



Library Board Meeting Agenda

Indianapolis-Marion County Public Library

**Notice Of The Regular Meeting
October 26, 2020**

**Library Board Members Are Hereby Notified That The Regular Meeting
Of The Board Will Be Held As A Zoom Meeting
At 6:30 P.M.**

**For The Purpose of Considering The Following Agenda Items
Dated This 21st Day Of October, 2020**

It is noted that the Meeting is closed to in-person public attendance, but the public is invited to view/listen to the Regular Meeting via a YouTube live stream link which will be available on the Library's website prior to the start of the Meeting.

Public comment can be made in-person at the Library Services Center or submitted in writing in advance at indypl.org/contact.

**JUDGE JOSE D. SALINAS
President of the Library Board**

-- Regular Meeting Agenda --

- 1. Call to Order**
- 2. Roll Call**

3. **Branch Manager's Report** – Melinda Mullican, Manager, Wayne Branch Library, will provide a report on the branch's services to the community. (enclosed)

4. **Public Comment and Communications**

- a. **Public Comment**

In lieu of the extreme emergency facing our city and in keeping with the Executive Order issued by the Governor, the public will not be invited to physically attend this meeting but has the ability to view/listen/comment at the Regular Meeting via a live stream YouTube link which will be available on the Library's website prior to the start of the Meeting.

5. **Approval of Minutes**

- a. **Regular Meeting, September 28, 2020** (enclosed)

COMMITTEE REPORTS

6. **Finance Committee (Patricia A. Payne, Chair; Raymond J. Biederman, Curtis Bigsbee)**

- a. **Report of the Treasurer – September 2020** (enclosed)

7. **Diversity, Policy and Human Resources Committee (Rev. T. D. Robinson, Chair; Patricia A. Payne, Judge Jose D. Salinas)**

- a. **Briefing Report – Revised Fines Policy** (enclosed)

8. **Facilities Committee (Dr. Terri Jett, Chair; Curtis W. Bigsbee, Dr. Khuala Murtadha)**

- a. **Resolution 42 – 2020** (Approval to Award a Construction Services Contract for the Library Services Center Boiler #2 Replacement Project) (enclosed)
 - b. **Resolution 43 – 2020** (Approval to Award a Contract for the Solar Photovoltaic System Installation and Maintenance Services at the West Perry Branch Library Project) (enclosed)
 - c. **Resolution 44 – 2020** (Approval of a Naming Opportunity at the Library Foundation Boardroom) (enclosed)

- d. **Briefing Report – Future Agenda Item: Approval to Extend the Services Contract for Security and Alarm Response Services with G4s** (enclosed)

9. Strategic Planning Committee (Dr. Terri Jett, Chair; Dr. Khuala Murtadha, Judge Jose D. Salinas)

10. Library Foundation Update – (Rev. T. D. Robinson, Library Board Representative)

11. Report of the Chief Executive Officer

a. **Confirming Resolutions:**

1) **Resolution Regarding Finances, Personnel and Travel (45 – 2020)**

Enclosed.

- b. **Update on the Center for Black Literature and Culture (CBLC) – Phase Two** – Nichelle Hayes, Special Collections Librarian - CBLC, will give the Update. (at meeting)

- c. **Briefing Report – Summary of Summer Reading Program 2020** – John Helling, Director of Public Services, will discuss the Report. (enclosed)

UNFINISHED BUSINESS

12.

NEW BUSINESS

13.

DISCUSSION AND AGENDA BUILDING

- 14. 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, 2020 –

INFORMATION

15. Materials

There were no materials available to distribute to the Board.

16. Board Meeting Schedule for 2020 (Notice of Date and Place of Meeting) and Upcoming Events

- a. **Board Meetings for 2020** – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. **Library Programs/Free Upcoming Events** – All Programs and Events are canceled until further notice.

17. Notice of Special Meetings

18. Notice of Next Regular Meeting

Monday, November 23, 2020, at Central Library, 40 East St. Clair Street or TBD,
at 6:30 p.m.

It is noted that this meeting may be changed to a virtual (Zoom) meeting depending on circumstances at the time.

19. Other Business

20. Adjournment





Wayne Branch Library
 198 South Girls School Road
 Indianapolis, IN 46231
 (317) 275-4530

Who we are:

- | | |
|--|----------------------------------|
| 1 FT Branch Manager | 1 Hourly Computer Lab Assistant |
| 1 FT Adult Librarian | 1 FT Library Services Supervisor |
| 2 PT Supervising Librarians | 1 FT Library Assistant III |
| 1 FT Juvenile Librarian | 1 FT Library Assistant II |
| 1 PT Juvenile Librarian | 3 PT Library Assistants IIs |
| 1 PT Public Services Associate | 3 Hourly Library Assistants |
| 2 Hourly Public Services Associates | 5 Hourly Pages |
| 3 Volunteers (2 Paws to Read Trainers & 1 Ben Davis High School Student) | |

Who we serve:

By Age:

- Under 18 18,875 34%
 - Age 18-64 43,925 54%
 - Age 65 and older 8,313 12%
- The median age is 34

Of the 26,388 households in the service area, 80.1% speak English, 12.6% speak Spanish, 4% speak another language, .9% speak Arabic, .7% speak French, & .4% speak Chinese.

By Race:

- Caucasian 55%
- African American 25%
- Hispanic 15%
- Asian 2%

Of the 26,388 households in the service area, 93% are employed and 7% are unemployed.

Of the 26,388 households in the service area, 18% are in poverty and 24% are below 125% of poverty. 76% of students in the school system qualify for free/reduced lunch & textbooks.



View of the Checkout desk through the Marketplace

By Education of those age 25 and older

- With High School Diploma Only 31.0%
- With Some College, No Degree 31.0%
- With Bachelor's Degree or higher 23.0%
- Without High School Diploma 16.0%
- With Associate's Degree Only 8.3%

- The total base population of the Wayne Branch service area is 71,113, of which 45% are foreign-born.
- Wayne's service area is 36 square miles.
- Eight Senior Living Facilities in Wayne's area include: NeighborCare of Chapel Hill (formerly Crestwood Village West), Eagle Valley Meadows, The Harrison Retirement Community, Home Instead Senior Care, Lakeview Manor Health Care, Summit Place West Assisted Living, Washington Health Care Center, and Westside Garden Plaza.
- The Metropolitan School District of Wayne Township is made up of: eleven elementary schools, two middle schools, one Ninth Grade Center, one University High School, one traditional High School, one non-traditional Wayne Preparatory Academy, one Adult Career and Technical Center, and one Adult Basic Education Center. Wayne Township Schools' Preschool averages 400 students and includes special needs students and children from the community. Wayne Township Schools' Achieve Virtual Education Academy is an online-only high school.
- There are 80 different languages represented in Wayne Township Schools, from Afrikaans to Zulu.
- Private schools in Wayne's service area include: Covenant Christian High School (a shared-system partner), Chapel Hill Christian School/Hope Baptist Church, Crosspointe Christian Academy, and Tawheed Islamic School.
- Twenty-eight licensed daycares and 9 ministry daycares are located in Wayne's service area, as well as 47 churches of various denominations, including: The Blended Church, Ethiopian Evangelical Church of Indianapolis, Gurdwara Gur Shabd Parkash of Indianapolis (Sikh temple), Indianapolis Grace Ethiopian Church, and Masjid As-Sahaba (mosque) (Sahaba Foundation). The latter mosque is located in the same building as the Tawheed Islamic School.

How we serve:

- We have 27,465 registered borrowers (38.6% of the total population in the service area)
- We registered 226 new Library cards from June 22nd through October 13th, 2020
- Door count was 26,582 from June 26th through October 13th, 2020
- Checkouts from June 22nd through October 13th was 8,865
- Self-Checkouts from June 22nd through October 13th was 24,379
- As of February 2020, Wayne had 50,789 items in the collection
- Reference and computer assists – 2,745 from June 22nd through October 13th, 2020
- Curbside service assists – 131 from June 22nd through October 13th, 2020
- We currently have 10 sit-down public computers socially-distanced. Computer uses totaled 4,515 from June 22nd through October 13th, 2020. The average session was 31.6 minutes.

Highlights:

- The Wayne Branch Library is the closest branch to the airport, just off Rockville Road on the county's far west side and just over a mile from I-465. Our 13,500 square foot building houses almost 51,000 items in separate adult and children's wings connected by a marketplace of new adult materials.
- The Wayne Library opened to the public on March 21st, 1983 and celebrated reopening on June 27th, 2020 after extensive renovation.
- Wayne closed for renovation December 2019 through June 2020 (and our system was shut down March-June 2020 due to COVID-19) so Wayne staff did not do programming at the branch.
- Wayne staff working at other branch locations assisted with or did programs at those locations.
 - Juvenile PSA Magaly Coronado provided weekly storytimes on Tuesdays at College Avenue Branch with 3-6 books per session, songs, fingerplays, and crafts.
 - Juvenile PSL Jessica Neeb-Smith did weekly storytimes at Eagle Branch (which included several families from Wayne as well as new "regular" families from the Eagle area). She joined in the program rotation at Central with her partner, Chris; filled in for Mother Goose on the

Loose storytime at the College Branch; and filled in for Baby Storytime at the Fountain Square Branch.

- Manager Melinda Mullican filled in for Pajama Storytime at the College Branch.
- Wayne Township Schools' Career Center/Area 31 opened their doors to us to provide a safe and secure location for families to continue with our monthly Paws to Read program. They also not only provided a location for our CEO Tour in February 2020, they also provided fantastic technology for us to show off our library resources in that meeting.
- The Wayne Branch Library maintained consistent partnerships with Wayne Township Schools, 40 West Business Club (of which I'm Secretary), and the newly named NeighborCare of Chapel Hill even during our renovation (which began December 1st, 2019) and throughout our system-wide closure due to COVID-19.
- The Wayne Branch reference staff continued to support the NeighborCare of Chapel Hill's book discussion group during closure by updating their corporate library card and continuing to call in and provide books for their monthly discussions. All of this done from the Library Services Center (Manager) and Haughville Branch (PSA Jenny).
- During closure for renovation, Wayne staff members fanned out across the library system, assisting at Central, CMSA, College Avenue, Decatur, Eagle, East Washington, Fountain Square, Garfield Park, Glendale, Haughville, Irvington, Michigan Road, Southport, and West Indianapolis. In May, several staff members assisted with processing materials at LSC, along with staff from Lawrence Branch.
- Virtual Learning Assistance: Prior to closure for renovation, the Branch Manager and Computer Lab Assistant presented three sessions on how to get a library card and library eResources at Wayne Township Schools' In Service Day. The Branch Manager also did two presentations for Media Specialists at the Wayne Township Education Center on eResources for students, showing first secondary school media specialists and then elementary school media specialists what online resources were available for their students and how to access them. Of special interest was how students could use the new library cards they received through the Library Card Initiative.
- Wayne Branch exempt reference staff and our circulation supervisor participated on the Telephone Reference Team. Public Services Librarian Angie Lewis also joined the Online Readers Advisory (on social media), which still continues on Thursdays. Manager Melinda Mullican also participated on the High School & College Reference team.
- The Wayne Branch Library opened on June 22nd at 10:00am and reached capacity of 30 by the middle of the day. The number fluctuated throughout the day, many patrons stopping in "just to see what it looks like after renovation."
- Due to COVID-19 concerns and due to the branch already being open to the public the week prior, Wayne's soft grand opening was Saturday, June 27th at 9:30am. Bruce Benton (Outreach) and his fantastic band, Bruce Valance & the Top Groove Band, provided music for the event and the manager provided bottles of water and lemonade for attendees. Many attendees braved the pouring rain to join the event, share their stories of the branch, and to look around at all of the new changes.
- Wayne staff shared the following when asked about patron comments:
 - Kate Walsh, Library Assistant III: "Some patron reactions during the renovation: every time one of our patrons recognized me at another branch, they were always happy to see me, and then they asked when Wayne was going to open again. This happened every time! A few also said that they stopped by Wayne to take a peek through the windows, and they were amazed at how empty it looked. Since we've opened again, one constant thing I keep hearing is how much bigger the branch looks. Then they are amazed when they hear that we didn't gain any extra space. A lot of the patrons like how the branch looks, and are happy with the reconfiguration, but there are some that have told me that they don't like it. All in all, I hear more positive comments than negative ones."
 - Angie Lewis, Public Services Librarian: "Since we re-opened in June, we've had many in-person patrons say, "I'm glad you're open again!" On the phone, lots of people were happily surprised

that they could once again come into the branch, as opposed to curbside service (which is what many folks thought we solely offered now). Our reaction on the adult side has been overwhelmingly positive, with only a few negative comments. Overall, people seem very happy that their “regular” branch is once again open for service! I also think patrons who are used to finding what they need [on their own] are grateful to see the end panels/signage in place at last.”

- Cathy Scheib, Supervisor Librarian: “I personally really like the number of teens and grandparents who tried the “secret way” into the children’s area. I am also very glad none of them got stuck.”
- When school, community, and business partners were asked to share their thoughts about Wayne Branch, one shared the following (which is representative of what we heard from many):
 - Crista Carlino, Wayne Township Schools Librarian and Wayne patron: “Thank you from a patron and school librarian: From a school librarian, who was able to get library cards to students from your phenomenal efforts! The timing was perfect for the pandemic shut down. From a patron, whose family had a BLAST last fall at the Harry Potter Escape Room! It was a true highlight of our year! Thank you Wayne Branch family!”

Updated October 2020 by:

Melinda K. Mullican, Manager

Wayne Branch Library



View of the juvenile area thru activity wall window



Panoramic view of the adult area

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
SEPTEMBER 28, 2020**

The Indianapolis-Marion County Public Library Board met electronically via Zoom and/or telephone on Monday, September 28, 2020 at 6:35 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

Judge Salinas called the meeting to order. Mr. Biederman acted as Secretary.

2. Roll Call

Members present electronically: Mr. Biederman, Mr. Bigsbee, Dr. Jett, Dr. Murtadha, Ms. Payne, Rev. Robinson and Judge Salinas

Members absent: None

3. Branch Manager’s Report

Deb Ehret, Former Manager, Spades Park Branch Library, noted that it was an honor to participate in tonight’s meeting. She explained her “former” status at Spades Park. Ms. Ehret advised that she had recently transferred to the Pike Branch as the Manager and has been there for four weeks.

Ms. Ehret then provided information on the staff at Spades Park. She commented that they have developed partnerships with the Head Start program and the East Side Quality of Life Plan, an effort in which Ms. Ehret personally sought to include IndyPL as a key player in the area. She went on to explain her love for old buildings. Ms. Ehret described the Spades Park branch as a “gem” and pointed out that it was the second Carnegie library built in Indianapolis and was considered an unusual design for its time.

Dr. Murtadha agreed that Spades Park is a beautiful building. She also commended the Library for being a part of the Quality of Life Plan and gave a “thumbs up” on the Library’s participation in the Head Start program as well.

4. Public Comment and Communications

In view of the extreme emergency facing our city, and in keeping with the Executive Order issued by the Governor, the public was not invited to physically attend the meeting

but had the ability to view/listen and/or submit a question/comment to the Regular Meeting via a live stream YouTube link.

It was noted that there were no comments at the meeting.

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

a. Regular Meeting, August 24, 2020

The minutes from the Regular Meeting held August 24, 2020 had been distributed to the Board.

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

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Rev. Robinson – Aye
Dr. Jett – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	

COMMITTEE REPORTS

6. Finance Committee (Patricia A. Payne, Chair; Raymond Biederman, Curtis Bigsbee)

a. Report of the Treasurer – August 2020

Jackie Nytes, Chief Executive Officer, reviewed the Report of the Treasurer. She mentioned that, as expected, there has been an impact on the Library’s Budget due to COVID-19. For instance, she shared that Charges for Services is currently at \$241,000 and it should be over \$400,000. Savings to the Budget this year will be in Personnel, Health Insurance and Travel.

It was mentioned that a major insurance refund will help offset some of the deficits this year but there is also potential for a long term impact.

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

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

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Rev. Robinson – Aye
Dr. Jett – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	

b. **Resolution 39 – 2020** (Transfer Between Classifications and Accounts)

Ms. Nytes advised that the Library wishes to transfer funds from the Operating Fund to cover some additional expenses for the Martindale-Brightwood Branch construction. She explained that since it was just a transfer there will be no impact on the 2020 Budget.

After full discussion and careful consideration of Resolution 39 – 2020, the resolution was adopted on the motion of Ms. Payne, seconded by Mr. Bigsbee, to approve Resolution 39 – 2020 for the Transfer Between Classifications and Accounts.

Resolution 39 – 2020 was approved on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Rev. Robinson – Aye
Dr. Jett – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	

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

c. **Resolution 40 – 2020** (Approval of the Final Bond Resolution for the 2020 Bonds Funding for the Multi-Facility Renovation and Equipment Acquisition Project)

It was noted by Ms. Nytes that the Library was seeking approval to authorize the issuance of bonds for the purpose of financing the 2020 multi-facility renovation and equipment acquisition project. The Board had authorized a preliminary resolution in June, in an aggregate principal amount not to exceed \$5.35 million. The City-County Council had adopted an ordinance in this regard on August 10, 2020. This bond issue is incorporated into the Library's long term debt plan which keeps the tax rate at or below \$0.0318. The bond payment for this debt was included in the Library's 2021 Budget which was approved by the Board on August 24, 2020.

After full discussion and careful consideration of Resolution 40 – 2020, the resolution was adopted on the motion of Ms. Payne, seconded by Dr. Jett, to approve Resolution 40 – 2020 for the Approval of the Final Bond Resolution for the 2020 Bonds Funding for the Multi-Facility Renovation and Equipment Acquisition Project).

Resolution 40 – 2020 was approved on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Rev. Robinson – Aye
Dr. Jett – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	

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

d. **Budgeting for Equity Presentation**

Ms. Nytes and Jessica Moore, Diversity, Equity and Inclusion Officer, gave a PowerPoint presentation on “Budgeting for Equity.” During the presentation, priorities for 2021 were established as well as ways in which the Library will define success related to racial equity in the 2021 Budget, particularly around equitable procurement. They also highlighted various challenges such as collecting demographic data and the general lack of diversity in the publishing and library industries. Finally, they looked at the make-up of our own staff, salaries and recruitment strategies before discussing some current accomplishments, community engagement efforts and next steps. Dr. Murtadha pointed out the need to decrease barriers in recruitment and increase opportunities for professional development – as well as ensure we are tracking these efforts effectively. Additional discussion took place about how the Library is adding diverse books to the collection and how we are promoting positions for diverse hires in all areas of the organization. Another conversation was held about incident reporting and the need to find a better tool for tracking incident reports that can better report data about demographics of what people are impacted related to these incidents. Finally, Ms. Moore described some examples of how IndyPL is looking to identify local community organizations with whom to partner and support with regard to racial equity.

7. **Diversity, Policy and Human Resources Committee (Rev. T. D. Robinson, Chair; Patricia A. Payne, Judge Jose D. Salinas)**

Rev. Robinson advised that the Committee did not have any items to report.

8. **Facilities Committee (Dr. Terri Jett, Chair; Curtis Bigsbee, Dr. Khuala Murtadha)**

Dr. Jett advised that the Committee did not have any items to report.

9. **Strategic Planning Committee (Dr. Terri Jett, Chair; Dr. Khuala Murtadha, Judge Jose D. Salinas)**

a. **Strategic Plan Update**

Garrett Mason, Strategic Planning and Assessment Officer, provided the Update.

He noted that there was an effort underway to diversify the responses for the Strategic Planning survey which had initially underrepresented the African American and Latinx communities. Efforts to connect with community partners to boost participation resulted in a 1% increase for each group, but the numbers are still below the desired amount. Discussion then took place around creating personal connections with many community organizations, including smaller ones, to see if that could help increase participation in the survey.

10. Library Foundation Update

September 2020 Library Foundation Update

Rev. Robinson provided the Update for September 2020.

News

The Library Foundation thanks the Indy Library Store for adapting to the current circumstances and re-imagining the book sale format. Our Friends of the Library members had great interest in the book sale returning and demand for the shopping session was very high – filling all availability in under an hour! Thank you to Mike Ehret, Richard Swan, Adele Hoskins, Nancy Stephenson, Wendy Johnson, Sara Liebhaber and all book sale volunteers for a successful new format!

Next month the Foundation will host several virtual events. The annual State of the Library will be on October 13, 2020 at 11a.m. This event will be live-streamed to the Foundation's Facebook page. You should have received an email invitation with the information if you are able to tune-in. It will also be posted on Facebook after the stream ends. The Foundation is also hosting a donor appreciation event for Next 50 Fund donors and a special event for Library retirees.

Donors

The Foundation thanks 55 donors who made gifts last month. The following are our top corporate and foundation contributors:

- College Savings Bank
- Indiana Farm Bureau Insurance
- Ritz Charles

Program Support

This month, we are proud to provide funding for the following Library programs. All programs are system-wide unless otherwise noted.

Children's Programs

- Early Literacy Specialist
- Hogwarts – EAG
- Pocket Park Storywalk – INFO
- Read to Me, Please
- Teen Advisory Groups – MIC and PIK
- Teen Community Book Clubs

Cultural

- Adult Book Discussion
- Branded Giveaways
- Center for Black Literature and Culture (Book Fest and 3rd Anniversary)
- Concert Series
- Curveside Ride – CEN
- Folkloric Dance Demos
- History of Tea
- Lunch and Learn
- Near West Community Day – HVL

- Snacks and Stories – WRN
- Teen Community Book Clubs
- Teen Spaces – WRN and PIK
- Trunk or Treat – GLD
- World Language Book Giveaways

Collections/IT

- General Digitization
- Lilly Digital Encyclopedia of Indianapolis
- Lilly Digitization
- The Public Collection

Lifelong Learning

- Career Center
- Nonprofit Workshops – CEN
- Staff Diversity Training
- USB Technology

Capital

- Art – MIC
- Warren

General Library Support

- One Library, One Book – All staff book read

It was necessary for Rev. Robinson to leave the meeting at this time.

11. Report Of The Chief Executive Officer

a. Confirming Resolutions:

1) Resolution Regarding Finances, Personnel and Travel (41 – 2020)

Ms. Nytes reviewed Resolution 41 – 2020.

Dr. Jett requested the inclusion of demographic information within the hires and promotions section of the resolution.

After full discussion and careful consideration, Mr. Biederman made the motion, which was seconded by Ms. Payne, to approve Resolution 41 – 2020, the Resolution Regarding Finances, Personnel and Travel.

Resolution 41 – 2020 was approved on the following roll call vote:

Mr. Biederman – Aye	Ms. Payne – Aye
Mr. Bigsbee – Aye	Rev. Robinson – Absent
Dr. Jett – Aye	Judge Salinas – Aye
Dr. Murtadha – Aye	

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

b. **Report on Core Collection Work and Opening Day Collections**

Deb Lambert, Collection Management Director, presented her Report. Ms. Lambert explained how the Library's "floating" collection works, how popular titles often "float away" from some branches and the need to have copies of certain items at every branch. She advised that we build a non-floating core collection at each branch to create a hybrid of materials. The difficult process of preparing an opening day collection for a new branch was also explained. She shared that it includes several steps performed by the Collection Management staff and the vendors who participate directly in the process.

UNFINISHED BUSINESS

12. None.

NEW BUSINESS

13. None.

AGENDA BUILDING

14. **Future Agenda Items** – This time was made available for discussion of items not on the Agenda which were of interest to Library Board members and the opportunity was given to suggest items that should be included on future Library Board Meeting Agendas.

Items suggested for upcoming Board Agendas are as follows:

October, 2020 – There were no items suggested.

INFORMATION

15. **Materials**

There were no materials available to distribute to the Board.

16. **Board Meeting Schedule for 2020 (Notice and Place of Meeting) and Upcoming Events/Information**

a. **Board Meetings for 2020** – *Current calendar will be updated, as necessary, and additional information highlighted.*

b. **Library Programs/Free Upcoming Events** – All Programs and Events are canceled until further notice.

17. Notice of Special Meetings

None.

18. Notice of Next Regular Meeting

Monday, October 26, 2020, at the Library Services Center, 2450 North Meridian Street, at 6:30 p.m.

It is noted that this meeting might be changed to a virtual (Zoom) meeting depending on circumstances at the time and any pertinent orders from the Governor or Mayor.

19. Other Business

Judge Salinas made a suggestion that perhaps future Board meetings should start earlier in the day. It was also discussed that, given the amount of information provided at meetings, the expectation should be that Board meetings will normally last longer than 90 minutes.

It was also mentioned that Governor Holcomb's emergency declaration has been extended to November 1, 2020 so the Library should make arrangements to hold the October Board Meeting virtually.

20. Adjournment

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

The Chairman then declared the meeting adjourned at 8:50 p.m.

Raymond Biederman, Secretary to the Board



**Indianapolis-Marion County Public Library
Report of the Treasurer for September 2020
Prepared by Accounting for October 26, 2020 Board Meeting**

6a

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Indianapolis-Marion County Public Library
Operating Fund Revenues and Expenditures
Month Ended September 30, 2020

Revenue		Annual 2020 Revised Budget	Actual MTD 9/30/2020	Actual YTD 9/30/2020	% Budget Received
Property Taxes	31	35,756,871	-	16,929,357	47%
Intergovernmental	33	7,938,539	373,707	5,394,629	68%
Fines & Fees	35	667,500	13,038	174,563	26%
Charges for Services	34	627,100	38,233	279,727	45%
Miscellaneous	36	765,000	28,551	1,980,884	259%
Total		<u>45,755,010</u>	<u>453,528</u>	<u>24,759,160</u>	54%

Expenditures		Annual 2020 Revised Budget	Actual MTD 9/30/2020	Actual YTD 9/30/2020	% Budget Spent
Personal Services & Benefits	41	28,533,984	1,878,521	18,855,023	66%
Supplies	42	1,392,766	66,206	530,726	38%
Other Services and Charges	43	16,183,699	792,106	8,384,354	52%
Capital Outlay	44	3,526,315	266,116	1,414,441	40%
Total		<u>49,636,764</u>	<u>3,002,950</u>	<u>29,184,544</u>	59%

Indianapolis-Marion County Public Library
Fund 101- Operating Fund - Detailed Income Statement
Month Ended September 30, 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
TAXES						
311000 PROPERTY TAX	43,605,112	43,605,112	-	16,929,357	-	26,675,755
311300 PROPERTY TAX CAPS	(7,848,241)	(7,848,241)	-	-	-	(7,848,241)
TAXES Total	35,756,871	35,756,871	-	16,929,357	-	18,827,514
INTERGOVERNMENTAL						
332200 E-RATE REVENUE	248,400	248,400	13,549	163,222	-	85,178
335100 FINANCIAL INSTITUTION TAX REV	261,850	261,850	-	202,569	-	59,281
335200 LICENSE EXCISE TAX REVENUE	2,774,272	2,774,272	-	1,494,547	-	1,279,725
335400 LOCAL OPTION INCOME TAX	3,854,584	3,854,584	321,215	3,012,247	-	842,337
335500 COUNTY OPTION INCOME TAX	467,329	467,329	38,943	367,587	-	99,742
335700 COMMERCIAL VEHICLE TAX REVENUE	302,664	302,664	-	141,293	-	161,371
339000 IN LIEU OF PROP. TAX	29,440	29,440	-	13,165	-	16,275
INTERGOVERNMENTAL Total	7,938,539	7,938,539	373,707	5,394,629	-	2,543,910
CHARGES FOR SERVICES						
347600 COPY MACHINE REVENUE	-	-	-	126	-	(126)
347601 PUBLIC PRINTING REVENUE	351,300	351,300	22,995	141,858	-	209,442
347602 FAX TRANSMISSION REVENUE	60,000	60,000	7,744	38,343	-	21,657
347603 PROCTORING EXAMS	3,800	3,800	86	940	-	2,860
347604 PLAC CARD DISTRIBUTION REVENUE	83,000	83,000	-	53,719	-	29,281
347605 USAGE FEE REVENUE	12,000	12,000	750	8,730	-	3,270
347606 SET-UP & SERVICE - TAXABLE	15,000	15,000	400	7,375	-	7,625
347607 SET-UP & SERVICE - NON-TAXABLE	12,000	12,000	-	2,965	-	9,035
347608 SECURITY SERVICES REVENUE	18,000	18,000	1,110	6,187	-	11,813
347609 EVENT SECURITY	-	-	-	2,760	-	(2,760)
347620 CAFE REVENUE	12,000	12,000	1,109	1,724	-	10,276
347621 CATERING REVENUE	60,000	60,000	4,039	15,000	-	45,000
CHARGES FOR SERVICES Total	627,100	627,100	38,233	279,727	-	347,373
FINES						
351200 FINES	650,000	650,000	12,151	168,446	-	481,554
351201 OTHER CARD REVENUE	2,000	2,000	195	1,365	-	635
351202 HEADSET REVENUE	7,000	7,000	307	1,914	-	5,086
351203 USB REVENUE	6,000	6,000	315	2,181	-	3,819
351204 LIBRARY TOTES	2,500	2,500	70	658	-	1,842
FINES Total	667,500	667,500	13,038	174,563	-	492,937
MISCELLANEOUS						
360000 MISCELLANEOUS REVENUE	2,500	2,500	5,241	6,339	-	(3,839)
360001 REVENUE ADJUSTMENT	-	-	-	1,086	-	(1,086)
361000 INTEREST INCOME	170,000	170,000	6,111	177,307	-	(7,307)
362000 FACILITY RTL REV - TAXABLE	100,000	100,000	871	25,428	-	74,572
362001 FACILITY RENTAL REV - NONTAX	64,000	64,000	-	1,839	-	62,161
362002 EQUIPMENT RENTAL REV - TAXABLE	1,000	1,000	200	4,800	-	(3,800)
362003 EQUIPMENT RENTAL REV - NONTAX	2,500	2,500	-	300	-	2,200
367004 OTHER GRANTS	225,000	225,000	-	225,000	-	-
MISCELLANEOUS Total	565,000	565,000	12,423	442,099	-	122,901
OTHER FINANCING SRCS						
392100 SALE OF SURPLUS PROPERTY	-	-	-	45,780	-	(45,780)
396000 REFUNDS	5,000	5,000	-	341,481	-	(336,481)
399000 REIMBURSEMENT FOR SERVICES	175,000	175,000	16,128	129,703	-	45,297
399001 INSURANCE REIMBURSEMENTS	20,000	20,000	-	1,021,821	-	(1,001,821)

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
OTHER FINANCING SRCS Total	200,000	200,000	16,128	1,538,785	-	(1,338,785)
REVENUE Total	45,755,010	45,755,010	453,528	24,759,160	-	20,995,850
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	18,059,744	17,878,748	1,256,302	12,422,394	-	5,456,354
412000 SALARIES HOURLY STAFF	1,820,444	1,805,589	64,880	862,170	-	943,419
413000 WELLNESS	35,000	35,000	2,510	14,986	-	20,014
413001 LONG TERM DISABILITY INSURANCE	44,075	44,075	4,305	38,703	-	5,372
413002 EMPLOYEE ASSISTANCE PROGRAM	23,500	23,500	1,600	14,400	4,800	4,300
413003 TUITION ASSISTANCE	25,000	25,000	2,000	14,647	-	10,353
413100 FICA AND MEDICARE	1,513,443	1,513,443	97,572	969,299	-	544,144
413300 PERF/INPRS	2,546,358	2,546,358	179,152	1,744,351	-	802,007
413400 UNEMPLOYMENT COMPENSATION	9,000	25,500	1,591	21,715	3,730	55
413500 MEDICAL & DENTAL INSURANCE	4,610,470	4,597,821	266,571	2,725,396	3,686	1,868,740
413600 GROUP LIFE INSURANCE	38,950	38,950	2,037	26,964	-	11,986
PERSONAL SERVICES Total	28,725,984	28,533,984	1,878,521	18,855,023	12,216	9,666,745
SUPPLIES						
421500 OFFICE SUPPLIES - FAC/PURCH	385,096	450,485	36,131	222,673	40,459	187,353
421600 LIBRARY SUPPLIES	186,000	195,430	4,441	44,628	29,255	121,547
421700 DEPARTMENT OFFICE SUPPLIES	373,800	437,860	20,696	178,216	20,454	239,190
422210 GASOLINE	44,000	45,730	2,478	10,431	14,986	20,312
422250 UNIFORMS	8,000	9,804	-	5,416	-	4,387
422310 CLEANING & SANITATION	165,000	115,160	2,460	55,027	15,505	44,627
429001 NON CAPITAL FURNITURE & EQUIP	128,000	138,298	-	14,334	-	123,964
SUPPLIES Total	1,289,896	1,392,766	66,206	530,726	120,658	741,382
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	219,000	241,196	3,474	139,654	2	101,540
431200 ENGINEERING & ARCHITECTURAL	25,000	25,000	-	-	-	25,000
431500 CONSULTING SERVICES	285,900	523,438	7,412	168,737	146,472	208,229
432100 FREIGHT & EXPRESS	7,000	7,485	203	3,006	2,507	1,972
432200 POSTAGE	64,650	64,650	2,000	35,455	1,074	28,121
432300 TRAVEL	36,400	36,385	306	5,420	-	30,965
432400 DATA COMMUNICATIONS	281,800	283,758	19,123	205,529	-	78,229
432401 CELLULAR PHONE	10,080	10,080	885	7,822	-	2,258
432500 CONFERENCES	143,100	142,600	1,213	30,467	8,450	103,683
432501 IN HOUSE CONFERENCE	96,530	97,030	724	13,711	11,651	71,668
433100 OUTSIDE PRINTING	177,116	190,370	3,375	61,127	7,220	122,022
433200 PUBLICATION OF LEGAL NOTICES	1,800	1,800	367	896	-	904
434100 WORKER'S COMPENSATION	172,612	173,694	-	56,009	19,661	98,025
434200 PACKAGE	261,023	253,383	-	121,470	39,849	92,064
434201 EXCESS LIABILITY	11,179	17,179	-	13,031	4,019	129
434202 AUTOMOBILE	21,162	21,162	-	14,640	5,384	1,138
434500 OFFICIAL BONDS	1,080	1,080	-	975	-	105
434501 PUBLIC OFFICIALS & EE LIAB	17,280	17,280	-	15,504	-	1,776
434502 BROKERAGE FEE	18,360	20,000	-	15,000	5,000	-
435100 ELECTRICITY	1,194,813	1,261,289	70,005	575,106	586,183	100,000
435200 NATURAL GAS	146,856	161,852	1,625	62,233	62,581	37,038
435300 HEAT/STEAM	400,190	422,766	15,881	165,242	207,334	50,190
435400 WATER	83,896	84,507	4,643	44,661	37,425	2,421
435401 COOLING/CHILLED WATER	553,664	553,664	131,930	358,414	177,408	17,842
435500 STORMWATER	24,990	24,990	56	11,498	12,358	1,134
435900 SEWAGE	96,789	98,072	6,725	60,237	37,020	815
436100 REP & MAINT-STRUCTURE	573,500	707,213	57,765	485,078	137,002	85,133
436101 ELECTRICAL	672,000	672,000	17,488	123,685	200,240	348,074
436102 PLUMBING	100,000	100,000	3,071	38,455	5,333	56,212
436103 PEST SERVICES	35,000	35,000	1,641	7,161	18,339	9,500
436104 ELEVATOR SERVICES	101,000	101,000	12,006	79,044	33,800	(11,844)
436110 CLEANING SERVICES	1,125,311	1,217,272	70,643	649,555	403,508	164,209

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
436200 REP & MAINT-EQUIPMENT	217,000	221,370	5,762	89,356	18,892	113,123
436201 REP & MAINT-HEATING & AIR	467,000	490,001	40,890	232,697	172,103	85,201
436202 REP & MAINT -AUTO	63,000	66,533	2,218	25,991	3,029	37,513
436203 REP & MAINT-COMPUTERS	361,600	370,324	-	275,449	52,321	42,553
437200 EQUIPMENT RENTAL	83,800	83,800	5,298	49,219	9,399	25,182
437300 REAL ESTATE RENTAL	448,458	448,458	12,398	304,076	-	144,382
439100 CLAIMS, AWARDS, INDEMNITIES	25,000	25,000	-	-	-	25,000
439600 TRASH REMOVAL	68,563	76,523	7,795	69,722	3,238	3,563
439601 SNOW REMOVAL	382,500	433,420	-	141,000	33,646	258,774
439602 LAWN & LANDSCAPING	325,121	333,961	27,934	211,021	-	122,940
439800 DUES & MEMBERSHIPS	55,390	57,765	-	45,545	2,160	10,060
439901 COMPUTER SERVICES	297,500	202,549	2,553	139,756	-	62,793
439902 PAYROLL SERVICES	140,000	140,000	8,436	93,544	-	46,456
439903 SECURITY SERVICES	1,349,637	1,377,449	48,684	660,382	368,050	349,017
439904 BANK FEES/CREDIT CARD FEES	65,000	65,000	4,740	41,589	-	23,411
439905 OTHER CONTRACTUAL SERVICES	699,423	755,172	69,996	332,362	291,490	131,320
439906 RECRUITMENT EXPENSES	24,300	24,300	1,397	3,837	-	20,463
439907 EVENTS & PR	56,700	42,584	2,375	17,777	2,289	22,518
439910 PROGRAMMING	77,500	77,500	241	6,461	180	70,859
439911 PROGRAMMING-JUV.	150,000	150,000	10,000	29,593	15,560	104,847
439912 PROGRAMMING ADULT - CENTRAL	25,000	25,000	-	2,650	-	22,350
439913 PROGRAMMING EXHIBITS - CENTRAL	5,000	5,000	-	-	-	5,000
439930 MATERIALS CONTRACTUAL	2,129,795	3,129,795	108,830	2,043,504	-	1,086,291
451100 AUDIT FEES	15,000	15,000	-	-	-	15,000
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES TOTAL	14,491,368	16,183,699	792,106	8,384,354	3,142,177	4,657,168
CAPITAL						
443500 BUILDING	-	232,000	12,611	12,611	15,024	204,364
445100 CAPITAL - FURNITURE	-	7,154	-	7,154	-	-
445200 VEHICLES	80,000	104,663	-	41,745	-	62,918
445300 CAPITAL - EQUIPMENT	-	15,582	-	15,582	-	-
445301 COMPUTER EQUIPMENT	50,000	50,000	-	-	-	50,000
449000 BOOKS & MATERIALS	3,884,250	2,884,250	253,505	1,290,363	-	1,593,887
449100 UNPROCESSED PAPERBACK BOOKS	137,000	232,667	-	46,986	48,427	137,254
CAPITAL Total	4,151,250	3,526,315	266,116	1,414,441	63,452	2,048,423
EXPENSE Total	48,658,498	49,636,764	3,002,950	29,184,544	3,338,502	17,113,718

Indianapolis-Marion County Public Library
Cashflow Projections - Operating Fund
January 1 - December 31, 2020

	Actual January	Actual February	Actual March	Actual April	Actual May	Actual June	Actual July	Actual August	Actual September	Projected October	Projected November	Projected December	Projected Y-T-D	Revised Budget	Variance
Beginning Balance	\$ 25,151,724	\$ 21,844,102	\$ 19,749,084	\$ 16,839,377	\$ 16,600,297	\$ 16,900,076	\$ 28,817,878	\$ 25,854,919	\$ 23,325,839	\$ 21,097,506	\$ 20,181,785	\$ 20,459,460	\$ 25,151,724	\$ 25,151,724	
Receipts:															
PROPERTY TAX	-	-	-	1,350,000	2,825,000	12,754,357	-	-	-	3,928,523	3,833,137	9,608,586	34,299,603	35,756,871	(1,457,268)
PROPERTY TAX CAPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E-RATE REVENUE	16,060	13,050	13,720	-	-	-	54,215	52,628	13,549	8,554	8,554	58,048	238,378	248,400	(10,022)
FINANCIAL INSTITUTION TAX REV	-	-	-	-	-	202,569	-	-	-	-	-	142,433	345,002	261,850	83,152
LICENSE EXCISE TAX REVENUE	-	-	-	-	-	1,494,547	-	-	-	-	-	1,289,128	2,783,675	2,774,272	9,403
LOCAL OPTION INCOME TAX	321,215	321,215	321,215	321,215	642,431	121,309	321,215	321,215	321,215	321,215	321,215	321,215	3,975,892	3,854,584	121,308
COUNTY OPTION INCOME TAX	38,943	38,943	38,943	38,943	56,047	38,943	38,943	38,943	38,943	38,943	38,943	38,943	484,415	467,329	17,086
COMMERCIAL VEHICLE TAX REVENUE	-	-	-	-	-	141,293	-	-	-	-	-	136,198	277,491	302,664	(25,173)
IN LIEU OF PROP. TAX	-	-	-	-	-	13,165	-	-	-	-	-	14,430	27,595	29,440	(1,845)
COPY MACHINE REVENUE	126	-	-	-	-	-	-	-	-	-	-	-	126	-	126
PUBLIC PRINTING REVENUE	26,742	30,311	18,784	-	16	4,166	20,397	18,448	22,995	25,000	25,761	20,234	212,853	351,300	(138,447)
FAX TRANSMISSION REVENUE	5,514	6,375	4,785	-	21	1,559	5,461	6,885	7,744	5,712	5,054	5,000	54,109	60,000	(5,891)
PROCTORING EXAMS	250	227	285	-	35	-	29	28	86	207	193	406	1,746	3,800	(2,054)
PLAC CARD DISTRIBUTION REVENUE	-	-	-	53,719	-	-	-	-	-	-	-	-	53,719	83,000	(29,281)
USAGE FEE REVENUE	1,870	1,120	970	770	20	1,570	840	820	750	643	1,166	2,280	12,818	12,000	818
SET-UP & SERVICE - TAXABLE	-	-	750	-	-	1,550	2,925	1,750	400	1,000	1,000	1,229	10,604	15,000	(4,396)
SET-UP & SERVICE - NON-TAXABLE	80	1,260	250	(625)	-	500	1,000	500	-	1,464	1,020	785	6,234	12,000	(5,766)
SECURITY SERVICES REVENUE	567	1,740	400	(540)	-	750	1,380	780	1,110	1,628	1,123	1,153	10,091	18,000	(7,909)
EVENT SECURITY	-	-	360	-	-	600	1,320	480	-	-	-	-	2,760	-	2,760
PARKING REVENUE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CAFE REVENUE	615	-	-	-	-	-	-	-	1,109	511	517	453	3,204	12,000	(8,796)
CATERING REVENUE	6,177	1,636	94	70	-	-	-	2,985	4,039	7,674	6,639	8,869	38,182	60,000	(21,818)
FINES	40,476	39,316	28,522	2,635	5,251	11,344	15,260	13,491	12,151	-	-	-	168,446	650,000	(481,554)
OTHER CARD REVENUE	195	585	195	-	-	65	65	65	195	94	94	31	1,584	2,000	(416)
HEADSET REVENUE	407	435	258	-	4	54	219	230	307	612	460	397	3,383	7,000	(3,617)
USB REVENUE	390	472	327	-	-	131	260	286	315	442	463	235	3,320	6,000	(2,680)
LIBRARY TOTES	127	172	115	-	19	28	60	67	70	160	120	88	1,026	2,500	(1,474)
MISCELLANEOUS REVENUE	256	335	191	211	-	47	18	41	5,241	93	105	158	6,695	2,500	4,195
REVENUE ADJUSTMENT	(16)	1	1,761	(661)	-	(0)	-	0	-	-	-	-	1,086	-	1,086
INTEREST INCOME	53,268	47,272	31,085	13,927	8,950	6,604	5,675	4,415	6,111	3,000	3,000	3,000	186,307	170,000	16,307
FACILITY RTL REV - TAXABLE	6,116	8,430	4,478	(1,420)	(60)	220	2,127	4,666	871	9,722	6,039	3,614	44,803	100,000	(55,197)
FACILITY RENTAL REV - NONTAX	2,299	2,560	(80)	(560)	-	-	-	(2,380)	-	4,009	8,107	3,024	16,979	64,000	(47,021)
EQUIPMENT RENTAL REV - TAXABLE	-	-	600	-	-	900	2,250	850	200	-	-	-	4,800	1,000	3,800
EQUIPMENT RENTAL REV - NONTAX	-	300	-	-	-	-	-	-	-	22	-	268	590	2,500	(1,910)
FOUNDATION CONTRIBUTION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER GRANTS	-	-	-	-	-	-	-	225,000	-	-	-	-	225,000	225,000	-
TRANSFER IN	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SALE OF SURPLUS PROPERTY	-	-	-	-	-	-	45,780	-	-	-	-	-	45,780	-	45,780
REFUNDS	954	2,577	244	337,660	16	-	-	31	-	-	-	640	342,121	5,000	337,121
REIMBURSEMENT FOR SERVICES	5,741	5,113	-	-	-	102,721	-	-	16,128	-	-	-	129,703	175,000	(45,297)
INSURANCE REIMBURSEMENTS	-	-	-	1,021,821	-	-	-	-	-	-	-	-	1,021,821	20,000	1,001,821
Total Receipts	528,372	523,444	468,252	3,137,166	3,537,748	14,898,991	519,436	692,223	453,528	4,359,228	4,262,709	11,660,843	45,041,941	45,755,010	(713,069)
Expenditures:															
PERSONAL SERVICES & BENEFITS	2,517,344	1,811,832	2,278,595	1,976,501	2,504,573	2,007,025	1,915,971	1,964,663	1,878,521	2,934,623	2,056,285	2,050,440	25,896,370	28,533,984	2,637,614
SUPPLIES	99,329	44,442	34,784	26,109	25,100	118,457	73,670	42,628	66,206	163,000	104,000	131,000	928,726	1,405,276	476,549
OTHER SERVICES AND CHARGES	960,473	754,046	1,038,665	1,337,350	748,610	958,398	935,745	858,960	792,106	1,504,077	1,344,749	1,511,078	12,744,259	16,716,181	3,971,922
LIBRARY MATERIALS CAPITAL OUTLAY	259,304	3,070	25,220	36,285	26,236	57,208	331,326	409,675	266,116	673,250	480,000	918,624	3,486,315	3,486,315	-
TRANSFER OUT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	3,836,450	2,613,391	3,377,264	3,376,245	3,304,519	3,141,088	3,256,712	3,275,925	3,002,950	5,274,950	3,985,034	4,611,142	43,055,671	50,141,755	7,086,085
Change in Payables/Petty Cash/Correction*	455	(5,071)	(695)	-	66,550	159,899	(225,683)	54,623	321,089				371,167	-	
Ending Balance	\$ 21,844,102	\$ 19,749,084	\$ 16,839,377	\$ 16,600,297	\$ 16,900,076	\$ 28,817,878	\$ 25,854,919	\$ 23,325,839	\$ 21,097,506	\$ 20,181,785	\$ 20,459,460	\$ 27,509,161	\$ 27,509,161	\$ 20,764,978	

Indianapolis-Marion County Public Library
Receipts & Disbursements
Month Ended September 30, 2020

FUND	CASH AND INVESTMENTS 8/31/2020	RECEIPTS	DISBURSEMENTS	CASH AND INVESTMENTS 9/30/2020
101 Total Operating	23,325,839	453,528	2,681,861	21,097,506.43
104 Total Fines	23	45,150	45,167	5.63
226 Total Parking Garage	773,274	16,265	5,623	783,915.76
230 Total Grant	519,841	42,008	36,903	524,946.03
245 Total Rainy Day	5,528,056	1,413	-	5,529,468.44
270 Total Shared System	224,782	29	5,421	219,389.21
301 Total BIRF 1	2,595,801	915	-	2,596,715.83
321 Total BIRF 2	337,488	-	-	337,487.88
471 Total Library Improvement Reserve Fund	2,480,470	663	8,460	2,472,672.93
472 Total Construction	-	-	-	-
475 Total 2015 Bond RFID Books & Materials	186,965	-	29,980	156,985.33
476 Total 2016 Bond - Michigan Rd	11,292	-	3,950	7,342.37
477 Total 2017A Bond - Brightwood	837,053	-	583,064	253,989.28
478 Total 2017B Bond - Eagle	683,483	-	77,217	606,265.67
479 Total 2018A Bond - AHS/ILS/Fac Improvmts	2,294,355	-	109,459	2,184,896.38
480 Total 2018 BBond - West Perry Branch	7,360,701	-	283,006	7,077,694.59
481 Total 2019 Bond - LAW WAY Renovation	1,012,426	165	526,533	486,058.64
800 Total Gift	1,335,417	625,023	36,767	1,923,672.70
806 Total Payroll Liabilities (1)	70,536	103,972	84,202	90,306.34
812 Total Foundation Agency Fund	582	324	-	906.87
813 Total Staff Association Agency Fund	31	-	-	31.00
814 Total Sales Tax Agency Fund	647	403	695	354.77
815 Total PLAC Card Revenue Agency Fund	8,795	910	-	9,704.55
Grand Total	49,587,858	1,290,768	4,518,309	46,360,317

Indianapolis Marion County Public Library
Status of the Treasury
Investment Report
Month Ended September 30, 2020

<u>Chase Savings Account</u>			<u>Previous Month's Chase Savings Account Activity</u>		
	Balance September 30, 2020	Interest Earned September 30, 2020		Balance August 31, 2020	Interest Earned August 31, 2020
Operating Fund	\$ 5,001,980	\$ 205	Operating Fund	\$ 5,001,775	\$ 211
Grant Fund	\$ 193,395	\$ -	Grant Fund	\$ 193,395	\$ -
Parking Garage	\$ 409,184	\$ 17	Parking Garage	\$ 409,167	\$ 17
Bond & Interest Redemption Fd	\$ 0	\$ -	Bond & Interest Redemption Fd	\$ 0	\$ -
Bond & Interest Redemption Fd 2	\$ 13,386	\$ -	Bond & Interest Redemption Fd 2	\$ 13,386	\$ -
Rainy Day Fund	\$ 404,703	\$ 17	Rainy Day Fund	\$ 404,687	\$ 17
Gift Fund	\$ 48	\$ 8	Gift Fund	\$ 40	\$ 8
Total Chase Savings Account	\$ 6,022,696	\$ 246	Total Chase Savings Account	\$ 6,022,450	\$ 254
<i>The average savings account rate for September was 0.05%</i>			<i>The average savings account rate for August was 0.05%</i>		
<u>Fifth Third Bank Investment Account</u>			<u>Previous Month's Fifth Third Bank Investment Account</u>		
	Balance September 30, 2020	Interest Earned September 30, 2020		Balance August 31, 2020	Interest Earned August 31, 2020
Library Improvement Reserve Fd	\$ 2,227,538	\$ 663	Library Improvement Reserve Fd	\$ 2,226,874	\$ 958
Rainy Day Fund	\$ 4,455,666	\$ 1,327	Rainy Day Fund	\$ 4,454,339	\$ 1,916
Total Fifth Third Bank	\$ 6,683,203	\$ 1,990	Total Fifth Third Bank	\$ 6,681,213	\$ 2,873
<i>The average investment account rate for September was 0.36%</i>			<i>The average investment account rate for August was 0.52%</i>		
<u>Hoosier Fund Account Income</u>			<u>Previous Month's Hoosier Fund Account Income</u>		
	Balance September 30, 2020	Interest Earned September 30, 2020		Balance August 31, 2020	Interest Earned August 31, 2020
Operating Fund	\$ 8,644,327	\$ 4,529	Operating Fund	\$ 1,639,798	\$ 2,085
Rainy Day Fund	\$ 179,224	\$ 69	Rainy Day Fund	\$ 179,155	\$ 79
2017A Brightwood Project Fund	\$ -	\$ -	2017A Brightwood Project Fund	\$ -	\$ -
2018B West Perry Project Fund	\$ 3,062,846	\$ -	2018B West Perry Project Fund	\$ 3,062,846	\$ -
2018A Multi-Project Fund	\$ 2,323,565	\$ -	2018A Multi-Project Fund	\$ 2,323,565	\$ -
Bond & Interest Redemption Fd	\$ 23,245	\$ 898	Bond & Interest Redemption Fd	\$ 22,347	\$ 1,087
2019 Lawrence/Wayne Project Fund	\$ 428,074	\$ 165	2019 Lawrence/Wayne Project Fund	\$ 427,908	\$ 189
Total Hoosier Fund Account	\$ 14,661,281	\$ 5,662	Total Hoosier Fund Account	\$ 7,655,619	\$ 3,440
<i>The average Hoosier Fund account rate for September was 0.47%</i>			<i>The average Hoosier Fund account rate for August was 0.53%</i>		
<u>TrustIndiana</u>			<u>Previous Month's TrustIndiana</u>		
	Balance September 30, 2020	Interest Earned September 30, 2020		Balance August 31, 2020	Interest Earned August 31, 2020
Operating Fund	\$ 6,421,789	\$ 1,331	Operating Fund	\$ 6,420,458	\$ 2,048
2015 RFID Project Fund	\$ 150,000	\$ -	2015 RFID Project Fund	\$ 150,000	\$ -
2017A Brightwood Project Fund	\$ 0	\$ -	2017A Brightwood Project Fund	\$ 0	\$ -
2017B Eagle Project Fund	\$ 579,471	\$ -	2017B Eagle Project Fund	\$ 579,471	\$ -
2018B West Perry Project Fund	\$ 3,890,752	\$ -	2018B West Perry Project Fund	\$ 3,890,752	\$ -
Bond & Interest Redemption Fd 2	\$ 90,897	\$ -	Bond & Interest Redemption Fd 2	\$ 90,897	\$ -
Bond & Interest Redemption Fd	\$ 450,237	\$ 17	Bond & Interest Redemption Fd	\$ 450,219	\$ 26
Total TrustIndiana Account	\$ 11,583,147	\$ 1,349	Total TrustIndiana Account	\$ 11,581,798	\$ 2,074
<i>The average TrustIndiana account rate for September was 0.14%</i>			<i>The average TrustIndiana account rate for August was 0.20%</i>		
<u>U. S. Bank</u>			<u>Previous Month's U.S. Bank</u>		
	Balance September 30, 2020	Interest Earned September 30, 2020		Balance August 31, 2020	Interest Earned August 31, 2020
Operating Fund	\$ 1,053,277	\$ 46	Operating Fund	\$ 1,053,231	\$ 69
Total U. S. Bank	\$ 1,053,277	\$ 46	Total U. S. Bank	\$ 1,053,231	\$ 69
<i>The average U. S. Bank account rate for September was 0.01%</i>			<i>The average U. S. Bank account rate for August was 0.01%</i>		

Indianapolis-Marion County Public Library
Fund 301 and 321 - Bond and Interest Funds - Detailed Income Statement
Month Ended September 30, 2020

	ORIGINAL BUDGET	REVISED BUDG.	MTD	YTD	P.O.	AVAILABL E BUDG.
REVENUES						
Property Taxes						
311000 PROPERTY TAX	12,882,655	12,882,655	-	6,328,213	-	6,554,442
Property Taxes Total	12,882,655	12,882,655	-	6,328,213	-	6,554,442
Intergovernmental						
335100 FINANCIAL INSTITUTION T	71,439	71,439	-	57,670	-	13,769
335200 LICENSE EXCISE TAX REVE	751,196	751,196	-	423,219	-	327,977
335700 COMMERCIAL VEHICLE TAX	59,660	59,660	-	40,225	-	19,435
339000 IN LIEU OF PROP. TAX	8,441	8,441	-	3,747	-	4,694
Intergovernmental Total	890,736	890,736	-	524,861	-	365,875
Miscellaneous						
361000 INTEREST INCOME	-	-	915	19,533	-	(19,533)
Miscellaneous Total	-	-	915	19,533	-	(19,533)
REVENUES Total	13,773,391	13,773,391	915	6,872,608	-	6,900,783
EXPENSES						
Other Services and Charges						
439904 BANK FEES/CREDIT CARD F	6,750	6,750	-	3,500	-	3,250
438100 PRINCIPAL	14,795,000	14,795,000	-	8,920,000	-	5,875,000
438200 INTEREST	1,848,161	1,848,161	-	1,242,466	-	605,695
Other Services and Charges Total	16,649,911	16,649,911	-	10,165,966	-	6,483,945
EXPENSES Total	16,649,911	16,649,911	-	10,165,966	-	6,483,945

Indianapolis-Marion County Public Library
Fund 245 - Rainy Day Fund - Detailed Income Statement
Month Ended September 30, 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	30,000	30,000	1,413	44,607	-	(14,607)
MISCELLANEOUS Total	30,000	30,000	1,413	44,607	-	(14,607)
REVENUE Total	30,000	30,000	1,413	44,607	-	(14,607)
EXPENSE						
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	100,000	94,788	333	13,170	-	81,617
431200 ENGINEERING & ARCHITECTURAL	400,000	563,113	-	-	184,113	379,000
431500 CONSULTING SERVICES	-	7,521	-	4,200	-	3,321
438400 ISSUANCE COSTS	-	1,013	-	1,350	-	(338)
452002 TRANSFERS IN/OUT	-	-	-	(205,070)	-	205,070
OTHER SERVICES AND CHARGES TOTAL	500,000	666,433	333	(186,350)	184,113	668,670
CAPITAL						
441000 LAND	500,000	500,000	-	5,000	-	495,000
443500 BUILDING	1,000,000	1,000,000	-	-	-	1,000,000
CAPITAL Total	1,500,000	1,500,000	-	5,000	-	1,495,000
EXPENSE Total	2,000,000	2,166,433	333	(181,350)	184,113	2,163,670

Indianapolis-Marion County Public Library
Fund 471 - Library Improvement Reserve Fund - Detailed Income Statement
Month Ended September 30, 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
MISCELLANEOUS						
361000 INTEREST INCOME	40,000	40,000	663	21,374	-	18,626
MISCELLANEOUS Total	40,000	40,000	663	21,374	-	18,626
REVENUE Total	40,000	40,000	663	21,374	-	18,626
EXPENSE						
OTHER SERVICES AND CHARGES						
436100 REP & MAINT-STRUCTURE	600,000	910,795	8,460	269,635	41,161	600,000
OTHER SERVICES AND CHARGES TOTAL	600,000	910,795	8,460	269,635	41,161	600,000
CAPITAL						
444501 COMPUTER SOFTWARE	-	259,563	-	5,738	253,826	-
CAPITAL Total	-	259,563	-	5,738	253,826	-
EXPENSE Total	600,000	1,170,358	8,460	275,372	294,986	600,000

Indianapolis-Marion County Public Library
Fund 226 - Parking Garage - Detailed Income Statement
Month Ended September 30, 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347610 PARKING REVENUE	120,000	120,000	15,848	90,186	-	29,814
347611 EVENTS PARKING	8,000	8,000	400	4,188	-	3,813
CHARGES FOR SERVICES Total	128,000	128,000	16,248	94,374	-	33,626
MISCELLANEOUS						
361000 INTEREST INCOME	5,000	5,000	17	495	-	4,505
MISCELLANEOUS Total	5,000	5,000	17	495	-	4,505
REVENUE Total	133,000	133,000	16,265	94,869	-	38,131
EXPENSE						
SUPPLIES						
421200 PRINTER SUPPLIES	2,000	2,000	-	870	-	1,131
421500 OFFICE SUPPLIES - FAC/PURCH	6,000	6,000	92	1,291	-	4,709
422310 CLEANING & SANITATION	100	100	-	-	-	100
SUPPLIES Total	8,100	8,100	92	2,160	-	5,940
OTHER SERVICES AND CHARGES						
431100 LEGAL SERVICES	1,000	1,000	-	-	-	1,000
431501 PARKING GARAGE CONTRACTUAL	12,000	12,000	1,000	10,000	-	2,000
432200 POSTAGE	500	500	-	-	-	500
432400 DATA COMMUNICATIONS	4,000	4,025	681	3,816	-	209
434201 EXCESS LIABILITY	5,000	5,000	1,810	5,558	-	(558)
436100 REP & MAINT-STRUCTURE	15,000	15,000	-	-	-	15,000
436110 CLEANING SERVICES	8,000	8,000	-	4,405	-	3,595
436200 REP & MAINT-EQUIPMENT	8,000	8,000	42	409	-	7,591
436201 REP & MAINT-HEATING & AIR	123,062	146,124	-	-	23,062	123,062
439904 BANK FEES/CREDIT CARD FEES	7,000	7,000	147	3,222	-	3,778
439905 OTHER CONTRACTUAL SERVICES	45,000	45,000	7,459	42,003	-	2,997
OTHER SERVICES AND CHARGES TOTAL	228,562	251,649	11,140	69,414	23,062	159,173
CAPITAL						
445300 CAPITAL - EQUIPMENT	242,000	242,000	-	-	-	242,000
CAPITAL Total	242,000	242,000	-	-	-	242,000
EXPENSE Total	478,662	501,749	11,232	71,574	23,062	407,113

Indianapolis-Marion County Public Library
Fund 270 - Shared System - Detailed Income Statement
Month Ended September 30, 2020

	Original Budget	Revised Budget	MTD	YTD	P.O.	Available Budget
REVENUE						
CHARGES FOR SERVICES						
347640 SHARED SYSTEM REVENUE	-	-	29	9,980	-	(9,980)
CHARGES FOR SERVICES Total	-	-	29	9,980	-	(9,980)
REVENUE Total	-	-	29	9,980	-	(9,980)
EXPENSE						
PERSONAL SERVICES						
411000 SALARIES APPOINTED STAFF	56,824	56,824	4,915	45,262	-	11,562
413100 FICA AND MEDICARE	4,347	4,347	169	2,869	-	1,478
413300 PERF/INPRS	8,069	8,069	674	6,403	-	1,666
PERSONAL SERVICES Total	69,240	69,240	5,758	54,534	-	14,706
SUPPLIES						
421600 LIBRARY SUPPLIES	2,060	2,724	-	-	2,675	49
SUPPLIES Total	2,060	2,724	-	-	2,675	49
OTHER SERVICES AND CHARGES						
431500 CONSULTING SERVICES	5,000	5,000	-	-	-	5,000
432300 TRAVEL	1,836	1,836	-	-	-	1,836
432501 IN HOUSE CONFERENCE	250	250	-	-	-	250
439907 EVENTS & PR	510	510	-	-	-	510
439909 REIMBURSEMENT FOR SERVICES EXP	77,250	102,450	-	97,402	-	5,048
439930 MATERIALS CONTRACTUAL	-	2,700	-	2,656	-	44
439931 E-BOOKS	12,100	12,100	-	-	-	12,100
452002 TRANSFERS IN/OUT	-	-	-	-	-	-
OTHER SERVICES AND CHARGES TOTAL	96,946	124,846	-	100,057	-	24,789
EXPENSE Total	168,246	196,810	5,758	154,592	2,675	39,544

Indianapolis-Marion County Public Library
Fund 800 & 230 - Gift and Grant - Detailed Income Statement
Month Ended September 30, 2020

	MTD	YTD
REVENUE		
MISCELLANEOUS		
334700 GRANTS - LSTA	-	(7,998)
360000 MISCELLANEOUS REVENUE	-	-
360001 REVENUE ADJUSTMENT	-	-
361000 INTEREST INCOME	(8)	(333)
367000 FOUNDATION CONTRIBUTION	(625,023)	(1,851,251)
367002 FOUNDATIONS - DESIGNATED GIFTS	-	-
367004 OTHER GRANTS	(42,000)	(267,320)
399000 REIMBURSEMENT FOR SERVICES	-	(7,255)
MISCELLANEOUS Total	(667,031)	(2,134,157)
REVENUE Total	(667,031)	(2,134,157)
EXPENSE		
PERSONAL SERVICES		
411000 SALARIES APPOINTED STAFF	24,170	96,030
412000 SALARIES HOURLY STAFF	-	29,562
413001 LONG TERM DISABILITY INSURANCE	-	-
413100 FICA AND MEDICARE	322	3,059
413300 PERF/INPRS	601	5,707
413500 MEDICAL & DENTAL INSURANCE	6,979	8,168
413600 GROUP LIFE INSURANCE	-	-
PERSONAL SERVICES Total	32,071	142,526
SUPPLIES		
421500 OFFICE SUPPLIES - FAC/PURCH	-	282
421600 LIBRARY SUPPLIES	-	2,112
421700 DEPARTMENT OFFICE SUPPLIES	5,866	147,967
429001 NON CAPITAL FURNITURE & EQUIP	-	-
SUPPLIES Total	5,866	150,360
OTHER SERVICES AND CHARGES		
431100 LEGAL SERVICES		
431500 CONSULTING SERVICES	-	28,456
432100 FREIGHT & EXPRESS	-	-
432300 TRAVEL	-	-
432400 DATA COMMUNICATIONS	4,066	40,675
432500 CONFERENCES	-	2,946
432501 IN HOUSE CONFERENCE	-	-
433100 OUTSIDE PRINTING	-	9,942
436100 REP & MAINT-STRUCTURE	-	-
436110 CLEANING SERVICES		
436200 REP & MAINT-EQUIPMENT		
437200 EQUIPMENT RENTAL		
439602 LAWN & LANDSCAPING		
439800 DUES & MEMBERSHIPS	-	250
439901 COMPUTER SERVICES	-	-

	MTD	YTD
439903 SECURITY SERVICES	-	-
439905 OTHER CONTRACTUAL SERVICES	-	260,858
439907 EVENTS & PR	-	532
439909 REIMBURSEMENT FOR SERVICES EXP	-	-
439910 PROGRAMMING	2,691	25,337
439911 PROGRAMMING-JUV.	1,059	29,126
439912 PROGRAMMING ADULT - CENTRAL	-	26,504
439913 PROGRAMMING EXHIBITS - CENTRAL	-	-
439930 MATERIALS CONTRACTUAL	-	-
439931 E-BOOKS	-	-
439934 DATABASES	-	-
OTHER SERVICES AND CHARGES Total	7,816	424,625
CAPITAL		
443500 BUILDING	-	-
444500 BUILDING IMPRVMENTS & UPGRADES	-	-
445100 CAPITAL - FURNITURE	-	-
445200 VEHICLES	-	-
445300 CAPITAL - EQUIPMENT	-	-
445301 COMPUTER EQUIPMENT	-	-
449000 BOOKS & MATERIALS	50,308	205,880
449100 UNPROCESSED PAPERBACK BOOKS	7,660	113,320
449200 ART & EXHIBITS	-	-
449300 RARE BOOKS/SPECIAL COLLECTIONS	-	-
CAPITAL Total	57,968	319,200
OTHER FINANCING SRCS		
452002 TRANSFERS IN/OUT	-	-
459000 REFUNDS	-	20,653
459001 UNRESTRICTED EXPENSES	-	-
459002 RESTRICTED EXPENSES	-	-
OTHER FINANCING SRCS Total	-	20,653
EXPENSE Total	103,722	1,057,364

**Indianapolis-Marion County Public Library
Summary of Construction Fund Cash Balances
Month Ended September 30, 2020**

Construction Fund Cash Balances - Does Not Include Retainage Withheld

Fund 475 - Restricted - RFID Project	156,985.33
Fund 476 - Restricted - Michigan Road Project	7,342.37
Fund 477 - Restricted - Brightwood Project	66,616.04
Fund 478 - Restricted - Eagle Project	556,315.58
Fund 479 - Restricted - Multiple Projects	2,174,566.56
Fund 480 - Restricted - West Perry Project	6,915,235.10
Fund 481 - Restricted - Lawrence/ Wayne Projects	273,115.38
Fund 472 - Construction/Foundation	0.00
Total Construction Fund Cash Balances	<u><u>10,150,176.36</u></u>

Construction Fund Classification Breakdown

Fund 475 - Restricted - RFID Project	156,985.33
Fund 476 - Restricted - Michigan Road Project	7,342.37
Fund 477 - Restricted - Brightwood Project	66,616.04
Fund 478 - Restricted - Eagle Project	556,315.58
Fund 479 - Restricted - Multiple Projects	2,174,566.56
Fund 480 - Restricted - West Perry Project	6,915,235.10
Fund 481 - Restricted - Lawrence/ Wayne Projects	273,115.38
Fund 472 - Construction/Foundation - Assigned - Central	0.00
Total Construction Fund Breakdown	<u><u>10,150,176.36</u></u>

Summary of Classifications

Total Restricted	10,150,176.36
Total Assigned	0.00
Total of All Classifications	<u><u>10,150,176.36</u></u>

Summary of Project Activity

<u>PROJECT</u>	<u>* ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>OPEN P.O.</u>	<u>UNEXPENDED</u>
* Fund 475 - Restricted - RFID Project	2,000,000.00	29,980.00	107,335.53	1,843,014.67	156,830.00	155.33
* Fund 476 - Restricted - Michigan Road Project	7,719,554.17	3,950.00	152,439.88	7,712,211.80	0.00	7,342.37
* Fund 477 - Restricted - Brightwood Project	6,100,000.00	337,663.05	2,291,795.37	6,033,383.96	47,650.40	18,965.64
* Fund 478 - Restricted - Eagle Project	7,800,000.00	85,720.89	362,565.25	7,243,684.42	30,546.75	525,768.83
* Fund 479 - Restricted - Multiple Projects	5,000,000.00	112,934.33	785,091.40	2,825,433.44	471,114.72	1,703,451.84
* Fund 480 - Restricted - West Perry Project	9,600,000.00	364,884.53	1,809,785.40	2,684,764.90	6,802,460.50	112,774.60
* Fund 481 - Restricted - Lawrence/ Wayne Projects	3,183,471.33	563,139.58	2,868,355.95	2,910,355.95	162,344.62	110,770.76
Fund 472 - Major Repairs & Maintenance	3,454,070.94	0.00	13,241.56	3,454,070.94	0.00	0.00
Total Expenditures	<u><u>44,857,096.44</u></u>	<u><u>1,498,272.38</u></u>	<u><u>8,390,610.34</u></u>	<u><u>34,706,920.08</u></u>	<u><u>7,670,946.99</u></u>	<u><u>2,479,229.37</u></u>

	<u>ADJUSTED ORIGINAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>CURRENT YEAR</u>	<u>PROJECT TO DATE</u>	<u>BUDGET BALANCE</u>
Interest Earnings - Foundation - Fund 472	15,270.69	0.00	0.00	15,270.69	0.00
Appropriated Interest Earnings - Fund 476	154,554.17	0.00	0.00	154,554.17	0.00
Appropriated Interest Earnings - Fund 477	155,000.00	0.00	0.00	155,000.00	0.00
Appropriated Interest Earnings - Fund 478	83,372.45	0.00	0.00	83,372.45	0.00
Appropriated Interest Earnings - Fund 480	189,043.46	0.00	0.00	189,043.46	0.00
Appropriated Interest Earnings - Fund 481	9,759.99	165.31	9,759.99	9,759.99	0.00

* This is the original maximum budget for the Bond including interest that was appropriated for use.



Board Briefing Report

7a

To: IMCPL Board **Meeting Date:** October 26, 2020
From: John Helling, Director of Public Services
Subject: Eliminating "per day" late fines and waiving historical fines

Background: The Indianapolis Public Library is examining the potential impacts of going "fine free." This means eliminating the "per day" late fines that accrue when materials become overdue but are eventually returned; we are not considering eliminating the fees that are incurred when materials are damaged, lost, or otherwise removed from public access.

The "fine free movement" has been gathering momentum in the public library world for several years. Libraries have been asking themselves if the revenue realized from fines offsets the negative impacts that fines have on our relationships with communities and individual patrons.

Strategic/Fiscal Impact: We collect approximately 60% of the late fines that are incurred by patrons. The library has seen a steady decline in the amount of revenue that we take in from fines, from around \$900,000 in 2014 to around \$477,000 in 2019. We would be giving up this income. There would be offsetting benefits, including a decrease in the number of "placements" with Unique Management, our debt collection agency.

We collect a much lower percentage of lost/damaged materials fees. In 2019, we collected \$130,924 out of \$792,254, or about 16.5%.

As part of the process of going "fine free," the library is proposing waiving around \$2 million in historical fines. These are fines that we are extremely unlikely to collect. Our collection rate for "current year" fines is around 60%. After one year it drops to 11%, after two years it drops to 3%.

We feel that there would be significant business value to going fine free. Simply put, it is an obstacle to accomplishing our mission. Fines disproportionately affect our patrons of color and our patrons who reside in ZIP codes with low income/high poverty.

Going fine free would allow our Public Services staff to focus more on customer service and would also simplify many interactions with the public, allowing them to emphasize the more foundational aspects of the library's mission. Waiving historical fines would allow many patrons to reengage with the library.

Recommendation: In November, we would like for the library board to consider taking action to eliminate fines at IndyPL.

121.31 Collection of Fees, Fines and Materials

The Board may authorize the Treasurer to pursue the collection of fees, fines and materials owed to IMCPL. As approved by the Board in Resolution 44-2005 on April 21, 2005. IC 36-12-3-18.

124 FEES

The Board may establish fees or charges for services and the use of space and assess fines or penalties for the loss of, damage to or failure to return Library property or materials per IC 36-12-2-25. The schedule of fees may be reviewed on an annual basis.

211.4 Fines

Employees shall pay all overdue fines under the same rules as the public. Under no circumstances may employees alter or waive fines on their personal records or those of their family and acquaintances. Staff members cannot:

- Cancel their own items on hold by personally checking in the hold. The public on-line catalog, or another staff person, must be used for this transaction.
- Update their personal information (address, e-mail, telephone number, etc.) in their library card account. This must be handled by another staff member.
- Place holds on library materials on their own account. The public on-line catalog, or another staff person, must be used for this transaction.
- Renew materials in the staff circulation software module on their own account. The public on-line catalog, or another staff person, must be used for this transaction.
- Make financial adjustments such as payments, waivers and adjustments in their own account, or accounts belonging to members of their family. This must be handled by another staff member.
- Clear charges for returned materials in their own accounts.

507 LOAN OF LIBRARY MATERIAL

Materials are available for loan to residents of the Library district without charge and to other such individuals who meet qualifications established by the Board and as authorized by statute. Library card application procedures, including identification requirements, loan limits, and fines, are published in print and on the website. A manual of circulation procedures is maintained for staff instruction and referral.

511 OVERDUE ITEMS

The borrower is responsible for either renewing or returning all materials borrowed from the Library on or before the due date. Those who retain Library materials beyond the date due will incur fines at a rate determined by the Board. Material becomes overdue the day after the due date and is documented in the borrower's account. Electronic titles in the Library's online collection automatically expire at the end of their loan period and no fines are charged for these services.

512 COLLECTION OF FINES AND FEES

Borrowers pay for fines online or in person. Borrower accounts are blocked to prevent further circulation of material when the amount owed in fines and/or fees reaches a designated amount. The Library provides notification of overdue accounts if the telephone or email contact information on file is up to date. A collection agency is used by the Library to recover materials and overdue accounts exceeding a designated balance, and a fee is charged to the account to recoup the cost.

- 121.31 – no change
 - “The Board may authorize the Treasurer to pursue the collection of fees, ~~fin~~es and materials owed to IMCPL. As approved by the Board in Resolution 44-2005 on April 21, 2005. IC 36-12-3-18”
- 124 – no change
 - “The Board may establish fees or charges for services and the use of space and assess ~~fin~~es or penalties for the loss of, damage to or failure to return Library property or materials per IC 36-12-2-25. The schedule of fees may be reviewed on an annual basis.”
- 211.4 – no change
 - “Employees shall pay all ~~overdue fin~~es fees and penalties under the same rules as the public. Under no circumstances may employees alter or waive ~~fin~~es fees or penalties on their personal records or those of their family and acquaintances. Staff members cannot: [etc]”
- 507 – no change
 - “Materials are available for loan to residents of the Library district without charge and to other such individuals who meet qualifications established by the Board and as authorized by statute. Library card application procedures, including identification requirements, loan limits, fees and ~~penalties~~fines, are published in print and on the website. A manual of circulation procedures is maintained for staff instruction and referral.”
- 508 – no change
 - “Registered borrowers may borrow any circulating material and access electronic resources if they have been issued a borrower’s card.”
- 511 – no change
 - “The borrower is responsible for either renewing or returning all materials borrowed from the Library on or before the due date. Those who retain Library materials beyond the date due ~~will~~may incur fines at a rate determined by the Board. Material becomes overdue the day after the due date and is documented in the borrower’s account. Electronic titles in the Library’s online collection automatically expire at the end of their loan period and no fines are charged for these services.”
- 512 – no change
 - “Borrowers pay for ~~fees or penalties~~fines online or in person. Borrower accounts are blocked to prevent further circulation of material when the amount owed in ~~fin~~es and/or fees or penalties reaches a designated amount. The Library provides notification of overdue accounts if the telephone or email contact information on file is up to date. A collection agency is used by the Library to recover materials and overdue accounts exceeding a designated balance, and a fee is charged to the account to recoup the cost.”



Board Action Request

8a

To: IndyPL Board

Meeting Date: October 26, 2020

From: Facilities Committee

Approved by
The Library Board:
Effective Date:

Subject: **Resolution 42 – 2020**
Approval to Award a Construction Services Contract for the Library Services Center Boiler #2 Replacement Project

Recommendation:

IndyPL Facilities Staff recommends Board approval for the attached action (Resolution 42-2020) to award a contract to remove and replace Boiler #2 at the Library Services Center with a new condensing boiler to **Irish Mechanical Services, Inc., Indianapolis, IN**. CMID Engineers, Inc. prepared the plans and specifications for the replacement boiler. An Invitation to Quote (“ITQ”) was issued October 1, 2020 with quotes received October 20, 2020.

Background:

Boiler #2 is an original boiler to the building, and experienced a major failure to a boiler tube rendering the boiler unusable. Boiler #1 was replaced in 2010 as part of the Library Services Center Energy Upgrade Project and has served as the primary boiler.

The new Boiler #2 will be a high efficiency (87%) boiler with a 10 year heat exchanger warranty. The original building design called for a two boiler system to provide protection in the event of failure to the mechanical equipment.

The new Boiler #2 will be more efficient than Boiler #1 and will be used as the primary boiler in the future reducing future operating costs.

The ITQ was issued on October 1, 2020, the ITQ was posted on our website, and known Vendors were contacted. Three Vendors submitted Proposals by the October 20, 2020, 11:00 am deadline. The quotes were opened publicly via an IndyPL hosted Zoom Conference.

Board Action Request

RE: Facilities Committee, Item8a

Resolution 42-2020 Approval to Award a Construction Services Contract for the Library Services Center Boiler #2 Replacement Project

Date: October 26, 2020

VENDOR	Certifications	Vendor Quote Sheet and Non-Collusion Affidavit	E-Verify Affidavit	Acknowledge Addendum (Addendum 1)	Library Services Center Boiler 2 Replacement
B & W					No Quote
Ellis Mechanical					No Quote
Greiner Brothers					No Quote
Hamilton Mechanical		Yes	Yes	Yes	\$99,825
Irish Mechanical		Yes	Yes	Yes	\$99,500
Lehman's Mechanical		Yes	Yes	Yes	\$108,700
Perfection Group					No Quote
Sexson Mechanical	MBE				No Quote
Average					\$102,675

The preliminary project schedule targets beginning of work upon arrival of boiler, which has an estimated lead time of 4 – 6 weeks, with a substantial completion date of December 23, 2020.

Strategic/Fiscal Impact:

The budget for the work is \$125,000.00.

The Project will be funded by the Series 2020 Bond Fund (Fund number TBD).

The new Boiler #2 is to be more efficient than the existing Boiler #1 and will be used as the primary boiler. This will reduce future operating costs.



Board Resolution

8a

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 42 - 2020

APPROVAL TO AWARD A CONSTRUCTION SERVICES CONTRACT FOR THE LIBRARY SERVICES CENTER BOILER #2 REPLACEMENT PROJECT

OCTOBER 26, 2020

WHEREAS, the Indianapolis-Marion County Public Library (“IndyPL”) continues to implement facility upgrade projects in support of the Strategic Plan of IndyPL; and

WHEREAS, IndyPL and the engineer, CMID Engineers, Inc., have prepared plans and specifications for the Library Services Center Boiler #2 Replacement Project; and

WHEREAS, IndyPL and the engineer, have solicited open, public, and competitive quotes for the Library Services Center Boiler #2 Replacement Project; and

WHEREAS, IndyPL received responsive and responsible quotes pursuant to IC § 5-22-8 from three (3) Vendors; and

WHEREAS, based on the review of the quotes, IndyPL and the engineer have determined **Irish Mechanical Services, Inc., Indianapolis, Indiana** is the lowest, responsible, and responsive quoter and recommends IndyPL award the purchase order to **Irish Mechanical Services, Inc.** for a total cost of Ninety-nine thousand Five hundred Dollars (\$99,500.00); and

IT IS THEREFORE RESOLVED the Library Services Center Boiler #2 Replacement Project, as quoted, is approved and the Board authorizes the Chief Executive Officer (“CEO”) to execute a purchase order with the selected Vendor for the services for a total cost of Ninety-nine thousand Five hundred Dollars (\$99,500.00). The purchase order will be based upon such terms included and described in the Invitation to Quote dated October 1, 2020, and as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel, and such purchase order execution and delivery effected be, and hereby is, confirmed and approved.



Board Action Request

8b

To: IndyPL Board

Meeting Date: October 26, 2020

From: Facilities Committee

Approved by
The Library Board:
Effective Date:

Subject: **Resolution 43 - 2020**
Approval to Award a Contract for the Solar Photovoltaic System Installation and Maintenance Services at the West Perry Branch Library Project

Recommendation:

The IndyPL Facilities Committee recommends Board approval for the attached action (Resolution 43 -2020) to award an installation and maintenance services contract for the solar photovoltaic system at the West Perry Branch Library Project to **Telamon Enterprise Ventures, Carmel, IN**. The total cost of the work is \$253,379.73.

Background:

IndyPL has made the determination that the use of sealed competitive bidding is neither practicable nor advantageous to IndyPL in regards to the selection of a vendor for the installation and maintenance of a Solar Photovoltaic System (“PV System”) for the West Perry Branch Library Project. A vendor will be selected using the Request for Proposal (“RFP”) method outlined in IC § 5-22-9.

IndyPL solicited competitive proposals from eleven (11) prospective vendors. Vendors were identified by using the City and State XBE databases and industry listings. IndyPL and the engineer, Schmidt Associates, prepared performance technical specifications for the PV System. This allowed for the preparation of competitive proposals and for a detailed evaluation of the vendors proposals.

The PV System specified is a 159 kW DC solar array, which will provide approximately 75% of the electricity needs for the new West Perry Branch.

The RFP for the PV System includes a requirement for a public facing display to illustrate the generation and use of electricity in real-time and historically.

Board Action Request

RE: Facilities Committee, Item 8b

Resolution 43-2020 Approval to Award a Contract for the Solar Photovoltaic System Installation and Maintenance Services at the West Perry Branch Library Project

Date: October 26, 2020

The RFP was issued on August 13, 2020, public notices were printed on August 14 and 21, 2020, the RFP was posted on our website, and known Vendors were contacted. Five (5) Vendors submitted Proposals by the September 3, 2020 deadline.

Invited Vendors	E-Verify Affidavit	Certification	Installed Cost	Efficiency Rate	Degradation Rate	Exceptions to the Terms and Conditions	Public Facing Display
CivicSolar, Inc.			No Proposal				
Coxon Enterprise		MBE WBE	No Proposal				
Johnson Melloh Solutions			No Proposal				
Morton Solar			No Proposal				
MPI Solar	X		\$304,000.00	19.88%	0.50%	None	Fronius
PSG Energy Group	X		\$362,500.00	19.28%	0.55%	None	Locus
RegenEn Solar	X		\$281,295.00	19.30%	0.50%	None	Fronius
Rectify LLC			No Proposal				
Shambaugh and Sons	X		\$375,000.00	19.28%	0.55%	None	Locus
SunSource Indiana			No Proposal				
TC Electric		WBE	No Proposal				
Telamon Enterprise Ventures	X	MBE	\$253,379.73	19.60%	0.54%	None	Sunny

Board Action Request

RE: Facilities Committee, Item 8b

Resolution 43-2020 Approval to Award a Contract for the Solar Photovoltaic System Installation and Maintenance Services at the West Perry Branch Library Project

Date: October 26, 2020

The preliminary project schedule targets beginning of work on site in March 2021, with a substantial completion date of April 30, 2021.

The RFP Evaluation Committee consisted of the Director of Facilities, Diversity and Inclusion Officer, Manager Building and Grounds, Facilities Technical Assistant, and the Branch Manager.

The Evaluation Committee offers these comments:

- The recommended vendor has many large-scale local installations.
- Telamon is a City-Certified Minority Owned Business and will manage 63% of the contract amount.
- The system will provide approximately 75% of the electricity needs for the new Branch.
- The estimated payback period for the work is 10.1 years.
- The projected life span of the system is 25 years.
- The solar modules have a 12-year product warranty and a 25-year linear performance warranty.
- Integration of the work with the construction schedule has been coordinated with the CMc, Powers & Sons.
- There is an opportunity to incorporate a public education component to the work.

Strategic/Fiscal Impact:

The Project is funded by the Series 2020 Bond Fund (Fund TBD).

The electricity generated will offset expenses to the operating fund for the life of the installation.



Board Resolution

8b

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 43 – 2020

APPROVAL TO AWARD A CONTRACT FOR THE SOLAR PHOTOVOLTAIC SYSTEM INSTALLATION AND MAINTENANCE SERVICES AT THE WEST PERRY BRANCH LIBRARY PROJECT

OCTOBER 26, 2020

WHEREAS, the Indianapolis-Marion County Public Library (“IndyPL”) continues to implement facility projects in support of the Strategic Plan of IndyPL; and

WHEREAS, IndyPL has made the determination that the use of sealed competitive bidding is neither practicable nor advantageous to IndyPL in regards to the selection of a Vendor for the installation and maintenance of a Solar Photovoltaic System for the West Perry Branch Library Project; and

WHEREAS, IndyPL solicited competitive sealed proposals using the Request for Proposal (“RFP”) method outlined in IC § 5-22-9; and

WHEREAS, IndyPL received Proposals from five (5) vendors; and

WHEREAS, based on the review of the received Proposals against the evaluation criteria in the RFP, IndyPL has determined **Telamon Enterprise Ventures, Carmel, IN** to be the Vendor that best meets the criteria, and recommends IndyPL award the contract to **Telamon Enterprise Ventures**.

IT IS THEREFORE RESOLVED the Solar Photovoltaic System for the West Perry Branch Library Project, as described in the RFP and the submitted Proposal, including the scope of work and compensation, is approved and the Board authorizes the Chief Executive Officer (“CEO”) to negotiate and execute an agreement with **Telamon Enterprise Ventures**. The agreement will be based upon such terms described in the RFP and as the CEO deems necessary or advisable based on the recommendations of IndyPL’s legal counsel. The agreement with **Telamon Enterprise Ventures** will be for the total cost of Two-Hundred Fifty-three Thousand Three-Hundred Seventy-nine Dollars and Seventy-three Cents (\$253,379.73), and any such agreement execution and delivery effected be, and hereby is, confirmed and approved.



Board Action Request

8c

To: IndyPL Board

Meeting Date: October 26, 2020

From: Facilities Committee

Approved by
The Library Board:
Effective Date:

Subject: Resolution 44 - 2020
Approval of a Naming Opportunity at the Library Foundation Boardroom

Recommendation:

The IndyPL Facilities Committee recommends Board approval for the attached action (Resolution 44 -2020) to approve the naming opportunity at the Indianapolis Public Library Foundation Boardroom as The Michael D. O'Brien Boardroom.

Background:

The Indianapolis Public Library Foundation Board Executive Committee and Staff requests Library's Board of Trustees approval to name the Indianapolis Public Library Foundation Boardroom as The Michael D. O'Brien Boardroom.

Michael O'Brien's generosity to the Foundation meets the criteria of Library Policy "101.9 Naming of Facilities." In 2019, he made the lead gift to the Next 50 Fund. Raised in celebration of our 50th anniversary, the Next 50 Fund supports forward-thinking Library initiatives on behalf of youth. In addition, following his death, we received many generous memorial contributions. These gifts will be used to establish the Michael O'Brien Memorial Fund, which will provide on-going support for arts initiatives at the Library.

The Indianapolis Public Library Board donor recognition program as described in Policy 101.9 Naming of Facilities was previously approved by the Board on January 26, 2015.



Board Resolution

8c

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY RESOLUTION 44 – 2020

APPROVAL OF A NAMING OPPORTUNITY AT THE LIBRARY FOUNDATION BOARD ROOM

OCTOBER 26, 2020

WHEREAS, the Indianapolis Public Library Board donor recognition program as described in Policy 101.9 Naming of Facilities was previously approved by the Board on January 26, 2015; and,

WHEREAS, the IndyPL Foundation has received significant support and would like to recognize donors in accordance with the IndyPL's Naming of Facilities Policy; and,

WHEREAS, appropriate signage will be installed for appropriate recognitions; and,

WHEREAS, the recognitions do not extend beyond the useful life of the building.

IT IS THEREFORE RESOLVED the donor will be recognized in accordance with the IndyPL's Policy 101.9 Naming of Facilities and appropriate recognition signage will be installed at the Library Foundation Board Room; and,

IT IS FURTHER RESOLVED in recognition of generous donations, the Library Foundation Board Room shall be named The Michael D. O'Brien Boardroom.



Board Briefing Report

8d

To: IndyPL Board
Facilities Committee

Meeting Date: October 26, 2020

From: Facilities Management Services Area
Sharon Smith, Facilities Director
Dana Dillard, Safety and Security Manager

Subject: Facilities Briefing Report – Future Agenda Item
Approval to Extend the Services Contract for Security and Alarm Response Services with G4S

The Security and Alarm Response Services Contract between the Indianapolis Public Library (“IndyPL”) and G4S Secure Solutions (USA) Inc. (“G4S”) expired on August 31, 2020. Since September 1, 2020, G4S has been performing Services on a month-to-month basis. IndyPL currently utilizes 760 hours/week at 8 IndyPL locations plus vacation coverage for the Library Services Center of approximately 338 hours a year.

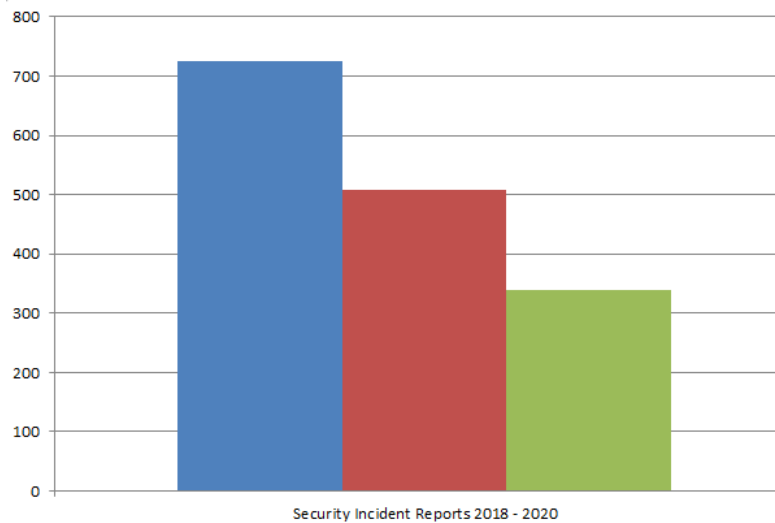
Based on the amended Services Contract for Security and Alarm Response Services approved by the Board with Resolution 5-2020 on January 27, 2020, there was a billing rate increase from an hourly rate of \$16.45 to \$18.53 for standard security services. There were also increases to all other security services provided by G4S included in Resolution 5-2020.

Accompanying the January 2020 approved rate increases, IndyPL made the following requirements of G4S:

- Marked improvements in turnover rate;
- All G4S staff trained in crisis intervention;
- Suitable guards available at each branch location, with special attention to Warren;
- Each branch location fully staffed, with all call-ins or no-shows covered by an experienced security guard or the account manager;
- Each guard required to have 16 hours of on-the-job training, shadowing an experienced guard or account manager, and trained on IndyPL Acceptable Use Guidelines and safety protocols;
- Decrease in police response; and
- A positive improvement in proactivity with regard to crisis intervention and de-escalation.

To: Facilities Committee, Item 8d
Re: Board Briefing Report – Future Agenda Item
Approval to Extend the Services Contract for Security and Alarm Response Services with G4S Secure Solutions
Date: October 26, 2020

The G4S Contract began in August of 2017. For the year from October of 2017 to October 2018 there were 726 Security Incident Reports generated by IndyPL staff. The report percentage dropped 30% between October 2018 and 2019 and then dropped another 33% from 2019 to 2020.



IndyPL staff members are predominately responsible for entering Security Incident Reports. However, G4S have entered 15% of the Reports generated this year, with 49% of the Reports entered by G4S due to requests for medical assistance.

Since the implementation of the approved rate increases in January 2020, G4S has shown marked improvement in turnover rate. The current turnover rate is 44%, due to 4 security guards being displaced during the COVID-19 shutdown. However, the figure would be 28% turnover if no displacement took place during the closure. All current security guards and newly hired security guards are trained in crisis intervention and de-escalation techniques. Branches have been covered with suitable guards and changed if the guard did not meet the needs of the branch. When there were conflicts, G4S and IndyPL worked together in resolving the issues. At one branch location the manager notified the IndyPL Security and Safety Manager of a guard not following branch security protocols. The G4S Account Manager spoke to the guard and the guard was able to get on the right track. At another branch, the guard was moved out of service due to conflicts that could not be resolved. G4S continues to make accommodations when a request is brought to their attention to ensure we are getting the best service possible.

The safety of our staff and patrons at the Warren Branch determined IndyPL's decision of having Off-Duty Officers in place at that branch rather than G4S. This service is facilitated by G4S in their partnership with local Law Enforcement Agencies. G4S is capable of deploying Off-Duty Officers in most instances within a 2-4 hour period for any emergency that may arise.

All coverage for branches has been made by the assigned guard, an experienced temporary guard and/or the account manager.

To: Facilities Committee, Item 8d
Re: Board Briefing Report – Future Agenda Item
Approval to Extend the Services Contract for Security and Alarm Response Services
with G4S Secure Solutions
Date: October 26, 2020

Training by G4S is an extensive 24 hours of pre-assignment training, which includes Values, Dignity & Respect Training, Customer Service Excellence Training, Business Ethics and Conduct Policy, Life Safety Issues-Preventing and Responding to Emergencies, Legalities, Physical Securities, Interpersonal Relations, First Aid, CPR and AED Certification, Crisis Prevention and Intervention, Valuing Diversity and Avoiding Workplace Harassment. This training is addition to the 16 hours of on-site training conducted by the Account Manager or an experienced guard. This on-site training provides the new guard knowledge on IndyPL Acceptable Use Guidelines and safety protocols.

The monthly review meetings held with G4S includes the Vice President, Account Manager, Regional Operations Manager and the District Manager. The agenda includes security needs, issues arising during the course of the month, and how to move forward in addressing the issues in a positive manner. Transparency is the key to the discussions and solutions with G4S, and they take strides in meeting the expectations IndyPL has clearly set.

G4S views the contract with the IndyPL as a partnership, not just a contract. As an example the Vice President for Indiana has formed a team to include their Regional Vice President of Human Resources and their Corporate Vice President of Training and Development to work with IndyPL in developing a training curriculum relating to racial equity and other topics. G4S feels strongly that the experience, education, and knowledge of both parties would create a strong collaborative effort in furthering the training for both IndyPL staff and G4S employees.

As of October 19th, 2020, G4S have been flexible in their response to IndyPL's requirements and ever changing environment which IndyPL and the community have experienced in the past several months. To approve the requested contract extension for one more year, would allow G4S to demonstrate how their new training curriculum will benefit the Library and give the Library another year of stability with our current security services.



Board Briefing Report

10

To: IndyPL Board **Meeting Date:** 10/26/2020
From: The Indianapolis Public Library Foundation
Subject: October 2020 Update

Background: Every month, the Library Foundation provides an update to the Library Board.

News

Many thanks to all Library staff members involved in 2020 Staff Day. Congratulations to Nichelle Hayes for winning the Helen Norris Award, as well as all Library employees who received Star Awards and/or reached year-of-service milestones. The Library Foundation was pleased to recognize Joan Emmert as the recipient of this year's Beth Tindel Award. This award is given to a Library staff member who, like former Library employee and Foundation supporter Beth Tindel, volunteers at or attends Foundation events, is an advocate for the Foundation, goes above and beyond for the Foundation in their daily work at the Library and provides financial support. Joan has supported the Foundation in many ways – she has served on the Staff Campaign committee since 2014, attended events in support of the Foundation, and has been a financial donor for the past 18 years. Congratulations, Joan!

The Library Foundation also congratulates all Library staff and volunteers involved in the successful virtual third anniversary for the Center for Black Literature & Culture. This year's celebration included a journey of poetry's local and national impact on Black culture, arts, and social action as well as a workshop led by Adrian Matejka designed to inspire and encourage writers during this challenging time.

The Library Foundation thanks all staff members who planned the "One Book, One Staff" all staff read. The Foundation's staff was grateful for the opportunity to participate. We also held two additional sessions for the Foundation's Board of Directors and Advisory Committee.

Donors

The Foundation thanks 152 donors who made gifts last month. The following are our top corporate and foundation contributors. If you should have an opportunity to thank these donors, we would be grateful.

Central Indiana Community Foundation
Herbert Simon Family Foundation
MacAllister Machinery Co., Inc.
Minde Browning Memorial Fund

Program Support

This month, we are proud to provide funding for the following Library programs. All programs are system-wide unless otherwise noted.

Cultural

Adult Book Discussions – GLD
CBLC Book Fest and 3rd Anniversary Celebration
International Games Day at Your Library
Lunch and Learn
World Language Book Giveaways

Collections/IT

General Digitization
Digital Encyclopedia of Indianapolis
Branded Giveaways
School Library Card Initiative

Lifelong Learning

Coding and Tech for Adults – CEN



Board Action Request

11a1

To: IMCPL Board **Meeting Date:** October 26, 2020

From: M. Jacqueline Nytes, CEO **Approved by the Library Board:**

Effective Date: October 26, 2020

Subject: Finances, Personnel and Travel Resolution 45-2020

Recommendation: Approve Finances, Personnel and Travel Resolution 45-2020

Background: The Finances, Personnel and Travel Resolution 45-2020 is a routine procedural action that appoints new salaried hires, approves new hourly hires, compensation changes, resignations, and travel and financial-related claims and warrants.

Strategic/Fiscal Impact: The financial impact has already been accounted for in the budget for 2020.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
RESOLUTION REGARDING FINANCES, PERSONNEL AND TRAVEL

RESOLUTION 45 - 2020

WHEREAS, the Chief Executive Officer of the Library and the Treasurer of the Library do hereby jointly certify to the Board that the following claims have been allowed and said warrants issued during the month of September 2020 pursuant to the Annual Resolution.

THEREFORE, BE IT RESOLVED, that the Board has considered and now confirms these acts lawfully taken by the Chief Executive Officer and the Treasurer as lawful acts on behalf of the Library.

Warrant numbers **73425** through **73529** for a total of
\$1,502,838.98 were issued from the operating bank accounts.

EFT numbers **1396** through **1407** and
303214 through **303257** and
303261 through **303294** and
303299 through **303319** for a total of
\$1,753,797.80 were issued from the operating bank accounts.

Warrant number **832** through **835** for a total of
\$103.94 was issued from the fines bank account.

Warrant numbers **7712** through **7725** for a total of
\$30,082.64 were issued from the gift bank account.

EFT numbers **303258** through **303260** and
303295 through **303298** for a total of
\$6,684.83 were issued from the gift bank account.

Warrant numbers **269028** through **269045** and
1377 through **1378** for a total of
\$7,328.98 were issued for employee payroll

Direct deposits numbers **360001** through **360515** and
380001 through **380517** for a total of
\$980,983.33 were issued for employee payroll

Electronic transfers for payment of taxes and garnishments for a total of
\$372,989.97 were issued for employee payroll

AND WHEREAS, the Chief Executive Officer of the Library and the Treasurer of the Library do hereby jointly certify to the Board that the following personnel actions have been taken pursuant to the Annual Resolution.

THEREFORE, BE IT FURTHER RESOLVED, that the Board has considered and now confirms these acts lawfully taken by the Chief Executive Officer of the Library and the Treasurer of the Library as lawful acts on behalf of the Library.

AND WHEREAS, the Chief Executive Officer of the Library does hereby certify that the attached schedule of travel and training has been authorized and is within the appropriations previously approved by the Board.

THEREFORE, BE IT FURTHER RESOLVED, that the Board has considered and now confirms these acts lawfully taken by the Chief Executive Officer of the Library and the Treasurer of the Library as lawful acts on behalf of the Library.

Raymond J. Biederman

Patricia A. Payne

Curtis W. Bigsbee

Rev. T.D. Robinson

Dr. Terri Jett

Judge Jose D. Salinas

I have examined the within claims and certify they are accurate:

Dr. Khaula Murtadha

Ijeoma Dike-Young
Treasurer of the Library Board

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
OPERATING ACCOUNTS

No.	Type	Date	Reference	Amount
1396	EFT	09/03/2020	FIDELITY INVESTMENTS	4,808.58
1397	EFT	09/03/2020	AMERICAN UNITED LIFE INSURANCE CO	3,665.69
1398	EFT	09/04/2020	U.S. POSTAL SERVICE	2,000.00
1399	EFT	09/08/2020	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	101,104.74
1400	EFT	09/09/2020	HANEEFAH KHAALIQ	85.60
1401	EFT	09/16/2020	MARYANN WILLIAMS	3,335.00
1402	EFT	09/17/2020	FIDELITY INVESTMENTS	4,808.58
1403	EFT	09/17/2020	AMERICAN UNITED LIFE INSURANCE CO	3,665.69
1404	EFT	09/18/2020	ADP, INC.	5,551.57
1405	EFT	09/18/2020	ADP, INC.	931.50
1406	EFT	09/21/2020	PUBLIC EMPLOYEES' RETIREMENT FUND OF INDIANA	101,554.22
1407	EFT	09/30/2020	INDIANA DEPARTMENT OF REVENUE	642.22
73425	CHECK	09/03/2020	AT&T	1,851.06
73426	CHECK	09/03/2020	AT&T	1,506.23
73427	CHECK	09/03/2020	AT&T	29.74
73428	CHECK	09/03/2020	AT&T	190.38
73429	CHECK	09/03/2020	CITIZENS ENERGY GROUP	2,162.17
73430	CHECK	09/03/2020	DACO GLASS & GLAZING INC	235.00
73431	CHECK	09/03/2020	DELL MARKETING L.P.	1,382.23
73432	CHECK	09/03/2020	DYNAMARK GRAPHICS GROUP	379.26
73433	CHECK	09/03/2020	EXPODESIGN, INC.	1,370.00
73434	CHECK	09/03/2020	IMAGE 360 INDIANAPOLIS NORTHWEST	125.00
73435	CHECK	09/03/2020	INDIANAPOLIS FLEET SERVICES	1,142.42
73436	CHECK	09/03/2020	INDY SHADES, INC.	735.00
73437	CHECK	09/03/2020	INTERACTIVE SCIENCES, INC	1,886.78
73438	CHECK	09/03/2020	RFS GROUP LLC	1,144.00
73439	CHECK	09/03/2020	ROWLAND DESIGN, INC.	455.64
73440	CHECK	09/03/2020	STARFISH INITIATIVE	2,380.00
73441	CHECK	09/03/2020	TIA JAH WYNNE AYERS	48.59
73442	CHECK	09/03/2020	VANCO	453.45
73443	CHECK	09/03/2020	THE KNOT WORLDWIDE, INC	1,525.00
73444	CHECK	09/03/2020	WILLIAMS DISTRIBUTION, LLC.	713.00
73445	CHECK	09/10/2020	ADVANCE PROTECTIVE COATINGS, INC.	1,278.92
73446	CHECK	09/10/2020	ARAB TERMITE AND PEST CONTROL INC	408.00
73447	CHECK	09/10/2020	ATC GROUP SERVICES, LLC	2,848.05
73448	VOID	09/10/2020	BBC PUMP AND EQUIPMENT CO., INC	0.00
73449	CHECK	09/10/2020	BLACKMORE & BUCKNER ROOFING	689.56
73450	CHECK	09/10/2020	BOYLE CONSTRUCTION MANAGEMENT, INC.	267,624.15
73451	CHECK	09/10/2020	CENTRAL INDIANA SECURITY CORP., LTD	344.85
73452	CHECK	09/10/2020	CITIZENS ENERGY GROUP	4,131.73
73453	CHECK	09/10/2020	CMID	8,460.00
73454	CHECK	09/10/2020	COMMERCIAL OFFICE ENVIRONMENTS INC	64,196.09
73455	CHECK	09/10/2020	CONNOR FINE PAINTING	1,590.00
73456	CHECK	09/10/2020	DRIESSEN WATER INC	68.83
73457	CHECK	09/10/2020	DELL MARKETING L.P.	17,773.60
73458	CHECK	09/10/2020	DUDE SOLUTIONS INC	1,981.31
73459	CHECK	09/10/2020	GALE GROUP THE	13,413.67
73460	CHECK	09/10/2020	GANNETT SATELLITE INFORMATION NETWORK, LLC	173.40
73461	CHECK	09/10/2020	GOVERNMENT FINANCE OFFICERS ASSOCIATION	460.00
73462	CHECK	09/10/2020	GUARDIAN	16,893.10
73463	CHECK	09/10/2020	HALL, RENDER, KILLIAN, HEATH & LYMAN, P.C.	108.00
73464	CHECK	09/10/2020	IBJ MEDIA	72.87
73465	CHECK	09/10/2020	INDIANA HISTORICAL SOCIETY	37.31
73466	CHECK	09/10/2020	INDIANA NEWSPAPERS, INC.	502.15
73467	CHECK	09/10/2020	INDIANAPOLIS FLEET SERVICES	1,248.29
73468	CHECK	09/10/2020	INDIANAPOLIS RECORDER	28.85
73469	CHECK	09/10/2020	INDY CURB APPEAL ASPHALT, INC	21,850.00
73470	CHECK	09/10/2020	INGERSOLL RAND COMPANY	830.00
73471	CHECK	09/10/2020	JACKSON SYSTEMS, LLC	18,698.80

No.	Type	Date	Reference	Amount
73472	CHECK	09/10/2020	KRM ARCHITECTURE+	3,950.00
73473	CHECK	09/10/2020	MACDOUGALL PIERCE CONSTRUCTION	331,127.89
73474	CHECK	09/10/2020	I-MCPL - MACDOUGALL PIERCE - RETAINAGE	36,791.99
73475	CHECK	09/10/2020	MIDWEST LANGUAGE SERVICES LLC	24.00
73476	CHECK	09/10/2020	OFFICEWORKS	53,750.54
73477	CHECK	09/10/2020	IMCPL - POWERS & SONS - RETAINAGE	35,317.60
73478	CHECK	09/10/2020	REPUBLIC WASTE SERVICES	7,795.43
73479	CHECK	09/10/2020	RFS GROUP LLC	535.00
73480	CHECK	09/10/2020	RJE BUSINESS INTERIORS	1,170.27
73481	CHECK	09/10/2020	ONE DIVERSIFIED, LLC	6,780.03
73482	CHECK	09/10/2020	THE HARMON HOUSE L.L.C.	250.00
73483	CHECK	09/10/2020	TOTAL PLASTICS RESOURCES, LLC	5,023.20
73484	CHECK	09/10/2020	WILLIAM OVERTON	13,500.00
73485	CHECK	09/17/2020	1-800MD, LLC	920.50
73486	CHECK	09/17/2020	AFSCME COUNCIL IKOC 962	1,692.67
73487	CHECK	09/17/2020	ALGOLIA, INC.	5,172.96
73488	CHECK	09/17/2020	AMERICAN UNITED LIFE INSURANCE CO	1,530.60
73489	CHECK	09/17/2020	AMERICAN UNITED LIFE INSURANCE CO	2,204.49
73490	CHECK	09/17/2020	ANTHEM INSURANCE COMPANIES, INC	310,500.00
73491	CHECK	09/17/2020	AT&T MOBILITY	726.55
73492	CHECK	09/17/2020	BEECH GROVE SEWAGE WORKS	989.03
73493	CHECK	09/17/2020	IMCPL - BOYLE CONSTRUCTION MNGMNT.,INC.- RETAINAGE	34,834.43
73494	CHECK	09/17/2020	CHC WELLNESS	2,500.00
73495	CHECK	09/17/2020	CHRISTIAN BOOK DISTRIBUTORS	4,114.64
73496	CHECK	09/17/2020	CITIZENS ENERGY GROUP	3,000.04
73497	CHECK	09/17/2020	CONSTELLATION NEWENERGY - GAS DIVISION, LLC	686.92
73498	CHECK	09/17/2020	INDIANA DEPT OF WORKFORCE DEVELOP.	1,591.00
73499	CHECK	09/17/2020	INDIANAPOLIS POWER & LIGHT COMPANY	70,005.39
73500	CHECK	09/17/2020	KENNETH N. GIFFIN	2,150.00
73501	CHECK	09/17/2020	LEADERSHIP DIRECTORIES INC	3,780.00
73502	CHECK	09/17/2020	LEGALSHIELD	313.25
73503	CHECK	09/17/2020	MARYANN WILLIAMS	711.00
73504	CHECK	09/17/2020	MATTHEW BENDER & CO.	2,171.32
73505	CHECK	09/17/2020	OCLC INC	40,548.72
73506	CHECK	09/17/2020	SPRINT PCS	4,066.19
73507	CHECK	09/17/2020	THE HARMON HOUSE L.L.C.	1,700.00
73508	CHECK	09/24/2020	ABELL ELEVATOR SERVICE CO	1,400.00
73509	CHECK	09/24/2020	ARAB TERMITE AND PEST CONTROL INC	1,233.00
73510	CHECK	09/24/2020	ASI SIGNAGE INNOVATIONS	345.00
73511	CHECK	09/24/2020	BBC PUMP AND EQUIPMENT CO., INC	3,571.00
73512	CHECK	09/24/2020	CITIZENS ENERGY GROUP	2,654.16
73513	CHECK	09/24/2020	COMMUNITY OCCUPATIONAL HEALTH SERVICES	1,600.00
73514	CHECK	09/24/2020	DACO GLASS & GLAZING INC	1,775.66
73515	CHECK	09/24/2020	DYNAMARK GRAPHICS GROUP	69.93
73516	CHECK	09/24/2020	FULLER ENGINEERING CO., LLC	63.56
73517	CHECK	09/24/2020	GENUINE PARTS COMPANY-INDIANAPOLIS	94.85
73518	CHECK	09/24/2020	GOVERNMENT FINANCE OFFICERS ASSOCIATION	135.00
73519	CHECK	09/24/2020	GOVERNMENT FINANCE OFFICERS ASSOCIATION	549.00
73520	CHECK	09/24/2020	GRM INFORMATION MANAGEMENT SERVICES OF INDIANA	287.35
73521	CHECK	09/24/2020	IBJ MEDIA	91.98
73522	CHECK	09/24/2020	ICC FLOORS	2,690.00
73523	CHECK	09/24/2020	JESSICA MOORE	1,100.00
73524	CHECK	09/24/2020	MIDWEST ASSOCIATES OF INDIANAPOLIS, LLC	1,000.00
73525	CHECK	09/24/2020	PITNEY BOWES, INC.	598.92
73526	CHECK	09/24/2020	SCHMIDT ASSOCIATES, INC	11,313.79
73527	CHECK	09/24/2020	SECURITAS ELECTRONIC SECURITY, INC.	295.75
73528	CHECK	09/24/2020	TARGET MARKETING	2,220.40
73529	CHECK	09/24/2020	THE CHILDREN'S MUSEUM OF INDIANAPOLIS	12,397.50
303214	EFT	09/03/2020	BAKER & TAYLOR	81.66
303215	EFT	09/03/2020	BAKER & TAYLOR	4,856.96
303216	EFT	09/03/2020	BAKER & TAYLOR	4,161.79
303217	EFT	09/03/2020	BAKER & TAYLOR	31.63
303218	EFT	09/03/2020	CDW GOVERNMENT, INC.	848.93

No.	Type	Date	Reference	Amount
303219	EFT	09/03/2020	CITIZENS THERMAL ENERGY	63,620.34
303220	EFT	09/03/2020	DANCORP INC. DBA DANCO	300.00
303221	EFT	09/03/2020	DEMCO, INC.	2,635.58
303222	EFT	09/03/2020	FINELINE PRINTING GROUP	1,160.00
303223	EFT	09/03/2020	G4S SECURE SOLUTIONS (USA) INC.	35,951.98
303224	EFT	09/03/2020	GILLIATTE GENERAL CONTRACTORS, INC	100,812.96
303225	EFT	09/03/2020	FMB ESCROW AGENT WAYNE BR RENO 00 9870.	11,201.44
303226	EFT	09/03/2020	INGRAM LIBRARY SERVICES	22.26
303227	EFT	09/03/2020	LOCKERBIE SQUARE CABINET CO	682.00
303228	EFT	09/03/2020	STAPLES	9,837.02
303229	EFT	09/03/2020	STENZ MANAGEMENT COMPANY, INC	131.49
303230	EFT	09/03/2020	TITAN ASSOCIATES	1,857.62
303231	EFT	09/10/2020	BAKER & TAYLOR	14,000.72
303232	EFT	09/10/2020	BAKER & TAYLOR	11,326.32
303233	EFT	09/10/2020	BAKER & TAYLOR	7,422.60
303234	EFT	09/10/2020	BAKER & TAYLOR AXIS 360 E-BOOKS	9,481.85
303235	EFT	09/10/2020	BOYLE CONSTRUCTION MANAGEMENT, INC.	313,510.03
303236	EFT	09/10/2020	CENTRAL SECURITY & COMMUNICATIONS	4,329.00
303237	EFT	09/10/2020	DANCORP INC. DBA DANCO	500.00
303238	EFT	09/10/2020	INDIANA PLUMBING AND DRAIN LLC	986.00
303239	EFT	09/10/2020	INDIANAPOLIS ARMORED CAR, INC	2,630.00
303240	EFT	09/10/2020	KLINES QUALITY WATER, INC	54.00
303241	EFT	09/10/2020	MIDWEST TAPE - AUDIOBOOKS ONLY	903.89
303242	EFT	09/10/2020	MIDWEST TAPE - PROCESSED DVDS	333.91
303243	EFT	09/10/2020	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	34.38
303244	EFT	09/10/2020	MIDWEST TAPE NON PROCESSED	733.36
303245	EFT	09/10/2020	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	59.58
303246	EFT	09/10/2020	MIDWEST TAPE, LLC	392.80
303247	EFT	09/10/2020	OVERDRIVE INC	24,265.59
303248	EFT	09/10/2020	P.V. SUPA INC.	32,096.28
303249	EFT	09/10/2020	PERFECTION GROUP, INC.	15,182.78
303250	EFT	09/10/2020	POWERS & SONS CONSTRUCTION	317,858.40
303251	EFT	09/10/2020	RECORDED BOOKS	207.13
303252	EFT	09/10/2020	RICHARD LOPEZ ELECTRICAL, LLC	8,192.05
303253	EFT	09/10/2020	RYAN FIRE PROTECTION, INC	4,055.00
303254	EFT	09/10/2020	STENZ MANAGEMENT COMPANY, INC	138.11
303255	EFT	09/10/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	3,132.25
303256	EFT	09/10/2020	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,293.50
303257	EFT	09/10/2020	TITAN ASSOCIATES	59,850.96
303261	EFT	09/17/2020	ACORN DISTRIBUTORS, INC	2,404.78
303262	EFT	09/17/2020	ALSCO	689.86
303263	EFT	09/17/2020	BAKER & TAYLOR	48,954.67
303264	EFT	09/17/2020	BAKER & TAYLOR	6,611.54
303265	EFT	09/17/2020	BAKER & TAYLOR	11.17
303266	EFT	09/17/2020	BAKER & TAYLOR	15,863.25
303267	EFT	09/17/2020	BAKER & TAYLOR	27,146.60
303268	EFT	09/17/2020	BAKER TILLY VIRCHOW KRAUSE, LLP	1,394.62
303269	EFT	09/17/2020	BRODART COMPANY	1,612.50
303270	EFT	09/17/2020	CENTRAL SECURITY & COMMUNICATIONS	21,914.62
303271	EFT	09/17/2020	CITIZENS THERMAL ENERGY	84,190.55
303272	EFT	09/17/2020	DELTA DENTAL	11,550.22
303273	EFT	09/17/2020	DENISON PARKING	5,455.33
303274	EFT	09/17/2020	FINELINE PRINTING GROUP	199.00
303275	EFT	09/17/2020	INDIANAPOLIS RECORDER	78.00
303276	EFT	09/17/2020	INDPLS-MARION COUNTY PUBLIC LIBRARY	2,691.79
303277	EFT	09/17/2020	INDPLS-MARION COUNTY PUBLIC LIBRARY	24,226.11
303278	EFT	09/17/2020	JCOS, INC.	14,018.75
303279	EFT	09/17/2020	LOCKERBIE SQUARE CABINET CO	2,790.00
303280	EFT	09/17/2020	MARK'S VACUUM & JANITORIAL SUPPLIES	1,817.00
303281	EFT	09/17/2020	MIDWEST TAPE - AUDIOBOOKS ONLY	509.08
303282	EFT	09/17/2020	MIDWEST TAPE - PROCESSED DVDS	657.92
303283	EFT	09/17/2020	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	954.42
303284	EFT	09/17/2020	MIDWEST TAPE PROCESSED AND CATALOGED ACCOUNT	10,436.53

No.	Type	Date	Reference	Amount
303285	EFT	09/17/2020	MIDWEST TAPE, LLC	866.52
303286	EFT	09/17/2020	MOORE INFORMATION SERVICES, INC	278.90
303287	EFT	09/17/2020	OVERDRIVE INC	35,233.86
303288	EFT	09/17/2020	RECORD AUTOMATIC DOORS, INC	142.50
303289	EFT	09/17/2020	REGIONS BANK PURCHASING CARD	7,689.15
303290	EFT	09/17/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	3,208.15
303291	EFT	09/17/2020	STUART'S HOUSEHOLD FURNITURE MOVING & STORAGE	2,230.38
303292	EFT	09/17/2020	THOMSON REUTERS-WEST PUBLISHING CORPORATION	5,293.50
303293	EFT	09/17/2020	TITAN ASSOCIATES	10,616.73
303294	EFT	09/17/2020	ULINE	665.27
303299	EFT	09/24/2020	BAKER & TAYLOR	1,184.49
303300	EFT	09/24/2020	BAKER & TAYLOR	4,293.90
303301	EFT	09/24/2020	BRODART COMPANY CONTINUATIONS	341.28
303302	EFT	09/24/2020	CENTRAL SECURITY & COMMUNICATIONS	1,144.98
303303	EFT	09/24/2020	FINELINE PRINTING GROUP	1,980.00
303304	EFT	09/24/2020	FLEET CARE, INC.	81.68
303305	EFT	09/24/2020	G4S SECURE SOLUTIONS (USA) INC.	43,349.85
303306	EFT	09/24/2020	INDIANA PLUMBING AND DRAIN LLC	668.00
303307	EFT	09/24/2020	INDIANAPOLIS ARMORED CAR, INC	3,135.00
303308	EFT	09/24/2020	KRUEGER INTERNATIONAL, INC	7,453.00
303309	EFT	09/24/2020	MICHAEL R. TWYMAN	3,333.33
303310	EFT	09/24/2020	MIDWEST TAPE - PROCESSED DVDS	55.98
303311	EFT	09/24/2020	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	820.49
303312	EFT	09/24/2020	MIDWEST TAPE NON PROCESSED	23.78
303313	EFT	09/24/2020	OFFICE360	2,101.83
303314	EFT	09/24/2020	PERFECTION GROUP, INC.	1,287.70
303315	EFT	09/24/2020	RECORDED BOOKS	1,523.16
303316	EFT	09/24/2020	RICHARD LOPEZ ELECTRICAL, LLC	6,592.21
303317	EFT	09/24/2020	RICOH USA, INC. - 12882	10,435.94
303318	EFT	09/24/2020	STAPLES	202.50
303319	EFT	09/24/2020	STENZ MANAGEMENT COMPANY, INC	4,067.89
			Total	<u>3,256,636.78</u>

Summary by Transaction Type:

Computer Check	\$1,502,838.98
EFT Check	\$1,753,797.80
Total Payments	\$3,256,636.78
Total Voided Items	\$0.00

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
FINES ACCOUNT**

No.	Type	Date	Reference	Amount
832	CHECK	09/03/2020	ALLEN COUNTY PUBLIC LIBRARY	16.95
833	CHECK	09/17/2020	FRANKLIN COLLEGE, HAMILTON LIBRARY	33.00
834	CHECK	09/24/2020	MOLLY GILKEY	39.99
835	CHECK	09/24/2020	STEVEN ROSAS OCELOTL	14.00
			Total	<u>\$ 103.94</u>

Summary by Transaction Type:

Computer Check	\$103.94
EFT Check	\$0.00
Total Payments	\$103.94
Total Voided Items	\$0.00

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
BANK REGISTER
GIFT ACCOUNT

No.	Type	Date	Reference	Amount
7712	CHECK	09/03/2020	DAPHNE TULL	400.00
7713	CHECK	09/03/2020	MARS HILL COMMUNITY & ARTS CENTER	166.00
7714	CHECK	09/03/2020	NICOLE NORTON	151.24
7715	CHECK	09/03/2020	THE LATINO/A YOUTH COLLECTIVE OF INDIANA INC.	525.00
7716	CHECK	09/03/2020	TIA JAH WYNNNE AYERS	26.10
7717	CHECK	09/10/2020	CREATIVE AQUATIC SOLUTIONS, LLC	902.45
7718	CHECK	09/10/2020	HILTON PUBLISHING, INC	19,066.78
7719	CHECK	09/10/2020	SHARON BERNHARDT	115.52
7720	CHECK	09/17/2020	HILTON PUBLISHING, INC	808.12
7721	CHECK	09/17/2020	MONTOYA MEGERLE BARKER	22.45
7722	CHECK	09/24/2020	ADAM TODD	85.58
7723	CHECK	09/24/2020	ERIN MURPHY	44.82
7724	CHECK	09/24/2020	HILTON PUBLISHING, INC	7,265.38
7725	CHECK	09/24/2020	SHARON BERNHARDT	503.20
303258	EFT	09/10/2020	BAKER & TAYLOR AXIS 360 E-BOOKS	3,114.59
303259	EFT	09/10/2020	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	119.97
303260	EFT	09/10/2020	OVERDRIVE INC	467.17
303295	EFT	09/17/2020	INDPLS-MARION COUNTY PUBLIC LIBRARY	322.17
303296	EFT	09/17/2020	MIDWEST TAPE - AUDIOBOOKS ONLY	1,064.34
303297	EFT	09/17/2020	MIDWEST TAPE - PROCESSED DVDS	1,108.48
303298	EFT	09/17/2020	MIDWEST TAPE FICTION CAT/PROC REPL ACCOUNT	488.11
Total				36,767.47

Summary by Transaction Type:

Computer Check	\$ 30,082.64
EFT Check	\$ 6,684.83
Total Payments	\$ 36,767.47
Total Voided Items	\$ -

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY

October 26, 2020

PERSONNEL ACTIONS

RESOLUTION 45 -2020

NEW HIRES:

- Emelia Warren, Page, Garfield Park, \$10.00 per hour, Effective: September 30, 2020
- Anirudh Burli, Public Services Associate II, Part-Time, East 38th, \$17.26 per hour, Effective: September 21, 2020
- Isaiah Stevenson, Computer Assistant II, Part-Time, Haughville, \$15.02 per hour, Effective: September 26, 2020
- Rachel Priesman Marquez, Public Services Associate II, Part-Time, \$17.36 per hour, Effective: October 5, 2020
- Megan Beyers, Page, Brightwood, \$10.00 per hour, Effective: October 5, 2020
- Briesa Koch, Page, East 38th, \$10.00 per hour, Effective: October 5, 2020
- Monica Taboada, Manager, Haughville, \$24.92 per hour, Effective: October 19, 2020

INTERNAL CHANGES:

- Kathryn King from Hourly Public Services Associate I (SUB), Wayne, \$16.50 per hour to Public Services Associate II, InfoZone, \$17.26 per hour, Effective: September 27, 2020
- Theresa Coleman from Hourly Public Services Associate I (SUB), Central, \$ 16.50 per hour to Public Services Librarian, Nora, \$21.56 per hour, Effective: October 11, 2020
- Marianne Kruppa from Public Services Librarian, Central, \$21.56 per hour to Interim Manager, Lawrence, \$28.80 per hour, Effective: October 11, 2020.
- Bethany Allison from Public Services Librarian, Michigan Road, \$21.56 per hour to Interim Manager, Haughville, \$24.92 per hour, Effective: September 27, 2020
- Natalie Burriss from Library Assistant II, Part-Time, \$13.97 per hour to Public Services Librarian NE, Part-Time, \$21.56 per hour, Effective: October 11, 2020
- Amber Sabo from Circulation Supervisor II, Pike, \$21.56 per hour to Library Assistant II, Full-Time, Warren, \$15.00 per hour, Effective: October 11, 2020

RE-HIRES: (None Reported)

SEPARATIONS:

- Bridget Kenney, Public Services Librarian, Haughville, 3 years and 6 months, Effective: September 22, 2020
- Nancy Mobley, Manager, Haughville, 40 years, Effective: September 30, 2020
- Alyssa Lay, Page, Central, 3 years and 5 months , Effective: September 26, 2020

INACTIVE:

- Elizabeth Hosty, Page, Southport, Inactive: February 27, 2020
- Taylor Baugh, Page, Southport, Inactive: March 11, 2020
- Kellyn Raters, Page, Franklin Road, Inactive: July 25, 2020

RE-ACTIVATE:

- Donald Piper, Page, Central, \$10.00 per hour, Re-Activated: September 23, 2020
- Jerome Bingham, Page, Learning Curve, \$10.00 per hour, Re-Activated: October 19, 2020

RECLASSIFICATION:

- Robin Kelley from Mgr., Central Adult Services, Central, PG 11, \$26.85 per hour to PG 13, \$30.55 per hour, Effective: December 22, 2019
- Christopher Brozo from Activity Guide, Learning Curve, PG6, \$18.41 per hour to PG7, \$19.80 per hour, Effective: December 22, 2019
- Brelyn Gerard from Activity Guide, Learning Curve, PG6, \$17.36 per hour to PG7, \$18.66 per hour, Effective: December 22, 2019
- Austin Senior from Activity Guide, Learning Curve, PG6, \$17.88 per hour to PG7, \$19.22 per hour, Effective: December 22, 2019
- Elizabeth Tarr from Activity Guide, InfoZone, PG6, \$18.01 per hour to PG7, \$19.22 per hour, Effective: December 22, 2019
- Lucy Wortham from Activity Guide, Learning Curve, PG6, \$17.36 per hour to PG7, \$18.66 per hour, Effective: December 22, 2019
- Marina Zimmermann from Mgr., Payroll, Human Resources, PG13, \$29.66 per hour to PG14, \$31.89 per hour, Effective: December 22, 2019



Board Briefing Report

11c

To: IMCPL Board **Meeting Date:** October 26, 2020
From: John Helling, Director of Public Services
Subject: Summary of Summer Reading Program 2020

Background: The Library's carried out its 101st Summer Reading Program in 2020, under some very unusual and challenging circumstances. The pandemic forced us to quickly pivot and adjust many things – some of which we have been doing for decades. Luckily, some changes were already underway that made this pivot slightly easier.

The biggest challenge was carrying out the program almost entirely online. The 2020 program launched on June 1st, two weeks before we began reopening branches for in-person service, and almost a full month before all of our branches were reopened.

Fortunately, we had planned in 2019 to offer a more robust online Summer Reading Program using software called Beanstack, which allows participants to sign themselves up online and track their progress toward their goals. We did not plan for this to be the only way that people could participate, and we certainly acknowledge that having limited opportunities for offline participation put many patrons at a disadvantage. It was also a challenge for our staff to promote participation without being able to talk to patrons face-to-face, which is normally a big driver of participation.

Additionally, the Library made the decision to track participation by counting the number of minutes spent reading, as opposed to the number of books or pages that participants read. We made this decision because the most current research on combating the "summer slide" suggests a length of time that children should spend reading, 15 minutes per day, to keep their academic skills strong. Also, we wanted to reward the readers for whom progress through a particular book might be slow, but they spend a good deal of time working on it.

In total, **9,798 participants** spent **5,812,261 minutes** reading (more than eleven years!) and completed **17,544 activities** (such as writing a story or identifying creatures spotted outside). Prizes were given at one hour, five hour, and ten hour intervals. On the Adult side of the program, we saw 3,506 participants complete approximately 8,000 activities.

Approximately 85% of participants responded to our optional demographic questions. Group participants (i.e. those who signed up via their day care, etc) registered as a group and are therefore not included in the demographic breakdown. Note also that the numbers below include only those that *participated* in the program, as opposed to all who *registered* for the program.

The breakdown of participants in the juvenile program by race is as follows:

Race/Ethnicity	Number	Percentage
American Indian	19	0%
Asian	113	3%
Black or African-American	323	8%
Choose not to answer	143	3%
Hispanic or Latinx	155	4%
Multiracial	282	7%
Other	34	1%
White/Caucasian	2604	62%
(Blank)	499	12%
Totals	4172	100%

The breakdown of participants in the adult program by race is as follows:

Race/Ethnicity	Number	Percentage
American Indian	5	0%
Asian	28	2%
Black or African-American	74	5%
Choose not to answer	36	3%
Hispanic or Latinx	35	3%
Multiracial	30	2%
Other	16	1%
White/Caucasian	1000	73%
(Blank)	146	11%
Totals	1370	100%

It is clear that the participants in what we consider to be our marquee program do not accurately represent the demographics of the city of Indianapolis as a whole. We think this represents historical inequalities that were exacerbated by the pandemic.

Attachment: Summer Reading Program advertising from 2020 in English, Spanish, French, Arabic, and Haka Chin

The Indianapolis Public Library presents

IMAGINE™ — YOUR — STORY

SUMMER READING PROGRAM

June 1 - August 1, 2020

Read to Earn Prizes!

New for 2020

Complete activities to enter prize drawings.

Read what you want for up to 10 hours
to earn prizes like a book or sporty cinch bag.
Start logging your hours beginning June 1.

FREE

for KIDS
and TEENS



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**Online signup
available soon!**

Visit indypl.org/srp for
updates and instructions

Enter to win prizes like a Dogman book collection, movie tickets or a new bike*!



indypl.org

*Bikes awarded as prizes provided by **meijer**.

Indianapolis Public Library presenta

IMAGINA™ — TU — HISTORIA

PROGRAMA DE LECTURA DE VERANO
Junio 1- Agosto 1, 2020

!Lee para ganar premios!

Nuevo para el 2020

**Completa actividades para entrar
al sorteo de premios.**

Lee lo que quieras por hasta 10 horas para ganar premios como libros o bolsas deportivas. Empieza a registrar tus horas desde el primero de junio.

GRATUITO
para niños y
adolescentes



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**¡Registro en línea
disponible pronto!**

Visita www.indypl.org/srp
para recibir actualizaciones
e instrucciones

**¡Entra para ganar premios como una colección de libros de Dogman,
boletos para películas o una bicicleta nueva*!**



*Las bicicletas otorgadas como premios son provistas por **meijer**

Indianapolis (Dibu Caruk
(Indianapolis Public Library) nih a chuahmi ah

NANGMAH™ — TUANBIA — SADUHTHAH

TTHAL CAAN CARELNAK PROKREM

Pur (June) 1- Hniang (August) 1, 2020

Laksawng Hmuh Ding ah Carel!

2020 caah Atharmi

Laksawng hmuh ding ah i zuam ve ding
ah tlamtling tein cawlcanghna pawl tuah hna.

Cauk asiloah mi mit a hlangmi lunghmuh zal pakhat laksawng
hmuh ding ah na duhmi cau kha suimilam pahra tiang carel.
Pur (June) ni 1 thok in relmi suimilam min khumh i thok ve cang.

NGAKCHIA,

Kum Hleithum in
Hleikua Karlak
Mino pawl caah
Man Pek a Hau lo



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Online in minpek
khawh a si cang lai!

Athar in theihternak le
cawnpiaknak caah,
www.indypl.org/srp ah lut

Dogman cau khawmhsuatmi, baisakup tiket pawl asiloah saikal*
tharte pakhat tibantuk laksawng pawl cove ding ah i zuam!



indypl.org

*Saikal laksawng pawl petu cu **meijer** a si

Indianapolis Public Library présente

IMAGINEZ — VOTRE — HISTOIRE™

PROGRAMME ESTIVAL DE LECTURE
du 1^{er} juin au 1^{er} août 2020

Lisez pour gagner des prix !

Nouveauté pour 2020

**Terminez les activités
pour participer aux tirages au sort.**

Lisez ce que vous voulez pendant dix heures au maximum afin de gagner un livre ou un sac de sport, par exemple. Commencez à enregistrer vos heures à partir du 1^{er} juin.

GRATUIT
pour les enfants et
les adolescents



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**L'inscription
en ligne sera bientôt
disponible !**

Consultez www.indypl.org/srp
pour les mises à jour
et les instructions

Participez pour gagner des prix, tels qu'une collection de livres Dogman,
des tickets de cinéma ou un nouveau vélo* !



*Les vélos sont fournis en tant que prix par **meijer**.

مجاناً

للأطفال
والكبار



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مكتبة إنديانابوليس العامة تقدم

برنامج
تخيّل
قصّتك

برنامج القراءة الصيفي
من 1 يونيو إلى 1 أغسطس 2020

اقرأ
لتربح الجوائز!

جديد لعام 2020

أكمل الأنشطة لتشارك في سحبات الجوائز.
اقرأ ما تريد لما يصل إلى عشر ساعات للفوز
بجوائز مثل كتاب أو حقيبة رياضية برباط علوي.
ابدأ تسجيل ساعاتك بدءاً من 1 يونيو.

سيتوفر التسجيل
عبر الإنترنت قريباً!

قم بزيارة www.indypl.org/srp
للحصول على التحديثات والإرشادات

شارك للفوز بجوائز مثل مجموعة كتب Dogman أو تذاكر أفلام أو درّاجة جديدة*!

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*تُقدم جوائز الدراجات من meijer