

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
MINUTES OF THE REGULAR MEETING  
DECEMBER 13, 2007**

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The Indianapolis-Marion County Public Library Board met at the Central Library, 40 East St. Clair Street, Indianapolis, Indiana, on Thursday, December 13, 2007 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

**1. Call To Order**

President Mahern presided as Chairman. Secretary Rothe was present.

**2. Roll Call**

Mr. Mahern welcomed Elsa Kramer as the newest member of the Library Board.

Members present: Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Member absent: None.

**3. Branch Manager's Report**

Cheryl Wright, Director, Central Library, announced that they had a wonderful Grand Opening on December 9, 2007. Since then, everyone has gotten down to business as usual. She mentioned that it is exciting to see Central being used as it was intended. Since opening, Central has had average of 2,400 patrons per day. It is anticipated that as more people spread the word about the transformed Library, that number should increase dramatically. Ms. Wright advised that 20 programs have been held since opening, with a total of 519 attendees.

A brief discussion was held on the Vocera communication devices used by staff in the building.

Mr. Mahern inquired if Central had hosted any school groups transported to the building by bus. Ms. Wright stated that they had some home-schooled students in but she anticipates some other school groups coming to Central after the first of the year.

A copy of Ms. Wright's Report is attached to these minutes.

**4. Public Comment and Communications**

**a. Public Comment**

There were no petitions to come before the Board.

- b. **Dear CEO Letters and Responses** were circulated.
- c. **Correspondence** was circulated for the Board's general information.

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

a. **Executive Session, November 9, 2007**

The minutes from the Executive Session held November 9, 2007 were distributed to the Board.

The minutes were approved as written upon the motion of Mr. Lynch, seconded by Mr. Meyer, and the "yes" votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

b. **Executive Session, November 15, 2007**

The minutes from the Executive Session held November 15, 2007 were distributed to the Board.

The minutes were approved as written upon the motion of Mr. Jordan, seconded by Mr. Meyer, and the "yes" votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

c. **Regular Meeting, November 15, 2007**

The minutes from the Regular Meeting held November 15, 2007 were distributed to the Board.

Mr. Lynch requested a modification to these minutes to reflect a motion he had presented during the meeting.\*

*\* After additional review following the meeting, it was determined that no motion had been made and that the minutes stand approved as originally presented.*

The minutes were approved as written upon the motion of Mr. Meyer, seconded by Mr. Jordan, and the "yes" votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

d. **Annual Meeting, November 15, 2007**

The minutes from the Annual Meeting held November 15, 2007 were distributed to the Board.

The minutes were approved as written upon the motion of Mr. Jordan, seconded by Mr. Lynch, and the "yes" votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

## COMMITTEE REPORTS

### 6. Finance Committee (Gregory Jordan, Chair; Louis Mahern, Mary Lou Rothe)

#### a. Report of the Treasurer –November, 2007

Becky Dixon, Chief Financial Officer, distributed and discussed the November, 2007 Report of the Treasurer. She stated that for the month of November, 2007, actual expenditures, less investments, were \$467,530 less than projected. Actual revenue was \$626,931 more than projected.

November, 2007 expenditures were 18% more than November 2006. November, 2007 receipts, less taxes, were \$14,713 less than November, 2006. Fines revenue is down by 7% compared to November of 2006.

Year-to-date fines revenue for 2007 is \$1,511,827 compared to year-to-date 2006 of \$1,640,102.

Year-to-date expenditures for 2007 are \$29,365,498 compared to year-to-date for 2006 of \$28,100,242 (5% increase).

Year-to-date revenues for 2007 are \$20,215,467 compared to year-to-date for 2006 of \$23,403,171 (14% decrease).

Mr. Jordan made the motion that the Report of the Treasurer be filed for audit.

Motion carried.

The Report is attached to, and made a part of, these minutes.

#### b. Resolution 179 – 2007 (Transfer Between Classifications and Accounts)

After full discussion and careful consideration of Resolution 179 – 2007, the resolution was adopted upon the motion of Mr. Jordan, seconded by Ms. Rothe, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

### 7. Diversity, Policy and Human Resources Committee (Jesse Lynch, Chair; Gregory Jordan, Louis Mahern)

#### a. Resolution 180 – 2007 (Approve Policy Revisions P230-P239)

After full discussion and careful consideration of Resolution 180 – 2007, the resolution was adopted upon the motion of Mr. Lynch, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

b. **Resolution 181 – 2007** (Appointment List)

After full discussion and careful consideration of Resolution 181 – 2007, the resolution was adopted upon the motion of Mr. Lynch, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

c. **Resolution 182 – 2007** (Authorizes the Board President to Establish a Strategic Planning Committee Co-Chaired by Dr. Martin Jischke and Mrs. Patty Jischke)

Mr. Jordan pointed out that Dr. Jischke is the President Emeritus of Purdue University and is world-renowned in strategic planning. Mrs. Jischke is active in early childhood development matters and also is an attorney and librarian. The Jischkes will be responsible for developing and recommending a planning process to the Board for their approval and the Board President will be responsible for the Committee appointments. During the six to seven-month planning process, the Committee will make periodic presentations to the Board.

Mr. Lynch expressed his desire that the Committee be comprised of a cross-section of the entire Library community, including Library employees, so that a variety of opinions can be obtained.

After full discussion and careful consideration of Resolution 182 – 2007, the resolution was adopted upon the motion of Mr. Jordan, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

d. **Resolution 183 – 2007** (Authorizes the CEO to Sign Contract with Community Health Network for Wellness Program)

Janet Gartin-Moore, Director, Human Resources, reviewed the resolution. She explained that it is proposed that the Wellness Program for all Library staff would be integrated with the Employee Assistance Program.

Ms. Kramer noted that studies of these wellness programs indicate that they often fail. She inquired if this program was voluntary for staff and are there any incentives for staff to join.

Ms. Gartin-Moore advised that the Program was voluntary. There are no incentives planned at this time. The program would be reviewed after one year.

Ms. Kramer also inquired if there is an evaluation process set up to measure the outcome of the Program.

Ms. Gartin-Moore noted that there would be monthly usage reports provided to the Library.

Mr. Bacon asked if employees are able to attend a gym at a reduced rate.

She stated that those currently enrolled in the Library's health insurance program have that option but that is not something that would be available for those participating in the Wellness Program only.

After full discussion and careful consideration of Resolution 183 – 2007, the resolution was adopted upon the motion of Mr. Jordan, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

- e. **Diversity, Policy and Human Resources Committee Notes – December 4, 2007** were distributed to the Board for their general information and are attached to these minutes.

## 8. **Building Committee (Gary Meyer, Chair; Richard Bacon)**

- a. **Central Project Construction Team Update** – Larry Summers, the Owner's Representative, discussed the Central Library Project.

A copy of the Update is attached to these minutes.

Mr. Summers noted that the monthly invoice for SPS was \$60,605 and Reynolds was \$116,896.

- b. **Construction Manager Monthly Report** was distributed to the Board at the meeting for their information.

- c. **Confirming Resolutions:**

- 1) **Resolution on Central Library Project Change Order Report - Fund 40 (Resolution 184 – 2007)**

After full discussion and careful consideration of Resolution 184 – 2007, the resolution was adopted, upon the motion of Mr. Meyer, seconded by Mr. Jordan, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

2) **Resolution on Central Library Project Change Order Report for Garage Related Items – Fund 41 (Resolution 185 – 2007)**

After full discussion and careful consideration of Resolution 185 – 2007, the resolution was adopted upon the motion of Mr. Meyer, seconded by Mr. Jordan, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

- d. **Branch Status Report – November 30, 2007** was distributed to the Board for their review and information. A copy of the Report is attached to these minutes.
- e. **Building Committee Notes – December 6, 2007** were distributed to the Board at the meeting for their general information and are attached to these minutes.

9. **Library Foundation Update (Gregory Jordan, Library Board Representative)**

**December 2007 Library Foundation Update** – Mr. Jordan reviewed the Foundation’s activities as follows:

Congratulations to the Library’s Board and staff on the opening of Central Library.

Thanks to Indianapolis Power & Light Company, WISH/WNDY/WIHH, and Denison Parking for sponsoring various Central Library opening events.

Last month the Library Foundation received many contributions. The top corporate and foundation gifts came from the following:

- Denison Parking – Central Library Preview Event
- Dow AgroSciences – Central Library Gala
- The Patricia Cornwell Foundation – Marian McFadden Memorial Lecture

Many thanks go to Butler University’s basketball team and the Indianapolis Colts for partnering with the Library on various programs in recent months.

A copy of the Update is attached to these minutes.

10. **Report Of The Chief Executive Officer**

- a. **Statistics – November, 2007** were distributed to the Board.

Laura Bramble, Chief Executive Officer, pointed out that circulation is up slightly. Ms. Bramble went on to thank the Board and the entire Library staff for their assistance in getting

Central Library open. She also extended her thanks to the Indianapolis Colts for their Mane Events and for including the Library in the Colts Rally last Friday on Monument Circle.

**b. Confirming Resolutions:**

**1) Resolution Regarding Finances, Personnel and Travel (186 – 2007)**

After full discussion and careful consideration of Resolution 186–2007, the resolution was adopted upon the motion of Mr. Jordan, seconded by Mr. Lynch, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

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

**OLD BUSINESS**

**11. Approval of By-Laws**

At this time, a statement prepared by Ms. Kramer, was read into the record. The statement was as follows:

Several people have brought to my attention the fact that Peter Pizarro was no longer a resident of the library district as of at least September 1 of this year, at which time he had resigned his employment with F.C. Tucker and closed on the sale of his home here. The closing documents include an affidavit by Mr. Pizarro that states his place of residence as Mansfield, Ohio. He and his wife are listed in the 2007 Mansfield, Ohio White Pages, and neither of them voted in our city-county elections here this November.

I’m sure the County Commissioners would have declared a vacancy and made a new appointment to the Library Board earlier this year had they been made aware of Mr. Pizarro’s ineligibility for continued service.

I have no interest in revisiting any actions or votes by Mr. Pizarro after he was ineligible for service on this Board. Instead, I would like for the Board to consider how to prevent this problem in the future – and it is a problem, complete with the potential for litigation. Obviously, the appointing bodies need to pay close attention to the eligibility of their appointees.

I hope that all Board members, present and future, will make it their ethical duty to notify their appointing body if they become ineligible to serve based on residency requirements. Meanwhile, I move that this Board amend the Library Board By-Laws at Article IV, Section 3, to reflect IC 36-12-2-7-1 and state that a Board vacancy is created when a member becomes ineligible for service due to residency outside the library district.

The motion to amend the By-Laws to add the words “ineligibility due to residency outside the library district” to Article IV, Section 3, was seconded by Mr. Lynch. After discussion, the amendment was approved on the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr.

Meyer and Ms. Rothe.

Motion carried.

After additional discussion and careful consideration of the Board By-Laws, as presented and amended as noted above, they were approved upon the motion of Ms. Rothe, seconded by Mr. Jordan, and the “yes” votes of Mr. Bacon, Mr. Jordan, Ms. Kramer, Mr. Lynch, Mr. Mahern, Mr. Meyer and Ms. Rothe.

Motion carried.

A copy of the revised By-Laws is attached to these minutes.

## **NEW BUSINESS**

12. None.

## **AGENDA BUILDING**

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

Items suggested for upcoming Board Agendas are as follows:

**January, 2008** - To Be Determined

## **INFORMATION**

14. **Materials**

The following materials were distributed to the Board for their general information:

- a. *ULC Exchange* (November 2007)

15. **Board Meeting Schedule 2007 (Notice of Date and Place of Meeting) and Upcoming Events**

- a. **Schedule of Board Meetings – 2008** was distributed to the Board for the information.
- b. Library Programs and/or Free Upcoming Events through January 16, 2008 were distributed to the Board.

16. **Notice of Special Meetings**

None.

**17. Notice of Next Regular Meeting**

Thursday, January 17, 2008, at the Central Library, 40 East St. Clair Street, at 6:30 p.m.

**18. Other Business**

None.

**19. Adjournment**

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

The Chairman declared the meeting adjourned at 7:25 p.m.

An audio recording and video tape/DVD of this meeting are on file in the Library's administration office.

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Mary Lou Rothe, Secretary to the Board

