



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

Notice Of The Regular Meeting
June 27, 2022

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

Library Services Center
2450 North Meridian Street, Room 226
At 6:30 P.M.

For The Purpose of Considering The Following Agenda Items
Dated This 23rd Day Of June, 2022

The public is invited to view/listen
to the Regular Meeting via a YouTube live stream link which will be
available on the Library's website prior to the start of the Meeting as follows:

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

Public comment can be made in-person at the Library Services Center.

JUDGE JOSE D. SALINAS
President of the Library Board

-- Regular Meeting Agenda --

1. Call to Order
2. Roll Call

3. Public Comment and Communications

a. Public Comment

The Public has been invited to the Board Meeting.

At every Library Board meeting we open with a time for public comment. We welcome feedback from the public about our Indianapolis Libraries, and this is a time when the public may address the Library Board. If there are several of you representing the same group, please select a spokesperson. Please do not repeat the same comments someone else has offered. Please note also that this public comment time is not the appropriate forum for commenting on matters related to alleged employee misconduct. Any such matters should be brought promptly to the attention of the Library's Interim CEO or the Human Resources Department where matters can be properly addressed in compliance with established Library policies and procedures. **A FIVE-MINUTE LIMIT WILL BE ALLOWED FOR EACH SPEAKER. EACH SPEAKER SHOULD GIVE THEIR NAME AND THEIR ADDRESS.**

b. Dear CEO Letters and Responses (at meeting)

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

4. Approval of Minutes

a. Regular Meeting, May 23, 2022 (enclosed)

COMMITTEE REPORTS

5. Finance Committee (Patricia A. Payne, Chair; Raymond J. Biederman, Hope C. Tribble)

a. Report of the Treasurer – May 2022 (enclosed)

b. Resolution 33 – 2022 (Approval of Logicalis, Inc. Quote) (enclosed)

c. Resolution 34– 2022 (Approval of EBSCO Quote) (enclosed)

Library Board Meeting Agenda

- d. **Resolution 35 – 2022** (Approval of Indianapolis Foundation Library Fund Grant for Marion County Internet Library Databases) (enclosed)
6. **Diversity, Policy and Human Resources Committee (Hope C. Tribble, Chair; Curtis W. Bigsbee, Patricia A. Payne)**
 - a. **Presentation of the Reporting Hotline – Video** (at meeting)
 - b. **Resolution 36 – 2022** (Amendment of Policy 288 – Leave Donation) (enclosed)
 - c. **Resolution 37– 2022** (Policy 205 Reporting Hotline) (enclosed)
 7. **Facilities Committee (Curtis W. Bigsbee, Chair; Dr. Khaula Murtadha, Rev. T. D. Robinson)**
 - a. **Resolution 38 – 2022** (Approval to Award a Services Contract for a System-Wide Facility Condition Assessment) (enclosed)
 8. **Library Foundation Update (Dr. TD Robinson, Library Board Representative)**
 9. **Report of the Interim Chief Executive Officer**
 - a. **Confirming Resolutions:**
 - 1) **Resolution Regarding Finances, Personnel and Travel (39 – 2022)**

Enclosed.
 - b. **Interim CEO June 2022 Update** (at meeting)
 - c. **Report on Public Comment: Public PCs** (enclosed)
 - d. **Update on Social Work at IndyPL** – Yanna McGraw, the Library’s Social Worker at Central Library, will provide an Update to the Board. (at meeting)

UNFINISHED BUSINESS

10.

NEW BUSINESS

11.

DISCUSSION AND AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

July 2022 –

INFORMATION

13. Materials

- a. **Notes of June 14, 2022 Finance Committee Meeting** (enclosed)

14. Board Meeting Schedule for 2022 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meeting Schedule for 2022** will be updated as necessary throughout the year.
- b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

15. Notice of Special Meetings

16. Notice of Next Regular Meeting

Monday, July 25, 2022, at the Library Services Center, 2450 North Meridian Street,
at 6:30 p.m.

17. Other Business

18. Adjournment



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
MAY 23, 2022**

The Indianapolis-Marion County Public Library Board met in person at the Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana on Monday, May 23, 2022 at 6:35 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Judge Salinas called the meeting to order. Mr. Biederman acted as Secretary.

At this time, Dr. Murtadha and Judge Salinas noted that they wished to recognize and thank the gentleman that videotapes the Board meetings upon his upcoming retirement from the Library, namely, Randy Starks. They thanked him for his 32 years of service to the Library and to the community.

2. Roll Call

Members present in person: Mr. Bigsbee, Dr. Murtadha, Ms. Payne, Dr. Robinson, Judge Salinas and Ms. Tribble.

Judge Salinas advised that Mr. Biederman was on his way to the meeting and should arrive shortly.

3. Public Comment and Communications

a. Public Comment

The Public was invited to the Board Meeting.

Judge Salinas shared that at every Library Board meeting we open with a time for public comment. We welcome feedback from the public about our Indianapolis Libraries, and this is a time when the public may address the Library Board. If there are several of you representing the same group, please select a spokesperson. Please do not repeat the same comments someone else has offered. Please note also that this public comment time is not the appropriate forum for commenting on matters related to alleged employee misconduct. Any such matters should be brought promptly to the attention of the Library’s Interim CEO or the Human Resources Department where matters can be properly addressed in compliance with

established Library policies and procedures. **A FIVE-MINUTE LIMIT WILL BE ALLOWED FOR EACH SPEAKER. EACH SPEAKER SHOULD GIVE THEIR NAME AND THEIR ADDRESS.**

Melinda Mullican, the Manager of the Wayne Branch and the Chairperson of the Library's Staff Association's Program and Scholarship Committee, addressed the Board. Ms. Mullican announced to the Board that the Committee was presenting a check in the amount of \$1,000 to staff member, Katrina Bennet who is currently in Library school at IUPUI to further her education.

Ms. Bennet joined Ms. Mullican for the presentation of the check and then she thanked everyone and commented how grateful she was to have received these monies.

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

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

a. **Regular Meeting, April 25, 2022**

The minutes from the Regular Meeting held April 25, 2022 had been distributed to the Board.

The minutes were approved on the motion of Ms. Tribble, seconded by Ms. Payne, and the following roll call vote:

Mr. Bigsbee – Aye	Ms. Payne – Aye
Dr. Murtadha – Aye	Dr. Robinson – Aye
	Judge Salinas – Aye
	Ms. Tribble – Aye

It was noted that Mr. Biederman arrived at this time.

COMMITTEE REPORTS

5. **Finance Committee (Patricia A. Payne, Chair; Raymond Biederman, Hope C. Tribble)**

a. **Report of the Treasurer – April 2022**

Carolyn Adams, Interim CFO, discussed the Report of the Treasurer that had been distributed to the Board.

She advised that there were no surprises in April. On the Expenditures side, we have spent a total of 26% of our Budget to date. This is good because Expenditures

normally pick up at the end of the year. She mentioned that overall our Revenues and Expenditures are tracking close to last year.

One thing that she pointed out is that salaries have increased over last year. The Library increased the minimum hourly rate for Pages. It was brought up to \$12.50 per hour. And, Pay Grades Two and Three were consolidated in with Pay Grade Four. That minimum hourly rate was brought up to \$15.17 on January 1st.

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

The Report of the Treasurer was approved for filing for audit on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Dr. Robinson – Aye
Dr. Murtadha – Aye	Judge Salinas – Aye
	Ms. Tribble – Aye

b. **Resolution 29 – 2022** (Approval of CDW-G-LLC Symantec Endpoint Security Complete Bundle Annual Scription Quote)

Ms. Adams reviewed the information contained in Resolution 29 – 2022. She mentioned that this quote gives the Library the endpoint detection and response functionality for both staff and public computers. The EDR functionality is to meet requirements necessary for cybersecurity insurance coverage. That insurance is up for renewal August 1, 2022. They are providing us with security items we have to put in place. This item has been budgeted and will be paid for out of IT's operating budget.

After full discussion and careful consideration of Resolution 29 – 2022, the resolution was adopted on the motion of Ms. Payne and seconded by Dr. Murtadha, to approve Resolution 29 – 2022, the Approval of CDW-G-LLC Symantec Endpoint Security Complete Bundle Annual Scription Quote.

Resolution 29 – 2022 was approved on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Dr. Robinson – Aye
Dr. Murtadha – Aye	Judge Salinas – Aye
	Ms. Tribble – Aye

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

6. **Diversity, Policy and Human Resources Committee (Hope C. Tribble, Chair; Curtis W. Bigsbee, Patricia A. Payne)**

Ms. Tribble, Chair of the Diversity, Policy and Human Resources Committee, addressed the Board.

She noted that the Library has held two initial meetings of the CEO Search Committee.

As a reminder, the Committee is comprised of the members of the Diversity, Policy and Human Resources Committee as well as nine members of the community. We have stakeholders who were recommended by our Area Resource Managers, as well as the Library's Foundation.

She thanked staff for providing a great overview and orientation to the Committee. The position was posted last Monday and it's a national search. The firm conducting the search, Bradbury Miller, will also be doing focused calls to candidates they know in the industry. In July, the Committee will meet again to review the applications of those who meet the requirements for the position. Initial interviews will be conducted. And then, in August, two or three finalists will be brought to Indianapolis for in-person presentations to the Committee and then interviews by the Board.

At this time, Tisha Galarce, Interim Human Resources Director, provided an update on the search for the new Chief Financial Officer. The Library has conducted interviews with six candidates. The final interview is scheduled for May 31, 2022.

Ms. Galarce then advised that she and Keesha Hughes, the Diversity, Equity and Inclusion Officer, have started to talk about the recommendations from the Ice Miller Climate Report. They have been working together on doing the trainings and also doing the update for the harassment reporting and the policy. The new reporting tool with BKD is being implemented. It should be live for the employees to start using in late June or early July.

We have also updated our interview and hiring processes for public services. We would like to do that for all departments but that will take time.

Ms. Hughes advised that training will be conducted by the Peace Learning Center for the Library Security Assistants. That will empower not just our Security Assistants but also other public facing employees who might interact with patrons who become disruptive. First, they teach de-escalation techniques and also help people to understand their implicit biases and how that affects how people interact with each other.

Dr. Murtadha suggested that the Library's Social Worker be involved in the referenced training going forward.

Mr. Bigsbee mentioned that with the upcoming training we should note that staff will be dealing with more escalated situations and there is a mental illness component they needs to be considered in the training as well.

There was some additional conversation about the CEO search and there was discussion that the Board wanted at least three candidates to interview.

7. Facilities Committee (Curtis W. Bigsbee, Chair; Dr. Khaula Murtadha, Dr. TD Robinson)

- a. **Resolution 30 – 2022** (Approval to Award a Planning, Programming, and Design Services Contract for the Learning Curve at Central Library Renovation Project)

Adam Parsons, Facilities Director, discussed the information contained in Resolution 30 – 2022.

He noted that this renovation of the Learning Curve is long awaited and anticipated. Mr. Parsons advised that Mike Coghlan in the Facilities Department had prepared a Statement of Qualifications and 64 vendors were contacted along with 12 business development organizations. The Library had seven respondents. The team that vetted those respondents included himself, Shanika Heyward, IT and Technology Director, two Area Resource Managers and the Manager of the Learning Curve. After careful consideration, they decided to recommend that the Library award the contract to krM Architecture.

After full discussion and careful consideration of Resolution 30 – 2022, the resolution was adopted on the motion of Ms. Payne, and seconded by Mr. Biederman, to approve Resolution 30 – 2022 for the Approval to Award a Planning, Programming, and Design Services Contract for the Learning Curve at Central Library Renovation Project and award the contract to krM Architecture.

Resolution 30 – 2022 was approved on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Dr. Robinson – Aye
Dr. Murtadha – Aye	Judge Salinas – Aye
	Ms. Tribble – Aye

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

b. **Resolution 31 – 2022** (Approval to Award a Maintenance Services Contract for System-Wide Automated Material Handling Equipment)

Mr. Parsons reviewed Resolution 31 – 2022.

The Committee recommends awarding a three-year contract for maintenance services and to extend the warranty for the Library’s six automated material handling systems to Lyngsoe Systems, Inc. of Frederick, Maryland. The funds for the contract will come out of the Library’s Operating Budget. The cost is \$89,175 for year one, \$96,190 for year two and \$97,970 for year three.

After full discussion and careful consideration of Resolution 31 – 2022, the resolution was adopted on the motion of Ms. Payne and seconded by Dr. Murtadha, to approve Resolution 31 – 2022 for the Approval to Award a Maintenance Services Contract for System-Wide Automated Material Handling Equipment.

Resolution 31 – 2022 was approved on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Dr. Robinson – Aye
Dr. Murtadha – Aye	Judge Salinas – Aye
	Ms. Tribble – Aye

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

8. **Library Foundation Update**

Dr. Robinson reviewed the information contained in the May 2022 Update.

News

The Foundation's Board of Directors held its annual meeting on May 10, 2022 and approved a new slate of officers for a two-year term.

Angela Mager, Chair
 Christia Hicks, Vice Chair
 Amparo de la Pena, Secretary
 Chris Mendel, Treasurer
 Drew Soshnick, Immediate Past Chair

Thank you to Nichelle M. Hayes, Connie Scott, Amira Malcom, Michael Torres and Jordan Hunt for providing a tour of the CBLC for the Foundation's Board of Directors prior to the Annual Meeting.

Donors

The Foundation thanks 140 donors who made gifts last month. The following are our top corporate and Foundation donors:

Blue & Co.
 College Savings Bank
 Eli Lilly and Company Foundation
 Indiana Education Savings Authority
 Indianapolis Public Transportation Foundation \\
 Peterman Brothers
 Ritz Charles Inc.
 The Skillman Corporation
 Wallington Asset Management, LLC.

Program Support

This month, the Library Foundation is proud to provide more than \$270,000 to the Library. Examples of major initiatives supported include Summer Reading Program, Animal Programs, Concert Series, Volunteer Engagement Staff Training, and Simple and Affordable Plant-Based Cooking

9. **Report of the Interim Chief Executive Officer**

In the absence of the Nichelle M. Hayes, Interim Chief Executive Officer, President Salinas advised that he was going to ask the Board to approve Resolution 32 – 2022.

a. **Confirming Resolutions**

Judge Salinas noted that it is recommended that the Board approve Resolution 32 - 2022 Regarding Finances, Personnel and Travel.

1) **Resolution Regarding Finances, Personnel and Travel (32– 2022)**

Mr. Bigsbee made the motion, which was seconded by Dr. Murtadha, to approve Resolution 32 – 2022, the Resolution Regarding Finances, Personnel and Travel.

Resolution 32 – 2022 was approved on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Dr. Robinson – Aye
Dr. Murtadha – Aye	Judge Salinas – Aye
	Ms. Tribble – Aye

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

b. **Interim CEO May 2022 Update**

Judge Salinas mentioned that Ms. Hayes had submitted the May 2022 Update that was included in their packet and he requested that the Board review it and if needed, forward any questions to Ms. Hayes.

UNFINISHED BUSINESS

10. Judge Salinas announced that there had been a discussion about the Board obtaining training. He noted that the Library’s legal counsel is reaching out to the Indiana State Library and asking them to assist with Board training in the areas covered by the Climate Study. So, it’s hoped that some time can be allotted in late August or early Fall. It’s anticipated that the training would take approximately two to three hours.

Ms. Payne reminded everyone that we should schedule the training so it doesn’t interfere with the CEO interviews.

Dr. Robinson questioned if the training would be conducted in person or virtually.

Judge Salinas noted that the goal is to have the training done in person but we will work on the logistics.

Mr. Bigsbee then mentioned that he appreciates the discussion among Board members that the Board should start meeting again in the branches as they did in the past. Meeting in the branches allows the Board members to see the branches, interact with branch staff and patrons.

Ms. Payne concurred with Mr. Bigsbee. She would like to move the Board meetings back to the branches.

Judge Salinas commented that he is 100% in favor of going into the branches like they did before the pandemic. He acknowledged that there are some logistical/technological

complications that some of the branches may have that have been pointed out by the Library's Communication Department.

A discussion was then held among the Board members. There were comments about the need to equip the Library's branches with the technology necessary for this "virtual hybrid world" not only for Board meetings but also for the public. A question was raised about cost. Judge Salinas noted that there might be federal grants to get this type of thing done. Is there money in the Library's budget that could be used?

Further discussion will take place and the Board members will be updated.

NEW BUSINESS

11. None.

AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

June 2022 - None

INFORMATION

13. **Materials**
- a. **Notes of May 10, 2022 Facilities Committee Meeting**
 - b. **Notes of May 12, 2022 Finance Committee Meeting**
14. **Board Meeting Schedule for 2022 (Notice and Place of Meeting) and Upcoming Events/Information**
- a. **Board Meetings for 2022 Schedule** will be updated throughout the year as necessary.
 - b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.
15. **Notice of Special Meetings**
- None.

16. Notice of Next Regular Meeting

Monday, June 27, 2022, at the Library Services Center, 2450 North Meridian Street,
at 6:30 p.m.

17. Other Business

None.

18. Adjournment

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

The Chairman then declared the meeting adjourned at 7:30 p.m.

Ray Biederman, Secretary to the Board



Indianapolis-Marion County Public Library
Report of the Treasurer for May 2022
Prepared by Accounting for the June 27, 2022 Board Meeting

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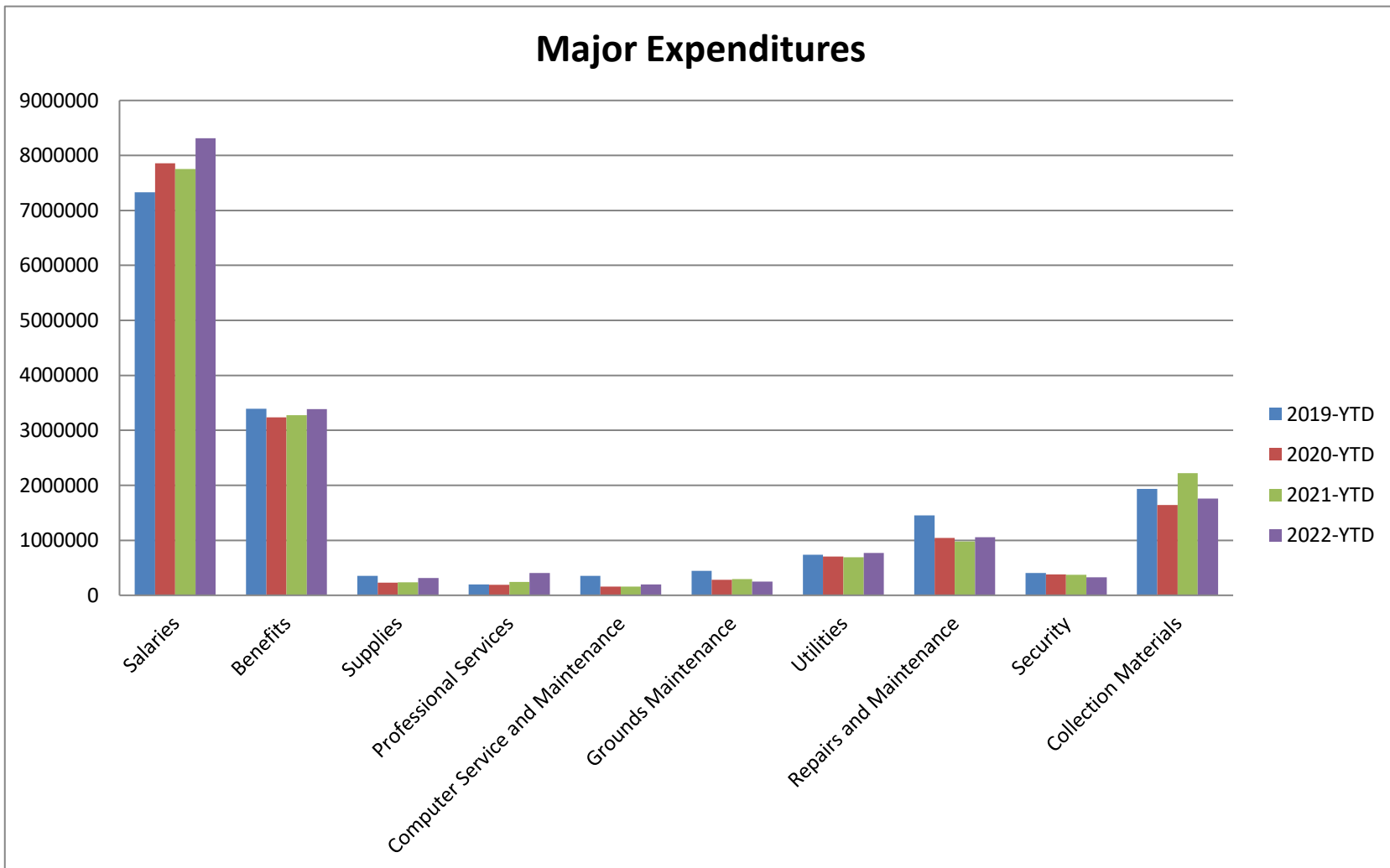
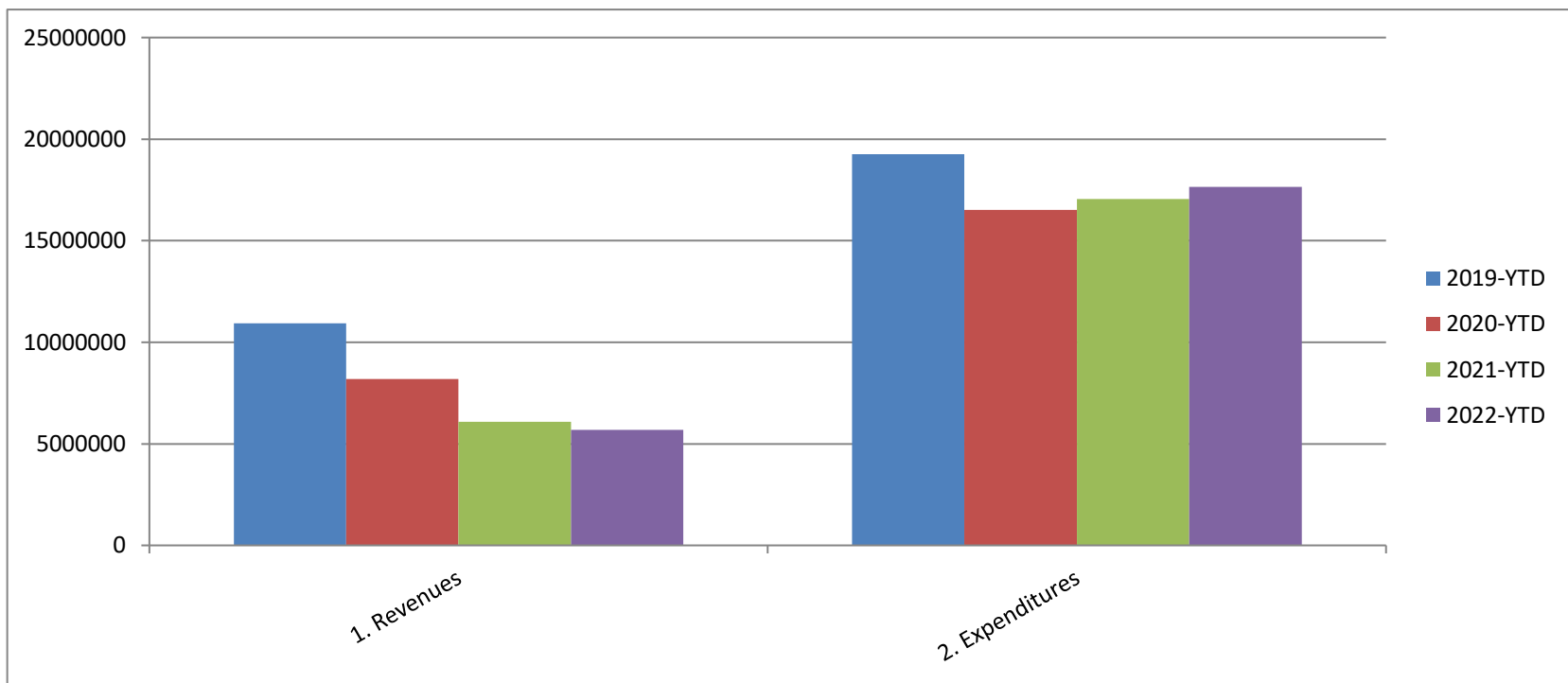
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**Indianapolis-Marion County Public Library
Operating Fund Revenues and Expenditures
Month Ended May 31, 2022**

Revenue		Annual 2022 Revised Budget	Actual MTD 5/31/2022	Actual YTD 5/31/2022	% Budget Received
Property Taxes	31	39,360,044	2,248,000	3,324,000	8%
Intergovernmental	33	8,217,875	409,701	1,913,310	23%
Fines & Fees	35	131,001	9,138	53,673	41%
Charges for Services	34	582,908	45,787	209,403	36%
Miscellaneous	36	704,520	59,956	179,301	25%
Total		<u>48,996,348</u>	<u>2,772,582</u>	<u>5,679,688</u>	12%

Expenditures		Annual 2022 Revised Budget	Actual MTD 5/31/2022	Actual YTD 5/31/2022	% Budget Spent
Personal Services & Benefits	41	31,547,993	2,202,652	11,699,756	37%
Supplies	42	1,356,086	115,401	312,026	23%
Other Services and Charges	43	17,730,419	1,018,737	4,865,631	27%
Capital Outlay	44	3,289,833	194,585	778,472	24%
Total		<u>53,924,331</u>	<u>3,531,375</u>	<u>17,655,884</u>	33%

**Indianapolis-Marion County Public Library
Chart Overview
Month Ended May 31, 2022**



Indianapolis-Marion County Public Library
Fund 101- Operating Fund - Detailed Income Statement
Month Ended May 31, 2022

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	47,890,298	47,890,298	2,248,000	3,324,000	-	44,566,298
311300 PROPERTY TAX CAPS	(8,530,254)	(8,530,254)	-	-	-	(8,530,254)
TAXES Total	39,360,044	39,360,044	2,248,000	3,324,000	-	36,036,044
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	240,000	240,000	13,151	65,753	-	174,247
335100 FINANCIAL INSTITUTION TAX REV	319,007	319,007	-	-	-	319,007
335200 LICENSE EXCISE TAX REVENUE	2,989,778	2,989,778	-	-	-	2,989,778
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	1,606,077	-	2,248,507
335500 COUNTY OPTION INCOME TAX	498,398	498,398	75,335	241,480	-	256,918
335700 COMMERCIAL VEHICLE TAX REVENUE	294,870	294,870	-	-	-	294,870
339000 IN LIEU OF PROP. TAX	21,238	21,238	-	-	-	21,238
INTERGOVERNMENTAL Total	8,217,875	8,217,875	409,701	1,913,310	-	6,304,565
CHARGES FOR SERVICES						
347601 PUBLIC PRINTING REVENUE	280,000	280,000	24,908	124,549	-	155,451
347602 FAX TRANSMISSION REVENUE	74,468	74,468	7,252	41,568	-	32,900
347603 PROCTORING EXAMS	4,130	4,130	50	371	-	3,759
347604 PLAC CARD DISTRIBUTION REVENUE	55,000	55,000	-	-	-	55,000
347605 USAGE FEE REVENUE	2,500	2,500	2,217	9,573	-	(7,073)
347606 SET-UP & SERVICE - TAXABLE	21,295	21,295	3,525	6,855	-	14,440
347607 SET-UP & SERVICE - NON-TAXABLE	17,167	17,167	3,750	10,025	-	7,142
347608 SECURITY SERVICES REVENUE	33,183	33,183	2,220	6,210	-	26,973
347609 EVENT SECURITY	-	-	1,320	2,511	-	(2,511)
347620 CAFE REVENUE	16,325	16,325	-	1,710	-	14,615
347621 CATERING REVENUE	78,840	78,840	545	6,031	-	72,809
CHARGES FOR SERVICES Total	582,908	582,908	45,787	209,403	-	373,505
FINES						
351200 FINES	115,622	115,622	8,347	49,339	-	66,283
351201 OTHER CARD REVENUE	1,385	1,385	195	1,170	-	215
351202 HEADSET REVENUE	6,795	6,795	265	1,177	-	5,618
351203 USB REVENUE	5,332	5,332	224	1,432	-	3,900
351204 LIBRARY TOTES	1,867	1,867	107	556	-	1,311
FINES Total	131,001	131,001	9,138	53,673	-	77,328
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	5,434	5,434	122	849	-	4,585
360001 REVENUE ADJUSTMENT	-	-	177	178	-	(178)
361000 INTEREST INCOME	69,610	69,610	7,459	21,407	-	48,203
362000 FACILITY RTL REV - TAXABLE	152,884	152,884	14,638	57,498	-	95,386
362001 FACILITY RENTAL REV - NONTAX	43,499	43,499	630	5,340	-	38,159
362002 EQUIPMENT RENTAL REV - TAXABLE	21,505	21,505	2,850	5,310	-	16,195
362003 EQUIPMENT RENTAL REV - NONTAX	2,801	2,801	-	750	-	2,051
367004 OTHER GRANTS	225,000	225,000	-	-	-	225,000
MISCELLANEOUS Total	520,733	520,733	25,875	91,332	-	429,401
OTHER FINANCING SRCS						
392100 SALE OF SURPLUS PROPERTY	3,787	3,787	-	-	-	3,787
396000 REFUNDS	5,000	5,000	34,082	60,747	-	(55,747)
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	-	27,048	-	147,952
399001 INSURANCE REIMBURSEMENTS	-	-	-	175	-	(175)
OTHER FINANCING SRCS Total	183,787	183,787	34,082	87,970	-	95,817

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE Total	48,996,348	48,996,348	2,772,582	5,679,688	-	43,316,660
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	19,496,401	19,907,619	1,417,442	7,838,886	-	12,068,733
412000 SALARIES HOURLY STAFF	1,789,546	1,599,046	87,810	475,946	-	1,123,100
413000 WELLNESS	46,125	46,125	15,163	22,178	4,339	19,608
413001 LONG TERM DISABILITY INSURANCE	46,081	46,081	3,855	17,247	-	28,834
413002 EMPLOYEE ASSISTANCE PROGRAM	24,569	26,169	3,200	9,600	11,200	5,369
413003 TUITION ASSISTANCE	30,750	30,750	942	8,819	-	21,931
413004 SALARY ADJUSTMENT	203,287	203,287	-	-	-	203,287
413100 FICA AND MEDICARE	1,643,926	1,675,145	110,113	607,102	-	1,068,043
413300 PERF/INPRS	2,797,356	2,845,876	294,682	1,086,573	-	1,759,303
413400 UNEMPLOYMENT COMPENSATION	20,500	22,804	-	-	2,304	20,500
413500 MEDICAL & DENTAL INSURANCE	5,068,936	5,104,368	266,916	1,622,422	-	3,481,946
413600 GROUP LIFE INSURANCE	40,723	40,723	2,529	10,981	-	29,742
PERSONAL SERVICES Total	31,208,200	31,547,993	2,202,652	11,699,756	17,843	19,830,395
SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	537,048	557,586	74,601	98,174	54,648	404,764
421600 LIBRARY SUPPLIES	100,000	137,544	1,575	52,057	41,584	43,903
421700 DEPARTMENT OFFICE SUPPLIES	337,120	367,476	30,457	115,757	27,903	223,816
422210 GASOLINE	44,880	45,602	2,254	8,616	16,223	20,763
422250 UNIFORMS	16,320	18,249	-	1,567	2,542	14,140
422310 CLEANING & SANITATION	169,950	176,270	6,514	35,856	11,715	128,699
429001 NON CAPITAL FURNITURE & EQUIP	53,360	53,360	-	-	28,482	24,878
SUPPLIES Total	1,258,678	1,356,086	115,401	312,026	183,097	860,964
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	219,000	341,500	29,938	121,981	31,203	188,317
431500 CONSULTING SERVICES	327,900	800,284	96,493	280,919	327,532	191,833
432100 FREIGHT & EXPRESS	12,070	12,070	2,240	6,018	1,197	4,854
432200 POSTAGE	65,265	65,265	1,250	1,250	-	64,015
432300 TRAVEL	34,380	34,380	206	730	-	33,650
432400 DATA COMMUNICATIONS	280,400	291,777	21,032	116,299	-	175,478
432401 CELLULAR PHONE	11,602	11,602	875	4,124	-	7,478
432500 CONFERENCES	94,000	74,000	1,400	11,055	3,050	59,895
432501 IN HOUSE CONFERENCE	124,560	137,219	8,999	82,612	16,486	38,121
433100 OUTSIDE PRINTING	103,000	116,915	2,530	22,329	7,432	87,155
433200 PUBLICATION OF LEGAL NOTICES	1,810	1,810	-	936	-	874
434100 WORKER'S COMPENSATION	176,927	176,927	-	40,258	-	136,669
434200 PACKAGE	275,575	275,575	(496)	79,683	-	195,892
434201 EXCESS LIABILITY	11,802	11,802	-	10,010	-	1,792
434202 AUTOMOBILE	22,342	22,342	-	10,748	-	11,594
434500 OFFICIAL BONDS	1,140	1,140	-	975	-	165
434501 PUBLIC OFFICIALS & EE LIAB	18,243	18,243	-	-	-	18,243
434502 BROKERAGE FEE	20,500	30,500	-	20,000	10,000	500
435100 ELECTRICITY	1,300,000	1,372,228	77,509	378,874	788,168	205,187
435200 NATURAL GAS	190,000	201,640	8,865	70,670	50,970	80,000
435300 HEAT/STEAM	408,194	431,974	20,487	130,061	243,719	58,194
435400 WATER	87,574	90,200	4,472	19,846	63,019	7,335
435401 COOLING/CHILLED WATER	564,737	586,064	33,616	119,578	431,748	34,737
435500 STORMWATER	28,512	28,512	56	12,005	12,230	4,277
435900 SEWAGE	100,725	102,747	3,932	18,651	79,773	4,323
436100 REP & MAINT-STRUCTURE	748,606	926,990	41,019	341,235	315,664	270,091
436101 ELECTRICAL	487,437	509,422	51,811	128,114	194,729	186,579
436102 PLUMBING	102,000	104,263	9,189	30,809	38,607	34,847
436103 PEST SERVICES	35,700	40,760	1,208	8,069	20,991	11,700
436104 ELEVATOR SERVICES	165,000	194,720	5,821	62,497	65,654	66,570
436110 CLEANING SERVICES	1,370,000	1,451,974	74,370	358,984	256,952	836,039

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
436200 REP & MAINT-EQUIPMENT	221,340	234,492	1,121	17,458	71,549	145,485
436201 REP & MAINT-HEATING & AIR	523,974	606,571	17,993	96,303	102,329	407,939
436202 REP & MAINT -AUTO	64,260	71,988	1,741	10,076	8,347	53,565
436203 REP & MAINT-COMPUTERS	401,420	521,420	7,116	99,625	238,701	183,094
437200 EQUIPMENT RENTAL	87,869	87,869	3,970	24,603	23,820	39,446
437300 REAL ESTATE RENTAL	343,575	343,575	48,108	125,115	17,500	200,960
439100 CLAIMS, AWARDS, INDEMNITIES	25,750	25,750	-	-	-	25,750
439600 TRASH REMOVAL	80,000	84,793	5,727	28,045	41,248	15,500
439601 SNOW REMOVAL	419,910	419,910	-	156,250	95,250	168,410
439602 LAWN & LANDSCAPING	343,082	355,162	26,498	62,949	178,350	113,863
439800 DUES & MEMBERSHIPS	58,880	60,195	2,361	21,886	-	38,309
439901 COMPUTER SERVICES	566,634	458,696	8,665	46,199	21,295	391,202
439902 PAYROLL SERVICES	145,000	145,000	8,805	48,754	-	96,246
439903 SECURITY SERVICES	1,255,543	1,080,808	144,346	328,556	384,542	367,710
439904 BANK FEES/CREDIT CARD FEES	68,289	68,289	6,005	28,751	-	39,538
439905 OTHER CONTRACTUAL SERVICES	687,476	732,895	38,241	201,057	221,939	309,898
439906 RECRUITMENT EXPENSES	44,000	44,000	-	10,075	21,000	12,925
439907 EVENTS & PR	77,200	97,515	9,000	45,050	11,375	41,090
439910 PROGRAMMING	77,950	77,950	1,777	7,922	12,390	57,638
439911 PROGRAMMING-JUV.	150,750	153,800	5,274	22,111	21,951	109,738
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	-	-	-	25,000
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	-	-	5,000
439930 MATERIALS CONTRACTUAL	3,260,296	3,284,896	185,166	995,528	-	2,289,368
451100 AUDIT FEES	15,000	30,000	-	-	15,000	15,000
452002 TRANSFERS IN/OUT	250,000	250,000	-	-	-	250,000
OTHER SERVICES AND CHARGES TOTAL	16,587,199	17,730,419	1,018,737	4,865,631	4,445,709	8,419,079
CAPITAL						
445100 CAPITAL - FURNITURE	50,000	61,762	-	17,201	11,762	32,799
445301 COMPUTER EQUIPMENT	200,000	200,000	-	-	-	200,000
449000 BOOKS & MATERIALS	3,002,000	3,008,571	194,585	761,271	-	2,247,300
449200 ART & EXHIBITS	-	19,500	-	-	19,500	-
CAPITAL Total	3,252,000	3,289,833	194,585	778,472	31,262	2,480,099
EXPENSE Total	52,306,077	53,924,331	3,531,375	17,655,884	4,677,911	31,590,536

**Indianapolis-Marion County Public Library
Cashflow Projections - Operating Fund
January 1 - December 31, 2022**

	Actual January	Actual February	Actual March	Actual April	Actual May	Projected June	Projected July	Projected August	Projected September	Projected October	Projected November	Projected December	Projected Y-T-D	Revised Budget	Variance	
Beginning Balance	\$ 36,055,821	\$ 33,774,506	\$ 31,323,579	\$ 27,717,750	\$ 24,841,371	\$ 24,517,763	\$ 39,966,647	\$ 36,372,516	\$ 32,922,925	\$ 28,050,250	\$ 25,983,510	\$ 24,689,763	\$ 36,055,821	\$ 36,055,821		
Receipts:																
PROPERTY TAX	311000	-	-	1,076,000	2,248,000	17,228,220	-	-	-	1,574,402	2,361,603	14,871,819	39,360,044	39,360,044	-	
E-RATE REVENUE	332200	13,151	13,151	13,151	13,151	50,163	12,014	29,958	15,707	10,960	40,640	10,958	236,153	240,000	(3,847)	
FINANCIAL INSTITUTION TAX REV	335100	-	-	-	-	114,497	-	-	-	-	-	-	204,510	319,007	-	
LICENSE EXCISE TAX REVENUE	335200	-	-	-	-	1,540,334	-	-	-	-	-	1,449,444	2,989,778	2,989,778	-	
LOCAL OPTION INCOME TAX	335400	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	3,854,582	3,854,584	(2)	
COUNTY OPTION INCOME TAX	335500	41,536	41,536	41,536	41,536	75,335	40,021	40,021	40,021	40,021	40,021	40,021	521,630	498,398	23,232	
COMMERCIAL VEHICLE TAX REVENUE	335700	-	-	-	-	147,435	-	-	-	-	-	-	147,435	294,870	-	
IN LIEU OF PROP. TAX	339000	-	-	-	-	8,992	-	-	-	-	-	-	12,246	21,238	-	
COPY MACHINE REVENUE	347600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
PUBLIC PRINTING REVENUE	347601	19,917	22,043	28,862	28,819	24,908	23,328	25,523	25,845	26,517	23,048	22,048	21,013	291,871	280,000	11,871
FAX TRANSMISSION REVENUE	347602	8,047	7,808	9,998	8,462	7,252	7,066	6,845	7,494	6,645	5,666	5,768	5,721	86,772	74,468	12,304
PROCTORING EXAMS	347603	28	109	85	100	50	619	802	118	481	203	190	225	3,009	4,130	(1,121)
PLAC CARD DISTRIBUTION REVENUE	347604	-	-	-	-	-	55,000	-	-	-	-	-	-	55,000	-	
USAGE FEE REVENUE	347605	-	20	5,134	2,202	2,217	15	5	1,109	2	-	-	1,354	12,061	2,500	9,561
SET-UP & SERVICE - TAXABLE	347606	-	150	692	2,488	3,525	2,235	6,044	570	4,789	5,148	342	1,710	27,694	21,295	6,399
SET-UP & SERVICE - NON-TAXABLE	347607	-	975	630	4,670	3,750	1,198	2,567	856	3,047	3,080	3,080	2,311	26,163	17,167	8,996
SECURITY SERVICES REVENUE	347608	-	360	750	2,880	2,220	3,329	8,490	2,664	4,162	5,161	3,329	5,383	38,728	33,183	5,545
EVENT SECURITY	347609	-	27	240	924	1,320	-	-	-	-	-	-	-	2,511	-	2,511
PARKING REVENUE	347610	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
CAFE REVENUE	347620	611	524	575	-	-	835	1,464	2,009	2,011	1,957	2,203	2,027	14,216	16,325	(2,109)
CATERING REVENUE	347621	2,123	-	-	3,363	545	5,684	8,322	3,791	5,000	4,268	6,000	18,000	57,096	78,840	(21,744)
FINES	351200	8,406	7,856	11,813	12,918	8,347	12,867	10,763	11,724	11,293	8,850	8,101	8,319	121,255	115,622	5,633
OTHER CARD REVENUE	351201	325	325	130	195	195	139	85	85	174	243	139	2,172	1,385	787	
HEADSET REVENUE	351202	242	206	224	239	265	716	855	660	721	779	597	6,128	6,795	(667)	
USB REVENUE	351203	231	178	430	369	224	415	411	623	532	376	368	399	4,557	5,332	(775)
LIBRARY TOTES	351204	87	118	148	97	107	383	157	107	197	164	157	139	1,909	1,867	42
MISCELLANEOUS REVENUE	360000	126	105	135	361	122	6	15	3,269	44	462	129	-	4,774	5,434	(660)
REVENUE ADJUSTMENT	360001	-	-	-	-	177	-	-	-	-	-	-	-	177	-	177
INTEREST INCOME	361000	2,907	2,805	3,799	4,438	7,459	6,150	5,163	5,154	5,006	5,186	4,997	5,210	58,273	69,610	(11,337)
FACILITY RTL REV - TAXABLE	362000	8,964	13,118	12,650	8,129	14,638	-	47,830	20,498	28,185	20,498	32,934	2,938	210,382	152,884	57,498
FACILITY RENTAL REV - NONTAX	362001	1	1,629	-	3,080	630	-	-	7,489	2,799	15,226	8,679	7,889	47,422	43,499	3,923
EQUIPMENT RENTAL REV - TAXABLE	362002	-	300	450	1,710	2,850	1,809	4,761	-	5,714	5,095	1,587	1,905	26,180	21,505	4,675
EQUIPMENT RENTAL REV - NONTAX	362003	-	150	-	600	-	-	-	-	-	-	-	-	750	2,801	(2,051)
FOUNDATION CONTRIBUTION	367000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
OTHER GRANTS	367004	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000	225,000	
TRANSFER IN	391000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
SALE OF SURPLUS PROPERTY	392100	-	-	-	-	-	-	-	-	-	-	-	-	-	3,787	(3,787)
REFUNDS	396000	-	-	-	26,665	34,082	-	-	-	-	-	-	-	60,747	5,000	55,747
REIMBURSEMENT FOR SERVICES	399000	200	26,606	242	-	-	35,000	61,250	-	1,148	40,106	805	15,072	180,429	175,000	5,429
INSURANCE REIMBURSEMENTS	399001	-	-	175	-	-	-	-	-	-	-	-	175	-	175	
Total Receipts	428,118	461,312	453,062	1,564,612	2,772,582	19,607,671	564,656	709,196	486,428	2,092,047	2,865,039	17,158,027	49,162,751	48,996,348	166,405	
Expenditures:																
PERSONAL SERVICES & BENEFITS	41	2,120,679	1,609,960	2,588,848	3,177,617	2,202,652	2,400,631	2,400,631	2,400,631	3,600,946	2,400,631	2,400,631	2,400,631	29,704,486	31,208,200	1,503,714
SUPPLIES	42	46,464	38,560	93,234	18,365	115,401	104,890	104,890	104,890	104,890	104,890	104,890	104,890	1,046,254	1,258,678	212,424
OTHER SERVICES AND CHARGES (LIRF TRANSFER BELOW)	43	732,822	833,039	1,380,448	900,584	1,018,737	1,382,267	1,382,267	1,382,267	1,382,267	1,382,267	1,382,267	1,382,267	14,541,497	16,337,199	1,795,702
LIBRARY MATERIALS CAPITAL OUTLAY	44	5,601	140,249	218,059	219,977	194,585	271,000	271,000	271,000	271,000	271,000	271,000	847,528	3,252,000	-	
Total Expenditures	2,905,566	2,621,807	4,280,590	4,316,544	3,531,375	4,158,787	4,158,787	4,158,787	5,359,103	4,158,787	4,158,787	4,735,315	48,544,237	52,056,077	3,511,840	
Change in Payables/Petty Cash/Correction* Transfer Out (LIRF FUND)	196,133	(290,432)	221,699	(124,447)	435,186							250,000	438,139	250,000	250,000	-
Ending Balance	\$ 33,774,506	\$ 31,323,579	\$ 27,717,750	\$ 24,841,371	\$ 24,517,763	\$ 39,966,647	\$ 36,372,516	\$ 32,922,925	\$ 28,050,250	\$ 25,983,510	\$ 24,689,763	\$ 36,862,474	\$ 36,862,474	\$ 32,746,092		

**Indianapolis-Marion County Public Library
Receipts & Disbursements
Month Ended May 31, 2022**

FUND	CASH AND INVESTMENTS 4/30/2022	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 5/31/2022
101 Total Operating	24,841,371	2,772,582	3,096,189	24,517,763
104 Total Fines	(80)	46,636	46,640	(84)
226 Total Parking Garage	668,283	6,036	665	673,653
230 Total Grant	533,498	59,586	26,947	566,138
245 Total Rainy Day	7,694,523	1,873	-	7,696,396
270 Total Shared System	248,634	13,171	6,454	255,351
276 Total Cares Grant Fund	-	-	-	-
277 Total ARP Grant	-	-	-	-
301 Total BIRF 1	(1,212,429)	339	-	(1,212,090)
321 Total BIRF 2	655,770	-	-	655,770
471 Total Library Improvement Reserve Fund	2,434,712	1,142	-	2,435,855
472 Total Construction	-	-	-	-
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	1,137,954	-	1,966	1,135,987
480 Total 2018 BBond - West Perry Branch	180,410	-	-	180,410
481 Total 2019 Bond - LAW WAY Renovation	10,909	-	-	10,909
482 Total 2020 Bond - Fac Renov Equip Acq	3,230,602	-	4,811	3,225,790
483 Total 2021A Bond Glendale BR	13,622,535	573	469,103	13,154,005
484 Total 2021B Bond FT Harrison BR	13,008,983	573	896,501	12,113,055
485 Total 2021C Bond Energy Cons	5,418,059	-	-	5,418,059
701 Total Self-Insurance Fund	-	-	-	-
800 Total Gift	2,419,748	239,200	122,889	2,536,060
806 Total Payroll Liabilities	102,125	101,912	80,701	123,335
812 Total Foundation Agency Fund	568	575	568	575
813 Total Staff Association Agency Fund	31	-	-	31
814 Total Sales Tax Agency Fund	1,075	1,922	1,260	1,737
815 Total PLAC Card Revenue Agency Fund	6,017	4,615	-	10,632
Grand Total	75,003,297	3,250,733	4,754,695	73,499,336

**Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
Month Ended May 31, 2022**

Chase Savings Account		
	Balance May 31, 2022	Interest Earned May 31, 2022
Operating Fund	\$ 7,003,539	\$ 335
Grant Fund	\$ 193,395	\$ -
Parking Garage	\$ 409,301	\$ 20
Bond & Interest Redemption Fd	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 13,386	\$ -
Rainy Day Fund	\$ 404,819	\$ 19
Gift Fund	\$ 104	\$ 9
2021A Bond (Glendale)	\$ 12,001,037	\$ 573
2021B Bond (Fort Harrison)	\$ 12,001,004	\$ 573
Total Chase Savings Account	\$ 32,026,584	\$ 1,529

The average savings account rate for May was 0.06%

Previous Month's Chase Savings Account Activity		
	Balance April 30, 2022	Interest Earned April 30, 2022
Operating Fund	\$ 7,003,204	\$ 57
Grant Fund	\$ 193,395	\$ -
Parking Garage	\$ 409,282	\$ 3
Bond & Interest Redemption Fd	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 13,386	\$ -
Rainy Day Fund	\$ 404,800	\$ 3
Gift Fund	\$ 94	\$ 2
2021A Bond (Glendale)	\$ 12,000,464	\$ 112
2021B Bond (Fort Harrison)	\$ 12,000,431	\$ 105
Total Chase Savings Account	\$ 32,025,055	\$ 282

The average savings account rate for April was 0.01%

Fifth Third Bank Investment Account		
	Balance May 31, 2022	Interest Earned May 31, 2022
Library Improvement Reserve Fd	\$ 2,234,430	\$ 1,142
Rainy Day Fund	\$ 3,467,429	\$ 1,773
Total Fifth Third Bank	\$ 5,701,859	\$ 2,915

The average investment account rate for May was 0.61%

Previous Month's Fifth Third Bank Investment Account		
	Balance April 30, 2022	Interest Earned April 30, 2022
Library Improvement Reserve Fd	\$ 2,233,287	\$ 881
Rainy Day Fund	\$ 3,465,657	\$ 1,367
Total Fifth Third Bank	\$ 5,698,944	\$ 2,247

The average investment account rate for April was 0.47%

Hoosier Fund Account Income		
	Balance May 31, 2022	Interest Earned May 31, 2022
Operating Fund	\$ 8,701,227	\$ 4,006
Rainy Day Fund	\$ 180,220	\$ 81
2017A Brightwood Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ 162,846	\$ -
2018A Multi-Project Fund	\$ 751,796	\$ -
Bond & Interest Redemption Fd	\$ 29,419	\$ 339
2019 Lawrence/Wayne Project Fund	\$ -	\$ -
Total Hoosier Fund Account	\$ 9,825,508	\$ 4,426

The average Hoosier Fund account rate for May was 0.53%

Previous Month's Hoosier Fund Account Income		
	Balance April 30, 2022	Interest Earned April 30, 2022
Operating Fund	\$ 8,697,221	\$ 2,556
Rainy Day Fund	\$ 180,139	\$ 52
2017A Brightwood Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ 162,846	\$ -
2018A Multi-Project Fund	\$ 751,796	\$ -
Bond & Interest Redemption Fd	\$ 29,081	\$ 216
2019 Lawrence/Wayne Project Fund	\$ -	\$ -
Total Hoosier Fund Account	\$ 9,821,082	\$ 2,824

The average Hoosier Fund account rate for April was 0.35%

TrustIndiana		
	Balance May 31, 2022	Interest Earned May 31, 2022
Operating Fund	\$ 6,806,761	\$ 3,113
2015 RFID Project Fund	\$ -	\$ -
2017A Brightwood Project Fund	\$ -	\$ -
2017B Eagle Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 450,251	\$ -
Total TrustIndiana Account	\$ 7,347,909	\$ 3,113

The average TrustIndiana account rate for May was 0.50%

Previous Month's TrustIndiana		
	Balance April 30, 2022	Interest Earned April 30, 2022
Operating Fund	\$ 6,803,647	\$ 1,820
2015 RFID Project Fund	\$ -	\$ -
2017A Brightwood Project Fund	\$ -	\$ -
2017B Eagle Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 450,251	\$ -
Total TrustIndiana Account	\$ 7,344,796	\$ 1,820

The average TrustIndiana account rate for April was 0.30%

U. S. Bank		
	Balance May 31, 2022	Interest Earned May 31, 2022
Operating Fund	\$ 1,053,391	\$ 4
Total U. S. Bank	\$ 1,053,391	\$ 4

The average U. S. Bank account rate for May was 0.005%

Previous Month's U.S. Bank		
	Balance April 30, 2022	Interest Earned April 30, 2022
Operating Fund	\$ 1,053,386	\$ 5
Total U. S. Bank	\$ 1,053,386	\$ 5

The average U. S. Bank account rate for April was 0.005%

Indianapolis-Marion County Public Library
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
Month Ended May 31, 2022

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	14,757,882	14,757,882	-	-	-	14,757,882
Property Taxes Total	14,757,882	14,757,882	-	-	-	14,757,882
Intergovernmental						
335100 FINANCIAL INSTITUTION T	92,051	92,051	-	-	-	92,051
335200 LICENSE EXCISE TAX REVE	891,429	891,429	-	-	-	891,429
335700 COMMERCIAL VEHICLE TAX	85,087	85,087	-	-	-	85,087
339000 IN LIEU OF PROP. TAX	7,594	7,594	-	-	-	7,594
Intergovernmental Total	1,076,161	1,076,161	-	-	-	1,076,161
Miscellaneous						
361000 INTEREST INCOME	-	-	339	1,119	-	(1,119)
Miscellaneous Total	-	-	339	1,119	-	(1,119)
REVENUES Total	15,834,043	15,834,043	339	1,119	-	15,832,924
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	14,750	14,750	-	1,500	-	13,250
438100 PRINCIPAL	14,480,000	14,480,000	-	3,535,000	-	10,945,000
438200 INTEREST	2,037,991	2,037,991	-	57,603	-	1,980,388
Other Services and Charges Total	16,532,741	16,532,741	-	3,594,103	-	12,938,638
EXPENSES Total	16,532,741	16,532,741	-	3,594,103	-	12,938,638

Indianapolis-Marion County Public Library
Fund 245 - Rainy Day Fund - Detailed Income Statement
Month Ended May 31, 2022

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	-	-	1,873	5,904	-	(5,904)
MISCELLANEOUS Total	-	-	1,873	5,904	-	(5,904)
OTHER FINANCING SRCS						
399000 REIMBURSEMENT FOR SERVICES	-	-	-	2,383,417	-	(2,383,417)
OTHER FINANCING SRCS Total	-	-	-	2,383,417	-	(2,383,417)
REVENUE Total	-	-	1,873	2,389,321	-	(2,389,321)
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	100,000	100,000	-	-	-	100,000
431200 ENGINEERING & ARCHITECTURAL	400,000	441,568	-	-	41,568	400,000
431500 CONSULTING SERVICES	-	23,276	-	-	23,276	-
438400 ISSUANCE COSTS	-	-	-	225	-	(225)
OTHER SERVICES AND CHARGES TOTAL	500,000	564,844	-	225	64,844	499,775
CAPITAL						
441000 LAND	1,000,000	1,000,000	-	-	-	1,000,000
443500 BUILDING	1,500,000	1,500,000	-	-	-	1,500,000
CAPITAL Total	2,500,000	2,500,000	-	-	-	2,500,000
EXPENSE Total	3,000,000	3,064,844	-	225	64,844	2,999,775

Indianapolis-Marion County Public Library
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
Month Ended May 31, 2022

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	-	-	1,142	3,611	-	(3,611)
MISCELLANEOUS Total	-	-	1,142	3,611	-	(3,611)
REVENUE Total	-	-	1,142	3,611	-	(3,611)
EXPENSE						
CAPITAL						
444501 COMPUTER SOFTWARE	250,000	250,000	-	-	-	250,000
CAPITAL Total	250,000	250,000	-	-	-	250,000
EXPENSE Total	250,000	250,000	-	-	-	250,000

Indianapolis-Marion County Public Library
Fund 226 - Parking Garage - Detailed Income Statement
Month Ended May 31, 2022

	Original Budget	Revised Budget	MTD	YTD	P. O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	120,000	120,000	3,875	45,127	-	74,873
347611 EVENTS PARKING	8,000	8,000	2,125	4,000	-	4,000
CHARGES FOR SERVICES Total	128,000	128,000	6,000	49,127	-	78,873
MISCELLANEOUS						
360001 REVENUE ADJUSTMENT	-	-	16	67	-	(67)
361000 INTEREST INCOME	100	100	20	33	-	67
MISCELLANEOUS Total	100	100	36	100	-	0
REVENUE Total	128,100	128,100	6,036	49,227	-	78,873
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	3,500	3,500	-	78	-	3,422
421500 OFFICE SUPPLIES - FAC/PURCH	3,000	3,000	-	880	-	2,120
422310 CLEANING & SANITATION	100	100	-	-	-	100
SUPPLIES Total	6,600	6,600	-	958	-	5,642
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	2,500	2,500	-	-	-	2,500
431500 CONSULTING SERVICES	5,000	7,915	-	-	2,915	5,000
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	-	4,000	-	8,000
432200 POSTAGE	100	100	-	-	-	100
432400 DATA COMMUNICATIONS	5,000	5,000	20	491	-	4,509
434201 EXCESS LIABILITY	5,000	5,000	-	2,970	-	2,030
436100 REP & MAINT-STRUCTURE	457,500	457,500	-	-	-	457,500
436110 CLEANING SERVICES	5,000	5,000	-	2,508	-	2,492
436200 REP & MAINT-EQUIPMENT	4,000	4,000	-	-	-	4,000
436201 REP & MAINT-HEATING & AIR	12,500	12,500	-	-	-	12,500
439904 BANK FEES/CREDIT CARD FEES	3,500	3,500	646	2,141	-	1,359
439905 OTHER CONTRACTUAL SERVICES	10,000	10,000	-	9,765	-	235
OTHER SERVICES AND CHARGES TOTAL	522,100	525,015	665	21,876	2,915	500,224
CAPITAL						
445300 CAPITAL - EQUIPMENT	10,000	10,000	-	-	-	10,000
CAPITAL Total	10,000	10,000	-	-	-	10,000
EXPENSE Total	538,700	541,615	665	22,834	2,915	515,866

Indianapolis-Marion County Public Library
Fund 270 - Shared System - Detailed Income Statement
Month Ended May 31, 2022

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347640 SHARED SYSTEM REVENUE	-	-	13,171	90,820	-	(90,820)
CHARGES FOR SERVICES Total	-	-	13,171	90,820	-	(90,820)
REVENUE Total	-	-	13,171	90,820	-	(90,820)
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	64,200	64,200	5,034	27,475	-	36,725
413100 FICA AND MEDICARE	4,911	4,911	352	1,923	-	2,989
413300 PERF/INPRS	9,116	9,116	1,069	3,901	-	5,215
PERSONAL SERVICES Total	78,228	78,228	6,454	33,299	-	44,929
SUPPLIES						
421600 LIBRARY SUPPLIES	5,000	5,000	-	121	-	4,879
SUPPLIES Total	5,000	5,000	-	121	-	4,879
OTHER SERVICES AND CHARGES						
431500 CONSULTING SERVICES	5,000	5,000	-	-	-	5,000
432300 TRAVEL	1,500	1,500	-	-	-	1,500
432501 IN HOUSE CONFERENCE	250	250	-	-	-	250
439901 COMPUTER SERVICES	916	916	-	-	-	916
439907 EVENTS & PR	500	500	-	-	-	500
439909 REIMBURSEMENT FOR SERVI	75,000	75,000	-	-	-	75,000
439930 MATERIALS CONTRACTUAL	14,000	14,000	-	1,544	-	12,456
OTHER SERVICES AND CHARGES TOTAL	92,166	92,166	-	1,544	-	90,622
EXPENSE Total	175,394	175,394	6,454	34,964	-	140,430

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended May 31, 2022

	MTD	YTD
REVENUE		
MISCELLANEOUS		
334700 GRANTS - LSTA	-	-
334720 GRANTS - STATE	-	8,855
334752 GRANTS - IMLS FEDERAL FUNDED	20,000	20,000
360000 MISCELLANEOUS REVENUE	-	-
360001 REVENUE ADJUSTMENT	-	-
361000 INTEREST INCOME	9	16
367000 FOUNDATION CONTRIBUTION	239,200	917,248
367002 FOUNDATIONS - DESIGNATED GIFTS	-	-
367004 OTHER GRANTS	39,577	139,020
396000 REFUNDS	-	-
399000 REIMBURSEMENT FOR SERVICES	-	-
MISCELLANEOUS Total	298,786	1,085,139
REVENUE Total	298,786	1,085,139
EXPENSE		
00005012 - AQUARIUM MAINTENANCE MULTI-BRANCH	-	2,901
00015007 - CBLC CENTER FOR BLACK LIT & CULTURE	3,409	80,376
00035001 - GLENDALE UNRESTRICTED GIFT	327	433
00045001 - IRVINGTON UNRESTRICTED GIFT	-	1,888
00055001 - RIGHTWOOD UNRESTRICTED GIFT	563	563
00065001 - DECATUR UNRESTRICTED GIFT	45	200
00075001 - EAGLE UNRESTRICTED GIFT	-	96
00095001 - E. WASHINGTON UNRESTRICTED GIFT	71	1,221
00125001 - HAUGHVILLE UNRESTRICTED GIFT	353	1,137
00135001 - LAWRENCE UNRESTRICTED GIFTS	96	568
00145001 - NORA UNRESTRICTED GIFTS	100	200
00165001 - GARFIELD PARK UNRESTRICTED GIFTS	29	29
00195001 - WAYNE UNRESTRICTED GIFTS	8	302
00215001 - FRANKLIN RD UNRESTRICTED GIFTS	75	75
00255001 - OUTREACH UNRESTRICTED GIFT FUND	-	65
00285001 - BEECH GROVE UNRESTRICTED GIFTS	2,239	2,239
00295001 - W. PERRY UNRESTRICTED GIFTS	-	14
00405001 - CEO UNRESTRICTED GIFTS	841	11,364
00405010 - DIGITAL ENCYCLOPEDIA OF INDPLS DEOI	-	112,717
00425002 - LIBRARY MATERIALS MEMORIAL FUND	-	71
00425010 - LILLY CITY DIGITIZATION	24,079	62,114
18055010 - GROW WITH GOOGLE	3,574	8,886
20005030 - VOX BOOKS	-	40
20125011 - HVL DEVICE LENDING EXPANSION	-	2,127
20245014 - ASPIRE FELLOWSHIP INFOZONE	-	709
20425012 - CATALOGING & PROCESSING EITELJORG	90	2,238
20425017 - AXIS 360 HIGH SCHOOL EBOOKS	-	4,926
20425018 - AXIS 360 COVID EXPANSION EBOOKS	81	22,256
21002041 - TEEN ADVISORY GROUP	-	23
21005026 - TEEN ZONE WRN IRV PIK	-	1,579

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended May 31, 2022

	MTD	YTD
21005029 - INDYPL SEED LIBRARY	-	621
21005034 - LGBTQ+ COMPETENCY TRAINING WITH IND	-	900
21005036 - PRESCHOOL PACKAGED PROGRAMS	-	505
21005037 - CONCERT SERIES	-	300
21005039 - ON THE ROAD TO READING R2R	-	6,962
21005040 - HOMESCHOOL CAP 2021 BIPOC COLLECTIO	-	423
21005041 - INCENTIVES FOR STAFF PARTICIPATION	-	2,500
21015016 - SIMPLE AND AFFORDABLE PLANT BASED C	-	243
21015038 - POP UP COMPUTER LAB CEN/E38	-	3,617
21015039 - CODING AND TECHNOLOGY FOR ADULTS CE	233	2,069
21045041 - CENTRAL AUTHOR ENGRAVINGS	-	8,269
21085022 - GRAB AND GO CRAFTS E38	-	174
21085023 - ROBLOX CODING AT E38	2,400	2,400
21135010 - ADULT BOOK DISCUSSIONS - LAW	-	457
21135011 - CULTURE HISTORY AND SOCIETY LAW	-	3
21245013 - POCKET PARK STORYWALK TCM	-	1,098
21305010 - IPS AND CHARTER SCHOOL LIBRARY CARD	77	4,958
21425011 - INDYPL HISTORIC DOCUMENT DIGITIZATI	-	350
21425014 - GENERAL DIGITIZATION 2021	-	2,158
21425021 - BRANCHES MAGAZINE DIGITIZATION PROJ	-	900
21425022 - LSTA HERRON MORTON NEIGHBORH'D ASOC	-	318
21425023 - MINDTRUST HIGH SCHOOL EBOOKS	822	5,817
21445011 - EMERGENCY CONNECTIVITY FUNDING -ECF	-	56,080
21455012 - WORLD LANGUAGE COMPUTER CLASS 2021	7,650	7,650
21455014 - CAREER CENTER	5,518	5,518
21455018 - FIT LIT BOOK DISCUSSION AND LECTURE	-	387
21455028 - TEEN COMMUNITY BOOK CLUBS	-	3,052
21455033 - ADULTING 101	3,350	3,350
21455034 - INTERNATIONAL FESTIVALS AND CELEBRA	7,751	7,751
21455039 - SUMMER WORKSHOPS	-	(205)
21455040 - AUTHOR VISITS FOR FAMILIES PDA	4,650	4,650
21455041 - A PLACE TO CALL HOME PODCAST	-	1,500
21455042 - CONVERSATION CIRCLES	-	1,100
21455043 - 1000 BOOKS BY KINDERGARTEN R2R	-	1,122
21455044 - LSTA POP UP TECH LABS	-	5,875
22005013 - SUMMER READING PROGRAM	34,147	36,154
22005029 - INDYPL SEED LIBRARY 2022	710	1,548
22005034 - LGBTQ+ COMPETENCY TRAINING W IYG	-	300
22005036 - PRESCHOOL PACKAGED PROGRAMS R2R	4,348	10,394
22005037 - CONCERT SERIES	3,000	6,950
22015011 - NONPROFIT WORKSHOPS	1,530	1,530
22015016 - SIMPLE AND AFFORDABLE PLANT-BASED C	-	500
22135011 - CULTURE HISTORY & SOCIETY	125	250
22165013 - DISCOVERY ARTS SERIES GPK	-	250
22225018 - TEEN AFTERNOONS AT WRN	10	10
22295010 - TEEN TUESDAYS AT WEST PERRY	19	19
22295011 - HEALTH AND WELLNESS AT WPR	200	300
22425014 - 2022 GENERAL DIGITIZATION	1,768	1,768

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended May 31, 2022

	MTD	YTD
22455010 - MEET THE ARTIST XXXIV #BLKLIVESMATT	707	36,547
22455028 - TEEN COMMUNITY BOOK CLUBS	209	248
22455035 - YA AUTHOR VISITS PUB	2,526	4,526
22455042 - CONVERSATION CIRCLES 2022	100	1,500
22455045 - PATHWAYS TO LITERACY	560	2,285
22455046 - SPANISH BOOK CLUB	150	300
22455047 - INTERNATIONAL FESTIVALS & CELEBRATI	900	4,300
22455048 - READING READY TIME	225	3,940
22455051 - HOTSPOT FILTERING SOFTWARE	-	330
22455052 - ADULT SUMMER READING PROGRAM	1,260	1,365
22455053 - EARLY CHILDHOOD EDUCATORS WORKSHOP	-	474
22455055 - REACH OUT AND READ - ROAR	13,156	13,187
22455056 - BILINGUAL STORYTIME PDA	1,200	1,875
EXPENSE Total	135,281	595,078

**Indianapolis-Marion County Public Library
Summary of Construction Fund Cash Balances
Month Ended May 31, 2022**

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 479 - Restricted - Multiple Projects	1,135,987.24
Fund 480 - Restricted - West Perry Project	180,409.56
Fund 481 - Restricted - Lawrence/ Wayne Projects	10,908.62
Fund 482 - Restricted - Multiple Projects 2	3,225,790.24
Fund 483 - Restricted - Glendale Project	13,098,613.48
Fund 484 - Restricted - Fort Harrison Project	11,980,327.66
Fund 485 - Restricted - Multiple Projects 3	5,418,058.68
Total Construction Fund Cash Balances	<u>35,050,095.48</u>

Construction Fund Classification Breakdown

Fund 479 - Restricted - Multiple Projects	1,135,987.24
Fund 480 - Restricted - West Perry Project	180,409.56
Fund 481 - Restricted - Lawrence/ Wayne Projects	10,908.62
Fund 482 - Restricted - Multiple Projects 2	3,225,790.24
Fund 483 - Restricted - Glendale Project	13,098,613.48
Fund 484 - Restricted - Fort Harrison Project	11,980,327.66
Fund 485 - Restricted - Multiple Projects 3	5,418,058.68
Total Construction Fund Breakdown	<u>35,050,095.48</u>

Summary of Classifications

Total Restricted	35,050,095.48
Total Assigned	0.00
TOTAL OF ALL CLASSIFICATIONS	<u>35,050,095.48</u>

Summary of Project Activity

<u>PROJECT</u>	<u>* ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>OPEN P.O.</u>	<u>UNEXPENDED</u>
* Fund 479 - Restricted - Multiple Projects	5,000,000.00	1,966.40	5,191.63	3,864,012.76	175,947.34	960,039.90
* Fund 480 - Restricted - West Perry Project	9,600,000.00	0.00	131,338.91	9,419,590.44	116,810.24	63,599.32
* Fund 481 - Restricted - Lawrence/ Wayne Projects	3,183,628.84	0.00	548.34	3,172,720.22	0.00	10,908.62
* Fund 482 - Restricted - Multiple Projects II	5,349,512.62	4,811.69	140,993.33	2,123,722.38	235,920.56	2,989,869.68
Fund 483 - Restricted - Glendale Project	15,557,542.03	524,493.88	2,278,792.04	2,399,965.19	11,076,706.41	2,080,870.43
Fund 484 - Restricted - Fort Harrison Project	14,357,506.70	994,443.87	2,097,613.91	2,318,183.01	10,030,833.04	2,008,490.65
Fund 485 - Restricted - Multiple Projects 3	5,574,116.45	0.00	100,188.00	156,057.77	111,129.00	5,306,929.68
Total Expenditures	<u>58,622,306.64</u>	<u>1,525,715.84</u>	<u>4,754,666.16</u>	<u>23,454,251.77</u>	<u>21,747,346.59</u>	<u>13,420,708.28</u>

	<u>ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>BUDGET BALANCE</u>
Appropriated Interest Earnings - Fund 480	189,043.46	0.00	0.00	189,043.46	0.00
Appropriated Interest Earnings - Fund 481	9,917.50	0.00	0.00	9,917.50	0.00
Appropriated Interest Earnings - Fund 483	60,000.00	572.78	1,025.30	1,036.64	58,963.36
Appropriated Interest Earnings - Fund 484	60,000.00	572.78	993.44	1,003.97	58,996.03

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



Board Action Request

5b

To: IMCPL Board **Meeting Date:** June 27, 2022
From: Finance Committee **Approved by the Library Board:**
Effective Date: June 27, 2022

Subject: Logicalis, Inc. Quote for New Phones – Resolution 33-2022

Recommendation: Authorize the approval of Logicalis, Inc. Quote for New Phones For Branches, Central Library and Library Service Center - Resolution 33-2022

Background: There is a need to purchase new phones for all the branches, Central, and LSC due to end-of-life of the current phones and upgrading the current phone system software. The Library acquired the current phones for use throughout the library system over 20 years ago and the expected life for the phones is six to ten years. The Cisco® IP Phone 8841 is a business-class collaboration endpoint that delivers high-fidelity, reliable, secure, and scalable voice communication for small to large enterprise businesses.

- The phone model is: The Cisco® IP Phone 8841 (350 qty) for \$72,012.50
 - The quantity of 350 CP-8841-K9 for \$205.75 x 350 phones equaling to \$72,012.50
- Wall Mount Kit for Cisco IP Phone 8800 Series (5 qty) for \$209.70
 - The quantity of 5 wall mount kits
- Other key features of the Cisco® IP Phone 8841:
 - The Cisco® IP Phone 8841 offers a 5-in. high-resolution (800 x 480) widescreen VGA backlit color display. Localized language support, including right-to-left on-screen text, meets the needs of global users.
 - The phone supports a built-in Gigabit Ethernet switch for your PC connection.
 - Support for Cisco EnergyWise™ technology makes the Cisco® IP Phone 8841 more energy-efficient and ecofriendly
 - The phone is qualified by Energy Star organization.

IndyPL solicited competitive quotes for the new phone and Logicalis, Inc. was the most cost-effective. By acquiring the equipment through Logicalis the Library can take

advantage of the State of Indiana's Quality Purchase Agreement ("QPA") #12921 through them and their authorized business partner Cisco Systems for the acquisition of 350 phones and 5 wall mount kits. QPA's are contracts between the State and vendors in which commodities are supplied to Indiana State agencies including cities, towns and county agencies, to save money on goods and services. QPA's benefit tax payers by enabling the State to aggregate its purchases to achieve bulk pricing. QPA's are awarded via the competitive bid process. Indy PL often takes advantage of the State's QPAs.

Strategic/Fiscal Impact: The purchase of new phones and wall mount kits from Logicalis, Inc. in the amount of \$72,222.20 is accounted for in the 2022 budget and will be funded from the current Operating Fund budget line item – Computer Equipment (10126110 - 445301).

Cisco 8841 Phones
Quotation # 2022-136671v3

Customer Name & Address	Logicalis Account Executive
Peter Pauly Indianapolis Marion County Public Library 2450 N Meridian St Indianapolis, IN 46208-5732 ppauly@indypl.org	Leslie Kern 3815 River Crossing, STE 50 Indianapolis, IN 46240 +1 3178531924 leslie.kern@us.logicalis.com
Bill To Address	Ship to Address
Indianapolis Marion County Public Library PO Box 211 Indianapolis, IN 46206-0211	Indianapolis Marion County Public Library 2450 N Meridian St Indianapolis, IN 46208-5732

Quotation expiration date: June 15, 2022

This Quotation adheres to the pricing requirements of the Indiana Quantity Purchase Agreement #12921 contract.

Item	Qty	Part Number	Description	Unit Price	Extended Price
Products					
1	350	CP-8841-K9=	Cisco IP Phone 8841	\$205.75	\$72,012.50
2	5	CP-8800-WMK=	Wall Mount Kit for Cisco IP Phone 8800 Series	\$41.94	\$209.70
<i>Products Subtotal</i>					\$72,222.20

Grand Total	
Products Subtotal:	\$72,222.20
Grand Total:	\$72,222.20

Terms and Conditions

Terms Applicable to All Sales

In the event Customer chooses to lease the Products and/or Services from a third party leasing company, Customer remains liable for payment to Logicalis for all Products and/or Services purchased until Logicalis receives payment from such leasing company.

All items not specifically included in this document are out of scope.

Prices are valid for 30 days from date of the document unless otherwise stated.

Terms Applicable for Product Sales

1. To the extent applicable, the terms of the Indiana Quantity Purchase Agreement #12921 are incorporated herein by reference. For all other terms not addressed in the previously stated contract, Logicalis Terms of Sale, found on our website at www.us.logicalis.com/tcsales apply and are incorporated herein by reference.
2. Any variation in quantity or requested delivery may result in price changes.
3. Prices are subject to change without notice in the event the Product's manufacturer/distributor changes the price to Logicalis.
4. Shipping and taxes are added at time of invoice. Shipping charges are subject to handling fees for specifying carriers and same day shipments.
5. Logicalis collaborates with the OEM/distributor to schedule delivery to Customer's loading dock; inside delivery is available upon request and may increase the cost of delivery.
6. To the extent this Quotation includes Cisco Cloud Services, the following link shall apply: www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html. "Cisco Cloud Services" shall mean any of the offerings described on the aforementioned link. If Customer does not issue a purchase order to Logicalis or otherwise accept a Logicalis quotation to renew such Cisco Cloud Services, or does not otherwise provide written notice of non-renewal, at least forty-five (45) days prior to the end of the then-current subscription term thereof, then the Cisco Cloud Services shall automatically renew and Customer agrees to pay Logicalis for such renewed subscription term at the rates charged by Logicalis therefor.

Quotation Acceptance

By signing below, the undersigned accepts this offer and confirms that he/she is authorized to purchase these items on behalf of Customer. This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this document. Any reference to a Customer's Purchase Order or P.O. number does not indicate Logicalis' acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By:
Indianapolis Marion County Public Library

Accepted By:
Logicalis, Inc.

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

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Board Resolution

5b

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 33-2022
APPROVAL OF LOGICALIS, INC. QUOTE
June 27, 2022**

WHEREAS, the Indianapolis-Marion County Public Library ("IndyPL") acquired its current phones for branches, Central and the Library Services Centers over 20 years ago and because the phones have extended past their useful life and will not be compatible with updates for the phone system software, are in need of replacement.

WHEREAS, IndyPL solicited competitive quotes new phones and through that process Library Staff has made arrangements to take advantage of the State of Indiana's Quality Purchase Agreement #12921 with vendor Logicalis, Inc. and their authorized business partner Cisco Systems for the purchase of replacement phones and wall mount equipment as provided in the attached quote, and recommends IndyPL award the quote to Logicalis, Inc.

IT IS THEREFORE RESOLVED that the Board of Trustees approves the quote from Logicalis, Inc. for new phones, and authorizes the Interim Chief Executive Officer of the Library to proceed with completing the necessary purchasing documents with Logicalis, Inc. for new phones for a total cost not to exceed \$72,223, and upon such other terms as the Interim Chief Executive Officer deems necessary or advisable based on the recommendations of Library legal counsel.

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

AYE

NAY

ATTEST: _____
Secretary of the Board



Board Action Request

5c

To: IMCPL Board

Meeting Date: June 27, 2022

From: Finance Committee

**Approved by the
Library Board:**

Effective Date: June 27, 2022

Subject: EBSCO Quote- Resolution 34-2022

Recommendation: Authorize the approval of Resolution 34-2022

Background: EBSCO subscription database renewals consist of a suite of database tools used by the public for reader's advisory and home improvement repair and maintenance. These essential tools are used as part the library catalog and reference databases on the library's "Research and Learn" database page.

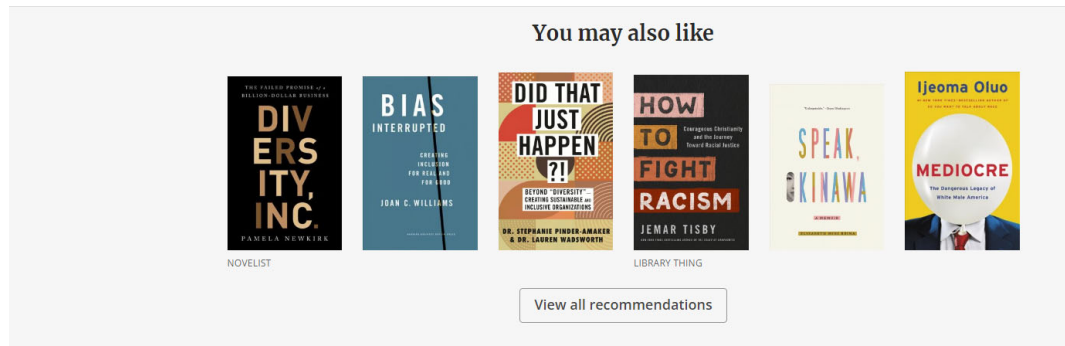
- The *LibraryAware* service provides a monthly *Nextreads* email newsletter service with book recommendations linked to the library catalog. Patrons can sign up from a selection of 30 different categories including mysteries, urban fiction, graphic novels, black literature, biographies, history, home and garden, kids' books, armchair travel, and many more. These newsletters can be found on the "About the Library" page.



The *Novelist* suite of databases and services offers reader's advisory to connect readers with books they prefer. The recommendations are based on "story elements" using researched and vetted appeal terms, themes, genres and subject headings.

- *Novelist Plus* and *Novelist K-8 Plus* provides reading recommendations for all ages, fiction and nonfiction. The recommendations come in the form of read-alike and listen-alike suggestions, series information, reviews, and lists of recommended and award-winning books. These tools are used by librarians, educators and patrons, with a click through view rate of 11,115 views for 2021-2022, a 24% over the previous year.

- *Novelist Select* provides catalog enrichment to make the library catalog searching experience more robust, engaging and Amazon-like. This service adds recommended titles in categories of “You may also like”, “Related Titles” and “Similar Authors” based on story elements, reaching about 4.5 million title recommendations in 2021-2022.



Explore further

Related titles



Similar authors

NOVELIST

[Hutchinson, Y-Vonne](#)

[Chugh, Dolly](#)

- Home Improvement and Small Engine Repair Reference Center are valuable resources offering how-to articles and videos from well-known magazines on a variety of do-it-yourself home improvement and repair projects.

Under terms of the contract, the library will pay EBSCO a total of \$57,118 for the subscription period of August 1, 2022 – July 31, 2023.

Strategic/Fiscal Impact:

Annual EBSCO database cost of \$57,118 will be funded from Operating Funds Materials Contractual (10126120-439930).



Board Resolution

5c

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 34-2022
APPROVAL OF EBSCO QUOTE
June 27, 2022**

WHEREAS, the Indianapolis-Marion County Public Library ("IndyPL") provides online reference tools through its web site and library catalog;

WHEREAS, the EBSCO suite of databases are one-of-a-kind services that are a vital reference tool for IndyPL, therefore; and

BE IT RESOLVED the EBSCO subscription database renewals, as quoted, are approved and the Board of Trustees authorizes the Interim Chief Executive Officer to execute a purchase order for renewal with the selected Vendor for an annual cost not to exceed \$57,118 for the period August 1, 2022 to July 31, 2023.

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

AYE

NAY

ATTEST: _____
Secretary of the Board



Board Action Request

5d

To: IMCPL Board

Meeting Date: June 27, 2022

From: Finance Committee

**Approved by the
Library Board:**

Effective Date: June 27, 2022

Subject: Approval of Indianapolis Foundation Library Fund Grant for Marion County Internet Library Databases - Resolution 35-2022

Recommendation: Authorize the approval of Resolution 35-2022

Background: The Marion County Internet Library (MCIL) is a set of homework and research databases, shared by eligible high school, university, and public libraries, and grant-funded by the *Library Fund* of the *Indianapolis Foundation*. Since 1999, the *Indianapolis Public Library Foundation* and the *Indianapolis Public Library* have been the grant and database administrators for all MCIL databases. The library assists participating libraries with authentication, setup, and technical support. Database selection is done by the MCIL Advisory Committee, consisting of representatives from participating high school libraries, academic libraries, and IndyPL. The following list shows the current slate of databases, hosting fee, amounts and subscription periods:

Database	Vendor	Est. amount	Subscription Period
Indianapolis Star 1991-present	MCLS	\$79,134	Jul 1, 2022-Jun 30,2023
Gale Literary Sources	Gale	\$63,000	Aug 1, 2022 – Jul 31,2023
Global Issues in Context	Gale	\$65,650	Aug 1, 2022 – Jul 31,2023
Opposing Viewpoints in Context	Gale	\$65,650	Aug 1, 2022 – Jul 31,2023
Student Resources in Context	Gale	\$65,650	Aug 1, 2022 – Jul 31,2023
U.S. History in Context	Gale	\$16,610	Aug 1, 2022 – Jul 31,2023
World History in Context	Gale	\$14,143	Aug 1, 2022 – Jul 31,2023
Biography (Gale in Context)	Gale	\$56,100	Aug 1, 2022 – Jul 31,2023
Science (Gale in Context)	Gale	\$58,650	Aug 1, 2022 – Jul 31,2023
SIRS Issues Researcher	Sage	\$46,447	Aug 1, 2022 – Jul 31,2023
CQ Researcher	Sage	\$9,728	Jun 1, 2022 – May 31,2023
Sage hosting fee	Sage	\$250	Jan 1, 2023 – Dec 31,2023
Black Studies in Video	Proquest	\$250	Jul 1, 2022 – Jun 30,2023
Black Thought and Culture	Proquest	\$125	Jul 1, 2022 – Jun 30,2023
World Book Online	World Book	\$64,095	Jul 1, 2022 - Jun 30,2023
TOTAL		\$605,482	

The Indianapolis Foundation Library Fund grant was awarded in May 2022 in the amount of \$560,200. The Indianapolis Public Library Foundation received this award and administers the distribution of the funds. An administrative fee of \$5,000 is being retained by the Indianapolis Public Library Foundation and \$555,200 will be disbursed to the Library. The \$555,200 along with \$50,282 of unspent funds rolled forward from the 2021-2022 grant award from the Indianapolis Foundation Library Fund will be used to fund the MCIL database purchases. Under terms of the grant, and agreements with vendors, the library will pay the appropriate vendors a total of \$605,482 for the designated subscription periods.

Strategic/Fiscal Impact:

The renewal costs for the 14 MCIL databases and 1 hosting fee, for a total amount of \$605,482, will be funded from the *Indianapolis Foundation Library Fund* grant for the period 2022-2023, awarded on May 10, 2022 and received on May 26, 2022, along with unspent funds rolled forward from the prior year grant. The receipt and disbursements of these funds will be recorded in the Library's Gift Fund 800.



Board Resolution

5d

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 35-2022**

**APPROVAL OF INDIANAPOLIS FOUNDATION LIBRARY FUND GRANT FOR MARION COUNTY
INTERNET LIBRARY DATABASES
June 27, 2022**

WHEREAS, the Indianapolis-Marion County Public Library ("IndyPL") recognizes the **Indianapolis Foundation Library Fund** as an important partner; and

WHEREAS, IndyPL provides online reference tools to the residents of Marion County through its web site and library catalog; and

WHEREAS, the Indianapolis Public Library Foundation ("IndyPL Foundation") has received grants on behalf of IndyPL for the Marion County Internet Library from the **Indianapolis Foundation Library Fund**; and

WHEREAS, the IndyPL is the designated grant and database administrator for the Marion County Internet Library, a set of homework and research databases used by high school and university students throughout Marion County.

IT IS THEREFORE RESOLVED the Board of Trustees accepts the *Indianapolis Foundation Library Fund* grant of \$560,200 less the \$5,000 IndyPL Foundation administrative fee for a total of \$555,200 to fund the purchase of the designated databases for the Marion County Internet Library, approves the database renewals, and authorizes the Interim Chief Executive Officer to execute purchase orders for all 14 databases and a hosting fee for an annual cost not to exceed \$605,482 for the 2022-2023 subscription periods.

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

AYE

NAY

ATTEST: _____
Secretary of the Board



Board Action Request

6b

To: IMCPL Board **Meeting Date:** June 27, 2022

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

Effective Date: June 27, 2022

Subject: Resolution – 36-2022

Recommendation: Approval of Resolution 36-2022 – Amendments to Policy 288, Leave Donation Program for Medical Emergencies

Background:

The purpose of Policy 288, Leave Donation Program for Medical Emergencies, is to allow qualifying employee with certain medical emergencies to access a bank of PTO and CAT time donated by other employees when the employee lacks wage replacement benefits (PTO, CAT time, short term disability, long term disability, or worker’s compensation benefits) to cover missed time from work due to the medical emergency.

The amendments to Policy 288, Leave Donation Program for Medical Emergencies, expands the use of donated leave to medical emergencies related to serious health conditions of an employee’s spouse, child, or parent. The amendments also delete the initial 10-day period excluded from coverage by donated leave.

Strategic/Fiscal Impact: Accounted for in the 2022 budget.



Board Resolution

6b

INDIANAPOLIS MARION COUNTY PUBLIC LIBRARY RESOLUTION 36-2022

AMENDMENT TO POLICY 288, LEAVE DONATION PROGRAM FOR MEDICAL EMERGENCIES

JUNE 27, 2022

WHEREAS, Policy 288, Leave Donation Program for Medical Emergencies, allows qualifying employee with certain medical emergencies to access a bank of PTO and CAT time donated by other employees when the employee lacks wage replacement benefits (PTO, CAT time, short term disability, long term disability, or worker's compensation benefits) to cover missed time from work due to the medical emergency;

WHEREAS, the proposed amendments to Policy 288, Leave Donation Program for Medical Emergencies, expands the use of donated leave to medical emergencies related to serious health conditions of an employee's spouse, child, or parent;

WHEREAS, the proposed amendments to Policy 288, Leave Donation Program for Medical Emergencies, delete the initial 10-day period excluded from coverage by donated leave;

WHEREAS, the Diversity, Policy and Human Resource Committee recommends approval of the proposed amendments to Policy 288, Leave Donation Program for Medical Emergencies; and

WHEREAS, the Board has reviewed the proposed amendments to Policy 288, Leave Donation Program for Medical Emergencies, as recommended and deems it appropriate and consistent with the mission and operations of the Library as a taxpayer supported public entity.

THEREFORE, BE IT RESOLVED that the Board does hereby approve and adopt the proposed amendments to Policy 288, Leave Donation Program for Medical Emergencies, in the form attached to this Resolution.

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

AYE

NAY

ATTEST: _____
Secretary of the Board

REVISED 288 LEAVE DONATION PROGRAM FOR MEDICAL EMERGENCIES

The Library's Leave Donation Program for Medical Emergencies is intended as a "bona fide leave-sharing arrangements" for "medical emergencies" that complies with the applicable regulations of the Internal Revenue Service ("IRS"). Under such an arrangement, paid leave time that is donated to an employee is taxed to the receiving employee instead of the donating employee. Employees wishing to participate in the Library's Leave Donation Program for Medical Emergencies should consult their own tax, legal and accounting advisors to determine their specific tax ramifications of participating in the program.

288.1 Employees Eligible to Donate Leave

Any benefit eligible employee who has been benefit eligible for at least 6 consecutive months may donate leave to the Leave Donation Program for Medical Emergencies subject to the following conditions:

- Employees may donate any of their accrued but unused CAT time. Additionally, employees may donate accrued but unused PTO, but only in an amount that does not reduce the employee's accrued but unused PTO to less than 40 hours (or an appropriate prorated amount for part-time employees).
- Once an employee donates leave time, the employee may not request or be approved for a return of the donated leave under any circumstances.

288.2 Employees Qualified to Receive Leave

Any benefit eligible employee who: (i) has been benefit eligible for at least 6 consecutive months, (ii) has a "medical emergency" as defined by this policy is qualified to request and receive donated time, and (iii) has available unused FMLA leave time and/or ADA leave time as an approved reasonable accommodation ("Qualified Employee").

288.3 Medical Emergency and Qualified Medical Emergency

A "medical emergency" is defined under IRS regulations as "a medical condition" of the employee or his/her family member that will require the "prolonged absence of the employee from duty" and will result in a "substantial loss of income to the employee because the employee will have exhausted all paid leave available apart from the leave-sharing plan."

The Qualified Employee must have a medical emergency that: (1) qualifies under the Family Medical Leave Act ("FMLA") for leave because of a serious health condition of the employee or because of a serious health condition of the employee's spouse, child, or parent; and/or (2) results from a "disability" as defined by the Americans with Disabilities Act ("ADA") ("Qualified Medical Emergency").

288.4 Requirements for Leave

A Qualified Employee with a Qualified Medical Emergency may receive donated leave time in accordance with the following requirements:

- The need for leave due to the Qualified Medical Emergency must be for a total of 10 or more days in length.

- Donated leave time is only available to cover consecutive, regularly scheduled workdays (non-regularly scheduled workdays and paid holidays are not included) that are missed due to a Qualified Medical Emergency that are not otherwise covered by available PTO, CAT time, short term disability payments, long term disability payments, worker's compensation benefits or any other wage replacement benefits ("Qualified Leave Days").
- Donated leave time is only available to cover Qualified Leave Days for which the Qualified Employee has available unused FMLA leave time and/or ADA leave time as an approved reasonable accommodation.
- The amount of donated leave time is subject to the amount of donated leave available in the Leave Donation Program at the time a Qualified Employee submits to H.R. the required application for donated leave. Donated leave is awarded on a first come first serve basis.
- Donated leave time is compensated at 100% of an exempt employee's salary and is prorated for any partial weeks of leave. Donated leave time is compensated at 100% of a non-exempt employee's hourly wage based on the employee's regularly work schedule for the period of time during which donated leave is paid.
- A Qualified Employee may only receive up to a total maximum of 160 hours of donated leave per calendar year or an appropriate prorated amount for part-time employees ("Calendar Year Cap").
- Whether a Qualified Employee has exhausted the Calendar Year Cap applicable to the Qualified Employee is determined at the time the Qualified Employee applies for donated leave.
- A Qualified Employee may only receive up to a maximum of 480 hours if donated leave during their lifetime or an appropriate prorated amount for part-time employees ("Lifetime Cap"). Whether a Qualified Employee has exhausted the Lifetime Cap applicable to the Qualified Employee is determined at the time the Qualified Employee applies for donated leave.

288.5 Procedure

Eligible employees must comply with the following procedures to receive donated leave:

- The Qualified Employee must provide to H.R. a completed application for donated leave and an FMLA medical questionnaire and/or other required documentation from their health care provider documenting the FMLA serious health condition and/or ADA disability.
- The H.R. Department will review the application and accompanying documentation to determine whether the applicant is a Qualified Employee with a Qualified Medical Emergency.
- If a determination is made by H.R. that the applicant is a Qualified Employee with a Qualified Medical Emergency, H.R. will approve the Qualified Employee for donated leave time to cover the Qualified Leave Days subject to the employee having available unused FMLA leave time

and/or ADA leave time as an approved reasonable accommodation, and subject to the Calendar Year Cap and Lifetime Cap.

- After using approved donated time for Qualified Medical Emergency, the employee shall provide to HR a written certification in a form prescribed by the Library that the donated time was in fact used in connection with the Qualified Medical Emergency for which it was approved.

CURRENT 288 LEAVE DONATION PROGRAM FOR MEDICAL EMERGENCIES

The Library's Leave Donation Program for Medical Emergencies is intended as a "bona fide leave-sharing arrangements" for "medical emergencies" that complies with the applicable regulations of the Internal Revenue Service ("IRS"). Under such an arrangement, paid leave time that is donated to an employee is taxed to the receiving employee instead of the donating employee. Employees wishing to participate in the Library's Leave Donation Program for Medical Emergencies should consult their own tax, legal and accounting advisors to determine their specific tax ramifications of participating in the program.

288.1 Employees Eligible to Donate Leave

Any benefit eligible employee who has been benefit eligible for at least 6 consecutive months may donate leave to the Leave Donation Program for Medical Emergencies subject to the following conditions:

- Employees may donate any of their accrued but unused CAT time. Additionally, employees may donate accrued but unused PTO, but only in an amount that does not reduce the employee's accrued but unused PTO to less than 40 hours (or an appropriate prorated amount for part-time employees).
- Once an employee donates leave time, the employee may not request or be approved for a return of the donated leave under any circumstances.

288.2 Employees Qualified to Receive Leave

Any benefit eligible employee who: (i) has been benefit eligible for at least 6 consecutive months, (ii) has a "medical emergency" as defined by this policy is qualified to request and receive donated time, and (iii) has available unused FMLA leave time and/or ADA leave time as an approved reasonable accommodation ("Qualified Employee").

288.3 Medical Emergency

A "medical emergency" is defined under IRS regulations as "a medical condition" that will require the "prolonged absence of the employee from duty" and will result in a "substantial loss of income to the employee because the employee will have exhausted all paid leave available apart from the leave-sharing plan." The following requirements apply for purposes of determining whether a Qualified Employee has a medical emergency under the Library's Leave Donation Program ("Qualified Medical Emergency"):

- The Qualified Employee must be suffering from a "serious health condition" as defined by the Family Medical Leave Act ("FMLA") and/or a "disability" as defined by the Americans with Disabilities Act ("ADA").
- The Qualified Employee must have missed at least ten consecutive regularly scheduled work days that are not otherwise covered by available PTO, CAT time, short term disability payments, long term disability payments, worker's compensation benefits or any other wage replacement benefits because of the FMLA serious health condition and/or ADA disability ("Qualified Absence").

288.4 Requirements for Leave

A Qualified Employee with a Qualified Medical Emergency may receive donated leave time in accordance with the following requirements:

- Donated leave time is only available to cover consecutive, regularly scheduled work days (non-regularly scheduled work days and paid holidays are not included) that are missed due to a FMLA serious health condition and/or ADA disability that are not otherwise covered by available PTO, CAT time, short term disability payments, long term disability payments, worker's compensation benefits or any other wage replacement benefits ("Qualified Leave Days").
- Donated leave time is only available to cover Qualified Leave Days for which the Qualified Employee has available unused FMLA leave time and/or ADA leave time as an approved reasonable accommodation.
- The amount of donated leave time is subject to the amount of donated leave available in the Leave Donation Program at the time a Qualified Employee submits to H.R. the required application for donated leave. Donated leave is awarded on a first come first serve basis.
- Donated leave time is compensated at 100% of an exempt employee's salary and is prorated for any partial weeks of leave. Donated leave time is compensated at 100% of a non-exempt employee's hourly wage based on the employee's regularly work schedule for the period of time during which donated leave is paid.
- A Qualified Employee may only receive up to a total maximum of 160 hours of donated leave per calendar year or an appropriate prorated amount for part-time employees ("Calendar Year Cap"). Whether a Qualified Employee has exhausted the Calendar Year Cap applicable to the Qualified Employee is determined at the time the Qualified Employee applies for donated leave.
- A Qualified Employee may only receive up to a maximum of 480 hours if donated leave during their lifetime or an appropriate prorated amount for part-time employees ("Lifetime Cap"). Whether a Qualified Employee has exhausted the Lifetime Cap applicable to the Qualified Employee is determined at the time the Qualified Employee applies for donated leave.

288.5 Procedure

Eligible employees must comply with the following procedures to receive donated leave:

- The Qualified Employee must provide to H.R. a completed application for donated leave and an FMLA medical questionnaire and/or other required documentation from their health care provider documenting the FMLA serious health condition and/or ADA disability.
- The H.R. Department will review the application and accompanying documentation to determine whether the applicant is a Qualified Employee with a Qualified Medical Emergency. This determination will not be made until after the Qualified Employee has had a Qualified Absence.
- If a determination is made by H.R. that the applicant is a Qualified Employee with a Qualified Medical Emergency, H.R. will approve the Qualified Employee for donated leave time to cover the Qualified Absence and any additional Qualified Leave Days subject to the employee having available unused FMLA leave time and/or ADA leave time as an approved reasonable accommodation, and

subject to the Calendar Year Cap and Lifetime Cap.

- After using approved donated time for Qualified Medical Emergency, the employee shall provide to HR a written certification in a form prescribed by the Library that the donated time was in fact used in connection with the Qualified Medical Emergency for which it was approved.



Board Action Request

6c

To: IMCPL Board

Meeting Date: June 27, 2022

From: Diversity, Policy and Human Resources Committee

Approved by the Library Board:

Effective Date: June 27, 2022

Subject: Resolution – 37-2022

Recommendation: Approval of Resolution 37-2022 – Enact Policy 205, Reporting Hotline

Background:

The purpose of Policy 205, Reporting Hotline, is to improve reporting and accountability processes in furtherance of the recommendations of the 2022 Climate Study Report.

The Reporting Hotline may be used by employees who wish to report suspected violations of Library policies or violations of local, state, or federal laws. Issues that may be reported are suspected discriminatory conduct, bullying, hostile work environments in the workplace, fraud, theft, accounting or auditing irregularities, or misuse of Library property. The reports may be made anonymously and confidentially to the extent confidentiality can be maintained given the nature and circumstances of the report.

Strategic/Fiscal Impact: Accounted for in the 2022 budget.



Board Resolution

6c

INDIANAPOLIS MARION COUNTY PUBLIC LIBRARY RESOLUTION 37-2022

ENACTMENT OF POLICY 205, REPORTING HOTLINE

JUNE 27, 2022

WHEREAS, the 2022 Climate Study Report recommended improved reporting and accountability processes at the Library;

WHEREAS the Reporting Hotline implemented by Policy 205, Reporting Hotline, may be used by employees who wish to report suspected violations of Library policies or violations of local, state, or federal laws, including suspected discriminatory conduct, bullying, hostile work environments in the workplace, fraud, theft, accounting or auditing irregularities, or misuse of Library property;

WHEREAS, reports made by employees on the Reporting Hotline may be made anonymously and confidentially to the extent confidentiality can be maintained given the nature and circumstances of the report;

WHEREAS, Policy 205, Reporting Hotline, requires that employees continue to report in accordance with the already existing procedures as set forth in existing Library policies matters involving a risk to the health or safety of employees or unlawful conduct in the workplace (*e.g.*, workplace harassment/unlawful hostile work environment related to a protected classification or suspected child abuse);

WHEREAS, Policy 205, Reporting Hotline, informs employees of the Library's obligations and ability to address reported issues in the workplace depending on the information provided by employee through the Reporting Hotline;

WHEREAS, the Diversity, Policy and Human Resource Committee recommends approval of Policy 205; and

WHEREAS, the Board has reviewed the proposed Policy 205, Reporting Hotline, as recommended and deems it appropriate and consistent with the mission and operations of the Library as a taxpayer supported public entity.

THEREFORE, BE IT RESOLVED that the Board does hereby approve and adopt Policy 205, Reporting Hotline, in the form attached to this Resolution.

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

AYE

NAY

ATTEST: _____
Secretary of the Board

205 REPORTING HOTLINE

The Library has a reporting hotline that may be used by employees who wish to report suspected violations of Library policies or violations of local, state, or federal laws. Issues that may be reported are suspected discriminatory conduct, bullying, hostile work environments in the workplace, fraud, theft, accounting or auditing irregularities, or misuse of Library property. The reports may be made anonymously and confidentially to the extent confidentiality can be maintained given the nature and circumstances of the report. The reporting hotline can be accessed by phone at _____ or by the internet at _____.

Employee use of the hotline is subject to the following:

- The Library will not address or have a legal obligation to address reported unlawful employee behavior or reported behavior that poses a risk to the health or safety to employees or patrons if an employee using the hotline fails to provide sufficient information to enable the Library to address and resolve the matter
- The Library will proactively address reported unlawful employee behavior or reported behavior that poses a risk to the health or safety to employees or patrons if sufficient information is provided even if confidentiality cannot be maintained given the nature and circumstances of the report.

Regardless of the availability or use of the reporting hotline by employees, the following requirements are still applicable to all Library employees:

- Matters involving a risk to the health or safety of employees must be reported to a supervisor or to Human Resources as required by Policy 300, Safety and Health Policies, and Policy 303, On-the-Job Accident.
- Employees who reasonably believe unlawful conduct is occurring in the workplace (*e.g.*, workplace harassment/unlawful hostile work environment related to a protected classification or child abuse) must report such to their supervisor and Human Resources as required by Policy 201, Equal Employment Opportunity, Policy 202, Harassment, Policy 204.6, Harassment Transgender Person, and Policy 408.7, Reporting Child Abuse and Neglect (which also requires immediate reporting by the employee to the Department of Child Services or local law enforcement).



Board Action Request

7a

To: IndyPL Board

Meeting Date: June 25, 2022

From: Facilities Committee

**Approved by
The Library Board:**

Effective Date:

**Subject: Resolution 38-2022
Approval to Award a Services Contract for a System-Wide Facility
Condition Assessment**

Recommendation:

IndyPL Facilities Staff recommends Board approval of the attached action (Resolution 38-2022) to award an Agreement for a System-Wide Facility Condition Assessment (“FCA”) to **Brightly Software, Inc., Cary, North Carolina.**

Background:

IndyPL needs an intermediate-term capital plan for both facility and budget planning purposes. For short-term needs Facilities currently performs reactive, low-level maintenance via work order tickets submitted by staff using the on-line work order management system. Preventative maintenance tasks and testing of life-safety equipment also use the on-line work order management system. For long-term planning, Facilities has relied on the high-level, two-decade forecast described in the 2014 Facility Assessment to plan renovation, expansion, and new construction projects.

What is missing is the intermediate-term, multi-year capital planning for the replacement of individual facility assets (e.g., HVAC units, lighting systems, carpets, etc.). This level of capital planning will allow Finance to determine the funding mechanisms, with a focus on staggered bond issuances to ensure we can complete replacements and upgrades without an increase in our current debt service tax rate.

The current Facilities work order system is provided by Brightly Software, formally known as Dude Solutions. The proposed software is an upgrade to the work order module with the added capital planning module.

Facilities proposes Brightly Software perform the FCA through as their preferred vendor ALPHA Facilities Solutions. While local, regional, and national firms can perform the FCA, Brightly has selected ALPHA Facilities Solutions because of their integrated process with both of Brightly

Board Action Request

RE: Resolution 38-2022

Approval to Award a Services Contract for a System-Wide Facility Condition Assessment

Date: June 25, 2022

Software work order and capital planning modules. Selecting a non-preferred vendor will result in increased time and cost of the services, with the higher probability of informational mistakes during the data upload.

Local engineering firms have claimed they can perform the FCA and create an acceptable database of the information and system proposed. Those companies include Cripe, American StructurePoint, Arsee Engineers, and Parthenon Engineering.

However, these firms typically perform Property Condition Assessments (“PCA”), which is a real estate specific report which does not include information such as expected time of replacement, expected cost of replacement, and preventive maintenance schedules. The depth of information needed from this FCA to sufficiently populate the database with relevant and useful data requires specific experience and expertise.

Brightly Software does not have XBE status.

ALPHA Facilities Solutions has five (5) XBE certifications through the South Central Texas Regional Certification Agency (SCTRCA), listed below. ALPHA Facilities Solutions has locations in San Antonio, TX and Baltimore, MD:

- Disabled Business Enterprise (DIBE)
- Hispanic American Business Enterprise (HABE)
- Minority Business Enterprise (MBE)
- Small Business Enterprise (SBE)
- Veteran Business Enterprise (VBE)

The IndyPL Director of Facilities reviewed this request with the IndyPL Manager of Purchasing and Supplier Diversity who supports this request.

Fiscal Impact:

The proposed expense for the FCA is \$154,124.49. The cost of these Services will be funded from the Operating Fund (Fund 101) during the contract term.

The schedule is to have the FCA completed in 2022.



Board Resolution

7a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 38-2022

APPROVAL TO AWARD A SERVICES CONTRACT FOR A SYSTEM-WIDE FACILITY CONDITION ASSESSMENT

JUNE 25, 2022

WHEREAS, in support of capital planning needs, a System-Wide Facility Condition Assessment is required by the Indianapolis-Marion County Public Library (“IndyPL”) to provide intermediate-term expense information; and

WHEREAS, IndyPL requires the integration of the intermediate-term capital planning needs with short-term facilities operation requirements; and

WHEREAS, Brightly Software Inc. provides our current short-term on-line work order system, and

WHEREAS, Brightly Software Inc. has a compatible intermediate-term capital planning software module; and

WHEREAS, Brightly Software Inc. proposes using ALPHA Facilities Solutions as their vendor to provide the Facility Condition Assessment including data integration; and

WHEREAS, Brightly Software Inc. proposes the total cost for the Facilities Condition Assessment of one hundred fifty-four thousand, one hundred twenty-four dollars and forty-nine cents (\$154,124.49); and

IT IS THEREFORE RESOLVED that the Board of Trustees authorizes the Chief Executive Officer (“CEO”) to negotiate and sign a services contract with **Brightly Software, Inc.** for a System-Wide Facility Condition Assessment, as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel.

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

RESOLUTION 38-2022

APPROVAL TO AWARD A SERVICES CONTRACT FOR A SYSTEM-
WIDE FACILITY CONDITION ASSESSMENT

JUNE 25, 2022

AYE

NAY

Adopted this 25rd day of June 2022.

ATTEST:

Secretary of the Board



Board Briefing Report

8

To: IndyPL Board **Meeting Date:** 6/27/2022
From: The Indianapolis Public Library Foundation
Subject: June 2022 Update

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

News

The Foundation thanks all IndyPL staff for their hard work during the Summer Reading Program. The Friday before the program launched, the Decatur Branch shared this story about a family that came in to register early:

“Today we had a mother come into the library with three of her children. The oldest one, an 8 year old girl, was very excited, because she was going to get a library card and sign up for summer reading. The mother told us she had been asking all week, and Mom had promised to bring her in on Friday (today.) But the mother also stumbled over some of the information she was giving us, and finally laughed and said she was very tired, because the girl had woken her up at 6 AM, wanting to know if it was time to come to the library yet. Needless to say, they were our first patrons of the day!”

The Foundation would also like to congratulate all staff involved in the Juneteenth Book Fest for a successful and inspiring program!

Donors

The Foundation thanks 162 donors who made gifts last month. The following are our top corporate and foundation donors. If you should have an opportunity to thank these donors, we would be grateful.

Eli Lilly and Company Foundation, Inc.
Lilly Endowment Inc.
Stifel Nicolaus & Company, Inc.
TCU Foundation
The Glick Family Foundation

Program Support

This month, the Library Foundation is proud to provide more than \$650,000 the Library. Examples of major initiatives supported include Marion County Internet Library and Glowing Global Citizens.



Board Action Request

9a1

To: IMCPL Board **Meeting Date:** June 27, 2022

From: Nichelle M. Hayes, Interim CEO **Approved by the Library Board:**

Effective Date: June 27, 2022

Subject: Finances, Personnel and Travel Resolution 39-2022

Recommendation: Approve Finances, Personnel and Travel Resolution 39-2022

Background: The Finances, Personnel and Travel Resolution 39-2022 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 2022.

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

RESOLUTION 39 - 2022

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 May 2022 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 **76087** through **76211** for a total of
\$594,731.11 were issued from the operating bank accounts.

EFT numbers **1629** through **1639** and
305549 through **305554** and
305557 through **305589** and
305595 through **305633** for a total of

\$2,476,307.77 were issued from the operating bank accounts.

Warrant numbers **918** through **928** for a total of

\$285.74 was issued from the fines bank account.

Warrant numbers **8375** through **8435** for a total of

\$110,684.14 were issued from the gift bank account.

EFT numbers **305555** through **305556** and
305590 through **305594** and
305634 through **305635** for a total of

\$13,574.49 were issued from the gift bank account.

Warrant numbers **269404** through **269420** for a total of

\$4,135.40 were issued for employee payroll

Direct deposits numbers **190001** through **190543** and
210001 through **210544** for a total of

\$1,107,820.19 were issued for employee payroll

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

\$417,443.13 were issued for employee payroll

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

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

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

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

Raymond J. Biederman

Dr. TD Robinson

Curtis W. Bigsbee

Hope C. Tribble

Dr. Khaula Murtadha

Judge Jose D. Salinas

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

Patricia A. Payne

Carolyn J. Adams
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1629	EFT	05/02/2022	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	110,814.85
1630	EFT	05/11/2022	FIDELITY INVESTMENTS	5,048.71
1631	EFT	05/12/2022	AMERICAN UNITED LIFE INSURANCE CO	1,930.69
1632	EFT	05/13/2022	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	112,334.11
1633	EFT	05/13/2022	ADP, INC.	5,838.45
1634	EFT	05/13/2022	ADP, INC.	878.56
1635	EFT	05/23/2022	INDIANA DEPARTMENT OF REVENUE	1,067.13
1636	EFT	05/23/2022	MERCEDES CLEMONS	171.20
1637	EFT	05/26/2022	FIDELITY INVESTMENTS	5,048.71
1638	EFT	05/26/2022	AMERICAN UNITED LIFE INSURANCE CO	1,880.69
1639	EFT	05/27/2022	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	111,600.30
76087	CHECK	05/05/2022	AMERICAN LIBRARY ASSOCIATION	2,311.00
76088	CHECK	05/05/2022	AMERICAN UNITED LIFE INSURANCE CO	1,284.84
76089	CHECK	05/05/2022	BEECH GROVE SEWAGE WORKS	194.04
76090	CHECK	05/05/2022	BONDRY MANAGEMENT CONSULTANTS LLC	3,400.00
76091	CHECK	05/05/2022	BRIGHTWOOD (PETTY CASH)	12.18
76092	CHECK	05/05/2022	CITIZENS ENERGY GROUP	1,654.93
76093	CHECK	05/05/2022	HEALTH & HOSPITALS CORP. OF MARION CNTY.	600.00
76094	CHECK	05/05/2022	INDIANAPOLIS POWER & LIGHT COMPANY	77,509.29
76095	CHECK	05/05/2022	LEGALSHIELD	261.85
76096	CHECK	05/05/2022	MARGARET WARD	101.78
76097	CHECK	05/05/2022	MIDDLEBURY PUBLIC LIBRARY	50.00
76098	CHECK	05/05/2022	IMCPL - POWERS & SONS - RETAINAGE -WPR	55,391.20
76099	CHECK	05/05/2022	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	568.29
76100	CHECK	05/05/2022	TRANSACTION NETWORK SERVICES INC.	645.70
76101	CHECK	05/05/2022	UNIVERSAL PROTECTION SERVICE, LP	28,414.08
76102	CHECK	05/05/2022	WEST PERRY (PETTY CASH)	5.49
76103	CHECK	05/12/2022	AFSCME COUNCIL IKOC 962	3,461.34
76104	CHECK	05/12/2022	AMBIUS	581.64
76105	CHECK	05/12/2022	ARAB TERMITE AND PEST CONTROL INC	1,208.00
76106	CHECK	05/12/2022	AT&T	1,461.18
76107	CHECK	05/12/2022	AT&T MOBILITY	717.95
76108	CHECK	05/12/2022	BACKSTAGE LIBRARY WORKS	1,966.40
76109	CHECK	05/12/2022	BETTER IMPACT USA IN	2,716.00
76110	CHECK	05/12/2022	BLACKMORE & BUCKNER ROOFING	15,375.00
76111	CHECK	05/12/2022	BROWNING DAY MULLINS DIERDORF	800.00
76112	CHECK	05/12/2022	BUSINESS FURNITURE CORPORATION	174.00
76113	CHECK	05/12/2022	CITIZENS ENERGY GROUP	333.30
76114	CHECK	05/12/2022	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	517.50
76115	CHECK	05/12/2022	DRIESSEN WATER INC	131.25
76116	CHECK	05/12/2022	DELL MARKETING L.P.	34,367.00
76117	CHECK	05/12/2022	DKM CONSTRUCTIVE MAI	2,600.00
76118	CHECK	05/12/2022	DOWNTOWN COMICS INC	816.00
76119	CHECK	05/12/2022	ELLIS MECHANICAL & ELECTRICAL	1,981.25
76120	CHECK	05/12/2022	ESSENTIAL ARCHITECTURAL SIGNS, INC	1,036.00
76121	CHECK	05/12/2022	FINDAWAY WORLD, LLC	4,749.20
76122	CHECK	05/12/2022	FRANCISCAN ST FRANCIS HEALTH	4,016.00
76123	CHECK	05/12/2022	GALE GROUP THE	978.19
76124	CHECK	05/12/2022	GEYER FIRE PROTECTION, LLC	4,045.00
76125	CHECK	05/12/2022	GORDON PLUMBING, INC.	1,195.00
76126	CHECK	05/12/2022	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	401.69
76127	CHECK	05/12/2022	GUARDIAN	16,687.17
76128	CHECK	05/12/2022	INFORMATION TODAY, INC.	3,318.21
76129	CHECK	05/12/2022	JACKSON SYSTEMS, LLC	644.00
76130	CHECK	05/12/2022	JARED THOMPSON	1,000.00
76131	CHECK	05/12/2022	JEREMY SOUTH	400.00
76132	CHECK	05/12/2022	KONE, INC	2,900.00
76133	CHECK	05/12/2022	KRISTA BAILEY	400.00
76134	CHECK	05/12/2022	LAST CHANCE WRECKER	75.00

No.	Type	Date	Reference	Amount
76135	CHECK	05/12/2022	LIBRARY IDEAS	2,379.30
76136	CHECK	05/12/2022	MIKE COGHLAN	35.88
76137	CHECK	05/12/2022	NRP DIRECT	297.65
76138	CHECK	05/12/2022	OFFICEWORKS	2,673.00
76139	CHECK	05/12/2022	OPEN STORAGE SOLUTIONS	3,426.00
76140	CHECK	05/12/2022	PFM TRUCK CARE CENTER	672.62
76141	CHECK	05/12/2022	PROVIDENCE OUTDOOR	5,085.00
76142	CHECK	05/12/2022	REPROGRAPHIX, INC	42.00
76143	CHECK	05/12/2022	REPUBLIC WASTE SERVICES	5,726.83
76144	CHECK	05/12/2022	RIVERS RESOURCES	314.85
76145	CHECK	05/12/2022	AMERICAN SOCIETY OF COMPOSERS, AUTHORS, PUBLISHERS	264.00
76146	CHECK	05/12/2022	SONDHI SOLUTIONS	672.64
76147	CHECK	05/12/2022	IMCPL - THE SKILLMAN CORPORATION - RETAINAGE- FBH	97,943.00
76148	CHECK	05/12/2022	JOHNSON CONTROLS FIRE PROTECTION, LP	2,693.50
76149	CHECK	05/12/2022	WATT MECHANICAL LLC	1,750.00
76150	CHECK	05/12/2022	WIESE	387.50
76151	CHECK	05/20/2022	ADO PROFESSIONAL SOLUTIONS INC	5,711.35
76152	CHECK	05/20/2022	AMERICAN UNITED LIFE INSURANCE CO	1,866.42
76153	CHECK	05/20/2022	AMERICAN UNITED LIFE INSURANCE CO	2,765.42
76154	CHECK	05/20/2022	AT&T	1,750.81
76155	CHECK	05/20/2022	AT&T	15.62
76156	CHECK	05/20/2022	AT&T	345.68
76157	CHECK	05/20/2022	AT&T	127.23
76158	CHECK	05/20/2022	BLACKMORE & BUCKNER ROOFING	730.12
76159	CHECK	05/20/2022	INDIANAPOLIS PUBLIC SCHOOLS	5,250.00
76160	CHECK	05/20/2022	CAPITOL CITY FORD, INC	202.43
76161	CHECK	05/20/2022	CIRCLE CITY BROADCASTING LLC	60.00
76162	CHECK	05/20/2022	CITIZENS ENERGY GROUP	6,933.19
76163	CHECK	05/20/2022	CLARK, QUINN, MOSES, SCOTT & GRAHN, LLP	29,937.50
76164	CHECK	05/20/2022	COMPLETE WELLNESS SOLUTIONS LLC	952.25
76165	CHECK	05/20/2022	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	5,796.92
76166	CHECK	05/20/2022	CROSSROADS DOCUMENT SERVICES	5,967.86
76167	CHECK	05/20/2022	DELL MARKETING L.P.	257.56
76168	CHECK	05/20/2022	DYNAMARK GRAPHICS GROUP	864.37
76169	CHECK	05/20/2022	ELLIS MECHANICAL & ELECTRICAL	5,912.31
76170	CHECK	05/20/2022	GEYER FIRE PROTECTION, LLC	432.50
76171	CHECK	05/20/2022	GORDON PLUMBING, INC.	585.75
76172	CHECK	05/20/2022	HEALTH & HOSPITALS CORP. OF MARION CNTY.	800.00
76173	CHECK	05/20/2022	ICC FLOORS	1,052.00
76174	CHECK	05/20/2022	TALKING TECH	7,820.00
76175	CHECK	05/20/2022	ITSAVVY LLC	1,239.62
76176	CHECK	05/20/2022	JESSICA NEEB-SMITH	47.08
76177	CHECK	05/20/2022	KIRSTEN WEAVER	11.15
76178	CHECK	05/20/2022	LEGALSHIELD	261.85
76179	CHECK	05/20/2022	LITERACY MINNESOTA	500.00
76180	CHECK	05/20/2022	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
76181	CHECK	05/20/2022	INDY COMPLETE FITNESS LLC	1,080.00
76182	CHECK	05/20/2022	THE NEW YORK TIMES	26,546.00
76183	CHECK	05/20/2022	OCLC INC	9,758.42
76184	CHECK	05/20/2022	PAYPAL	54.10
76185	CHECK	05/20/2022	PROVIDENCE OUTDOOR	425.00
76186	CHECK	05/20/2022	RED OXYGEN INC	23.29
76187	CHECK	05/20/2022	THE HARMON HOUSE L.L.C.	1,125.00
76188	CHECK	05/20/2022	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	1,894.24
76189	CHECK	05/20/2022	JOHNSON CONTROLS FIRE PROTECTION, LP	524.00
76190	CHECK	05/20/2022	WATT MECHANICAL LLC	1,750.00
76191	CHECK	05/20/2022	WEST PERRY (PETTY CASH)	14.74
76192	CHECK	05/20/2022	ZOOM VIDEO COMMUNICATIONS INC	3,398.30
76193	CHECK	05/26/2022	ADTEC	650.00
76194	CHECK	05/26/2022	AT&T MOBILITY	1,777.99
76195	CHECK	05/26/2022	CIRCLE CITY BROADCASTING LLC	7,440.41
76196	CHECK	05/26/2022	CITIZENS ENERGY GROUP	1,540.23
76197	CHECK	05/26/2022	CONTINENTAL BROADCAST GROUP, LLC	1,500.00

No.	Type	Date	Reference	Amount
76198	CHECK	05/26/2022	CROSSROADS DOCUMENT SERVICES	3,514.75
76199	CHECK	05/26/2022	DYNAMARK GRAPHICS GROUP	602.80
76200	CHECK	05/26/2022	HEALTH & HOSPITALS CORP. OF MARION CNTY.	600.00
76201	CHECK	05/26/2022	JAYLIN I COLES	350.00
76202	CHECK	05/26/2022	JEREMY SOUTH	400.00
76203	CHECK	05/26/2022	OFFICEWORKS	4,818.14
76204	CHECK	05/26/2022	PRIORITY PRESS INC	504.00
76205	CHECK	05/26/2022	RYAN JAMES DOWD	3,249.00
76206	CHECK	05/26/2022	SINGLEWIRE SOFTWARE, LLC	3,690.00
76207	CHECK	05/26/2022	TANDEM SOLUTIONS LLC	6,500.00
76208	CHECK	05/26/2022	THE HARMON HOUSE L.L.C.	375.00
76209	CHECK	05/26/2022	U.S. POSTAL SERVICE	1,250.00
76210	CHECK	05/26/2022	WEST POINT FINANCIAL GROUP	2,657.00
76211	CHECK	05/26/2022	WW NORTH AMERICA HOLDINGS, INC.	10,000.00
305549	EFT	05/05/2022	BAKER TILLY VIRCHOW KRAUSE, LLP	33,775.50
305550	EFT	05/05/2022	COMMUNITY HEALTH NETWORK	1,600.00
305551	EFT	05/05/2022	DELTA DENTAL	11,143.80
305552	EFT	05/05/2022	GLENDALE MALL	23,585.42
305553	EFT	05/05/2022	POWERS & SONS CONSTRUCTION	462,967.80
305554	EFT	05/05/2022	UNIVERSAL PROTECTION SERVICE, LP	3,452.18
305557	EFT	05/12/2022	ACORN DISTRIBUTORS, INC	3,822.30
305558	EFT	05/12/2022	ALSCO	398.28
305559	EFT	05/12/2022	BAKER & TAYLOR	3,079.99
305560	EFT	05/12/2022	BAKER & TAYLOR	3,531.09
305561	EFT	05/12/2022	BAKER & TAYLOR	40,586.06
305562	EFT	05/12/2022	BAKER & TAYLOR	26,331.58
305563	EFT	05/12/2022	BAKER & TAYLOR AXIS 360 E-BOOKS	10,402.96
305564	EFT	05/12/2022	BLACKSTONE AUDIO INC	349.45
305565	EFT	05/12/2022	BRODART COMPANY CONTINUATIONS	46.72
305566	EFT	05/12/2022	CDW GOVERNMENT, INC.	1,244.60
305567	EFT	05/12/2022	CENTRAL SECURITY & COMMUNICATIONS	3,204.00
305568	EFT	05/12/2022	DELTA DENTAL	330.88
305569	EFT	05/12/2022	DEMCO, INC.	296.62
305570	EFT	05/12/2022	ETI PERFORMANCE IMPROVEMENT	10,130.00
305571	EFT	05/12/2022	G4S SECURE SOLUTIONS (USA) INC.	5,859.33
305572	EFT	05/12/2022	INDIANA PLUMBING AND DRAIN LLC	850.00
305573	EFT	05/12/2022	INGRAM LIBRARY SERVICES	1,735.28
305574	EFT	05/12/2022	INSIGHT PUBLIC SECTOR, INC	149.52
305575	EFT	05/12/2022	KLINES QUALITY WATER, INC	183.70
305576	EFT	05/12/2022	MIDWEST TAPE - AUDIOBOOKS ONLY	106.27
305577	EFT	05/12/2022	MIDWEST TAPE - PROCESSED DVDS	5,165.56
305578	EFT	05/12/2022	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	8,458.67
305579	EFT	05/12/2022	MIDWEST TAPE NON PROCESSED	55.96
305580	EFT	05/12/2022	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	13,440.45
305581	EFT	05/12/2022	MOORE INFORMATION SERVICES, INC	1,765.55
305582	EFT	05/12/2022	OVERDRIVE INC	72,118.82
305583	EFT	05/12/2022	RATIO ARCHITECTS, LLC	14,496.31
305584	EFT	05/12/2022	RICHARD LOPEZ ELECTRICAL, LLC	45,484.25
305585	EFT	05/12/2022	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	5,009.50
305586	EFT	05/12/2022	THE SKILLMAN CORPORATION	881,487.06
305587	EFT	05/12/2022	TITAN ASSOCIATES	1,250.00
305588	EFT	05/12/2022	ULINE	739.89
305589	EFT	05/12/2022	UNIVERSAL PROTECTION SERVICE, LP	79,915.88
305595	EFT	05/20/2022	BAKER & TAYLOR	10,601.39
305596	EFT	05/20/2022	BAKER & TAYLOR	18,402.28
305597	EFT	05/20/2022	CDW GOVERNMENT, INC.	437.36
305598	EFT	05/20/2022	CITIZENS THERMAL ENRGY.	20,486.98
305599	EFT	05/20/2022	DASHER PRINTING SERVICES, INC	4,960.50
305600	EFT	05/20/2022	FINELINE PRINTING GROUP	517.00
305601	EFT	05/20/2022	FLEET CARE, INC.	188.07
305602	EFT	05/20/2022	INDPLS-MARION COUNTY PUBLIC LIBRARY	13,777.35
305603	EFT	05/20/2022	INSIGHT PUBLIC SECTOR, INC	218.09
305604	EFT	05/20/2022	IRVINGTON PRESBYTERIAN CHURCH	937.50

No.	Type	Date	Reference	Amount
305605	EFT	05/20/2022	KLINES QUALITY WATER, INC	48.10
305606	EFT	05/20/2022	LEVEL (3) COMMUNICATIONS, LLC	3,014.49
305607	EFT	05/20/2022	MARK'S VACUUM & JANITORIAL SUPPLIES	1,635.35
305608	EFT	05/20/2022	MIDWEST TAPE - AUDIOBOOKS ONLY	81.27
305609	EFT	05/20/2022	MIDWEST TAPE - PROCESSED DVDS	3,456.28
305610	EFT	05/20/2022	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	668.50
305611	EFT	05/20/2022	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	5,008.35
305612	EFT	05/20/2022	MIDWEST TAPE, LLC	8,786.10
305613	EFT	05/20/2022	ORACLE ELEVATOR HOLDCO, INC.	2,701.75
305614	EFT	05/20/2022	OVERDRIVE INC	60,717.37
305615	EFT	05/20/2022	REGIONS BANK PURCHASING CARD	12,557.05
305616	EFT	05/20/2022	STAPLES	8,331.52
305617	EFT	05/20/2022	STENZ MANAGEMENT COMPANY, INC	1,389.53
305618	EFT	05/20/2022	TITAN ASSOCIATES	3,513.39
305619	EFT	05/20/2022	ULINE	227.94
305620	EFT	05/26/2022	BAKER & TAYLOR	1,721.41
305621	EFT	05/26/2022	BAKER & TAYLOR	32,385.63
305622	EFT	05/26/2022	BAKER & TAYLOR	8,957.48
305623	EFT	05/26/2022	BAKER & TAYLOR AXIS 360 E-BOOKS	5,931.76
305624	EFT	05/26/2022	BAKER TILLY VIRCHOW KRAUSE, LLP	16,755.00
305625	EFT	05/26/2022	CDW GOVERNMENT, INC.	16,251.45
305626	EFT	05/26/2022	DELTA DENTAL	50.26
305627	EFT	05/26/2022	DELTA DENTAL	11,313.24
305628	EFT	05/26/2022	GLENDALE MALL	23,585.42
305629	EFT	05/26/2022	INDIANAPOLIS ARMORED CAR, INC	3,942.54
305630	EFT	05/26/2022	JEREMY NORRIS	10,930.00
305631	EFT	05/26/2022	KRM ARCHITECTURE+ INC	6,099.00
305632	EFT	05/26/2022	MARY RANKIN	9,485.00
305633	EFT	05/26/2022	RICOH USA, INC. - 12882	11,071.44
			Total	\$ 3,071,038.88

Summary by Transaction Type:

Computer Check	\$ 594,731.11
EFT Check	\$ 2,476,307.77
Total Payments	\$ 3,071,038.88
Total Voided Items	\$ -

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

No.	Type	Date	Reference	Amount
918	CHECK	5/20/2022	MOUNT VERNON NAZARENE UNIVERSITY	15.00
919	CHECK	5/26/2022	AMOS HANLON BROKAMP	34.98
920	CHECK	5/26/2022	BRANDON BARRYHILL	14.99
921	CHECK	5/26/2022	DANIELLE HECK	13.95
922	CHECK	5/26/2022	FRANK MOOSBRUGGER	36.94
923	CHECK	5/26/2022	JODY AMANDA HODGE	42.94
924	CHECK	5/26/2022	KATHERINE DEFREESE	19.99
925	CHECK	5/26/2022	MADALYNNE KAMINSKI	31.32
926	CHECK	5/26/2022	MATTHEW L SMITH	35.64
927	CHECK	5/26/2022	SUSAN CRASE	30.00
928	CHECK	5/26/2022	VIOLET HARPER HOY	9.99
Total				<u>\$ 285.74</u>

Summary by Transaction Type:

Computer Check	\$ 285.74
EFT Check	\$ -
Total Payments	\$ 285.74
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
8375	CHECK	05/05/2022	KIRSTEN WEAVER	127.67
8376	CHECK	05/05/2022	PATRICIA WALLACE	43.84
8377	CHECK	05/05/2022	RACHEL JAMIESON	96.25
8378	CHECK	05/05/2022	VLADIMIR KRAKOVICH	600.00
8379	CHECK	05/05/2022	WAYNE (PETTY CASH)	8.03
8380	CHECK	05/05/2022	YEFIM PASTUKH	600.00
8381	CHECK	05/12/2022	ARTS FOR LEARNING INDIANA	2,598.00
8382	CHECK	05/12/2022	CAROLYN ADAMS	505.00
8383	CHECK	05/12/2022	CASH & CARRY PAPER COMPANY, INC.	20.90
8384	CHECK	05/12/2022	CENTRAL LIBRARY (PETTY CASH)	500.00
8385	CHECK	05/12/2022	CHIA-YI BUSH	100.00
8386	CHECK	05/12/2022	DIGITAL SYNAPSES LLC	1,675.00
8387	CHECK	05/12/2022	EITELJORG MUSEUM OF AMERICAN INDIANS & WESTERN ART	540.00
8388	CHECK	05/12/2022	FALICIA BREWER, MA PRESIDENT	375.00
8389	CHECK	05/12/2022	GLENDALE (PETTY CASH)	13.13
8390	CHECK	05/12/2022	JUDY GRAY	95.55
8391	CHECK	05/12/2022	KIDS INK CHILDREN'S BOOKSTORE	2,525.60
8392	CHECK	05/12/2022	KIRSTEN WEAVER	81.22
8393	CHECK	05/12/2022	LAURA ESTALA LOZA MARTINEZ	525.00
8394	CHECK	05/12/2022	LIU LI	125.00
8395	CHECK	05/12/2022	LUIS URIEL VEGA ZAVALA	1,000.00
8396	CHECK	05/12/2022	LUNA LANGUAGE SERVICES	550.00
8397	CHECK	05/12/2022	MICHIGAN ROAD PETTY CASH	65.00
8398	CHECK	05/12/2022	PARTEC CONSULTING GROUP	375.00
8399	CHECK	05/12/2022	SAKURA FUQUA	100.00
8400	CHECK	05/12/2022	SOLEDAD DOMINIC ZEPEDA ARECHEGA	150.00
8401	CHECK	05/12/2022	STICK TOGETHER PRODUCTS	811.87
8402	CHECK	05/12/2022	THE HARMON HOUSE L.L.C.	3,045.00
8403	CHECK	05/12/2022	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	31,318.30
8404	CHECK	05/12/2022	UNIVERSAL PROTECTION SERVICE, LP	538.26
8405	CHECK	05/20/2022	BOLLYWOOD BEATS	300.00
8406	CHECK	05/20/2022	CHIA-YI BUSH	50.00
8407	CHECK	05/20/2022	DIGITAL SYNAPSES LLC	900.00
8408	CHECK	05/20/2022	FUN EXPRESS, LLC	1,873.70
8409	CHECK	05/20/2022	HEALTH & HOSPITALS CORP. OF MARION CNTY.	600.00
8410	CHECK	05/20/2022	INDY FT LIONS	75.00
8411	CHECK	05/20/2022	LAURA ESTALA LOZA MARTINEZ	225.00
8412	CHECK	05/26/2022	ARTS FOR LEARNING INDIANA	235.00
8413	CHECK	05/26/2022	BEVERLY SCOTT	300.00
8414	CHECK	05/26/2022	BRIGHT IDEAS IN BROAD RIPPLE	11,846.19
8415	CHECK	05/26/2022	CASH & CARRY PAPER COMPANY, INC.	222.40
8416	CHECK	05/26/2022	CHIA-YI BUSH	50.00
8417	CHECK	05/26/2022	CROSSROADS DOCUMENT SERVICES	1,768.43
8418	CHECK	05/26/2022	FUN EXPRESS, LLC	17,291.77
8419	CHECK	05/26/2022	GAIL THOMAS STRONG	780.00
8420	CHECK	05/26/2022	HEALTH & HOSPITALS CORP. OF MARION CNTY.	400.00
8421	CHECK	05/26/2022	JAPAN-AMERICA SOCIETY OF INDIANA, INC	100.00
8422	CHECK	05/26/2022	JOANNA CONRAD	135.34
8423	CHECK	05/26/2022	LAURA ESTALA LOZA MARTINEZ	225.00
8424	CHECK	05/26/2022	LORALYNN E EADES	560.00
8425	CHECK	05/26/2022	MUNCHKIN INC	5,773.75

No.	Type	Date	Reference	Amount
8426	CHECK	05/26/2022	NICHOLAS SCHAEFER DONATELLE	300.00
8427	CHECK	05/26/2022	PRIORITY PRESS INC	464.00
8428	CHECK	05/26/2022	RHODE ISLAND NOVELTY, INC	1,135.64
8429	CHECK	05/26/2022	SHELBY GRAAM	19.30
8430	CHECK	05/26/2022	THE CHILDREN'S MUSEUM GUILD, INC.	9,600.00
8431	CHECK	05/26/2022	THE CHILDREN'S MUSEUM OF INDIANAPOLIS	240.00
8432	CHECK	05/26/2022	THE HARMON HOUSE L.L.C.	4,680.00
8433	CHECK	05/26/2022	VICTORIA ELLEN GRISWOLD	225.00
8434	CHECK	05/26/2022	VLADIMIR KRAKOVICH	600.00
8435	CHECK	05/26/2022	YEFIM PASTUKH	600.00
305555	EFT	05/05/2022	BRODART CO	328.22
305556	EFT	05/05/2022	DEMCO, INC.	1,706.98
305590	EFT	05/12/2022	ARCOIRIS RECORDS, INC.	6,500.00
305591	EFT	05/12/2022	BAKER & TAYLOR AXIS 360 E-BOOKS	902.82
305592	EFT	05/12/2022	FINELINE PRINTING GROUP	998.00
305593	EFT	05/12/2022	INGRAM LIBRARY SERVICES	1,254.89
305594	EFT	05/12/2022	UNIVERSAL PROTECTION SERVICE, LP	168.61
305634	EFT	05/26/2022	FINELINE PRINTING GROUP	336.00
305635	EFT	05/26/2022	STAPLES	1,378.97
			Total	<u>\$ 124,258.63</u>

Summary by Transaction Type:

Computer Check	\$ 110,684.14
EFT Check	\$ 13,574.49
Total Payments	\$ 124,258.63
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
JUNE 27, 2022
PERSONNEL ACTIONS
RESOLUTION 39-2022

NEW HIRES:

- Alycia Roman, Public Services Librarian, Wayne, \$21.78 per hour, Effective: June 2, 2022
- Blessing Culver, Library Assistant II, Eagle, \$15.17 per hour, Effective: June 2, 2022
- Daniela Paulino De La Cruz, Library Assistant II, Eagle, \$15.17 per hour, Effective: June 15, 2022
- Madison Rust, Hourly Library Assistant II, Michigan Road, \$15.17 per hour, Effective: June 2, 2022
- Emily Thomas, Public Services Associate II, Haughville, \$17.53 per hour, Effective: June 2, 2022
- Amber Powell, Computer Assistant II, Southport, \$15.17 per hour, Effective: June 2, 2022
- April Petrie, Public Services Librarian, Franklin Road, \$21.78 per hour, Effective: June 15, 2022
- Lily Foster, Page, Irvington, \$12.50 per hour, Effective: June 15, 2022
- Ambrose Day, Computer Assistant II, West Indianapolis, \$15.17 per hour, Effective: June 15, 2022
- Katie Taft, Hourly Events Assistant, Central Library, \$15.17 per hour, Effective: June 15, 2022
- William Nash, Hourly Public Services Associate I, Glendale, \$16.31 per hour, Effective: June 15, 2022

INTERNAL CHANGES:

- O'Brian Elijah Yarde from Technology Learning Specialist, Program Development Area, \$17.88 per hour to Youth Multimedia Learning Specialist, Learning Curve, \$19.22 per hour, Effective: May 22, 2022
- Amira Malcom from Diversity Fellow- CBLC Multi-Media Project Manager, Central Library, \$22.21 per hour to Interim Manager, Center for Black Literature & Culture, Central Library, \$28.84 per hour, Effective: May 8, 2022
- Michelle Sharp from Manager, Community Branch, Garfield Park Branch, \$28.14 per hour to Area Resource Manager, Adult Services, Program Development Area, \$32.23 per hour, Effective: June 5, 2022
- Kevin Summers from Public Services Librarian, Garfield Park Branch, \$22.65 per hour to Interim Manager, Community Branch, Garfield Park Branch, \$27.06 per hour, Effective: June 5, 2022
- Kirsten Weaver from Interim Area Resources Manager, Adult Services, Program Development Area, \$31.27 per hour to Program Specialist, Program Development Area, \$26.22 per hour, Effective: June 5, 2022
- Morgan Coder from Library Security Assistant, Public Services to Library Security Assistant, West Indianapolis Branch, No Change in Pay, Effective: June 19, 2022

- Tami Skaggs from Library Security Assistant, Public Services to Library Security Assistant, Garfield Park Branch, No Change in Pay, Effective: June 19, 2022
- Charles Thompson from Library Security Assistant, Public Services to Library Security Assistant, College Avenue Branch, No Change in Pay, Effective: June 19, 2022
- Dennis Lewandowski from Library Security Assistant, Public Services to Library Security Assistant, East 38th Street Branch, No Change in Pay, Effective: June 19, 2022
- Thomas Stull from Library Security Assistant, Public Services to Library Security Assistant, Warren Branch, No Change in Pay, Effective: June 19, 2022
- Barbara Baker from Library Security Assistant, Public Services to Library Security Assistant, Haughville Branch, No Change in Pay, Effective: June 19, 2022
- Jessica Rinker from Library Assistant II, Part-time, Lawrence Branch to Library Assistant II, Full-time, Lawrence Branch, No Change in Pay, Effective: June, 5, 2022
- Elizabeth Mohler from Team Member, Shipping & Receiving, CMSA Shipping & Receiving to Library Assistant II, Pike Branch, No Change in Pay, Effective: June 19, 2022
- Cassandra Borley from Library Assistant II, College Avenue Branch to Library Assistant II, Lawrence Branch, No Change in Pay, Effective: June 19, 2022
- Willie Biles Jr from Library Security Assistant, Public Services to Library Security Assistant, Martindale-Brightwood Branch, No Change in Pay, Effective: June 19, 2022
- Danny Brandon from Library Security Assistant, Public Services to Library Security Assistant, East Washington Branch, No Change in Pay, Effective: June 19, 2022
- Cori Miner from Team Member, Shipping & Receiving, CMSA Shipping & Receiving, \$15.17 per hour to Team Lead, Shipping & Receiving, CMSA Shipping & Receiving, \$16.31 per hour, Effective: June 5, 2022
- Alysha Zemanek from Library Assistant III, Central Library, \$16.31 per hour to Circulation Supervisor I, East 38th Street Branch, \$20.26 per hour, Effective: June 19, 2022
- Perrena Stockard from Page, East 38th Street Branch, \$12.50 per hour to Computer Assistant II, East 38th Street Branch, \$15.17 per hour, Effective: June 19, 2022
- Jaclyn Roush from Library Assistant II, Part-time, Southport Branch to Hourly Library Assistant II, Southport Branch, No Change in Pay, Effective: July 3, 2022
- Stressca Nathaniel from Hourly Library Assistant II, Glendale Branch to Library Assistant II, Full-time, Glendale Branch, No Change in Pay, Effective: June 19, 2022

RE-HIRES:

- Claire Taylor, Page, Learning Curve, \$12.58 per hour, Effective: May 22, 2022

SEPARATIONS:

- Randall Starks, Media Specialist, Communications, 32 years and 3 months, Effective: June 3, 2022
- Briesa Koch, Computer Assistant II, East 38th Street, 1 year and 7 months, Effective: May 12, 2022
- Sean Warner, Library Assistant II, Warren, 8 months, Effective: June 3, 2022

- Grace Polak, Page, Nora, 2 years and 11 months, Effective: May 22, 2022
- Grace Charboneau, Library Assistant II, Lawrence, 1 year and 2 months, Effective: June 10, 2022
- Allison Burton, Page, Lawrence, 5 years and 2 months, Effective: June 3, 2022
- James Coffee, Team Member, Shipping & Receiving, Collection Management, 2 months, Effective: May 19, 2022
- Elizabeth Koroleski, Public Services Associate II, Decatur, 2 years and 7 months, Effective: July 23, 2022
- Emma Williams, Building Steward, Public Services, 39 years and 5 months, Effective: June 30, 2022

INACTIVE:

- Zoe Reuter, Page, Warren, Inactive: May 9, 2022
- Amber Garza, Page, Lawrence, Inactive: May 31, 2022
- Paula Scheidler, Computer Assistant II, Wayne: Inactive: May 31, 2022

RE-ACTIVATE:

- Jeremy Radway, Hourly Auditorium Assistant, Events, Re-activated: June 20, 2022
- Zoe Reuter, Page, Warren, Re-activated: June 15, 2022

PAY ADJUSTMENT:

- Miguel Ruiz, Project Manager, Innovation & Technology, Information Technology, \$36.05 per hour, Effective: May 22, 2022
- Marina Zimmermann, Manager, Payroll, Human Resources, \$40.86 per hour, Effective: June 19, 2022

RECLASSIFICATION:

- Shael Weidenbach from Area Resource Manager, Youth Services, Program Development Area, \$31.73 per hour to Area Resource Manager, Youth Services, Program Development Area, \$38.46 per hour, Effective: June 19, 2022
- Michelle Sharp from Area Resource Manager, Adult Services, Program Development Area, \$32.23 per hour to Area Resource Manager, Adult Services, Program Development Area, \$38.46 per hour, Effective: June 19, 2022
- Elizabeth Schoettle from Area Resource Manager, Branches, Pike Branch, \$33.67 per hour to Area Resource Manager, Branches, Pike Branch, \$40.86 per hour, Effective: June 19, 2022
- Margaret Wehr from Area Resource Manager, Branches, Lawrence Branch, \$31.27 per hour to Area Resource Manager, Branches, Lawrence Branch, \$33.61 per hour, Effective: June 19, 2022
- Joan Emmert from Area Resource Manager, Branches, Nora Branch, \$33.67 per hour to Area Resource Manager, Branches, Nora Branch, \$40.86 per hour, Effective: June 19, 2022

- Connie Scott from Area Resource Manager, Central Library, Central Library, \$33.67 per hour to Area Resource Manager, Central Library, Central Library, \$40.86 per hour, Effective: June 19, 2022
- Kathryn Bulloff from Digital Marketing Specialist, Communications Department, \$26.18 per hour to Manager, Digital Marketing, Communications Department, \$30.03 per hour, Effective: June 19, 2022
- Carrie Waterson from Web Content Specialist, Communications Department, \$30.55 per hour to Manager, Website, Communications Department, \$34.40 per hour, Effective: June 19, 2022
- Nathaniel Weber from Strategy & Equity Specialist, Chief Executive Office, \$20.66 per hour to Strategy & Equity Specialist, Chief Executive Office, \$21.78 per hour, Effective: June 19, 2022

CORRECTION:

- On the May 23, 2022 Personnel Actions, under New Hires, Employee, Charles Thompson was not placed in the proper department, therefore we are including it on this report as follows: Charles Thompson, Library Security Assistant, Public Services, \$15.17 per hour, Effective: May 18, 2022
- On the January 24, 2022 Personnel Actions, under New Hires, Employee, Thomas Stull was not added to the report because of misfiling, therefore we are including it on this report as follows: Thomas Stull, Library Security Assistant, Public Services, \$15.02 per hour, Effective: December 16, 2021
- On the May 23, 2022 Personnel Actions, under Separations, Employee, George Flexman was not given the proper credit for his time worked at the library, therefore we are including it on this report as follows: George Flexman, Order Specialist, Collection Management, 35 years, Effective: April 29, 2022

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
TRAVEL AND TRAINING ACTION
RESOLUTION 39-2022

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
Shael Weidenbach	PDA	1501	Portland, OR	PLA	101			\$ 600.00		\$ 600.00
Marianne McKenzie	PDA	1501	Indianapolis, IN	NTEN Digital Equity Certificat	101	\$ 1,000.00				\$ 1,000.00
Miguel Ruiz	IT	1101	Indianapolis, IN	Project Mgmt. Academy	101	\$ 1,995.00	\$ 50.00			\$ 2,045.00
Shellie Rich	CEN	1403	Washington, DC	ALA Annual 2022	101		\$ 300.00	\$ 1,375.00	\$ 135.00	\$ 1,810.00
Pam Swaidner	CMSA	1201	Washington, DC	ALA Annual 2022	101	\$ 529.00	\$ 600.00	\$ 1,400.00	\$ 150.00	\$ 2,679.00
Nichelle M. Hayes	CEO	1001	Washington, DC	ALA Annual 2022	101				\$ 240.00	\$ 240.00
Genira Newell	HR	1701	Indianapolis, IN	FMLA Seminar	101	\$ 549.00	\$ 38.00			\$ 587.00
Kim Ewers	HR	1701	Indianapolis, IN	FMLA Seminar	101	\$ 549.00				\$ 549.00
Reginald Laratte	HR	1701	Indianapolis, IN	FMLA Seminar	101	\$ 549.00	\$ 38.00			\$ 587.00
Alexandria Loewen	CEN	1401	West Lafayette, IN	Midwest Business Librarians	101		\$ 70.42			\$ 70.42
Demetrius Green	IT	1101	Indianapolis, IN	CyberSecurity Conference	101	\$ 100.00				\$ 100.00
Shanika Heyward	IT	1101	Indianapolis, IN	CyberSecurity Conference	101	\$ 100.00				\$ 100.00
Tisha Galarce	HR	1701	French Lick, IN	HR Seminar	101	\$ 699.00	\$ 105.00	\$ 575.00	\$ 60.00	\$ 1,439.00
Reginald Laratte	HR	1701	French Lick, IN	HR Seminar	101	\$ 699.00	\$ 105.00	\$ 575.00	\$ 60.00	\$ 1,439.00
Genira Newell	HR	1701	French Lick, IN	HR Seminar	101	\$ 699.00	\$ 105.00	\$ 575.00	\$ 60.00	\$ 1,439.00
Kim Ewers	HR	1701	French Lick, IN	HR Seminar	101	\$ 699.00	\$ 122.00	\$ 619.00	\$ 60.00	\$ 1,500.00
Adam Parsons	FAC	1801	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Isaiah Stevenson	PIK	2015	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Beth Pinal	NOR	2014	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Kimberly Winfrey	CMSA	1201	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Catrina Barnett	CMSA	1201	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Chase Martin	CEN	1401	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Tess Bellamy	MIC	2027	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Lashalle Bilal	CMSA	1201	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Anika Williams	PIK	2015	Virtual	REI Training	101	\$ 350.00				\$ 350.00

Fahmida Alam	CMSA	1201	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Susan Ward	CMSA	1201	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Elliot Trebajo	CMSA	1201	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Megan Dunbar	CMSA	1201	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Ellen Flexman	OUT	1506	Virtual	REI Training	101	\$ 350.00				\$ 350.00
Moon Light	CEN	1401	Virtual	REI Training	101	\$ 350.00				\$ 350.00

\$ 21,434.42

Date: June 27, 2022
To: Indianapolis Public Library Board
From: Shanika Heyward
Director, Information and Technology
Re: Report on Public Comment: Public PCs

Formstack Submission For: [Contact Us](#)
Submitted at 06/13/22 7:51 PM

Topic: Public Comment for Next IndyPL Board Meeting

Contact Name: Library Patron

Email:

Phone Number :

Organization You Represent: Taxpayer

Comment: The computers have been so overprotected that their usefulness is impaired. You cannot right click on the computer to check a file size or anything else. I ask that the computer be relaxed like johnson county, iupui, etc. so they can be used for normal tasks. They are impaired in usefulness.

Reply to Library Patron's "Contact Us" Form:

We received feedback from a patron that our public PCs are too 'locked down' for them to be able to do all the tasks they wish to do. We notified the patron of the reasons for our computer setup, which includes security measures and history/file clearing to protect patron privacy when their session ends. We appreciate getting this feedback so that we can make patron experiences as good as possible and are consistently reviewing the protocols in place for public computer use to ensure patron privacy and access to the tools they need.

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE
FINANCE COMMITTEE MEETING
JUNE 14, 2022**

The Indianapolis-Marion County Public Library Board Finance Committee met at Library Services Center on Tuesday June 14, 2022, at 10:00 am pursuant to notice given.

Committee Members Present: Chairman Pat Payne, Raymond Biederman, and Hope Tribble.

Other Attendees: Carolyn Adams, Shanika Heyward, Robert Scott, and representatives from Gallagher Insurance: Melissa Shepherd and Mark Aldous

Briefing – Review of 2022-2023 Annual Insurance Renewal. Ms. Shepherd and Mr. Aldous with Gallagher Insurance presented the Library's Annual Insurance Renewal quotes. We agreed to not go to market in 2022 and renew the package policies with Travelers. Rate increases on all lines, other than Cyber liability are beginning to lessen. Cyber liability is the exception, with average increases being near 50% and carriers increasing deductibles and reducing coverage due to the high number of breaches. The library IT Team is to be applauded for working diligently on the Library's security protocols. Rates were still being reviewed and not finalized for the June Finance Committee meeting. It is anticipated a resolution for the Annual Insurance Renewal will be brought to the July 25 Board meeting.

Resolution – Logicalis, Inc Quote. Ms. Heyward reviewed the Logicalis, Inc quote to purchase new phones for all the branches, Central and LSC due to end-of-life of the current phones and upgrading the current phone system software. The current phone system is over 20 years old and needs to be replaced. The model of the new phone is The Cisco IP Phone 8841. The Library will take advantage of the State of Indiana's Quality Purchase Agreement ("QPA") to purchase these phones. The cost of this quote is \$72,222.20 and is accounted for in the 2022 Operating Fund budget. The Finance Committee unanimously approved the resolution to proceed out of committee forward to the regular June 2022 Board Meeting.

Resolution – EBSCO Quote. Ms. Adams reviewed the EBSCO quote for renewal of the database subscriptions which consist of a suite of database tools used by the public for reader's advisory and home improvement repair and maintenance. These essential tools are used as part of the library catalog and reference database on the Library's "Research and Learn" database page. The LibraryAware service provides a monthly Nextreads email newsletter service with book recommendation linked to the library catalog. These newsletters can be found on the "about the Library" page. The Novelist suite of databases and services offers reader's advisory to connect readers

with books they prefer. Home Improvement and Small Engine Repair Reference Center are resources offering how-to articles and videos from well-known magazines on a variety of do-it-yourself home improvement and repair projects. The Library will pay EBSCO a total of \$57,118 for the subscription period August 1, 2022 through July 31, 2023. The cost is accounted for in the 2022 Operating Fund budget. The Finance Committee unanimously approved the resolution to proceed out of committee forward to the regular June 2022 Board Meeting.

Resolution – Indianapolis Foundation Library Fund Grant for Marion County Internet Library Databases. Ms. Adams reviewed the Indianapolis Foundation Library Grant award and the related purchase for the Marion County Internet Library (MCIL) databases. The Indianapolis Foundation Library Fund awarded a grant in the amount of \$560,200 to cover the purchase of the Marion County Internet Library Databases. These databases are used by eligible high schools, universities, and public libraries, along with patrons of the Library. The grant will be used to fund 14 MCIL databases and a hosting fee. The receipt and disbursements of these funds will be made from the Gift Fund. The resolution needed additional wording to clarify the amounts and subscription periods of the MCIL databases and as a result, the Finance Committee did not approve the resolution to proceed out of the committee. This resolution will require a full vote at the June 2022 Board Meeting.

Briefing – Review of Updated Long Term Financial Plan. Ms. Adams reviewed a recent update to the Long Term Financial Plan. A substantial revision was made to the 2022 Budget projection and future year projections. The amount of the CAPS on Property Tax Revenue the Library receives increased approximately \$1 million from earlier projections. This results in a \$1 million decrease in revenue projections for the Library. CAPS were put in place to limit the amount of property tax a taxpayer would pay. As CAPS increase on property taxes bills, they reduce the amount the taxpayer is billed for property taxes. Ms. Adams will contact the Auditor's office to find the reason for the increase in the CAPS.

Next Meeting

Tuesday July 12, 2022, at 10:00. Proposed location Central Library.

Adjournment

Ms. Payne declared the meeting adjourned at 11:25 a.m.

