

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE
DIVERSITY, POLICY, AND HUMAN RESOURCES COMMITTEE MEETING
October 17, 2023

The Indianapolis-Marion County Public Library Board Diversity, Policy and Human Resources Committee met in-person at LSC Room 221 and via Microsoft Teams on Tuesday, October 17, 2023, at 11:30 a.m. pursuant to notice given.

Committee Members Present: Chairman Raymond Biederman, Dr. Patricia Payne

Other Attendees Present: Gregory Hill, Tisha Galarce, Jackie Hernandez, Kimberly Ewers, Michael Torres, Robert B. Scott: IndyPL Legal Counsel, M. McKenzie

Virtual Attendees: N/A

Chairman Biederman called the meeting to order at 11:31am.

1. CEO Review Process

- Chairman Biederman discussed the CEO review process. He discussed last month's meeting with the external consultant, TJ McGovern, from McGovern Consulting Group.
- Chairman Biederman passed around a performance review policy and evaluation for the Board to review and so that they may develop questions for the CEO review. He also mentioned that TJ McGovern is providing the Executive Committee with questions that he thinks can be used in the CEO review.
- Tisha stated that she has just received the evaluation that Mr. McGovern normally performs for CEO reviews. He would like the Executive Committee to review and provide feedback on the CEO performance, and then the Board Members to do the final review. During the feedback process, a request to change the questions in the performance evaluation will be allowed.
- Tisha will provide the list of questions to all members for their review.

2. Library Security Assistants – Tisha Galarce

- Tisha states that she talked to Adam Parsons and Lolita Campbell regarding a proposal to move money from contract to staff salary to be able to have LSAs during all operational business hours and only have Allied Security when the library is closed.
- The salary of LSAs is also currently being reviewed so that it is competitive with other security officers in similar roles and to increase the overall salary for LSAs.
- This will provide LSAs to branches that currently do not have a LSA at their branch.
- All changes for this will be implemented on January 1, 2024. The Resolution will come from the Finance Committee.
- Positions for this will likely be posted at the end of December 2023.
- Current contract with Allied has ended, and currently it is month-to-month until changes are implemented.

INDIANAPOLIS-MARION COUNTY PUBLIC LIBRARY
NOTES OF THE DIVERSITY, POLICY, AND HUMAN RESOURCES COMMITTEE
MEETING - October 17, 2023

3. Bylaw Review – Robert B. Scott

- Robert Scott provided a background on the process of bylaws; Annually board of directors reviews and approves bylaws. Typically, if there aren't any changes, the bylaws are simply reviewed and confirmed at the annual meeting in November.
- IndyPL legal counsel was tasked with reviewing any updated recommendations and any updated statutory provisions; there were none. There are recommendations from the state library and those were reviewed.
- Robert Scott provided an explanation of the recommended changes and the necessary amendments.
- Most of the provisions of the Library's bylaws are statutory in nature.
- Based on review, the Board has received proposed amendments: making some bylaws more gender neutral, changing some terminology, correcting missing words
- On page 3, the clarification of the official name of the Library Board of Trustees was provided as "The Library Board".
- On page 5, section 7, there has been a change to the bylaws to ensure gender neutral wording.
- Page 6, section 10, it states that Board members will declare any conflict of interest between their personal lives and their role as a Board member and will avoid voting on issues that appear to be a conflict of interest. If there is a potential for a long-term conflict of interest, Board members will need to submit an annual disclosure of the conflict of interest.
- One additional duty, as recommended by the state library, is the addition of enforcing the performance of these bylaws.
- Robert Brown mentioned that the committees themselves are not able to implement any changes without receiving Board approval.
- Another amendment introduced by Robert is for reducing time limit for public comment from 5 minutes to 3 minutes. Chairman Biederman and Dr. Payne are okay with keeping public comment at 5 minutes instead of reducing the time.
- CEO Greg Hill recommends introducing a maximum time for public comment.
- Chairman Biederman and Dr. Payne recommend 45 minutes as the maximum amount of time.

4. Proposed Next Meeting

Tuesday, November 14, 2023, at 11:30 a.m. EDT at the Library Services Center.

5. Adjournment

Chairman Biederman adjourned the meeting at 12:07pm.