

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
JUNE 26, 2023**

The Indianapolis-Marion County Public Library Board met in person and virtually at Central Library, 40 East St. Clair Street, Riley Room, Indianapolis, Indiana on Monday, June 26, 2023 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, Mr. Lane (virtual), Dr. Murtadha, Dr. Palacio, Dr. Payne and Ms. Tribble.

Members absent: Dr. White.

The Chair recognizes a quorum.

Ms. Tribble made the following statement:

Welcome all to this Regular Meeting of the Indianapolis Public Library Board of Trustees. I want to begin by thanking the staff here at Central Library for hosting this event. I'm excited to hear tonight's report from the Central Library Manager of Adult Services, along with the updates from the other individuals on our Agenda. I'm looking forward to an insightful discussion and a productive meeting.

Before we begin, I'd like to highlight a few important initiatives that our IndyPL staff has been working on these last few months. First, the 104th IndyPL Summer Reading Program kicked off on June 3rd with onsite celebrations for readers of all ages and at many IndyPL branch libraries. Since then, we've had 12,287 children and teens and 5,510 adults who started their summer reading and who have begun to set and reach their reading goals.

I also want to give a special thanks to the staff at the Wayne Branch who have invited each of us as Board Members to be guest readers for the Summer Reading program. As the Summer goes on, IndyPL branches will continue to offer programming and prizes for SRP readers. The enjoyable, engaging, and educational offerings created by the IndyPL team are at the heart of our mission to enrich everyone and strengthen communities through lifelong learning and no one does this work better than IndyPL librarians and staff. Keep up the amazing work.

And if anyone is interested in signing up for the Summer Reading Program, it's not too late. Visit IndyPL.org to join today. IndyPL also recognized some important holidays in June. Last week branches across the system commemorated Juneteenth with educational resources, special events, guest speakers, music and food. Libraries also hosted story hours, arranged displays, and provided educational programming to help support and uplift the LGBTQ+ community during Pride month. Thank you to all of our staff and members who are working to make IndyPL a place where everyone in our community, every community member, regardless of race, gender or identity, can feel safe and loved.

And finally, I want to continue to celebrate IndyPL's 150th anniversary and recognize all the staff members who have been instrumental in planning and executing our anniversary events. A century and a half of service to the Marion County community is an incredible milestone and is noted in our history book, *Stacks*, whether for education or entertainment, inspiration or recreation, enlightenment or accomplishment, the Indianapolis Public Library has been one of central Indiana's most vital resources. Building on this rich history, our vibrant story endures with our newest branch that's opening in August. The new facility at Fort Ben will be filling a service area gap on the Far Eastside between the existing Lawrence and Warren branches.

There's so much to celebrate about IndyPL and I am really honored to be a part of this organization and to witness the great work that our staff is doing this year and every year. Thank you for your kind attention to these remarks.

3. **Branch Manager's Report**

Ms. Robin Kelley, Manager, Adult Services, Central Library, discussed her Report entitled "Central Library 2023" that had been distributed to the Board. She shared information on the following topics:

- Our Story
- Central's Neighborhood
- Demographics of Population Living in the Central Library Service Area
- How We Serve
- Central Unique Collections and Services
- Who We Are
- Central's Community

Dr. Payne thanked Ms. Kelley for the Report.

Dr. Palacio noted that he is always surprised at all the amazing work that the staff do-- front lines, behind the scenes and this Report captures exactly that because there's a lot of details.

Dr. Murtadha thanked Ms. Kelley for sharing both quantitative and qualitative data. The stories are invaluable. The comments make a big difference too.

Mr. Gregory A. Hill, Sr., IndyPL CEO, commented that he wished to echo what the Board members had said. He really appreciates the work done by the Central Library staff.

.4. Public Comment and Communications

a. Public Comment

Ms. Tribble announced that next on our Agenda is this Public Comment section. We welcome feedback from the public about our Indianapolis libraries, and this is a time when the public may address the Board. If several of you are here representing the same group, please select a spokesperson. To respect everyone's time, please do not repeat the same comments someone else has offered. Please note that this Public Comment time is not the appropriate time or a forum for commenting on matters related to alleged employee misconduct. Any such matters should be brought promptly to the attention of the Library's CEO or the Human Resources Department, where those issues can be properly addressed in compliance with established Library policy and procedures.

A five-minute limit will be allowed for each speaker. And because this meeting is a matter of public record, we ask that as you step forward, before you give your testimony, please provide your name and address at the beginning of your comments.

The full content of all public comments is included in the recording of the meeting posted and available on the Library website at IMCPL.org. in the About the Library section of the site. The general substance of each speaker's comments is included here.

Speakers:

Ms. Lauren Thorne-Jewett - She is an IndyPL Library employee and thanked all those that work there.

She mentioned the reaction she had received after speaking at last month's Board Meeting about her feelings of loneliness. Over 45 people reached out to her with support. So many differences, she noted, yet so many similarities as well. All of you are both invaluable and valued.

Please continue to treat yourselves and others with kindness. Please also see the validity in expecting kindness from others. You are seen and you are heard.

Mr. Bradley Johnson - He is the Supervisor in Shipping and Receiving at the Library and commented what a wonderful day it was at the branches recently as the Library was celebrating its 150th Anniversary with the patrons. He mentioned that the work of his department goes up and down like waves. During the school year they are busier as they make deliveries to our Shared System schools. The children are always excited when the totes arrive with books. He loves working at IndyPL

Dr. Terri Jett and Mr. Michael Torres – Dr. Jett, former IndyPL Board Member and Mr. Torres, IndyPL employee and President of the Library’s Union – AFSCME, discussed a presentation made at the recent American Libraries Association Conference by Mr. Torres, Ms. Nichelle Hayes – Manager of the Center for Black Literature and Culture at Central Library and Mr. Lane, IndyPL Board Member, about libraries and unions. Mr. Torres also distributed a folder of information about AFSCME and that presentation to the Board members.

Barbara Ann O’Leary – Employee at Central Library expressed her concern that the Board Governance metric on the Library’s Climate Improvement Study is only at 50%. She encouraged the Board to work to raise that number.

- b. **Communications** received, not requiring action.

There were no Communications received.

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

- a. **Special Meeting, May 12, 2023**

The minutes from the Special Meeting held May 12, 2023 had been distributed to the Board.

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

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

- b. **Executive Session, May 22, 2023**

The minutes from the Regular Meeting held May 22, 2023 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 | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

- c. **Regular Meeting, May 22, 2023**

The minutes from the Regular Meeting held May 22, 2023 had been distributed to the Board.

The minutes were approved on the motion of Dr. Murtadha, seconded by Dr. Palacio, and the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

COMMITTEE REPORTS

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

a. Report of the Treasurer – May 2023

Ms. Lolita Campbell, Chief Financial Officer and Ms. Mary Rankin, Treasurer, discussed the Report of the Treasurer.

With regard to the Revenue, Ms. Campbell referenced the May payment of property taxes which was 3% higher year-to-date. Intergovernmental – E-rate revenue received. Charges for Services – Public printing revenue is consistent month to month. Miscellaneous – Interest revenue continues to grow due to a higher account interest rate than previous year. Total interest earned is \$458,089 which is 59% higher than last year,

Ms. Rankin shared that Expenditures are as follows: Personal services and benefits continues to average 3% lower than last year. Supplies – 7% higher due to increase in office and cleaning supplies. Other Services and Charges – 3% increase: Due to legal and accounting services. Capital Outlay – 2% higher.

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

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

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

b. Resolution 35 – 2023 (Resolution for Transfer Between Classifications and Accounts)

Ms. Campbell explained that the transfer in the Operating Fund is to move funds within the CEO Department’s budget to fund the contract for the Chief Administrative Officer and this is for only one month in the amount of \$15,833.33 for June 2023.

Dr. Payne asked when the contract would end.

Mr. Hill advised it would end on July 31, 2023.

After full discussion and careful consideration of Resolution 35 – 2023, Mr. Biederman made the motion to approve the Resolution for Transfer Between Classifications and Accounts. Dr. Palacio seconded the motion. The resolution was approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Abstain | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

- c. **Resolution 36 – 2023** (Resolution for Marion County Internet Library Grant Acceptance and Database Renewals)

Ms. Deb Lambert, Director, Collection Management Services Area, explained that she was bringing this resolution to support acceptance of a grant we received from the Library Foundation of the Indianapolis Foundation, managed by CICF. This is the 24th year that we've received this grant. It is on behalf of eligible university libraries, all high school libraries and the public library in Marion County. We are the grant administrator for them.

We provide usage, statistics and supporting documentation for this year after year to show that it's a successful high-use service that we're providing not just to our patrons but all the patrons, all the university and high school students in Marion County. The total amount of the grant is \$602,000.

After full discussion and careful consideration of Resolution 36 – 2023, Dr. Murtadha made the motion to approve the Resolution for Marion County Internet Library Grant Acceptance and Database Renewals. Dr. Payne seconded the motion. The resolution was approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – 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)**

Mr. Biederman advised that the Committee did not have a formal report for this month but the Committee expects to have a resolution next month regarding the tuition reimbursement

policy. There will also be a discussion about the positions that have been filled on the executive team.

8. Facilities Committee (Dr. Eugene G. White, Chair; Mr. Stephen Lane, Dr. Khaula Murtadha)

a. **Resolution 37 – 2023** (Approval to Award a Services Contract for the Service Area Assessment and Patron Services Analysis Project)

Mr. Adam Parsons, Facilities Director, shared that Facilities is currently using a Facilities Assessment from 2014 that was performed by Ratio Architects to give us our long-term capital planning for very high level renovations, new construction and so forth. This is basically a 10-year refresh. We need to take a second look at what the second half of our current 20-year plan should be and update and refresh that.

The initial scope of the statement of qualifications is within the \$250,000 budget that we have that will be funded through the 2022 Facilities Improvement Bond. Following review of the information by the Evaluation Team, it was recommended that the contract be awarded to Schmidt Associates. They would gather information July through September with analysis and assessment August through December. Final report would be due in January 2024.

After full discussion and careful consideration of Resolution 37 – 2023, the Committee had recommended the approval of Resolution 37 – 2023, the Approval to Award a Services Contract for the Service Area Assessment and Patron Services Analysis. Dr. Murtadha seconded that recommendation. The resolution was approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

b. **Resolution 38 – 2023** (Seventh Amendment to Security Services Agreement)

Mr. Parsons noted that this is the seventh amendment to the agreement for security and alarm response services. We currently have an amendment with Allied Security, which is formerly known as G4S. There has been a delay in finalizing what the Library Security Assistant program should be. Our goal for this year is to get a plan for full LSA participation in 2024 in the next month or two and use that information to create a request for proposal, to be released in September or October of this year, to get a new contract for security services. In this regard, Mr. Parsons asked to extend this contract for an additional six months through the end of 2023.

After full discussion and careful consideration of Resolution 38 – 2023, the Committee had recommended approval of Resolution 38 – 2023, Seventh Amendment to Security Services Agreement. Dr. Murtadha seconded that

recommendation. The resolution was approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

- c. **Resolution 39 – 2023** (Approval to Award a Construction Services Contract for the Installation of the Library Services Center Generator)

Mr. Parsons explained that the Library has several on-premise servers that run several required programs. If those are not powered, then we cannot provide services to branches and we can't operate as normal when we have a power outage at LSC.

Right at the moment, the best that we have is one to two hours of battery backup. The need for a generator was identified by a gap analysis that was procured by Shanika Heyward, our IT Director.

It was recommended that Xceed Electric be awarded the contract for installation of a generator at LSC for a total cost of \$203,500. Due to long lead times for the equipment, it is anticipated that the project will be completed by July 1, 2024.

After full discussion and careful consideration of Resolution 39 – 2023, the Committee had recommended the approval of Resolution 39 – 2023 the Approval to Award a Construction Services Contract for the Installation of the Library Services Center Generator. Dr. Murtadha seconded that recommendation. The resolution was approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

- d. **Resolution 40 – 2023** (Approval to Award a Construction Services Contract for the Roof Replacement at College Avenue Branch)

With regard to the roof at the College Avenue Branch, Mr. Parsons advised that it was determined the roof was beyond standard repair and it was decided that it needed to be replaced. Mr. Parsons stated that the Committee recommended awarding a contract to Apogee Construction at a cost of \$280,172 for the replacement of the roof at the College Avenue Branch. Apogee will self-perform 95% of the work.

: After full discussion and careful consideration of Resolution 40 – 2023, the Committee had recommended approval of Resolution 40 – 2023, the Approval to Award a Construction Services Contract for the Roof Replacement at College Avenue Branch. Dr. Murtadha seconded that recommendation. The resolution was

approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

- e. **Resolution 41 – 2023** (Approval to Award a Construction Services Contract for the Roof Replacement at Franklin Road Branch)

Mr. Parsons stated that these roof replacements are sister projects, so it's the same action; Approval to Award a Construction Services Contract for the Franklin Road Branch Roof Replacement. We advertised these at the same time, but we did accept bids that could be either/or, or both.

Apogee Construction was again the lowest bidder, and they are an MBE who will self-perform at 95%. It was the same process of advertising, and inviting, and evaluating as before. Anticipate installation around December 1, 2023.

After full discussion and careful consideration of Resolution 41 – 2023, the Committee had recommended approval of Resolution 41 – 2023, the Approval to Award a Construction Services Contract for the Roof Replacement at Franklin Road Branch. Dr. Murtadha seconded that recommendation. The resolution was approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

9. **Library Foundation Updates**

Mr. Biederman, Library Board Representative to the Foundation, reviewed the following highlights contained in the Update:

News

The Library Foundation is proud to support the Summer Reading Program. Thank you to all Library staff for their hard work. We would also like to thank our sponsors this year:

Major Sponsors

92.3 WTTS, Alice and Robert Schloss Donor Advised Fund, The Indianapolis Foundation Library Fund, Indianapolis Indians Charities, Dr. Sherri Lauver and Dr. Kevin Biglan, Lilly Endowment Inc., and Mary Frances Rubly and Jerry Hummer

Supporting Sponsors

Citizens Energy Group, CollegeChoice CD 529 Savings Plan, Corteva Agriscience, FORVIS, The Fort Ben Branch Design & Construction Companies: RATIO, The Skillman Corporation and Davis & Associates, Inc., Nina Mason Pulliam Charitable Trust, Office of the Lawrence Township Trustee Steve Talley, One America

Donors

We thank the 278 donors who made gifts last month, following are the top corporate donors: American Honda Motor Co., Inc., Blue & Co., Central Indiana Community Foundation, City of Indianapolis, Everwise Credit Union, Meijer – East Washington Street, PNC Foundation and The Glick Family Foundation.

Program Support

This month we are proud to provide more than \$345,000 to the Library. This includes the On the Road to Reading Program, CBLC 6th Anniversary, Conversation Circles, East 38th Street Career Center and Fort Benjamin Harrison Branch Grand Opening Event.

10. Report of the CEO

a. Confirming Resolutions

1) Resolution Regarding Finances, Personnel and Travel (42 - 2023)

Mr. Hill made a recommendation that the Board approve Resolution 42 – 2023 Regarding Finances, Personnel and Travel. He reminded everyone that this is a routine, procedural action. It approves new hires, compensation changes, resignations, travel and financial-related claims and warrants.

Mr. Biederman made the motion, which was seconded by Dr. Murtadha, to approve Resolution 42 – 2023, the Resolution Regarding Finances, Personnel and Travel.

Resolution 42 – 2023 was approved on the following roll call vote:

| | |
|---------------------|-------------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Ms. Tribble – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

b. Report of the CEO

Mr. Hill reviewed a letter with the Board that included information on the following:

System-Wide Communication
Adult Summer Reading Program

Adult Program Specialist
Immigrant Outreach Programs
Early Childhood Programs, School Age Programs and Teen Programs

He also shared the Recent Highlights information.

A copy of the letter is attached to these minutes.

c. **CEO Presentation – First 100 Days**

Mr. Hill then did a PowerPoint presentation on his First 100 Days and provided copies of the presentation to the Board. He highlighted the following:

- Goals
- Stakeholder Engagement
- Timeline of Presentations
- Engagement of Staff
- Engagement of Community Leaders
- Strategic Plan Accomplishments
- Annual Report
- Completion of Climate Improvement Process
- Third Party Validation

Dr. Murtadha mentioned that she would like to see a copy of the Annual Report before it is finalized.

UNFINISHED BUSINESS

11. There was additional discussion on the Board's desire to include a DEI Impact Statement on the Board Action Request forms that will be similar to the Financial Impact Statement currently being used. Mr. Russell Brown, Board attorney, will set up a meeting with some Board members and IndyPL staff members to discuss factors to be considered for these statements.

NEW BUSINESS

12. None.

DISCUSSION AND AGENDA BUILDING

13. **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.

Items suggested for upcoming Board Agendas are as follows:

July 2023 – There was discussion as follows:

Ms. Tribble requested that those IndyPL staff members who attended the recent ALA conference give a briefing at the July Board Meeting.

Dr. Murtadha asked how the Board can pay better attention to governance and the issue of taxpayer dollars. How the Board deals with contracts and the matter of branch operations. These items are critical to discuss.

INFORMATION

14. Materials

- a. **Notes of May 19, 2023 and June 13, 2023 Diversity, Policy and Human Resources Committee Meetings**
- b. **Notes of June 13, 2023 Facilities Committee Meeting**
- c. **Notes of June 14, 2023 Finance Committee Meeting**

15. Board Meeting Schedule for 2023 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meeting Schedule** for 2023 will be updated as needed.
- b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

16. Notice of Special Meetings

17. Notice of Next Regular Meeting

Monday, July 24, 2023, at the Irvington Branch Library, 5625 East Washington Street, at 6:30 p.m.

18. Other Business

19. Adjournment

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

The Chairman then declared the meeting adjourned at 8:45 p.m.