295.00
Vanessa Jamerson	GLD	2003	Indianapolis, IN	ILF Annual Conference	101	\$295.00				\$295.00
Rachel Jamieson	LAW	2013	Dayton, OH	Title Talk: Winter-Spring 2020	101		\$134.56			\$134.56
Kathleen Laratta	PIK	2015	Carmel, IN	2019 Youth Services Conference	101	\$265.00				\$265.00
Katherine Lerg	HR	1700	French Lick, IN	Advanced HR Management Sem	101	\$500.00	\$150.00	\$500.00	\$75.00	\$1,225.00
Mary Luzader	COL	2002	Carmel, IN	2019 Youth Services Conference	101	\$265.00				\$265.00
Emilie Lynn	OUT	2025	Indianapolis, IN	ILF Annual Conference	101	\$280.00				\$280.00
Jessica Moore	ADMIN	1000	Chicago, IL	PLA Regional Symposium	101	\$250.00	\$500.00	\$500.00	\$60.00	\$1,310.00
Melinda Mullican	WAY	2019	Indianapolis, IN	ILF Annual Conference	101	\$180.00				\$180.00
Lori Osting	CAS	1402	Indianapolis, IN	ILF Annual Conference	101	\$295.00				\$295.00
Maggie Ward	OUT	2025	Omaha, NE	ABOS Annual Conference	101	\$400.00	\$500.00	\$450.00	\$90.00	\$1,440.00
Michael Williams	CEN	1401	Indianapolis, IN	ILF Annual Conference	101					\$0.00
Melissa Wooton	PDA	1501	Indianapolis, IN	ILF Annual Conference	101	\$195.00				\$195.00
										\$0.00
										\$0.00
										\$0.00

\$10,980.29

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE JOINT MEETING OF LIBRARY BOARD COMMITTEES
JULY 9, 2019**

The Indianapolis-Marion County Public Library Board Committees met in a Joint Meeting at the Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana, on Tuesday, July 9, 2019 at 5:05 p.m., pursuant to notice given.

1. Call To Order

In the absence of Ms. Sanders, Rev. Robinson called the meeting to order.

2. Roll Call

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

Members absent: Ms. Sanders

COMMITTEE REPORTS

Following approval of the Board, Item 5b was moved up on the Agenda as follows:

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

- b. **Resolution – Liability Insurance for Policy Period 2019-2020.** The Library's Liability Insurance will be up for renewal on July 31st, 2019. The insurance was bid for the 2019-2020 year and the Library received quotes from our current carrier, Hartford Insurance Company, as well as from CNA Insurance Company and Travelers Insurance Group. The summary of quotes received was explained by Adam Adler from the Library's insurance agent, Gallagher. Gallagher recommends the Library go with Travellers Insurance Group for the coverage year 8/1/19-7/31/20. For the coverage year 8/1/19-7/31/20, Travellers has quoted premiums at 253,212. Total cost for 2018/2019 including the broker's fee was \$376,289 and the amount quoted for 2019/2020 is \$273,212, a decrease of \$103,077 or 27%.

Resolution XX-2019

Authorization to Prepare Bidding Documents and to Solicit Open, Competitive, and Public Bids for General Construction Services for the Wayne Branch Project

IndyPL Facilities Committee is seeking Board approval to authorize IndyPL staff and the architects, R and B Architects, to prepare bidding documents to solicit open, competitive, and sealed public bids for the Wayne Branch Project. Unified construction bids will be solicited with the contractor responsible for all general, mechanical, plumbing, electrical, and interior construction activities.

- The architects have prepared a construction estimate based on the design and the proposed work is on budget.
- The documents are scheduled to be available to bidders on September 5, 2019.
- Public Notice to prospective bidders will be advertised on September 11, 2019.
- Notice of the Project will also be posted on the IndyPL website and copies of the Notice will be e-mailed to entities on the established business development list.
- Bids will be due on October 1, 2019 to allow time for evaluation prior to presentation at the October 15, 2019 Board Facilities Committee Meeting.
- The Project schedule targets starting the work on December 16, 2019 with the work completed in May 2020.
- To facilitate an efficient and timely construction process the branch will be closed to public services. The last day of service has been targeted as November 30, 2019. This will allow time to move out of the building prior to turn over to the contractor.
- The total project budget is \$1,500,000, and will be funded by the Series 2019 Bond Fund.

The Facilities Committee moved the Resolution forward to the regular July 2019 Board Meeting with the recommendation for approval.

Briefing Report – Lawrence Branch Project Update for June 2019

The Lawrence Branch Renovation Project is part of the capital projects outlined in the Strategic Plan. Rowland Design leads the design team with Tappe' Architects and we are moving forward to have the Project ready to begin construction in early 2020.

- The first Community Engagement Session was held at the Branch on June 19, 2019 to gather input from patrons on the overall appearance and feeling of the renovated Branch.
- A paper survey was used for a 2 week period at the Branch, from which we received 82 responses.
- An online survey was also used with a link directly from the public computers in the system. We received 225 responses from Lawrence Branch patrons and 368 responses from other users.
- The second Community Engagement Session will be held at the Branch on July 17, 2019 to gather input from patrons on the services, strengths, and concerns about the facility.

- The third Community Engagement Session will be held in September at the Branch.
- A Staff Engagement Meeting was held at the Branch on June 6, 2019 to gather input directly from the staff on their perception of what is and what is not working so well for patron services.

The total project budget is \$1,500,000 and will be funded by the Series 2019 Bond.

Project Schedule

Second Community Engagement Session	July 17, 2019
Present Design to Facilities Committee	August 13, 2019
Project Out to Bid	November 2019
Present Bid Results at Facilities Committee	December 3, 2019
Request Approval to Award Contract	December 16, 2019
Construction Starts	January 2020
Project Complete	May 2020

Briefing Report – West Perry Branch Project Update for June 2019

The West Perry Branch Project is part of the capital projects outlined in the Strategic Plan. Schmidt Associates with HBM leads the design team and we are working to have the Project ready to begin construction in the spring of 2020.

The new plat has been approved. The Final Plat is being prepared for recording.

A third Community Engagement Session will be held on July 18, 2019, 7:00pm at the Southport Branch Library. The architects will present the schematic design for community review and comment.

The total project budget is \$9,470,956 and will be funded by the Series 2018 Bond.

Project Schedule

Third Community Engagement Session	July 18, 2019
Present Design to Facilities Committee	September 10, 2019
Project Out to Bid	January 2020
Present Bid Results at Facilities Committee	February 2020
Request Approval to Award Contract	February 2020
Construction Starts	April 2020
Project Completion	May 2021

The meeting with the architects on June 12, 2019 was to review the results of the first draft plan review exercise. IndyPL reviewed the plan considering relationships to other activities, the exterior wall, service points, and the main entrance.

Resolution XX-2019**Approval to Award an Equipment Purchase Order for the Central Library Lighting System Controls Upgrade Project**

IndyPL Facilities staff recommends Board approval to award an equipment purchase order for the Central Library Lighting System Controls Upgrade Project to Graybar Electric Company, Inc. for \$62,780.00.

- The Invitation to Quote (“ITQ”) was for the electrical equipment suppliers to provide the equipment only.
- The expectation is that the purchase for the equipment would not be more than \$150,000.
- The ITQ was issued on June 20, 2019.
- Quotes were received on June 28, 2019, allowing time for evaluation prior to presentation at the July 9, 2019 IndyPL Board Facilities Committee Meeting.
- The ITQ was emailed directly to three (3) vendors who are known to be capable of providing the equipment, and three (3) quotes were received at the Library Services Center by the deadline.
- The equipment will be installed by our electrician, Richard Lopez Electrical, with an estimated labor cost of \$2,500. The new equipment will use the existing wires, conduits, raceways, and back boxes currently in use. The installation work will take 3 days and will be completed while Central is not open for public services to limit disruption to patrons and staff.

The Facilities Committee moved the Resolution forward to the regular July 2019 Board Meeting with the recommendation for approval.

Briefing Report for Future Action Items**Approval to Award a General Construction Services Contract for the Michigan Road Branch Parking Lot Project**

The Michigan Road Branch has been open for 7 months and we have been experiencing times when the parking lot is full. IndyPL has contacted the design team at Guidon Design to prepare documents to add parking spaces without compromising the aesthetics of the completed facility.

- In May 2019 with Resolution 15-2019 the Board authorized the preparation of bidding documents and to solicit open, competitive, and public bids for the Michigan Road Branch Parking Lot Project. The Bid Documents will be available to contractors on July 16, 2019.
- Public Notice to prospective bidders will be advertised on July 16 and 23, 2019. The Project will be posted on the IndyPL website and IndyPL staff will utilize the City’s Department of Minority & Women Business Development website to identify Vendors capable of providing the required services. A copy of the Notice will be e-mailed to local business development contacts.

- Bidding documents are scheduled to be received on August 6, 2019 to allow for evaluation prior to presentation at the August 13, 2019 Board Facilities Committee Meeting.
- The project budget is \$250,000, and will be funded by the remaining contingency in Series 2016 Bond Fund (Fund 476).

Approval to Amend the Services Contract for Security and Alarm Response Services

The IndyPL Facilities Committee recommends Board approval to amend the services contract for security and alarm response services with **G4S Secure Solutions (USA) Inc., Indianapolis, IN.**

- The Library is currently under contract with **G4S Secure Solutions (USA) Inc., Indianapolis, IN** to provide security services for the Library. The current contract was awarded in August 2017 for a three-year period ending August 31, 2020, with provisions for two renewals not to exceed the original contract term. The cost of the present contract is approximately \$965,000 annually.
- Security Services are provided throughout the system with assigned guards at 10 locations and available for other locations as needed for events, programs or other needs. The turnover rate of guards for the last 12 months with the library has been 87% leading to training and performance issues.
- IndyPL staff met with the leadership of G4S to discuss these issues and reinforce expectations. After lengthy discussions about hiring and training qualified employees, two proposals arose. The first was for additional training that emphasizes library specific interactions with patrons and staff. The second proposal addressed attracting a higher level employee and lowering the turnover rate with an increase in pay rate.
- The library staff is recommending moving forward with both proposals including an increase in supervised training in each location and specialized Crisis Intervention Training. This will ensure a better relationship with branch staff who will work together with the guards to provide a safe environment for the public. In addition, the library staff is recommending a new rate schedule as proposed by G4S.
- Pending satisfactory performance improvement for the remainder of 2019, additional increases will be considered for 2020. If there is no improvement, IndyPL will consider terminating the existing contract per the terms of the original agreement.
- The cost of this service will be funded from the Operating Fund (Fund 101) during the contract term.

The Facilities Committee moved the Resolution forward to the regular July 2019 Board Meeting with the recommendation for approval.

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

a. Discussion of CEO's 360 Evaluation

Rev. Robinson advised that he wanted to make everyone aware that this is on the radar.

He will talk more and meet with the other Committee members to discuss further.

Dr. Jett reminded the other Board members about the Executive Session where an agreement was reached on this matter.

Robert Scott, the Library's attorney, advised that performing this type of evaluation was inconsistent with rules for Library Boards. IndyPL must comply with the standards, policies and procedures set by the Indiana State Library.

Dr. Jett asked to see all the documentation referenced by Mr. Scott.

b. Discussion of IndyPL's Diversity Plan

Rev. Robinson noted that he was pleased to learn that Jessica Moore had been named the Library's new Diversity and Inclusion Officer.

The Board looks forward to receiving her input and recommendations for a Diversity Plan. It's understood that it will take some time as she adapts to her position but he is hopeful that the information can be brought to the Board as soon as possible.

c. Discussion of CEO's Contract Renewal

The Board was reminded that the CEO's contract expires at the end of the year. The process for renewal is being reviewed. Ms. Sanders is preparing some information and materials in this regard which will be presented at an upcoming Executive Session.

d. Discussion of IndyPL's Weather Policy

Jackie Nytes, Chief Executive Officer, distributed copies of the Memo on the Library's Weather/Emergency Closing Policies that was originally provided to the Board on March 29, 2019. Ms. Nytes advised that she did not wish to change the policy at this time.

Judge Salinas commented that he is a big fan of closing when safety is an issue.

Rev. Robinson determined that it was best to give the Board additional time to review the Memo. He will present this item for further discussion at the August Joint Board Committee Meeting.

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

- a. **Briefing Report – 2020 Budget Overview.** Ms. Dike-Young presented a second overview of the Library's proposed 2020 budget. She noted that a public hearing on the budget will be conducted during the August 13th Board Committee meeting. She noted that the budget should not significantly change but that there might be a few changes before the public hearing.

Ms. Dike-Young reviewed the details of the 2020 proposed budget.

Operating Fund:

Ms. Dike-Young stated that the average growth quotient was received and that it is 3.5% for 2020 so property tax revenues have been projected to increase by 3.5%. This average growth quotient is an average of the six year non-farm personal income provided by the

State Budget Agency to all taxing units and this is the amount that a unit's tax levy can grow. She noted that property tax revenue received will not increase by the same percentage due to the circuit breaker loss of approximately \$7.8M. Total Revenues are anticipated to grow by 3%.

Ms. Dike-Young reviewed the major expenditure categories and the change from the 2019 budget. The 2018 actuals were also shown for historical perspective. The total proposed budget for 2020 is a 5.2% increase from the 2019 budget. This is due to the estimate included for adjustments related to the compensation study in the amount of \$800,000. Without the adjustments for the compensation study, the overall growth in the budget would be 3.5%. Salaries and Benefits are projected to grow by 7.3%; again, due to the anticipated adjustments resulting from the compensation study currently underway. The supply budget was cut to try to partially compensate for the increase in salaries. The e-materials budget was increased and the other service and charges category is up by 3.5%. Capital outlay, which includes physical books and materials, is going up 1.7%.

Ms. Dike-Young pointed out that there was a detailed version of the budget for review by Committee members.

Bond and Interest Redemption Fund (BIRF-debt service):

Ms. Dike-Young explained that, In accordance with Indiana Code this fund can only be used for making debt service payments related to outstanding bonds. The projected 2020 budget includes the new Lawrence and Wayne Branch renovation bonds scheduled to be sold later this year. Ms. Dike-Young stated that, although the total budget is higher for the BIRF funds, the debt service tax rate will be the same due to a reduction in the operating cash balance. A detail of the debt service payment budgeted was given.

Library Improvement Reserve Fund (LIRF):

There are no projects being funded by the LIRF fund in 2020.

Rainy Day Fund:

Ms. Dike-Young explained that the budgeted amounts in the rainy day fund were for cash flow needs on construction projects prior to issuing bonds so that the Library can properly time bond issues and minimize interest expense. Expenses related to the Library's building projects that will be reimbursed by bond proceeds. The total proposed budget for 2020 for the rainy day fund is \$2,000,000.

6. Other Business

None.

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

- a. **Regular Board Meeting** – Monday, July 22, 2019, at the East Washington Branch, 2822 East Washington Street, at 6:30 p.m.
- b. **Library Board Committees Meeting** – August 13, 2019, at the Library Services Center, 2450 North Meridian Street, Room 226, at 5:00 p.m.

8. Adjournment

Rev. Robinson declared the meeting adjourned at 6:25 p.m.





You Are Invited!

15b

The Indianapolis Public Library
Free Upcoming Events

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

July 27 from 2 - 4 p.m. – “Community Scan-a-Thon.” Bring your photos of family, home, street scenes, clubs, neighborhood events, businesses and prominent residents for scanning. Photos will be included on the Library’s Digital Indy site at www.digitalindy.org as part of the “Black History, Indianapolis History” collection. You can also enjoy a brief talk on how to save your family photos. Held at the Michigan Road Branch.

July 29 from 6 - 8 p.m. – “The Magnificent Ambersons: Orson Welles Adaptation.” In celebration of Booth Tarkington’s 150th birthday, adults and teens are invited for a showing of the Orson Welles adaptation of Tarkington’s book, “The Magnificent Ambersons.” This program is sponsored by the Marion County Historical Society. Held in the Nina Mason Pulliam Indianapolis Special Collections Room at Central Library.

August 3 from 2 - 4:30 p.m. – “PlantPure Nation: Film Screening and Discussion.” You’re invited for a screening of “PlantPure Nation,” the final movie in the Library’s Lifestyle Medicine/Food for Health film series. This 2015 documentary explores the connection between a plant-based diet and the prevention and reversal of chronic diseases. A panel discussion featuring local healthcare practitioners will follow. Held at Central Library.

August 4 from 2 - 4 p.m. – “Native Fruit and Nut Trees: Show and Tell . . . and Taste!” Join Dr. Kris Heeter, a biologist at Indiana University and member of the Indiana Nut and Fruit Growers Association and North American Fruit Explorers, who will share information on common and not-so-common native fruits and nuts of Indiana. This program will be an interactive “show and tell” presentation with opportunities to taste some of the more unusual fruits and nuts. Held at the Nora Branch.

August 6 & 13 from 9 - 10 a.m. – “eHunt: eBooks, eAudiobooks, eMusic, eVideo and eMags.” Learn about the wonderful world of eBooks, eAudiobooks, eMagazines, eVideo and eMusic that can be freely accessed from the Library’s web branch. This class can free you from the limitation of having to find and carry around physical items, especially when traveling! Held at the Glendale Branch.

August 8, 15, 22 & 29 – “ABCs of Diabetes.” Attend this free, four-part diabetes education series instructed by the Marion County Health Department. Topics include eating healthier, increasing activity, taking medications, and preventing complications. Attendees should plan to attend all four sessions. Held at the Franklin Road Branch.

August 17 from 1:30 - 4 p.m. – “Beginning Sewing.” Gain basic sewing skills while making a pillowcase and tote bag with a zippered pocket. Sewing machines and materials for the pillowcase are provided. Participants should bring basic tools and tote bag materials. Held at the Pike Branch.

August 24 from 11 a.m. - 1:30 p.m. – “Salad Bowl Workshop.” Join Julia Iverson, an Advanced Purdue Extension Master Gardener, to learn how to grow different parts of a salad in a single container. You’ll also learn to make an herb dressing from scratch. Held at the Spades Park Branch.

We hope to see you at these exciting events!