

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
MINUTES OF THE REGULAR MEETING  
JULY 22, 2024**

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The Indianapolis-Marion County Public Library Board met in person at the Glendale Branch Library, 3660 East 62<sup>nd</sup> Street, Indianapolis, Indiana, on Monday, July 22, 2024 at 6:30 p.m. pursuant to notice given in accordance with the rules of the Board.

**1. Call To Order**

President Tribble called the meeting to order. Dr. Payne acted as Secretary.

**2. Roll Call**

Members present: Mr. Biederman, Dr. Murtadha, Dr. Payne, Dr. Riolo, Ms. Tribble and Dr. White.

Members absent: Dr. Palacio.

The Chair recognized a quorum.

Ms. Tribble thanked the Glendale Branch Manager, Ms. Jena Mattix, and her staff for hosting this evening's meeting. She then welcomed the Board's newest member, Dr. Lisa Riolo. Dr. Riolo has a Ph.D. in cognitive science and is a licensed physical therapist. She is a retired endowed chair of the physical therapy department of IUPUI and is regarded as a subject matter expert in public health. Ms. Tribble mentioned that Dr. Riolo has volunteered at Central Library for more than 15 years, where she has logged over 1,000 hours. Thanks was also expressed to the Board, staff and community for the ongoing work on the Library's new Strategic Plan.

**3. Branch Manager's Report**

a. Glendale Branch Report

Ms. Mattix provided information about Glendale's history, programs and services. In 2023, the branch had a door count of 125,423 and registered 1,668 new borrowers. On March 30, 2024, the branch moved to its new location at 3660 East 62<sup>nd</sup> Street with 24,800 square feet. It's anticipated that approximately 250,000 patrons will visit in 2024.

**4. Public Comment**

- a. **Public Comment** (Name and summary of comments follows)

There were no petitions to come before the Board.

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

- a. **Regular Meeting, June 24, 2024**

The minutes from the Regular Meeting held June 24, 2024 were approved on the motion of Dr. Murtadha, seconded by Dr. Payne, and the following roll call vote:

Mr. Biederman – Aye

Dr. Murtadha – Aye

Dr. Payne – Aye

Dr. Riolo – Abstain

Ms. Tribble – Aye

Dr. White – Aye

**COMMITTEE REPORTS**

- 6. Finance Committee (Dr. Patricia A. Payne, Chair; Dr. Luis A. Palacio, Dr. Eugene G. White)**

Ms. Lolita Campbell, Chief Financial Officer, introduced Mr. Scott Nickerson of Crowe, a public accounting firm, who shared the results of the IndyPL 2023 Audit Report with the Board. He confirmed that financial documentation/statements prepared by Library staff were correct and that IndyPL received a clean opinion on the audit. He announced that the Library has received the financial reporting award from the GFOA for 2023.

- a. **Report of the Treasurer**

Ms. Campbell and Ms. Mary Rankin, Treasurer, presented the Report of the Treasurer which noted that the year-to-date revenue was \$29,874,205 and the year-to-date expenditures were \$25,900,534.

The Report of the Treasurer was approved for filing for audit on the motion of Dr. Payne, seconded by Dr. Murtadha, and the following roll call vote:

Mr. Biederman – Aye

Dr. Murtadha – Aye

Dr. Payne – Aye

Dr. Riolo – Aye

Ms. Tribble – Aye

Dr. White – Aye

- b. **Resolution 40 – 2024** (Approval of Liability Insurance for Policy Period 2024 – 2025)

Ms. Campbell advised that the Library worked with insurance broker Gallagher for its various liability insurance needs for the policy period 2024 - 2025. The total amount quoted for the necessary insurance was \$443,227, which is an increase of

10.79% over 2023 - 2024 rates.

After full discussion and careful consideration of Resolution 40 – 2024, it was noted this resolution received a favorable recommendation from the Finance Committee. Dr. Murtadha seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Payne – Aye	Dr. White – Aye

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

**7. Diversity, Policy and Human Resources Committee (Mr. Raymond J. Biederman, Chair; Dr. Khaula Murtadha, Dr. Luis A. Palacio, Dr. Patricia A. Payne)**

**a. Resolution 41 – 2024 (Approving Amended Joint Recommendations of IMCPL Management and AFSCME Local 3395)**

Mr. Biederman advised that various recommendations had been made to the current agreement between IMCPL Management and AFSCME Local 3395. The Board reviewed and considered the Amended Joint Recommendations and deems it in the best interest of the Library to accept and approve those Recommendations to be implemented and made effective as of June 1, 2024 and to remain in effect through December 31, 2027.

Dr. Riolo asked what percentage of Library employees were represented by the union. It was noted that information will be researched and shared with Dr. Riolo.

After full discussion and careful consideration of Resolution 41– 2024, it was noted that this resolution received a favorable recommendation from the Diversity, Policy and Human Resources Committee. Dr. White seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Payne – Aye	Dr. White – Aye

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

**b. Resolution 42 – 2024 (Amendment to Section 221 Professional Development Approval of Conference Attendance/Travel Procedures)**

Mr. Biederman explained that direct payments by the Library of certain professional conference and related travel expenses will better assist Library employees to enhance their skills and further the Library’s mission.

After full discussion and careful consideration of Resolution 42 – 2024, it was noted that this resolution received a favorable recommendation from the Diversity, Policy and Human Resources Committee. Dr. Murtadha seconded the recommendation. The

resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Payne – Aye	Dr. White – Aye

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

- c. **Resolution 43 – 2024** (Amendment to Article IX, Section 7, of the Library Board By-Laws)

At this time, Mr. Biederman shared that it has been determined that allowing the direct payment by the Library of certain expenses such as conference registration, lodging and airfare will better assist Library Board members to further the Library's mission. Therefore, Article IX, Section 7 of the Library Board By-Laws should be amended.

After full discussion and careful consideration of Resolution 43 – 2024, it was noted that this resolution needed a motion to approve it. Mr. Biederman made the motion, which was seconded by Dr. White. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Payne – Aye	Dr. White – Aye

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

**8. Facilities Committee (Dr. Eugene G. White, Chair; Dr. Khaula Murtadha, Dr. Lisa Riolo)**

- a. **Resolution 44 – 2024** (Approval to Award a Services Contract for Off-Duty Police Officer Services)

Mr. Adam Parsons, Chief Operational Services Officer, advised that the Committee is recommending approval of a six-month contract with offdutyops, Inc. in the amount of \$121,550 for off duty police officer services.

After full discussion and careful consideration of Resolution 44 – 2024, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Dr. Murtadha seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Payne – Aye	Dr. White – Aye

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

- b. **Resolution 45 – 2024** (Approval to Award a Construction Services Contract for the East Thirty-Eighth Street Branch RTU-1 Replacement Project)

Mr. Parsons noted that the Committee recommends approval to award a construction services contract for the replacement of the rooftop mechanical unit number 1 (“RTU-1”) at the East Thirty-Eighth Street Branch to Samsun Mechanical, Inc. in the amount of \$86,775.

After full discussion and careful consideration of Resolution 45 – 2024, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Dr. White seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Payne – Aye	Dr. White – Aye

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

- c. **Resolution 46 – 2024** (Approval to Award a Design Services Purchase Order for the Fort Ben Branch Acoustic Treatment Project)

Mr. Parsons shared that is recommended that the Library award a design services purchase order for the Fort Ben Branch Acoustic Treatment Project to RATIO Design for a lump-sum fee of \$48,500 with an allowance of \$4,000 for reimbursable expenses. This will add a separate space for children and families and reduce noise coming from the community room.

After full discussion and careful consideration of Resolution 46– 2024, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Dr. Riolo seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Payne – Aye	Dr. White – Aye

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

- d. **Resolution 36 – 2024 Corrected** (Approval to Correct Previously Approved Construction Services Contract for the Library Services Center Roof Replacement)

Mr. Parsons advised that a discrepancy had been identified in the paperwork from last month’s meeting. The correct contract amount that is to be awarded to Skyline Roofing and Sheet Metal Company for the Roof Replacement Project at the Library Services Center is \$609,170.

After full discussion and careful consideration of Resolution 36 – 2024 Corrected, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Dr. Murtadha seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye  
Dr. Murtadha – Aye  
Dr. Payne – Aye

Dr. Riolo – Aye  
Ms. Tribble – Aye  
Dr. White – Aye

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

**9. Library Foundation Update**

Ms. Roberta Jagers, President, Indianapolis Public Library Foundation, reviewed the Foundation’s Update as follows:

**News**

The Foundation’s 2025 – 2027 strategic planning process is underway. We are coordinating with the Library to ensure our plan aligns with and responds to the Library’s plan.

It is anticipated that the Foundation’s final plan will be approved in November.

**Donors and Program Support**

Major Donors last month: Everwise Credit Union, First Merchants Bank and Nicholas H. Noyes, Jr. Memorial Foundation, Inc.

Program Support in the amount of \$225,000 was provided to the Library this month for: Central Author Engravings, Bilingual Storytime and On the Road to Reading.

Ms. Jagers also updated the Board on the Foundation’s new Lillian Childress Hall Scholarship Fund. The scholarships will benefit Library employees from underrepresented groups seeking their Master’s degree in Library Science or Library Information Science.

**10. Report of the CEO**

**a. Confirming Resolutions**

**1) Resolution Regarding Finances, Personnel and Travel (47 – 2024)**

After full discussion and careful consideration of Resolution 47 – 2024, the resolution was approved on the motion of Mr. Biederman, which was seconded Dr. Riolo, and the following roll call vote:

Mr. Biederman – Aye  
Dr. Murtadha – Aye  
Dr. Payne – Aye

Dr. Riolo – Aye  
Ms. Tribble – Aye  
Dr. White – Aye

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

**b. Report of the CEO – July 2024**

Mr. Gregory Hill, the Library’s CEO, discussed information contained in his Report which included:

- On June 1, 2024, Central Library’s 2024 Equity Speaker Series welcomed the authors of the book “Who Would Believe a Prisoner? Indiana Women’s Carceral Institutions, 1848 – 1920.”
- Wayne Branch is fortunate to have a great partner in Wayne Township Schools, including hosting the Schools’ Giants Café (lunch bus) from June 10 through July 12.
- As of July 16, 2024, 14,611 kids and teens are participating in the Summer Reading Program and 5,430 adults are also participating. The Library is pleased to work with 12,497 readers in local daycare and summer camp groups.

Mr. Hill also mentioned that the Library Board has had two board retreats and plans to hold another in October or November 2024.

**c. Quarter 2 Statistical Report on Library Operations**

Ms. Marianne McKenzie, Strategic Planning and Assessment Officer, reviewed the Quarter 2 Statistical Report on Library Operations. Some highlights mentioned included:

- Cardholder statistics are a key performance indicator for the Library. Approximately 54.6% of cardholders were active at the end of May and we had 9,417 new cardholders registered.
- There is a slight decrease in physical circulation due to Pike and Nora’s closure. However, surrounding branches are seeing an increased door count.
- The Library now has more accurate door counters to help us make data-based decisions on staffing and programming.

A discussion then took place concerning the counters’ ability to differentiate between adults and children.

Ms. McKenzie will check on that capability and report back.

**UNFINISHED BUSINESS**

11. None.

**NEW BUSINESS**

12. None.

## **DISCUSSION AND AGENDA BUILDING**

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

- Dr. Murtadha requested an update on the operation of the Center for Black Literature and Culture (“CBLC”) at Central Library.

Ms. Tribble reminded Dr. Murtadha that the Center has a new director and suggested that we give her some time to become familiar with its operations and then ask her to give a report to the Board at a later date.

**14. Notice of Special Meetings**

None.

**15. Notice of Next Regular Meeting**

Monday, August 26, 2024, at the Fort Ben Branch Library, 9330 East 56<sup>th</sup> Street, at 6:30 p.m.

**16. Adjournment**

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

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

## **INFORMATION**

**17. Materials**

- a. **Notes of July 9, 2024 Finance Committee Meeting.**
- b. **Notes of July 9, 2024 Facilities Committee Meeting.**
- c. **Notes of June 21, 2024 Diversity, Policy and Human Resources Committee Meeting.**

**18. Board Meeting Schedule for 2024 (Notice of Date and Place of Meeting) and Upcoming Events**

- a. **Board Meeting Schedule for 2024** *will be updated as needed.*



b. **Library Programs/Free Upcoming Events** may be found at [attend.indypl.org](https://attend.indypl.org).

The July 22, 2024 Indianapolis Public Library Board Meeting is available to view at:

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

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Patricia A. Payne, Secretary to the Board