

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
MINUTES OF THE REGULAR MEETING  
JUNE 24, 2024**

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The Indianapolis-Marion County Public Library Board met in person at the Michigan Road Branch Library, 6201 North Michigan Road, Indianapolis, Indiana, on Monday, June 24, 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. Palacio, Dr. Payne and Ms. Tribble.

Members absent: Dr. White.

The Chair recognized a quorum.

Ms. Tribble thanked the Michigan Road staff for hosting tonight's meeting. She also mentioned her attendance at the recent kick-off of the Summer Reading Program at the College Avenue Branch. Ms. Tribble also shared that she attended College's 100<sup>th</sup> Anniversary Celebration on June 22, 2024. It was a milestone for the branch and everyone attending enjoyed themselves.

**3. Branch Manager's Report**

a. Michigan Road Branch Report

Ms. Denyce Malone, Manager, Michigan Road Branch, shared information on the branch noting that it had opened on December 15, 2018. She mentioned that some of furniture in the branch was manufactured using the wood from trees that had been on the building site of the branch. The branch currently serves a population of 60,511. Preschool story times are held twice a week and attendance averages 30 children and their caregivers. A total of 5,500 seed packets were distributed to patrons as of May 15, 2024.

#### 4. **Public Comment**

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

Mr. Avi Maun, of the Teen Advisory Group (“TAG”) at the Michigan Road Branch, shared that this group creates events such as scavenger hunts, writing competitions and board game nights to get teens involved at the branch.

Several Board members complimented the Group’s leadership and the work being done to engage teens.

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

##### a. **Regular Meeting, May 20, 2024**

The minutes from the Regular Meeting held May 20, 2024 were approved on the motion of Dr. Palacio, seconded by Dr. Payne, and the following roll call vote:

Mr. Biederman – Aye  
Dr. Murtadha – Aye  
Dr. Palacio – Aye

Dr. Payne – Aye  
Ms. Tribble – Aye

### COMMITTEE REPORTS

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

##### a. **Report of the Treasurer**

Ms. Lolita Campbell, Chief Financial Officer and Ms. Mary Rankin, Treasurer, presented the Report of the Treasurer which noted that the year-to-date revenue was \$6,464,181 and the year-to-date expenditures were \$21,698,922.

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

Mr. Biederman – Aye  
Dr. Murtadha – Aye  
Dr. Palacio – Aye

Dr. Payne – Aye  
Ms. Tribble – Aye

##### b. President Tribble will Convene a Public Hearing.

i. President Tribble convened a Public Hearing on the motion of Dr. Murtadha, seconded by Dr. Payne and the unanimous consent of the Board to consider the 2024 Long-Term Capital Maintenance and Equipment Update Project and the Appropriation of Proceeds of the 2024 Long-Term Capital Maintenance and Equipment Update Project Bonds.

Mr. Jason Tanselle with Baker Tilly spoke about the Long-Term Capital Maintenance and Equipment Update Project. He explained that the Library could issue a \$6,350,000 bond to pay for the long-term needs of the Library, such as facilities updates and equipment. The Library currently has nine outstanding bonds totaling \$18.5 million. The Library can replace bonds as they come to maturity with new bonds. For the new bond, the established maximum borrowing amount is \$6,350,000.

Ms. Hannah Clendening with Barnes and Thornburg noted that the \$6,350,000 general obligation bonds to be issued by the Library will be used for maintenance and facility upgrades at several Library locations including, but not limited to the following: Pike, Nora, Haughville, Irvington, Southport, Spades Park, Beech Grove, East 38<sup>th</sup> and Central.

- ii. Public Comment was invited from the Audience.

There was no public comment.

- c. President Tribble considered a motion to Close the Public Hearing.

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

By unanimous vote of the Board, the Public Hearing was closed.

- d. **Resolution 25 – 2024** (Indianapolis-Marion County Public Library Authorizing Issuance of Bonds for the Purpose of Providing Funds to Pay for the 2024 Long-Term Capital Maintenance and Equipment Update and Project and Expenses Related)

After full discussion and careful consideration of Resolution 25 – 2024, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. Payne seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

- e. **Resolution 26 – 2024** (Indianapolis-Marion County Public Library Appropriation Resolution – 2024 Long-Term Capital Maintenance and Equipment Update Project)

After full discussion and careful consideration of Resolution 26 – 2024, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. Payne seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

- f. **Resolution 27 – 2024** (Approval for Purchase of Fifty-Seven (57) Patron Self-Checkout Machines, Model LS-600 i-circ)

Ms. Shanika Heyward, Chief Innovation and Technology Officer, advised that many of the Library’s self-checkout machines are 16 – 20 years old. The cost to replace the machines is \$244,515.

After full discussion and careful consideration of Resolution 27 – 2024, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. Payne seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

- g. **Resolution 28 – 2024** (Annual OCLC Cataloging, Metadata, and ILL Subscription Services)

Ms. Deb Lambert, Chief Collection Management Officer, advised that OCLC consists of a suite of cataloging management tools and services used for creating database records for all the Library’s print and electronic resources. The OCLC renewal cost will be \$107,748.

After full discussion and careful consideration of Resolution 28 – 2024, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. Payne seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

- h. **Resolution 29 – 2024** (Marion County Internet Library Grant Acceptance and Database Renewal)

Ms. Lambert shared that the Marion County Internet Library is a set of homework and research databases which is shared by eligible Marion County high schools, universities, and public libraries.

After full discussion and careful consideration of Resolution 29 – 2024, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. Payne seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye  
 Dr. Murtadha – Aye  
 Dr. Palacio – Aye

Dr. Payne – Aye  
 Ms. Tribble – 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)**

At this time, President Tribble asked for the consent of the Board to simultaneously consider items a, b and c, namely Resolutions 30, 31 and 32 – 2024.

The Board members gave their consent.

- a. **Resolution 30 – 2024** (Approval to Amend and Rename Policy 249.7 – Sunday Premium)
- b. **Resolution 31 – 2024** (Amendment to Article 5 of the Currently Effective Joint Association Recommendations)
- c. **Resolution 32 – 2024** (Amendment to Section 23.3 of the Currently Effective Joint CBA Recommendations)

At this time, Ms. Tisha Galarce, Chief Talent and Development Officer, advised that the Library employees in Public Services and Collection Management positions will earn Sunday Premium Pay for each Sunday shift worked that is equal to 1.5 times their calculated hourly rate of pay for up to six hours worked. Those employees should expect to be scheduled to work at least six full Sunday shifts each calendar year but may be required to work more than six full Sunday shifts in a calendar year if deemed necessary by their manager. Staff members who work at InfoZone on Sunday will receive Premium Pay for up to eight hours.

After full discussion and careful consideration of Resolution 30 – 2024, Resolution 31 – 2024 and Resolution 32 – 2024 received favorable recommendations from the Diversity, Policy and Human Resources Committee. Dr. Payne seconded the recommendation. The resolutions were approved on the following roll call vote:

Mr. Biederman – Aye  
 Dr. Murtadha – Aye  
 Dr. Palacio – Aye

Dr. Payne – Aye  
 Ms. Tribble – Aye

The resolutions are appended to, and made a part of, these minutes.

- d. **Resolution 33 – 2024** (Approval for Additional Policy 112 – Library Records, Deletion Policies 115, 150.3, 130.4 and 130.5)

Ms. Galarce noted that the Library is obligated to comply with the Indiana Archives and Records Administration Laws and the Indiana Access to Public Records Act and is required to retain, maintain, and preserve all documents (including electronically stored documents, emails and texts) that are created, received, or filed by the Library,

including any Library employee or official, related to the transaction of the Library's business or its government functions ("Library Records").

After full discussion and careful consideration of Resolution 33 – 2024, it was noted that this resolution received a favorable recommendation from the Diversity, Policy and Human Resources Committee. Dr. Payne seconded the recommendation. The resolution was approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

e. **Resolution 34 – 2024** (Approval to Amend Collective Bargaining Agreement)

This item was tabled until a later date.

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

a. **Resolution 35 – 2024** (Approval to Award a Construction Services Contract for the Beech Grove Branch Chiller Replacement Project)

Mr. Adam Parsons, Chief Operational Services Officer, shared that the Committee recommends the approval to award a construction services contract for the Beech Grove Chiller Replacement Project to Ellis Mechanical, Inc. for the total cost of \$181,000.

After full discussion and careful consideration of Resolution 35 – 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. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

b. **Resolution 36 – 2024** (Approval to Award a Construction Services Contract for the Library Services Center Roof Replacement Project)

Mr. Parsons noted that the Committee recommends the approval to award a construction services contract for the Library Services Center Roof Replacement Project to Skyline Roofing and Sheet Metal Company, Inc. for a total cost of \$607,170.

After full discussion and careful consideration of Resolution 36 – 2024, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Dr. Palacio seconded the recommendation. The resolution was approved

on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

- c. President Tribble will Convene a Public Hearing
- i. President Tribble convened a Public Hearing on the motion of Mr. Biederman, seconded by Dr. Murtadha and the unanimous consent of the Board to consider the offer for the granting of fee simple and temporary right of way to IndyGo for real property totaling 2,144 square feet at 2726 and 2810 East Washington Street, Indianapolis, Indiana (East Washington Street Branch) and the offer for the granting of fee simple and temporary right of way to IndyGo for real property totaling square 837 square feet at 5625 East Washington Street, Indianapolis, Indiana (Irvington Branch).
- Mr. Adams explained that IndyGo is in the process of acquiring the necessary right of way to continue construction on the Blue Line which will run from the Indianapolis International Airport to Cumberland. For the property near the East Washington Branch, the Library will receive compensation in the amount of \$8,500 and for the property near the Irvington Branch, the Library will receive compensation in the amount of \$2,300.
- ii. Public Comment was invited from the Audience.
- There was no public comment.
- d. President Tribble considered a motion to Close the Public Hearing.
- Dr. Murtadha made a motion to close the Public Hearing. Dr. Payne seconded the motion.
- By unanimous vote of the Board, the Public Hearing was closed.
- At this time, President Tribble asked for consent of the Board to simultaneously consider items e and f, namely Resolutions 37 and 38 – 2024.
- The Board members gave their consent.
- e. **Resolution 37 – 2024** (Authorization to Grant Temporary and Fee Simple Right of Way to Indianapolis Public Transportation Corporation (“Indy Go”) for 2726 and 2810 East Washington Street, Indianapolis, Indiana (East Washington Street Branch)
- f. **Resolution 38 – 2024** (Authorization to Grant Temporary and Fee Simple Right of Way to Indianapolis Public Transportation Corporation (“Indy Go”) for 5625 East Washington Street, Indianapolis, Indiana (Irvington Branch)

After full discussion and careful consideration of Resolution 37 and Resolution 38 – 2024, it was noted that these resolutions received a favorable recommendation from

the Facilities Committee. Dr. Payne seconded the recommendation. The resolutions were approved on the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

The resolutions are appended to, and made a part of, these minutes.

## 9. **Library Foundation Update**

Mr. Biederman reviewed the Foundation’s Update as follows:

### News

The Foundation is proud to support the Summer Reading Program (“SRP”). Many thanks to all Library staff who make the SRP possible.

As a celebration of the culmination of SRP, Library Night at Victory Field will be held on July 30, 2024.

### Donors and Program Support

Major Donors last month: Everwise Foundation, Indianapolis Indians, PNC Foundation, RJE Business Interiors, The Glick Family Foundation, and Woodley Farra Manion Portfolio Management.

Program Support in the amount of \$24,000 was provided to the Library this month for: Adult Art Programs, Concert Series, International Festivals and Celebrations, Preschool Packaged Programs and World Language Book Club.

## 10. **Report of the CEO**

### a. **Confirming Resolutions**

#### 1) **Resolution Regarding Finances, Personnel and Travel (39 – 2024)**

After full discussion and careful consideration of Resolution 39 – 2024, the resolution was approved on the motion of Mr. Biederman, which was seconded Dr. Palacio, and the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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



**b. Report of the CEO – June 2024**

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

- Various programs held at the branches
- The Summer Reading Program has registered 11,965 children and 4,789 adults
- The Library's ongoing Patron Engagement efforts were also highlighted with surveys conducted to enhance service quality

Some of Mr. Hill's goals for the second quarter were:

- Behavioral Policy Update
- Business Continuity Plan
- Sharepoint – Department Sites

Mr. Hill also mentioned that wellness days are offered to staff that experience a traumatic event.

**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 asked about receiving information on the Library's professional development program. What is the ROI impact on staff?

14. **Notice of Special Meetings**

None.

15. **Notice of Next Regular Meeting**

Monday, July 22, 2024, at the Glendale Branch Library, 3660 East 62<sup>nd</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 8:25 p.m.

**INFORMATION**

**17. Materials**

- a. **Notes of June 7, 2024 Facilities Committee Meeting.**
- b. **Notes of June 7, 2024 Finance 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](http://attend.indypl.org).

The June 24, 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