



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

**Notice Of The Regular Meeting
March 22, 2021**

**Library Board Members Are Hereby Notified That The Regular Meeting
Of The Board Will Be Held As A Zoom Meeting
At 6:30 P.M.**

**For The Purpose of Considering The Following Agenda Items
Dated This 17th Day Of March, 2021**

It is noted that the Meeting is closed to in-person public attendance, but 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.

Public comment can be made in-person at the Library Services Center or submitted in writing in advance at indypl.org/contact.

**JUDGE JOSE D. SALINAS
President of the Library Board**

-- Regular Meeting Agenda --

1. Call to Order

2. Roll Call

3. **Introduction of Januarie York, IndyPL's New Poet Laureate** – Nichelle Hayes, Special Collections Librarian from the Center for Black Literature and Culture at Central Library, will make the introduction and explain how the Poet Laureate Program will work at IndyPL. (at meeting)

4. Public Comment and Communications

a. Public Comment

In lieu of the extreme emergency facing our city and in keeping with the Executive Order issued by the Governor, the public will not be invited to physically attend this meeting but has the ability to view/listen/comment at the Regular Meeting via a live stream YouTube link which will be available on the Library's website prior to the start of the Meeting.

5. Approval of Minutes

- a. **Regular Meeting, February 22, 2021** (enclosed)

COMMITTEE REPORTS

6. Finance Committee (Patricia A. Payne, Chair; Raymond J. Biederman, Curtis Bigsbee)

- a. **Report of the Treasurer – February 2021** (enclosed)

7. Diversity, Policy and Human Resources Committee (Curtis W. Bigsbee, Chair; Patricia A. Payne, Rev. T. D. Robinson)

8. Facilities Committee (Dr. Terri Jett, Chair; Curtis W. Bigsbee, Dr. Khaula Murtadha)

- a. **Fort Ben Branch Project** – Schematic Design Presentation by the Branch Manager, Architect and Construction Manager (at meeting)
- b. **Resolution 14 – 2021** (Approval to Award a Services Contract for Lawn Care and Landscaping Services) (enclosed)

9. Strategic Planning Committee (Dr. Terri Jett, Chair; Dr. Khaula Murtadha, Judge Jose D. Salinas)

- a. **Presentation of 2021-2023 Strategic Plan** (enclosed)

10. Library Foundation Update – (Rev. T. D. Robinson, Library Board Representative)

Board Member Rev. Robinson and Roberta Jagers, President of The Indianapolis Public Library Foundation, will discuss the monthly update and present the Foundation's 2021-2023 Strategic Plan. (enclosed)

11. Report of the Chief Executive Officer

- a. **Confirming Resolutions:**

- 1) **Resolution Regarding Finances, Personnel and Travel (15 – 2021)**

Enclosed.

- b. **Discussion of Potential Adoption of Virtual Meetings Language** (at meeting)

UNFINISHED BUSINESS

12.

NEW BUSINESS

13.

DISCUSSION AND AGENDA BUILDING

- 14. 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:

April, 2021 –

INFORMATION

15. Materials

There were no materials available to distribute to the Board.

16. Board Meeting Schedule for 2021 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meetings for 2021** – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events** – All Programs and Events are canceled until further notice.

17. Notice of Special Meetings

18. Notice of Next Regular Meeting

Monday, April 26, 2021, will be a virtual meeting via Zoom at 6:30 p.m. Further details will be provided at a later date.

19. Other Business

20. Adjournment



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
FEBRUARY 22, 2021**

The Indianapolis-Marion County Public Library Board met electronically via Zoom and/or telephone on Monday, February 22, 2021 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.

2. Roll Call

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

3. Welcome and Overview of Program Development Area

Melissa Wooton, Area Resource Manager – Adult Services, and Sharon Bernhardt, Area Resource Manager-Children’s Services, alongside members of the Programming Department shared various updates from their area. The team discussed Adulting 101 classes for teens, a partnership with Mexican Consulate to establish a Plaza Comunitaria, programming for children under five years-old and the upcoming Summer Reading Program.

Both Judge Salinas and Dr. Murtadha expressed their gratitude for the work done by these staff members with regard to programming for the Library.

4. Public Comment and Communications

In view of the extreme emergency facing our city, and in keeping with the Executive Order issued by the Governor, the public was not invited to physically attend the meeting but had the ability to view/listen and/or submit a question/comment to the Regular Meeting via a live stream YouTube link.

Michael Torres, Public Services Associate II and President of the Library’s Union, AFSCME, addressed Board. He made the following inquiry:

How are public comments submitted before library board meetings online going to be handled? Last month the two comments were inserted into the meeting minutes and not read during the public comment section. I had a conversation with the CEO and there wasn't a clear resolution. I believe if a public comment is submitted it should be read by the board Secretary and actually be part of the meeting and entered in the minutes. My other question about public comment is currently mentioned on the website as such:

I think the public should know if they submit a comment how it's going to be handled, will be read or will it be part of next month's minutes.

President Salinas responded that he had no objection to the reading of patron letters at the Board Meetings as long as they weren't over five minutes in length and they didn't contain any profanity or inappropriate language.

Russell Brown, attorney for the Library Board, confirmed that there were no restrictions to the reading of letters submitted by patrons. He reminded everyone about the five minute time limit. The transcript of those letters will be included in the minutes of the meeting.

At this time, the recent comments received from patrons via the Library's website were read into the record as follows:

Comment Submitted By: Luke Parker

Keep the libraries closed.

With the new even more infectious strains of corona around, reopening the libraries is not only reckless, but incredibly dangerous. The fact that considering reopening the libraries this soon with a new more infectious strain is one of the worst ideas to be brought up. I love the library and but if you reopen before it is truly deemed safe simply because "people want to browse" you might as well be saying "the staff isn't important and is disposable."

Keep the libraries closed.

Comment Submitted By: Lisa Riolo

Please do not reopen the library to visitors. The library has been a leader in protecting the public. Please don't cave into pressure to ignore public health guidelines.

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

a. Regular Meeting, January 25, 2021

The minutes from the Regular Meeting held January 25, 2021 had been distributed to the Board.

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

Mr. Biederman – Aye
 Mr. Bigsbee – Aye
 Dr. Jett – Aye
 Dr. Murtadha – Aye

Ms. Payne – Aye
 Rev. Robinson – Aye
 Judge Salinas – Aye

COMMITTEE REPORTS

6. Finance Committee (Patricia A. Payne, Chair; Raymond Biederman, Curtis Bigsbee)

a. Report of the Treasurer – January 2021

Ije Dike-Young, Chief Financial Officer, discussed the Report of the Treasurer that had been distributed to the Board. She mentioned that there was nothing out of the ordinary in the Report this month.

She reviewed the two new items had been added to the Report. The first was the addition of various year-to-date charts on revenue. The second was information on the Gift and Grant Fund which tracks spending on projects and programs.

Ms. Dike-Young commented that she is always open to improving the Report. If any Board member has a suggestion, just let her know.

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
 Mr. Bigsbee – Aye
 Dr. Jett – Aye
 Dr. Murtadha – Aye

Ms. Payne – Aye
 Rev. Robinson – Aye
 Judge Salinas – Aye

b. Briefing Report – 2020 Investment Report

A copy of the 2020 Investment Report was provided to the Board for their review and information.

Ms. Dike-Young advised that the Library's fiscal body designated the Marion County Board of Finance to serve as the Library's Local Board of Finance. The function of the Board of Finance is to review the investments and investment policies of the members. She noted that the Report had been presented to the Board of Finance at a meeting on January 29, 2021.

7. Diversity, Policy and Human Resources Committee (Curtis W. Bigsbee, Chair; Patricia A. Payne, Rev. T. D. Robinson)

Mr. Bigsbee announced that the Committee did not have a report this month.

8. Facilities Committee (Dr. Terri Jett, Chair; Curtis Bigsbee, Dr. Khaula Murtadha)

a. Glendale Branch Replacement Project

Sharon Smith, Facilities Director, reminded the Board that krM Architecture+ leads the design for the Project and Powers and Sons is providing the construction management services.

At this time, Kevin Montgomery from krM and Judy Gray, Branch Manager at Glendale, reviewed various aspects of the Project. Drawings and pictures were displayed and there was discussion about the community meetings held with regard to the Project. There was also discussion on the steps used for community engagement on the Project.

It was noted that the budget for the Project is approximately \$10.8 million and completion is scheduled for December 2022.

At this time, President Salinas recessed the Regular Meeting and convened a Public Hearing.

- 1) Ms. Smith noted that the Public Hearing was being held to consider the disposal of the real estate located at 3325 Lowry Road, Indianapolis, IN.

Ms. Smith advised that this real estate was now classified as surplus property by the Library.

- 2) Judge Salinas asked if there was any comment from the audience.

There were no comments.

Dr. Jett made a motion to close the Public Hearing. Dr. Murtadha seconded the motion.

Motion carried.

The Public Hearing was closed and the Regular Meeting was reconvened.

b. Resolution 11 – 2021 (Authorization to Sell Real Estate Located at 3325 Lowry Road, Indianapolis, IN)

Ms. Smith advised that the Committee was recommending that the Library Board approve the sale of the referenced property to Little Scholars Childcare LLC for the sum of \$400,000.

After full discussion and careful consideration of Resolution 11 – 2021, the resolution was adopted on the motion of Mr. Bigsbee, seconded by Dr. Jett, to approve Resolution 11 – 2021 for the Authorization to Sell Real Estate Located at 3325 Lowry Road, Indianapolis, IN.

Resolution 11 – 2021 was approved on the following roll call vote:

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

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

9. Strategic Planning Committee (Dr. Terri Jett, Chair; Dr. Khaula Murtadha, Judge Jose D. Salinas)

a. Resolution 12 – 2021 (Approval of the Indianapolis Public Library 2021 – 2023 Strategic Plan)

Garrett Mason, Strategic Planning and Assessment Officer, gave a PowerPoint presentation on the Library’s 2021 – 2023 Strategic Plan. He noted that what was before the Board tonight for approval was the core components of the Plan. The Plan focuses on the values of Racial Equity, Adaptability, Communication, Diversity and Inclusiveness. Additional items are being formulated and will be added to the final version of the Plan before it’s published.

After full discussion and careful consideration of Resolution 12 – 2021, the resolution was adopted on the motion of Dr. Jett, seconded by Ms. Payne, to approve Resolution 12 – 2021 for the Approval of the core components of the Indianapolis Public Library 2021 – 2023 Strategic Plan.

Resolution 12 – 2021 was approved on the following roll call vote:

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

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

10. Library Foundation Update

February 2021 Library Foundation Update

Rev. Robinson began the Update by sharing the following story from a Foundation donor about a librarian that he was fond of during his childhood and was the reason he made a gift to Foundation in that librarian’s honor:

“She was an enormously kind person, and she had endless patience for a lonely little boy who haunted the children's section: trying to help out and man the circulation desk, bravely insisting on retrieving back issues from the ill-lit periodicals storage room all by himself, and so on. It must have been tremendously annoying, but she was so indulgent that I wouldn't realize this until I was long grown. I've always had great affection for libraries and found them to be places of solace--everywhere I've lived, however temporarily (even on other continents!), I've always rushed to get a library card--and the fond memories I have of Miss Sharon and other librarians I've known over the years are surely the root cause.”

News

The Foundation's Board of Directors passed the 2021-2023 Strategic Plan. The full Plan will be shared with the Library Board at a future meeting.

The Foundation is proud to support Meet the Artists, thanks to the generosity of Christel DeHaan Family Foundation and Friends of the Library. We applaud the African-American History Committee for successfully adapting this beloved program to a virtual format.

The signage for The Michael D. O'Brien Boardroom was installed this month. The Foundation appreciates the Library Board for approving the renaming of this space to honor Michael's legacy.

Donors

The Foundation thanks 144 donors who made gifts last month. The following are the top corporate and Foundation contributors.

BKD, LLP

Program Support

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

Cultural

Fall Fest 2021/Slammin Rhymes Challenge XV
 Concert Series
 International Festivals and Celebrations
 IWC Natural Helpers Pop-Up Branches
 Center for Black Literature and Culture

Children's

Pocket Park Story Walk – INFO
 Growing Global Citizens – INFO
 Summer Reading Program

Collections/IT

General Digitization
 IndyPL Historic Document Digitization

Lifelong Learning

ISCR Lecture Series – CEN
 Business Automation with Code Black Indy – E38
 Fit Lit Book Discussion and Lecture – CEN
 Mental Health and Well-Being – E38
 Nonprofit Workshops – CEN
 Early Childhood Educators Workshops
 A Plethora of Computer Classes – GPK
 Lunch and Learn

Capital/Branch

Monument Circle Book Station to Central
 Author Engravings – CEN

General Library Support

LGBTQ+ Competency Training with IYG

11. Report Of The Chief Executive Officer**a. Confirming Resolutions:****1) Resolution Regarding Finances, Personnel and Travel (13 – 2021)**

Ms. Nytes mentioned that the resolution this month had no travel claims to be approved.

Ms. Payne made the motion, which was seconded by Dr. Murtadha, to approve Resolution 13 – 2021, the Resolution Regarding Finances, Personnel and Travel.

Resolution 13 – 2021 was approved on the following roll call vote:

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

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

b. Update on the Name Engraving Project at Central Library

Tariq Robinson, Adult Program Specialist and Dr. Michael Twyman, Library Foundation Donor, provided the Update.

Mr. Robinson gave a presentation which provided some information on the proposed project.

At this time, Dr. Twyman addressed the Board. He shared that he has memories of Central Library that span decades regarding the lack of names of authors of color being engraved on the walls at Central. He decided to reach out to the Indianapolis

Public Library Foundation and the Library itself to share his desire that something needed to be done to remedy this situation. The goal is to make the building a welcoming environment for all patrons. Following discussions, it has been determined that ten names reflecting authors of color will be engraved in the main Reading Room at Central.

Additionally, 11 names of black individuals will be engraved outside of the Center for Black Literature and Culture at Central. It is anticipated that this project will be completed around October 4, 2021.

c. **Information about Lillian Hall, first Black Librarian at IndyPL and in the State of Indiana, for Possible Naming of a Space at Central Library**

Stephen Lane, Special Collections Librarian, gave a presentation on Lillian Childress Hall, Indiana's first Black Librarian. He noted that she had worked as an apprentice at the Evansville Public Library (now Evansville-Vanderburgh County Public Library) before she became a certified librarian after studying at Butler College (now Butler University). She worked at the Paul Laurence Dunbar Branch, the first IndyPL branch in an African American neighborhood, and became a leader in the community. In July 1927, Hall resigned her position at Dunbar to accept a new appointment at the newly built Crispus Attucks High School, where she worked until she retired.

Mr. Lane announced that it is being proposed that a space at Central Library be named in honor of Ms. Hall. More information about this project is anticipated in the near information.

d. **Indianapolis Public Library (IndyPL) Annual Inclusion Plan – January 2021**

Ms. Nytes pointed out that a copy of the Library's Annual Inclusion Plan – January 2021 was included in the packet. She briefly discussed some of the aspects of the Plan and encouraged the Board to take the time to review it more thoroughly.

UNFINISHED BUSINESS

12. None.

NEW BUSINESS

13. None.

AGENDA BUILDING

14. **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:

March 2021 - None

INFORMATION

15. Materials

There were no materials available to distribute to the Board

16. Board Meeting Schedule for 2021 (Notice and Place of Meeting) and Upcoming Events/Information

- a. **Board Meetings for 2021**– *Current calendar will be updated, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events** – All Programs and Events are canceled until further notice.

17. Notice of Special Meetings

None.

18. Notice of Next Regular Meeting

Monday, March 22, 2021, will be a virtual meeting via Zoom at 6:30 p.m. Further details will be provided at a later date.

19. Other Business

20. Adjournment

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

The Chairman then declared the meeting adjourned at 8:30 p.m.

Raymond Biederman, Secretary to the Board



Indianapolis-Marion County Public Library
Report of the Treasurer for February 2021
Prepared by Accounting for the March 22, 2021 Board Meeting

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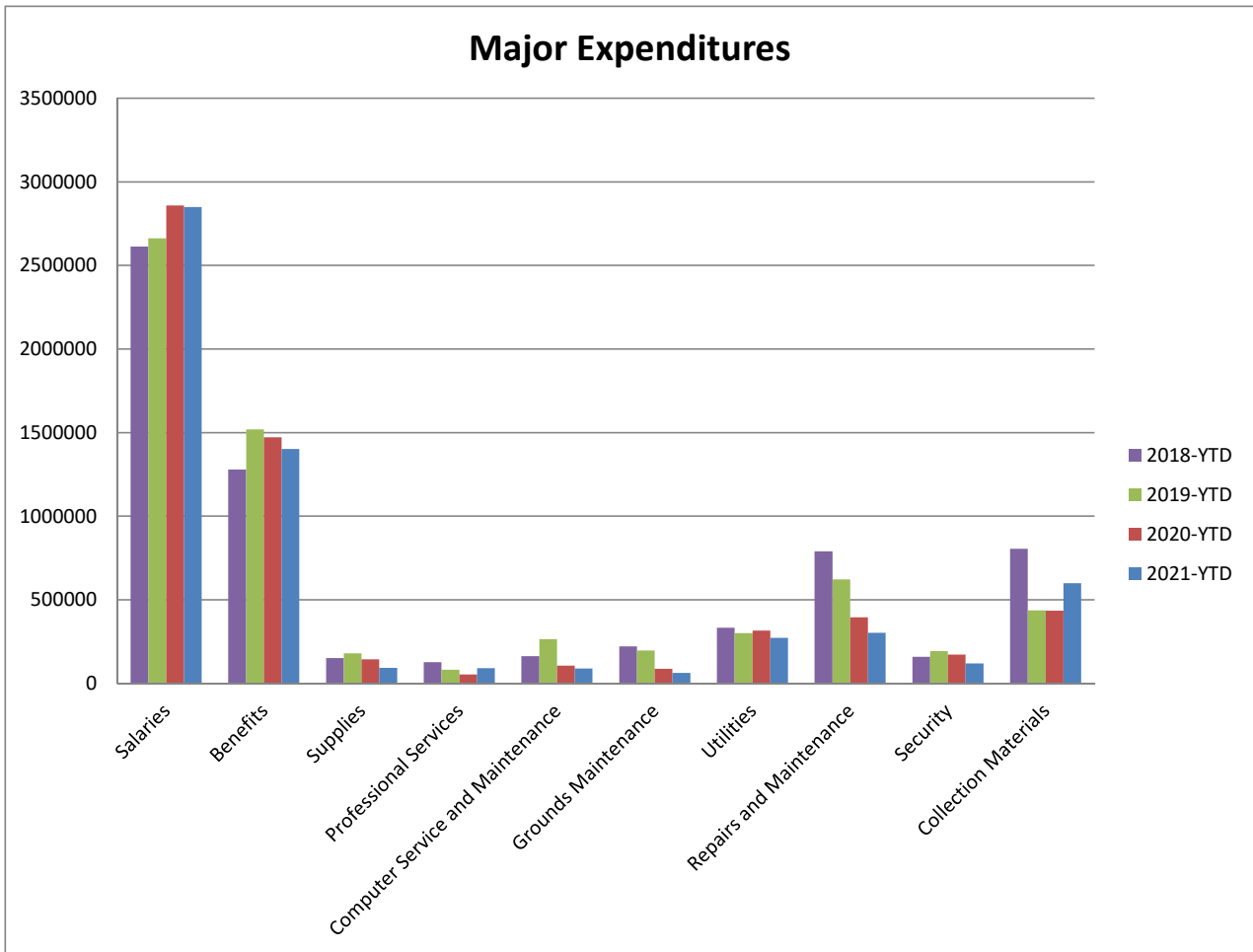
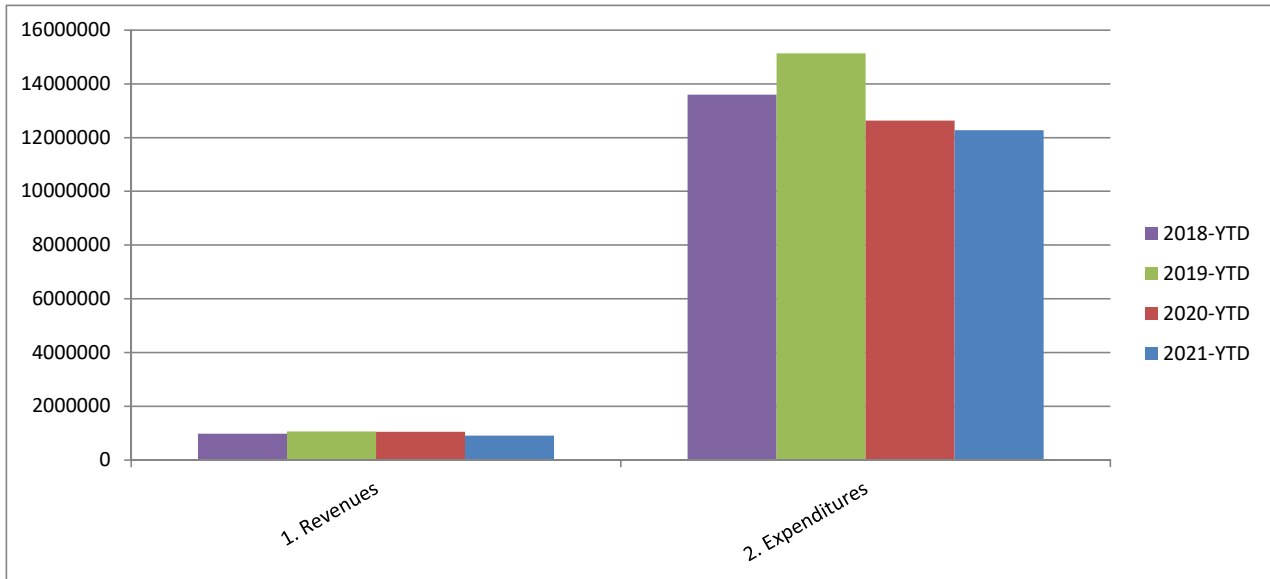
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Indianapolis-Marion County Public Library
Operating Fund Revenues and Expenditures
Month Ended February 28, 2021

Revenue	Annual				
		2021 Revised Budget	Actual MTD 2/28/2021	Actual YTD 2/28/2021	% Budget Received
Property Taxes	31	36,247,481	-	-	0%
Intergovernmental	33	7,436,719	378,025	757,764	10%
Fines & Fees	35	165,918	5,971	11,666	7%
Charges for Services	34	555,491	26,904	51,743	9%
Miscellaneous	36	882,878	14,119	90,876	10%
Total		45,288,487	425,019	912,048	2%

Expenditures	Annual				
		2021 Revised Budget	Actual MTD 2/28/2021	Actual YTD 2/28/2021	% Budget Spent
Personal Services & Benefits	41	29,499,876	2,240,418	4,251,149	14%
Supplies	42	1,689,014	48,724	94,042	6%
Other Services and Charges	43	17,281,158	792,243	1,751,198	10%
Capital Outlay	44	3,551,122	1,325	75,923	2%
Total		52,021,170	3,082,709	6,172,311	12%

**Indianapolis-Marion County Public Library
Chart Overview
Month Ended February 28, 2021**



Indianapolis-Marion County Public Library
Fund 101- Operating Fund - Detailed Income Statement
Month Ended February 28, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	45,409,231	45,409,231	-	-	-	45,409,231
311300 PROPERTY TAX CAPS	(9,161,750)	(9,161,750)	-	-	-	(9,161,750)
TAXES Total	36,247,481	36,247,481	-	-	-	36,247,481
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	395,000	395,000	16,128	16,128	-	378,872
335100 FINANCIAL INSTITUTION TAX REV	298,260	298,260	-	-	-	298,260
335200 LICENSE EXCISE TAX REVENUE	2,585,701	2,585,701	-	-	-	2,585,701
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	321,215	-	3,533,369
335500 COUNTY OPTION INCOME TAX	-	-	42,395	42,395	-	(42,395)
335700 COMMERCIAL VEHICLE TAX REVENUE	273,734	273,734	-	-	-	273,734
339000 IN LIEU OF PROP. TAX	29,440	29,440	-	-	-	29,440
INTERGOVERNMENTAL Total	7,436,719	7,436,719	379,739	379,739	-	7,056,980
CHARGES FOR SERVICES						
347601 PUBLIC PRINTING REVENUE	303,631	303,631	17,650	17,650	-	285,981
347602 FAX TRANSMISSION REVENUE	62,553	62,553	6,914	6,914	-	55,639
347603 PROCTORING EXAMS	3,469	3,469	-	-	-	3,469
347604 PLAC CARD DISTRIBUTION REVENUE	55,000	55,000	-	-	-	55,000
347605 USAGE FEE REVENUE	2,520	2,520	40	40	-	2,480
347606 SET-UP & SERVICE - TAXABLE	17,888	17,888	-	-	-	17,888
347607 SET-UP & SERVICE - NON-TAXABLE	14,420	14,420	-	-	-	14,420
347608 SECURITY SERVICES REVENUE	19,784	19,784	-	-	-	19,784
347620 CAFE REVENUE	10,000	10,000	235	235	-	9,765
347621 CATERING REVENUE	66,226	66,226	-	-	-	66,226
CHARGES FOR SERVICES Total	555,491	555,491	24,840	24,840	-	530,651
FINES						
351200 FINES	153,000	153,000	5,300	5,300	-	147,700
351201 OTHER CARD REVENUE	1,163	1,163	65	65	-	1,098
351202 HEADSET REVENUE	5,708	5,708	99	99	-	5,609
351203 USB REVENUE	4,479	4,479	229	229	-	4,250
351204 LIBRARY TOTES	1,568	1,568	2	2	-	1,566
FINES Total	165,918	165,918	5,695	5,695	-	160,223
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	2,500	2,500	20	20	-	2,480
361000 INTEREST INCOME	90,000	90,000	3,797	3,797	-	86,203
362000 FACILITY RTL REV - TAXABLE	128,422	128,422	1,119	1,119	-	127,303
362001 FACILITY RENTAL REV - NONTAX	36,539	36,539	-	-	-	36,539
362002 EQUIPMENT RENTAL REV - TAXABLE	18,064	18,064	200	200	-	17,864
362003 EQUIPMENT RENTAL REV - NONTAX	2,353	2,353	-	-	-	2,353
367004 OTHER GRANTS	225,000	225,000	-	-	-	225,000
MISCELLANEOUS Total	502,878	502,878	5,136	5,136	-	497,742
OTHER FINANCING SRCS						
396000 REFUNDS	5,000	5,000	-	-	-	5,000
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	71,621	71,621	-	103,379
399001 INSURANCE REIMBURSEMENTS	200,000	200,000	-	-	-	200,000
OTHER FINANCING SRCS Total	380,000	380,000	71,621	71,621	-	308,379

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE Total	45,288,487	45,288,487	487,030	487,030	-	44,801,458
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	18,522,517	18,560,703	1,379,949	1,379,949	38,186	17,142,568
412000 SALARIES HOURLY STAFF	1,805,589	1,805,589	72,547	72,547	-	1,733,042
413000 WELLNESS	45,000	45,000	-	-	-	45,000
413001 LONG TERM DISABILITY INSURANCE	44,957	44,957	4,290	4,290	-	40,667
413002 EMPLOYEE ASSISTANCE PROGRAM	23,970	23,970	1,600	1,600	17,600	4,770
413003 TUITION ASSISTANCE	30,000	30,000	6,449	6,449	-	23,551
413100 FICA AND MEDICARE	1,555,100	1,558,021	105,824	105,824	2,921	1,449,276
413300 PERF/INPRS	2,630,197	2,630,197	188,390	188,390	-	2,441,807
413400 UNEMPLOYMENT COMPENSATION	20,000	23,463	4,862	4,862	-	18,601
413500 MEDICAL & DENTAL INSURANCE	4,737,323	4,738,247	243,769	243,769	4	4,494,475
413600 GROUP LIFE INSURANCE	39,729	39,729	3,051	3,051	-	36,678
PERSONAL SERVICES Total	29,454,382	29,499,876	2,010,731	2,010,731	58,711	27,430,434
SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	710,120	769,430	5,242	5,242	63,387	700,802
421600 LIBRARY SUPPLIES	106,000	118,910	1,238	1,238	14,966	102,706
421700 DEPARTMENT OFFICE SUPPLIES	320,020	324,985	26,057	26,057	5,067	293,862
422210 GASOLINE	44,880	57,721	903	903	35,439	21,380
422250 UNIFORMS	8,160	12,360	-	-	4,200	8,160
422310 CLEANING & SANITATION	169,950	180,142	11,879	11,879	11,836	156,427
429001 NON CAPITAL FURNITURE & EQUIP	240,360	240,360	-	-	-	240,360
SUPPLIES Total	1,599,490	1,703,909	45,318	45,318	134,894	1,523,697
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	219,000	279,000	39,250	39,250	27,600	212,150
431500 CONSULTING SERVICES	278,320	510,220	12,645	12,645	233,338	264,237
432100 FREIGHT & EXPRESS	7,070	9,034	268	268	5,196	3,570
432200 POSTAGE	65,265	73,448	-	-	8,183	65,265
432300 TRAVEL	33,280	33,280	241	241	-	33,039
432400 DATA COMMUNICATIONS	278,400	278,400	30,495	30,495	-	247,905
432401 CELLULAR PHONE	10,890	10,890	835	835	-	10,055
432500 CONFERENCES	132,000	135,900	1,725	1,725	2,500	131,675
432501 IN HOUSE CONFERENCE	78,000	78,000	700	700	-	77,300
433100 OUTSIDE PRINTING	154,000	161,698	2,329	2,329	10,890	148,479
433200 PUBLICATION OF LEGAL NOTICES	1,810	1,810	-	-	-	1,810
434100 WORKER'S COMPENSATION	172,612	172,612	-	-	43,819	128,793
434200 PACKAGE	268,854	268,854	-	-	79,699	189,156
434201 EXCESS LIABILITY	11,514	11,514	-	-	8,039	3,476
434202 AUTOMOBILE	21,797	21,797	-	-	10,769	11,029
434500 OFFICIAL BONDS	1,112	1,112	-	-	-	1,112
434501 PUBLIC OFFICIALS & EE LIAB	17,798	17,798	-	-	9,008	8,790
434502 BROKERAGE FEE	20,000	20,000	-	-	10,000	10,000
435100 ELECTRICITY	1,236,709	1,632,157	57,360	57,360	338,088	1,236,709
435200 NATURAL GAS	167,793	219,123	15,488	15,488	35,842	167,793
435300 HEAT/STEAM	408,194	558,254	26,224	26,224	123,836	408,194
435400 WATER	87,574	113,001	3,583	3,583	21,844	87,574
435401 COOLING/CHILLED WATER	564,737	615,363	22,453	22,453	28,174	564,737
435500 STORMWATER	28,512	28,918	-	-	406	28,512
435900 SEWAGE	100,725	123,793	3,112	3,112	19,956	100,725
436100 REP & MAINT-STRUCTURE	746,361	790,309	18,941	18,941	261,389	509,979
436101 ELECTRICAL	487,437	637,043	-	-	396,298	240,745
436102 PLUMBING	102,000	103,580	1,124	1,124	25,956	76,500
436103 PEST SERVICES	35,700	48,755	1,498	1,498	35,557	11,700
436104 ELEVATOR SERVICES	139,740	173,529	1,881	1,881	89,384	82,263
436110 CLEANING SERVICES	1,176,936	1,341,998	83,471	83,471	1,016,591	241,936
436200 REP & MAINT-EQUIPMENT	221,340	229,037	1,783	1,783	23,440	203,814

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
436201 REP & MAINT-HEATING & AIR	476,340	582,396	14,354	14,354	256,847	311,195
436202 REP & MAINT -AUTO	64,260	67,431	1,397	1,397	3,171	62,863
436203 REP & MAINT-COMPUTERS	355,100	355,100	59,356	59,356	989	294,755
437200 EQUIPMENT RENTAL	86,908	86,908	9,847	9,847	47,976	29,084
437300 REAL ESTATE RENTAL	343,575	343,575	2,500	2,500	-	341,075
439100 CLAIMS, AWARDS, INDEMNITIES	25,750	25,750	-	-	-	25,750
439600 TRASH REMOVAL	71,404	77,871	9,273	9,273	70,432	(1,834)
439601 SNOW REMOVAL	419,910	458,096	30,680	30,680	213,611	213,805
439602 LAWN & LANDSCAPING	343,082	343,082	38	38	-	343,045
439800 DUES & MEMBERSHIPS	58,230	60,390	12,550	12,550	2,160	45,680
439901 COMPUTER SERVICES	366,100	366,100	448	448	3,965	361,687
439902 PAYROLL SERVICES	140,000	140,000	8,802	8,802	-	131,198
439903 SECURITY SERVICES	1,255,543	1,362,471	31,472	31,472	75,456	1,255,543
439904 BANK FEES/CREDIT CARD FEES	66,950	66,950	4,750	4,750	-	62,200
439905 OTHER CONTRACTUAL SERVICES	679,376	759,252	27,497	27,497	52,848	678,907
439906 RECRUITMENT EXPENSES	29,000	29,000	226	226	-	28,774
439907 EVENTS & PR	54,200	99,180	16,330	16,330	29,950	52,900
439910 PROGRAMMING	77,500	79,447	700	700	2,397	76,350
439911 PROGRAMMING-JUV.	150,000	151,963	1,000	1,000	8,978	141,985
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	-	-	-	25,000
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	-	-	5,000
439930 MATERIALS CONTRACTUAL	3,100,000	3,592,780	402,331	402,331	492,780	2,697,669
451100 AUDIT FEES	15,000	30,000	-	-	15,000	15,000
OTHER SERVICES AND CHARGES TOTAL	15,483,708	17,807,968	958,955	958,955	4,142,362	12,706,651
CAPITAL						
443500 BUILDING	-	9,481	-	-	3,049	6,432
445200 VEHICLES	-	42,257	-	-	42,257	-
445301 COMPUTER EQUIPMENT	270,500	270,500	-	-	-	270,500
449000 BOOKS & MATERIALS	3,160,296	3,228,883	74,598	74,598	68,587	3,085,698
CAPITAL Total	3,430,796	3,551,122	74,598	74,598	113,894	3,362,630
EXPENSE Total	49,968,376	52,562,875	3,089,602	3,089,602	4,449,860	45,023,413

Indianapolis-Marion County Public Library
Cashflow Projections - Operating Fund
January 1 - December 31, 2021

	Actual January	Actual February	Projected March	Projected April	Projected May	Projected June	Projected July	Projected August	Projected September	Projected October	Projected November	Projected December	Projected Y-T-D	Revised Budget	Variance
Beginning Balance	\$ 31,372,728	\$ 28,770,156	\$ 26,116,172	\$ 22,799,944	\$ 19,642,665	\$ 20,325,615	\$ 32,628,613	\$ 29,216,433	\$ 25,938,516	\$ 22,591,027	\$ 20,440,808	\$ 19,901,846	\$ 31,372,728	\$ 31,372,728	
Receipts:															
PROPERTY TAX	-	-	-	1,350,000	3,625,000	13,754,357	-	-	-	1,928,523	3,181,295	12,942,028	36,781,204	36,247,481	533,723
PROPERTY TAX CAPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E-RATE REVENUE	16,128	14,414	13,720	13,720	13,720	185,000	14,642	14,642	14,642	14,642	14,842	14,642	344,755	395,000	(50,245)
FINANCIAL INSTITUTION TAX REV	-	-	-	-	-	166,430	-	-	-	-	-	-	166,430	298,260	34,600
LICENSE EXCISE TAX REVENUE	-	-	-	-	-	1,347,376	-	-	-	-	-	-	1,347,376	2,694,752	2,585,701
LOCAL OPTION INCOME TAX	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	3,854,584	3,854,584	-
COUNTY OPTION INCOME TAX	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	42,395	508,744	-	508,744
COMMERCIAL VEHICLE TAX REVENUE	-	-	-	-	-	144,824	-	-	-	-	-	-	144,824	289,648	273,734
IN LIEU OF PROP. TAX	-	-	-	-	-	13,165	-	-	-	-	-	-	13,768	26,933	29,440
COPY MACHINE REVENUE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(2,508)
PUBLIC PRINTING REVENUE	17,650	19,041	20,000	20,000	25,000	25,000	25,000	32,000	32,000	32,000	32,000	22,981	302,672	303,631	(959)
FAX TRANSMISSION REVENUE	6,914	7,884	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,639	65,438	62,553	2,885
PROCTORING EXAMS	-	25	100	100	100	400	400	400	400	400	400	400	669	3,394	3,469
PLAC. CARD DISTRIBUTION REVENUE	-	-	-	55,000	-	-	-	-	-	-	-	-	-	55,000	-
USAGE FEE REVENUE	40	-	-	-	-	-	-	500	500	500	500	500	520	2,560	2,520
SET-UP & SERVICE - TAXABLE	-	-	500	500	500	1,550	2,925	1,750	1,750	1,650	1,750	1,750	14,625	17,888	(3,263)
SET-UP & SERVICE - NON-TAXABLE	-	-	250	500	500	500	1,000	500	500	600	250	-	4,100	14,420	(10,320)
SECURITY SERVICES REVENUE	-	(200)	400	500	750	750	1,380	780	1,110	660	270	120	6,520	19,784	(13,264)
EVENT SECURITY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PARKING REVENUE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CAFE REVENUE	235	154	-	-	-	-	-	-	-	-	-	-	-	-	-
CATERING REVENUE	-	-	94	70	-	-	-	-	1,109	231	283	201	2,213	10,000	(7,787)
FINES	5,300	5,657	12,750	12,750	12,750	12,750	12,750	2,985	4,039	3,638	-	4,630	15,455	66,226	(50,771)
OTHER CARD REVENUE	65	-	195	-	-	65	65	195	195	195	-	-	845	1,163	(318)
HEADSET REVENUE	99	107	100	-	-	50	250	230	300	230	230	230	1,826	5,708	(3,882)
USB REVENUE	229	187	300	300	300	300	300	300	300	300	300	300	3,416	4,479	(1,063)
LIBRARY TOIES	2	21	20	20	20	20	20	70	70	70	70	70	473	1,568	(1,095)
MISCELLANEOUS REVENUE	20	59	200	200	200	200	200	200	200	200	200	200	2,080	2,500	(420)
REVENUE ADJUSTMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
INTEREST INCOME	3,797	3,235	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	37,032	90,000	(52,968)
FACILITY RIL REV - TAXABLE	1,119	7,510	-	-	-	6,000	6,000	16,000	12,000	14,000	9,500	5,800	77,929	128,422	(50,493)
FACILITY RENTAL REV - NONTAX	-	(1,575)	-	-	-	540	540	540	2,510	2,725	5,510	2,055	12,845	36,539	(23,694)
EQUIPMENT RENTAL REV - TAXABLE	200	-	-	-	-	-	-	1,900	2,150	3,185	1,900	1,110	10,445	18,064	(7,619)
EQUIPMENT RENTAL REV - NONTAX	-	-	-	-	-	-	-	400	450	500	-	300	1,650	2,353	(703)
FOUNDATION CONTRIBUTION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER GRANTS	-	-	-	-	-	-	-	225,000	-	-	-	-	225,000	225,000	-
TRANSFER IN	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SALE OF SURPLUS PROPERTY	-	-	-	-	-	-	45,780	-	-	-	-	-	-	-	-
REFUNDS	-	-	420	420	420	420	420	420	420	420	420	800	4,580	5,000	(420)
REIMBURSEMENT FOR SERVICES	71,621	4,890	-	-	-	10,000	-	-	15,000	71,000	2,000	2,000	176,511	175,000	1,511
INSURANCE REIMBURSEMENTS	-	-	-	200,000	-	-	-	-	-	-	-	-	200,000	200,000	-
Total Receipts	487,030	425,019	420,659	2,025,690	4,050,871	16,041,307	483,283	683,043	473,506	2,462,106	3,639,931	15,057,804	46,250,247	45,288,487	961,763
Expenditures:															
PERSONAL SERVICES & BENEFITS	2,010,731	2,240,418	2,223,885	3,091,950	2,223,885	2,223,885	2,223,885	2,220,735	2,220,735	3,088,800	2,220,735	2,223,235	28,212,879	29,454,382	1,241,503
SUPPLIES	45,318	48,724	144,084	144,084	139,114	139,114	139,114	139,114	139,114	139,114	139,114	148,121	1,504,129	1,599,490	95,361
OTHER SERVICES AND CHARGES	958,955	792,243	1,337,442	1,631,149	991,623	1,314,062	1,171,044	1,089,804	1,144,751	1,257,211	1,326,353	1,812,948	14,827,585	15,483,708	656,123
LIBRARY MATERIALS CAPITAL OUTLAY	74,598	1,325	31,476	315,787	13,298	61,248	361,420	511,307	316,394	127,200	492,691	1,124,052	3,430,796	3,430,796	-
Total Expenditures	3,089,602	3,082,709	3,736,887	5,182,970	3,367,920	3,738,309	3,895,463	3,960,960	3,820,994	4,612,325	4,178,893	5,308,356	47,975,389	49,968,376	1,992,987
Change in Payables/Petty Cash/Correction*	-	3,707	-	-	-	-	-	-	-	-	-	-	3,707	-	-
Transfer Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	\$ 28,770,156	\$ 26,116,172	\$ 22,799,944	\$ 19,642,665	\$ 20,325,615	\$ 32,628,613	\$ 29,216,433	\$ 25,938,516	\$ 22,591,027	\$ 20,440,808	\$ 19,901,846	\$ 29,651,294	\$ 29,651,294	\$ 26,692,839	

Indianapolis-Marion County Public Library
Receipts & Disbursements
Month Ended February 28, 2021

FUND	CASH AND	RECEIPTS	DISBURSEMENTS	CASH AND
	INVESTMENTS			INVESTMENTS
	1/31/2021			2/28/2021
101 Total Operating	28,770,156	425,019	3,079,003	26,116,172
EXCESS LEVY	-	-	-	-
104 Total Fines	71	33,370	33,370	71
BEECH GROVE	-	-	-	-
226 Total Parking Garage	742,985	7,439	3,653	746,770
230 Total Grant	472,216	29,117	22,990	478,344
245 Total Rainy Day	6,487,853	339	3,200	6,484,992
270 Total Shared System	193,632	4,861	15,664	182,829
276 Total Cares Grant Fund	-	-	-	-
301 Total BIRF 1	2,154,683	288	-	2,154,971
321 Total BIRF 2	325,985	-	-	325,985
471 Total Library Improvement Reserve Fund	2,453,795	144	26,251	2,427,689
472 Total Construction	-	-	-	-
CAPITAL PROJECTS FUND	-	-	-	-
474 Total 2014 Multi-Branch Fac Improv	-	-	-	-
475 Total 2015 Bond RFID Books & Materials	155	-	-	155
476 Total 2016 Bond - Michigan Rd	6,821	-	2,835	3,986
477 Total 2017A Bond - Brightwood	27,772	-	971	26,801
478 Total 2017B Bond - Eagle	546,202	-	-	546,202
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	1,626,682	-	38,470	1,588,211
480 Total 2018 BBond - West Perry Branch	4,295,417	-	464,948	3,830,468
481 Total 2019 Bond - LAW WAY Renovation	150,605	-	27,031	123,573
482 Total 2020 Bond - Fac Renov Equip Acq	5,232,855	-	26,198	5,206,656
800 Total Gift	1,256,357	215,527	11,451	1,460,433
806 Total Payroll Liabilities (1)	113,842	104,205	152,269	65,778
812 Total Foundation Agency Fund	1,065	108	-	1,173
813 Total Staff Association Agency Fund	31	-	-	31
814 Total Sales Tax Agency Fund	115	548	115	548
815 Total PLAC Card Revenue Agency Fund	6,455	260	-	6,715
Grand Total	54,865,749	821,225	3,908,420	51,778,554

**Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
Month Ended February 28, 2021**

Chase Savings Account

	Balance February 28, 2021	Interest Earned February 28, 2021
Operating Fund	\$ 2,002,806	\$ 136
Grant Fund	\$ 193,395	\$ -
Parking Garage	\$ 409,235	\$ 9
Bond & Interest Redemption Fd	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 13,386	\$ -
Rainy Day Fund	\$ 404,754	\$ 9
Gift Fund	\$ 72	\$ 4
Total Chase Savings Account	\$ 3,023,646	\$ 160

The average savings account rate for February was 0.03%

Previous Month's Chase Savings Account Activity

	Balance January 31, 2021	Interest Earned January 31, 2021
Operating Fund	\$ 12,002,669	\$ 305
Grant Fund	\$ 193,395	\$ -
Parking Garage	\$ 409,225	\$ 10
Bond & Interest Redemption Fd	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 13,386	\$ -
Rainy Day Fund	\$ 404,744	\$ 10
Gift Fund	\$ 68	\$ 5
Total Chase Savings Account	\$ 13,023,487	\$ 331

The average savings account rate for January was 0.03%

Fifth Third Bank Investment Account

	Balance February 28, 2021	Interest Earned February 28, 2021
Library Improvement Reserve Fd	\$ 2,229,249	\$ 144
Rainy Day Fund	\$ 4,459,089	\$ 288
Total Fifth Third Bank	\$ 6,688,338	\$ 433

The average investment account rate for February was 0.08%

Previous Month's Fifth Third Bank Investment Account

	Balance January 31, 2021	Interest Earned January 31, 2021
Library Improvement Reserve Fd	\$ 2,229,105	\$ 261
Rainy Day Fund	\$ 4,458,801	\$ 521
Total Fifth Third Bank	\$ 6,687,906	\$ 782

The average investment account rate for January was 0.14%

Hoosier Fund Account Income

	Balance February 28, 2021	Interest Earned February 28, 2021
Operating Fund	\$ 8,662,403	\$ 2,704
Rainy Day Fund	\$ 179,500	\$ 41
2017A Brightwood Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ 3,062,846	\$ -
2018A Multi-Project Fund	\$ 1,251,796	\$ -
Bond & Interest Redemption Fd	\$ 25,920	\$ 288
2019 Lawrence/Wayne Project Fund	\$ -	\$ -
Total Hoosier Fund Account	\$ 13,182,465	\$ 3,033

The average Hoosier Fund account rate for February was 0.30%

Previous Month's Hoosier Fund Account Income

	Balance January 31, 2021	Interest Earned January 31, 2021
Operating Fund	\$ 8,659,699	\$ 2,992
Rainy Day Fund	\$ 179,459	\$ 46
2017A Brightwood Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ 3,062,846	\$ -
2018A Multi-Project Fund	\$ 1,251,796	\$ -
Bond & Interest Redemption Fd	\$ 25,632	\$ 319
2019 Lawrence/Wayne Project Fund	\$ -	\$ -
Total Hoosier Fund Account	\$ 13,179,432	\$ 3,357

The average Hoosier Fund account rate for January was 0.30%

TrustIndiana

	Balance February 28, 2021	Interest Earned February 28, 2021
Operating Fund	\$ 6,425,296	\$ 386
2015 RFID Project Fund	\$ -	\$ -
2017A Brightwood Project Fund	\$ -	\$ -
2017B Eagle Project Fund	\$ 370,223	\$ -
2018B West Perry Project Fund	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 450,251	\$ -
Total TrustIndiana Account	\$ 7,336,667	\$ 386

The average TrustIndiana account rate for February was 0.07%

Previous Month's TrustIndiana

	Balance January 31, 2021	Interest Earned January 31, 2021
Operating Fund	\$ 6,424,910	\$ 490
2015 RFID Project Fund	\$ -	\$ -
2017A Brightwood Project Fund	\$ -	\$ -
2017B Eagle Project Fund	\$ 370,223	\$ -
2018B West Perry Project Fund	\$ -	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 450,251	\$ -
Total TrustIndiana Account	\$ 7,336,281	\$ 490

The average TrustIndiana account rate for January was 0.08%

U. S. Bank

	Balance February 28, 2021	Interest Earned February 28, 2021
Operating Fund	\$ 1,053,322	\$ 9
Total U. S. Bank	\$ 1,053,322	\$ 9

The average U. S. Bank account rate for February was 0.01%

Previous Month's U.S. Bank

	Balance January 31, 2021	Interest Earned January 31, 2021
Operating Fund	\$ 1,053,313	\$ 9
Total U. S. Bank	\$ 1,053,313	\$ 9

The average U. S. Bank account rate for January was 0.01%

Indianapolis-Marion County Public Library
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
Month Ended February 28, 2021

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	14,136,876	14,136,876	-	-	-	14,136,876
Property Taxes Total	14,136,876	14,136,876	-	-	-	14,136,876
Intergovernmental						
335100 FINANCIAL INSTITUTION T	97,302	97,302	-	-	-	97,302
335200 LICENSE EXCISE TAX REVE	810,160	810,160	-	-	-	810,160
335700 COMMERCIAL VEHICLE TAX	89,302	89,302	-	-	-	89,302
339000 IN LIEU OF PROP. TAX	8,521	8,521	-	-	-	8,521
Intergovernmental Total	1,005,285	1,005,285	-	-	-	1,005,285
Miscellaneous						
361000 INTEREST INCOME	-	-	288	607	-	(607)
Miscellaneous Total	-	-	288	607	-	(607)
REVENUES Total	15,142,161	15,142,161	288	607	-	15,141,554
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	14,750	14,750	-	1,500	-	13,250
438100 PRINCIPAL	15,385,000	15,385,000	-	1,700,000	-	13,685,000
438200 INTEREST	1,467,665	1,467,665	-	141,337	-	1,326,328
Other Services and Charges Total	16,867,415	16,867,415	-	1,842,837	-	15,024,578
EXPENSES Total	16,867,415	16,867,415	-	1,842,837	-	15,024,578

Indianapolis-Marion County Public Library
Fund 245 - Rainy Day Fund - Detailed Income Statement
Month Ended February 28, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	30,000	30,000	577	577	-	29,423
MISCELLANEOUS Total	30,000	30,000	577	577	-	29,423
REVENUE Total	30,000	30,000	577	577	-	29,423
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	100,000	100,000	13,511	13,511	-	86,489
431200 ENGINEERING & ARCHITECTURAL	400,000	567,313	500	500	214,018	352,795
431500 CONSULTING SERVICES	-	8,400	1,000	1,000	7,400	-
OTHER SERVICES AND CHARGES TOTAL	500,000	675,713	15,011	15,011	221,418	439,284
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	3,175,713	15,011	15,011	221,418	2,939,284

Indianapolis-Marion County Public Library
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
Month Ended February 28, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	20,000	20,000	261	261	-	19,739
MISCELLANEOUS Total	20,000	20,000	261	261	-	19,739
REVENUE Total	20,000	20,000	261	261	-	19,739
EXPENSE						
OTHER SERVICES AND CHARGES						
436100 REP & MAINT-STRUCTURE	-	28,441	6,450	6,450	26,251	(4,260)
OTHER SERVICES AND CHARGES TOTAL	-	28,441	6,450	6,450	26,251	(4,260)
CAPITAL						
444501 COMPUTER SOFTWARE	-	133,362	1,275	1,275	132,087	-
CAPITAL Total	-	133,362	1,275	1,275	132,087	-
EXPENSE Total	-	161,803	7,725	7,725	158,338	(4,260)

Indianapolis-Marion County Public Library
Fund 226 - Parking Garage - Detailed Income Statement
Month Ended February 28, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	120,000	120,000	487	487	-	119,513
347611 EVENTS PARKING	8,000	8,000	-	-	-	8,000
CHARGES FOR SERVICES Total	128,000	128,000	487	487	-	127,513
MISCELLANEOUS						
361000 INTEREST INCOME	1,000	1,000	10	10	-	990
MISCELLANEOUS Total	1,000	1,000	10	10	-	990
REVENUE Total	129,000	129,000	497	497	-	128,503
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,000	2,000	-	-	-	2,000
421500 OFFICE SUPPLIES - FAC/PURCH	6,000	6,000	46	46	-	5,954
422310 CLEANING & SANITATION	100	100	-	-	-	100
SUPPLIES Total	8,100	8,100	46	46	-	8,054
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	5,000	5,000	-	-	-	5,000
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	1,000	1,000	-	11,000
432200 POSTAGE	100	100	-	-	-	100
432400 DATA COMMUNICATIONS	6,000	6,000	380	380	-	5,620
434201 EXCESS LIABILITY	7,000	7,000	405	405	-	6,595
436100 REP & MAINT-STRUCTURE	15,000	15,000	-	-	3,600	11,400
436110 CLEANING SERVICES	8,000	8,000	-	-	-	8,000
436200 REP & MAINT-EQUIPMENT	8,000	8,000	49	49	-	7,951
436201 REP & MAINT-HEATING & AIR	123,062	146,124	-	-	23,062	123,062
439904 BANK FEES/CREDIT CARD FEES	7,000	7,000	112	112	-	6,888
439905 OTHER CONTRACTUAL SERVICES	52,000	52,000	3,677	3,677	-	48,323
OTHER SERVICES AND CHARGES TOTAL	243,162	266,224	5,622	5,622	26,662	233,940
CAPITAL						
445300 CAPITAL - EQUIPMENT	184,446	322,781	-	-	138,335	184,446
CAPITAL Total	184,446	322,781	-	-	138,335	184,446
EXPENSE Total	435,708	597,105	5,668	5,668	164,997	426,440

Indianapolis-Marion County Public Library
Fund 270 - Shared System - Detailed Income Statement
Month Ended February 28, 2021

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347640 SHARED SYSTEM REVENUE	-	-	2,003	2,003	-	(2,003)
CHARGES FOR SERVICES Total	-	-	2,003	2,003	-	(2,003)
REVENUE Total	-	-	2,003	2,003	-	(2,003)
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	62,942	62,942	4,842	4,842	-	58,100
413100 FICA AND MEDICARE	4,815	4,815	336	336	-	4,479
413300 PERF/INPRS	8,938	8,938	688	688	-	8,250
PERSONAL SERVICES Total	76,695	76,695	5,865	5,865	-	70,830
SUPPLIES						
421600 LIBRARY SUPPLIES	5,000	5,641	-	-	641	5,000
SUPPLIES Total	5,000	5,641	-	-	641	5,000
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	120	120	-	796
439907 EVENTS & PR	500	500	-	-	-	500
439909 REIMBURSEMENT FOR SERVICES EXP	75,000	75,000	-	-	-	75,000
439930 MATERIALS CONTRACTUAL	14,000	14,000	-	-	9,488	4,512
OTHER SERVICES AND CHARGES TOTAL	97,166	97,166	120	120	9,488	87,558
EXPENSE Total	178,861	179,502	5,985	5,985	10,129	163,388

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended February 28, 2021

	MTD	YTD
REVENUE		
MISCELLANEOUS		
334700 GRANTS - LSTA	-	-
334720 GRANTS - STATE	-	2,288
360000 MISCELLANEOUS REVENUE	-	-
360001 REVENUE ADJUSTMENT	-	-
361000 INTEREST INCOME	4	9
367000 FOUNDATION CONTRIBUTION	215,527	234,127
367002 FOUNDATIONS - DESIGNATED GIFTS	-	-
367004 OTHER GRANTS	29,113	29,113
396000 REFUNDS	-	-
399000 REIMBURSEMENT FOR SERVICES	-	-
MISCELLANEOUS Total	244,644	265,537
REVENUE Total	244,644	265,537
EXPENSE		
00005012 - AQUARIUM MAINTENANCE MULTI-BRANCH	301	1,435
00015001 - CENTRAL UNRESTRICTED GIFT	(75)	-
00015007 - CBLC CENTER FOR BLACK LIT & CULTURE	5,256	11,543
00055001 - BRIGHTWOOD UNRESTRICTED GIFT	34	34
00075001 - EAGLE UNRESTRICTED GIFT	-	61
00135001 - LAWRENCE UNRESTRICTED GIFTS	-	50
00145001 - NORA UNRESTRICTED GIFTS	-	53
00155005 - PIKE AQUARIUM	-	210
00195001 - WAYNE UNRESTRICTED GIFTS	-	37
00215001 - FRANKLIN RD UNRESTRICTED GIFTS	-	-
00405010 - DIGITAL ENCYCLOPEDIA OF INDPLS DEOI	-	152,920
00425003 - LIBRARY MATERIALS ESTATE GIFTS	-	20
00425010 - LILLY CITY DIGITIZATION	-	1,730
18055010 - GROW WITH GOOGLE	4,153	8,290
18465011 - SCHOOL LIBRARY CARDS	6,131	10,901
19420515 - COMMUNITY CORE COLLECTION CMSA	-	933
19425022 - SIMON LOVE OF READING	-	-
20005012 - READY TO READ 2020	-	5
20005013 - SUMMER READING PROGRAM 2020	-	2,300
20005026 - TEEN SPACES MULTI-BRANCH	-	68
20005027 - ADULT BOOK DISCUSSIONS MULTI-BRANCH	-	130
20005028 - CODING & TECH FOR ADULTS MULTI BRAN	75	75
20015016 - SIMPLE AFFORDABLE PLANT BASED COOKI	-	182
20015033 - ISCR LECTURE SERIES CENTRAL	250	500
20065010 - ART FOR FAMILIES DECATUR	332	332
20065011 - STEAM PRESCHOOL STORYTIME DECATUR	56	56
20125011 - HVL DEVICE LENDING EXPANSION	3,655	6,618
20275010 - MICHIGAN ROAD BRANCH ART	-	3,000
20425010 - GENERAL DIGITIZATION 2020	-	3,751

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended February 28, 2021

	MTD	YTD
20425017 - AXIS 360 HIGH SCHOOL EBOOKS	-	49,167
20455024 - CIVIC SWITCHBOARD	7,450	7,450
20455028 - TEEN COMMUNITY BOOK CLUBS	2,650	2,650
20455030 - FOLKLORIC DANCE DEMOS	-	500
21005036 - PRESCHOOL PACKAGED PROGRAMS	932	932
21135010 - ADULT BOOK DISCUSSIONS - LAW	135	135
21455010 - MEET THE ARTIST XXXIII 2021 ALL STA	2,310	13,808
21455034 - INTERNATIONAL FESTIVALS AND CELEBRA	796	796
EXPENSE Total	34,441	280,671

**Indianapolis-Marion County Public Library
Summary of Construction Fund Cash Balances
Month Ended February 28, 2021**

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 475 - Restricted - RFID Project	155.33
Fund 476 - Restricted - Michigan Road Project	3,986.47
Fund 477 - Restricted - Brightwood Project	26,801.43
Fund 478 - Restricted - Eagle Project	523,565.23
Fund 479 - Restricted - Multiple Projects	1,575,369.17
Fund 480 - Restricted - West Perry Project	3,308,859.75
Fund 481 - Restricted - Lawrence/ Wayne Projects	25,029.52
Fund 482 - Restricted - Multiple Projects II	5,206,656.26
Total Construction Fund Cash Balances	<u>10,670,423.16</u>

Construction Fund Classification Breakdown

Fund 475 - Restricted - RFID Project	155.33
Fund 476 - Restricted - Michigan Road Project	3,986.47
Fund 477 - Restricted - Brightwood Project	26,801.43
Fund 478 - Restricted - Eagle Project	523,565.23
Fund 479 - Restricted - Multiple Projects	1,575,369.17
Fund 480 - Restricted - West Perry Project	3,308,859.75
Fund 481 - Restricted - Lawrence/ Wayne Projects	25,029.52
Fund 482 - Restricted - Multiple Projects II	5,206,656.26
Total Construction Fund Breakdown	<u>10,670,423.16</u>

Summary of Classifications

Total Restricted	10,670,423.16
Total Assigned	0.00
Total of All Classifications	<u>10,670,423.16</u>

Summary of Project Activity

PROJECT	* ADJUSTED ORIGINAL BUDGET	CURRENT MONTH	CURRENT YEAR	PROJECT TO DATE	OPEN P.O.	UNEXPENDED
* Fund 475 - Restricted - RFID Project	2,000,000.00	0.00	0.00	1,999,844.67	0.00	155.33
* Fund 476 - Restricted - Michigan Road Project	7,719,554.17	2,834.50	2,834.50	7,715,567.70	0.00	3,986.47
* Fund 477 - Restricted - Brightwood Project	6,100,000.00	971.00	10,971.00	6,073,198.57	14,001.96	12,799.47
* Fund 478 - Restricted - Eagle Project	7,800,000.00	0.00	135.00	7,276,434.77	2,500.00	521,065.23
* Fund 479 - Restricted - Multiple Projects	5,000,000.00	38,822.30	52,375.13	3,424,630.83	204,540.83	1,370,828.34
* Fund 480 - Restricted - West Perry Project	9,600,000.00	515,248.08	1,467,612.25	6,291,140.25	3,036,893.34	271,966.41
* Fund 481 - Restricted - Lawrence/ Wayne Projects	3,183,628.84	27,031.38	27,926.38	3,158,599.32	9,946.90	15,082.62
* Fund 482 - Restricted - Multiple Projects II	5,349,512.62	26,198.31	33,798.31	142,856.36	771,046.96	4,435,609.30
Total Expenditures	<u>46,752,695.63</u>	<u>611,105.57</u>	<u>1,595,652.57</u>	<u>36,082,272.47</u>	<u>4,038,929.99</u>	<u>6,631,493.17</u>

	ADJUSTED ORIGINAL BUDGET	CURRENT MONTH	CURRENT YEAR	PROJECT TO DATE	BUDGET BALANCE
Appropriated Interest Earnings - Fund 476	154,554.17	0.00	0.00	154,554.17	0.00
Appropriated Interest Earnings - Fund 477	155,000.00	0.00	0.00	155,000.00	0.00
Appropriated Interest Earnings - Fund 478	83,372.45	0.00	0.00	83,372.45	0.00
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

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



Board Briefing Report

8a

To: IndyPL Board
Facilities Committee

Meeting Date: March 22, 2021

From: Facilities Management Services Area
Sharon Smith, Facilities Director

Subject: Fort Ben Branch Project Schematic Design Presentation

The Fort Ben Branch is part of the capital projects outlined in the Strategic Plan. Ratio Design leads the design team with The Skillman Corporation and Davis & Associates providing construction management services.

One of the challenges to the successful planning and design of the new Fort Ben Branch is the lack of an existing patron base to tap into for experiences and expectations. Fort Ben will be an all new facility to meet a service gap between the Lawrence and Warren Branches. Ratio and their consultant Winston/Terrell Group facilitated 2 tools to solicit community input during the planning and design process. The first tool was an **on-line survey** with 13 questions, 4 of which were open-ended. We received 1,064 responses to the survey.

The survey gathered basic demographic information (age, gender, race, zip code) as well as patron library use habits (how often visited, time spent in the Branch, transportation method, other locations used, and areas/programs/collections used at the Branch).

The question asking to identify the **services the patron and/or their family** would use most at the new Branch generated 971 responses:

- Services and spaces for children and families.
- Computer services.
- DVD/Music.
- Study areas.
- Community spaces.

The question asking to identify the most important **services for the community** at the new Branch generated 905 responses:

- Children spaces.
- Community events.
- Community spaces.
- Computer services.
- Senior services.
- Story time.

Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Fort Ben Branch Project Schematic Design Presentation

Date: March 22, 2021

The question asking for 2 types of services or spaces that your current Library doesn't offer now, but you **would like to see** in the new Branch generated 784 responses:

- Children's activities.
- Café/snacks.
- Community spaces.
- Maker spaces.
- Business center.
- Outdoor reading area.

The question asking for 3 **words to describe** the new Branch generated 916 responses summarized by the following word cloud:

Welcoming
Fun
Safe
Comfortable
Inviting
Community

The second tool used were interactive Zoom-enabled **Community Engagement Sessions**. The first Session on 12/16/20 had 22 community members in attendance. The second Session on 2/2/21 had 82 community members in attendance. The key takeaways from the Engagement Sessions to be included in the building are:

- **Outdoor Gathering and Program Spaces** – All recognized the value of being outside for the appreciation of nature including native plants.
- **Community Space** – There is a need in the community for meeting rooms for large and small groups. Flexible spaces with movable tables, chairs, and AV equipment is desired. A community information kiosk/board to connect with other local opportunities and services is desired.
- **Children Services and Spaces** – Children need to be a focus for the new branch. Programs to attract patrons are important and everyone understands the library represents a safe place for children and families.
- **History** – The Branch needs to have a space to highlight the rich history of Fort Benjamin Harrison and Lawrence. Residents have deep ties to Fort Benjamin Harrison. Display areas and the possibility of naming rooms after historic figures are ways to highlight the history.
- **Convenience** – Easy access to the Branch and services are important. A drive up return is desired, and a method for after-hours pick up of materials should be included.

Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Fort Ben Branch Project Schematic Design Presentation

Date: March 22, 2021

Following the second engagement session some participants reported they felt their questions had not been addressed, so a follow-up email message was sent to the 137 persons registered for event to learn if they had any further questions or comment.

Follow up email message



We want to hear from you!

<< Test First Name >>,

Thank you for taking the time to participate in our February 2nd virtual community meeting regarding [the new Fort Ben Branch](#). Your questions and comments play a significant role in how the new library will be designed and developed to best serve, and benefit, your community.

We want to make sure that your voices are heard. The February 2nd virtual community meeting saw over eighty participants and we know that we weren't able to address everyone's questions and ideas.

Let's keep the conversation going! Please share your comments, questions and ideas by clicking on the button below and our team will respond.

Contact us!

Below are images from the [Ratio Architects'](#) presentation

We received 9 email responses to the message, and 37 people clicked on these embedded links:

- IndyPL Blog Post – 30 clicks.
- Engagement Session 2 recording – 24 clicks.
- Ratio Presentation – 16 clicks.
- Ratio website – 5 clicks.

Following the Engagement process, the following **design goals** were established:

- **Flexible** – Multi-purpose spaces, including exterior spaces, for events and programs.
- **Adaptable** – Able to meet future library service needs.
- **Identifiable** – Create a destination that celebrates the past, present and future.
- **Efficient** – Compact footprint with intuitive way finding.
- **Community** – Create welcoming spaces and opportunities for patrons and reflect the history of Fort Benjamin Harrison and Lawrence.
- **Sustainable** – Design, build, and operate a sustainable building.

Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Fort Ben Branch Project Schematic Design Presentation

Date: March 22, 2021

Project Floor Plan

The compact and efficient floor plan is organized by the large central space which connects the Entrances to the Check Out Desk, the Information Desk, the Marketplace, the Children Collection, the Adult Collection, the Teen Collection, the Study Rooms, and the Large Meeting Room. The drive up return is on the north side, with direct access for returned materials to the automated materials handling system.

Staff support functions are located near the Check Out Desk with access directly to the exterior for delivery of library materials.

A large “front porch” is located near the South Entrance to welcome patrons to the Branch, provide a recognizable image for the Branch, and to provide shade/shelter.



Facilities Briefing Report

To: Facilities Committee, Item 8a

From: Sharon Smith, Facilities Director

Re: Fort Ben Branch Project Schematic Design Presentation

Date: March 22, 2021

Project Budget

The total project budget is \$9,690,000 and will be funded by a Series 2021 Bond (Fund Number TBD). The Skillman Corporation with Davis & Associates has completed their Schematic Design estimate for the Building and Site Improvements. During the design development phase of the project the Project Team will work together to keep the Project in line with the budget.

Project Schedule

The Project continues to move forward to meet the Strategic Plan Schedule. To meet the schedule the Project Team plans to issue an early set of bidding documents to secure site work, structural steel and foundation contracts.

Present Design to Facilities Committee	May 12, 2021
Request Board Approval to Solicit Bids	May 24, 2021
Project Out to Bid – First Packages	June 15, 2021
Subcontractor Outreach Meeting	June 2021
Award Contracts – First Packages	July 26, 2021
Project Out to Bid – Remaining Packages	July 13, 2021
Subcontractor Outreach Meeting	July 2021
Request Board Approval of GMP Contract	September 27, 2021
Groundbreaking Event	September 2021
Substantial Completion	December 1, 2022
Open for Public Services	Quarter 1 2023



Board Action Request

8b

To: IMCPL Board

Meeting Date: March 22, 2021

From: Facilities Committee

Approved by
The Library Board:

Effective Date:

Subject: Resolution 14-2021
Approval to Award a Services Contract for Lawn Care and Landscaping Services

Recommendation:

The IndyPL RFP Evaluation Committee recommends Board approval of the attached action (Resolution 14 – 2021) Approval to Award a Services Contract for Lawn Care and Landscaping Services to **Schoolboy Landscaping and More, LLC**, Indianapolis, Indiana.

Background:

IndyPL staff used the Request for Proposals (“RFP”) process pursuant to IC § 5-32 to solicit Proposals from Offerors for the Services. Per the Board Bylaws, Article IX Expenditures, all service agreements over \$50,000 in value are to be approved by the Board of Trustees.

Indy PL sought Offerors whose combination of experience, processes, and personnel will provide timely, cost-effective services to IndyPL for the Lawn Care and Landscaping Services. The selected Offeror shall have the following qualifications:

- A sound business reputation and registered as a business in the State of Indiana.
- All required licenses with the City of Indianapolis necessary to provide the Services.
- Proven capabilities in delivering Services on time and on budget.
- Appropriate resources to satisfy the requirements for the Services requested by the RFP.
- Demonstrated track record in planning, coordination, implementation, and support for similar service relationships.
- Demonstrated track record in overall client satisfaction.

Board Action Request

RE: Resolution 14-2021

Approval to Award a Services Contract for Lawn Care and Landscaping Services

Date: March 22, 2021

In accordance with Section 123.3 of the IndyPL Policy Manual, selection of an Offeror will be on the basis of provisions of the contract, cost, or experience of the offer or any other factors deemed appropriate to the services being secured.

To secure the Services, an RFP was prepared and issued on February 5, 2021. IndyPL staff utilized the City's Department of Minority & Women Business Development website to identify certified Offerors capable of providing the Services. Business development organizations were contacted, public notices were placed in the newspapers on February 6 and February 13, 2021, and the RFP was posted to the IndyPL website.

The RFP was structured to encourage proposals from smaller companies by requesting proposals for the services within the 5 separate service areas. The service areas were created by combining IndyPL locations near each other. Offerors could decide on how their capabilities best match with the needs of IndyPL, and submit proposals for any combination of the 5 service areas.

A virtual pre-proposal conference was held for all prospective Offerors on February 16, 2021, with seven (7) Offerors in attendance.

The Library received Proposals from eight (8) Offerors by the deadline of March 2, 2021. The tabulation sheet of the received Proposals follows:

Vendor	Vendor XBE Status	Service Area Northwest	Service Area Northeast	Service Area Central	Service Area Southwest	Service Area Southeast	Total Estimated Annual Cost
Davey Tree Services	None	\$40,595	\$41,455	\$24,984	\$28,909	\$24,115	\$160,058
Schoolboy Landscaping	MBE	\$21,509	\$31,776	\$23,927	\$17,720	\$22,650	\$117,582
Avant Enterprises	MBE	\$39,865	\$37,910	\$24,175	\$28,455	\$22,750	\$153,155
D & F Services	MBE/WBE	No Prop	\$58,303	No Prop	\$36,930	\$36,367	No Prop
5Lynx Property	VBE	\$41,945	\$39,213	\$29,222	\$37,636	\$29,688	\$177,704
Providence Outdoor	None	\$37,760	\$44,005	\$33,095	\$27,535	\$32,950	\$175,345
Phil's Lawn	MBE	\$46,265	No Prop	No Prop	No Prop	No Prop	No Prop
JCOS	MBE/VBE	\$53,040	No Prop	No Prop	No Prop	\$39,800	No Prop

Board Action Request

RE: Resolution 14-2021

Approval to Award a Services Contract for Lawn Care and Landscaping Services

Date: March 22, 2021

The IndyPL RFP Evaluation Committee, consisting of the Diversity and Inclusion Officer, the Manager of Buildings and Grounds, an Area Resource Manager, Staff Accountant and the Manager of Facilities Projects, reviewed all Proposals received at a March 5, 2021 Evaluation Committee meeting. The Evaluation Committee agreed unanimously, pending reference verification, to recommend to the Library Board Facilities Committee the contract be awarded to **Schoolboy Landscaping and More, LLC** for all the service areas.

The recommendation of the Offeror was based upon the criteria established in the RFP. The criteria included:

1. The satisfaction level of current and former clients of the Vendor under contracts similar to the requirements of IndyPL;
2. Proposed overall cost;
3. Effectiveness of the Work Plan;
4. XBE Participation; and
5. Any other criteria deemed relevant by IndyPL.

After completing their review and contacting references, the Evaluation Committee recommends **Schoolboy Landscaping and More, LLC** be awarded the contract as the Offeror that best meets the criteria as defined in the Request for Proposal.

Fiscal Impact:

The RFP includes provisions for a three-year contract with the option for three (3) additional one-year renewals (3+1+1+1.) The cost of this service will be funded from the Operating Fund (Fund 10) during the contract term.



INDIANAPOLIS-MARION COUNTY PUBLIC

LIBRARY RESOLUTION 14-2021

APPROVAL TO AWARD A SERVICES CONTRACT FOR LAWN CARE AND LANDSCAPNG SERVICES

MARCH 22, 2021

WHEREAS, Lawn Care and Landscaping Services for the Indianapolis-Marion County Public Library (“IndyPL”) are required to maintain safe access to IndyPL owned facilities and to maintain a positive curb appeal image; and

WHEREAS, IndyPL issued a Request for Proposals (“RFP”) on February 5, 2021 to provide Lawn Care and Landscaping Services for the IndyPL owned properties including Central Library, Library Services Center and nineteen (19) branch library facilities; and

WHEREAS, IndyPL received eight (8) responses to the RFP by the submission deadline of March 2, 2021 from Offerors, and has reviewed the responses, investigated references, and reviewed the proposed work plans from the submitting Offerors; and

WHEREAS, the RFP Evaluation Committee has determined **Schoolboy Landscaping and More, LLC**, Indianapolis, Indiana is the Offeror that best meets the criteria as outlined in the RFP for all five (5) Service Areas, and recommends IndyPL award the contract to **Schoolboy Landscaping and More, LLC**.

IT IS THEREFORE RESOLVED that the Board of Trustees authorizes the Chief Executive Officer to negotiate and sign a three-year services contract with Schoolboy Landscaping and More, LLC for Lawn Care and Landscaping Services for all areas described in the Request for Proposal, with options for three (3) additional one-year renewals, substantially in the form of the contract included in the RFP, the received Proposal, and as the Chief Executive Officer deems necessary or advisable based on the recommendations of IndyPL’s legal counsel.



The
INDIANAPOLIS PUBLIC
Library

2021 - 2023
Strategic Plan

Approved by The Indianapolis Public Library Board of Trustees on February 22, 2021



Indianapolis – Navigating a new crossroads...

Coming out of a year where the Covid-19 pandemic created great uncertainty and so many challenges, we are more reflective than ever about what really matters here in Indianapolis. How can we build a city that is fair and just—a city with opportunity for all, that is not limited by one’s zip code or skin color? We have been having long overdue conversations about the work required to embrace our diversity and equip all citizens with access to the education, employment, and healthcare that will spell success for every family. Clearly the Indianapolis community needs resources and trusted institutions that can assist everyone on this journey, and the public library is poised to provide those resources in an atmosphere of trust and engagement for all who travel this path.

We offer here, in this Strategic Plan for 2021-2023, resources and direction for the journey. We are clear and committed to the mission statement that pledges to enrich everyone and strengthen the community by inspiring lifelong learning. Our values are intentional and right for the times, and our strategic priorities have been identified based on extensive community analysis, input, and discussion. We share the citywide commitment to diversity and racial equity, and in true Indianapolis fashion, we understand that partnerships will be key to our most successful work.

The Library and several other institutions offer ever-evolving resources with new digital tools and products, which has placed added emphasis on digital/technology literacy. With literacies understood as capabilities beyond traditional reading and writing, we have identified other priority areas such as health and wellness and financial literacy to proactively offer Indy residents opportunities to learn and live their best lives.

We are here to meet the needs of each and every neighborhood, with libraries that are welcoming and accessible, and online services that bring the library to you wherever and whenever you need it.

An informed community, where a child’s first library card opens the door to a world without limits, will help to ensure that Indianapolis will rise from the challenges of 2020’s uncertainty and embrace the opportunities ahead with great confidence. We can do this Indianapolis...together!

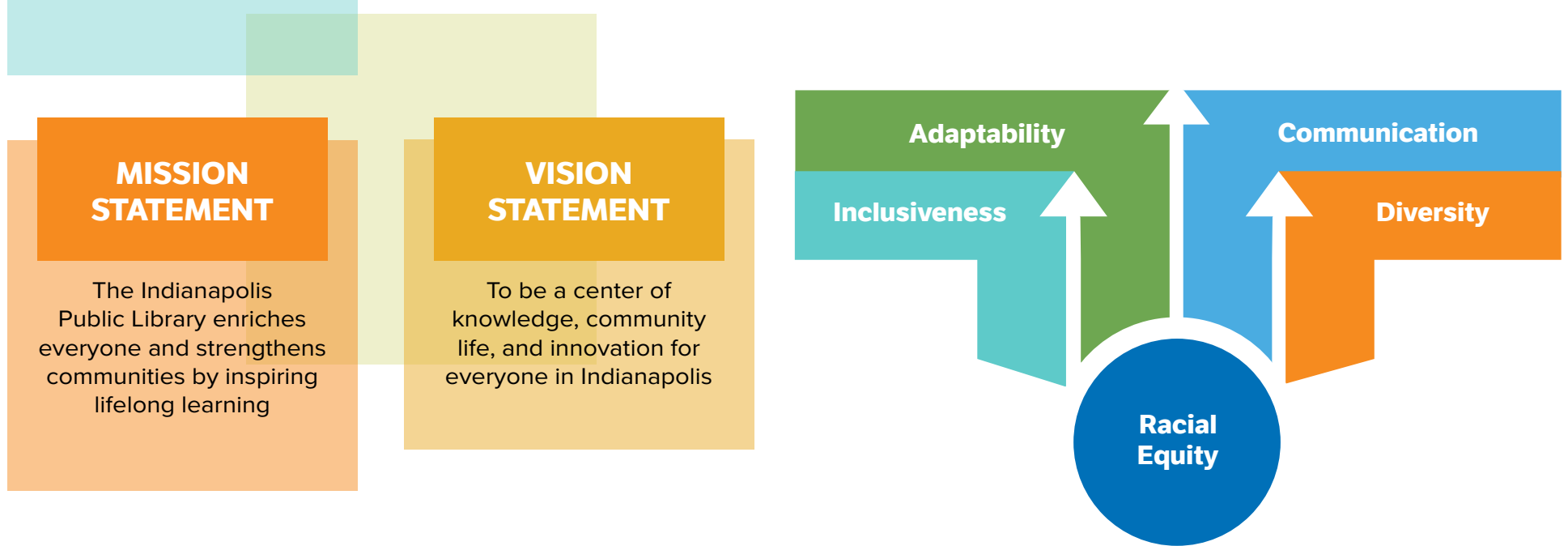


- Judge Jose Salinas, *Library Board President*



- M. Jacqueline Nytes, *Library CEO*





Our Values

Racial Equity – *“Leading with Race by Being Race Explicit, Not Race Exclusive”*

Prioritizing the impact of race and intersectional identities that impact the lived experiences of the community and staff such that one’s identity can no longer be used as a predictor of how one fares

Adaptability – *“Ready for Progress”*

Being proactive, nimble, and innovative, with the flexibility to anticipate and respond to change quickly and positively

Communication – *“Listening and Sharing”*

Listening actively and ensuring an equitable and timely flow of information to and from patrons and colleagues that is clear, consistent, honest, open, and respectful

Diversity – *“Embracing Uniqueness”*

Recognizing and valuing all the ways in which people differ, both seen and unseen, while embracing all the characteristics that make one individual or group different from or the same as another

Inclusiveness – *“Acknowledging and Addressing Biases”*

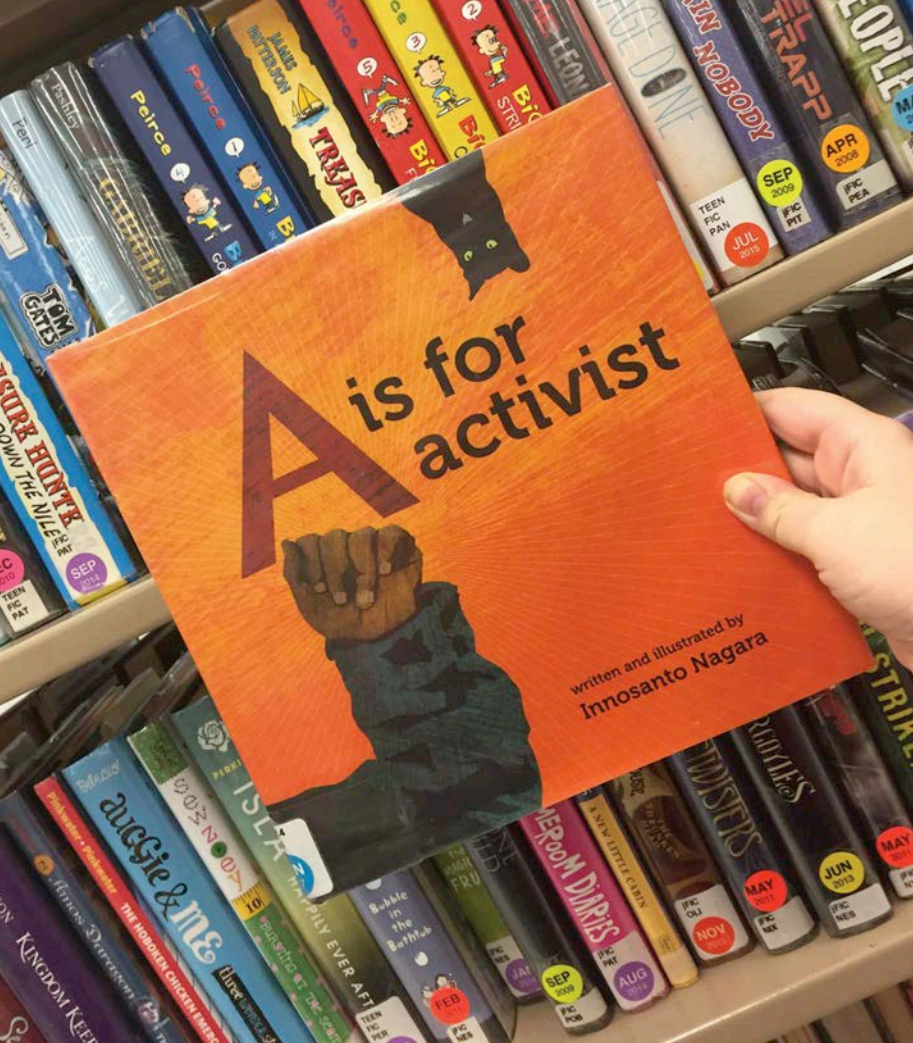
Fostering an environment, collection, and services where everyone is treated fairly and where all are valued

Strategic Priorities

Racial Equity

The importance of racial equity continues to be a central conversation in Indianapolis and communities around the U.S. The Indianapolis Public Library (IndyPL) acknowledges the work ahead needed to improve racial equity efforts within the organization and in the community by listening and providing a platform to continue the conversation and improve opportunities and outcomes for everyone. We will utilize the Government Alliance on Race and Equity (GARE) framework prioritizing the importance of being “race explicit, not race exclusive,” thereby emphasizing the importance of working through an intersectional lens. We will be mindful of areas of overlapping marginalization (race, gender, socioeconomics, language, ability, etc.) that impact the lived experiences of our community and staff and contribute to disproportionate outcomes.

As part of our efforts around racial equity, IndyPL will utilize an adaptation of GARE’s Racial Equity Toolkit. The Toolkit contains a series of questions to “integrate explicit consideration of racial equity in decisions, including policies, practices, programs, and budgets. It is both a product and a process. Use of a racial equity tool can help to develop strategies and actions that reduce racial inequities and improve success for all groups” (GARE, 2016).



Racial Equity Strategic Objectives

- Create a more diverse collection by designating a specific amount of the annual collection budget for African American (30%), Latinx (10%), and LGBTQ+ (5%) materials.
- Apply the IndyPL Racial Equity Toolkit in designing 100% of programs annually.
- Increase vendor diversity by updating processes and enhancing outreach to ensure 27% of annual vendor expenditures are paid to city certified XBEs.
- Increase staff diversity by spending 50% of the annual recruitment budget on diverse recruitment efforts.
- Continually and intentionally work toward an organization where racial equity is embedded in our culture.



Partnerships

Partnerships are central to effectively delivering resources and programs to the Indianapolis community. The Indianapolis Public Library is committed to enriching our relationships with our current partners and developing new partnerships around the city to enhance and supplement the exceptional grassroots and educational work underway in the community.

Partnerships Strategic Objectives

- Engage and collaborate with educators to create semi-annual youth-focused marketing aimed at increasing youth awareness of the Library and its resources.
- Create partnerships with culturally diverse community members, leaders, and organizations on at least 75% of our Community Action Plans annually through outreach and engagement.
- Intentionally seek input, collaboration, and feedback from community leaders to ensure we are meeting the needs of the diverse Indianapolis community.



Information and Literacies

Providing access to all available Information and resources for multiple literacies is a central function of all public libraries. Through the continued development of our physical and electronic collections, programming, partnerships, and initiatives, The Indianapolis Public Library will provide access to information resources and intentionally develop resources to promote continued and improved literacy of all types with a focus on the following five areas for 2021-2023:

Digital/Technology

Education

Reading and Writing

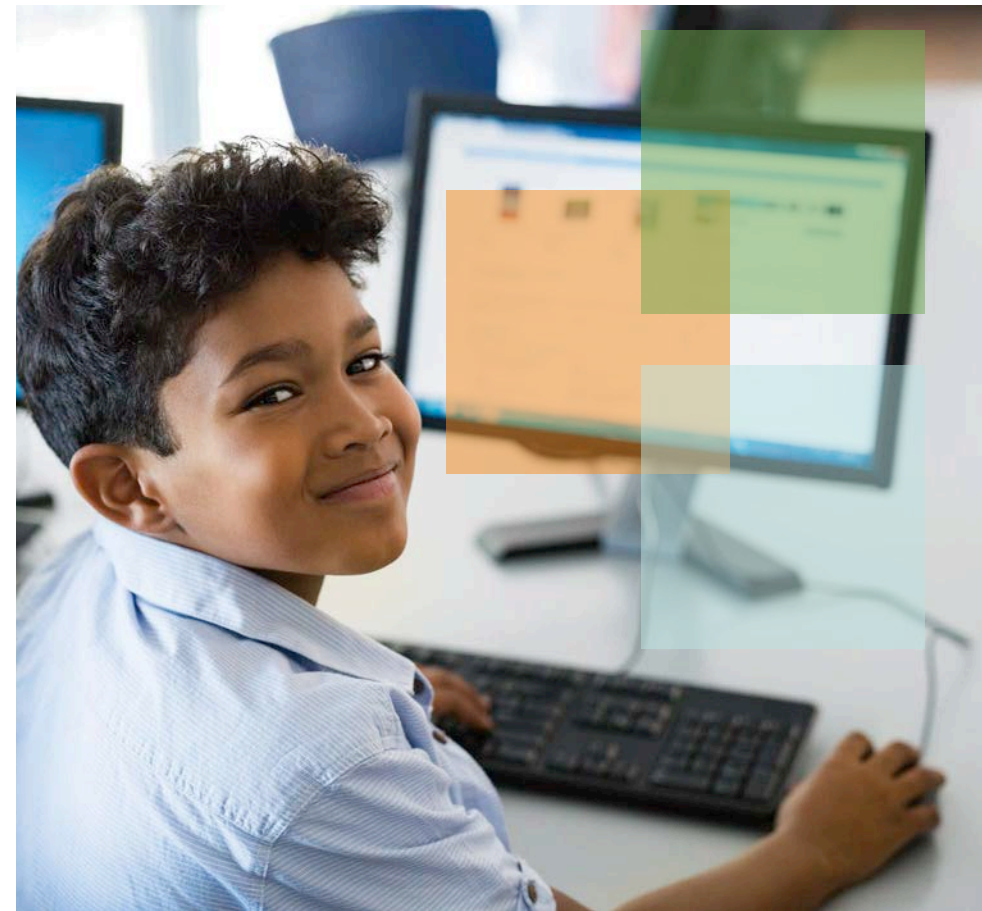
Health and Wellness

Financial Literacy



Digital/Technology Inclusion

The digital and technology divide disproportionately affects our community across income and education levels as well as age and race. The Coronavirus pandemic has highlighted and exacerbated this divide, especially for students and the adults who care for them. In addition to ensuring all possible resources are used to maximize access to technology, promote technology education, and create informed technology users, The Indianapolis Public Library pledges to become an active community partner and advocate for this basic need. These efforts include continuing to provide quality science, technology, engineering, art, and mathematics (STEAM) programming and resources.



Digital/Technology Strategic Objectives

- Expand support for digital literacy and skills training by delivering at least 600 technology and computer training sessions annually across the system, providing additional technology training to staff, and deploying laptops to branches.
- Complete the Digital Inclusion Roadmap by the end of 2021 through outreach and engagement with community leaders and organizations regarding digital/technology inclusion and the digital divide.
- Create an up-to-date space for exploration of contemporary technology by redesigning The Learning Curve at Central Library.
- Continue to provide high-quality STEAM programs system-wide.

Education

The Indianapolis Public Library continues to provide an array of programs and resources to promote lifelong learning of every kind. Education efforts will continue with a focus on these strategic objectives for everyone in the community by further enhancing our efforts to collaborate and connect with and support schools, other learning organizations, education partners, and all lifelong learners in Indianapolis.

Education Strategic Objectives

- Promote resource sharing between schools and IndyPL through teacher and administrator outreach efforts, and enhance marketing and public relations efforts resulting in 2% annual growth in shared system circulation.
- Identify the needs and assets of educators (Pre-K-to-16 and adult education) by administering a survey by the end of 2021.
- Beginning in 2022, annually deliver at least 15 sessions of high-quality professional development for educators through engagement with various community partners.

Reading and Writing

Recreational and educational reading and access to information is foundational to any library. The Indianapolis Public Library will strive to create innovative reading programs, inform more community members of the reading resources available, and serve as a connector for the literacy needs of everyone.

Reading and Writing Strategic Objectives

- Increase community awareness and accessibility to achieve 20% of service area population as active cardholders by the end of 2023 by continuing to remove barriers, enhancing marketing and public relations efforts, and providing excellent customer service.
- Increase usage of cards created as a result of Library card campaigns to 25% annually through enhanced marketing.
- Increase community awareness and accessibility, remove barriers, enhance marketing and public relations efforts, and provide excellent customer service to drive total circulation (checkouts + renewals) to 10.5 million in 2023.

Health and Wellness

Personal health and wellness are basic needs for all in the community. The Indianapolis Public Library will improve the sharing of important wellness information through innovative programs, resources, and collaboration with local health and wellness partners.



Health and Wellness Strategic Objectives

- Expand the health and wellness offerings to at least 15 class sessions annually by making internally available classes available to the public.
- Expand the health and wellness collection by 25% by the end of 2023 through targeted collection management.
- Deliver one system-wide health and wellness event annually with a focus on the disproportionate impact of many health issues on Black, Indigenous, Asian, Latinx, and all people of color.
- Connect with community health partners semi-annually to identify the best ways to partner and promote healthy living and resources.

Financial Literacy

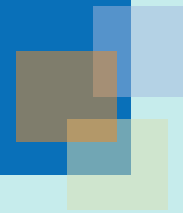
Basic financial literacy, such as an understanding of budgeting or ways to improve and maintain a good credit score, ensures individuals have the ability to make informed financial decisions, effectively manage household finances, and strive toward financial independence. The Indianapolis Public Library will collaborate with area partners and provide resources to the Indianapolis community and small businesses to promote financial literacy for all.



Financial Literacy Strategic Objectives

- Expand online financial literacy and management classes to at least 15 class sessions annually.
- Expand immigrant and refugee financial literacy programming to at least 20 class sessions annually.
- Expand financial management collection by 25% by the end of 2023 through targeted collection management.

Other Strategic Initiatives



Partnerships with The Library Foundation

The Indianapolis Public Library Foundation partners with donors to enrich lives, foster lifelong learning and engage our diverse community through The Library, raising approximately \$2 million per year for reading programs, author lectures, concerts, performances, exhibits, technology classes, and more. The Foundation's strategic plan is available at indyplfoundation.org.

Digital Encyclopedia of Indianapolis

The endeavor to reinvent the *Encyclopedia of Indianapolis* (1994) from a book to a digital platform to serve as a sustainable, dynamic, and reliable source of information about the metropolitan area is well underway, and by the end of 2021, ownership for this publication will transfer to The Indianapolis Public Library. The Encyclopedia is emblematic of the evolution of today's public libraries to a more digital presence. This work represents a collaborative framework among the city's major heritage and cultural institutions in partnership with The Polis Center at IUPUI, while addressing the Library's strategic priorities of increasing access to digital information, with a heightened awareness of racial equity and inclusion. The Foundation is committed to helping raise the startup funds for this initiative, having already raised \$1.6 of the \$2.2 million required for development and early sustainability. Early support was provided by Lilly Endowment Inc. and other generous donors.

Racial Equity Training for IndyPL staff

One of the many challenges facing American institutions today is the need to reconcile histories that have resulted in the exclusion of Black, Indigenous, Latino/a/x, Asian, and other communities of color with intersectional identities. Public libraries share this history and must work to undo the systems that have influenced library service models and impeded our ability to provide equitable service to every member of our community. In partnership with The Indianapolis Public Library Foundation, we will prioritize sending every library staff member through racial equity training over the next three years. This training will allow for improved understanding of the history of race and racism in our country and offer opportunities for intentional learning about why racial equity is critical to every aspect of library service.

Sustainability of the Center for Black Literature & Culture

The Library is well into the development of the Center for Black Literature & Culture (CBLC) located at Central Library thanks to the extensive support of our Library Foundation as the steward of the original \$1.36 million Lilly Endowment Inc. grant. Phase II, a multimedia component, will launch in October of 2021 with an additional \$500,000 in bond issue funding, approved by the Library Board of Trustees. The Library is committed to supporting The Foundation's fundraising efforts to sustain the CBLC's staff and program costs.



Building Our Capacity

West Perry Branch Library

Opening in the summer of 2021, the new West Perry Branch Library fills a major service area gap on Indy’s growing southside, home to Indy’s largest Burmese population. The 24,000-square-foot building was designed by Schmidt Associates and HBM Architects, with Powers & Sons Construction as the construction manager. It sits on five acres near the intersection of Harding Street and Southport Road with great views of the wooded area along Little Buck Creek. It will feature 75,000 item collection, engaging spaces for all ages, a 120-person-capacity community room, spacious study rooms, abundant natural lighting, plus an outdoor space for programming and casual patron use. The building will incorporate a rooftop solar array and be built to achieve LEED Silver Certification for energy and resource conservation.

Glendale Branch Library

In August of 2020, IndyPL purchased 5.7 acres of property at the former John Strange Elementary School owned by the Metropolitan School District of Washington Township. This site, located at the northeast corner of 62nd Street and Olney Road, will make the Glendale Branch Library more accessible for patrons by getting the library into a standalone building. The presence of the 62nd Street multi-modal trail and a stoplight will help to ensure safe access for the neighborhood to the new building. The new facility, designed by krM Architecture, will be approximately 25,000 square feet, with construction managed by Powers & Sons Construction beginning in the fall of 2021 and project completion by the end of 2022. Quiet study rooms, a large community room, improved access to computers, a lively children's area, and an outdoor space for programming and casual patron use will be among the features of the new building. The building will incorporate a rooftop solar array and be built to achieve LEED Silver Certification for energy and resource conservation.

Fort Ben Branch Library

In November 2020, The Library Board of Trustees approved the \$1.00 purchase of 2.5 acres from the Fort Harrison Reuse Authority for the construction of the new Fort Ben Branch Library. The location fills a service area gap on the far northeast side, between the existing Lawrence and Warren Branches. The 24,000-square-foot branch will be located at the northeast corner of 56th Street and Melner Road. Ratio Architects is the architect on the project, with the Skillman Corporation and Davis & Associates as the construction managers. The branch is expected to open in 2023.

These IndyPL capital projects are funded from individual bonds approved by the Indianapolis City-County Council totaling over \$58 million that are assessed with no increase in the Library's current debt service tax rate.



Redesign of The Learning Curve at Central Library

The Learning Curve was designed in the early 2000's to provide a rich experience for young people who visit Central Library with their families or on school field trips. It has offered both literature and technology adventures, welcomed youth of all ages with hands-on experiences, and vetted numerous initiatives for eventual implementation across the library system. Nearly two decades later, The Learning Curve is due for major updates to reflect the priorities of this strategic plan and the evolving learning needs of children. Funds have been appropriated for planning and design during 2021-22, and construction will be funded by an additional bond issue in 2023.

With the additions of the new locations and facility upgrades, the goal is to increase the adjusted door count figure to 4 million in 2023.

Summary of the Strategic Plan Process and Acknowledgements

Like many things in 2020, the pandemic required us to rethink the strategic plan process. The process originally sought in-person discussion sessions with both IndyPL staff and the Indianapolis community. However, because of the Covid-19 pandemic, adjustments were made to gather input virtually and with a series of surveys.

An IndyPL Strategic Plan Steering Committee was created to help synthesize and shape the information of the plan. This committee included a racially- and age-diverse cross-section of managers and staff from every area of the organization. The group met for two hours, every other week, for several months to guide this plan. Thank you to this entire group for your fearless input, detailed conversations, and the variety of viewpoints to ensure this plan can be put into action by Library staff.

Committee Chair Dr. Terri Jett, Dr. Khaula Murtadha, and Board President Judge Jose Salinas represented The Library Board's Committee on Strategic Planning, which provided invaluable guidance and perspective. Thank you to the members of this committee and to the entire Library Board of Trustees for your expertise, leadership, and support throughout the process.

The planning process included a SWOT (strengths, weaknesses, opportunities, and threats) analysis; a series of staff surveys to help determine our mission statement, vision statement, and organizational values; a widely distributed community survey; and conversations with several community partners regarding the priorities identified in the community survey.

The community survey was one of the largest IndyPL community feedback efforts ever undertaken, and sought feedback from individuals who use the Library as well as those who do not. It was distributed in paper form in all branches (when facilities reopened after a several week pandemic-related closure), available on the IndyPL.org website, and pushed out via various IndyPL social media platforms. Additional distribution efforts were made with area schools and Black/African American and Latinx/Hispanic community leaders to ensure the inclusion of diverse needs and perspectives. These collective efforts resulted in more than 4,600 survey responses used to identify and shape the strategic priorities in this plan.

IndyPL would like to especially thank the following community partners for providing feedback regarding our priority areas: KHEPRW, Edna Martin Christian Center, Immigrant Welcome Center, Hawthorne Center, Latino Youth Collective, La Plaza, and Flanner House.

Finally, a special thanks goes to Nate Weber who helped with much of the behind-the-scenes work of this project—his efforts were vital to moving the process along.

The Indianapolis Public Library 2021-2023 Strategic Plan is a culmination of all of these efforts and the hard work of so many. We are excited for the next three years and look forward to serving our community as effectively and equitably as possible.



- Garrett Mason, *Library Strategic Planning and Assessment Officer*

Committees and Acknowledgements

Library Board Strategic Planning Committee:

Dr. Terri Jett, *Committee Chair*; Dr. Khaula Murtadha, Judge Jose Salinas

Staff Strategic Plan Steering Committee:

Garrett Mason, *Committee Lead*

Carolyn Adams

Joe Backe

Sarah Batt

Sharon Bernhardt

Kimberly Brown-Harden

Chris Brozo

Ije Dike-Young

Victoria Duncan

Erin Fleming

Tisha Galarce

John Helling

Jennifer Hendzlik

Veatrice Jones

Stephen Lane

Marianne McKenzie

Claudia Montes Salinas

Jessica Moore

Christopher Murray

Jackie Nytes

Kasey Panighetti

Sharon Smith

Nancy Stephenson

Maggie Ward

Carrie Waterson

Cordia Watkins

Mike Williams

Brandi Winston

Melissa Wooton

Approved by The Indianapolis Public Library Board of Trustees on February 22, 2021

Judge Jose Salinas, *President*

Curtis Bigbee, *Vice President*

Ray Biederman, *Secretary*

Dr. Terri Jett

Dr. Khaula Murtadha

Patricia Payne

Rev. T.D. Robinson





indypl.org





Board Briefing Report

10

To: IndyPL Board **Meeting Date:** 3/22/2021
From: The Indianapolis Public Library Foundation
Subject: March 2021 Update

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

News

Roberta Jagers, Foundation President, will present the Foundation 2021-2023 Strategic Plan.

Donors

The Foundation thanks 147 donors who made gifts last month. The following are our top corporate and foundation contributors. If you should have an opportunity to thank these donors, we would be grateful.

Christel DeHaan Family Foundation
Indiana University School of Medicine
Lacy Foundation
Lilly Endowment Inc.
Ritz Charles Inc.

Program Support

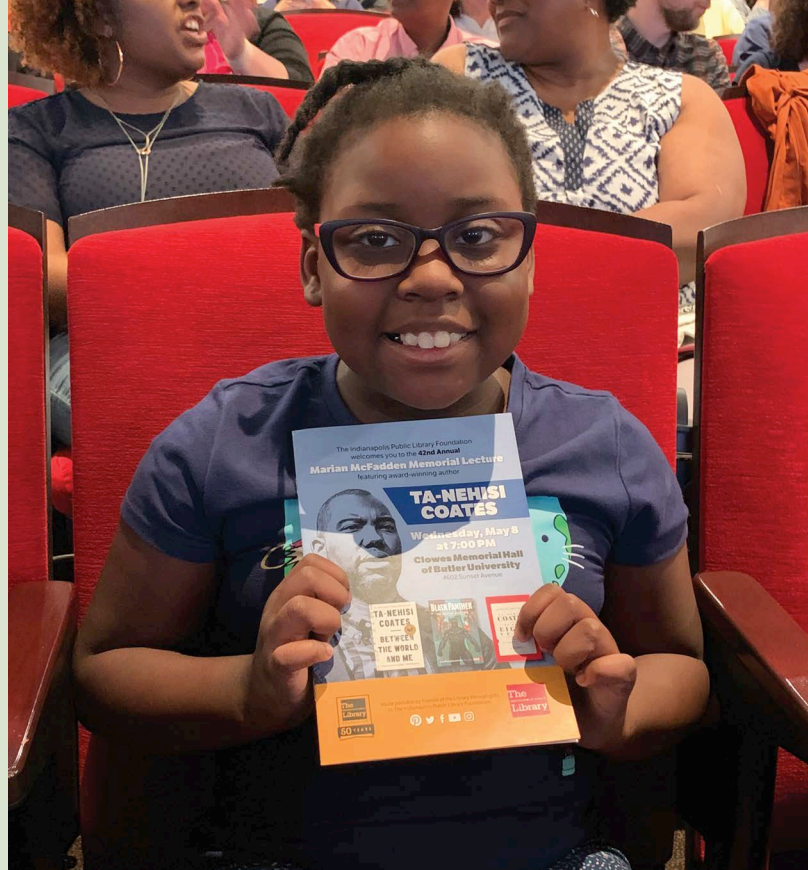
This month, the Library Foundation is proud to provide over \$65,000 for Library programs and initiatives. Examples of major initiatives supported include:

- Early Literacy Specialist
- Ready to Read
- General digitization efforts
- Preschool Packaged Programs
- McFadden Lecture
- World Language Computer Classes



The
INDIANAPOLIS PUBLIC
Library
FOUNDATION

2021 - 2023
Strategic Plan



Our Vision

Empower The Indianapolis Public Library to be the center of knowledge, community life and innovation for Indianapolis through the community's generosity.

Our Mission

Partner with donors to enrich lives, foster lifelong learning and engage our diverse community through The Indianapolis Public Library.

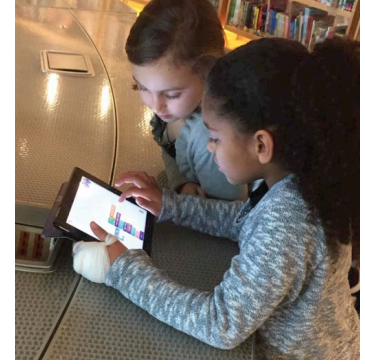
Our Values

Service: We achieve excellence in the service we provide to our donors, The Library and the community.

Innovation: We are forward-thinking, fostering an environment of creativity, while constantly seeking to learn, grow and improve.

Collaboration: We believe that partnerships are paramount, relationships are foundational and that trust and respect are earned through our integrity.

Diversity, Equity and Inclusion: We value all people and perspectives, and support opportunities for everyone to thrive.



Goals, Objectives and Tactics

Goal 1: Nurture a strong working relationship with The Library; align The Foundation's support with Library priorities.

Objective: Provide sustained support for Library initiatives.

- **Tactic:** By year-end 2023, increase ongoing, renewable support for children's initiatives by \$60,000. (2021 baseline = \$261,500 from fundraising and \$178,500 from endowments; \$440,000 total)
- **Tactic:** With The Library, develop and implement a plan to sustain the staff and program costs of the Center for Black Literature & Culture at Central Library once start-up funding ends in 2021. (Cost = \$118,000 in 2022 and \$120,500 in 2023)
- **Tactic:** Maintain ongoing, renewable support for other areas, such as initiatives to promote lifelong learning, cultural exploration, artistic creation and expression, community-building and technology skills. (2021 baseline = \$1,190,000)

Objective: Support special projects.

- **Tactic:** Partner with The Library and the Polis Center at Indiana University-Purdue University Indianapolis to raise an additional \$560,000 in start-up funds for the Digital Encyclopedia of Indianapolis by year-end 2023. (Amount raised to date = \$1.6 million)
- **Tactic:** Raise \$30,000/year for diversity, equity and inclusion training for Library staff in 2021, 2022 and 2023.

Objective: Provide excellent service to The Library.

- **Tactic:** Respond to additional high-priority funding needs The Library may identify.
- **Tactic:** Work with The Library to improve processes for prioritizing The Library's funding requests and stewarding donors' investments.

Goal 1 Key Performance Indicators

- *Reporting frequency:* Quarterly
 - Amount provided to The Library, dollar total and as a percentage of all spending.

Goal 2: Have a financial model that allows The Foundation to be more sustainable and growth-oriented, while continuing to provide the highest standards in donor stewardship.

Objective: By year-end 2023, increase ongoing, renewable unrestricted fundraising by \$95,000/year. (2020 baseline = \$296,500 from all donors, including \$180,700 from individuals.)

- Tactic: Build strong, long-term relationships with new and existing donors.

Objective: Reduce The Foundation's annual draw of unrestricted investments and endowments by \$145,000 by year-end 2023. (This amounts to a reduction from 8.8% to 7.2% over the three-year period.)

- Tactic: Build strong, long-term relationships with new and existing donors.
- Tactic: Support The Indy Library Store staff and volunteers as they work to restore annual sales to pre-pandemic levels (once safe to do so).

Objective: By year-end 2023, increase ongoing, renewable fundraising for children's programs by \$60,000/year. (2020 baseline = \$261,500 from all donors, including \$42,500 from individuals.)

- Tactic: Build strong, long-term relationships with new and existing donors.

Objective: By year-end 2023, have funding in place to sustain the Center for Black Literature & Culture.

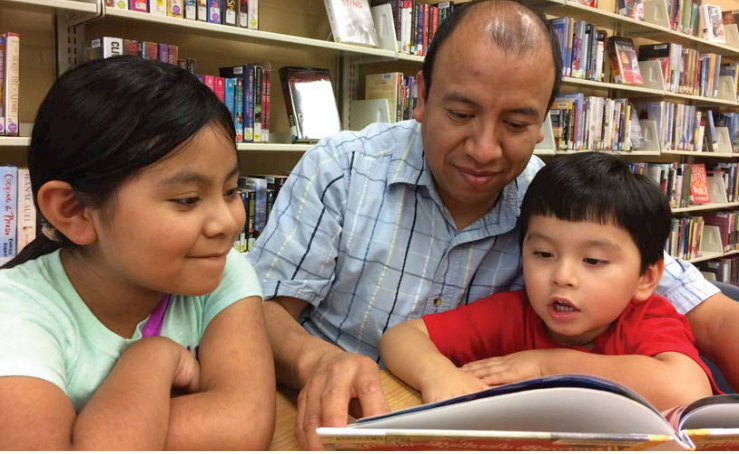
- Tactic: Build strong, long-term relationships with new and existing donors.
- Tactic: Investigate the feasibility of establishing an endowment for the Center for Black Literature & Culture.

Objective: By year-end 2023, raise at least \$650,000 for special projects, including the Digital Encyclopedia of Indianapolis and diversity, equity and inclusion training for Library staff.

- Tactic: Approach corporate, foundation and major gift prospects. Provide excellent stewardship for gifts received.

Objective: Develop Circulate, our annual fundraising event.

- Tactic: Raise awareness of The Foundation's mission and impact as we build a high-profile event that attracts new volunteers, sponsors and guests who may become long-term supporters.
- Tactic: Raise unrestricted funds in a cost-effective manner (spend maximum of \$.50 to raise \$1).



Objective: Build The Foundation's endowment.

- Tactic: Investigate the feasibility of establishing an endowment for the Center for Black Literature & Culture.
- Tactic: In 2023, investigate the feasibility of an endowment campaign as a strategy to increase support for The Library and The Foundation.

Goal 2 Key Performance Indicators

- *Reporting frequency:* Annually
 - Ongoing, renewable support raised by constituency (corporations, foundations, governments, individuals and organizations)
 - One-time support raised by constituency
 - Percent draw from unrestricted investments and endowments
 - Change in unrestricted net assets



Goal 3: Develop and prioritize a culture that promotes personal growth, effectiveness and fulfillment for board members, volunteers and staff.

Objective: Strive to increase the racial and gender diversity on the board of directors as openings occur. Increase representation of people of color from 21% to 33% and males from 42% to 46% on the board of directors by year-end 2023.

- Tactic: As openings occur, develop and execute recruitment plans that intentionally reach under-represented communities.
- Tactic: Update institutional practices to help The Foundation attract and retain board members from under-represented communities.

Objective: Diversify staff and volunteers in under-represented areas.

- Tactic: In 2021, develop representation goals for the staff and volunteer groups.
- Tactic: As openings occur, develop and execute recruitment plans that intentionally reach under-represented communities.
- Tactic: Update institutional practices to help The Foundation attract and retain staff/volunteers from under-represented communities.

Objective: Foster an institutional culture of diversity, equity and inclusion.

- Tactic: Provide at least one annual education opportunity for board members, volunteers and staff.
- Tactic: Audit institutional policies and procedures through a diversity, equity and inclusion lens in 2022. Implement recommendations.

Objective: Maximize board member talent, experience and effectiveness in fundraising on behalf of The Library.

- Tactic: Recruit board members who can assist with fundraising.
- Tactic: Engage board members with The Library’s mission.
- Tactic: Increase training for board members about major Library initiatives supported by The Foundation.
- Tactic: Provide staff support to help board members develop and implement their individual fundraising plans.
- Tactic: Provide opportunities for board members to participate in fundraising (e.g., list reviews, practice sessions, etc.).
- Tactic: Celebrate board members’ fundraising accomplishments.

Objective: Ensure adequate resources for staffing.

- Tactic: Invest in professional development for all employees annually.
- Tactic: Investigate opportunities to improve benefits and work conditions annually.
- Tactic: Develop retention targets in 2021.
- Tactic: Identify and plan for additional staffing needs annually.
- Tactic: Update existing succession plans for executive and management positions annually.



Goal 3 Key Performance Indicators

- *Reporting frequency:* Annually
 - Diversity of board, volunteers and staff



indyplfoundation.org



Board Action Request

11a1

To: IMCPL Board

Meeting Date: March 22, 2021

From: M. Jacqueline Nytes, CEO

**Approved by the
Library Board:**

Effective Date: March 22, 2021

Subject: Finances, Personnel and Travel Resolution 15-2021

Recommendation: Approve Finances, Personnel and Travel Resolution 15-2021

Background: The Finances, Personnel and Travel Resolution 15-2021 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.

*There were no travel claims to be approved this month.

Strategic/Fiscal Impact: The financial impact has already been accounted for in the budget for 2021.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION REGARDING FINANCES, PERSONNEL AND TRAVEL
RESOLUTION 15 - 2021

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 February 2021 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 **74068** through **74177** for a total of
\$1,159,713.68 were issued from the operating bank accounts.

EFT numbers **1453** through **1463** and
303856 through **303874** and
303876 through **303905** and
303907 through **303929** and
303931 through **303941** for a total of
\$1,220,128.67 were issued from the operating bank accounts.

Warrant number **845** through **847** for a total of
\$233.76 was issued from the fines bank account.

Warrant numbers **7848** through **7858** for a total of
\$8,634.99 were issued from the gift bank account.

EFT numbers **303875** and
303906 and
303930 and
303942 for a total of
\$2,815.92 were issued from the gift bank account.

Warrant numbers **269101** through **269115** for a total of
\$8,589.97 were issued for employee payroll

Direct deposits numbers **50001** through **50531** and
70001 through **70532** for a total of

\$1,019,371.72 were issued for employee payroll
Electronic transfers for payment of taxes and garnishments for a total of

\$385,004.09 were issued for employee payroll

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

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

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

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

Raymond J. Biederman

Patricia A. Payne

Curtis W. Bigsbee

Rev. T.D. Robinson

Dr. Terri Jett

Judge Jose D. Salinas

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

Dr. Khaula Murtadha

Ijeoma Dike-Young
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1453	EFT	02/04/2021	FIDELITY INVESTMENTS	4,435.13
1454	EFT	02/04/2021	AMERICAN UNITED LIFE INSURANCE CO	3,640.69
1455	EFT	02/08/2021	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	104,575.42
1456	EFT	02/12/2021	ADP, INC.	5,741.82
1457	EFT	02/12/2021	ADP, INC.	909.00
1458	EFT	02/12/2021	U.S. POSTAL SERVICE	2,000.00
1459	EFT	02/18/2021	FIDELITY INVESTMENTS	4,435.13
1460	EFT	02/18/2021	AMERICAN UNITED LIFE INSURANCE CO	3,640.69
1461	EFT	02/22/2021	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	105,033.31
1462	EFT	02/23/2021	INDIANA DEPARTMENT OF REVENUE	114.56
1463	EFT	02/25/2021	ADP, INC.	4,305.00
74068	CHECK	02/04/2021	ADTEC	630.00
74069	CHECK	02/04/2021	ARAB TERMITE AND PEST CONTROL INC	1,448.00
74070	CHECK	02/04/2021	ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC	87,419.25
74071	CHECK	02/04/2021	ASI SIGNAGE INNOVATIONS	9,180.00
74072	CHECK	02/04/2021	AT&T MOBILITY	676.37
74073	CHECK	02/04/2021	BEECH GROVE SEWAGE WORKS	14.65
74074	CHECK	02/04/2021	BETH MENG	200.00
74075	CHECK	02/04/2021	CHRISTIAN BOOK DISTRIBUTORS	1,324.76
74076	CHECK	02/04/2021	CITIZENS ENERGY GROUP	946.16
74077	CHECK	02/04/2021	CLEVERBRIDGE AG	3,265.00
74078	CHECK	02/04/2021	CMID	4,260.00
74079	CHECK	02/04/2021	DACO GLASS & GLAZING INC	1,869.50
74080	CHECK	02/04/2021	DLZ INDIANA, LLC	112.50
74081	CHECK	02/04/2021	EDDIE HURM (PAINTING & SNOW REMOVAL)	250.00
74082	CHECK	02/04/2021	EDWARD GEORGE & ASSOCIATES, LLC	10,290.00
74083	CHECK	02/04/2021	GLENDALE MALL	20,031.25
74084	CHECK	02/04/2021	GREEN PLAQUE, LLC	184.50
74085	CHECK	02/04/2021	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	296.42
74086	CHECK	02/04/2021	GUARDIAN	17,939.04
74087	CHECK	02/04/2021	INDIANAPOLIS FLEET SERVICES	414.56
74088	CHECK	02/04/2021	INDY CURB APPEAL ASPHALT, INC	2,000.00
74089	CHECK	02/04/2021	JACKSON SYSTEMS, LLC	293.00
74090	CHECK	02/04/2021	KIT MEDIA	1,300.00
74091	CHECK	02/04/2021	LINEL, LLC	800.00
74092	CHECK	02/04/2021	MACDOUGALL PIERCE CONSTRUCTION	31,056.49
74093	CHECK	02/04/2021	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
74094	CHECK	02/04/2021	MT VERNON HIGH SCHOOL	1,575.00
74095	CHECK	02/04/2021	NEIGHBORHOOD DOWNTOWN ZONING ASSISTANCE INC	1,300.00
74096	CHECK	02/04/2021	PFM TRUCK CARE CENTER	3,171.30
74097	CHECK	02/04/2021	PHILLIP D LIVERS	9,079.00
74098	CHECK	02/04/2021	RFS GROUP LLC	113.66
74099	CHECK	02/04/2021	SAKURA FUQUA	200.00
74100	CHECK	02/04/2021	SCHMIDT ASSOCIATES, INC	12,023.82
74101	CHECK	02/04/2021	SECURITAS ELECTRONIC SECURITY, INC.	350.00
74102	CHECK	02/04/2021	SOUTHPORT (PETTY CASH)	13.89
74103	CHECK	02/04/2021	THE CHILDREN'S MUSEUM OF INDIANAPOLIS	8,750.00
74104	CHECK	02/04/2021	UNITED PARCEL SERVICE	191.83
74105	CHECK	02/04/2021	VICTORIA ELLEN GRISWOLD	2,000.00
74106	CHECK	02/11/2021	AFSCME COUNCIL IKOC 962	1,726.20
74107	CHECK	02/11/2021	AMERICAN UNITED LIFE INSURANCE CO	1,518.60
74108	CHECK	02/11/2021	AMERICAN UNITED LIFE INSURANCE CO	3,263.94
74109	CHECK	02/11/2021	ANTHEM INSURANCE COMPANIES, INC	621,000.00
74110	CHECK	02/11/2021	AT&T	1,411.23
74111	CHECK	02/11/2021	AT&T	190.38
74112	CHECK	02/11/2021	BACKSTAGE LIBRARY WORKS	3,302.32
74113	CHECK	02/11/2021	BETH MENG	100.00
74114	CHECK	02/11/2021	CARASOFT TECHNOLOGY CORPORATION	4,945.33
74115	CHECK	02/11/2021	CITIZENS ENERGY GROUP	10,328.02

No.	Type	Date	Reference	Amount
74116	CHECK	02/11/2021	COMMERCIAL OFFICE ENVIRONMENTS INC	2,756.00
74117	CHECK	02/11/2021	DOWNTOWN INDY, INC.	250.00
74118	CHECK	02/11/2021	FREDERICKS INC.	971.00
74119	CHECK	02/11/2021	FULLER ENGINEERING CO., LLC	1,117.75
74120	CHECK	02/11/2021	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	269.19
74121	CHECK	02/11/2021	IDERA, INC.	989.00
74122	CHECK	02/11/2021	INDIANA DEPT OF WORKFORCE DEVELOP.	2,997.79
74123	CHECK	02/11/2021	INDIANAPOLIS POWER & LIGHT COMPANY	65,682.47
74124	CHECK	02/11/2021	INDY CURB APPEAL ASPHALT, INC	2,000.00
74125	CHECK	02/11/2021	LEGALSHIELD	313.25
74126	CHECK	02/11/2021	LIGHT & BREUNING, INC	3,600.00
74127	CHECK	02/11/2021	MIDWEST LANGUAGE SERVICES LLC	218.95
74128	CHECK	02/11/2021	OFFICEWORKS	2,290.00
74129	CHECK	02/11/2021	PLOW DIGITAL, LLC	13,500.00
74130	CHECK	02/11/2021	IMCPL - POWERS & SONS - RETAINAGE	50,651.78
74131	CHECK	02/11/2021	REPUBLIC WASTE SERVICES	9,201.66
74132	CHECK	02/11/2021	SAKURA FUQUA	100.00
74133	CHECK	02/11/2021	SHAEL WEIDENBACH	34.23
74134	CHECK	02/11/2021	SONDHI SOLUTIONS	533.19
74135	CHECK	02/11/2021	THE HARMON HOUSE L.L.C.	350.00
74136	CHECK	02/11/2021	WE COUNT PEOPLE LLC	1,315.00
74137	CHECK	02/11/2021	WELLNESS COUNCIL OF INDIANA, INC.	600.00
74138	CHECK	02/18/2021	APEX BENEFITS GROUP	12,500.00
74139	CHECK	02/18/2021	ASI SIGNAGE INNOVATIONS	805.00
74140	CHECK	02/18/2021	BETH MENG	100.00
74141	CHECK	02/18/2021	CHRISTOPHER B. BURKE ENGINEERING, LLC	225.00
74142	CHECK	02/18/2021	CITIZENS ENERGY GROUP	286.07
74143	CHECK	02/18/2021	COMMUNITY OCCUPATIONAL HEALTH SERVICES	1,600.00
74144	CHECK	02/18/2021	COMPLETE WELLNESS SOLUTIONS LLC	877.50
74145	CHECK	02/18/2021	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	9,750.10
74146	CHECK	02/18/2021	DACO GLASS & GLAZING INC	1,392.00
74147	CHECK	02/18/2021	DYNAMARK GRAPHICS GROUP	60.93
74148	CHECK	02/18/2021	EMBARCADERO TECHNOLOGIES	2,434.00
74149	CHECK	02/18/2021	GARY GEE	100.00
74150	CHECK	02/18/2021	INDIANA UNIVERSITY	7,450.00
74151	CHECK	02/18/2021	INDY CURB APPEAL ASPHALT, INC	3,500.00
74152	CHECK	02/18/2021	JACKSON SYSTEMS, LLC	21,990.50
74153	CHECK	02/18/2021	LINEL, LLC	2,650.00
74154	CHECK	02/18/2021	LSC (PETTY CASH)	24.61
74155	CHECK	02/18/2021	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
74156	CHECK	02/18/2021	MIDWEST LANGUAGE SERVICES LLC	35.00
74157	CHECK	02/18/2021	MSD WASHINGTON TOWNSHIP	1,229.73
74158	CHECK	02/18/2021	POMP'S TIRE SERVICE	125.00
74159	CHECK	02/18/2021	PROVIDENCE OUTDOOR	3,175.00
74160	CHECK	02/18/2021	R AND B ARCHITECTS LLC	3,190.38
74161	CHECK	02/18/2021	SAKURA FUQUA	100.00
74162	CHECK	02/18/2021	SPRINT PCS	4,152.75
74163	CHECK	02/18/2021	TAMI EDMINSTER	7.23
74164	CHECK	02/18/2021	TRENDYMINDS, INC.	4,200.00
74165	CHECK	02/18/2021	WARREN (PETTY CASH)	2.65
74166	CHECK	02/18/2021	WORK ONE	200.00
74167	CHECK	02/18/2021	YOURMEMBERSHIP.COM, INC.	299.00
74168	CHECK	02/25/2021	ADP, INC.	1,967.07
74169	CHECK	02/25/2021	AMBIUS	182.88
74170	CHECK	02/25/2021	ASI SIGNAGE INNOVATIONS	20,746.00
74171	CHECK	02/25/2021	AT&T	1,760.16
74172	CHECK	02/25/2021	AUBREY KEARNEY	75.00
74173	CHECK	02/25/2021	BACKSTAGE LIBRARY WORKS	945.00
74174	CHECK	02/25/2021	BETH MENG	100.00
74175	CHECK	02/25/2021	CITIZENS ENERGY GROUP	4,277.89
74176	CHECK	02/25/2021	CMID	3,200.00
74177	CHECK	02/25/2021	SAKURA FUQUA	100.00
303856	EFT	02/04/2021	ALSCO	759.10

No.	Type	Date	Reference	Amount
303857	EFT	02/04/2021	BAKER & TAYLOR AXIS 360 E-BOOKS	9,487.93
303858	EFT	02/04/2021	CENTRAL SECURITY & COMMUNICATIONS	305.00
303859	EFT	02/04/2021	DANCORP INC. DBA DANCO	600.00
303860	EFT	02/04/2021	DEMCO, INC.	2,203.50
303861	EFT	02/04/2021	G4S SECURE SOLUTIONS (USA) INC.	27,921.80
303862	EFT	02/04/2021	GRAINGER	150.00
303863	EFT	02/04/2021	INDIANA PLUMBING AND DRAIN LLC	1,372.00
303864	EFT	02/04/2021	INGRAM LIBRARY SERVICES	135.15
303865	EFT	02/04/2021	IRVINGTON PRESBYTERIAN CHURCH	1,875.00
303866	EFT	02/04/2021	J&G CARPET PLUS	325.00
303867	EFT	02/04/2021	JCOS, INC.	893.75
303868	EFT	02/04/2021	KLINES QUALITY WATER, INC	65.20
303869	EFT	02/04/2021	PERFECTION GROUP, INC.	6,781.87
303870	EFT	02/04/2021	RECORD AUTOMATIC DOORS, INC	570.50
303871	EFT	02/04/2021	RICHARD LOPEZ ELECTRICAL, LLC	35,750.85
303872	EFT	02/04/2021	ROBERT HALF INTERNATIONAL, INC	2,004.43
303873	EFT	02/04/2021	RYAN FIRE PROTECTION, INC	493.00
303874	EFT	02/04/2021	TITAN ASSOCIATES	3,691.50
303876	VOID	02/11/2021	BACKGROUND BUREAU INC.	-
303877	VOID	02/11/2021	CDW GOVERNMENT, INC.	-
303878	VOID	02/11/2021	CENTRAL SECURITY & COMMUNICATIONS	-
303879	VOID	02/11/2021	DELTA DENTAL	-
303880	VOID	02/11/2021	FINELINE PRINTING GROUP	-
303881	VOID	02/11/2021	INDPLS-MARION COUNTY PUBLIC LIBRARY	-
303882	VOID	02/11/2021	MOORE INFORMATION SERVICES, INC	-
303883	VOID	02/11/2021	ORACLE ELEVATOR HOLDCO, INC.	-
303884	VOID	02/11/2021	OVERDRIVE INC	-
303885	VOID	02/11/2021	P.V. SUPA INC.	-
303886	VOID	02/11/2021	POWERS & SONS CONSTRUCTION	-
303887	VOID	02/11/2021	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	-
303888	VOID	02/11/2021	ROBERT HALF INTERNATIONAL, INC	-
303889	VOID	02/11/2021	STAPLES	-
303890	VOID	02/11/2021	TITAN ASSOCIATES	-
303891	EFT	02/11/2021	BACKGROUND BUREAU INC.	60.00
303892	EFT	02/11/2021	CDW GOVERNMENT, INC.	33.39
303893	EFT	02/11/2021	CENTRAL SECURITY & COMMUNICATIONS	466.50
303894	EFT	02/11/2021	DELTA DENTAL	11,473.93
303895	EFT	02/11/2021	FINELINE PRINTING GROUP	1,049.00
303896	EFT	02/11/2021	INDPLS-MARION COUNTY PUBLIC LIBRARY	4,889.62
303897	EFT	02/11/2021	MOORE INFORMATION SERVICES, INC	427.35
303898	EFT	02/11/2021	ORACLE ELEVATOR HOLDCO, INC.	17,757.50
303899	EFT	02/11/2021	OVERDRIVE INC	64,434.36
303900	EFT	02/11/2021	P.V. SUPA INC.	10,120.64
303901	EFT	02/11/2021	POWERS & SONS CONSTRUCTION	455,865.97
303902	EFT	02/11/2021	PRESIDIO NETWORKS SOLUTIONS GROUP, LLC	92.50
303903	EFT	02/11/2021	ROBERT HALF INTERNATIONAL, INC	1,483.02
303904	EFT	02/11/2021	STAPLES	9,020.64
303905	EFT	02/11/2021	TITAN ASSOCIATES	5,407.55
303907	EFT	02/18/2021	ACORN DISTRIBUTORS, INC	283.40
303908	EFT	02/18/2021	CITIZENS THERMAL ENERGY	20,183.21
303909	EFT	02/18/2021	DANCORP INC. DBA DANCO	500.00
303910	EFT	02/18/2021	DEMCO, INC.	36.82
303911	EFT	02/18/2021	FINELINE PRINTING GROUP	3,813.00
303912	EFT	02/18/2021	FLEET CARE, INC.	503.05
303913	EFT	02/18/2021	INDIANA PLUMBING AND DRAIN LLC	1,537.50
303914	EFT	02/18/2021	INDIANAPOLIS ARMORED CAR, INC	1,777.00
303915	EFT	02/18/2021	INDY URBAN HARDWOOD COMPANY, LLC	1,275.00
303916	EFT	02/18/2021	INGRAM LIBRARY SERVICES	50.10
303917	EFT	02/18/2021	JCOS, INC.	681.25
303918	EFT	02/18/2021	MARK'S VACUUM & JANITORIAL SUPPLIES	2,030.00
303919	EFT	02/18/2021	OVERDRIVE INC	55,892.74
303920	EFT	02/18/2021	PERFECTION GROUP, INC.	1,884.34
303921	EFT	02/18/2021	PERFECTION GROUP, INC.	288.86

No.	Type	Date	Reference	Amount
303922	EFT	02/18/2021	RECORD AUTOMATIC DOORS, INC	142.50
303923	EFT	02/18/2021	REGIONS BANK PURCHASING CARD	4,483.61
303924	EFT	02/18/2021	RICOH USA, INC. - 12882	10,435.94
303925	EFT	02/18/2021	RICOH USA, INC. - 12882	4,699.42
303926	EFT	02/18/2021	RYAN FIRE PROTECTION, INC	526.50
303927	EFT	02/18/2021	STAPLES	9,608.21
303928	EFT	02/18/2021	TELAMON ENTERPRISE VENTURES, LLC.	11,423.31
303929	EFT	02/18/2021	TITAN ASSOCIATES	73,230.33
303931	EFT	02/25/2021	CDW GOVERNMENT, INC.	416.13
303932	EFT	02/25/2021	CITIZENS THERMAL ENERGY	27,334.17
303933	EFT	02/25/2021	DEMCO, INC.	365.08
303934	EFT	02/25/2021	FLEET CARE, INC.	90.68
303935	EFT	02/25/2021	G4S SECURE SOLUTIONS (USA) INC.	61,193.01
303936	EFT	02/25/2021	KLINES QUALITY WATER, INC	36.50
303937	EFT	02/25/2021	LEVEL (3) COMMUNICATIONS, LLC	3,421.96
303938	EFT	02/25/2021	MICHAEL R. TWYMAN	3,000.00
303939	EFT	02/25/2021	RECORD AUTOMATIC DOORS, INC	142.50
303940	EFT	02/25/2021	ROBERT HALF INTERNATIONAL, INC	2,010.25
303941	EFT	02/25/2021	TITAN ASSOCIATES	34.00
			Total	<u>\$ 2,379,842.35</u>

Summary by Transaction Type:

Computer Check	\$ 1,159,713.68
EFT Check	\$ 1,220,128.67
Total Payments	\$ 2,379,842.35
Total Voided Items	\$ -

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

No.	Type	Date	Reference	Amount
845	CHECK	02/11/2021	RAYNA JOHNSON	16.99
846	CHECK	02/11/2021	ST LAWRENCE UNIVERSITY	65.00
847	CHECK	02/25/2021	BRIANNA LUCAS	151.77
			Total	\$ 233.76

Summary by Transaction Type:

Computer Check	\$ 233.76
EFT Check	\$ -
Total Payments	\$ 233.76
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
7848	CHECK	02/04/2021	INDIANA STATE MUSEUM AND HISTORICAL SITES CORP	250.00
7849	CHECK	02/11/2021	BRIGHTWOOD (PETTY CASH)	33.82
7850	CHECK	02/11/2021	CREATIVE AQUATIC SOLUTIONS, LLC	301.45
7851	CHECK	02/11/2021	NICOLE RENE FREEMAN	1,500.00
7852	CHECK	02/18/2021	AT&T MOBILITY	3,655.00
7853	CHECK	02/18/2021	MARS HILL COMMUNITY & ARTS CENTER	166.00
7854	CHECK	02/18/2021	MONTOYA MEGERLE BARKER	135.08
7855	CHECK	02/25/2021	ARTS FOR LEARNING INDIANA	932.00
7856	CHECK	02/25/2021	INDIANA ASSOCIATION OF CHINESE AMERICANS	795.64
7857	CHECK	02/25/2021	MARS HILL COMMUNITY & ARTS CENTER	166.00
7858	CHECK	02/25/2021	MAURICE CARTER	700.00
303875	EFT	02/04/2021	INGRAM LIBRARY SERVICES	2,649.56
303906	EFT	02/11/2021	STAPLES	31.65
303930	EFT	02/18/2021	REGIONS BANK PURCHASING CARD	55.96
303942	EFT	02/25/2021	G4S SECURE SOLUTIONS (USA) INC.	78.75
			Total	\$ 11,450.91

Summary by Transaction Type:

Computer Check	\$ 8,634.99
EFT Check	\$ 2,815.92
Total Payments	\$ 11,450.91
Total Voided Items	-

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

March 22, 2021

PERSONNEL ACTIONS

RESOLUTION 15-2021

NEW HIRES:

- Perrena Stockard, Page, East 38th, \$10.00 per hour, Effective: February 16, 2021
- Celeste Bowie, Page, Glendale, \$10.00 per hour, Effective: March 4, 2021
- Tristen Lee, Page, Spades Park, \$10.00 per hour, Effective: March 8, 2021
- Zoe Battaglia, Hourly Library Assistant II (FTE), East 38th Street, \$13.97 per hour, Effective: March 8, 2021

INTERNAL CHANGES:

- Stephanie Armour from Library Assistant II, Central, \$14.25 per hour to Library Assistant III, Lawrence, \$16.15 per hour, Effective: February 28, 2021
- Cierra Hudson from Processing Unpacking Assistant, Processing, \$13.26 per hour to Temporary Processing Assistant I, Processing, \$15.02 per hour, Effective: February 18, 2021
- Elaine Bradburn from Processing Assistant I, Processing, \$15.32 per hour to Temporary Processing Accounts Assistant, Processing, \$16.15 per hour, Effective: February 28, 2021

SEPARATIONS:

- Anirdh Burli, Public Services Associate II, East 38th Street, 4 months, Effective: February 10, 2021
- Dawn Hawkins, Hourly Library Assistant II, Lawrence, 5 years and 9 months, Effective: February 12, 2021
- Deborah Manley, Public Services Librarian NE, Irvington, 3 years and 3 months, Effective: February 27, 2021
- Dylan Smith, Page, Irvington, 1 year and 7 months, Effective: December 12, 2020
- Jackson Howell, Page, Irvington, 2 years and 4 months, Effective: January 21, 2021

RECLASSIFICATION:

- Tammy Powell from Processing Assistant I, PG 4, Processing, \$16.37 per hour to Processing Assistant II (Shared System), PG 5, Processing, \$17.18 per hour, Effective: February 28, 2021
- Regina Elliot-Scott from Processing Assistant I, PG 4, Processing to Processing Accounts Assistant, PG 5, Processing, Effective: February 28, 2021