

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
APRIL 26, 2021**

The Indianapolis-Marion County Public Library Board met electronically via Zoom and/or telephone on Monday, April 26, 2021 at 6:35 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Judge Salinas called the meeting to order. In the absence of Mr. Biederman, Ms. Payne acted as Secretary.

2. Roll Call

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

Members absent: Mr. Biederman.

Judge Salinas then mentioned that he wished to express his gratitude to the Library's staff members. As everything begins to come back to life, he thanked them for everything they continue to do on a daily basis for the Library and its patrons.

3. Public Comment and Communications

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

At this time, a recent comment received from a patron via the Library's website was read into the record as follows:

Comment Submitted By:

James Weinmann

When the library has an online event like to book discussion, it would be nice to have it recorded and available for access for maybe a week after the event. That way someone who was not able to participate live, or tried to register after registration was closed, could still benefit from the event.

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

a. Regular Meeting, March 22, 2021

The minutes from the Regular Meeting held March 22, 2021 had been distributed to the Board.

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

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

COMMITTEE REPORTS

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

a. Report of the Treasurer – March 2021

Ije Dike-Young, Chief Financial Officer, discussed the Report of the Treasurer that had been distributed to the Board.

She mentioned that the Library had received its first property tax advance in April. Our revenues year-to-date are approximately the same percentage-wise as 2020. Our interest income is down. Due to the recent move to fine free, that income stream decreased. Expenditures so far are a little less. For example, we have fewer expenses for repairs and maintenance.

Ms. Dike-Young announced that IndyPL had received the Government Finance Officers Association’s Distinguished Budget Presentation Award. This is the first time the Library has won this Award.

The Board members congratulated Ms. Dike-Young and her staff for receiving the Award.

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

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

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

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

a. Presentation on Diversity, Equity, and Inclusion at IndyPL – Q1 Updates

Jessica Moore, Diversity, Equity and Inclusion Officer, gave the Presentation. Details were shared about the Library's efforts surrounding supplier diversity. She would like each individual department to track supplier diversity. A new tool called EXB Data Tracking Dashboard will be utilized to streamline the data collection process going forward. She said that it is important to look beyond the numbers and work with vendors that share our organizational values. Ms. Moore talked about the IndyPL Equity Council, community engagement and partnerships that can help us achieve our goals.

b. Briefing Report – IndyPL Diversity Overview

Katherine Lerg, Human Resources Director, provided details about the Library's 2020 Diversity Overview. The report included information about IndyPL's progress on its staffing diversity goals. Ms. Lerg pointed out that we are slowly increasing the number of male staff. Indeed, a new recruitment package being utilized by the Library, along with LinkedIn, will help identify and attract potential staff members from underrepresented groups. It was also noted that the demographics of people who are promoted tend to reflect current staff demographics so the Library will be proactive and thoughtful when recruiting and promoting.

There were several questions from the Board members in response to Ms. Lerg's presentation. In particular, Dr. Murtadha noted that she is familiar with the use of LinkedIn and Indeed as recruitment platforms but her concern is about the culture at the Library. Do we have a culture where people want to stay? She requested further discussion on the matter.

7. Facilities Committee (TBD, Chair; Curtis Bigsbee, Dr. Khaula Murtadha)

a. Glendale Branch Replacement Project

Mike Coghlan, Manager, Facilities Projects, provided information about the Glendale Branch Replacement Project. Additionally, Kevin Montgomery with krM Architecture and Russell Lewis of Powers and Sons shared community input and design plans of the new branch. It was noted that the Budget for the building and site work is \$8,347,500 excluding fixtures, furniture and equipment. This work will be funded by the Series 2021 Bond Fund. Construction will begin in the Fall of 2021.

b. Resolution 16 – 2021 (Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Sealed Bids for General Construction Services for the Glendale Branch Replacement Project)

After full discussion and careful consideration of Resolution 16 – 2021, the resolution was adopted on the motion of Dr. Murtadha, seconded by Mr. Bigsbee, to approve Resolution 16 – 2021, Authorization to Prepare Bidding Documents and Solicit Open, Public, and Competitive Sealed Bids for General Construction Services for the Glendale Branch Replacement Project.

Resolution 16 – 2021 was approved on the following roll call vote:

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

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

- b. **Resolution 17 – 2021** (Ratification of Facilities Committee Approval to Award Services Contracts for Lawn Care and Landscaping Services)

Mr. Coghlan advised that the RFP Evaluation Committee of the Facilities Committee has recommended the selection of the following vendors as noted below for lawn care and landscaping services for the Library:

Schoolboy Landscaping and More, LLC
Service Area: Northeast and Southeast
Estimated Annual Value: \$54,426.00

The Davey Tree Expert Company
Service Area: Central
Estimated Annual Value: \$24,984.00

Providence Outdoor, Inc.
Service Area: Northwest and Southwest
Estimated Annual Value: \$65,295.00

After full discussion and careful consideration of Resolution 17 – 2021, the resolution was adopted on the motion of Ms. Payne, seconded by Dr. Murtadha, to approve Resolution 17 – 2021, the Ratification of Facilities Committee Approval to Award Services Contracts for Lawn Care and Landscaping Services.

Resolution 17 – 2021 was approved on the following roll call vote:

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

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

8. Library Foundation Update

Rev. Robinson reviewed the information contained in the April 2021 Update.

News

The Foundation thanks the Indy Library Store for their nimbleness and adaptability. In March, the store held its second in-person sale during the pandemic. The staff adapted procedures based on what they learned from the first in-person sale and saw great results. Even more innovations are on the horizon. We applaud the Indy Library Store for maintaining a strong presence in light of a challenging environment.

We are excited to see the 2021 CEO Love Your Library Tour this year. We are encouraging our directors to attend their adopted branch library's stop.

We are in the final push for completing our fundraising goal for the Summer Reading Program. If you are interested in supporting this effort, or know of someone who might be, please contact Library Foundation President Roberta Jagers at rjagers@indyplfoundation.org.

Donors

The Foundation thanks 184 donors who made gifts last month. The following are the top corporate and Foundation contributors.

Ascension St. Vincent
 Blue & Co.
 Cathedral Women of Christ Church Cathedral
 CD-COM Systems Midwest, Inc.
 Central Indiana Community Foundation
 Eli Lilly and Company Foundation, Inc.
 Indiana Education Savings Authority
 Indiana University School of Medicine
 Indy Eleven
 krM Architecture
 Lilly Endowment, Inc.
 Microsoft
 Nina Mason Pulliam Charitable Trust
 Office of the Lawrence Township Trustee Steve Talley
 SignCraft Industries
 Stifel Nicolas & Company
 Sycamore School
 Wallington Asset Management, LLC

Program Support

This month we are proud to provide over \$249,000 for Library programs and initiatives. Examples of major initiatives supported include:

On the Road to Reading
 McFadden
 Digital Encyclopedia of Indianapolis
 Center for Black Literature and Culture
 Concert Series

9. Report Of The Chief Executive Officer

a. Confirming Resolutions:

1) Resolution Regarding Finances, Personnel and Travel (18 – 2021)

M. Jacqueline Nytes, the Library's CEO, mentioned various personnel changes that had occurred this month.

Mr. Bigsbee made the motion, which was seconded by Rev. Robinson, to approve Resolution 18 – 2021, the Resolution Regarding Finances, Personnel and Travel.

Resolution 18 – 2021 was approved on the following roll call vote:

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

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

b. Presentation on Shared eBooks for IndyPL and Marion County Schools (Axis 360)

Deb Lambert, Director, Collection Management, and Sarah Batt, Manager, Shared Systems, made the Presentation.

They discussed the PowerPoint document that had been included in the Board's packet. It was noted that the Library is shifting from providing e-books for youth on Overdrive and moving to Axis 360 instead. A small high demand and popular collection of crossover teen titles will continue to be available in Overdrive. The goal is to separate youth eBooks from adult eBooks for an age-appropriate safe experience, to establish a common and robust eBook platform shared across Marion County schools, and to grow the public library youth eBook collection where it can be shared with schools.

At this time, Charles Swink, the Media Director of Arsenal Technical High School, addressed the Board. He explained how Axis 360 is being used at Arsenal. He commented that the IndyPL collections and school collections are shared, and schools share their materials with us and each other. He noted that his students appreciate having access to library cards.

c. Briefing Report – Post-COVID Hours and Services

John Helling, Chief Public Services Officer, discussed the Report. He pointed out that as COVID trends improve, so will the number of patrons we allow into our branch locations. In May, our door count went from 37% to 50% capacity. In June, we plan to restore evening services on Mondays and Tuesdays. In September, we will restore Sunday services at select locations.

d. **Dates for 2021 CEO Tour**

Ms. Nytes invited everyone to visit her during her upcoming CEO Tour. She is stopping by every branch location throughout the month of May and wants to hear from patrons and community members to see how the Library is doing, how we can better serve the community and to share our new Strategic Plan. There is an online session planned for those individuals who prefer to participate from home on Tuesday, May 25, 2021. The full schedule for this year's Tour is located on the Library's website.

UNFINISHED BUSINESS

10. None.

NEW BUSINESS

11. None.

AGENDA BUILDING

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

Items suggested for upcoming Board Agendas are as follows:

May 2021 - None

INFORMATION

13. **Materials**

There were no materials available to distribute to the Board.

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

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

15. Notice of Special Meetings

None.

16. Notice of Next Regular Meeting

Monday, May 24, 2021, at the Library Services Center, 2450 North Meridian Street, at 6:30 p.m. Further details will be provided at a later date.

17. Other Business

18. Adjournment

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

The Chairman then declared the meeting adjourned at 8:35 p.m.

Patricia Payne, Acting Secretary to the Board

