

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
SEPTEMBER 23, 2024**

The Indianapolis-Marion County Public Library Board met in person at the East Washington Branch Library, 2822 East Washington Street, Indianapolis, Indiana, on Monday, September 23, 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, Dr. Riolo, Ms. Tribble and Dr. White.

Members absent: None.

The Chair recognized a quorum.

Ms. Tribble expressed her gratitude to the East Washington Branch for hosting tonight's meeting and pointed out that this branch had been serving the community for over a century. Ms. Tribble then highlighted National Banned Books Week and emphasized the Library's role in raising awareness about the importance of free and open access to information and affirmed the Board's commitment to celebrating and protecting the freedom to read.

3. Branch Manager's Report and Department Overview

a. East Washington Branch Report

Mr. Josh Crain, Branch Manager, shared the following information about the branch:

- The branch was dedicated on November 14, 1911 and was the first of five branches constructed with \$120,000 provided by the Andrew Carnegie Foundation.
- The branch serves a population of 14,249, 31% of which are living within the poverty rate. When creating programming, the branch keeps in mind the needs of low-income and unhoused patrons.

- The branch is located in an area where faith-based agencies serve the homeless, such as Good New Ministries and The Center for Women and Children.

4. **Public Comment**

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

There were no petitions to come before the Board

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

- a. **Regular Meeting, August 26, 2024**

The minutes from the Regular Meeting held August 26, 2024 were approved, as amended, on the motion of Dr. White, seconded by Mr. Biederman, and the following roll call vote:

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

Dr. Riolo – Aye
 Ms. Tribble – Aye
 Dr. White – 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 \$31,642,719 and the year-to-date expenditures were \$36,141,020.

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. Murtadha – Aye
 Dr. Palacio – Aye
 Dr. Payne – Aye

Dr. Riolo – Aye
 Ms. Tribble – Aye
 Dr. White – Aye

- b. **Purchasing Review**

Ms. Gwen Simmons, Manager, Purchasing, distributed her Review document and explained that the Library adheres to a purchasing policy in accordance with state statute IC 5-22 as follows:

- Over \$75,000 will be purchased following public competitive bidding procedures
- Between \$25,000 and \$75,000 will be purchased only after inviting three quotes
- Under \$25,000 will be purchased on the open market through competitive pricing

Ms. Simmons discussed the Special Purchasing Methods of IC 5-22-10 which set out how a purchasing agent may award a contract under Special Purchasing guidelines without soliciting bids or proposals in various circumstances. She also reviewed some general questions and answers.

She is preparing a Purchasing Manual that should be ready by January 1, 2025.

7. Diversity, Policy and Human Resources Committee (Mr. Raymond J. Biederman, Chair; Dr. Luis A. Palacio, Dr. Patricia A. Payne)

- a. **Resolution 61 – 2024** (Approval of Revised Policy 407, Renaming Policy 407 as “Patron Behavior Policy”)

Ms. Tisha Galarce, Chief Talent and Development Officer, introduced Mr. John Helling, Chief Public Services Officer, who discussed Revised Policy 407.

He advised that a group of staff had been discussing, updating, and formalizing aspects of the behavior policy which refers to what visitors to the Library can do and not do in library spaces for a safe and comfortable environment. This involved creating a Bill of Rights; creating a formal suspension appeal process; creating enforcement guidelines for staff; and formalizing policy updates. There was also discussion on removing the word “patron” from this policy and other library documents due to negative connotations related to this word.

Mr. Biederman made a motion to approve a proposed amendment to the policy to reflect two changes. First – changing the word "patron." There is an ongoing global discussion occurring about how we refer to invitees to the Library. The second part of the amendment is to remove the word "female" in front of the word breasts in describing clothing to be worn or not to be worn in the Library.

Dr. Riolo seconded the motion.

The amendment, as presented, was approved on the following roll call vote:

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

Dr. Riolo – Aye
 Ms. Tribble – Aye
 Dr. White – Aye

There was a lengthy discussion held about the connotations associated with the word “patron” and why there was a desire to move away from it.

After full discussion and careful consideration of Resolution 61 – 2024, as amended, 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	Dr. White – Aye
Dr. Payne – Aye	

Mr. Biederman addressed last month's discussion on the formation of a Task Force to review staff pay. He advised that after Committee discussions, it was determined that a Task Force was unnecessary at this time. The Library was already working on a proposal to raise the minimum salary for several pay grades, inspired by Employ Indy's Good Wages Initiative. The focus is on fully implementing these salary adjustments before considering further adjustments.

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

a. Resolution 62 – 2024 (Approval to Award a Construction Services Contract for the Library Service Center Photovoltaic Installation Project)

Mr. Adam Parsons, Chief Operational Services Officer, advised that the Facilities Committee recommended that the Library award a Construction Services Contract to Telamon Energy in the amount of \$439,263.47.

After full discussion and careful consideration of Resolution 62 – 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	Dr. White – Aye
Dr. Payne – Aye	

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

b. Review of IndyPL Solar Photovoltaic Installations

Mr. Parsons provided a review of the solar photovoltaic installations at several IndyPL locations.

He shared information on Unit Definitions, How a Solar Panel Works, the Grid Tied Solar PV System, and a breakdown of the Current Systems and their Cost Savings.

<u>Locations</u>	<u>Year</u>	<u>Total Energy (MWh)</u>
East Washington	2017	58.68
Eagle	2019	398.39
West Perry	2021	149.26
Fort Ben	2023	143.54
Glendale	2023	126.31
Total Energy:		876.18
Total Cost Savings:		\$113,903.40

- c. **Resolution 63 – 2024** (Approval to Award a Purchase Order for the Pike Branch Renovation Project Safety and Security Equipment)

Mr. Parsons noted that the Facilities Committee recommended that the Library award a Purchase Order to Central Security and Communications for the Pike Branch Renovation Project Safety and Security Equipment in the amount of \$50,549.94.

After full discussion and careful consideration of Resolution 63 – 2024, it was noted 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. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	Dr. White – Aye
Dr. Payne – 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

In collaboration with the Library’s Marketing and Communications Department, the Library Foundation applied for a Specialty Group Recognition License Plate through the Indiana Department of Motor Vehicles. On September 5, 2024, a group of Library and Foundation representatives testified in favor of our application before the Interim Study Committee on Roads and Transportation. The Committee will meet later to recommend five proposals for approval to the Indiana Bureau of Motor Vehicles.

Donors and Program Support

Major Donors last month: 92.3 WTTS, Charles Schwab Foundation, Comcast, Sapient Capital and Wallington Asset Management, LLC.

Program Support in the amount of \$65,000 was provided to the Library this month for: Lillian Childress Hall Scholarships, Conversation Circle, Youth Art Club and Marion County Internet Library.

10. Report of the CEO**a. Confirming Resolutions****1) Resolution Regarding Finances, Personnel and Travel (64 – 2024)**

After full discussion and careful consideration of Resolution 64 – 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. Riolo – Aye
Dr. Murtadha – Aye	Ms. Tribble – Aye
Dr. Palacio – Aye	Dr. White – Aye
Dr. Payne – Aye	

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

b. Report of the CEO – September 2024

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

- Across the system, 210 youth programs drew 5,711 participants and 186 adult programs engaged 1,155 attendees in the month of August.
- West Perry started a new program partnership with Traditional Arts of Indiana to offer Chin cultural crafts.
- A workshop on “Preserving Community Voices: An Oral History Symposium” welcomed scholars to the Library Services Center to learn about the vital role of oral history in preserving our community’s important stories.
- In August, Northstar Digital Literacy had 114 unique users who completed 105 hours of independent learning and took 151 assessments.

UNFINISHED BUSINESS

11. None.

NEW BUSINESS**12. a. Resolution 65 – 2024 (Approval to Change December 2024 Board Meeting Date)**

Ms. Tribble advised that due to the proximity to the Christmas holiday, the Board deemed it necessary to change the date of the Regular Board Meeting for December 2024 from Monday, December 23, 2024 to Monday, December 16, 2024.

After full discussion and careful consideration, Resolution 65 – 2024 was approved on the motion of Dr. Payne, seconded by Mr. Biederman, and the following roll call vote:

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

Dr. Riolo – Aye
 Ms. Tribble – Aye
 Dr. White – Aye

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

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 a report on how the Library is attending to the social service needs of its patrons at this time.

14. Notice of Special Meetings

None.

15. Notice of Next Regular Meeting

Monday, October 28, 2024, at the Wayne Branch Library, 198 South Girls School Road, 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 8:20 p.m.

INFORMATION

17. Materials

- a. **Notes of September 10, 2024 Diversity, Policy and Human Resources Committee Meeting.**
- b. **Notes of September 10, 2024 Facilities Committee Meeting.**
- c. **Notes of September 10, 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.

The September 23, 2024 Indianapolis Public Library Board Meeting is available to view at:

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

Dr. Patricia A. Payne, Secretary to the Board