

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY  
MINUTES OF THE REGULAR MEETING  
NOVEMBER 16, 2006**

\*\*\*\*\*

The Indianapolis-Marion County Public Library Board met at the East Washington Branch Library, 2822 East Washington Street, Indianapolis, Indiana, on Thursday, November 16, 2006 at 6:40 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**

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

Member absent: Ms. Taylor.

**3. Branch Manager's Report**

Rod Burkett, Manager, East Washington Branch, discussed the Report that had been distributed to the Board. He mentioned that the branch is to receive a Little Tykes computer for the Children's Area sometime in the next year. Also, a holiday party is planned for December 16, 2006 and children will be able to have their pictures taken with Santa. The children's author, Christopher Paul Curtis, will be coming to the branch on February 15, 2007.

**4. Public Comment and Communications**

**a. Public Comment**

Georgia Cravey, a former IMCPL employee, addressed the Board. Ms. Cravey noted that she was speaking to the Board tonight on behalf of the IMCPL Union Organizing Committee. She then pointed out individuals in the audience from AFSCME, Jobs for Justice and the Indianapolis Peace and Justice Center. She stated that it was unfortunate that the Board had chosen to silence the staff members and that they cannot speak directly to the Board. Ms. Cravey stated that during her career at IMCPL, she had been a member and officer of the Staff Association. She relayed to the Board information from a Staff Association meeting which was held 16 months ago that involved a discussion regarding working conditions and the role and effectiveness of the Staff Association. Ms. Cravey advised that she contacted AFSCME following that meeting and that's when the initial union discussions began. Certain staff members have now signed cards indicating an interest in a union. She advised that the Board has indicated that this "seemed not to be good enough" for them. The Board then passed a resolution that calls for an election to be held with 75% of the agreed upon unit so that it can be

a valid election. “Another hurdle for us to jump in our quest for dignity and respect”, she noted. At this time, Ms. Cravey presented Mr. Mahern with the union’s roster of the proposed bargaining unit. She noted that the bargaining unit must be agreed upon first. They also hope that the Board will be open to communication during this time and that it is the intent of the Board to move swiftly and afford the interested employees of the Library an opportunity to cast their ballots in a fair and open democratic process.

Mr. Mahern announced that he wished to address some misconceptions. The resolution that was adopted by the Board does not require that 75% of the people in the bargaining unit vote for the union. They only have to participate in the election. If 75% would participate then only about 37% or 38% of the bargaining unit would have to actually vote in favor of the union.

Mr. Mahern then discussed the issue of availability of Board members. He stated that considering 8:00 a.m. to 10:00 p.m. equals 14 hours a day and then 30 days in a month, there are about 420 hours in which IMCPL staff can contact Board members anytime they want, i.e., call them on the phone, e-mail them, write them. He stated that he didn’t want anyone to be under the impression that communication between the staff and the Board is somehow circumscribed. All we’re saying is that out of that 420 hours, the two (2) hours a month in which the Board Meeting occurs, the Public Comment portion of the Meeting is reserved for the public. He stated that it isn’t too much to ask the staff to utilize the other 418 hours a month to contact the Board. So, the idea that somehow the Board is keeping the staff from contacting the Board is not the case and certainly was not the Board’s intention.

Mr. Lynch then asked Mr. Mahern about how an employee should relay a grievance and if an employee may contact a Board member directly about a concern. Mr. Lynch then inquired if the Board member is required to share this information with the rest of the Board.

Mr. Mahern advised that the Library has a formal grievance process wherein people can file a grievance. He noted that the procedure is spelled out for employees. Mr. Mahern reconfirmed that an employee may contact a Board member. The Board member is under no legal or moral obligation to share that with the rest of the Board. If they want to share it with the rest of the Board, they may do so.

Mr. Meyer stated that he had a slightly different view on this situation. From a legal perspective, we need to make certain that the staff person has followed all the Library’s formal processes and procedures. We want to make certain that the problems are addressed within the process and just because the staff member has called a Board member, they shouldn’t make the assumption that the Board member is able to act. There are still going to be legal, policy and hierarchical constraints. He stated that there is one (1) form of communication that he personally refuses to accept – anything that is sent as a general e-mail blast or some sort of communication blast. If there is a specific item that someone wants to send, he has no problem with that being e-mailed to him.

Mr. Meyer then inquired about the next step to verify the names listed on the union’s list. Will negotiation be required?

Mr. Mahern noted that the Board would act in a cooperative spirit as we move to the next step with the union representatives. He anticipates that the Chief Executive Officer, assisted by other IMCPL staff, would review the list for accuracy.

Mr. Meyer asked if there is only one group that would be offering signed cards. Mr. Mahern advised that there has only been one group that has come forward to date but yes, another group could come forward if interested.

Mr. Lynch asked if the Board would be meeting with the union organizing committee to move the process forward. Mr. Mahern advised that the first step would be to determine who is in the bargaining unit.

Mr. Meyer then asked about the wording to be used on the cards. Would it say that the person supports a particular union or would it say “We want to have election?” Some people may want to have a vote but they don’t necessarily want to vote for a union.

Ms. Rothe suggested that we move ahead as quickly as possible on the process and follow through on what we have done with the union.

Ms. Rothe then spoke about the grievance procedures. She said she felt that the current grievance procedures the Board has are not really as good as they ought to be. They have been revised somewhat over the years but she suggested that this matter be referred to the Diversity, Policy and Human Resources Committee for review and to make certain that our grievance procedures are adequate for what needs to be done.

At this time, Linda Mielke, Chief Executive Officer, responded. Ms. Mielke stated that the Library’s grievance procedures are in line with most other libraries. They are very, very strong for staff. Staff have many channels by which to be counseled or have discussions with their supervisors.

Ms. Rothe stated that it was her understanding that there was no way for a grievance to be brought to the Board short of the person being terminated and that person appealing the termination.

Ms. Mielke mentioned that if the Board wished to have a review of the personnel procedures done, we could certainly do that.

Janet Gartin Moore, Director, Human Resources, addressed the Board. She outlined the procedures used for a grievance: First, you take it to your supervisor and then if you don’t get resolution there, you go to the next level, etc. If there is no resolution when it gets to the CEO, then it goes to the Board. It depends on the reason, if it involves a termination action that would be one thing, but not all grievances result in termination. A grievance could be for any reason an employee feels they have been aggrieved. But in 99% of the cases, it doesn’t involve any termination. It’s just something that happened on a certain level and they are pursuing steps. We haven’t had that in a while. Ms. Gartin Moore confirmed that these policies have been in place for at least ten (10) years.

Mr. Mahern noted that he would ask the Chairman of the Diversity, Policy and Human Resources Committee to look at the grievance procedure and have the Committee make any recommendations concerning the grievance process.

- 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, October 19, 2006**

The minutes from the Executive Session held October 19, 2006 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. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

**b. Regular Meeting, October 19, 2006**

The minutes from the Regular Meeting held October 19, 2006 were distributed to the Board.

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

**COMMITTEE REPORTS**

**6. Finance Committee (Mary Lou Rothe, Chair; Gregory Jordan, Jesse Lynch)**

**a. Report of the Treasurer – October, 2006**

Becky Dixon, Chief Financial Officer, discussed the October 2006 Report of the Treasurer. Ms. Dixon mentioned that for the month of October, actual expenditures were \$331,879 less than projected.

Actual revenue was up by \$2.8 million more than projected. This increase is from the property tax advance. The projected advance was \$1.1 million compared to actual of \$3.8 million.

October, 2006 expenditures were 8% less than October, 2005. Also, October, 2006 receipts were \$1.9 million more than October, 2005. This increase is due to the property tax advance received in October, 2006 compared to the advance received in 2005. Fines revenue is down by 6% compared to October of 2005.

Year-to-date fines revenue for 2006 is \$1,512,315 compared to year-to-date 2005 of \$1,256,394 (a 20% increase).

Ms. Rothe 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 111 - 2006** (Appropriation of Grant Funds)

After full discussion and careful consideration of Resolution 111 – 2006, the resolution was adopted upon the motion of Ms. Rothe, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

c. **Resolution 112 - 2006** (2007 Temporary Loans)

After full discussion and careful consideration of Resolution 111 – 2006, the resolution was adopted upon the motion of Ms. Rothe, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

d. **Finance Committee Notes – November 8, 2006** were distributed to the Board.

7. **Diversity, Policy and Human Resources Committee (Jesse Lynch, Chair; Gregory Jordan, Mary Lou Rothe)**

a. **Resolution 113 – 2006** (Salary Resolution)

After full discussion and careful consideration of Resolution 113 – 2006, the resolution was adopted upon the motion of Mr. Lynch, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

b. **Diversity, Policy and Human Resources Committee Notes – October 10, 2006** were distributed to the Board.

8. **Governmental Affairs Committee (Peter Pizarro, Chair; Gregory Jordan, Sarah Taylor)**

There was no report.

9. **Building Committee (Gary Meyer, Chair; Peter Pizarro, Mary Lou Rothe)**

- a. **Central Project Construction Team Update Report** – Larry Summers, Owner’s Representative, discussed the Central Library Project.
- b. **Construction Manager Monthly Report** was distributed to the Board at the meeting for their information.
- c. **Resolution 114 - 2006** (Approval to Award Contract for Leasing Temporary Heating Equipment and Services for the Garage)

After full discussion and careful consideration of Resolution 114 – 2006, the resolution was adopted upon the motion of Mr. Meyer, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

- d. **Resolution 115 - 2006** (Approval of Addendum to Consulting Agreement with CSO Schenkel Shultz for Additional Structural Engineering Services)

After full discussion and careful consideration of Resolution 115 – 2006, the resolution was adopted upon the motion of Mr. Meyer, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

e. **Confirming Resolutions:**

- 1) **Resolution on Central Library Project Change Order Report - Fund 40 (Resolution 116 – 2006)**

After full discussion and careful consideration of Resolution 116 – 2006, the resolution was adopted upon the motion of Mr. Meyer, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro 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 117 – 2006)**

After full discussion and careful consideration of Resolution 117 – 2006, the resolution was adopted upon the motion of Mr. Meyer, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

3) **Resolution on Central Library Project Change Order Report for Garage Related Items – Fund 40 – Additional Change Order (Resolution 125 – 2006)**  
*(This item was presented at the meeting)*

After full discussion and careful consideration of Resolution 125 – 2006, the resolution was adopted upon the motion of Mr. Meyer, seconded by Mr. Jordan, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

f. **Briefing Report – Foundation Report from Public Art Committee** was distributed to the Board and is attached to these minutes.

g. **Resolution 118 – 2006** (Approval to Award Contract for Printing Services)

After full discussion and careful consideration of Resolution 118 – 2006, the resolution was adopted, as amended to remove the extra “1” in Library, upon the motion of Mr. Meyer, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

h. **Resolution 119 – 2006** (Approval to Award Contract for Security Services)

*This item was tabled until the December Board Meeting.*

Ed Olsen, Director, Facilities Management Services Area, advised that Wackenhut, the Library’s current security services provider, has been asked to extend their current contract for 30 days through the end of January, 2007.

i. **Briefing Report – LSC Parking Lot Proposal**

Mr. Olsen noted that the Library has had conversations with HSM Development Corporation. This company has recently purchased the property on the corner of 24<sup>th</sup> and Meridian and they have expressed an interest to expand that property. Various proposals have been discussed with regard to our property near that site, including a portion of our parking lot. Also, the proposal illustrates a new entrance to the parking lot off of Meridian Street. With the Board’s approval, Library staff will continue discussions with HSM about the proposed development.

j. **Briefing Report – Café Vendor Report Structure**

A meeting will be held on November 28, 2006 with Library and Foundation representatives concerning how the café at the transformed Central Library would be operated. IMCPL is reviewing the program that was initiated by the Kansas City Public Library.

Ms. Rothe mentioned that she had seen some information on one model where the local community college used the café for food service training site. She asked if that might be feasible for IMCPL. Mr. Olsen said that could be researched.

k. **Resolution 120 – 2006** (Approval to Expand Data Communications Services for 2007)

After full discussion and careful consideration of Resolution 120 – 2006, the resolution was adopted upon the motion of Mr. Meyer, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

l. **Resolution 121 – 2006** (Approval to Increase Internet Bandwidth and Primary Rate Interface Lines for 2007)

After full discussion and careful consideration of Resolution 119 – 2006, the resolution was adopted upon the motion of Mr. Meyer, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

m. **Branch Status Report – October 31, 2006** was distributed to the Board for their review and information. A copy of the Report is attached to these minutes.

n. **Building Committee Notes – November 2, 2006** was distributed to the Board for their general information.

o. **Briefing Report – Kite Renovation of the Glendale Mall** – Mr. Olsen discussed the Report that had been distributed to the Board. He pointed out that the Library had expended a great deal of time and money to develop the Glendale Branch. Under the renovation plan that Kite is proposing the branch would now be a box sitting on top of a Target store. The whole concept of the Library being part of a mall would be changed with this plan. The only access would be at the lowest level and you would need to take an elevator up to the branch. Also, there are no plans for a freight elevator to move books and equipment. The passenger elevators must be used for this purpose. The area outside the branch that overlooks the food court would be walled up so patrons on the lower level would be unable to see that there is a library upstairs. The lease for the property would also have to be evaluated because there will be a change of more than 20% to the mall itself. The Library would also have to provide its own security since there will no longer be mall security. Therefore, the Library staff is seeking the Board’s permission to work further with Kite to determine other available options for the branch.

## 10. **Library Foundation Update (Peter Pizarro, Library Board Representative)**

- a. **November 2006 Library Foundation Update** – Mr. Pizarro reviewed the Foundation’s activities for the month of October 2006 which included the following:
- The Foundation received new or renewed gifts from The Library Fund and the Indiana Arts Commission.
  - Major Library programs supported by the Foundation this month include November Read Aloud, My First Library Card and the Family Fall Fest. Thanks goes to these programs’ major sponsors – Indiana Blood Center, Teachers Credit Union and Safeco Insurance.
  - This Foundation will fund 15 different requests that Library staff have placed on the annual “Wish List.” Some of those items include: Book discussion, family and teen programs.
  - Also, the Foundation is running commercials on three radio stations (WIBC, WLHK and WTLC) promoting November Read Aloud and My First Library Card campaign.

A copy of the Update is attached to these minutes.

## 11. **Report Of The Chief Executive Officer**

- a. **Statistics – October, 2006** were distributed to the Board. Ms. Mielke noted that the door count this month has surpassed this time last year. She pointed out that circulation is down at Glendale due to all the changes going on at the mall.
- b. **Resolution 122 – 2006** (Approval of Strategic Long Range Plan Vendor)

*This item was tabled until further notice.*

- c. **Report on November Read-Aloud Program and My First Library Card** – Melanie Wissel, Manager, Program and Project Development Services Area, advised that for 22 years, IMCPL has celebrated Children’s Book Week with an initiative called “Join the Crowd – Read Aloud” which encourages families to read aloud together. A copy of Ms. Wissel’s Report is attached to these minutes.

At this time, Tami Edminster, from the Program and Project Development Services Area, spoke to the Board about the new program, My First Library Card. Ms. Edminster reminded the Board that this card allows children’s books to be checked out fine free. This particular Library card will be available in a credit card size or in a convenient key fob size. She noted that since the program had started on November 1, 2006, 761 cards have been issued. Also, she thanked the IMCPL Foundation for their generous support of this program. Ms. Edminster’s Report is attached for review.

- d. **Update on Central Library – Indianapolis-Special Collections Room** – Christopher Marshall, Public Services Librarian, gave the Update. He stated that the Library received a grant from the Nina Mason Pulliam Trust to bring together a room to house special collections

that have been given to the Library over the years. Mr. Marshall reviewed some of the items that will be in the room, including: Kurt Vonnegut materials; copies of the Joy of Cooking; 200 World War I American Library Association posters; photographs of the old Library which was located at the corner of Ohio and Meridian Streets; and an extensive juvenile collection.

e. **Confirming Resolutions:**

1) **Resolution Regarding Finances, Personnel and Travel (123 – 2006)**

Mr. Lynch mentioned that Ivan Christensen was retiring from the Library. He said Mr. Christensen had been an important person to the system and would be missed.

After full discussion and careful consideration of Resolution 123 – 2006, the resolution was adopted, upon the motion of Ms. Rothe, seconded by Mr. Jordan, and the “yes” votes of Mr. Jordan, Mr. Lynch, Mr. Mahern, Mr. Meyer, Mr. Pizarro and Ms. Rothe.

Motion carried.

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

f. **Report on “Year of Kurt Vonnegut”** – Chris Cairo, Director, Program and Project Development Services Area, advised that plans are underway for a city-wide celebration of Kurt Vonnegut, Jr. Mr. Vonnegut, who was born and raised in Indianapolis, has written 25 books. IMCPL and the Indianapolis Cultural Development Commission are spearheading a series of events throughout the community with collaborating partners to honor Vonnegut for the contribution he has made to American literature.

Some of the entities participating in the city-wide celebration include the Indianapolis Museum of Art, Historic Landmarks, League of Indianapolis Theaters, WFYI, NUVO, Indiana History Center, IUPUI.

Some of the key Library events to take place in 2007 include:

- 1) One Book One City – Theme will be “What if all of Indianapolis read a book by Kurt Vonnegut.”
- 2) Mr. Vonnegut is scheduled to be the Marian McFadden lecturer on April 27, 2007. Also, a new award is being established in conjunction with the lecture. Going forward, there will be a “Kurt Vonnegut Award” bestowed annually on the McFadden lecturer.

A copy of Ms. Cairo’s presentation is attached to 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:

**December, 2006** - To Be Determined

**INFORMATION**

15. **Materials**

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

- a. *American Libraries* (November 2006)
- b. *ULC Exchange* (November 2006)

16. **Board Meeting Schedule 2006(Notice of Date and Place of Meeting) and Upcoming Events**

- a. **Board Meetings for 2006** – *Current calendar will be updated each month, as necessary, and additional information highlighted.*
- b. Library Programs and/or Free Upcoming Events through December 13, 2006 were distributed to the Board.

17. **Notice of Special Meetings**

None.

18. **Notice of Next Regular Meeting**

Thursday, December 14, 2006, at the Irvington Branch Library, 5625 East Washington Street, at 6:30 p.m.

19. **Other Business**

None.

**20. Adjournment**

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

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

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

---

Mary Lou Rothe, Secretary to the Board

