

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
MAY 21, 2009**

The Indianapolis-Marion County Public Library Board met at the East 38th Street Branch Library, 5420 East 38th Street, Indianapolis, Indiana, on Thursday, May 21, 2009 at 6:30 p.m., pursuant to notice given in accordance with the rules of the Board.

1. Call To Order

President Lynch presided as Chairman. Secretary Bacon was present.

2. Roll Call

At this time, Mr. Lynch announced that Scott Evenbeck has been named as the Indianapolis Board of School Commissioners' new appointee to the Library Board. Mr. Lynch welcomed Mr. Evenbeck and mentioned that the Board looks forward to working with him.

Mr. Evenbeck replied that he has been a long time admirer and patron of the Library and he is honored to be able to serve in this way. He noted that he realizes there is a steep learning curve but he is working on it and looks forward to learning more about the operations of the Library.

Members present: Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

Member absent: None.

3. Branch Manager's Report

Sally McSpadden, Manager, East 38th Street Branch, introduced several of her staff members and then briefly discussed her Report that had been distributed to the Board. She mentioned that many collections in the branch have been shifted to accommodate a focus on urban fiction, African-American fiction, and the Spanish collections. The number of workforce development classes has been increased. Thanks to a Gates grant, the branch will receive six additional computers that will be used to increase the number of participants for these classes. A large number of teens visit the branch, and the number of programs offered to them has been increased. The two main programs, offered monthly, are Wii Gaming and the Manga and Anime Club. She reminded everyone that the Summer Reading Program kicks off on June 6th from 11:00 a.m. to 3:00 p.m. The event will be held outdoors, and will include a program by Silly Safari on the Wetlands boardwalk and games, prizes and snacks.

Mr. Meyer asked what percentage of the population the branch serves has computer/internet access in their household. Ms. McSpadden advised it was a very small percentage. She noted that a majority

of people that come to the Library are looking for computer/internet services.

Mr. Shevlot inquired about the workforce development classes offered at the branch. It was noted in Ms. McSpadden's report that the number of classes had doubled. What are the beginning figures and what are they now? Ms. McSpadden advised that they had been doing two a month and now they are doing four a month.

A copy of the Report is attached to these minutes.

4. Public Comment and Communications

a. Public Comment

Melissa Kramer, a patron of the Library, addressed the Board. Ms. Kramer advised that she had originally checked out five books from the Library. Two of these books were subsequently stolen from her car on March 11, 2009. The Library has notified her that she will be charged the original cost for the lost materials, which is \$64.90. Ms. Kramer advised that, after conducting her own research, she has discovered that she can purchase these same books on Amazon.com for \$35.00. She questioned why the Library was charging so much. She feels that the Library's policy on this matter should be changed to reflect that patrons could pay the current replacement cost rather than the original retail cost.

Laura Bramble, Chief Executive Officer, noted that the Library's current policy is to charge the original retail cost of the book plus a \$5.00 processing fee. Elaine Drew, Director, Collection Management, explained that the Library is currently looking at revising this policy to reflect that a patron could present a replacement copy of the material to the Library that they had purchased at another location and then also pay a \$10.00 restocking fee.

It was noted that a revised policy should be presented to the Board for approval in the next few months.

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. Special Meeting, March 10, 2009

The minutes from the Special Meeting held March 10, 2009 had been distributed to the Board.

The minutes were approved as written upon the motion of Mr. Meyer, seconded by Ms. Turner-Wright, and the "yes" votes of Mr. Bacon, Mr. Evenbeck, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

b. Special Meeting, April 6, 2009

The minutes from the Special Meeting held April 6, 2009 had been distributed to the Board.

The minutes were approved as written upon the motion of Mr. Meyer, seconded by Mr. Lingenfelter, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

c. Executive Session, April 16, 2009

The minutes from the Executive Session held April 16, 2009 had been distributed to the Board.

The minutes were approved as written upon the motion of Mr. Lingenfelter, seconded by Mr. Meyer, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

d. Regular Meeting, April 16, 2009

The minutes from the Regular Meeting held April 16, 2009 had been distributed to the Board.

The minutes were approved as written upon the motion of Mr. Lingenfelter, seconded by Mr. Meyer, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

e. Executive Session, May 6, 2009

The minutes from the Executive Session held May 6, 2009 had been distributed to the Board.

The minutes were approved as written upon the motion of Ms. Turner-Wright, seconded by Mr. Bacon, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

COMMITTEE REPORTS

6. Finance Committee (Thomas S. Shevlot, Chair; Scott Evenbeck, Marie Turner-Wright)

a. Report of the Treasurer – April, 2009

Becky Dixon, Chief Financial Officer, discussed the April, 2009 Report of the Treasurer. She stated that for the month of April, actual expenditures, less investments and debt payments, were 11% less than projected. This reduction relates to the payroll estimates – estimated three paychecks in April rather than May.

Actual revenue less taxes and investments was 1.7% higher than projected.

April, 2009 expenditures, less investments and debt, were 6% more than April, 2008. This relates to a slight increase in Supplies and Personal Services.

April, 2009 receipts, less taxes, were 31% higher than April, 2008. The increase is due to the LOIT funds – our monthly distribution has increased from \$96,128 to \$203,696.

Year-to-date Fines revenue for 2009 is \$608,963 compared to \$607,479 for year-to-date 2008.

Ms. Turner-Wright made the motion, which was seconded by Mr. Meyer, 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 18 – 2009** (Temporary Inter-Fund Loan Authorization) *(This item was presented at the meeting)*

After full discussion and careful consideration of Resolution 18 – 2009, the resolution was adopted upon the motion of Mr. Shevlot, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

Motion carried.

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

- c. **Resolution 19 – 2009** (Authorize Appropriation of Grant Funds for the Summer Reading Program – Learning Curve Mobile Lab)

After full discussion and careful consideration of Resolution 19 – 2009, the resolution was adopted upon the motion of Mr. Meyer, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

Motion carried.

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

7. **Diversity, Policy and Human Resources Committee (Richard K. Bacon, Chair; Scott Evenbeck, Jesse B. Lynch)**

- a. **Resolution 20 – 2009** (Resolution Approving Joint Written Recommendations of IMCPL Management and AFSCME Local 3395, Council 62 Concerning Grievances or Personnel Practices)

It was noted that on the Board Action Request form, under the “Subject” paragraph, the acronym “AFSCME” was incorrectly listed as “AFSME.”

After full discussion and careful consideration of Resolution 20 – 2009, the resolution was adopted upon the motion of Mr. Lingenfelter, seconded by Mr. Bacon, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

Motion carried.

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

- b. **Diversity, Policy and Human Resources Committee Notes – April 6, 2009** were distributed to the Board for their general information and are attached to these minutes.
- c. **CEO Evaluation Form** – Mr. Bacon noted that the Board had received a draft of the CEO evaluation form at the meeting this evening. He requested that the Board members review the document and provide any suggestions/comments by the June deadline.

8. Building Committee (Gary Meyer, Chair; Richard K. Bacon, Jim Lingenfelter)

- a. **Central Project Construction Team Update** – Michael Coghlan, Facilities Management Services Area, discussed the Central Library Project Update that had been distributed to the Board. He also advised that this would be last Update on the Central Project.

A copy of the Update is attached to these minutes.

- b. **Resolution 21 – 2009** (Authorization to Issue a Request for Proposals for a Guarantee Energy Savings Contract for the Library Services Center)

After full discussion and careful consideration of Resolution 21 – 2009, the resolution was adopted upon the motion of Mr. Meyer and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

Motion carried.

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

- c. **Branch Status Report – April 30, 2009** was distributed to the Board for their review and information. A copy of the Report is attached to these minutes.
- d. **Building Committee Notes – May 12, 2009** were distributed to the Board for their general information and are attached to these minutes.
- e. **Resolution 23 – 2009** (Resolution Approving the Appeal of Certain Issues Related to the Central Library Garage Litigation, and Foregoing an Appeal of the Verdict Entered on the Fraud Jury Trial) (*This item was presented at the meeting*)

It was announced that it was important to note that these actions, because of filing dates, had actually already occurred and that the Board is aware of that situation. It was because certain timeframes were in place and if those timeframes were missed, the Library would not be able to pursue this course of action and as it says in the Resolution, we are doing everything we can to insure that the Library is doing everything in its power to pursue the recovery of all damages and costs. It is also important to note that the attorneys that have filed this have done so on a pro bono basis. This does not mean that we are going ahead with the court cases, we are just pursuing legal paths toward the possibility of future court cases. As a reminder, there is one case before the Court of Appeals and one case pending before the Supreme Court, which case might not be accepted. Litigation counsel had to proceed given the timelines and the deadlines and thus we are here today to, in essence, approve their actions in proceeding and to ratify and confirm those actions.

After full discussion and careful consideration of Resolution 23 – 2009, the resolution was adopted upon the motion of Mr. Meyer, seconded by Mr. Evenbeck, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

Motion carried.

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

9. Governmental Affairs Committee (Jim Lingenfelter, Chair; Thomas S. Shevlot, Marie Turner-Wright)

- a. **Governmental Affairs Committee Notes – May 12, 2009** were distributed to the Board at the meeting for their general information and are attached to these minutes.

Mr. Lingenfelter stated that the Committee had met recently. The Committee is aware that there are opportunities that we will be facing as a public board and it was determined that it would be best to begin meeting with various officials and to provide information to them on the importance of the Library in the community. To that extent, a meeting schedule has been established for the remainder of the year. Meetings will be scheduled with members of the City-County Council, officials from the City of Indianapolis and also State Representatives.

The County Commissioners have set a meeting on May 27, 2009 to meet with their Board appointees. Information is being prepared for that meeting.

It is anticipated that the Committee will work closely with the Foundation and will seek their assistance and support.

Mr. Lynch commented that this Committee is important to the operation of the Library and thanked them for their work to date.

10. Library Foundation Update (Thomas S. Shevlot, Library Board Representative)

May 2009 Library Foundation Update – Mr. Shevlot reviewed the Foundation’s activities. Some of the highlights were as follows:

- Last month, the Foundation received many gifts. The top corporate and foundation contributors included:
 - 92.3 WTTS; Fifth Third Bank, Indiana; Ice Miller – Children’s Initiatives
 - The Kroger Company – Summer Reading Program
 - Lilly Endowment – 2009 Summer Reading Program Learning Curve Mobile Lab
 - Alerding & Co., LLC – Indiana Authors Award
 - Dow Agrosiences; EHOB, Inc.; Louis Lage Kirtland and Hugh C. Kirtland Endowment Fund, a fund of The Indianapolis Foundation – General Fund
- Many thanks to all those who played a role in the long process that led to the installation

of Peter Shelton's new sculptures, *thinmanlittlebird*. The Library Foundation is proud to have been a part of adding these exciting new works of public art to the Indianapolis landscape. We hope that they will spark the creativity and curiosity of Library patrons for generations to come.

- Central Library is now home to a cluster of five dedicated patent research stations, thanks to the generosity of Woodard, Emhardt, Moriarty, McNett & Henry, LLP. These workstations will provide privacy and an expanded work space for inventors, attorneys and anyone else who needs to access the Library's extensive patent research resources.
- Thanks to the generous grant from Lilly Endowment, Inc., the Learning Curve's award-winning programming and technology will be extended to the Library's inner-city branches this Summer. New Learning Curve Mobile Labs will spend one week at each branch, featuring laptops equipped with the Learning Curve's most popular software applications. This grant will not only create an opportunity for children in underserved areas to learn vital technology skills, but it will also allow the Library to pilot a model by which the Learning Curve can extend its reach in the future.

11. Report Of The Chief Executive Officer

- a. **Statistics – April 2009** were distributed to the Board.

Laura Bramble, Chief Executive Officer, advised that circulation is up 9% over this same time last year. Additionally, computer use is also up by 17.9%. There was a drop of 6.2% in new borrowers' cards which is due to a campaign held in April 2008 that was not repeated in April 2009.

She also reminded everyone that the "Journey through Africa" series is being held throughout the Library system.

Finally, Ms. Bramble announced that the Library has been invited to participate with the City of Indianapolis on the "High Performance Government Team." This is a Lean Six Sigma initiative. The Library will determine an appropriate project to submit.

- b. **Presentation on "Soaringwords" at Central Library**

Tami Edminster, Program Development Services Area, gave the presentation. She noted that the Library had been working with Soaringwords for the last few months. Soaringwords is a national non-profit company based in New York. The main mission of the company is to send inspiring messages, such as "never give up", to children in hospitals.

Such companies as Eli Lilly and the United Way of Central Indiana are important local partners. These organizations worked with children at local Indianapolis Public Schools to create "soaringfables", "soaringhaikus" and "soaringheroes." These messages were on display at the local library branches. Recently, students and mentors just worked on the final project – "soaringquilts", pillows and beds and those will be on display at the Central Library during June.

Ms. Edminster advised that when the display is dismantled, all of those creations will be sent to

Wishard Hospital to distribute to children in their care.

c. **Confirming Resolutions:**

1) **Resolution Regarding Finances, Personnel and Travel (22 – 2009)**

After full discussion and careful consideration of Resolution 22 – 2009, the resolution was adopted the motion of Mr. Shevlot, seconded by Mr. Meyer, and the “yes” votes of Mr. Bacon, Mr. Evenbeck, Mr. Lingenfelter, Mr. Lynch, Mr. Meyer, Mr. Shevlot and Ms. Turner-Wright.

Motion carried.

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

OLD BUSINESS

12. None.

NEW BUSINESS

13. None.

AGENDA BUILDING

14. **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:

June, 2009 - To Be Determined

INFORMATION

15. **Materials**

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

- a. *Public Libraries* (March/April 2009)
- b. *ULC Exchange* (May 2009)
- c. *FOCUS on Indiana Libraries* (May 2009)
- d. *American Libraries* (May 2009)

16. **Board Meeting Schedule for 2009 (Notice of Date and Place of Meeting) and Upcoming Events**

- a. **Schedule of Board Meetings – 2009** - *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. Library Programs and/or Free Upcoming Events through June 17, 2009 were distributed to the Board.

17. Notice of Special Meetings

None.

18. Notice of Next Regular Meeting

Thursday, June 18, 2009, at the Eagle Branch Library, 3325 Lowry Road, at 6:30 p.m.

19. Other Business

Mr. Lynch thanked Mr. Shevlot for the nice article he did recently about the Library that appeared in the *Indianapolis Star*.

Ms. Turner-Wright and the rest of the Board thanked the East 38th branch staff for dinner and their hospitality.

20. Adjournment

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

The Chairman then declared the meeting adjourned at 8:15 p.m.

A DVD of this meeting is on file in the Library's administration office.

Richard K. Bacon, Secretary to the Board

