

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
MINUTES OF THE REGULAR MEETING  
APRIL 25, 2022**

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The Indianapolis-Marion County Public Library Board met in person at the Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana on Monday, April 25, 2022 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

**1. Call To Order**

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

**2. Roll Call**

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

Members absent: Rev. Robinson.

**3. Public Comment and Communications**

**a. Public Comment**

The Public was invited to the Board Meeting.

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

At this time, Alexandria Moore, President of the Library's Staff Association,

addressed the Board. She provided invitations and then personally invited all Board members to attend the Association's upcoming May Breakfast on May 2, 2022.

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

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

##### a. **Executive Session, March 25, 2022**

The minutes from the Executive Session held March 25, 2022 had been distributed to the Board.

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

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

##### b. **Regular Meeting, March 28, 2022**

The minutes from the Regular Meeting held March 28, 2022 had been distributed to the Board.

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

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

### **COMMITTEE REPORTS**

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

##### a. **Report of the Treasurer – March 2022**

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

She noted that there is nothing unusual about the first quarter numbers. Actual revenues are approximately \$1.34 million and our year-to-date expenditures are \$9.80 million.

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

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

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

b. **Resolution 18 – 2022** (Transfer Between Classifications and Accounts)

Ms. Adams reviewed the information contained in Resolution 18 – 2022. She pointed out that the Library will move funds from Security Services to Appointed Salaries.

After full discussion and careful consideration of Resolution 18 – 2022, the resolution was adopted on the motion of Ms. Payne and seconded by Ms. Tribble, to approve Resolution 18 – 2022, the Transfer Between Classifications and Accounts.

Resolution 18 – 2022 was approved on the following roll call vote:

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

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

c. **Resolution 19 – 2022** (Approval of OCLC, Inc. Cataloging, Metadata and Interlibrary Loan Subscription Services Agreement Renewal)

It was explained that the Library wishes to utilize the OCLC Cataloging, Metadata and Interlibrary Loans services for the period of July 1, 2022 to June 30, 2023. The annual cost is not to exceed \$130,000.

After full discussion and careful consideration of Resolution 19 – 2022, the resolution was adopted on the motion of Ms. Payne and seconded by Ms. Tribble, to approve Resolution 19 – 2022, the Approval of OCLC, Inc. Cataloging, Metadata and Interlibrary Loan Subscription Services Agreement Renewal.

Resolution 19 – 2022 was approved on the following roll call vote:

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

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

d. **Resolution 20 – 2022** (Approval of Baker & Taylor Book Leasing/High Demand Services Agreement Renewal)

Ms. Adams commented that this program provides tools to manage and acquire approximately 6,684 forthcoming high-demand titles efficiently and quickly so IndyPL can meet public demand. The Library will pay Baker & Taylor a total of \$114,898 for the subscription period of May 1, 2022 through April 31, 2023.

After full discussion and careful consideration of Resolution 20 – 2022, the resolution was adopted on the motion of Ms. Payne, and seconded by Ms. Tribble, to approve Resolution 20 – 2022, the Approval of Baker & Taylor Book Leasing/High Demand Services Agreement Renewal.

Resolution 20 – 2022 was approved on the following roll call vote:

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

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

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

Ms. Tribble, Chair of the Diversity, Policy and Human Resources Committee, shared information about the ongoing CEO Search.

She mentioned that the Search is on schedule. The position will be posted from May 9, 2022 until June 26, 2022. Ms. Tribble also noted that the first meeting of the CEO Search Committee will take place this Thursday, April 28, 2022.

a. **Resolution 21 – 2022** (Amend Staff Agreement for Sunday Credit)

Tisha Galarce, Interim HR Director, described Resolution 21 – 2022 to Amend Staff Agreement for Sunday Credit.

Employees not represented by the Union in Public Service and Collection Management positions will earn a Sunday Credit for each Sunday shift worked that is equal to 1.5 times their calculated hourly rate of pay.

After full discussion and careful consideration of Resolution 21 – 2022, the resolution was adopted on the motion of Ms. Tribble, and seconded by Ms. Payne, to approve Resolution 21 – 2022 to Amend Staff Agreement for Sunday Credit.

Resolution 21 – 2022 was approved on the following roll call vote:

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

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

b. **Resolution 22 – 2022** (Sunday Credit and Schedule Policy)

Ms. Galarce discussed Resolution 22 – 2022 the Sunday Credit and Schedule Policy.

She described the two policies before the Board for approval, namely, Policy 249.7 Sunday Credit and Policy 245.2 Sunday Schedule. They allow the Library employees in Public Service or Collection Management positions to earn a Sunday Credit for each Sunday shift worked that is equal to 1.5 times their calculated hourly rate of pay.

After full discussion and careful consideration of Resolution 22 – 2022, the resolution was adopted on the motion of Ms. Tribble, and seconded by Ms. Payne, to approve Resolution 22 – 2022 for the Sunday Credit and Schedule Policy.

Resolution 22 – 2022 was approved on the following roll call vote:

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

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

7. **Facilities Committee (Curtis W. Bigsbee, Chair; Dr. Khaula Murtadha, Rev. T. D. Robinson)**

a. **Resolution 23 – 2022** (Approval to Award a Construction Services Contract for the Glendale Replacement Branch Solar Photovoltaic System Project)

Adam Parsons, Facilities Director, reviewed the information contained in Resolution 23 – 2022.

He advised that the Facilities Committee was recommending that the contract for the Glendale Replacement Branch Solar Photovoltaic System Project be awarded to Telamon Energy of Carmel, Indiana in the amount of \$293,327.02. Telamon is an Indiana company with the knowledge, experience and resources to satisfactorily complete the work. The work will be funded by the Project Bond Fund.

After full discussion and careful consideration of Resolution 23 – 2022, the resolution was adopted on the motion of Mr. Bigsbee, and seconded by Dr. Murtadha, to approve Resolution 23 – 2022 for the Approval to Award a Construction Services Contract for the Glendale Replacement Branch Solar Photovoltaic Systems.

Resolution 23 – 2022 was approved on the following roll call vote:

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

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

- b. **Resolution 24 – 2022** (Approval to Award a Construction Services Contract for the Fort Ben Branch Solar Photovoltaic System Project)

Mr. Parsons discussed Resolution 24 – 2022.

It was explained that the Facilities Committee was recommending that Telamon Energy be awarded a construction services contract for the Fort Ben Branch Solar Photovoltaic System Project for a total cost of \$256,813.11. The work will be funded by the Project Bond Fund.

After full discussion and careful consideration of Resolution 24 – 2022, the resolution was adopted on the motion of Mr. Bigsbee and seconded by Dr. Murtadha, to approve Resolution 24 – 2022 for the Approval to Award a Construction Services Contract for the Fort Ben Branch Solar Photovoltaic Systems.

Resolution 24 – 2022 was approved on the following roll call vote:

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

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

- c. **Resolution 25 – 2022** (Approval to Award a Construction Services Contract for the Spades Park Branch Lighting Upgrade Project)

It was noted by Mr. Parsons that the Committee was recommending that a construction services contract be awarded for the Spades Park Branch Lighting Upgrade Project to Richard Lopez Electrical, LLC, Indianapolis, Indiana for a total cost of \$96,883. The work will replace fluorescent and HID fixtures with new LED fixtures. It will also improve the overall light level and light distribution in the branch. The work will be funded by the Energy Improvements Bond Fund.

After full discussion and careful consideration of Resolution 25 – 2022, the resolution was adopted on the motion of Mr. Bigsbee and seconded by Mr. Biederman, to approve Resolution 25 – 2022 for the Approval to Award a Construction Services Contract for the Spades Park Branch Lighting Upgrade Project.

Resolution 25 – 2022 was approved on the following roll call vote:

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

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

- d. **Resolution 26 – 2022** (Approval to Award a Construction Services Contract for the Central Library Atrium Carpet Replacement Project)

Mr. Parsons then discussed Resolution 26 – 2022. He advised that the carpet in the Atrium and meeting rooms at Central Library has reached the end of its service life. The Committee is recommending that the Library award a construction services contract for carpet replacement to ICC Floors, Indianapolis, Indiana for a cost of \$93,580.

After full discussion and careful consideration of Resolution 26 – 2022, the resolution was adopted on the motion of Mr. Bigsbee and seconded by Mr. Biederman, to approve Resolution 26 – 2022 for the Approval to Award a Construction Services Contract for the Central Library Atrium Carpet Replacement Project.

Resolution 26 – 2022 was approved on the following roll call vote:

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

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

## 8. **Library Foundation Update**

Roberta Jagers, Library Foundation President, reviewed the information contained in the April 2022 Update.

### **News**

The Foundation is proud to support the Meet the Artists Exhibit and Gala, the Name Engraving Project and the Center for Black Literature and Culture which recently upgraded its multi-media capabilities. Congratulations and thank you to all Library staff, Board members and volunteers involved.

### **Donors**

The Foundation thanks 162 donors who made gifts last month. The following are our top corporate and Foundation donors:

92.3 WTTS  
Barnes & Thornburg LLP

CD-COM Systems Midwest, Inc.  
 Indianapolis Colts  
 Kiwanis Foundation of Indianapolis, Inc.  
 Lilly Endowment Inc.  
 Live Nation Worldwide, Inc.  
 Louise Lage Kirtland and Hugh C. Kirtland Endowment Fund  
 Meijer-East Washington Street  
 Nina Mason Pulliam Charitable Trust

### **Program Support**

This month, the Library Foundation is proud to provide more than \$80,000 to the Library. Examples of major initiatives supported include On the Road to Reading – Bunny Bags, Summer Reading Program Kickoff Celebrations and CBLC Bookfest & Juneteenth Celebration.

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

Nichelle Hayes, Interim Chief Executive Officer, provided the following report to the Board for April 2022:

My first month has been an exciting whirlwind. I have been meeting with staff, attending events and keeping the library running with everyone's help.

Meet the Artist, April 2, 2022, was amazing. Kudos to the entire African American History Committee for an incredible event. Some of you might not be aware that AAHC began in 1978 and is the longest running IndyPL Committee. This is the first year back after being virtual due to the pandemic. I saw many of you there. Special Kudos to Tony Radford & Cordia Watkins for keeping everything running smoothly.

On April 4th I attended the Day of Reflection at The Kennedy King Memorial Initiative (KKMI). A wreath was laid to honor the life of Dr. King at the Landmark for Peace Memorial sculpture located in Dr. Martin Luther King Jr. Park. This is a good time to reflect and channel the spirit of equality and compassion so central to both Dr. Martin Luther King & Robert F. Kennedy, which are still so relevant today.

I have met with the Executive Committee Meeting several times, collectively and individually. We are still working with Gwen Crider, consultant, who is helping us to help build the team's capacity to initiate and lead change.

We have had two ground breakings in the last month. First, Fort Benjamin Harrison Branch where Shelly Peak is the manager. And last, Glendale where Judy Gray is the manger. Mike Coghlan and the Communications Team did a fantastic great job! Both events were well attended.

I will be scheduling time to speak to all departments/branches over the next few months. Prior to that, I'm available to speak to anyone who has a concern. I do anticipate a Town Hall in the next 4 weeks or so. I have already spoken to many staff over the last 4 weeks.



We are dealing with some plumbing challenges at Central. The current determination is that there is an issue with the line and it is actually the responsibility of Citizens Gas. This is a major undertaking and will take a while to solve.

Gordon Plumbing was able to get a camera in the pipe, and they saw that there is a low point in the pipe past our property line. They are working with Citizens and the City to see when a repair can get scheduled. At the moment, Gordon's best guess is that it will be at least a month, as Citizens will need to do their own inspection then schedule their repair team. Repair time is also unknown, as Gordon was only able to identify the issue (the low pipe) but not the underlying problem.

We are suggesting having Gordon upgrade the cleanout access pipe to a larger size. This would allow all the necessary equipment to be placed in the cleanout in case of future issues. It would be good to have Citizens and Gordon onsite at the same time, and we are trying to coordinate that. We are also working to get a quote from Gordon for the project, but it somewhat depends on the extent of the Citizens work.

On April 13, 2022, there was a forecast of severe weather. Because of that Adam Parsons, Facility Director, suggested we close early due to safety concerns for staff and patrons. I agreed and we closed at 3PM. Staff and patrons were notified.

This past weekend began the early voting cycle at Pike Branch! We opened on Saturday and saw an amazing 183 people come through our doors, casting their votes. We got lots of comments about how glad they were to vote here, how much they love the library, and how they thought this was the best spot for early voting in all of Pike township. We had the most voters at any Marion County Early Voting Center on Saturday! Our Seed Library got a lot of activity Saturday, as the line went past Anika's display. Sunday was a bit slower, but steady, with another 119 voters.

My primary goals are to address our compensation and capacity challenges. Members of EC are working to see how we can affect change to make the working environment that best it can be.

I am encouraging everyone to take care of their overall health. We have had some great classes, Tai Chi, Meditation, etc. that Kirsten Weaver has sent out. Please take advantage of them if you are able. We also have the EAP (Employee Assistance Program) reach out to HR if you have questions about using this benefit.

Committed to our Mission to promote "Lifelong Learning."

Nichelle M. Hayes MPA, MLS

Interim CEO

a. **Confirming Resolutions**

Ms. Hayes reminded the Board that this is a routine, procedural action. She is recommending Resolution 27 - 2022 Regarding Finances, Personnel and Travel to the Board of approval.

1) **Resolution Regarding Finances, Personnel and Travel (27– 2022)**

Ms. Payne made the motion, which was seconded by Dr. Murtadha, to approve Resolution 27 – 2022, the Resolution Regarding Finances, Personnel and Travel.

Resolution 27 – 2022 was approved on the following roll call vote:

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

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

**UNFINISHED BUSINESS**

10. None.

**NEW BUSINESS**

Judge Salinas requested Board approval to bring Resolution 28 – 2022 (Resolution on Grievance Review) before them for consideration.

Mr. Bigsbee made the motion, which was seconded by Ms. Tribble, that the Board be allowed to consider Resolution 28 – 2022. The motion was approved on the following roll call vote:

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

11. **Resolution 28 – 2022 (Resolution on Grievance Review)**

Ms. Tribble, as Chair of the Diversity, Policy and Human Resources Committee, advised that the Committee had received information and heard the grievance.

Judge Salinas asked for a motion to approve Resolution 28 – 2022 adopting and approving the recommendations and findings of the Committee.

After full discussion and careful consideration of Resolution 28 – 2022, there was a motion by Ms. Tribble which was seconded by Ms. Payne, to approve Resolution 28 – 2022.

Resolution 28 – 2022 was approved on the following roll call vote:

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

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

Judge Salinas advised that the decision of the Board adopting the recommendation of the Committee approved this evening will be provided to the Grievant.

On other matters ---

At this time, Ms. Payne commented that she was at the Pike Branch from 10:00 a.m. to 3:00 p.m. this past Saturday for the Primary/voting activities. It was a very welcoming atmosphere. She very proud of the staff at Pike who made certain everything went well.

Judge Salinas reminded everyone that May 3, 2022 is voting day for the Primary Election.

Ms. Hayes also mentioned the recent Glendale Branch Groundbreaking. There was a great turnout of both patrons and staff. Mike Coghlan from Facilities did a good job with the logistics for the event.

**AGENDA BUILDING**

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

Items suggested for upcoming Board Agendas are as follows:

May 2022	-	None
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**INFORMATION**

- 13. **Materials**
  - a. **Notes of April 12, 2022 Facilities Committee Meeting**
  
- 14. **Board Meeting Schedule for 2022 (Notice and Place of Meeting) and Upcoming Events/Information**
  - a. **Board Meetings for 2022 Schedule** will be updated throughout the year as necessary.
  - b. **Library Programs/Free Upcoming Events** may be found at [attend.indypl.org](http://attend.indypl.org).

**15. Notice of Special Meetings**

None.

**16. Notice of Next Regular Meeting**

Monday, May 23, 2022, at the Library Services Center, 2450 North Meridian Street,  
at 6:30 p.m.

**17. Other Business**

None.

**18. Adjournment**

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

The Chairman then declared the meeting adjourned at 7:15 p.m.

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Ray Biederman, Secretary to the Board

