



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

Notice of the Regular Meeting
March 23, 2020

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

Garfield Park Branch
2502 Shelby Street
at 12 noon

for the purpose of considering the following agenda items
dated this 19th day of March, 2020. 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 our website prior to the start of the meeting.

Judge, Jose D. Salinas
President of the Library Board

-- Regular Meeting Agenda --

1. Call to Order
2. Roll Call

3. Public Comment and Communications

- a. In view 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 to the Regular Meeting via a live stream YouTube link.

4. Approval of Minutes

- a. Regular Meeting, February 24, 2020 (enclosed)

COMMITTEE REPORTS

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

- a. Report of the Treasurer – February 2020 (enclosed)
- b. Resolution 11-2020 – Approving a transfer from Character 4 to Character 3 of the Operating budget for 2020 to allow the purchase of additional e materials.

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

- a. Resolution 12-2020 authorizing the emergency closing of the libraries and the authorization of pay for non exempt staff beyond that allowed in current library policy.

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

Library Board Meeting Agenda

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- a. Resolution 13-2020– Approval to Establish the Guaranteed Maximum Price with Powers and Sons serving as the Construction Manager as Constructor for the West Perry Branch Project
- b. Resolution 14-2020 – Approval to Award a Construction Services Contract for the Lawrence Branch Roof Replacement Project

8. Report of the Chief Executive Officer

- a. Resolution 15-2020 regarding Finances, Personnel and Travel

UNFINISHED BUSINESS

9.

NEW BUSINESS

10.

DISCUSSION AND AGENDA BUILDING

11. 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.

INFORMATION

12. Materials

- a. Joint Meeting of Library Board Committees Notes –March 10, 2020
(enclosed)

13. Board Meeting Schedule for 2020 (Notice of Date and Place of Meeting) and Upcoming Events

- a. Board Meetings for 2020 – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. Library Programs/Free Upcoming Events –all events are cancelled through April 5th, 2020. This will be updated as additional cancellations are made.
- c. **Joint Meeting of Library Board Committees** – This is currently scheduled for Tuesday, April 14, 2020, at the Library Services Center, 2450 North Meridian Street, at 5:30 p.m., however this meeting may be cancelled.

14. Notice of Special Meetings

15. Notice of Next Regular Meeting:

Monday, April 27, 2020, at 6:30 p.m. currently scheduled for the Nora Branch Library.

16. Other Business

17. Adjournment



**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
FEBRUARY 24, 2020**

The Indianapolis-Marion County Public Library Board met at the East 38th Street Branch, Indianapolis, Indiana on Monday, February 24, 2020 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Judge Salinas presided as Chairman. Dr. Jett acted as Secretary.

2. Roll Call

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

Members absent: None.

3. Branch Manager’s Report

Kimberly Brown-Harden, East 38th Branch Manager, reported on the branch’s services to the community. The branch, which opened in 2003, has become a “third place” in the community. Current projects include the branch serving as an official VITA tax help site. One of its upcoming initiatives will be a “Chat with Dad,” an opportunity for men to talk to young black males to help curb violence in the 46218 area. In partnership with other community organizations, the branch is pursuing a Lilly Endowment grant to improve the quality of life in the neighborhood.

4. Public Comment and Communications

a. Public Comment

Andrew Goodin, a local high school teacher and parent, expressed his view that the arrangement with Indy Reads to occupy the Fountain Square space when the branch closes is the best case scenario. He hoped, however, that a Library presence could remain in the neighborhood to pick up holds and other activities.

Staff Association President Mollie Beaumont showed off the new Read in Any Language t-shirt and encouraged anyone with an interest to purchase one to let her know soon. Supplies are going fast.

- b. **Dear CEO Letters and Responses** – There were none to be circulated this month for the Board’s general information.
 - c. **Correspondence** was circulated for the Board’s general information.
5. **Approval Of Minutes: Executive Session, Regular and Special Meetings**
- a. **Regular Meeting, December 16, 2019**

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

COMMITTEE REPORTS

6. **Finance Committee (Patricia A. Payne, Chair; Ray Biederman, Curtis Bigsbee)**
- a. **Report of the Treasurer – December 2019**

The Report of the Treasurer was reviewed. It was noted that January Operating Fund revenues of \$528,372 were in line with those in January 2019. Expenditures of \$3.8 million were also close to those in January 2019. The Board approved the report.

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

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

- b. **Resolution 7 – 2020 (Approving Ordinance to be Introduced at City-County Council Requesting Annual Incremental Increases in Allocation of LIT Certified Shares)**

Discussion took place on authorizing the introduction of an ordinance at the City-County Council to request annual incremental increases in the Library’s allocation of LIT (Local Income Tax, formerly known as COIT, County Option Income Tax) certified shares of LIT revenues. Currently, IndyPL receives a relatively small amount compared to other libraries in the state that receive funding based on their share of the property tax levy. If Marion County distributed such funds similarly, IndyPL’s LIT revenue in 2020 would be approximately \$11.5 million instead of \$467,320.

After full discussion and careful consideration of Resolution 7 – 2020, the resolution was adopted on the motion of Ms. Payne and the “yes” votes of Mr. Bigsbee, Mr. Biederman, Dr. Jett, Dr. Murtadha, Ms. Payne, Rev. Robinson and Judge Salinas.

Motion carried.

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

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

There were no items to come before the Committee. The next meeting of the Committee will take place on March 3, 2020 at 11:30 a.m.

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

Mike Coghlan, Manager, Facilities Projects, presented the information to the Board.

- a. **Resolution 8 – 2020** (Authorization to Enter Into an Access Easement Agreement with IndyGo for the Purple Line Bus Rapid Transit Project at the East Thirty-Eighth Street Branch Library)

Mr. Coghlan provided information on Resolution 8-2020 which authorizes the CEO to take the necessary action to grant a permanent right of way and temporary easement to the Indianapolis Public Transportation Corporation (IndyGo) for the construction of the new Purple Line Bus Rapid Transit. The parties have agreed on the fair market value of the affected property, and funds received will be allocated to the Operating Fund.

After full discussion and careful consideration of Resolution 8 – 2020, the resolution was adopted on the motion of Dr. Jett and the “yes” votes of Mr. Bigsbee, Mr. Biederman, Dr. Jett, Dr. Murtadha, Ms. Payne, Rev. Robinson and Judge Salinas.

Motion carried.

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

- b. **Resolution 9 – 2020** (Authorization for the CEO to Terminate the Lease for Fountain Square Branch Library)

Mr. Coghlan noted that the Committee is seeking approval to authorize the CEO to terminate the lease for the Fountain Square Branch. The last day of service for the branch will be May 8, 2020, after which time Indy Reads will occupy the space. The move by Indy Reads is expected to be completed by September. The branch had been scheduled for closure at the end of its current lease in August prior to the move into the new West Perry Branch next summer. Plans are for the Bookmobile to schedule regular visits to the Fountain Square area, for Indy Reads to offer programs for children and adults, and for Southeast Community Services to provide computer classes for neighborhood residents. It was announced that a farewell to the Fountain Square Branch and its staff, open to the public, will be held on Friday, May 1, 2020.

After full discussion and careful consideration of Resolution 9 – 2020, the resolution was adopted on the motion of Ms. Payne and the “yes” votes of Mr. Bigsbee, Mr. Biederman, Dr. Jett, Dr. Murtadha, Ms. Payne, Rev. Robinson and Judge Salinas.

Motion carried.

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

9. Library Foundation Update

February 2020 Library Foundation Update

News

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

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

The Foundation contributed over \$2.8 million to the Library in 2019.

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

Donors

The Foundation thanks 238 donors who made gifts last month. The following is our top corporate and foundation contributors:

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

Program Support

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

Children’s Programs

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

Collections/IT

2020 General Digitization
Lilly Digital Encyclopedia of Indianapolis

Lifelong Learning

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

Cultural

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

Capital/Branch

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

10. Report Of The Chief Executive Officer

Jackie Nytes, Chief Executive Officer, announced that the Library has received the 2020 Chancellor's Community Award for Excellence in Civic Engagement from IUPUI. An awards event will be held on April 17, 2020 at IUPUI.

a. Public Services Update and Statistics

- 1) A focus group meeting will be held Friday, February 28, 2020 at the Library Services Center for Library employees who have received or are pursuing an MLS degree. The purpose is to learn what obstacles students face and the Library can support them.
- 2) **2019 Dashboard and Program Evaluation Data** – Garrett Mason, Strategic Planning and Assessment Officer, provided the data as follows:

New standard program evaluations were put into place on September 16, 2019, and 1,096 program evaluations were submitted by patrons for the rest

of the year. Analysis included breakdowns on attendance demographics, what patrons liked and how they heard about the programs. He also discussed the 2019 patron use statistics, which were generally lower due to more standardized reporting, inaccuracies in door counters, and the change in allowed renewals that went into effect in January 2019.

b. January Media Report

The January Media Report was presented, highlighting activities to promote Library programs and services in traditional and social media, digital signage, blogging and printing.

c. CEO Love Your Library Tour Reminder – The CEO’s Love Your Library Tour continues through Tuesday, March 3, 2020. The next visit is Tuesday, February 25, 2020 at 6:00 p.m. at the West Indianapolis Branch.

d. Confirming Resolutions:

1) Resolution Regarding Finances, Personnel and Travel (10 – 2020)

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

After full discussion and careful consideration of Resolution 10 – 2020, the resolution was adopted on the motion of Ms. Payne, seconded by Rev. Robinson, and the “yes” votes of Mr. Biederman, Mr. Bigsbee, Dr. Jett, Dr. Murtadha, Ms. Payne, Rev. Robinson and Judge Salinas.

Motion carried.

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

UNFINISHED BUSINESS

11. None.

NEW BUSINESS

12. Election of New Board Secretary

Judge Salinas announced that a new Board Secretary was needed and that Mr. Biederman had indicated his willingness to serve in that capacity.

At this time, a roll call vote was taken of the Board members and in a vote of six ayes and one abstention, Mr. Biederman was elected the new Board Secretary.

AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

March, 2020 – There were no items suggested.

INFORMATION

14. Materials

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

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

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

16. Notice of Special Meetings

None.

17. Notice of Next Regular Meeting

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

18. Other Business

None.

19. Adjournment

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

The Chairman then declared the meeting adjourned at 8:00 p.m.

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

Dr. Terri Jett, Secretary to the Board



**Indianapolis-Marion County Public Library
Report of the Treasurer for February 2020
Prepared by Accounting for March 23, 2020 Board Meeting**

5a

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

Revenue		Annual		Actual YTD	% Budget
		2020 Revised	Actual MTD		
		Budget	2/29/2020	2/29/2020	Received
Property Taxes	31	35,756,871	-	-	0%
Intergovernmental	33	7,938,539	373,208	749,426	9%
Fines & Fees	35	667,500	40,980	82,575	12%
Charges for Services	34	627,100	42,668	84,609	13%
Miscellaneous	36	765,000	66,588	135,206	18%
Total		45,755,010	523,444	1,051,817	2%

Expenditures		Annual		Actual YTD	% Budget
		2020 Revised	Actual MTD		
		Budget	2/29/2020	2/29/2020	Spent
Personal Services & Benefits	41	28,725,984	1,811,832	4,329,176	15%
Supplies	42	1,406,559	44,442	143,771	10%
Other Services and Charges	43	15,721,259	754,046	1,714,519	11%
Capital Outlay	44	4,294,315	3,070	262,374	6%
Total		50,148,117	2,613,391	6,449,841	13%

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	43,605,112	43,605,112	-	-	-	43,605,112
311300 PROPERTY TAX CAPS	(7,848,241)	(7,848,241)	-	-	-	(7,848,241)
TAXES Total	35,756,871	35,756,871	-	-	-	35,756,871
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	248,400	248,400	13,050	29,110	-	219,290
335100 FINANCIAL INSTITUTION TAX REV	261,850	261,850	-	-	-	261,850
335200 LICENSE EXCISE TAX REVENUE	2,774,272	2,774,272	-	-	-	2,774,272
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	642,431	-	3,212,153
335500 COUNTY OPTION INCOME TAX	467,329	467,329	38,943	77,885	-	389,444
335700 COMMERCIAL VEHICLE TAX REVENUE	302,664	302,664	-	-	-	302,664
339000 IN LIEU OF PROP. TAX	29,440	29,440	-	-	-	29,440
INTERGOVERNMENTAL Total	7,938,539	7,938,539	373,208	749,426	-	7,189,113
CHARGES FOR SERVICES						
347600 COPY MACHINE REVENUE	-	-	-	126	-	(126)
347601 PUBLIC PRINTING REVENUE	351,300	351,300	30,311	57,053	-	294,247
347602 FAX TRANSMISSION REVENUE	60,000	60,000	6,375	11,889	-	48,111
347603 PROCTORING EXAMS	3,800	3,800	227	477	-	3,323
347604 PLAC CARD DISTRIBUTION REVENUE	83,000	83,000	-	-	-	83,000
347605 USAGE FEE REVENUE	12,000	12,000	1,120	2,990	-	9,010
347606 SET-UP & SERVICE - TAXABLE	15,000	15,000	-	-	-	15,000
347607 SET-UP & SERVICE - NON-TAXABLE	12,000	12,000	1,260	1,340	-	10,660
347608 SECURITY SERVICES REVENUE	18,000	18,000	1,740	2,307	-	15,693
347620 CAFE REVENUE	12,000	12,000	-	615	-	11,385
347621 CATERING REVENUE	60,000	60,000	1,636	7,813	-	52,187
CHARGES FOR SERVICES Total	627,100	627,100	42,668	84,609	-	542,491
FINES						
351200 FINES	650,000	650,000	39,316	79,792	-	570,208
351201 OTHER CARD REVENUE	2,000	2,000	585	780	-	1,220
351202 HEADSET REVENUE	7,000	7,000	435	842	-	6,158
351203 USB REVENUE	6,000	6,000	472	862	-	5,138
351204 LIBRARY TOTES	2,500	2,500	172	299	-	2,201
FINES Total	667,500	667,500	40,980	82,575	-	584,925
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	2,500	2,500	335	591	-	1,909
360001 REVENUE ADJUSTMENT	-	-	1	(14)	-	14
361000 INTEREST INCOME	170,000	170,000	47,272	100,540	-	69,460
362000 FACILITY RTL REV - TAXABLE	100,000	100,000	8,430	14,546	-	85,454
362001 FACILITY RENTAL REV - NONTAX	64,000	64,000	2,560	4,859	-	59,141
362002 EQUIPMENT RENTAL REV - TAXABLE	1,000	1,000	-	-	-	1,000
362003 EQUIPMENT RENTAL REV - NONTAX	2,500	2,500	300	300	-	2,200
367004 OTHER GRANTS	225,000	225,000	-	-	-	225,000
MISCELLANEOUS Total	565,000	565,000	58,899	120,821	-	444,179
OTHER FINANCING SRCS						
396000 REFUNDS	5,000	5,000	2,577	3,531	-	1,469
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	5,113	10,854	-	164,146
399001 INSURANCE REIMBURSEMENTS	20,000	20,000	-	-	-	20,000
OTHER FINANCING SRCS Total	200,000	200,000	7,690	14,385	-	185,615
REVENUE Total	45,755,010	45,755,010	523,444	1,051,817	-	44,703,193

EXPENSE**PERSONAL SERVICES**

411000 SALARIES APPOINTED STAFF	18,059,744	18,059,744	1,304,943	2,634,972	-	15,424,772
412000 SALARIES HOURLY STAFF	1,820,444	1,820,444	113,077	222,983	-	1,597,461
413000 WELLNESS	35,000	35,000	2,134	6,830	-	28,170
413001 LONG TERM DISABILITY INSURANCE	44,075	44,075	4,224	8,077	-	35,999
413002 EMPLOYEE ASSISTANCE PROGRAM	23,500	23,500	1,600	3,200	16,000	4,300
413003 TUITION ASSISTANCE	25,000	25,000	6,000	6,000	-	19,000
413100 FICA AND MEDICARE	1,513,443	1,513,443	102,692	207,043	-	1,306,400
413300 PERF/INPRS	2,546,358	2,546,358	183,476	368,987	-	2,177,371
413400 UNEMPLOYMENT COMPENSATION	9,000	9,000	496	1,520	3,480	4,000
413500 MEDICAL & DENTAL INSURANCE	4,610,470	4,610,470	90,078	863,418	9,146	3,737,907
413600 GROUP LIFE INSURANCE	38,950	38,950	3,112	6,147	-	32,803
PERSONAL SERVICES Total	28,725,984	28,725,984	1,811,832	4,329,176	28,626	24,368,182

SUPPLIES

421500 OFFICE SUPPLIES - FAC/PURCH	385,096	413,788	6,430	18,618	48,470	346,700
421600 LIBRARY SUPPLIES	186,000	195,879	1,746	11,637	10,174	174,067
421700 DEPARTMENT OFFICE SUPPLIES	373,800	433,068	15,864	87,484	20,542	325,042
422210 GASOLINE	44,000	46,321	1,917	1,917	24,091	20,312
422250 UNIFORMS	8,000	10,800	1,406	1,522	4,652	4,625
422310 CLEANING & SANITATION	165,000	168,405	9,288	14,802	12,930	140,673
429001 NON CAPITAL FURNITURE & EQUIP	128,000	138,298	7,790	7,790	4,952	125,556
SUPPLIES Total	1,289,896	1,406,559	44,442	143,771	125,812	1,136,975

OTHER SERVICES AND CHARGES

431100 LEGAL SERVICES	219,000	251,500	-	11,349	21,151	219,000
431200 ENGINEERING & ARCHITECTURAL	25,000	25,000	-	-	-	25,000
431500 CONSULTING SERVICES	285,900	433,763	15,079	41,979	221,539	170,245
432100 FREIGHT & EXPRESS	7,000	7,485	294	627	3,357	3,500
432200 POSTAGE	64,650	64,650	2,049	27,049	1,100	36,501
432300 TRAVEL	36,400	36,400	652	3,027	-	33,373
432400 DATA COMMUNICATIONS	281,800	284,150	21,992	46,478	392	237,281
432401 CELLULAR PHONE	10,080	10,080	806	1,708	-	8,372
432500 CONFERENCES	143,100	143,100	4,070	5,483	-	137,617
432501 IN HOUSE CONFERENCE	96,530	97,405	478	3,100	875	93,431
433100 OUTSIDE PRINTING	177,116	195,833	5,081	23,097	8,463	164,273
433200 PUBLICATION OF LEGAL NOTICES	1,800	1,800	-	-	-	1,800
434100 WORKER'S COMPENSATION	172,612	173,694	-	18,715	17,633	137,346
434200 PACKAGE	261,023	261,023	-	4,175	-	256,848
434201 EXCESS LIABILITY	11,179	11,179	-	39,607	39,607	(68,035)
434202 AUTOMOBILE	21,162	21,162	-	4,628	4,628	11,906
434500 OFFICIAL BONDS	1,080	1,080	-	975	-	105
434501 PUBLIC OFFICIALS & EE LIAB	17,280	17,280	-	15,504	-	1,776
434502 BROKERAGE FEE	18,360	18,360	-	5,000	5,000	8,360
435100 ELECTRICITY	1,194,813	1,421,496	71,488	137,964	1,183,532	100,000
435200 NATURAL GAS	146,856	184,381	15,347	30,227	117,298	36,856
435300 HEAT/STEAM	400,190	492,658	24,448	47,024	395,444	50,190
435400 WATER	83,896	95,274	5,250	11,239	81,632	2,403
435401 COOLING/CHILLED WATER	553,664	553,664	32,686	68,509	467,314	17,842
435500 STORMWATER	24,990	24,990	56	56	23,744	1,190
435900 SEWAGE	96,789	98,414	7,961	16,286	81,379	748
436100 REP & MAINT-STRUCTURE	573,500	804,164	77,544	130,647	342,152	331,365
436101 ELECTRICAL	672,000	672,000	15,587	15,587	237,987	418,426
436102 PLUMBING	100,000	100,000	6,848	7,186	20,764	72,050
436103 PEST SERVICES	35,000	35,000	500	500	24,000	10,500
436104 ELEVATOR SERVICES	101,000	101,000	7,306	7,831	66,803	26,366
436110 CLEANING SERVICES	1,125,311	1,241,214	67,892	162,265	868,677	210,272
436200 REP & MAINT-EQUIPMENT	217,000	231,710	1,119	5,951	32,855	192,905
436201 REP & MAINT-HEATING & AIR	467,000	546,347	31,408	52,521	253,032	240,795
436202 REP & MAINT-AUTO	63,000	66,533	10,406	12,043	-	54,491
436203 REP & MAINT-COMPUTERS	361,600	370,324	5,679	72,984	97,279	200,060
437200 EQUIPMENT RENTAL	83,800	83,800	4,699	14,584	42,295	26,921
437300 REAL ESTATE RENTAL	448,458	448,458	37,787	75,419	-	373,039

439100 CLAIMS, AWARDS, INDEMNITIES	25,000	25,000	-	-	-	25,000
439600 TRASH REMOVAL	68,563	76,523	7,470	15,430	57,530	3,563
439601 SNOW REMOVAL	382,500	455,405	55,287	63,197	43,723	348,486
439602 LAWN & LANDSCAPING	325,121	335,371	731	8,988	6,480	319,904
439800 DUES & MEMBERSHIPS	55,390	57,550	38,639	41,577	2,160	13,813
439901 COMPUTER SERVICES	297,500	302,549	4,045	9,442	-	293,107
439902 PAYROLL SERVICES	140,000	140,000	14,573	24,361	-	115,639
439903 SECURITY SERVICES	1,349,637	1,391,870	108,024	172,678	201,381	1,017,812
439904 BANK FEES/CREDIT CARD FEES	65,000	65,000	5,581	9,111	-	55,889
439905 OTHER CONTRACTUAL SERVICES	699,423	755,880	19,313	56,548	208,717	490,616
439906 RECRUITMENT EXPENSES	24,300	24,300	100	320	249	23,731
439907 EVENTS & PR	56,700	60,084	-	3,445	1,000	55,639
439910 PROGRAMMING	77,500	77,600	270	1,820	6,721	69,059
439911 PROGRAMMING-JUV.	150,000	152,960	10,158	10,158	20,370	122,432
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	-	2,650	-	22,350
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	-	-	5,000
439930 MATERIALS CONTRACTUAL	2,129,795	2,129,795	15,340	173,471	-	1,956,324
451100 AUDIT FEES	15,000	15,000	-	-	-	15,000
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES TOTAL	14,491,368	15,721,259	754,046	1,714,519	5,208,262	8,798,477
CAPITAL						
445100 CAPITAL - FURNITURE	-	5,654	-	-	5,654	-
445200 VEHICLES	80,000	121,745	-	-	41,745	80,000
445301 COMPUTER EQUIPMENT	50,000	50,000	-	-	-	50,000
449000 BOOKS & MATERIALS	3,884,250	3,884,250	-	216,370	-	3,667,880
449100 UNPROCESSED PAPERBACK BOOKS	137,000	232,667	3,070	46,005	49,408	137,254
CAPITAL Total	4,151,250	4,294,315	3,070	262,374	96,807	3,935,134
EXPENSE Total	48,658,498	50,148,117	2,613,391	6,449,841	5,459,507	38,238,769

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

	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	\$ 25,151,724	\$ 21,844,102	\$ 19,749,084	\$ 16,058,028	\$ 13,689,770	\$ 16,484,114	\$ 25,805,100	\$ 22,334,911	\$ 18,672,138	\$ 14,968,668	\$ 12,938,165	\$ 13,063,801	\$ 25,151,724	\$ 25,151,724	
Receipts:															
Property Tax	-	-	-	1,319,429	6,346,845	11,292,020	-	-	-	1,676,997	3,833,137	11,288,444	35,756,871	35,756,871	-
Excise Tax	-	-	-	-	-	1,387,136	-	-	-	-	-	1,387,136	2,774,272	2,774,272	-
Financial Institution Tax	-	-	-	-	-	130,925	-	-	-	-	-	130,925	261,850	261,850	-
Commercial Vehicle Tax	-	-	-	-	-	151,332	-	-	-	-	-	151,332	302,664	302,664	-
In-Lieu-of Taxes	-	-	-	-	-	14,720	-	-	-	-	-	14,720	29,440	29,440	-
Local Option Income Tax (LOIT)	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	321,215	3,854,584	3,854,584	-
County Option Income Tax (COIT)	38,943	38,943	38,944	38,944	38,944	38,944	38,944	38,944	38,944	38,944	38,944	38,944	467,328	467,329	(1)
Fines	40,476	39,316	55,411	55,411	55,411	55,411	55,411	55,411	55,411	55,411	55,411	55,411	633,906	650,000	(16,094)
Photocopier	126	-	-	-	-	-	-	-	-	-	-	-	126	-	126
Printers	26,742	30,311	29,275	29,275	29,275	29,275	29,275	29,275	29,275	29,275	29,275	29,275	349,803	351,300	(1,497)
Fax Transmissions	5,514	6,375	4,700	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	61,589	60,000	1,589
Headsets	407	435	599	599	599	599	599	599	599	599	599	599	6,835	7,000	(165)
USB	390	472	510	510	510	510	510	510	510	510	510	510	5,962	6,000	(38)
PLAC Dist.	-	-	-	-	83,000	-	-	-	-	-	-	-	83,000	83,000	-
Interest income	53,268	47,272	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	14,167	242,207	170,000	72,207
Library totes	127	172	208	208	208	208	208	208	208	208	208	208	2,383	2,500	(117)
Other Card Revenue	195	585	167	167	167	167	167	167	167	167	167	167	2,447	2,000	447
Miscellaneous	240	337	208	208	208	208	208	208	208	208	208	208	2,660	2,500	160
Proctoring Exams	250	227	317	317	317	317	317	317	317	317	317	317	3,644	3,800	(156)
Facility Rental	10,931	15,410	19,415	19,415	19,415	19,415	19,415	19,415	19,415	19,415	19,415	19,415	220,495	224,500	(4,005)
Catering Commission	6,177	1,636	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	57,813	60,000	(2,187)
Café Revenue	615	-	1,000	1,000	1,000	1,300	1,085	1,000	1,000	1,000	1,000	1,000	11,000	12,000	(1,000)
Reimbursement for Services	5,741	5,113	16,745	19,813	72,000	28,807	12,227	230	3,230	-	-	-	163,906	175,000	(11,094)
Insurance Reimbursement	-	-	-	-	-	19,200	-	-	800	-	-	-	20,000	20,000	-
Refunds	954	2,577	-	-	-	4,046	-	-	-	-	-	-	7,577	5,000	2,577
Erate Revenue	16,060	13,050	21,929	21,929	21,929	21,929	21,929	21,929	21,929	21,929	21,929	21,929	248,400	248,400	-
Grants/Contributions	-	-	-	-	-	-	225,000	-	-	-	-	-	225,000	225,000	-
Transfer in	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Receipts	528,372	523,444	529,810	1,852,607	7,015,210	13,541,851	750,677	558,093	517,395	2,190,363	4,346,502	13,485,932	45,795,760	45,755,010	40,752
Expenditures:															
Personal Services & Benefits	2,517,344	1,811,832	2,439,681	2,439,681	2,439,681	2,439,681	2,439,681	2,439,681	2,439,681	2,439,681	2,439,681	2,439,681	28,725,984	28,725,984	-
Supplies	99,329	44,442	114,612	114,612	114,612	114,612	114,612	114,612	114,612	114,612	114,612	114,612	1,289,896	1,289,896	-
Other Services and Charges	960,473	754,046	1,277,685	1,277,685	1,277,685	1,277,685	1,277,685	1,277,685	1,277,685	1,277,685	1,277,685	1,277,685	14,491,368	14,491,368	-
Library Materials Capital Outlay	259,304	3,070	388,888	388,888	388,888	388,888	388,888	388,888	388,888	388,888	388,888	388,888	4,151,250	4,151,250	-
Transfer Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	3,836,450	2,613,391	4,220,866	4,220,866	4,220,866	4,220,866	4,220,866	4,220,866	4,220,866	4,220,866	4,220,866	4,220,866	48,658,498	48,658,498	-
Change in Payables/Petty Cash/Correction*	455	(5,071)											(4,616)		
Ending Balance	\$ 21,844,102	\$ 19,749,084	\$ 16,058,028	\$ 13,689,770	\$ 16,484,114	\$ 25,805,100	\$ 22,334,911	\$ 18,672,138	\$ 14,968,668	\$ 12,938,165	\$ 13,063,801	\$ 22,328,867	\$ 22,284,370	\$ 22,248,236	



Receipts and Disbursements - February 2020

FUND	CASH AND INVESTMENTS 1/31/20	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 2/29/20
101 Total Operating	21,844,102	523,444	2,618,462	19,749,084
104 Total Fines	6	81,789	81,789	6
226 Total Parking Garage	771,275	21,011	20,266	772,020
230 Total Grant	397,670	29,294	21,734	405,230
245 Total Rainy Day	5,304,385	9,186	(204,190)	5,517,762
270 Total Shared System	360,298	96	5,758	354,635
301 Total BIRF 1	3,635,538	4,324	-	3,639,862
321 Total BIRF 2	746,290	-	-	746,290
471 Total Library Improvement Reserve Fund	2,729,109	4,375	-	2,733,484
472 Total Construction	13,242	-	-	13,242
475 Total 2015 Bond RFID Books & Materials	253,086	-	49,722	203,364
476 Total 2016 Bond - Michigan Rd	143,764	-	679	143,086
477 Total 2017A Bond - Brightwood	2,445,933	-	152,310	2,293,623
478 Total 2017B Bond - Eagle	934,027	-	7,806	926,221
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	2,863,764	-	80,032	2,783,732
480 Total 2018 BBond - West Perry Branch	8,691,424	-	27,847	8,663,577
481 Total 2019 Bond - LAW WAY Renovation	3,063,920	3,907	241,891	2,825,936
800 Total Gift	876,242	216,218	48,210	1,044,251
806 Total Payroll Liabilities (1)	26,166	108,962	61,941	73,188
812 Total Foundation Agency Fund	1,985	639	1,192	1,432
813 Total Staff Association Agency Fund	31	-	-	31
814 Total Sales Tax Agency Fund	500	674	505	668
815 Total PLAC Card Revenue Agency Fund	20,366	2,730	10,271	12,825
Grand Total	55,123,120	1,006,650	3,226,225	52,903,546

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

Chase Savings Account

	Balance February 29, 2020	Interest Earned February 29, 2020
Operating Fund	\$ 1,153	\$ 302
Shared System Fund	\$ -	\$ -
Grant Fund	\$ 193,364	\$ 91
Parking Garage	\$ 409,018	\$ 159
Bond & Interest Redemption Fd	\$ 83,960	\$ -
Bond & Interest Redemption Fd 2	\$ 360,386	\$ -
Rainy Day Fund	\$ 404,539	\$ 173
Total Chase Savings Account	\$ 1,452,419	\$ 726

The average savings account rate for February was 0.49%

Previous Month's Chase Savings Account Activity

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

The average savings account rate for January was 0.49%

Fifth Third Bank Investment Account

	Balance February 29, 2020	Interest Earned February 29, 2020
Library Improvement Reserve Fd	\$ 2,213,704	\$ 4,375
Rainy Day Fund	\$ 4,427,995	\$ 8,752
Total Fifth Third Bank	\$ 6,641,699	\$ 13,127

The average investment account rate for February was 2.37%

Previous Month's Fifth Third Bank Investment Account

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

The average investment account rate for January was 1.72%

Hoosier Fund Account Income

	Balance February 29, 2020	Interest Earned February 29, 2020
Operating Fund	\$ 1,619,392	\$ 8,882
Rainy Day Fund	\$ 178,493	\$ 261
2017A Brightwood Project Fund	\$ 1,418,314	\$ -
2018B West Perry Project Fund	\$ 3,062,846	\$ -
2018A Multi-Project Fund	\$ 2,823,565	\$ -
Bond & Interest Redemption Fd	\$ 12,914	\$ 4,134
2019 Lawrence/Wayne Project Fund	\$ 2,503,907	\$ 3,907
Total Hoosier Fund Account	\$ 11,619,431	\$ 17,183

The average Hoosier Fund account rate for February was 1.80%

Previous Month's Hoosier Fund Account Income

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

The average Hoosier Fund account rate for January was 1.80%

TrustIndiana

	Balance	Interest Earned
Operating Fund	\$ 43,890	\$ 43,890
2015 RFID Project Fund	\$ 9,388,442	\$ 26,342
2017A Brightwood Project Fund	\$ 150,000	\$ -
2017B Eagle Project Fund	\$ 352,534	\$ -
2017B Eagle Project Fund	\$ 626,937	\$ -
2018B West Perry Project Fund	\$ 5,390,752	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 967,886	\$ 190
Total TrustIndiana Account	\$ 16,967,448	\$ 26,533

The average TrustIndiana account rate for February was 1.64%

Previous Month's TrustIndiana

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

The average TrustIndiana account rate for January was 1.66%

U. S. Bank

	Balance February 29, 2020	Interest Earned February 29, 2020
Operating Fund	\$ 8,035,621	\$ 11,746
Total U. S. Bank	\$ 8,035,621	\$ 11,746

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

Previous Month's U.S. Bank

	Balance January 31, 2020	Interest Earned January 31, 2020
Operating Fund	\$ 8,023,874	\$ 11,729
Total U. S. Bank	\$ 8,023,874	\$ 11,729

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

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

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABLE BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	12,882,655	12,882,655	-	-	-	12,882,655
Property Taxes Total	12,882,655	12,882,655	-	-	-	12,882,655
Intergovernmental						
335100 FINANCIAL INSTITUTION T	71,439	71,439	-	-	-	71,439
335200 LICENSE EXCISE TAX REVE	751,196	751,196	-	-	-	751,196
335700 COMMERCIAL VEHICLE TAX	59,660	59,660	-	-	-	59,660
339000 IN LIEU OF PROP. TAX	8,441	8,441	-	-	-	8,441
Intergovernmental Total	890,736	890,736	-	-	-	890,736
Miscellaneous						
361000 INTEREST INCOME	-	-	4,324	8,852	-	(8,852)
Miscellaneous Total	-	-	4,324	8,852	-	(8,852)
REVENUES Total	13,773,391	13,773,391	4,324	8,852	-	13,764,540
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	6,750	6,750	-	2,750	-	4,000
438100 PRINCIPAL	14,795,000	14,795,000	-	1,635,000	-	13,160,000
438200 INTEREST	1,848,161	1,848,161	-	212,512	-	1,635,649
Other Services and Charges Total	16,649,911	16,649,911	-	1,850,262	-	14,799,649
EXPENSES Total	16,649,911	16,649,911	-	1,850,262	-	14,799,649

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	30,000	30,000	9,186	16,042	-	13,958
MISCELLANEOUS Total	30,000	30,000	9,186	16,042	-	13,958
REVENUE Total	30,000	30,000	9,186	16,042	-	13,958
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	100,000	100,000	-	2,329	-	97,671
431200 ENGINEERING & ARCHITECTURAL	400,000	563,113	-	-	163,113	400,000
431500 CONSULTING SERVICES	-	3,321	879	4,200	-	(879)
452002 TRANSFERS IN/OUT	-	-	(205,070)	(205,070)	-	205,070
OTHER SERVICES AND CHARGES TOTAL	500,000	666,433	(204,190)	(198,541)	163,113	701,862
CAPITAL						
441000 LAND	500,000	500,000	-	-	-	500,000
443500 BUILDING	1,000,000	1,000,000	-	-	-	1,000,000
CAPITAL Total	1,500,000	1,500,000	-	-	-	1,500,000
EXPENSE Total	2,000,000	2,166,433	(204,190)	(198,541)	163,113	2,201,862

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
 Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
 MONTH ENDED FEBRUARY 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	40,000	40,000	4,375	7,541	-	32,459
MISCELLANEOUS Total	40,000	40,000	4,375	7,541	-	32,459
REVENUE Total	40,000	40,000	4,375	7,541	-	32,459
EXPENSE						
OTHER SERVICES AND CHARGES						
436100 REP & MAINT-STRUCTURE	600,000	910,795	-	90	310,705	600,000
OTHER SERVICES AND CHARGES TOTAL	600,000	910,795	-	90	310,705	600,000
CAPITAL						
444501 COMPUTER SOFTWARE	-	259,563	-	638	258,926	-
CAPITAL Total	-	259,563	-	638	258,926	-
EXPENSE Total	600,000	1,170,358	-	728	569,631	600,000

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

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	120,000	120,000	20,852	37,617	-	82,383
347611 EVENTS PARKING	8,000	8,000	-	100	-	7,900
CHARGES FOR SERVICES Total	128,000	128,000	20,852	37,717	-	90,283
MISCELLANEOUS						
361000 INTEREST INCOME	5,000	5,000	159	329	-	4,671
MISCELLANEOUS Total	5,000	5,000	159	329	-	4,671
REVENUE Total	133,000	133,000	21,011	38,046	-	94,954
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,000	2,000	187	187	-	1,813
421500 OFFICE SUPPLIES - FAC/PURCH	6,000	6,000	860	860	-	5,140
422310 CLEANING & SANITATION	100	100	-	-	-	100
SUPPLIES Total	8,100	8,100	1,048	1,048	-	7,052
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	1,000	1,000	-	-	-	1,000
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	3,000	3,000	-	9,000
432200 POSTAGE	500	500	-	-	-	500
432400 DATA COMMUNICATIONS	4,000	4,025	1,022	1,067	-	2,958
434201 EXCESS LIABILITY	5,000	5,000	1,320	1,320	-	3,680
436100 REP & MAINT-STRUCTURE	15,000	15,000	-	-	-	15,000
436110 CLEANING SERVICES	8,000	8,000	-	-	-	8,000
436200 REP & MAINT-EQUIPMENT	8,000	8,000	271	271	-	7,729
436201 REP & MAINT-HEATING & AIR	123,062	146,124	-	-	23,062	123,062
439904 BANK FEES/CREDIT CARD FEES	7,000	7,000	961	1,667	-	5,333
439905 OTHER CONTRACTUAL SERVICES	45,000	45,000	12,645	12,645	-	32,355
OTHER SERVICES AND CHARGES TOTAL	228,562	251,649	19,218	19,970	23,062	208,617
CAPITAL						
445300 CAPITAL - EQUIPMENT	242,000	242,000	-	-	-	242,000
CAPITAL Total	242,000	242,000	-	-	-	242,000
EXPENSE Total	478,662	501,749	20,266	21,018	23,062	457,669

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Fund 270 - Shared System - Detailed Income Statement
MONTH ENDED FEBRUARY 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347640 SHARED SYSTEM REVENUE	-	-	96	2,488	-	(2,488)
CHARGES FOR SERVICES Total	-	-	96	2,488	-	(2,488)
REVENUE Total	-	-	96	2,488	-	(2,488)
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	56,824	56,824	4,747	9,493	-	47,331
413100 FICA AND MEDICARE	4,347	4,347	337	675	-	3,672
413300 PERF/INPRS	8,069	8,069	674	1,348	-	6,721
PERSONAL SERVICES Total	69,240	69,240	5,758	11,516	-	57,724
SUPPLIES						
421600 LIBRARY SUPPLIES	2,060	2,313	-	-	253	2,060
SUPPLIES Total	2,060	2,313	-	-	253	2,060
OTHER SERVICES AND CHARGES						
431500 CONSULTING SERVICES	5,000	5,000	-	-	-	5,000
432300 TRAVEL	1,836	1,836	-	-	-	1,836
432501 IN HOUSE CONFERENCE	250	250	-	-	-	250
439907 EVENTS & PR	510	510	-	-	-	510
439909 REIMBURSEMENT FOR SERVICES EXP	77,250	77,250	-	-	-	77,250
439931 E-BOOKS	12,100	12,100	-	-	-	12,100
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES TOTAL	96,946	96,946	-	-	-	96,946
EXPENSE Total	168,246	168,499	5,758	11,516	253	156,730

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

	MTD	YTD
REVENUE		
MISCELLANEOUS		
360000 MISCELLANEOUS REVENUE	-	-
360001 REVENUE ADJUSTMENT	-	-
361000 INTEREST INCOME	(91)	(255)
367000 FOUNDATION CONTRIBUTION	(216,218)	(256,128)
367002 FOUNDATIONS - DESIGNATED GIFTS	-	-
367004 OTHER GRANTS	(29,203)	(29,203)
MISCELLANEOUS Total	(245,513)	(285,586)
REVENUE Total	(245,513)	(285,586)
EXPENSE		
PERSONAL SERVICES		
411000 SALARIES APPOINTED STAFF	7,629	11,860
412000 SALARIES HOURLY STAFF	525	852
413001 LONG TERM DISABILITY INSURANCE	-	-
413100 FICA AND MEDICARE	322	644
413300 PERF/INPRS	601	1,202
413500 MEDICAL & DENTAL INSURANCE	1,189	1,189
413600 GROUP LIFE INSURANCE	-	-
PERSONAL SERVICES Total	10,266	15,746
SUPPLIES		
421500 OFFICE SUPPLIES - FAC/PURCH	-	282
421600 LIBRARY SUPPLIES	-	2,112
421700 DEPARTMENT OFFICE SUPPLIES	844	13,083
SUPPLIES Total	844	15,477
OTHER SERVICES AND CHARGES		
431500 CONSULTING SERVICES	6,725	8,464
432100 FREIGHT & EXPRESS	-	-
432300 TRAVEL	-	-
432400 DATA COMMUNICATIONS	-	8,132
432500 CONFERENCES	2,286	2,946
432501 IN HOUSE CONFERENCE	-	-
433100 OUTSIDE PRINTING	627	7,235
436100 REP & MAINT-STRUCTURE	-	-
439800 DUES & MEMBERSHIPS	-	250
439901 COMPUTER SERVICES	-	-
439903 SECURITY SERVICES	-	-
439905 OTHER CONTRACTUAL SERVICES	-	-
439907 EVENTS & PR	113	113
439910 PROGRAMMING	8,421	9,202
439911 PROGRAMMING-JUV.	10,271	12,879
439912 PROGRAMMING ADULT - CENTRAL	23,382	23,382
439913 PROGRAMMING EXHIBITS - CENTRAL	-	-
439930 MATERIALS CONTRACTUAL	-	-

	MTD	YTD
439934 DATABASES	-	-
OTHER SERVICES AND CHARGES Total	51,825	72,602
CAPITAL		
445100 CAPITAL - FURNITURE	-	-
445200 VEHICLES	-	-
445300 CAPITAL - EQUIPMENT	-	-
445301 COMPUTER EQUIPMENT	-	-
449000 BOOKS & MATERIALS	(116)	58,308
449100 UNPROCESSED PAPERBACK BOOKS	7,124	15,747
449200 ART & EXHIBITS	-	-
CAPITAL Total	7,008	74,055
OTHER FINANCING SRCS		
459000 REFUNDS	-	-
459001 UNRESTRICTED EXPENSES	-	-
OTHER FINANCING SRCS Total	-	-
EXPENSE Total	69,944	177,880

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
Summary of Construction Fund Cash Balances
As of February 29, 2020

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 475 - Restricted - RFID Project	203,364.33
Fund 476 - Restricted - Michigan Road Project	82,835.67
Fund 477 - Restricted - Brightwood Project	1,966,009.92
Fund 478 - Restricted - Eagle Project	899,425.31
Fund 479 - Restricted - Multiple Projects	2,783,731.61
Fund 480 - Restricted - West Perry Project	8,663,576.87
Fund 481 - Restricted - Lawrence/ Wayne Projects	2,825,936.06
Fund 472 - Construction/Foundation	13,241.56
Total Construction Fund Cash Balances	<u>17,438,121.33</u>

Construction Fund Classification Breakdown

Fund 475 - Restricted - RFID Project	203,364.33
Fund 476 - Restricted - Michigan Road Project	82,835.67
Fund 477 - Restricted - Brightwood Project	1,966,009.92
Fund 478 - Restricted - Eagle Project	899,425.31
Fund 479 - Restricted - Multiple Projects	2,783,731.61
Fund 480 - Restricted - West Perry Project	8,663,576.87
Fund 481 - Restricted - Lawrence/ Wayne Projects	2,825,936.06
Fund 472 - Construction/Foundation - Assigned - Central	13,241.56
Total Construction Fund Breakdown	<u>17,438,121.33</u>

Summary of Classifications

Total Restricted	17,424,879.77
Total Assigned	13,241.56
Total of All Classifications	<u>17,438,121.33</u>

Summary of Project Activity

<u>PROJECT</u>	<u>TOTAL PROCEEDS + INTEREST</u>	<u>* ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>OPEN P.O.</u>	<u>UNEXPENDED</u>
* Fund 475 - Restricted - RFID Project	2,000,000.00	2,000,000.00	49,722.00	60,956.53	1,796,635.67	4,141.95	199,222.38
* Fund 476 - Restricted - Michigan Road Project	7,719,554.17	7,719,554.17	1,280.00	76,946.58	7,636,718.50	80,619.14	2,216.53
* Fund 477 - Restricted - Brightwood Project	6,170,396.01	6,100,000.00	166,931.71	392,401.49	4,133,990.08	1,864,666.14	101,343.78
* Fund 478 - Restricted - Eagle Project	7,844,465.11	7,800,000.00	7,806.00	19,455.52	6,900,574.69	110,434.93	788,990.38
* Fund 479 - Restricted - Multiple Projects	5,068,386.81	5,000,000.00	80,032.14	175,926.35	2,216,268.39	323,294.68	2,460,436.93
* Fund 480 - Restricted - West Perry Project	9,608,603.58	9,600,000.00	27,846.96	61,443.63	936,423.13	469,556.23	8,194,020.64
* Fund 481 - Restricted - Lawrence/ Wayne Projects	3,173,711.34	3,177,618.28	241,890.93	309,682.22	351,682.22	1,564,623.97	1,261,312.09
Fund 472 - Major Repairs & Maintenance	3,454,070.94	3,454,070.94	0.00	0.00	3,440,829.38	13,241.56	0.00
Total Expenditures	<u>45,039,187.96</u>	<u>44,851,243.39</u>	<u>575,509.74</u>	<u>1,096,812.32</u>	<u>27,413,122.06</u>	<u>4,430,578.60</u>	<u>13,007,542.73</u>

	<u>BUDGET</u>	<u>ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>BUDGET BALANCE</u>
Interest Earnings - Foundation - Fund 472	15,270.69	15,270.69	0.00	0.00	15,270.69	0.00
Appropriated Interest Earnings - Fund 476	154,554.17	154,554.17	0.00	0.00	154,554.17	0.00
Appropriated Interest Earnings - Fund 477	225,396.01	155,000.00	0.00	0.00	155,000.00	0.00
Appropriated Interest Earnings - Fund 478	127,837.56	83,372.45	0.00	0.00	83,372.45	0.00
Appropriated Interest Earnings - Fund 479	68,386.81	0.00	0.00	0.00	0.00	0.00
Appropriated Interest Earnings - Fund 480	197,647.04	189,043.46	0.00	0.00	189,043.46	0.00
Appropriated Interest Earnings - Fund 481	0.00	3,906.94	3,906.94	3,906.94	3,906.94	0.00

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



Board Action Request

5b

To: IMCPL Board

Meeting Date: March 23, 2020

From: Finance Committee

**Approved by the
Library Board:** March 23, 2020

Effective Date: March 23, 2020

Subject: Resolution 11-2020 – Transfer Between Classifications and Accounts

Recommendation: Library staff recommends Board approval of the transfer.

Background: The transfers in the Operating Fund are to cover the purchase of additional e-resources for patrons during the Library closure.

Strategic/Fiscal Impact: These changes have no impact on the total budget for 2020 as the funds are moving from one account to another.



Board Resolution

5b

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION 11-2020
TRANSFERS BETWEEN CLASSIFICATIONS AND ACCOUNTS
March 23, 2020**

WHEREAS, certain conditions have developed since the Adoption of the 2020 Annual Budget,

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

BE IT RESOLVED that the following transfers and re-appropriations be made via:

OPERATING FUND

Decrease
FROM:

4. CAPITAL	10126120-449000	BOOKS & MATERIALS	<u>\$ (300,000.00)</u>
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Increase
TO:

3. CHARGES FOR SERVICES	10126120-439930	MATERIALS CONTRACTUAL SERVICES	<u>\$ 300,000.00</u>
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Board Resolution

6a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

RESOLUTION 12-2020

CONFIRMATION OF EMERGENCY REDUCTION IN HOURS AND PLAN FOR CONTINUED STAFF COMPENSATION

MARCH 23, 2020

WHEREAS, On March 6, 2020, the Governor of the State of Indiana issued an Executive Order declaring a public health emergency in the State of Indiana as a result of the novel (new) Coronavirus Disease 2019 (“COVID-19”) outbreak;

WHEREAS, on March 16, 2020, the Governor of the State of Indiana issued further orders and directives in response to the COVID-19 epidemic, issuing additional state-wide guidance and directives, and providing relief from certain legal requirements for governing bodies of public agencies;

WHEREAS, the Board of Trustees (“Board) of the Indianapolis-Marion County Public Library (“Library”) is desirous of confirming the Library commitment to protect the health, safety and welfare of Library patrons, staff, volunteers and the general public in connection with the continuing and evolving threat posed by COVID-19, and confirming authorization for emergency closure of Library facilities and continuation of staff compensation.

NOW, THEREFORE BE IT RESOLVED BY THE LIBRARY BOARD OF THE LIBRARY AS FOLLOWS:

- 1. Compliance with Emergency Directives.** To protect the health, safety and welfare of all Library patrons, staff, volunteers, and the general public, the Library has and shall continue to abide by orders and directives issued by the Governor of the State of Indiana as may be amended or supplemented from time to time. Recognizing the evolving threat to public health by COVID-19 and the fluid and changing situation, if any orders and directives are further imposed either at the local, state or national level, the Chief Executive Officer is authorized to take all reasonably necessary and legally permissible

actions to comply with such orders and directives as they may be amended or supplemented from time to time. All prior actions taken by the Chief Executive Officer in furtherance of such orders and directives are hereby ratified, confirmed and approved.

- 2. Closure of Library Facilities.** In furtherance of public health and safety, the Library has temporarily closed all Library locations, including the Central Library, Library Services Center, Branch Libraries, and Bookmobile operations as of Saturday, March 14, 2020, at 5:00 P.M. The Library currently plans to resume regular hours of operations at all Library locations on Monday, April 6, 2020, although in light of the evolving nature of the COVID19 threat, the Library Board authorizes the Chief Executive Officer in consultation with the Board President to make adjustments or further extensions of the time frame within which all or some Library facilities should remain closed.
- 3. Compensation Matters.** During the period of currently planned closure of all Library locations and Bookmobile operations through April 5, 2020 (“Closure Period”), Library management has implemented and has informed staff of the Library’s determination to continue to compensate staff at their current compensation levels based on their regularly scheduled shifts notwithstanding any existing Library policy to the contrary. Management has also identified certain staff, including non-exempt staff, who are to continue working during the Closure Period because they are necessary and critical to the Library’s operations during the Closure Period. Given the emergency circumstances and the need for immediate and enhanced efforts by those limited non-exempt staff identified by management as necessary and critical to continuing control related operations of the Library, such staff have been and will be compensated at a premium hourly rate of pay two (2) times their regular rate of pay for hours worked during the Closure Period notwithstanding any existing Library policy to the contrary. The described compensation plan implemented by management during the Closure Period is hereby confirmed, ratified and approved. Because the current emergency nature of this matter remains fluid, the Board will revisit the duration of the temporary compensation plan and whether the plan will need to be amended or modified. In any event, following the Closure Period, to the extent that any Library facilities remain closed or the operations at which remain significantly reduced, those essential non-exempt employees who will continue to work during any extended closure period shall continue to be paid a premium rate of compensation but at a level consistent with existing Library policy. Existing Library policy provides that nonexempt employees required to work during emergency closures will be paid one and one-half (1 ½) times their regular rate of pay for such hours actually worked if approved by their manager.
- 4. Effectiveness.** This Resolution shall be in full force and effect from and after its passage and throughout any continuation of the emergency or until modified or rescinded by the Board.

Adopted this 23rd day of March, 2020.

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

AYE

NAY

ATTEST: _____
Secretary of the Board



Board Action Request

7a

To: IndyPL Board

Meeting Date: March 23, 2020

From: Facilities Committee

Approved by
The Library Board:

Effective Date:

Subject: Resolution 13-2020
Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Constructor for the West Perry Branch Project

Recommendation:

The IndyPL Board Facilities Committee recommends Board approval of the attached action (Resolution 13–2020) to accept the Guaranteed Maximum Price Proposal for the West Perry Branch Project from **Powers & Sons Construction Company, Inc.**, Indianapolis, Indiana.

Background:

Following the requirements of I.C. 5-32 and with Resolution 32-2019 by which the IndyPL Board awarded a Construction Manager as Constructor Services (“CMc”) Contract to Powers & Sons. The use of the CMc delivery method allows for enhanced bidding and contracting efforts for local business development.

To promote awareness of the opportunity for businesses to participate in the Project, Powers & Sons, working with IndyPL Facilities and Diversity/Inclusion staff engaged in three (3) major activities:

- Participated in the City’s Office of Minority & Women Business Development 2019 Year End Forum held at Central Library on December 11, 2019 with a description of the opportunities during the Project Pipeline 2020: Municipal Corporations presentation and at the Meet and Greet.
- A sub-contractors outreach and information session was held on January 8, 2020 at the Southern Dunes Golf Course Clubhouse. Thirty (30) vendors attended the session, including twenty-seven (27) certified XBE vendors.
- During the bidding phase of the Project the Notice to Bidders was sent to hundreds of vendors in the Powers & Sons database and to vendors known to IndyPL to be interested in providing services to IndyPL.

Board Action Request

RE: Facilities Committee, Item 8a

Resolution 13–2020 Approval to Establish the Guaranteed Maximum Price with Powers and Sons Serving as the Construction Manager as Constructor for the West Perry Branch Project

Date: March 23, 2020

Working with Schmidt Associates Architects, Powers & Sons prepared and issued bidding documents on January 17, 2020 containing 14 separate contract packages. Bids were received on February 18, 2020. For the 14 contract packages, Powers & Sons received a total of 33 bids representing 27 different bidders. The tabulation sheet is attached.

No bids were received for the roofing package, and the casework package bidder withdrew their bid. Powers & Sons has carried their budget estimates in the Proposed Guaranteed Maximum Price Proposal and will rebid these packages.

The budget for the work to be bid is \$6,742,858 with the apparent low bidders totaling \$6,670,992. Powers & Sons evaluated the bids and conducted pre-award meetings with the apparent low bidders and the architect to confirm scope and values. During the pre-award meetings they identified 7 items totaling \$69,590 that were not included in the bid packages.

Tier-1 XBE participation is 100% as Powers & Sons is a certified vendor.

Tier-2 XBE participation is \$1,006,900 which is 15.1% of the subcontract value. The final Tier-2 participation rate will be confirmed after rebidding the roofing and casework packages.

Following the requirements of the Agreement, Powers & Sons has submitted a Guaranteed Maximum Price Proposal including:

- The work as bid.
- Clarifications and assumptions based on the Documents and items that can be reasonable inferred as missing scope of work items.
- Allowances, contingencies, and expenses.
- Construction manager fee.
- Anticipated substantial completion date.

The Guaranteed Maximum Price Proposal for the work is \$8,119,283 which is consistent with the Project budget. The Submission Document is attached.

The substantial completion date is April 1, 2021, subject to receipt of all required permits and a commencement date of April 1, 2020.

Fiscal Impact:

Powers & Sons Construction Company, Inc. will complete these Services on a lump-sum / not-to-exceed basis consistent with the Agreement authorized by Resolution 32-2019. The expense for the Services will be charged to the Series 2018 Bond (Fund 480.)



Indianapolis Public Library-West Perry Branch Library
Bid Tabulation
3/3/2020

7a

	Contractor	Verkler	HIS	Powers and Sons	Verkler	Verkler	MacDougel Pierce	Gibraltar	Kenma Restoration	Matthew Masonry	Don Purdy Masonry
	Contract	1- Earthwork	1-Earthwork	1-Earthwork	2-Concrete	1&2 - Earthwork/Concrete	2-Concrete	2-Concrete	3-Masonry	3-Masonry	3-Masonry
	Base Bid	\$995,000	\$437,000	\$735,000	\$749,000	\$1,680,000	\$360,000	\$403,800	\$357,800	\$299,000	\$360,000
Alt 1	Patio Wall	\$1,000	No	No	\$12,000	\$12,000	No	\$6,800	No	No	No
Alt 2	Wood Ceiling	No	No	No	No	No	No	No	No	No	No
Alt 3	Bathroom Tile	No	No	No	No	No	No	No	No	No	No
Alt 4	Vinyl Graphic	No	No	No	No	No	No	No	No	No	No
Alt 5	Solar Panels	No	No	No	No	No	No	No	No	No	No
Alt 6	Site Furnishings	No	No	No	No	No	No	No	No	No	No
Alt 7	Ceramic Tile	No	No	no	No	No	No	No	No	No	No
Alt 8	P&P Bond	1.2%	2.0%	1.0%	1.2%	1.2%	1.0%	1.5%	1.5%	1.5%	10.0%
	Base Bid with Bond	\$1,006,940	\$445,740	\$742,350	\$757,988	\$1,700,160	\$363,600	\$409,857	\$363,167	\$303,485	\$396,000

	Contractor	Structural Steel Services	Stephen Machine	Indiana Steel	JL Walters Assoc.	Walbridge Woodworks	Boyles	Davis and Associates	MacDougel Pierce	Powers and Sons	SPS Corporation
	Contract	4-Steel	4-Steel	4-Steel	4-Steel	5-Casework	6-General Trades	6-General Trades	6-General Trades	6-General Trades	7-Wall Panels
	Base Bid	\$412,500	\$478,803	\$397,000	\$464,000	Bid was withdrawn	\$1,330,000	\$1,127,000	\$826,000	\$720,000	\$750,000
Alt 1	Patio Wall	\$11,400	\$15,666	\$9,200	\$13,560	No	No	No	\$2,750	\$2,500	\$44,000
Alt 2	Wood Ceiling	No	No	No	No	No	No	No	No	No	No
Alt 3	Bathroom Tile	No	No	No	No	No	No	No	No	No	No
Alt 4	Vinyl Graphic	No	No	No	No	No	\$6,120	\$13,307	\$7,600	\$6,820	No
Alt 5	Solar Panels	No	No	No	No	No	No	No	No	No	No
Alt 6	Site Furnishings	No	No	No	No	No	\$27,878	\$26,614	\$21,000	\$17,613	No
Alt 7	Ceramic Tile	No	No	No	No	No	No	No	\$5,500	\$5,170	No
Alt 8	P&P Bond	2.0%	\$ 12,000.00	inc	1.0%	5.0%	\$22,000	0.9%	1%	1%	\$8,000
	Base Bid with Bond	\$420,750	\$490,803	\$397,000	\$468,640	Bid was withdrawn	\$1,352,000	\$1,137,143	\$834,260	\$727,200	\$758,000

	Contractor	Spohn Associate	Hoosier Glass	Delaware Glass	AIC	Powers and Sons	CDI	Blakley Corporation	Geyer Fire	Sexson	Commercial Air
	Contract	7-Wall Panels	9-Storefront	9-Storefront	10- Framing/Drywall	10-Framing/Drywall	11-Flooring	11-Flooring	12-Fire Protection	13-Mechanical	13-Mechanical
	Base Bid	\$457,615	\$488,000	\$541,700	\$517,678	\$682,000	\$150,500	\$151,960	\$72,500	\$1,349,000	\$1,298,500
Alt 1	Patio Wall	\$25,800	No	No	No	No	No	No	No	No	No
Alt 2	Wood Ceiling	No	No	No	\$8,000	\$15,000	No	No	No	No	No
Alt 3	Bathroom Tile	No	No	No	No	No Change	\$30,500	\$39,440	No	No	No
Alt 4	Vinyl Graphic	No	No	No	No	No	No	No	No	No	No
Alt 5	Solar Panels	No	No	No	No	No	No	No	No	No	No
Alt 6	Site Furnishings	No	No	No	No	No	No	No	No	No	No
Alt 7	Ceramic Tile	No	No	No	No	\$3,000	\$25,000	\$24,700	No	No	No
Alt 8	P&P Bond	1.1%	\$ 2,930.00	1.4%	3.0%	1.0%	1.2%	1.25%	1.0%	1.0%	1.75%
	Base Bid with Bond	\$462,649	\$490,930	\$549,284	\$533,208	\$688,820	\$152,306	\$153,860	\$73,225	\$1,362,490	\$1,321,224

	Contractor	Sexson	Shambaugh	James Babcock							
	Contract	14-Electrical	14-Electrical	14-Electrical							
	Base Bid	\$1,014,800	\$654,000	\$902,000							
Alt 1	Patio Wall	No	No	No							
Alt 2	Wood Ceiling	No	No	No							
Alt 3	Bathroom Tile	No	No	No							
Alt 4	Vinyl Graphic	No	No	No							
Alt 5	Solar Panels	\$433,400	\$492,000	\$483,000							
Alt 6	Site Furnishings	No	No	No							
Alt 7	Ceramic Tile	No	No	No							
Alt 8	P&P Bond	1.0%	7.0%	1.5%							
	Base Bid with Bond	\$1,024,948	\$699,780	\$915,530	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Bid Package	Bid Category	Bidder	Bid
1	Earthwork	HIS	\$445,740
2	Concrete	MacDougall Pierce	\$363,600
3	Masonry	Matthews Masonry	\$303,485
4	Steel	Indiana Steel	\$397,000
5	Casework	No Responsive Bid Received	\$405,203
6	General Trades	Powers & Sons	\$720,000
7	Wall Panels	Spohn	\$462,649
8	Roofing	No Responsive Bid Received	\$302,642
9	Storefront	Hoosier Glass	\$490,930
10	Framing/Drywall	AIC	\$533,208
11	Flooring	CDI	\$152,306
12	Fire Sprinkler	Geyer Fire Protection	\$73,225
13	Mechanical	Commercial Air	\$1,321,224
14	Electrical	Shambaugh and Sons	\$699,780
Total Bid Category Bids			\$6,670,992
Additional Scope			
	Wd Fence/Gate Dmpstr	\$5,575	
	Charging Station	\$12,500	
	Additional GFCIs	\$2,000	
	Additional SF Blocking	\$13,200	
	Interior Film	\$23,315	
	2 Decorative Bollards	\$7,000	
	Change Chiller power	\$6,000	
	Subtotal Scope Adds		\$69,590
	Total Subcontractor Cost		\$6,740,582
	Permitting Allowance		\$10,000
	Winter Heat		\$45,360
	LEED		\$20,000
	GCs		\$507,100
	Post Occ		\$12,200
	Precon		\$38,959
	Insurance		\$81,193
	Bond		\$81,193
	Contingency		\$337,029
	OH/P		\$245,667
	Total Guaranteed Maximum Price		\$8,119,283
1st Tier M/WBE Participation		Alternate 1 ADD	\$40,034
MBE Participation - Powers & Sons; 100% of GMP		Alternate 2 ADD	\$8,673
		Alternate 3 ADD	\$32,490
2nd Tier M/WBE Subcontractor Participation		Alternate 4 ADD	\$7,179
XBE Participation; \$1,006,900 (15.1%) of Sub Cost		Alternate 5 ADD	\$554,131
Final XBE % TBD after Roofing/Casework rebid		Alternate 6 ADD	\$22,105
		Alternate 7 ADD	\$35,673
		Alternates include CMc Fee, bond, insurance	
Subject to 03/12/2020 GMP Submission Assumptions and Clarifications, 1 page			

**Indianapolis Public Library
West Perry Branch
03/12/2020
GMP Submission
Assumptions and Clarifications
Page 1 of 2**

The following items denote assumptions and clarifications in defining the cost of the scope of work contained within the GMP.

1. Scope of work as defined by issued 100% Construction Documents developed by Schmidt Associates dated January 17, 2020 along with addenda 1 and 2.
2. We have included a construction contingency for the sole use of the CM. We will notify the Owner prior to use of the construction manager's contingency. Owner directed change orders, ASIs, ESIs, unforeseen conditions to be paid for by the Owner's contingency.
3. We have included allowances of \$405,203 and \$302,642 for contracts 5 and 8, respectively. If the final bid amounts come in less than the allowances, the Owner will receive a credit from the GMP. If the bids come in more than the allowances, the Owner will increase the GMP by the amount we are over the Allowance. Cost Increases will be covered by the Owner's contingency.
4. Furniture, architect fees, engineering fees, FFE are by Owner.
5. Builders Risk and associated Deductibles are By Owner.
6. Construction Materials Testing is paid by Owner. Testing will be scheduled by the CM.
7. We have included a LEED consultant to assist our submittal process. It is the designer's responsibility to ensure the drawings and specifications specify items that meet LEED requirements.
8. Envelope testing and commissioning is by Owner.
9. We have included a footing undercut allowance of 200 LF x 8' deep x 4' wide. If final undercuts exceed this quantity, the Owner will issue a CO at a rate of \$200/CY that will come out of the Owner's contingency.
10. We have included an allowance of \$7,500 for signage over and beyond what is shown on the drawings.
11. We have included an Allowance of \$10,000 for all permitting including city, water, sanitary, ILP, etc.

Indianapolis Public Library
West Perry Branch
03/12/2020
GMP Submission
Assumptions and Clarifications
Page 2 of 2

12. We have included an Allowance of \$45,630 for winter heat.
13. If Alternates are accepted, they are to be paid for from Owner's Contingency.
14. GMP is contingent upon receiving performance and payment bonds from the apparent low Subcontractors.
15. Powers & Sons will achieve substantial completion in 365 days from the Date of Commencement. Powers & Sons Date of Commencement will be April 1, 2020, subject to the receipt of all required permits. Our Substantial Completion Date will be April 1, 2021, subject to a Date of Commencement of April 1, 2020.



Board Resolution

7a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 13–2020

APPROVAL TO ESTABLISH THE GUARANTEED MAXIMUM PRICE WITH POWERS AND SONS SERVING AS THE CONSTRUCTION MANAGER AS CONSTRUCTOR FOR THE WEST PERRY BRANCH PROJECT

MARCH 23, 2020

WHEREAS, following the requirements of I.C. 5-32 and with Resolution 32-2019 by which the IndyPL Board awarded a Construction Manager as Constructor Services (“CMc”) Contract to **Powers & Sons Construction Company, Inc.**; and

WHEREAS, working with Schmidt Associates Architects, Powers & Sons prepared and issued bidding documents on January 17, 2020 containing fourteen (14) separate contract packages. Bids were received on February 18, 2020; and

WHEREAS, Powers & Sons received a total of thirty-three (33) bids representing twenty-seven (27) different bidders; and

WHEREAS, the Guaranteed Maximum Price Proposal from **Powers & Sons Construction Company, Inc.**, for the Project is Eight million, One hundred Nineteen thousand, Two hundred Eighty-three Dollars (\$8,119,283) which is consistent with the Project budget.

IT IS THEREFORE RESOLVED that the Board of Trustees authorizes the Chief Executive Officer to execute the Guaranteed Maximum Price Exhibit for Construction Manager as Constructor Services for the West Perry Branch Library on a lump-sum / not-to-exceed basis of Eight million, One hundred Nineteen thousand, Two hundred Eighty-three Dollars (\$8,119,283) consistent with the Agreement authorized by Resolution 32-2019 with **Powers & Sons Construction Company, Inc.**, and as the Chief Executive Officer deems necessary or advisable based on the recommendations of IndyPL’s legal counsel.



Board Action Request

7b

To: IndyPL Board

Meeting Date: March 23, 2020

From: Facilities Committee

Approved by
The Library Board:
Effective Date:

Subject: **Resolution 14-2020**
Approval to Award a Construction Services Contract for the Lawrence Branch Roof Replacement Project

Recommendation:

The IndyPL Board Facilities Committee recommends Board approval for the attached action (Resolution 14-2020) to award a construction services contract for the Lawrence Branch Roof Replacement Project to **Ertel Roofing, Inc., Indianapolis, IN** for the total cost of \$68,295.00.

Background:

The Invitation to Quote (“ITQ”) package was quoted using the Public Work Statute IC § 36-1-12, with the expectation that the purchase would not be more than \$150,000. The specifications were developed by the architect, Rowland Design, working closely with IndyPL Branch and Facilities Staff. The ITQ was issued on February 19, 2020. Sealed Quotes were received on March 5, 2020, allowing time for evaluation prior to presentation at the March 10, 2020 IndyPL Board Facilities Committee Meeting.

Notice of the ITQ was emailed directly to thirty-three (33) vendors who are known to be capable of providing the services, vendors who had expressed interest in providing services for IndyPL projects, or were identified by using the Indianapolis Office on Minority and Women Business Development vendor listing. Nineteen (19) of the 33 vendors are certified with the City.

The IndyPL Diversity and Inclusion Officer forwarded the ITQ to the National Association of Women Business Owners, Mid-States Minority Supplier Development Council, Business Ownership Initiative/Hispanic Business Council, the Indiana Construction Roundtable and the Indianapolis Office on Minority and Women Business Development to further expand the list of possible Vendors.

Board Action Request

RE: Facilities Committee, Item 8b
Resolution 14-2020 Approval to Award a Construction Services Contract for the
Lawrence Branch Roof Replacement Project

Date: March 23, 2020

Five (5) sealed quotes were received at the Library Services Center by the deadline. The quotes were opened and read aloud publically.

The budget for the Project is \$100,000. The full tabulation sheet is attached.

The apparent low quoter, Ertel Roofing, did not acknowledge Addendum 1 in their Quote. IndyPL staff requested Ertel Roofing review their quote for errors or omissions. Following further evaluation of their quote Ertel Roofing declared their quote complete and valid, and they are excited about the opportunity to provide services for IndyPL.

Ertel Roofing, Inc. is registered as a business in the State of Indiana and has a current General Contractor license with the City of Indianapolis.

Strategic/Fiscal Impact:

IndyPL shall award the contract to the lowest, responsible, and responsive quoter pursuant to IC § 5-22-8. The purchase of the services will be funded by the Series 2018 Bond Fund (Fund 479.)

Board Action Request

RE: Facilities Committee, Item 8b

Resolution 14-2020 Approval to Award a Construction Services Contract for the
Lawrence Branch Roof Replacement Project

Date: March 23, 2020

Vendor	Certifications	Lump-Sum Quote	Unit Price for Roof Sheathing Replacement per 4' x 8' sheet	Unit Price for Roof Insulation Replacement per 4' x 8' sheet	Manufacturer of the Asphalt Shingles	E-Verify Affidavit
Amos Exteriors	None	\$ 76,700.00	\$ 75.00	\$ 40.00	GAF	Yes
CentiMark Corporation	None	\$ 74,950.00	\$ 75.00	\$ 60.00	GAF	Yes
Ertel Roofing	None	\$ 68,295.00	\$ 65.00	\$ 45.00	GAF	Yes
Foster Contracting	None	\$ 72,000.00	\$ 90.00	\$ 265.00	GAF	Yes
Skyline Roofing	None	\$ 101,900.00	\$ 55.00	\$ 135.00	GAF	Yes



Board Resolution

7b

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 14-2020

APPROVAL TO AWARD A CONSTRUCTION SERVICES CONTRACT FOR THE LAWRENCE BRANCH ROOF REPLACEMENT PROJECT

MARCH 23, 2020

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

WHEREAS, IndyPL and the architect, Rowland Design, have prepared plans and specifications for the Lawrence Branch Roof Replacement Project; and

WHEREAS, IndyPL and the architect, have solicited open, public, and competitive quotes for the Lawrence Branch Roof Replacement Project; and

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

WHEREAS, based on the review of the quotes, IndyPL and the architect have determined **Ertel Roofing, Inc., Indianapolis, Indiana** is the lowest, responsible, and responsive quoter and recommends IndyPL award the purchase order to **Ertel Roofing, Inc.** for a total cost of Sixty-eight thousand Two hundred Ninety-five Dollars (\$68,295.00); and

IT IS THEREFORE RESOLVED the Lawrence Branch Roof Replacement Project, as quoted, is approved and the Board authorizes the Chief Executive Officer (“CEO”) to execute a contract with the selected Vendor for the construction services for a total cost of Sixty-eight thousand Two hundred Ninety-five Dollars (\$68,295.00). The contract will be based upon such terms included and described in the Invitation to Quote dated February 19, 2020, and as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel, and such contract execution and delivery effected be, and hereby is, confirmed and approved.

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

RESOLUTION 15 - 2020

WHEREAS, the Chief Executive Officer of the Library and the Treasurer of the Library do hereby jointly certify to the Board that the following claims have been allowed and said warrants issued during the month of February 2020 pursuant to the Annual Resolution.

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

Warrant numbers **72606** through **72741** for a total of
\$662,550.65 were issued from the operating bank accounts.

EFT numbers **1300** and
1305 through **1315** and
302574 through **302588** and
302590 through **302611** and
302614 through **302635** and
302638 through **302669** for a total of

\$800,312.95 were issued from the operating bank accounts.

Warrant number **816** through **822** for a total of

\$383.75 was issued from the fines bank account.

Warrant numbers **7587** through **7622** for a total of

\$40,583.59 were issued from the gift bank account.

EFT numbers **302589** and
302612 through **302613** and
302636 through **302637** and
302670 through **302671** for a total of

\$7,741.71 were issued from the gift bank account.

Warrant numbers **268907** through **268934** for a total of

\$12,052.58 were issued for employee payroll

Direct deposits numbers **60001** through **60592** and
80001 through **80589** for a total of

\$1,121,101.54 were issued for employee payroll

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

\$391,825.22 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
1300	EFT	02/17/2020	ADP, INC.	6,460.67
1305	EFT	02/07/2020	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	104,774.29
1306	EFT	02/10/2020	U.S. POSTAL SERVICE	2,000.00
1307	EFT	02/10/2020	FIDELITY INVESTMENTS	5,658.58
1308	EFT	02/11/2020	AMERICAN UNITED LIFE INSURANCE CO	3,439.69
1309	EFT	02/14/2020	ADP, INC.	6,333.67
1310	EFT	02/14/2020	ADP, INC.	1,011.00
1311	EFT	02/20/2020	INDIANA DEPARTMENT OF REVENUE	496.14
1312	EFT	02/21/2020	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	103,721.09
1313	EFT	02/21/2020	FIDELITY INVESTMENTS	5,658.58
1314	EFT	02/21/2020	AMERICAN UNITED LIFE INSURANCE CO	3,439.69
1315	EFT	02/27/2020	ADP, INC.	4,926.15
72606	CHECK	02/06/2020	1-800MD, LLC	941.50
72607	CHECK	02/06/2020	ACTION PEST CONTROL, INC	250.00
72608	CHECK	02/06/2020	ADP, INC.	2,302.65
72609	CHECK	02/06/2020	ARAB TERMITE AND PEST CONTROL INC	448.00
72610	CHECK	02/06/2020	AT&T	1,903.80
72611	CHECK	02/06/2020	AT&T MOBILITY	676.41
72612	CHECK	02/06/2020	AXIS ARCHITECTURE & INT., LLC	4,438.92
72613	CHECK	02/06/2020	BARDACH AWARDS	45.71
72614	CHECK	02/06/2020	BROAD RIPPLE VILLAGE ASSOCIATION (BRVA)	150.00
72615	CHECK	02/06/2020	CENTRAL SECURITY & COMMUNICATIONS	320.00
72616	CHECK	02/06/2020	BRIGHT HOUSE NETWORKS	89.99
72617	CHECK	02/06/2020	CONNOR FINE PAINTING	4,760.00
72618	CHECK	02/06/2020	DACO GLASS & GLAZING INC	1,477.64
72619	CHECK	02/06/2020	DLZ INDIANA, LLC	262.50
72620	CHECK	02/06/2020	FULLER ENGINEERING CO., LLC	2,836.65
72621	CHECK	02/06/2020	GOVERNMENT FINANCE OFFICERS ASSOCIATION	180.00
72622	CHECK	02/06/2020	GRANT KEY	1,940.00
72623	CHECK	02/06/2020	GUARDIAN	16,816.49
72624	CHECK	02/06/2020	INDIANA BUREAU OF MOTOR VEHICLES	15.00
72625	CHECK	02/06/2020	INNOVATIVE INTERFACES INCORPORATED	18,940.00
72626	CHECK	02/06/2020	MAYREALTORS, LLC	4,200.00
72627	CHECK	02/06/2020	PAYPAL	54.10
72628	CHECK	02/06/2020	PROVIDENCE OUTDOOR	250.00
72629	CHECK	02/06/2020	RTM CONSULTANTS, INC	3,199.00
72630	CHECK	02/06/2020	SECURITAS ELECTRONIC SECURITY, INC.	2,090.76
72631	CHECK	02/06/2020	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	1,191.91
72632	CHECK	02/06/2020	UNITED PARCEL SERVICE	151.59
72633	CHECK	02/06/2020	URBAN LIBRARIES COUNCIL	12,000.00
72634	CHECK	02/06/2020	ZEP MANUFACTURING COMPANY	984.20
72635	CHECK	02/13/2020	AFSCME COUNCIL IKOC 962	1,867.05
72636	CHECK	02/13/2020	ARAB TERMITE AND PEST CONTROL INC	1,633.00
72637	CHECK	02/13/2020	AT&T	1,449.98
72638	CHECK	02/13/2020	ATC GROUP SERVICES, LLC	8,380.00
72639	CHECK	02/13/2020	BEECH GROVE SEWAGE WORKS	140.61
72640	CHECK	02/13/2020	BLACKMORE & BUCKNER ROOFING	309.06
72641	CHECK	02/13/2020	BLOOD HOUND, INC	1,680.00
72642	CHECK	02/13/2020	BOWEN TECHNOVATION	359.00
72643	CHECK	02/13/2020	BOYLE CONSTRUCTION MANAGEMENT, INC.	131,594.21
72644	CHECK	02/13/2020	IMCPL - BOYLE CONSTRUCTION MNGMNT.,INC.- RETAINAGE	14,621.58
72645	CHECK	02/13/2020	BRIGHTWOOD INVESTORS, LLC	779.33
72646	CHECK	02/13/2020	CITIZENS ENERGY GROUP	13,469.08
72647	CHECK	02/13/2020	CLEVERBRIDGE	3,265.00
72648	CHECK	02/13/2020	COMMUNITY OCCUPATIONAL HEALTH SERVICES	1,600.00
72649	CHECK	02/13/2020	COURT & COMMERCIAL RECORD	84.90
72650	CHECK	02/13/2020	DACO GLASS & GLAZING INC	1,367.33
72651	CHECK	02/13/2020	DYNAMARK GRAPHICS GROUP	162.94
72652	CHECK	02/13/2020	EMBARCADERO TECHNOLOGIES	4,680.00

No.	Type	Date	Reference	Amount
72653	CHECK	02/13/2020	ESSENTIAL ARCHITECTURAL SIGNS, INC	39.00
72654	CHECK	02/13/2020	EXPODESIGN, INC.	788.00
72655	CHECK	02/13/2020	FACILITY COMMISSIONING GROUP, INC	2,487.50
72656	CHECK	02/13/2020	GANNETT SATELLITE INFORMATION NETWORK, LLC	209.22
72657	CHECK	02/13/2020	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	268.53
72658	CHECK	02/13/2020	INDIANA DEPT OF WORKFORCE DEVELOP.	495.75
72659	CHECK	02/13/2020	INDIANAPOLIS POWER & LIGHT COMPANY	71,488.46
72660	CHECK	02/13/2020	JARED THOMPSON	1,000.00
72661	CHECK	02/13/2020	KI	7,790.48
72662	CHECK	02/13/2020	LEGALSHIELD	313.25
72663	CHECK	02/13/2020	METRIC ENVIRONMENTAL, LLC	911.04
72664	CHECK	02/13/2020	MICHAEL A. REUTER CONSULTING SERVICES, INC.	700.00
72665	CHECK	02/13/2020	NATIONAL ENVIRONMENTAL SERVICES	4,290.00
72666	CHECK	02/13/2020	PAUL'S NURSERY	296.00
72667	CHECK	02/13/2020	PUBLIC LIBRARY ASSOCIATION	4,070.00
72668	CHECK	02/13/2020	RAYMOND GEDDES & COMPANY, INC.	86.02
72669	CHECK	02/13/2020	REPROGRAPHIX, INC	14.50
72670	CHECK	02/13/2020	REPUBLIC WASTE SERVICES	7,470.06
72671	CHECK	02/13/2020	ROWLAND DESIGN, INC.	5,317.30
72672	CHECK	02/13/2020	SAKURA FUQUA	50.00
72673	CHECK	02/13/2020	SIGNARAMA DOWNTOWN INDIANAPOLIS	253.32
72674	CHECK	02/13/2020	SIGNS BY TOMORROW - INDY NW	5,605.80
72675	CHECK	02/13/2020	SONDHI SOLUTIONS	386.67
72676	CHECK	02/13/2020	SWANK MOTION PICTURES INC	2,915.00
72677	CHECK	02/20/2020	ACTION PEST CONTROL, INC	250.00
72678	CHECK	02/20/2020	AJILON FINANCE	3,032.71
72679	CHECK	02/20/2020	AMERICAN UNITED LIFE INSURANCE CO	1,599.40
72680	CHECK	02/20/2020	AMERICAN UNITED LIFE INSURANCE CO	3,294.53
72681	CHECK	02/20/2020	ARTS FOR LEARNING INDIANA	3,703.00
72682	CHECK	02/20/2020	AT&T	1,910.73
72683	CHECK	02/20/2020	BLACKMORE & BUCKNER ROOFING	747.72
72684	CHECK	02/20/2020	CENTRAL INDIANA SECURITY CORP., LTD	755.80
72685	CHECK	02/20/2020	CENTRAL SECURITY & COMMUNICATIONS	120.00
72686	CHECK	02/20/2020	CITIZENS ENERGY GROUP	4,988.63
72687	CHECK	02/20/2020	DACO GLASS & GLAZING INC	760.00
72688	CHECK	02/20/2020	EDWARD GEORGE & ASSOCIATES, LLC	3,750.00
72689	CHECK	02/20/2020	ELIZABETH FRANKLIN	1,581.00
72690	CHECK	02/20/2020	FULLER ENGINEERING CO., LLC	3,540.00
72691	CHECK	02/20/2020	GOVERNMENT FINANCE OFFICERS ASSOCIATION	500.00
72692	CHECK	02/20/2020	IDERA, INC.	999.00
72693	CHECK	02/20/2020	TALKING TECH	15,530.00
72694	CHECK	02/20/2020	INDIANA LIBRARY FEDERATION	25,818.67
72695	CHECK	02/20/2020	INDIANA STATE LIBRARY	10,271.00
72696	CHECK	02/20/2020	INDIANAPOLIS FLEET SERVICES	1,729.59
72697	CHECK	02/20/2020	INNOVATIVE INTERFACES INCORPORATED	32,470.00
72698	CHECK	02/20/2020	JA BERG INC.	900.00
72699	CHECK	02/20/2020	JACKSON OIL & SOLVENTS, INC	187.68
72700	CHECK	02/20/2020	JEREMY SOUTH	240.00
72701	CHECK	02/20/2020	MACALLISTER MACHINERY CO., INC	3,294.00
72702	CHECK	02/20/2020	MIDWEST ASSOCIATES OF INDIANAPOLIS, LLC	2,000.00
72703	CHECK	02/20/2020	MOVIETyme VIDEO PRODUCTIONS	5,144.26
72704	CHECK	02/20/2020	READING EQUIPMENT & DISTRIBUTION, LLC	375.00
72705	CHECK	02/20/2020	REPROGRAPHIX, INC	347.65
72706	CHECK	02/20/2020	SHELBY UPHOLSTERING & INTERIORS	350.00
72707	CHECK	02/20/2020	SHERRY UTTERBACK	32.50
72708	CHECK	02/20/2020	SIGNARAMA DOWNTOWN INDIANAPOLIS	177.78
72709	CHECK	02/20/2020	UNITED PARCEL SERVICE	142.79
72710	CHECK	02/20/2020	WW NORTH AMERICA HOLDINGS, INC.	2,134.35
72711	CHECK	02/27/2020	AJILON FINANCE	843.42
72712	CHECK	02/27/2020	ANDERSON PUBLIC LIBRARY	14.99
72713	CHECK	02/27/2020	BARDACH AWARDS	45.75
72714	CHECK	02/27/2020	BRIGHTWOOD INVESTORS, LLC	4,190.66
72715	CHECK	02/27/2020	CENTRAL SECURITY & COMMUNICATIONS	320.00

No.	Type	Date	Reference	Amount
72716	CHECK	02/27/2020	CITIZENS ENERGY GROUP	1,614.76
72717	CHECK	02/27/2020	CONNOR FINE PAINTING	2,455.00
72718	CHECK	02/27/2020	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	8,401.00
72719	CHECK	02/27/2020	DACO GLASS & GLAZING INC	531.48
72720	CHECK	02/27/2020	DUDE SOLUTIONS INC	1,889.34
72721	CHECK	02/27/2020	DYNAMARK GRAPHICS GROUP	354.30
72722	CHECK	02/27/2020	EXPODESIGN, INC.	7,370.17
72723	CHECK	02/27/2020	FOUNTAIN BLOCK DEVELOPMENT L.P.	5,045.88
72724	CHECK	02/27/2020	FRANKLIN TOWNSHIP CHAMBER OF COMMERCE	125.00
72725	CHECK	02/27/2020	GALE GROUP THE	6,885.76
72726	CHECK	02/27/2020	GENEVA SCIENTIFIC, INC	1,446.49
72727	CHECK	02/27/2020	GLENDALE MALL	25,895.83
72728	CHECK	02/27/2020	GUIDON DESIGN, INC.	1,280.00
72729	CHECK	02/27/2020	JACKSON SYSTEMS, LLC	719.00
72730	CHECK	02/27/2020	JACKSON MANUFACTURERS CO., INC.	2,278.10
72731	CHECK	02/27/2020	KWIK CASE LLC	34,229.00
72732	CHECK	02/27/2020	OFFICEWORKS	675.48
72733	CHECK	02/27/2020	BUTTON UP GRAPHIC DESIGNS, INC.	1,200.00
72734	CHECK	02/27/2020	READING EQUIPMENT & DISTRIBUTION, LLC	2,870.64
72735	CHECK	02/27/2020	REGIONS BANK PURCHASING CARD	3,717.91
72736	CHECK	02/27/2020	REPROGRAPHIX, INC	32.25
72737	CHECK	02/27/2020	SCHMIDT ASSOCIATES, INC	16,685.34
72738	CHECK	02/27/2020	SHELBY UPHOLSTERING & INTERIORS	821.00
72739	CHECK	02/27/2020	SIGNS BY TOMORROW - INDY NW	8,408.70
72740	CHECK	02/27/2020	THE INDIANAPOLIS PUBLIC LIBRARY FOUNDATION	1,719.82
72741	CHECK	02/27/2020	WILLIAM J. PRIDE	200.00
302574	EFT	02/06/2020	ABELL ELEVATOR SERVICE CO	2,056.25
302575	EFT	02/06/2020	ACORN DISTRIBUTORS, INC	82.58
302576	EFT	02/06/2020	FLEET CARE, INC.	2,454.53
302577	EFT	02/06/2020	G4S SECURE SOLUTIONS (USA) INC.	29,729.63
302578	EFT	02/06/2020	GRAINGER	264.95
302579	EFT	02/06/2020	INDIANA PLUMBING AND DRAIN LLC	1,431.15
302580	EFT	02/06/2020	INDPLS-MARION COUNTY PUBLIC LIBRARY	4,587.60
302581	EFT	02/06/2020	IRVINGTON PRESBYTERIAN CHURCH	937.50
302582	EFT	02/06/2020	J&G CARPET PLUS	200.00
302583	EFT	02/06/2020	KLINES QUALITY WATER, INC	49.10
302584	EFT	02/06/2020	PERFECTION GROUP, INC.	1,000.17
302585	EFT	02/06/2020	RICHARD LOPEZ ELECTRICAL, LLC	15,647.04
302586	EFT	02/06/2020	RYAN FIRE PROTECTION, INC	455.00
302587	EFT	02/06/2020	STENZ MANAGEMENT COMPANY, INC	2,243.47
302588	EFT	02/06/2020	ULINE	995.10
302590	EFT	02/13/2020	ABELL ELEVATOR SERVICE CO	13,362.00
302591	EFT	02/13/2020	ACORN DISTRIBUTORS, INC	2,093.90
302592	EFT	02/13/2020	AVID AIRLINE PRODUCTS OF RHODE ISLAND, INC	1,959.65
302593	EFT	02/13/2020	BAKER & TAYLOR	184.69
302594	EFT	02/13/2020	BRODART COMPANY	645.00
302595	EFT	02/13/2020	CITIZENS THERMAL ENERGY	32,686.11
302596	EFT	02/13/2020	DENISON PARKING	6,169.12
302597	EFT	02/13/2020	FINELINE PRINTING GROUP	3,433.00
302598	EFT	02/13/2020	G4S SECURE SOLUTIONS (USA) INC.	38,463.34
302599	EFT	02/13/2020	GRAINGER	961.62
302600	EFT	02/13/2020	INDIANA PLUMBING AND DRAIN LLC	1,200.00
302601	EFT	02/13/2020	JCOS, INC.	42,612.41
302602	EFT	02/13/2020	LEVEL (3) COMMUNICATIONS, LLC	3,152.28
302603	EFT	02/13/2020	MICHAEL R. TWYMAN	3,333.33
302604	EFT	02/13/2020	MOORE INFORMATION SERVICES, INC	220.95
302605	EFT	02/13/2020	RICOH USA, INC. - 12882	10,132.17
302606	EFT	02/13/2020	RYAN FIRE PROTECTION, INC	2,755.00
302607	EFT	02/13/2020	STAPLES	1,564.41
302608	EFT	02/13/2020	STENZ MANAGEMENT COMPANY, INC	1,872.40
302609	EFT	02/13/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	10,434.75
302610	EFT	02/13/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	2,369.50
302611	EFT	02/13/2020	TITAN ASSOCIATES	67,691.73

No.	Type	Date	Reference	Amount
302614	EFT	02/20/2020	ABELL ELEVATOR SERVICE CO	2,275.00
302615	EFT	02/20/2020	ALSCO	689.86
302616	EFT	02/20/2020	BAKER & TAYLOR	5,667.55
302617	EFT	02/20/2020	CDW GOVERNMENT, INC.	593.09
302618	EFT	02/20/2020	CITIZENS THERMAL ENERGY	24,448.05
302619	EFT	02/20/2020	CROSSROADS REHABILITATION CENTER	120.00
302620	EFT	02/20/2020	DANCORP INC. DBA DANCO	700.00
302621	EFT	02/20/2020	DENISON PARKING	6,941.21
302622	EFT	02/20/2020	FLEET CARE, INC.	2,569.72
302623	EFT	02/20/2020	G4S SECURE SOLUTIONS (USA) INC.	40,404.51
302624	EFT	02/20/2020	INDIANA PLUMBING AND DRAIN LLC	3,067.25
302625	EFT	02/20/2020	J&G CARPET PLUS	325.00
302626	EFT	02/20/2020	JCOS, INC.	11,215.63
302627	EFT	02/20/2020	KLINES QUALITY WATER, INC	42.45
302628	EFT	02/20/2020	OFFICE360	465.00
302629	EFT	02/20/2020	PERFECTION GROUP, INC.	20,804.02
302630	EFT	02/20/2020	RICHARD LOPEZ ELECTRICAL, LLC	7,174.84
302631	EFT	02/20/2020	RYAN FIRE PROTECTION, INC	155.00
302632	EFT	02/20/2020	STENZ CONSTRUCTION CORPORATION	1,200.00
302633	EFT	02/20/2020	STENZ MANAGEMENT COMPANY, INC	10,577.15
302634	EFT	02/20/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	398.50
302635	EFT	02/20/2020	UNIQUE MANAGEMENT SERVICES, INC	236.25
302638	EFT	02/27/2020	ABELL ELEVATOR SERVICE CO	525.00
302639	EFT	02/27/2020	ABELL ELEVATOR SERVICE CO	6,425.00
302640	EFT	02/27/2020	ACORN DISTRIBUTORS, INC	1,601.78
302641	EFT	02/27/2020	ACORN DISTRIBUTORS, INC	288.64
302642	EFT	02/27/2020	ART WITH A HEART	320.00
302643	EFT	02/27/2020	BACKGROUND BUREAU INC.	100.00
302644	EFT	02/27/2020	BRODART COMPANY	95.78
302645	EFT	02/27/2020	CDW GOVERNMENT, INC.	1,562.23
302646	EFT	02/27/2020	DANCORP INC. DBA DANCO	600.00
302647	EFT	02/27/2020	DELTA DENTAL	12,428.24
302648	EFT	02/27/2020	DELTA DENTAL	111.79
302649	EFT	02/27/2020	DENISON PARKING	7,716.00
302650	EFT	02/27/2020	FINELINE PRINTING GROUP	736.00
302651	EFT	02/27/2020	FLEET CARE, INC.	1,811.06
302652	EFT	02/27/2020	G4S SECURE SOLUTIONS (USA) INC.	117.39
302653	EFT	02/27/2020	GRAINGER	144.38
302654	EFT	02/27/2020	GRAINGER	138.06
302655	EFT	02/27/2020	INDIANA PLUMBING AND DRAIN LLC	1,149.50
302656	EFT	02/27/2020	INDIANAPOLIS ARMORED CAR, INC	2,859.00
302657	EFT	02/27/2020	IRVINGTON PRESBYTERIAN CHURCH	937.50
302658	EFT	02/27/2020	KLINES QUALITY WATER, INC	8.00
302659	EFT	02/27/2020	MARK'S VACUUM & JANITORIAL SUPPLIES	3,794.50
302660	EFT	02/27/2020	OFFICE360	465.00
302661	EFT	02/27/2020	OVERDRIVE INC	8,454.36
302662	EFT	02/27/2020	P.V. SUPA INC.	15,493.00
302663	EFT	02/27/2020	PERFECTION GROUP, INC.	1,208.33
302664	EFT	02/27/2020	RECORD AUTOMATIC DOORS, INC	1,313.01
302665	EFT	02/27/2020	RICHARD LOPEZ ELECTRICAL, LLC	13,818.35
302666	EFT	02/27/2020	RICOH USA, INC. - 12882	4,699.42
302667	EFT	02/27/2020	RYAN FIRE PROTECTION, INC	4,695.00
302668	EFT	02/27/2020	STAPLES	9,174.30
302669	EFT	02/27/2020	ULINE	101.27
				1,462,863.60

Summary by Transaction Type:

Computer Check	\$ 662,550.65
EFT Check	\$ 800,312.95
Total Payments	\$ 1,462,863.60
Total Voided Items	\$ -

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

No.	Type	Date	Reference	Amount
816	CHECK	02/06/2020	DARRON STRADER	35.75
817	CHECK	02/06/2020	JEFFREY NILSSON	34.25
818	CHECK	02/13/2020	ANN MARIE LAY	81.95
819	CHECK	02/13/2020	JOHN G. SHULTE	94.92
820	CHECK	02/27/2020	CARA DEVER	38.93
821	CHECK	02/27/2020	RICHARD WENZEL II	32.95
822	CHECK	02/27/2020	SARTHAK JENA	65.00
Total				\$ 383.75

Summary by Transaction Type:

Computer Check	\$383.75
EFT Check	\$0.00
Total Payments	\$383.75
Total Voided Items	\$0.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
7587	CHECK	02/06/2020	ANTHONY BRYANT	850.00
7588	CHECK	02/06/2020	BRITTNEY BOX	300.00
7589	CHECK	02/06/2020	CREATIVE AQUATIC SOLUTIONS, LLC	299.60
7590	CHECK	02/06/2020	DAMITA JO HARVEY	300.00
7591	CHECK	02/06/2020	DEMETRIUS WEST	350.00
7592	CHECK	02/06/2020	EPIPHANY DANCE COLLECTIVE	450.00
7593	CHECK	02/06/2020	ERIC SAUNDERS	300.00
7594	CHECK	02/06/2020	IRVINGTON BRANCH (PETTY CASH)	71.49
7595	CHECK	02/06/2020	JEANINE M. FOX	11.53
7596	CHECK	02/06/2020	JESSICA MOORE	112.94
7597	CHECK	02/06/2020	MAIN EVENT SOUND & LIGHTING	20,725.00
7598	CHECK	02/06/2020	NIKKI BLAINE	900.00
7599	CHECK	02/06/2020	SIGMA GAMMA RHO SORORITY INC. ALPHA SIGMA CHAPTER	150.00
7600	CHECK	02/06/2020	TYRONE THOMAS	850.00
7601	CHECK	02/06/2020	WILLIAM C. BATES	100.00
7602	CHECK	02/13/2020	ARTS FOR LEARNING INDIANA	312.00
7603	CHECK	02/13/2020	BEVERLY SCOTT	300.00
7604	CHECK	02/13/2020	ELIZABETH NELSON	250.00
7605	CHECK	02/13/2020	LINDA SMITH	21.40
7606	CHECK	02/13/2020	LOGIKA INNOVATION, INC.	182.00
7607	CHECK	02/13/2020	PERRY A. SCOTT	300.00
7608	CHECK	02/20/2020	CONRAD JONES	300.00
7609	CHECK	02/20/2020	CREATIVE AQUATIC SOLUTIONS, LLC	210.00
7610	CHECK	02/20/2020	KATIE SATTLER	75.00
7611	CHECK	02/20/2020	KIRSTEN WEAVER	57.23
7612	CHECK	02/27/2020	ARLINGTON ELEMENTARY SCHOOL	100.00
7613	CHECK	02/27/2020	CHADWICK J. OFFUTT- GILLENWATER	100.00
7614	CHECK	02/27/2020	JEREMY SOUTH	1,250.00
7615	CHECK	02/27/2020	LATOYA MARLIN	150.00
7616	CHECK	02/27/2020	MASHARIKI N. JYWANZA	50.00
7617	CHECK	02/27/2020	MICHELLE SHARP	18.34
7618	CHECK	02/27/2020	OOEY GOOEY, INC.	6,500.00
7619	CHECK	02/27/2020	REGIONS BANK PURCHASING CARD	3,062.06
7620	CHECK	02/27/2020	THE POLIS CENTER	375.00
7621	CHECK	02/27/2020	VLADIMIR KRAKOVICH	600.00
7622	CHECK	02/27/2020	YEFIM PASTUKH	600.00
302589	EFT	02/06/2020	INDPLS-MARION COUNTY PUBLIC LIBRARY	525.21
302612	EFT	02/13/2020	BAKER & TAYLOR	3.57
302613	EFT	02/13/2020	BAKER & TAYLOR	3,951.45
302636	EFT	02/20/2020	ARCOIRIS RECORDS, INC.	2,000.00
302637	EFT	02/20/2020	BAKER & TAYLOR	387.30
302670	EFT	02/27/2020	FINELINE PRINTING GROUP	627.00
302671	EFT	02/27/2020	STAPLES	247.18
			Total	48,325.30

Summary by Transaction Type:

Computer Check	\$ 40,583.59
EFT Check	\$ 7,741.71
Total Payments	\$ 48,325.30
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

March 23, 2020

PERSONNEL ACTIONS

RESOLUTION 15-2020

NEW HIRES:

- Lyndsey Blair, Hourly Editorial Assistant, Digital Encyclopedia, CEO, \$13.97 per hour, Effective: 02/25/2020
- Jyoti Verderame, Hourly Editorial Assistant, Digital Encyclopedia, CEO, \$13.97 per hour, Effective: 02/25/2020
- Jessica Fischer, Hourly Editorial Assistant, Digital Encyclopedia, CEO, \$13.97 per hour, Effective: 02/25/2020
- Elliot Trebajo, Page, Warren, \$10.00 per hour, Effective: 02/25/2020
- Grace Garman, Page, Southport, \$10.00 per hour, Effective: 03/09/2020
- Olutimilehin Olaniyi, Order Fulfillment Assistant, Accounting, \$13.00 per hour, Effective: 03/09/2020

INTERNAL CHANGES:

- Rachele Colyer from Public Services Associate II, West Indianapolis, \$17.36 per hour to Inter-Library Loan Assistant, Central Services, \$13.97 per hour, Effective: 03/01/2020
- Abby Yohler from Hourly Summer Reading Clerk, Beech Grove, \$10.50 per hour to Page, Beech Grove, \$10.00 per hour, Effective: 03/01/2020
- Ashabul Alam from Hourly Summer Reading Clerk, Learning Curve, \$10.50 per hour to Page, Learning Curve, \$10.00 per hour, Effective: 02/16/2020
- Kimberly Andersen from Manager, ILS Project, IT, \$30.30 per hour to Interim Director, IT, \$32.42 per hour, Effective: 02/25/2020
- Jessica Mattox, Page, Southport, \$10.00 per hour to Hourly Library Assistant II (FTE), East Washington, \$13.97 per hour, Effective: 03/29/2020

RE-HIRES: (None Reported)

SEPARATIONS:

- Meghan Baker, Hourly Summer Reading Clerk, Garfield Park, 1 year and 8 months, Effective: 01/28/2020
- Jeneen Wynalda, Hourly Library Assistant II, Pike, 11 months, Effective: 02/22/2020
- Angel Brookens, Library Assistant II, College, 7 years and 8 months, Effective: 02/26/2020
- Van Khun, Hourly Library Assistant II, Southport, 1 year and 6 months, Effective: 03/03/2020
- Ngun Cin, Hourly Library Assistant II, Southport, 4 years and 11 months, Effective: 02/14/2020
- Sindhu Pathak, Library Assistant II, Nora, 3 years and 9 months, Effective: 03/01/2020

INACTIVE: (None Reported)

RE-ACTIVATE: (None Reported)

RECLASSIFICATION: (None Reported)

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE JOINT MEETING OF LIBRARY BOARD COMMITTEES
MARCH 10, 2020

The Indianapolis-Marion County Public Library Board Committees met in a Joint Meeting at the Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana, on Tuesday, March 10, 2020, at 5:35 p.m., pursuant to notice given.

1. **Call To Order**

Judge Salinas called the meeting to order.

2. **Roll Call**

Members present: Mr. Biederman, Mr. Bigsbee, Dr. Murtadha, Ms. Payne and Judge Salinas. It was noted that Rev. Robinson arrived at 6:15 p.m.

Members absent: Dr. Jett

COMMITTEE REPORTS

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

Resolution ??-2020

Approval to Establish the Guaranteed Maximum Price with Powers & Sons Serving as the Construction Manager as Construction for the West Perry Branch Project

The IndyPL Board Facilities Committee recommends Board approval to accept the Guaranteed Maximum Price Proposal for the West Perry Branch Project from **Powers & Sons Construction Company, Inc., Indianapolis, Indiana** for the total cost of \$8,119,283.

Background:

With Resolution 32-2019 the Indy PL Board awarded a Construction Manager as Construction Services (“CMc”) Contract to Powers & Sons. The use of CMc delivery method allows for enhanced bidding and contracting efforts for local business development.

Working with Schmidt Associates Architects, Powers & Sons prepared and issued bidding documents on January 17, 2020 containing 14 separate contract packages. Bids were received on February 18, 2020. For the 14 contract packages, Powers & Sons received a total of 33 bids representing 27 different bidders.

No bids were received for the roofing package, and the casework package bidder withdrew their bid. Powers & Sons has carried their budget estimates in the Proposed Guaranteed Maximum Price Proposal and will rebid these packages.

The budget for the work as bid is \$6,742,858 with the apparent low bidders totaling \$6,670,992. Powers & Sons evaluated the bids and conducted pre-award meetings with the apparent low bidders and the architect to confirm scope and values. During the pre-award meetings they identified 7 items totaling \$69,590 that were not included in the bid packages.

Tier-1 XBE participation is 100% as Powers & Sons is a certified vendor.

Tier-2 XBE participation is \$1,006,900 which is 15.1% of the subcontract value. The final Tier-2 participation rate will be confirmed after rebidding the roofing and casework packages.

Following the requirements of the Agreement, Powers & Sons has submitted a Guaranteed Maximum Price Proposal including:

- The work as bid.
- Clarifications and assumptions based on the Documents and items that can be reasonable inferred as missing scope of work items.
- Allowances, contingencies, and expenses.
- Construction manager fee.

The Guaranteed Maximum Price Proposal for the work is \$8, 8,119,283 which is consistent with the Project budget.

Fiscal Impact:

Powers & Sons Construction Company, Inc. will complete these Services on a lump-sum / not-to-exceed basis consistent with the Agreement authorized by Resolution 32-2019. The expense for the Services will be charged to the Series 2018 Bond (Fund 480.)

Resolution ??-2020

Approval to Award a Construction Services Contract for the Lawrence Branch Roof Replacement Project

Recommendation:

The IndyPL Board Facilities Committee recommends Board approval to award a construction services contract for the Lawrence Branch Roof Replacement Project to **Ertel Roofing, Inc., Indianapolis, Indiana** for the total cost of \$68,295.00.

Background:

The Invitation to Quote (“ITQ”) package was quoted with the expectation that the purchase would not exceed \$150,000. The specifications were developed by the architect, Rowland Design, working closely with IndyPL Facilities Staff. The ITQ was issued on February 19, 2020. Sealed Quotes were received on March 5, 2020, allowing time for evaluation prior to presentation at the March 10, 2020 IndyPL Board Facilities Committee Meeting.

Notice of the ITQ was emailed directly to thirty-three (33) vendors who are known to be capable of providing the services, vendors who had expressed interest in providing services for IndyPL projects, or were identified by using the Indianapolis Office on Minority and Women Business Development vendor listing. Nineteen (19) of the 33 vendors are certified with the City.

The IndyPL Diversity and Inclusion Officer forwarded the ITQ to the National Association of Women Business Owners, Mid-States Minority Supplier Development Council, Business Ownership Initiative/Hispanic Business Council, the Indianapolis Construction Roundtable and the Indianapolis Office on Minority and Women Business Development to further expand the list of possible Vendors.

Five (5) sealed quotes were received at the Library Services Center by the deadline. The quotes were opened and read aloud publically.

The budget for the Project is \$100,000.

The apparent low quoter, Ertel Roofing, did not acknowledge Addendum 1 in their Quote. IndyPL Facilities Staff requested Ertel Roofing review their quote for errors or omissions. Following further evaluation of their quote Ertel Roofing declared their quote complete and valid, and they are excited about the opportunity to provide services for IndyPL.

Ertel Roofing, Inc. is registered as a business in the State of Indiana and has a current General Contractor License with the City of Indianapolis.

Strategic/Fiscal Impact:

IndyPL shall award the contract to the lowest, responsible, and responsive quoter. The purchase of the services will be funded by the Series 2018 Bond Fund (Fund 479.)

Project Update – West Perry Branch Project Groundbreaking Event

Sharon Smith advised the Committee the West Perry Branch Project Groundbreaking Event will occur at 10:00 am on April 14, 2020.

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

4 a. Briefing Report – 408 Youth Protection Policy

Katherine explains that this policy was suggested by our insurance carrier out of a review they conducted. Board makes a suggestion that we coordinate measures in this policy with our security company. Board agrees that there are other aspects that need to be included in policy and will send their suggestions and comments to Katherine prior to April 8, 2020, so that documents can be reviewed and prepared before next committee meeting on April 14, 2020. Dr. Murtadha appreciates the early preview and that youth caregivers and guardians are included in the policy to take responsibility of the youth in their care. Board agrees that there needs to be training included as to cultural competency.

4 b. Briefing Report – 123.8 Supplier Diversity Policy

Jackie explains that this paragraph is just to the policy and not the procedure as to Supplier Diversity. She explains that Jessica Moore, Diversity & Inclusion Officer is preparing a handout that will be shared with suppliers.

4 c. Briefing Report – 2019 IndyPL Compensation Study Intersectionality Analysis Summary

Garrett Mason explains the purpose behind the intersectionality analysis. Dr. Murtadha asks for more detailed employee information for employees that are in the same pay grade over similar period of years as to their pay. She would like to see exact examples as to what has happened with example individuals as they received merit over the years. Garrett will research and provide a few samples.

5. **Finance Committee (Patricia A. Payne, Chair; Raymond J. Biederman, Dr. Khuala Murtadha) – Staff Liaison: Ije Dike-Young**

- a. **Briefing on Long Term Financial Plan** . Ms. Dike-Young introduced the Library’s Budget Consultant, Michael Reuter who gave a presentation on the Library’s long term financial plan. Mr. Reuter began with discussing the factor that drives growth in the property tax revenues. This is the six year non-farm personal income factor. This factor is the average of the growth of the non-farm personal income for the State in the past six years. This is what is called the “growth quotient” that is released by the Department of Local Government Finance and determines the maximum growth allowed in the property tax levy for all local government units in the State. He pointed out that the Library is projecting approximately 4% for the growth quotient for the next couple years. Mr. Reuter then reviewed the historical assessed values and projections. The assessed values determine the tax rate as well as have an impact on the circuit breaker loss. Mr. Reuter then reviewed the long term projections for the operating fund and noted that we have capped out on the levy freeze revenue and thus will see no growth there. He also noted

that we are heavily reliant on property taxes (80% of the Library’s revenues) and thus are more heavily impacted by circuit breaker losses than other units. He also showed that if the Library spent its entire budget in the next few years, we are projecting deficits and will have to spend down cash. Mr. Reuter also showed projections assuming the Library received what we asked for in additional COIT allocation. In that scenario, by the year 2025, we would be very close to a balanced budget. Ms. Dike-Young noted that because we have a healthy cash balance, we have time to react and plan. Dr. Murtadha asked about whether the new facilities were causing strain in the salaries. Mr. Robinson noted that he thinks that the Library should be more focused on the people than facilities. Ms. Nytes mentioned that the staffing for the new facilities have been factored into the long term plan. Ms. Reuter said that our budget would get tighter as we brought on the new facilities and would not have as much unused appropriation. Ms. Dike-Young added that we have to review salaries each budget cycle but that there was no doubt we needed additional revenue in order to address the challenges in the budget.

6. Other Business

Jacqueline Nytes, Chief Executive Officer, provided packets of information to the Board on the Library’s response to COVID-19. It contained a number of links where staff can locate additional information, as well as posters, handouts, etc. There is also a staff team that continues to work on best practices and more.

Following an inquiry from Dr. Murtadha, Ms. Nytes advised that she is in touch with the Mayor’s Office and the Health Department on this matter. We want Library staff and patrons to be safe. What would warrant closing libraries or waiving fines? Discussion is ongoing. We haven’t cancelled events yet but we could. It is a day-by-day thing. It was noted that the Library will continue to monitor the situation and update the Board as needed.

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

- a. **Regular Board Meeting** – Monday, March 23, 2020, at the Beech Grove Branch Library, 1102 Main Street, Beech Grove, Indiana, at 6:30 p.m.
- b. **Library Board Committees Meeting** – April 15, 2020, at the Library Services Center, 2450 North Meridian Street, Room 226, at 5:30 p.m.

8. Adjournment

Judge Salinas declared the meeting adjourned at 6:55 p.m.

