

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
OCTOBER 23, 2023**

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The Indianapolis-Marion County Public Library Board met in person at the Haughville Branch Library, 2121 West Michigan Street, Indianapolis, Indiana on Monday, October 23, 2023 at 6:30 p.m. pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

In the absence of President Tribble, Vice President Biederman 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 and Dr. White.

Members absent: Ms. Tribble.

The Chair recognized a quorum.

Mr. Ray Biederman, the Vice President of the Board, welcomed everyone to the Regular Meeting of the Indianapolis Public Library Board of Trustees. He noted that he was presiding this evening in the absence of our President. Mr. Biederman mentioned that we're looking forward to an informative and productive meeting as we continue to advance the mission, vision, and goals of the Indianapolis Public Library.

He then congratulated the Library's Chief Financial Officer, Ms. Lolita Campbell and our Director of Accounting, Ms. Mary Rankin, and the whole Finance team for their hard work on the Library's 2024 Budget which was approved by the City-County Council on October 16, 2023. He also mentioned that the Library had hosted New York Times Bestselling Author and Freedom to Read Advocate John Green in promoting Banned Books Week.

3. Branch Manager's Report and Department Overview

a. Haughville Branch Report

Ms. Monica Taboada, Manager, Haughville Branch, advised that the branch had been at its current location since 2003. In 2022, they checked out 41,000 items. They checked in 29,000 items. They had a door count of almost 59,000. They currently have 20 public computers, five educational AWE computers for children,

and they had 40 programs in 2022 that averaged about 2,595 patrons who attended. The Summer Reading Program reached great heights. Their readers logged a combined total of 91,000 minutes for juveniles and 56,000 for adults.

The Haughville Branch is one of the few libraries with not three, but actually four, Spanish-speaking staff who are available to serve their Spanish-speaking patrons.

A discussion then took place with Board members about the changing demographics of the neighborhood and providing culturally-aligned programs at the branch.

b. **IndyPL Shared System Overview**

Ms. Sarah Batt, Manager, Shared System, provided the following information:

1) IndyPL has the largest Shared System in the state; 2) 30,609 students currently; 3) 542,854 items owned by Shared System members; 4) Lawrence Township Schools – 15 schools; 5) IPS – A total of 36 schools as part of System by 2025; and 6) Explained the use of Sora instead of Libby for tracking of materials.

4. Public Comment and Communications

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

Sam James expressed concern about the proposed change to the By-Laws limiting the time available for public comment and the Library's CEO hiring process.

Michael Torres discussed the status of the progress on the Climate Study Recommendations, reallocation of budget allotment from the Personnel Category and expressed concern about reducing the time for individuals to make public comment at Board meetings.

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

There were no Communications received.

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

a. **Executive Session, September 25, 2023**

The minutes of the Executive Session held September 25, 2023 were approved on the motion of Dr. White, seconded by Dr. Palacio, and the following roll call vote:

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

b. **Regular Meeting, September 25, 2023**

The minutes from the Regular Meeting held September 25, 2023 were approved on the motion of Dr. White, seconded by Dr. Payne, and the following roll call vote:

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

c. **Executive Session, October 5, 2023**

The minutes from the Executive Session held October 5, 2023 were approved on the motion of Dr. White, seconded by Dr. Palacio, and the following roll call vote:

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

d. **Special Meeting, October 5, 2023**

The minutes from the Special Meeting of October 5, 2023 were approved on the motion of Dr. White, seconded by Dr. Palacio, and the following roll call vote:

| | |
|------------------------|-----------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Dr. White – Aye |
| Dr. Murtadha – Abstain | |
| 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 September 2023**

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

Significant items of note: As of September, 2023, the Library has received 60% of expected property tax revenue. Interest revenue continues to grow with a Year-to-Date total of \$107,523.

Expenditures in Personal Services to date were \$2.2 million more than last year. Supplies are slightly lower. There is a 9% increase in Other Services and Charges.

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

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

- b. **Resolution 66 – 2023** (Resolution for Transfer Between Classifications and Accounts)

After full discussion and careful consideration of Resolution 66 – 2023, it was noted that 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. Payne – Aye |
| Mr. Lane – Aye | Dr. White – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

- c. **Resolution 67 – 2023** (Resolution for Annual OverDrive Magazines Subscription Renewal)

Ms. Deb Lambert, Director, Collection Management, presented the proposal on the annual renewal with Overdrive for a cost not to exceed \$80,000 for the period December 14, 2023 to December 13, 2024.

After full discussion and careful consideration of Resolution 67 – 2023, the resolution was approved on the motion by Dr. Murtadha and seconded by Dr. Payne and the following roll call vote:

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

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

- d. **Resolution 68 – 2023** (Resolution for Annual Data Axle Database Renewal)

Ms. Lambert reviewed the resolution to approve the Annual Data Axle Database renewal for a cost not to exceed \$58,534.00 for the period January 31, 2024 to January 30, 2025.

After full discussion and careful consideration of Resolution 68 – 2023, the resolution was approved on the motion of Dr. White and seconded by Dr. Payne and the following roll call vote:

| | |
|---------------------|-----------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Aye | Dr. White – 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 CEO evaluation process continues. Questions have been sent out to the Board members for their review and response.

Proposed revisions to the By-Laws are being reviewed and will be presented at the Board's Annual Meeting for final approval.

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

Vice President Biederman asked for the consent of the Board to simultaneously consider items a and b, Resolutions 69 and 70 – 2023.

The Board members gave their consent.

- a. **Resolution 69 – 2023** (Approval to Award a Construction Services Contract for the Replacement of Exterior Windows at Nora Branch)
- b. **Resolution 70 – 2023** (Approval to Award a Construction Services Contract for the Replacement of Exterior Windows at Pike Branch)

Mr. Adam Parsons, Facilities Director, presented the discussed Resolutions 69 and 70 – 2023 noting they had been reviewed and discussed in the Facilities Committee.

After full discussion and careful consideration of Resolutions 69 and 70 – 2023, the motion to approve the resolutions failed after Dr. White made the motion, which was seconded by Dr. Palacio, and the following roll call vote:

| | |
|---------------------|-----------------|
| Mr. Biederman – Aye | Dr. Payne – Nay |
| Mr. Lane – Nay | Dr. White – Aye |
| Dr. Murtadha – Nay | |
| Dr. Palacio – Aye | |

- c. **Resolution 71 – 2023** (Amendment to Design Services Contract for the Learning Curve at Central Library Renovation Project)

Mr. Parsons discussed the information about the changes for the renovation project of the Learning Curve at Central Library.

After full discussion and careful consideration of Resolution 71 – 2023, the

resolution was approved on the motion by Dr. Murtadha and seconded by Dr. White and the following roll call vote:

| | |
|---------------------|-----------------|
| Mr. Biederman – Aye | Dr. Payne – Aye |
| Mr. Lane – Nay | Dr. White – Aye |
| Dr. Murtadha – Aye | |
| Dr. Palacio – Aye | |

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

- d. **Resolution 72 – 2023** (Approval to Establish a Guaranteed Maximum Price for the Construction Manager as Constructor for the Learning Curve at Central Library)

Mr. Parsons presented the resolution noting an RFP was sent out to 37 vendors but the Library only received one response. Board members expressed their concern about the lack of responses.

Dr. White, as Chair of the Facilities Committee, withdrew Resolution 72 – 2023 from consideration until the November Board Meeting.

9. **Library Foundation Updates**

Mr. Biederman, Library Board Representative to the Foundation, reviewed the highlights which included:

Marian McFadden Memorial Lecture given by Silvia Monroe-Garcia. He acknowledged the staff involved for making this year's Lecture such a success.

Congratulations to the Nina Mason Pulliam Indianapolis Special Collections Room Librarian Montoya Barker and Library Trustee Stephen Lane for their successful presentation and the announcement about the Lillian Childress Hall Scholarship Endowment Campaign on October 10, 2023. Ms. Hall was Indiana's first Black Librarian.

Donors and Program Support

Major Donors: The Indianapolis Foundation Library Fund and MacAllister Machinery Co., Inc.

Program Support in the amount of \$145,000 to the Library: Chromebook lending, Bunny Bag books and supplies, and Fall Fest 2023 Slammin Rhymes Challenge XVIII – Freedom.

The Library Foundation's 2023 Staff Campaign – Celebrating Lifelong Learning, runs through November 10, 2023.

10. Report of the CEO**a. Confirming Resolutions****1) Resolution Regarding Finances, Personnel and Travel (73 – 2023)**

After full discussion and careful consideration of Resolution 73 – 2023, the motion was approved on the motion of Dr. Murtadha, which was seconded by Dr. Payne, and the following roll call vote:

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

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

b. Report of the CEO – October 2023

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

- System-Wide Communications
- Juvenile Programming Highlights
- Adult Programming Highlights
- Community Partnerships and Initiatives

c. Presentation on Career Development Program

Ms. Peggy Wehr, Area Resource Manager and Ms. Elizabeth Schoettle, Area Resource Manager, presented on the Career Development Program.

This Program is designed to prepare staff for career development and leadership positions within IndyPL.

The presentation included discussion of program guidelines, goals, benefits, statistics and participant evaluations and comments.

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:

November 2023 – There were no items suggested.

INFORMATION

14. Materials

- a. **Notes of September 19, 2023 and October 17, 2023 Diversity, Policy and Human Resources Committee Meetings.**
- b. **Notes of October 10, 2023 Facilities Committee Meeting.**
- c. **Notes of October 10, 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

None.

17. Notice of Next Regular Meeting

Monday, November 27, 2023, at the Spades Park Branch Library, 1801 Nowland Avenue, 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.

The October 23, 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