

**INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
OCTOBER 19, 2006**

The Indianapolis-Marion County Public Library Board met at the Shelby Branch Library, 2502 Shelby Street, Indianapolis, Indiana, on Thursday, October 19, 2006 at 6:35 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. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

Member's absent: Mr. Lynch and Mr. Meyer.

At this time, Mr. Mahern made the following announcement:

We've been rather lenient and I tried to bend over backward in the last two or three meetings because we had several people here who wanted to speak, particularly about matters concerning the union, and we essentially ignored the rule that one person per delegation would be permitted to speak. What we're going to do--I'm just serving notice--that from here on out we're going to observe the rule that there will be one person per delegation speaking on any particular matter. We will assume that, in the case of unionization, anyone who is here to speak for unionization constitutes a delegation and have probably worked out their remarks ahead of time and so all they have to do is decide, among themselves, who will do the speaking. By the same token, anybody who wants to speak against unionization will be allowed only one speaker as well.

Further, the purpose of the Public Comment section of the meeting is to allow citizens, that is to say, patrons of the Library, to come in and make observations or requests or suggestions for improving service. The purpose of the citizens' statements or comments part of the Board Agenda is not for employees to air grievances. It is not for vendors to approach the Board, as we have had in the past. It is for patrons to come forward with suggestions or requests that they might have.

So, I'm serving notice that from here on out that there are adequate venues and avenues for employees to let their desires, complaints, etc. be known to the Board outside of the Board meetings and so, I'm serving notice that we will not be entertaining comments from staff in the Public Comment section of our meetings going forward.

3. **Branch Manager's Report**

David Vaprin, Manager, Shelby Branch, discussed the Report he distributed to the Board. He mentioned that circulation at the branch is up 16% compared to this time last year. Additionally, Mr. Vaprin noted that the door count numbers for 2006 year-to-date have already equaled 2005's full year door count.

He then distributed some information to the Board on the Wee Doors Project the branch is conducting. Schools and businesses have agreed to participate. During the night, he noted, Library artists will "mysteriously" go to the various locations and paint, paste or sculpt small "fairy" doors on the outside of buildings. To find out more information about the door--what it means and how it got there--the recipient must come into the branch. Mr. Vaprin advised that this project is being funded by the IMCPL Foundation.

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. **Special Meeting, September 18, 2006**

The minutes from the Special Meeting held September 18, 2006 were distributed to the Board.

The minutes were approved as written upon the motion of Mr. Jordan, seconded by Ms. Taylor, and the "yes" votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

b. **Executive Session, September 21, 2006**

The minutes from the Executive Session held September 21, 2006 were distributed to the Board.

The minutes were approved as written upon the motion of Mr. Jordan, seconded by Ms. Taylor, and the "yes" votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro and Ms. Rothe and Ms. Taylor.

c. **Regular Meeting, September 21, 2006**

The minutes from the Regular Meeting held September 21, 2006 were distributed to the Board.

The minutes were approved as written upon the motion of Mr. Jordan, seconded by Ms. Taylor,

and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

COMMITTEE REPORTS

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

a. Report of the Treasurer – September, 2006

Becky Dixon, Chief Financial Officer, briefly discussed the September 2006 Report of the Treasurer. Ms. Dixon mentioned that for the month of September, actual expenditures were \$431,596 less than projected.

Actual revenue was up by \$9,942.

September, 2006 expenditures were 24% less than September, 2005. Also, September, 2006 receipts were \$9,521 less than September, 2005. Fines revenue is down by 1% compared to September of 2005.

Year-to-date fines revenue for 2006 is \$1,373,895 compared to year-to-date 2005 of \$1,109,313 (a 24% 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.

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

a. Resolution 103 – 2006 (Approval of My First Library Card)

After full discussion and careful consideration of Resolution 103 – 2006, the resolution, which had been reviewed by the Committee, was adopted upon the motion of Ms. Rothe, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

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** – Steve Scott, representing Scott Hilliard Kosene, the Central Library Project 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 104 - 2006** (Authorization to Issue Bidding Documents for Garage Repairs Utilizing Various Methods, Including Carbon Fiber Polymer Sheet Reinforcing, Shotcrete, and/or Form-and-Pump Concrete Placement)

After full discussion and careful consideration of Resolution 104 – 2006, the resolution was adopted upon the motion of Mr. Pizarro, seconded by Mr. Jordan, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

Motion carried.

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

- d. **Resolution 105 - 2006** (Approval to Reject All Quotes for the Riding Garage and Parking Lot Scrubber)

After full discussion and careful consideration of Resolution 105 – 2006, the resolution was adopted upon the motion of Ms. Taylor, seconded by Mr. Jordan, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

Motion carried.

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

- e. **Resolution 106 - 2006** (Authorization to Issue an RFP for the Management and Equipment for the Central Library Parking Garage)

Ms. Taylor requested that we make certain to place strong emphasis on the collection of garage revenue and the timetable utilized for receipt of the revenue.

After full discussion and careful consideration of Resolution 106 – 2006, the resolution was adopted upon the motion of Mr. Jordan, seconded by Mr. Pizarro, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

Motion carried.

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

f. **Confirming Resolutions:**

1) **Resolution on Central Library Project Change Order Report - Fund 40 (Resolution 107 – 2006)**

After full discussion and careful consideration of Resolution 107 – 2006, the resolution was adopted upon the motion of Ms. Taylor, seconded by Mr. Pizarro, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

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 108 – 2006)**

After full discussion and careful consideration of Resolution 108 – 2006, the resolution was adopted upon the motion of Ms. Taylor, seconded by Mr. Jordan, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

Motion carried.

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

g. **Resolution 94 – 2006 (Approval to Award Contract for Postage Metering Machine Lease)**

This item was previously tabled at the September Board Meeting.

At this time, Mr. Mahern requested information on the costs associated with the mailing of IMCPL Foundation materials. Ed Olsen, Director, Facilities Management, advised that he would research that information and forward to Mr. Mahern as soon as possible.

After full discussion and careful consideration of Resolution 94 – 2006, the resolution was adopted upon the motion of Mr. Jordan, seconded by Mr. Pizarro, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

Motion carried.

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

h. **Branch Status Report – September 30, 2006** was distributed to the Board for their review and information. A copy of the Report is attached to these minutes.

i. **Building Committee Notes – October 5, 2006** was distributed to the Board for their general information.

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

- a. **October 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 AT&T, Cardinal Publishers Group, the Pacers Foundation, Stifel Nicolaus and Target.
 - This month the Foundation will present the 2006 One America Business Lecture featuring former U.S. Speaker of the House, Newt Gingrich. His talk, free and open to the public, will be held at 3:00 p.m., on October 24, 2006 at the Hilbert Circle Theater.

A copy of the Update is attached to these minutes.

11. Report Of The Chief Executive Officer

- a. **Statistics – September, 2006** were distributed to the Board for their information. Linda Mielke, Chief Executive Officer, mentioned that the Library’s circulation and program attendance figures continue to grow. This upward trend has continued for over one year.
- b. **Report on Standing Committee/Project Team Staff Participation** – Cheryl Wright, Organizational Development Director, presented the Report. She noted that we are in the second full month operating under the Standing Committee/Project Team system and each committee/team is hard at work evaluating services, reviewing policies, developing training opportunities and working to revitalize Adult, Juvenile and Teen Services.

Anyone on staff at IMCPL may apply to serve on a committee or project team. Currently, there are 100 staff members involved and they come from the areas listed below:

| | |
|----------------|------------|
| Central Staff: | 17 Members |
| Branch Staff: | 36 Members |
| LSC Staff: | 47 Members |

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

- c. **Resolution 109 – 2006** (Approval of Commitment to Join Public Library Internet Consortium)

After full discussion and careful consideration of Resolution 109 – 2006, the resolution was adopted, upon the motion of Ms. Rothe, seconded by Mr. Jordan, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

Motion carried.

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

- d. **Update on Central Library - Collections** – Ellen Flexman, Reference Services, gave the Update. She distributed information containing shelving layout blueprints for the Central Library 3rd Floor, East and West. One item noted by Ms. Flexman was that we will be able to shelve more periodicals at the transformed Central Library. Many of the older materials have been stored due to lack of space but with the addition of the new space and several new shelving units, these materials will again be available for patron use.

A copy of the shelving blueprints is attached to these minutes.

- e. **Confirming Resolutions:**

- 1) **Resolution Regarding Finances, Personnel and Travel (110 – 2006)**

After full discussion and careful consideration of Resolution 110 – 2006, the resolution was adopted, upon the motion of Ms. Taylor, seconded by Mr. Jordan, and the “yes” votes of Mr. Jordan, Mr. Mahern, Mr. Pizarro, Ms. Rothe and Ms. Taylor.

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.

Suggestions for future Board Agenda items were as follows:

Mr. Mahern mentioned that the Board appreciated the reports given recently by Ms. Bramble and Ms. Drew that had pertained to the Library’s core mission, i.e. the collection, etc. He noted that, going forward, the Board would like to receive monthly presentations on some aspect of how the Library operates and/or provides service to our patrons.

Ms. Mielke advised that she would be pleased to arrange those presentations for the Board.

INFORMATION

15. Materials

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

- a. *Public Libraries* (September/October 2006)
- b. *American Libraries* (October 2006)
- c. *FOCUS on Indiana Libraries* (September 2006)
- d. *FOCUS on Indiana Libraries* (October 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 November 15, 2006 were distributed to the Board.

17. Notice of Special Meetings

None.

18. Notice of Next Regular Meeting

Thursday, November 16, 2006, at the East Washington Branch Library, 2822 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 7:35 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

