

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
OCTOBER 28, 2024**

The Indianapolis-Marion County Public Library Board met in person at the Wayne Branch Library, 198 South Girls School Road, Indianapolis, Indiana, on Monday, October 28, 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. In the absence of Dr. Payne, Dr. Murtadha acted as Secretary.

2. Roll Call

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

Members absent: Dr. Payne and Dr. White.

The Chair recognized a quorum.

Ms. Tribble thanked the Wayne Branch staff for hosting tonight’s meeting. She mentioned that 20 different languages are spoken in this community. Also, a food pantry is located in the lobby of the branch and it has been stocked by the Wayne staff and patrons since 2021. The branch maintains several partnerships. Some of those were the Marion County Health Department, Easter Seals and the Marion County Sheriff’s Department. These partners provide essential support to the branch.

3. Branch Manager’s Report and Department Overview

a. Wayne Branch Report

Ms. Melinda Mullican, Branch Manager, shared the following information about the branch:

- The Wayne Branch first opened in December 1969 in a shopping center. Current location opened in March 1983.
- The branch serves a population of 73,256 including 29 schools.
- The community room is booked often for Library programs. Tables in both the adult and juvenile areas are often filled with visitors using their own laptops, school groups working on projects and tutors working with students.

- Popular programs include Wayne’s First Monday Book Club for adults and the Teen Mystery Program.

4. **Public Comment**

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

Ms. Terri Gunn, Wayne Township Adult Education representative, addressed the Board. She noted that this community needs both education and access to community resources and the Library is important to these individuals. Ms. Gunn mentioned that she often sends individuals to the branch for conversation circles to improve language skills and also teaches them that they can borrow DVDs and other resources from the Library.

Mr. Michael Torres, IndyPL employee and President of AFSCME Local 3395, acknowledged former employee, Yanna McGraw, who was a Social Worker at the Library, for building the foundation of the IndyPL social work program and for serving the nontraditional needs of our community members. He thanked Ms. McGraw for her years of hard work at the Library.

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

a. **Regular Meeting, September 23, 2024**

The minutes from the Regular Meeting held September 23, 2024 were approved on the motion of Dr. Riolo, seconded by Dr. Palacio, and the following roll call vote:

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

Dr. Riolo – 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 and Ms. Mary Rankin, Treasurer, presented the Report of the Treasurer which noted that the year-to-date revenue was \$32,329,646 and the year-to-date expenditures were \$39,424,395.

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

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

Dr. Riolo – Aye
 Ms. Tribble – Aye

b. **Resolution 66 – 2024** (Transfer Between Classifications and Accounts)

Ms. Campbell explained that the transfer of \$18,000 was to cover the outsourced delivery services of materials to Central Library until someone can be hired for that position. The other transfer for \$85,000 was to cover the increase in computer and E-rate expenses in the IT Department.

After full discussion and careful consideration of Resolution 66 – 2024, it was noted this resolution received a favorable recommendation from the Finance Committee. Dr. Riolo seconded the recommendation. The resolution was approved on the following roll call vote:

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

Dr. Riolo – Aye
 Ms. Tribble – Aye

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

c. **Resolution 67 – 2024** (Data Axel Reference Solution Subscription Database Renewal)

Ms. Deb Lambert, Chief Collection Management Officer, explained that this subscription database, which is used by the public for business research, has been one of the top databases used by patrons and the annual cost has continued to stay stayed flat at \$58,534 since 2017.

After full discussion and careful consideration of Resolution 67 – 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. Murtadha – Aye
 Dr. Palacio – Aye

Dr. Riolo – 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. Luis A. Palacio, Dr. Patricia A. Payne)**

a. **Resolution 68 – 2024** (Approval of Additional Payments to Employees for Year End)

Ms. Tisha Galarce, Chief Talent and Development Officer, advised that the Library has funds available from vacant positions and related benefits not expended during the year and based on this information, Library management recommended that the

Library make a one-time payment of additional compensation for 2024 to employees on the active payroll as of November 17, 2024. Eligible staff will receive the one-time payment on December 6, 2024 in the following amounts: Full Time - \$1,100; Part Time - \$600; and Pages and Hourly - \$400.

After full discussion and careful consideration of Resolution 68 – 2024, it was noted that the resolution received a favorable recommendation from the Diversity, Policy and Human Resources 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. Palacio – Aye	

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

b. **Resolution 69 – 2024** (Good Wages Initiative Increase – Pay Grades 1-6)

Ms. Galarce noted that this resolution increases the minimums for staff members in Pay Grades 1-6. Some of the positions this benefits include our Pages, Library Assistants I and II, Computer Assistants, Event Assistants, Processing Assistants I and II, Library Security Assistants, Control Room, and Public Service Associates.

<u>Pay Grade</u>	<u>New Hourly Minimum</u>
1	\$16.00
2 and 3	\$18.00
4	\$18.30
5	\$18.50
6	\$18.70

She mentioned that this is the first phase of salary adjustments. One of the next phases includes looking at Pay Grades 7-15, which are below market. Compression will also be adjusted.

After full discussion and careful consideration of Resolution 69 – 2024, it was noted that the resolution received a favorable recommendation from the Diversity, Policy and Human Resources 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. Palacio – 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 70 – 2024** (Approval to Award a Construction Services Contract for the Library Service Center Conference Room 221 Renovation Project)

Mr. Adam Parsons, Chief Operational Services Officer, reviewed the information contained in Resolution 70 – 2024 with the Board.

Following discussion, Mr. Biederman made the motion to table Resolution 70 – 2024 until a future Board Meeting. The motion was seconded by Dr. Murtadha and approved on the following roll call vote:

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

- b. **Resolution 71 – 2024** (Approval to Execute the First Amendment to Agreement and Declaration of Easements Between Fort Harrison Reuse Authority (FHRA) and Indianapolis-Marion County Public Library)

Mr. Parsons noted that the Facilities Committee recommended that the Library approve the execution of the First Amendment to Agreement and Declaration of Easements Between Fort Harrison Reuse Authority and Indianapolis-Marion County Public Library which, among other things, set out that FHRA is to reimburse IndyPL 50% of all costs to maintain the easement.

After full discussion and careful consideration of Resolution 71 – 2024, it was noted 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. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	

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

- c. **Resolution 72 – 2024** (Approval to Execute the First Amendment to the Construction Manager as Constructor Agreement Between the Skillman Corporation and Indianapolis-Marion County Public Library for Safety and Acoustic Improvements at the Fort Ben Branch Library)

Mr. Parsons reviewed the information contained in Resolution 72 – 2024 with the Board.

Following discussion, Dr. Murtadha made the motion to table Resolution 72 – 2024 until a future Board Meeting. The motion was seconded by Mr. Biederman and approved on the following roll call vote:

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

- d. **Resolution 73 – 2024** (Approval to Award a Purchase Order for the Central Library 2 East Circulation Desk Furniture Project)

Mr. Parsons noted that the Facilities Committee recommended that the Library Award a Purchase Order for the Central Library 2 East Circulation Desk Furniture Project to Office Works in the amount of \$68,288.43.

After full discussion and careful consideration of Resolution 73 – 2024, it was noted 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. Murtadha – Aye
Dr. Palacio – Aye

Dr. Riolo – Aye
Ms. Tribble – Aye

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

9. **Library Foundation Update**

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

News

The Library Foundation is proud to support Library programs that help Indianapolis children develop a love of reading and lifelong learning from an early age. Some examples include:

- Alphabet Art – Preschoolers play with paper, paint and clay to boost imaginations and letter knowledge.
- Fish Friends – Children hear fish stories, learn fascinating facts about fish and even get the chance to catch a fish.
- Baby Arts Play – Children aged six to 36 months engage in sensory play and body movement through stories and songs.
- Bilingual Storytime – Young children enjoy books, songs, and games in this bilingual storytime in English and Spanish.

Donors and Program Support

Major Donors last month: American Honda Motor Co., Inc.; Central Indiana Community Foundation; Comcast; Indiana Farm Bureau Insurance; Indiana Humanities; and Live Nation Worldwide, Inc.

Program Support in the amount of \$100,000 was provided to the Library this month for: Fall Fest Slammin Rhymes Challenge XVIII – Courage; Lillian Childress Hall Scholarships and branch initiatives.

10. Report of the CEO

a. Confirming Resolutions

1) Resolution Regarding Finances, Personnel and Travel 74 – 2024)

After full discussion and careful consideration of Resolution 74 – 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. Palacio – Aye

Dr. Riolo – Aye
Ms. Tribble – Aye

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

b. Report of the CEO – October 2024

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

- Central Library expanded its Small Business Series from six to ten sessions.
- Haughville Branch hosted a job fair that connected 120 job seekers with 15 employers.
- Warren Branch hosted its first Community Resource Fair in partnership with the Library's Social Service Action Committee and community partners.
- Juvenile programs attracted more than 9,281 young participants and adult programs welcomed 3,740 attendees.
- Scholars from Herron Prep Academy visited the InfoZone and learned the Library's rules by solving a mystery.
- All of the Indianapolis Public Schools are now part of the Library's Shared System.

c. Quarterly Statistical Update - October 2024

Ms. Marianne McKenzie, Strategic Planning and Assessment Officer, shared various information about the 2024 Quarter 3 statistics as follows:

- 65% of Library cardholders were active at the end of September, which is up 10% since Quarter 2.
- 9,471 new cardholders were registered.
- Digital collection checkout continues to show an upward trend with a 14.1% over Quarter 3 2023.
- 9% more programs are offered than during the same period in 2023 and attendance tends upwards.
- Use of Accessible Workstations has grown from quarter to quarter this year.

d. 2021 – 2024 Strategic Plan Update

Ms. McKenzie distributed the Update to the Board members and reviewed the completion status of the various components of the Library's 2021 – 2024 Strategic

Plan which included:

- Racial Equity
- Partnerships
- Digital/Technology
- Education
- Reading and Writing
- Health and Wellness
- Financial Literacy

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 social services being provided by the Library.

Mr. Hill advised that the Library’s Social Work Department will give a report at the November Board Meeting.

Also, he mentioned that Alexis Hunt, the Manager of the Center for Black Literature and Culture at Central Library, will give a report at the December Board Meeting.

14. **Notice of Special Meetings**

None.

15. **Notice of Next Regular Meeting**

Monday, November 25, 2024, at the InfoZone Branch Library, 3000 North Meridian 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 9:05 p.m.

INFORMATION

17. Materials

- a. **Notes of October 15, 2024 Facilities Committee Meeting.**
- b. **Notes of October 15, 2024 Finance Committee Meeting.**

18. Board Meeting Schedule for 2025 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meeting Schedule** for 2025 was distributed to the Board.
- b. **Library Programs/Free Upcoming Events** may be found at attend.indypl.org.

The October 28, 2024 Indianapolis Public Library Board Meeting is available to view at:

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

Dr. Khaula Murtadha, Acting Secretary to the Board