

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
NOVEMBER 27, 2023**

The Indianapolis-Marion County Public Library Board met in person at the Spades Park Branch Library, 1801 Nowland Avenue, Indianapolis, Indiana on Monday, November 27, 2023 at 6:35 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, Dr. Murtadha, Dr. Palacio, Dr. Payne, Ms. Tribble and Dr. White.

Members absent: None.

The Chair recognized a quorum.

Ms. Tribble welcomed everyone and expressed her gratitude for the Indianapolis Public Library’s staff and her fellow Board members. As an institution with a 150-year history, we have a lot to be thankful for including our patrons, whether they are folks who have become like family and who are known by face or by name to our dedicated staff, or whether or not they're our patrons who take advantage of library services online, or whether they are patrons who are just beginning their relationships with us, or are discovering or rediscovering knowledge, information and resources that IndyPL offers to our patrons old and new, seen and unseen. Thanks to all.

3. Branch Manager’s Report

a. Spades Park Branch Report

Ms. Carri Genovese, Manager, Spades Park Branch, shared that they have a small service area of 9,738. They currently serve five IPS schools, two charter schools and two private schools. Patron base is 25% Black, 15% Hispanic, 56% non-Hispanic white. Their Asian population was listed as less than 1% in the SAVI data.

In 2022, they had a door count of 25,507, 56,782 items circulated, 107 programs, 2,114 program attendees, and they have already surpassed those numbers year-to-date in 2023. They have Chromebooks and hotspots for patrons, they are a seed

library and they have birdwatching kits for people to take advantage of to use in the Spades Park, Brookside Park and Pogues Run area.

4. **Public Comment**

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

David Scott, President of the Spades Park Neighborhood Association, advised that his organization is seeking resources to establish gateway and other signage for the Spades Park and Brookside Park areas.

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

a. **Regular Meeting, October 23, 2023**

The minutes from the Regular Meeting held October 23, 2023 were approved on the motion of Dr. Payne, seconded Dr. White, and the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Ms. Tribble – Aye
Dr. Murtadha – Aye	Dr. White – 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 for Financial Activities During October 2023**

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

Significant items of note: As of October, 2023, the Library has received 64% of expected property tax revenue. Interest revenue continues to grow with a Year-to-Date total of \$991,665.

Expenditures in Personal Services to date were at 72% of the Budget. Supplies are slightly lower. There is an increase in Other Services and Charges.

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

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Ms. Tribble – Aye

Dr. Murtadha – Aye
Dr. Palacio – Aye

Dr. White – Aye

- b. **Resolution 74 – 2023** (Resolution for the Basic Maintenance Existing Network Infrastructure)

Ms. Shanika Heyward, IT Director, advised that the Committee recommended awarding the contract to Logicalis in the amount of \$103,480.80.

After full discussion and careful consideration of Resolution 74 – 2023, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. White seconded the recommendation. The resolution was approved on the following roll call vote:

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

Dr. Payne – Aye
Ms. Tribble – Aye
Dr. White – Aye

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

- c./d. At this time, Ms. Tribble requested consent from the Board to consider **Resolution 75 – 2023** (Resolution for 2023 Basic Internet Access Crown Castle) and **Resolution 76 – 2023** (Resolution for 2023 Basic Internet Access AT&T) together.

The Board members gave their consent.

Ms. Heyward shared that the Library would be upgrading their computers from one gig to two gigs.

The Library would enter into an agreement with Crown Castle in an amount not to exceed \$34,200 for a 36-month contract.

The Library would enter into an agreement with AT&T for an amount not to exceed \$34,934.40 for a 36 month contract.

After full discussion and careful consideration of Resolution 75 – 2023 and Resolution 76 – 2023, the resolutions were approved on the motion of Dr. White, which was seconded by Mr. Biederman, and the following roll call vote:

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

Dr. Payne – Aye
Ms. Tribble – Aye
Dr. White – Aye

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

e. **Resolution 77 – 2023** (Resolution to Transfer Between Accounts and Classifications)

Ms. Campbell explained that Personal Services, Department Office Supplies and Capital Outlay accounts would be decreased by \$170,000 and Office Supplies – Facilities, Department Office Supplies, Security Services and Other Contractual Services accounts would be increased by \$170,000.

After full discussion and careful consideration of Resolution 77 – 2023, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. White seconded the 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. White – Aye
Dr. Palacio – Aye	

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

Ms. Campbell then provided a brief update on the Library's bonds.

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 78 – 2023** (Approval of Additional Payments to Employees for Year End)

Ms. Tisha Galarce, HR Director, advised that there is a surplus in the Budget and it was being recommended that staff members be awarded an additional payment on their December 8, 2023 check.

After full discussion and careful consideration of Resolution 78– 2023, it was noted that this resolution received a favorable recommendation from the Diversity, Policy and Human Resources Committee. Mr. Lane seconded the 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. White – Aye
Dr. Palacio – Aye	

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

b. **Resolution 79 – 2023** (Approval of By-Laws Amendments)

Mr. Russell Brown, the Library's legal counsel, reviewed the proposed Amendments to the Library's By-Laws that had been previously shared with the Board. There were 18 changes suggested. After final review, the Board decided not to accept the

proposed change about reducing the time for public comment at Board Meetings from five minutes to three minutes. All other changes were accepted.

After full discussion and careful consideration of Resolution 79 – 2023, the resolution was approved on the motion of Dr. White, which was seconded by Dr. Murtadha, and the following roll call vote:

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

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

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

- a./b. At this time, Ms. Tribble requested consent from the Board to consider **Resolution 80 – 2023** (Approval to Award a Construction Services Contract for the Replacement of Exterior Windows at Nora Branch) and **Resolution 81 – 2023** (Approval to Award a Construction Services Contract for the Replacement of Exterior Windows at Pike Branch) together.

The Board members gave their consent.

Mr. Adam Parsons, Facilities Director, shared that the Facilities Committee had reviewed these items at the recent meeting and is recommending that:

The Library would enter into an agreement with Holladay Construction Group for the replacement windows at the Nora Branch for an amount not to exceed \$169,755.

The Library would enter into an agreement with Holladay Construction Group for the replacement windows at the Pike Branch for an amount not to exceed \$199,269.

After full discussion and careful consideration of Resolution 80 – 2023 and Resolution 81 – 2023, the resolutions were approved on the motion of Dr. White, which was 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. White – Aye
Dr. Palacio – Aye	

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

- c. **Resolution 82 – 2023** (Approval to Establish a Guaranteed Maximum Price for the Construction Manager as Constructor for the Learning Curve at Central Library)

Mr. Parsons noted that 37 requests for proposals had been sent out and the Library received one response from Stenz Corporation. The Facilities Committee is recommending that a contract be awarded to Stenz Corporation for the above-referenced services. The approximate cost is \$454,000, which is included in the overall project cost of \$6,253,957.

After full discussion and careful consideration of Resolution 82 – 2023, it was noted that this resolution received a favorable recommendation from the Facilities Committee. Mr. Biederman seconded the 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. White – Aye
Dr. Palacio – Aye	

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

d. **Resolution 83 – 2023** (Approval to Award a Construction Services Contract for the Nora Branch Renovation Project)

Mr. Parsons explained that the Facilities Committee recommended that a contract be awarded to Gilliatte General Contractors, Inc. for a total cost of \$2,879,000, inclusive of the four Add Alternates included in the bid.

After full discussion and careful consideration of Resolution 83 – 2023, it was noted that this resolution received a favorable recommendation from the Finance Committee. Dr. White seconded the 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. White – Aye
Dr. Palacio – Aye	

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

e. **Resolution 84 – 2023** (Approval of Sixth Amendment to Indenture Lease and Lease Agreement for the Glendale Branch)

Mr. Parsons explained that the Committee recommended that the Library sign an Amendment for a term ending June 30, 2024 for the monthly amount of \$18,750.

After full discussion and careful consideration of Resolution 84 – 2023, 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
Mr. Lane – Aye	Ms. Tribble – Aye
Dr. Murtadha – Aye	Dr. White – Aye
Dr. Palacio – Aye	

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

f. **Resolution 85 – 2023** (Approval to Award a Services Contract for Security Services)

Mr. Parsons advised that the signature page of the resolution mistakenly said “Housekeeping and Janitorial Services” instead of “Security Services.”

He then noted that the Committee had recommended awarding a contract in the amount of \$350,000 to Marshall Security, LLC to start in January 2024.

After full discussion and careful consideration of Resolution 85 – 2023, the resolution was approved on the motion by Dr. White, which was seconded by Dr. Payne, and the following roll call vote:

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

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

g. **Resolution 86 – 2023** (Approval to Award a Services Contract for Snow and Ice Removal)

Mr. Parsons explained that the Facilities Committee was recommending that the Library sign a contract with Providence Outdoor, Inc. for Snow and Ice Removal Services with options for three additional one-year renewals. The required services vary from year to year. The 2023 Budget for these services is \$357,775.

After full discussion and careful consideration of Resolution 86 – 2023, the resolution was approved on the motion by Dr. White, which was seconded by Dr. Murtadha, and the following roll call vote:

Mr. Biederman – Aye	Dr. Payne – Aye
Mr. Lane – Aye	Ms. Tribble – Aye
Dr. Murtadha – Aye	Dr. White – 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 highlights which included that the Foundation Board had elected new members: Denise Herd, Paul Pepper, Lizzie Schuerman and Berthran Ugeh.

The Board of Directors passed the Foundation's 2024 Budget and will support the Library with \$2.18 million in 2024.

Donors and Program Support

Major Donors: Eli Lilly and Company Foundation, Live Nation Worldwide, Inc. and MacAllister Machinery Co., Inc.

Program Support in the amount of \$13,000 to the Library for: Addressing the Digital Divide; Chromebook Lending; Bilingual Storytime and Healthy Body, Healthy Mind.

10. **Report of the CEO**

a. **Confirming Resolutions**

1) **Resolution Regarding Finances, Personnel and Travel (87 – 2023)**

After full discussion and careful consideration of Resolution 87 – 2023, the resolution was approved on the motion of Dr. White, which was seconded by Dr. Murtadha, and the following roll call vote:

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

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

b. **Report of the CEO – November 2023**

In his CEO Report, Mr. Hill reviewed the following:

- Town Hall
- Branch Liaison Visits
- Media/Press Release/News Coverage Items
- Freedom to Read Program with John Green
- Juvenile and Adult Programs
- Training and Conferences
- Staff Day on November 6, 2023

c. **Quarter 3 – Statistical Report on Operations**

The presentation of this report was postponed until the December Board Meeting.

UNFINISHED BUSINESS

11. None.

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:

December 2023 – The items suggested by Dr. Murtadha were:

- Information on the Urban Libraries Conference
- Update on Climate Improvement Process

INFORMATION

14. **Materials**

- a. **Notes of November 14, 2023 Diversity, Policy and Human Resources Committee Meeting.**
- b. **Notes of November 14, 2023 Facilities Committee Meeting.**
- c. **Notes of November 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 2024 was distributed to the Board members.
- b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

16. Notice of Special Meetings

None.

17. Notice of Next Regular Meeting

Monday, December 18, 2023, at the Franklin Road Branch Library, 5550 South Franklin Road.

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 8:32 p.m.

The November 27, 2023 Indianapolis Public Library Board Meeting is available to view at:

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

Patricia A. Payne, Secretary to the Board