



# HAMILTON EAST PUBLIC LIBRARY

## LIBRARY BOARD OF TRUSTEES MEETING AGENDA

Thursday June 22, 2023 – 6:15 p.m.

First Floor Large Meeting Room Noblesville Library

1 Library Plaza, Noblesville IN

*This meeting will be available as a webinar and the Zoom link will be posted by 6:15pm on 6/22/23 at [hepl.lib.in.us/library-board-of-trustees/](https://hepl.lib.in.us/library-board-of-trustees/)*

*Board Members present or absent:*

Alerding \_\_\_\_, Beckwith \_\_\_\_, Ditlevson \_\_\_\_, Maddalone \_\_\_\_, Miksha \_\_\_\_, Payne \_\_\_\_, Siebe \_\_\_\_

*Visitors:*

*Contractors:* Crandley \_\_\_\_, German \_\_\_\_, Greisl \_\_\_\_, McCurdy \_\_\_\_, Others:

*Staff:* Waterman \_\_\_\_, Mrozowski \_\_\_\_, Helling \_\_\_\_, Gropp \_\_\_\_

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**II. MOMENT OF SILENCE**

**III. APPROVAL OF AGENDA**

**IV. BOARD MEETING GUIDELINES POLICY REVISION**

Motion:                      Second:                      Aye:                      Nay:                      Abstain:

**V. TEAM HEPL SPOTLIGHT**

**VI. CONSENT AGENDA**

A. Minutes of the Regular Meeting of May 25, 2023

B. Minutes of the Executive Session of May 25, 2023

C. Personnel Approvals

a. Ethan Doss (Shelving Page-Fishers) last day 5/24

b. Donyá Collins (Ignite Assistant) started 6/9

c. Addy Brown (Shelving Page-Fishers) started 6/12

d. Lynn Ischay (Bookkeeper) last day 7/21

e. Summer Temporary Staff

i. Maddie Lukomski (May 31st)

ii. Aubrey Malone (June 1st)

iii. Lauryn Blunk (May 30th)

iv. Andrea Scott (June 5th)

v. Logan Burger (June 12th)

vi. Alex Gonzalez (June 12th)

vii. Blaiz Hammad (June 12th)

viii. Roe LaRoche (June 12th)

ix. Jackson Casey (June 13th)

x. Jill Eastman (June 13th)

- VII. **ITEMS REMOVED FROM CONSENT AGENDA**  
Motion:                      Second:                      Aye:                      Nay:                      Abstain:
- VIII. **CLAIMS AND WARRANTS**  
Motion:                      Second:                      Aye:                      Nay:                      Abstain:
- IX. **MERIT PAY PRESENTATION—MEGAN NAIL, NFP**
- X. **RENOVATION PROJECTS UPDATE - KEVIN MCCURDY**
- XI. **DIRECTOR’S REPORT**  
A. **CAREGIVER COLLECTION IMPLEMENTATION PLAN—MOLLY MROZOWSKI**
- XII. **OTHER OLD OR NEW BUSINESS**  
A. **REVIEW COMMITTEE RECOMMENDATION “WHY?”**  
Motion:                      Second:                      Aye:                      Nay:                      Abstain:  
B. **FLOCK VIDEO CAMERAS**  
Motion:                      Second:                      Aye:                      Nay:                      Abstain:  
C. **PROJECT PROGRESS REPORTS**  
I. **CRDC PROJECT**  
II. **WEBSITE REDESIGN PROJECT**
- XIII. **COMMENTS FROM THE PUBLIC**
- XIV. **ADJOURNMENT**  
Motion:



## HAMILTON EAST PUBLIC LIBRARY

### BOARD MEETING INFORMATION AND GUIDELINES

Hamilton East Public Library Board of Trustee meetings are generally held on the 4<sup>th</sup> Thursday of each month with the location alternating between the Fishers and Noblesville libraries. These days/times/locations are subject to change with proper notice posted in compliance with Indiana law. Please contact the library if you have questions or wish to verify meeting information.

All regular board meetings, special board meetings, and emergency board meetings are open to the public. Closed executive sessions are held for the purpose of discussion as permitted by IC 5-14.1.5-6.1(b)(1). No official action may be taken in executive session. All board action must be made during public session.

#### Addressing the Board of Trustees at Board Meetings/ Public Behavior at Meetings

The Board of Trustees of Hamilton East Public Library, Hamilton County, Indiana (the “Board”) is not required to receive public comment during its public meetings, but wishes to provide said opportunity for members of the public to improve the quality of the library.

Subject to the reasonable rules and registration process described herein, the Board may allow members of the public, physically present at a meeting, to provide oral comment, during a public comment at the end of the meeting. The Board may choose to allow public comment during an electronic meeting held during a declared emergency or local disaster.

- The Board shall allot each person providing public comment three (3) minutes to speak.
- No person may speak more than once at the same meeting.
- The Board will take speakers on a first-come, first-served basis according to the date and time of registration indicated on the meeting sign in sheet.
- Public Comment will be limited to thirty (30) minutes in total.



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The purpose of public comment is to give the Board members as much information as possible and to allow members to make comments on issues related to the library. It is not a period to engage in debate with board members or other members of the audience. Board members and administrators are not obligated to provide answers or responses to questions asked during public comment. Questions will be taken under advisement and answers may be returned at a later time.

Comments shall be directed to the entire Board, not an individual Board member. The Board will not tolerate inappropriate language or disruptive statements which includes, but is not limited to, statements that are: threatening, harassing, illegal, obscene, lewd, vulgar, defamatory, libelous, or personal attacks.

Causing a disturbance of any kind that is disruptive to the orderly conduct of the meeting will not be tolerated, this includes, but is not limited to, making statements or comments from the floor during the meeting, attempting to interrupt or participate in discussion from the floor, leaving your seat to approach the board.

The Board president (or if the Board president is not in attendance, the presiding Board member) will enforce these rules and may take actions necessary to maintain order at the meeting.

- Prohibit public comments which are frivolous, repetitive, or harassing;
- Interrupt, warn, or terminate a person's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
- Request any individual to leave the meeting when, after warning, that person continues to behave in a manner that is disruptive of the orderly conduct of the meeting;
- Request the assistance of law enforcement officers in the removal of a disorderly person when, after warning, that person's conduct continues to interfere with the orderly progress of the meeting;



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- Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

*Approved by Hamilton East Public Library Board of Trustees August 2019, revised October 2021; revised January 2023; revised June 2023*

DRAFT



# Team HEPL Spotlight

June 2023

## Addie Hirschten Maker-In-Residence



- Maker-in-Residence at Ignite Studio May-August 2023
- Painter, Art Teacher, Author & Children's Librarian
- Explores techniques to use artwork to express emotions and stories.
- Shares artistic skills to encourage students to find their own voice and style.

“It is exciting to be part of the Ignite Studio because it is such a new and innovative space. It's a center for the community where a wide variety of people can come together to learn and grow.”



Board of Trustees Meeting Minutes  
May 25<sup>th</sup>, 2023  
Center/East Meeting Rooms - Fishers Library

<b>Members Present</b>	Micah Beckwith, Tiffanie Ditlevson, Ray Maddalone, Michelle Payne, Andre Miksha
<b>Members Absent</b>	Laura Alerding, Craig Siebe
<b>Others in Attendance</b>	Library Director Edra Waterman; Legal Counsel Chris Griesel, Architect Kevin McCurdy; John Helling, Laura Gropp, Molly Mrozowski, Chaise Carter, Joseph Wooley, Julia Welzen, Kelsey Sweet, Amber Wright, Amy Coleman, Crystal Taylor, Max Midkiff, Lori Lyn Price, Shannon Alexander, Leah Leach, Evan Casey, Michelle Freed, Adam Crouch, Katy Rogers, Maryann Krutsick, Larry Lannan, Brad Sowinski, Cassie Jackson, Brad Jones, Cathy Amy, Chad Carmichael, Jocelyn Vare, Ross Reinhardt, Lisa Carazzo, T. Lopez, Drew Alexander, Stephen Weigel, Amber Young, Adalore Barnhill, Julie Stephens, Kathy Church, Michelle Fullhart, Tish Biggs, Ginny Reetz, Dona Thomas, Bob Reetz, Erin Short, Stephanie Lambert, Rachel Fradette, Holly Beaver, Kim Logan, Erin Lange, Jill Enustan, Phil Midkiff, Kami Leach, Jen Midkiff, Dayna Colbert, Richard Barnett, Barbara Layton, Gail Ringwalt, Thea Banner, Tiffany Frash, Jonathan Leeper, Mary Rogers, Debbie Freburg, and Kara Hwang.
<b>Convene</b>	Michelle Payne called the meeting to order at 6:15 p.m. in the Center/East Meeting Rooms of the Fishers Library, followed by the Pledge of Allegiance.
<b>Approval of Agenda</b>	Ray Maddalone moved to approve the agenda. Tiffanie Ditlevson seconded. The motion was approved unanimously.
<b>Team HEPL Spotlight</b>	John Chomica introduced Community Engagement Coordinator Julia Welzen.
<b>Comment from Board Secretary</b>	Ray Maddalone noted that there were two board members missing. Laura Alerding and Craig Siebe are missing due to personal commitments.



**Public Comment**

Prior to public comment, Michelle Payne reminded the public of the guidelines for decorum of public comment.

11 members of the public spoke, namely Crystal Taylor, Max Midkiff, Lori Lyn Price, Shannon Alexander, Leah Leach, Evan Casey, Michelle Freed, Adam Crouch, Katy Rogers, Maryann Krutsick, and Chad Carmichael, on the following topics as listed on the Board Meeting sign-in sheet:

- Resource center
- Teen Zone
- Children/teen books
- Collection Development Policy (3)
- Research on representation
- Censorship
- Support of Librarians
- Support of librarians, collection policy, Flock cameras
- (None listed)

**Consent Agenda**

The Consent Agenda included minutes of the regular meeting of April 27, 2023; minutes of the executive session of the Review Committee Meeting of May 9, 2023; minutes of the Executive Session of May 9, 2023; Resolution for Electronic Payment of Bills; and personnel approvals.

Tiffanie Ditlevson asked that the meeting minutes of the regular board meeting be removed from the consent agenda.

Board member Andre Miksha moved to approve the revised consent agenda. Tiffanie Ditlevson seconded the motion.

The motion passed 5-0.

Tiffanie Ditlevson noted that the disruption of the April meeting occurred before public comment but after the staff spotlight. Tiffanie Ditlevson asked that more detail of the consequences be included in the meeting minutes. Tiffanie Ditlevson made a motion that the minutes be amended to reflect the action taken by the library after the meeting. Micah Beckwith seconded. Andre Miksha asked if the meetings of the current meeting might be a more appropriate place to record what happened after the April meeting. Tiffanie Ditlevson withdrew her motion. Tiffanie Ditlevson moved that the meeting minutes from the April meeting be amended to include those who signed up to speak but did not, in addition to the names of those who did speak. Ray Maddalone seconded.

The motion passed 5-0.

**Claims and Warrants**

Tiffanie Ditlevson motioned to approve claims and warrants. Ray Maddalone seconded the motion.

Ray Maddalone asked if the library pays for individual memberships for staff to the American Library Association (ALA). Edra Waterman responded that the library does not. Ray Maddalone asked if anyone is giving a presentation at ALA this year. Edra Waterman responded that none are. Ray Maddalone recommended staff select hotels that are as close to the conference as possible for safety reasons. Ray Maddalone asked for a report of what staff learned at the conference to be given to the board. Ray Maddalone asked the cost of institutional ALA membership for HEPL. Edra Waterman responded that she thought it was around \$1500. Ray Maddalone asked if the claims could be sorted by appropriation type instead of date in future reports. Laura Gropp responded that we can. Tiffanie Ditlevson asked what roles require background checks with the library. Edra Waterman responded that all staff and all volunteer roles require background checks. Andre Miksha asked about the newspapers/periodicals and dues expenditures and why we may have overspent those items. Edra Waterman responded that it is due to the timing of when those payments are due.

The motion passed 5-0.

**Parent/Teacher Shelving Floorplan**

The board engaged in a discussion on the topic of the creation of a parent/teacher section and a corresponding shelving floorplan. Ray Maddalone noted that he observed a similar section at the Carmel Clay Public Library and suggested HEPL adopt a similar model that serves as a resource center for parents, families, and caregivers. Ray Maddalone noted that this might be distinct from the teacher resource collection. The board discussed the potential location of this collection. Michelle Payne asked if we have sufficient space to accommodate this collection. Edra Waterman responded that we do. Edra Waterman asked if it is the board's intent for staff to move forward with a caregiver resource collection that blends the current teacher resource collection with books that are written for children that might be on difficult topics, as well as other parent books on topics such as potty training. It was discussed that these collections may not be interfiled but could be adjacent or color coded for ease of patron use. Edra Waterman suggested that we bring an updated collection statement back to the board to make sure there is alignment.

Ray Maddalone motioned to approve the creation of a Caregiver Resource Collection in both libraries. Tiffanie Ditlevson seconded.

Motion carried 5-0.

**Review Committee Report** Ray Maddalone moved to reschedule this item to the June board meeting so that Craig Siebe can be involved in the discussion as he was on the committee. Tiffanie Ditlevson seconded.

Motion carried 5-0.

**Bylaws Second Reading and Approval** Ray Maddalone motioned to approve the revised bylaws. Andre Miksha seconded.

Chris Griesel noted that he will get a clean version with typos corrected to the board.

Motion carried 5-0.

**Outreach Vehicle RFP Approval to Issue** Micah Beckwith motioned to approve the Outreach Vehicle RFP, Ray Maddalone seconded.

Ray Maddalone asked if a 50-40-10 payment schedule is typical. John Helling responded that a lump sum up front is typical.

Motioned carried 5-0.

(At this point in the meeting it was realized that a member of the public who wished to give comment was accidentally skipped over, and that person was allowed to speak. This is reflected in the public comment section above.)

**Renovation Projects Update** Architect Kevin McCurdy provided the project updates. Kevin McCurdy noted that the north parking lot and entrance are complete. Kevin McCurdy also noted the water damage that occurred over the weekend and how quickly HEPL staff worked to maintain operations. Kevin McCurdy noted that work in Fishers is scheduled to be complete in November of 2023.

Kevin McCurdy noted that the Noblesville work is proceeding quickly and we are ahead of schedule.

Micah Beckwith asked if the water damage would be taken care of and if Turner would take responsibility. Kevin McCurdy responded that they most likely would, and noted that HEPL needed to call in a specialist company in order to deal with the water.

**Director's Report** CEO Edra Waterman presented the Director's Report.

CFO Laura Gropp presented a "Budget 101" presentation. This presentation gave an overview of high-level terms and concepts.

Micah Beckwith asked if HEPL experienced any COVID revenue that pushed our cash balance up. Laura Gropp responded no, but that she does anticipate that balance going down due to some recent legislative changes and noted that the library has been preparing for this potential decrease in revenue by keeping cash balance high.

Micah Beckwith asked what revenue we brought other than taxes. Laura Gropp responded that it's mostly interest on our bank account. Income from copies and prints and things is very small.

Ray Maddalone asked if there were any changes in the law that might cause us problems in the 2024 budget. Laura Gropp responded that we don't know the potential impact yet, but we should learn more in June from the Department of Local Government Finance. Ray Maddalone asked if this would affect our process. Laura Gropp responded that we should continue forward with our normal process.

Edra Waterman called the board's attention to some updates that came out after the board document was posted. This included an art piece that the library is planning to accept in partnership with the local chapter of sorority Alpha Kappa Alpha.

Edra Waterman also noted that the Flock camera quote came in above her purchasing threshold and would require board action. Edra Waterman will add this as an item for the June board agenda. Michelle Payne expressed concern over privacy and indicated she would be gathering more information and would report back to the board in June.

Edra Waterman noted that she included incorrect dates for the library's closure for SPARK Fishers. The correct dates were June 24 (full closure) and June 21 (partial closure).

Tiffanie Ditlevson asked if this Director's Report was as forward looking as usual. Edra Waterman noted that it was but we can include more detail on the month ahead in our next report.

Tiffanie Ditlevson asked if book club selections were vetted before they are used in book clubs. Edra Waterman responded that they are typically books from our collection, so they are subject to the Collection Development Policy.

Ray Maddalone expressed a desire for the art chosen in the partnership described above be apolitical. Edra Waterman noted that we are not the curators of the piece. Ray Maddalone asked that the board be brought into the loop before the choice is finalized.

Ray Maddalone asked about the temporary alcohol permit requested. Edra Waterman noted that it is for a program and does not use public funds. The program discusses the history of Prohibition and partners with local brewery Four Day Ray. Funds were provided by the Friends of the Library and a grant.

Ray Maddalone expressed disappointment with the progress on the Collection Review project. Edra Waterman noted that the work is being carried out in part by part-time staff who have been typically working ten hours per week. Ray Maddalone asked if the reviewers are working from home. Edra Waterman responded that they were. Edra Waterman provided detail on the process that the reviewers carry out while reviewing materials for Collection Development Policy issues. Ray Maddalone asked for more detail on the training provided and expectations that are communicated to these reviewers.

(At this point a member of the public in attendance, Maryann Krutsick, became disruptive and was asked to leave by the board.)

The board engaged in a discussion of how long it is reasonable to expect this process to take.

Tiffanie Ditlevson made a motion that staff draft an RFP to see if there is anything in the free market that would find a more efficient way to carry out this work. Edra Waterman noted that she is not aware of any vendors that could perform this work. Ray Maddalone seconded. The vote was 3-2 in favor and so it did not pass.

Ray Maddalone asked if there is anything that is limiting us to ten hours per week from the part time book reviewers. Edra Waterman responded that we are trying to get the processing ironed out before we expand the number of reviewers. Ray Maddalone asked for a report in June that would show a significantly increased percentage of completion either by increasing efficiency or hiring more people.

**Other Old or New Business**

Edra Waterman provided a written update on the website redesign and CDRC Exhibit fabrication projects.

Ray Maddalone asked if the board would be able to see the wireframe designs. Edra Waterman responded that there will be opportunities that the board can participate in later.

Ray Maddalone asked if we would be making use of a board document management software. Edra Waterman responded that we would, using a product called Community.

Andre Miksha noted that he attended the public focus group for the website and the group was presented with design templates. Ray Maddalone noted a desire for more public feedback. Edra Waterman noted that was not in the original product scope and that staff would be providing feedback on the website as design continues.

Ray Maddalone asked for schedule and cost updates on the CDRC project. Edra Waterman responded that we can provide monthly updates to the board.

Tiffanie Ditlevson asked for the results of the disruption by Henry Cushing of the April meeting to be noted. Edra Waterman responded that the patron was officially trespassed by the Noblesville Police Department for two years and so is not allowed back on library premises for that time due to disruptive or threatening behavior. Michelle Payne noted the board's desire for signs or posters that describe the behavior expectations for board meetings.

(At this point the meeting was disrupted by Cassie Jackson.)

**Adjournment**

Micah Beckwith motioned to adjourn the meeting. Andre Miksha seconded the motion. The meeting adjourned at 8:20.

Respectfully submitted,

HEPL Board Assistant Secretary



# HAMILTON EAST PUBLIC LIBRARY

## HEPL Board of Trustees Executive Session 5:30pm 5/25/2023

Members present: Michelle Payne, Ray Maddalone, Tiffanie Ditlevson, Andre Miksha

Members absent: Laura Alerding, Craig Siebe, Micah Beckwith

Staff present: Edra Waterman

Others Present: Chris Greisl, Officer Smiley and Sgt. Settergren from Fishers Police Department

The Board met in executive session to discuss strategy with respect to the implementation of security systems pursuant to Ind. Code § 5-14-1.5-6.1(b)(2)(C)

Meeting began at 5:35pm and ended at 6:15 pm

I certify that no other matters were discussed.

HEPL Board Secretary

**Accounts Payable Register**  
 APV Register Batch - APV'S 34415 - 34572  
 All History  
 Grouped By Fund Number  
 Ordered By Appropriation

Date: 06/14/2023 02:07:34 PM  
 APVREGISTER.FRX

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	DATE	MEMORANDUM
<b>**Fund Number 100 OPERATING</b>										
05/18/2023	34424	PAYROLL FUNDS		100000111.000	SALARY OF DIRECTOR	SALARY OF DIRECTOR	4723.54	900526	05/26/2023	
05/18/2023	34493	PAYROLL FUNDS		100000111.000	SALARY OF DIRECTOR	SALARY OF DIRECTOR	4723.54	900609	06/09/2023	
05/18/2023	34424	PAYROLL FUNDS		100000112.000	SALARY OF ASSISTANTS	SALARY OF ASSISTANTS	156327.92	900526	05/26/2023	
05/18/2023	34493	PAYROLL FUNDS		100000112.000	SALARY OF ASSISTANTS	SALARY OF ASSISTANTS	155779.20	900609	06/09/2023	
05/18/2023	34495	ADP		100000121.000	FICA	EMPLOYER FICA	9564.88	880609	06/09/2023	
05/18/2023	34495	ADP		100000121.000	FICA	EMPLOYER MEDI	2236.95	880609	06/09/2023	
05/18/2023	34426	ADP		100000121.000	FICA	EMPLOYER FICA	9598.90	880526	05/26/2023	
05/18/2023	34426	ADP		100000121.000	FICA	EMPLOYER MEDI	2244.90	880526	05/26/2023	
05/18/2023	34426	ADP		100000122.000	UNEMPLOYMENT COMPENSATION	UNEMPLOYMENT COMPENSATION	340.18	880526	05/26/2023	
05/18/2023	34495	ADP		100000122.000	UNEMPLOYMENT COMPENSATION	UNEMPLOYMENT COMPENSATION	299.56	880609	06/09/2023	
05/18/2023	34492	PUBLIC EMP RETIREMENT FND		100000123.000	PERF	EMPLOYER'S SHARE	17830.67	920609	06/08/2023	
05/18/2023	34492	PUBLIC EMP RETIREMENT FND		100000123.000	PERF	VOLUNTARY PERF - CREDIT ADJ	-12.60	920609	06/08/2023	
05/18/2023	34492	PUBLIC EMP RETIREMENT FND		100000123.000	PERF	EMPLOYER'S SHARE - CREDIT ADJ	-47.00	920609	06/08/2023	
05/18/2023	34429	PUBLIC EMP RETIREMENT FND		100000123.000	PERF	EMPLOYER'S SHARE	17830.02	920526	05/26/2023	
05/18/2023	34440	UNITED HEALTHCARE		100000124.000	GROUP INSURANCE	LIBRARY'S SHARE	38197.37	39594	05/23/2023	
05/18/2023	34457	UNITED HEALTHCARE		100000124.000	GROUP INSURANCE	LIBRARY'S SHARE	2282.05	39601	05/31/2023	
06/14/2023	34565	NEW AVENUES		100000126.000	OTHER BENEFITS	EMPLOYEE ASSISTANCE PROGRAM - JULY	239.85	39705	06/14/2023	
05/18/2023	34498	BAKER & TAYLOR #C0288293		100000451.000	BOOKS	BOOKS	402.12	39627	06/14/2023	
05/18/2023	34498	BAKER & TAYLOR #C0288293		100000451.000	BOOKS	BOOKS	64.36	39627	06/14/2023	
05/18/2023	34498	BAKER & TAYLOR #C0288293		100000451.000	BOOKS	FREIGHT	4.66	39627	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23032	100000451.000	BOOKS	98 TEEN PRINT	30.24	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23160	100000451.000	BOOKS	68 TEEN PRINT	197.46	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23175	100000451.000	BOOKS	139 TEEN PRINT	690.97	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23160	100000451.000	BOOKS	68 TEEN PRINT	61.24	39626	06/14/2023	



## Accounts Payable Register

Date: 06/14/2023 02:07:34 PM

APVREGISTER.FRX

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	DATE	MEMORANDUM
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06/08/2023	34500	BAKER & TAYLOR #3642582		100000451.000	BOOKS	ADULT PRINT	1434.00	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23195	100000451.000	BOOKS	98 TEEN PRINT	1106.42	39626	06/14/2023	
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06/08/2023	34500	BAKER & TAYLOR #3642582		100000451.000	BOOKS	FREIGHT	116.19	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23074	100000451.000	BOOKS	69 TEEN & YOUTH PRINT	6.65	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23175	100000451.000	BOOKS	139 TEEN PRINT	798.24	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23173	100000451.000	BOOKS	65 TEEN PRINT	35.04	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582		100000451.000	BOOKS	ADULT PRINT	118.25	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23189	100000451.000	BOOKS	375 TEEN PRINT	528.21	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582		100000451.000	BOOKS	ADULT PRINT	831.32	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23189	100000451.000	BOOKS	375 TEEN PRINT	3094.02	39626	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	CREDIT	-23.98	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUEST	8.99	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUESTS	295.69	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUESTS	52.93	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUESTS	22.22	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUEST	5.88	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUESTS	92.96	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	CREDIT	-45.98	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUESTS	52.72	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	COLLECTION ADDITION	45.98	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE		100000451.000	BOOKS	PATRON REQUESTS	17.06	14443	05/31/2023	

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		COMMERCIAL CARD								
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000451.000	BOOKS	PATRON REQUESTS	29.66	14443	05/31/2023	
05/18/2023	34415	CAVENDISH SQUARE		100000451.000	BOOKS	YOUTH PRINT	372.06	39598	05/26/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100000451.000	BOOKS	YOUTH, TEEN & ADULT PRINT	261.25	39687	06/14/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100000451.000	BOOKS	YOUTH, TEEN & ADULT PRINT	352.78	39687	06/14/2023	
05/18/2023	34514	AMAZON CAPITAL SERVICES		100000451.000	BOOKS	YOUTH, TEEN & ADULT PRINT	341.69	39619	06/09/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100000451.000	BOOKS	YOUTH, TEEN & ADULT PRINT	388.82	39687	06/14/2023	
05/18/2023	34450	AMAZON CAPITAL SERVICES		100000451.000	BOOKS	ADULT, TEEN & YOUTH PRINT	166.23	39599	05/26/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23154	100000451.000	BOOKS	170 ADULT PRINT	2694.28	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402		100000451.000	BOOKS	BOOK JACKETS	2996.17	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23141	100000451.000	BOOKS	202 YOUTH PRINT	967.42	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23134	100000451.000	BOOKS	199 YOUTH PRINT	762.93	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402		100000451.000	BOOKS	FREIGHT	110.16	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402		100000451.000	BOOKS	CREDIT	-417.33	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23124	100000451.000	BOOKS	218 TEEN & YOUTH PRINT	695.27	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23125	100000451.000	BOOKS	188 ADULT PRINT	62.70	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23123	100000451.000	BOOKS	162 ADULT PRINT	930.38	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23015	100000451.000	BOOKS	191 YOUTH PRINT	21.26	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23065	100000451.000	BOOKS	201 YOUTH PRINT	57.12	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23091	100000451.000	BOOKS	190 YOUTH PRINT	47.16	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23072	100000451.000	BOOKS	186 ADULT PRINT	49.56	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402		100000451.000	BOOKS	118 TEEN PRINT	65.10	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402		100000451.000	BOOKS	ADULT PRINT	90.24	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	22375	100000451.000	BOOKS	118 TEEN PRINT	54.86	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23098	100000451.000	BOOKS	241 YOUTH PRINT	481.50	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23115	100000451.000	BOOKS	212 YOUTH PRINT	854.56	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23095	100000451.000	BOOKS	238 YOUTH PRINT	326.24	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23031	100000451.000	BOOKS	170 ADULT PRINT	30.22	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23151	100000451.000	BOOKS	187 ADULT PRINT	2724.74	39624	06/14/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23055	100000451.000	BOOKS	161 YOUTH PRINT	22.38	39624	06/14/2023	

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06/08/2023	34501	BAKER & TAYLOR #L4286402	23076	100000451.000	BOOKS	135 YOUTH PRINT	15.39	39624	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	22350	100000451.000	BOOKS	78 ADULT PRINT	7.10	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23169	100000451.000	BOOKS	53 TEEN PRINT	45.57	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23142	100000451.000	BOOKS	66 ADULT & YOUTH PRINT	648.14	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23166	100000451.000	BOOKS	89 ADULT & YOUTH PRINT	773.77	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23182	100000451.000	BOOKS	58 ADULT, TEEN & YOUTH PRINT	519.18	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23097	100000451.000	BOOKS	34 ADULT & TEEN PRINT	59.99	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23007	100000451.000	BOOKS	76 ADULT PRINT	264.06	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	22398	100000451.000	BOOKS	53 ADULT, TEEN & YOUTH PRINT	3.90	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23005	100000451.000	BOOKS	110 ADULT PRINT	717.76	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23136	100000451.000	BOOKS	19 YOUTH AND TEEN PRINT	12.08	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302		100000451.000	BOOKS	BOOK JACKETS	1658.46	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23157	100000451.000	BOOKS	82 ADULT PRINT	1037.67	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23120	100000451.000	BOOKS	66 ADULT PRINT	65.52	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23093	100000451.000	BOOKS	26 ADULT & YOUTH PRINT	59.31	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23122	100000451.000	BOOKS	48 ADULT, TEEN, AND YOUTH PRINT	77.95	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23111	100000451.000	BOOKS	24 ADULT AND YOUTH PRINT	51.96	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23081	100000451.000	BOOKS	18 ADULT AND TEEN PRINT	50.84	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23133	100000451.000	BOOKS	40 ADULT AND YOUTH PRINT	192.83	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23089	100000451.000	BOOKS	63 ADULT, TEEN, & YOUTH PRINT	39.98	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23135	100000451.000	BOOKS	31 ADULT AND TEEN PRINT	82.88	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23107	100000451.000	BOOKS	51 ADULT, TEEN & YOUTH PRINT	16.23	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302		100000451.000	BOOKS	FREIGHT	51.97	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23106	100000451.000	BOOKS	35 ADULT PRINT	29.48	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302		100000451.000	BOOKS	78 ADULT PRINT	25.38	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23071	100000451.000	BOOKS	141 YOUTH PRINT	91.05	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302		100000451.000	BOOKS	76 ADULT PRINT	3.12	39625	06/14/2023	

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05/18/2023	34499	BAKER & TAYLOR #L4307302		100000451.000	BOOKS	53 ADULT, TEEN & YOUTH PRINT	9.69	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23053	100000451.000	BOOKS	47 ADULT & YOUTH PRINT	31.36	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23037	100000451.000	BOOKS	66 ADULT PRINT	98.56	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23060	100000451.000	BOOKS	76 ADULT PRINT	37.52	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23016	100000451.000	BOOKS	82 ADULT AND YOUTH PRINT	18.12	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23061	100000451.000	BOOKS	13 ADULT & YOUTH PRINT	43.75	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23069	100000451.000	BOOKS	32 ADULT & YOUTH PRINT	61.98	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302		100000451.000	BOOKS	RUSH ITEMS	10.78	39625	06/14/2023	
05/18/2023	34499	BAKER & TAYLOR #L4307302	23008	100000451.000	BOOKS	31 ADULT & YOUTH PRINT	9.67	39625	06/14/2023	
05/18/2023	34444	JUNIOR LIBRARY GUILD		100000451.000	BOOKS	YOUTH PRINT	2087.74	39642	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23009	100000453.000	NON-PRINTED MATERIALS	116 ADULT AUDIOVISUAL	101.66	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23130	100000453.000	NON-PRINTED MATERIALS	158 ADULT A/V	339.54	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23149	100000453.000	NON-PRINTED MATERIALS	25 JUVENILE A/V	288.78	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE		100000453.000	NON-PRINTED MATERIALS	JUVENILE AUDIOBOOK	73.66	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23035	100000453.000	NON-PRINTED MATERIALS	23 YOUTH & ADULT PRINT	53.66	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23149	100000453.000	NON-PRINTED MATERIALS	25 JUVENILE A/V	104.86	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE		100000453.000	NON-PRINTED MATERIALS	4 ADULT A/V	54.04	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23130	100000453.000	NON-PRINTED MATERIALS	158 ADULT A/V	96.32	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23035	100000453.000	NON-PRINTED MATERIALS	23 YOUTH & ADULT PRINT	45.43	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23131	100000453.000	NON-PRINTED MATERIALS	16 JUVENILE A/V	55.66	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23155	100000453.000	NON-PRINTED MATERIALS	95 JUVENILE A/V	2568.98	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23126	100000453.000	NON-PRINTED MATERIALS	4 ADULT A/V	153.68	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE		100000453.000	NON-PRINTED MATERIALS	ADULT ADB/JUVENILE ADB	66.66	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23131	100000453.000	NON-PRINTED MATERIALS	16 JUVENILE A/V	86.42	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23155	100000453.000	NON-PRINTED MATERIALS	95 JUVENILE A/V	151.55	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE		100000453.000	NON-PRINTED MATERIALS	158 ADULT A/V	0.54	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23140	100000453.000	NON-PRINTED MATERIALS	7 ADULT A/V	99.66	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23149	100000453.000	NON-PRINTED MATERIALS	25 JUVENILE A/V	110.10	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23130	100000453.000	NON-PRINTED MATERIALS	158 ADULT A/V	190.90	39647	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23197	100000453.000	NON-PRINTED MATERIALS	9 ADULT A/V	63.03	39647	06/14/2023	

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06/08/2023	34502	MIDWEST TAPE		100000453.000	NON-PRINTED MATERIALS	ADULT AV	31.66	39647	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100000453.000	NON-PRINTED MATERIALS	PATRON REQUESTS	8.99	14443	05/31/2023	
06/14/2023	34561	PLAYAWAY PRODUCTS		100000453.000	NON-PRINTED MATERIALS	WONDERBOOKS- SINGALONGS	109.72	39707	06/14/2023	
05/18/2023	34418	PLAYAWAY PRODUCTS		100000453.000	NON-PRINTED MATERIALS	1 YOUTH AUDIOBOOK	65.09	39653	06/14/2023	
06/14/2023	34550	INDIANA UNIVERSITY		100000482.000	INTERLIBRARY LOAN	REPLACEMENT FEE OF ILL LOAN	95.00	39697	06/14/2023	
05/18/2023	34477	ALISON MOUSHON		100000483.000	BOOK REFUND	BOOK REFUND	19.87	39621	06/14/2023	
05/18/2023	34511	CROWN POINT COMMUNITY LIBRARY		100000483.000	BOOK REFUND	BOOK REFUND	8.97	39633	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23192	100001212.000	STATIONARY - PRINTING	PRINTING - TOTE BAGS FOR PUBLIC SERVICES	1394.26	14443	05/31/2023	
05/18/2023	34421	JAN BRIDGES		100001213.000	OFFICE SUPPLIES	REIMBURSEMENT OFFICE SUPPLY - PUBLIC SERVICES	19.99	39639	06/14/2023	
05/18/2023	34481	OFFICE 360		100001213.000	OFFICE SUPPLIES	COPY PAPER - FISHERS & NOBLESVILLE	1124.75	39649	06/14/2023	
05/18/2023	34453	OFFICE 360		100001213.000	OFFICE SUPPLIES	OFFICE SUPPLIES - EXPLEARNING & PS	10.64	39649	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001213.000	OFFICE SUPPLIES	OFFICE SUPPLIES - YOUTH SERVICES	45.76	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001213.000	OFFICE SUPPLIES	OFFICE SUPPLIES - YOUTH SERVICES	64.60	14443	05/31/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100001213.000	OFFICE SUPPLIES	OFFICE SUPPLY - YOUTH SERVICES	19.59	39687	06/14/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100001213.000	OFFICE SUPPLIES	COLLECTION SERVICES - OFFICE SUPPLIES	47.38	39687	06/14/2023	
05/18/2023	34488	AMAZON CAPITAL SERVICES		100001213.000	OFFICE SUPPLIES	EXPERIMENTAL LEARNING - OFFICE SUPPLIES	36.99	39616	06/06/2023	
05/18/2023	34488	AMAZON CAPITAL SERVICES		100001213.000	OFFICE SUPPLIES	YOUTH SERVICES - OFFICE SUPPLIES	123.52	39616	06/06/2023	
05/18/2023	34443	A.G. MAAS CO.		100001221.000	CLEANING & SANITATION SUPPLIES	FACILITIES - CONSUMABLE SUPPLIES	1435.10	39620	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001222.000	VAN FUEL AND MAINTENANCE	FUEL - HEPL VAN	22.30	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001222.000	VAN FUEL AND MAINTENANCE	FUEL - HEPL VAN	29.60	14443	05/31/2023	

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05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001222.000	VAN FUEL AND MAINTENANCE	FUEL - HEPL VAN	28.75	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001222.000	VAN FUEL AND MAINTENANCE	FUEL - HEPL VAN	30.77	14443	05/31/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23148	100001223.000	OTHER MISC SUPPLIES	EARLY READERS BOOK CLUB	398.60	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23198	100001223.000	OTHER MISC SUPPLIES	PROGRAMMING - ADULT & TEEN PRINT	813.98	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23075	100001223.000	OTHER MISC SUPPLIES	345 YOUTH BOOKS	63.45	39626	06/14/2023	
06/08/2023	34500	BAKER & TAYLOR #3642582	23213	100001223.000	OTHER MISC SUPPLIES	92 TEEN PRINT	615.59	39626	06/14/2023	
05/18/2023	34570	PAMELA LAMBERGER		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - ADULT SERVICES	7.53	39706	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	HEPL BRANDED SHIRTS FOR STAFF	76.27	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - ADULT SERVICES	39.52	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - LOCAL AUTHOR FAIR	6.76	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - YOUTH SERVICES	179.97	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - LOCAL AUTHOR FAIR	40.41	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - YOUTH SERVICES	5.05	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - YOUTH SERVICES	16.44	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - YOUTH SERVICES	99.07	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - IGNITE	8.55	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - IGNITE	99.66	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - IGNITE	7.47	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	MAKER IN RESIDENCE SUPPLIES - IGNITE	40.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - IGNITE	30.78	14443	05/31/2023	

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		COMMERCIAL CARD								
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23150	100001223.000	OTHER MISC SUPPLIES	MAKER IN RESIDENCE SUPPLIES - IGNITE	480.36	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	TEEN PROGRAMMING	13.98	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	HEPL BRANDED SHIRTS FOR STAFF	41.36	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - IGNITE	14.66	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	TEEN PROGRAMMING	6.99	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23184	100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - SUMMER READING PROGRAM - ADULT	3493.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - SUMMER READING PROGRAM - ADULT	116.31	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - ADULT SERVICES	4.27	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23159	100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - ADULT PROGRAM	650.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - TEEN ZONE	75.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - TEEN ZONE	30.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - TEEN ZONE	18.71	14443	05/31/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - YOUTH SERVICES	233.23	39687	06/14/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLY - TEEN OUTREACH	16.98	39687	06/14/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLY - COLLECTION	15.87	39687	06/14/2023	
05/18/2023	34514	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - YOUTH	207.00	39619	06/09/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES	23222	100001223.000	OTHER MISC SUPPLIES	OTHER MIS. SUPPLIES/PROGRAMMING	838.47	39687	06/14/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - YOUTH SERVICES	432.13	39687	06/14/2023	

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06/14/2023	34547	AMAZON CAPITAL SERVICES	23216	100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - BOOKS BUILD BRIDGES 2023 COMMUNITYREAD	2690.00	39687	06/14/2023	
05/18/2023	34488	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	YOUTH SERVICES - PROGRAM SUPPLIES	82.23	39616	06/06/2023	
05/18/2023	34450	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	YOUTH SERVICE - OFFICE SUPPLIES	323.90	39599	05/26/2023	
05/18/2023	34450	AMAZON CAPITAL SERVICES		100001223.000	OTHER MISC SUPPLIES	YOUTH SERVICES - PROGRAM SUPPLIES	10.39	39599	05/26/2023	
06/08/2023	34501	BAKER & TAYLOR #L4286402	23084	100001223.000	OTHER MISC SUPPLIES	26 TEEN PRINT	62.68	39624	06/14/2023	
05/18/2023	34442	CAPITAL ONE		100001223.000	OTHER MISC SUPPLIES	PROGRAM SUPPLIES - CHOP CHOP CLUB/YOUTH PROGRAMS	239.08	39595	05/26/2023	
06/14/2023	34562	WHITE'S ACE HARDWARE		100001230.000	REPAIR & MAINTENANCE SUPPLIES	FACILITY MAINTENANCE - REPAIR SUPPLIES	11.29	39712	06/14/2023	
06/14/2023	34562	WHITE'S ACE HARDWARE		100001230.000	REPAIR & MAINTENANCE SUPPLIES	FACILITY MAINTENANCE - REPAIR SUPPLIES	11.94	39712	06/14/2023	
06/14/2023	34562	WHITE'S ACE HARDWARE		100001230.000	REPAIR & MAINTENANCE SUPPLIES	FACILITY MAINTENANCE - REPAIR SUPPLIES	18.98	39712	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001230.000	REPAIR & MAINTENANCE SUPPLIES	REPAIR & MAINTENANCE SUPPLIES	316.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001231.000	BUILDING MATERIALS & SUPPLIES	BUILDING SUPPLIES - MISC. HARDWARE	29.83	14443	05/31/2023	
06/14/2023	34553	GRAINGER		100001233.000	REPAIR PARTS	REPAIR PARTS - CASTERS	99.84	39696	06/14/2023	
06/08/2023	34502	MIDWEST TAPE	23185	100001240.000	OTHER SUPPLIES	PROCESSING SUPPLIES	459.88	39647	06/14/2023	
05/18/2023	34430	OFFICE 360		100001240.000	OTHER SUPPLIES	IGNITE STUDIO SUPPLIES	108.12	39649	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	65.84	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	5.35	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23137	100001240.000	OTHER SUPPLIES	(2) 6 PACK BLACK ROUND FABRIC/WASHABLE TABLECLOTHS	65.94	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	28.40	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	1.58	14443	05/31/2023	



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05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	38.95	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	105.11	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	189.94	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23137	100001240.000	OTHER SUPPLIES	(2) 6 PACK BLACK ROUND FABRIC/WASHABLE TABLECLOTHS	64.34	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	2.02	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	164.41	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	19.23	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001240.000	OTHER SUPPLIES	OTHER SUPPLIES - IGNITE	139.37	14443 05/31/2023	
06/14/2023	34547	AMAZON CAPITAL SERVICES		100001240.000	OTHER SUPPLIES	IGNITE STUDIO SUPPLIES	203.61	39687 06/14/2023	
05/18/2023	34488	AMAZON CAPITAL SERVICES		100001240.000	OTHER SUPPLIES	YOUTH SERVICE - REPLACE FISHERS FLOOD DAMAGED ITEMS	56.20	39616 06/06/2023	
05/18/2023	34488	AMAZON CAPITAL SERVICES		100001240.000	OTHER SUPPLIES	IGNITE STUDIO SUPPLIES	323.90	39616 06/06/2023	
05/18/2023	34450	AMAZON CAPITAL SERVICES		100001240.000	OTHER SUPPLIES	EXPERIENTIAL LEARNING	176.54	39599 05/26/2023	
05/18/2023	34475	LOGAN STREET SIGNS		100001241.000	MARKETING SUPPLIES	SIGN FOR IGNITE	70.00	39644 06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001241.000	MARKETING SUPPLIES	MARKETING SUPPLIES - FOCUS GROUP MEETINGS	29.59	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001241.000	MARKETING SUPPLIES	MARKETING SUPPLIES - FOCUS GROUP MEETINGS	132.36	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001241.000	MARKETING SUPPLIES	MARKETING SUPPLIES - TASTE OF NOBLESVILLE	32.00	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001241.000	MARKETING SUPPLIES	MARKETING SUPPLIES - FOCUS GROUP MEETINGS	78.85	14443 05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23193	100001241.000	MARKETING SUPPLIES	MARKETING SUPPLIES - HEPL PENS	879.48	14443 05/31/2023	
05/18/2023	34450	AMAZON CAPITAL SERVICES		100001241.000	MARKETING SUPPLIES	MARKETING SUPPLIES	46.65	39599 05/26/2023	
05/18/2023	34497	UNIQUE MANAGEMENT		100001314.000	PROFESSIONAL SERVICES	COLLECTION RECOVERY -	462.95	39659 05/14/2023	

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						LOST/DAMAGED ITEMS				
05/18/2023	34467	MID AMERICA ELEVATOR		100001314.000	PROFESSIONAL SERVICES	QUARTERLY MAINTENANCE - NOBLESVILLE	1563.19	39610	06/05/2023	
05/18/2023	34473	CARPET CONCEPTS, INC.		100001314.000	PROFESSIONAL SERVICES	CARPET MAINTENANCE-CLEANING OF FISHERS	375.30	39631	06/14/2023	
05/18/2023	34449	GRUNAU COMPANY		100001314.000	PROFESSIONAL SERVICES	ANNUAL SPRINKLER INSPECTION	350.00	39638	06/14/2023	
05/18/2023	34482	GRUNAU COMPANY		100001314.000	PROFESSIONAL SERVICES	ANNUAL SPRINKLER INSPECTION - NOBLESVILLE	510.00	39638	06/14/2023	
05/18/2023	34433	CITY OF FISHERS		100001314.000	PROFESSIONAL SERVICES	LANDSCAPE/GROUND MAINTENANACE - APRIL	91.62	39587	05/23/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	ADOBE - MONTHLY LICENSES	256.91	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	ZOOM.US - CLOUD RECORDING	40.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	ADOBE - CAPTIVATE	33.99	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	INDY STAR - DIGITAL COLLECTION	1.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	ZUBTITLE.COM - ANNUAL RENEWAL	190.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	ZUBTITLE.COM - SUBSCRIPTION	49.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	SPOTIFY	15.99	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	HOOTSUITE MEDIA - ANNUAL RENEWAL	1271.16	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	ISSUU INC. - ANNUAL RENEWAL	480.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001314.000	PROFESSIONAL SERVICES	GET RESPONSE MONTHLY eSERVICE	125.00	14443	05/31/2023	
05/18/2023	34486	SAFE HIRING SOLUTION		100001314.000	PROFESSIONAL SERVICES	BACKGROUND CHECKS - APPLICANTS - MAY	737.35	39656	06/14/2023	
05/18/2023	34483	RICOH USA, INC		100001314.000	PROFESSIONAL SERVICES	COPY IMAGES - MAY	993.32	39655	06/14/2023	
05/18/2023	34456	OPEN PIVOT		100001314.000	PROFESSIONAL SERVICES	FACILITATE LEADERSHIP	1800.00	39650	06/14/2023	

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05/18/2023	34436	TERMINIX PROCESSING CENTER		100001314.000	PROFESSIONAL SERVICES	PEST CONTROL - NOBLESVILLE	257.80	39590	05/23/2023	
05/18/2023	34451	TSYS		100001314.000	PROFESSIONAL SERVICES	TSYS CHARGE FOR FISHERS	134.31	910526	05/26/2023	
05/18/2023	34451	TSYS		100001314.000	PROFESSIONAL SERVICES	TSYS CHARGE FOR NOBLESVILLE	461.33	910526	05/26/2023	
06/14/2023	34558	INDIANA WRITERS CENTER		100001314.000	PROFESSIONAL SERVICES	PRESENTER - LOCAL AUTHOR FAIR - 2 WORKSHOPS	700.00	39698	06/14/2023	
05/18/2023	34512	LUNA LANGUAGE SERVICES		100001314.000	PROFESSIONAL SERVICES	ASL INTERPRETER SERVICES - FISHERS - APRIL	360.00	39645	06/14/2023	
06/14/2023	34566	LUNA LANGUAGE SERVICES		100001314.000	PROFESSIONAL SERVICES	ASL LANGUAGE SERVICES - MAY	240.00	39704	06/14/2023	
05/18/2023	34520	ADP		100001314.000	PROFESSIONAL SERVICES	WORKFORCE NOW PAYROLL SERVICE	242.23	39662	06/12/2023	
05/18/2023	34455	ADP		100001314.000	PROFESSIONAL SERVICES	WORKFORCE NOW PAYROLL SERVICE	240.76	39602	05/30/2023	
05/18/2023	34463	BRADEN IT SERVICES		100001314.000	PROFESSIONAL SERVICES	MASTER AGREEMENT IT SERVICES	4779.65	790531	05/31/2023	
05/18/2023	34448	BRADEN IT SERVICES		100001314.000	PROFESSIONAL SERVICES	PUBLIC PRINTER OVERAGE CHARGE - FEB.	927.85	790501	05/26/2023	
05/18/2023	34463	BRADEN IT SERVICES		100001314.000	PROFESSIONAL SERVICES	PUBLIC PRINTER - OVERAGE CHARGE	689.84	790531	05/31/2023	
05/18/2023	34448	BRADEN IT SERVICES		100001314.000	PROFESSIONAL SERVICES	MASTER AGREEMENT IT SERVICES	4779.65	790501	05/26/2023	
05/18/2023	34448	BRADEN IT SERVICES		100001314.000	PROFESSIONAL SERVICES	PUBLIC PRINTER OVERAGE CHARGE MARCH	1070.48	790501	05/26/2023	
05/18/2023	34448	BRADEN IT SERVICES		100001314.000	PROFESSIONAL SERVICES	PUBLIC PRINTER OVERAGE CHARGE - APRIL	802.43	790501	05/26/2023	
05/18/2023	34479	PLYMATE		100001314.000	PROFESSIONAL SERVICES	MAT SERVICE - FISHERS	105.46	39654	06/14/2023	
05/18/2023	34422	PLYMATE		100001314.000	PROFESSIONAL SERVICES	MAT SERVICE	167.90	39654	06/14/2023	
05/18/2023	34487	SEDGWICK		100001314.000	PROFESSIONAL SERVICES	FMLA ADMINISTRATION - JUNE	283.22	39657	06/14/2023	
05/18/2023	34519	ROCKET SCIENCE CLEANING		100001314.000	PROFESSIONAL SERVICES	CLEANING SERVICE - NOBLESVILLE	7307.00	39661	06/12/2023	
05/18/2023	34519	ROCKET SCIENCE CLEANING		100001314.000	PROFESSIONAL SERVICES	2% CREDIT	-275.64	39661	06/12/2023	
05/18/2023	34519	ROCKET SCIENCE CLEANING		100001314.000	PROFESSIONAL SERVICES	CLEANING SERVICE - FISHERS	6475.00	39661	06/12/2023	
05/18/2023	34484	TAI CHI WELLBEING		100001314.000	PROFESSIONAL SERVICES	ONLINE TAI-CHI CLASSES - MAY 2023	130.00	39658	06/14/2023	

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05/18/2023	34510	GRANT MICHAEL		100001314.000	PROFESSIONAL SERVICES	PRESENTER - IGNITE STUDIO	240.00	39637 06/14/2023	
05/18/2023	34416	JDR WEB SOLUTIONS, INC.		100001314.000	PROFESSIONAL SERVICES	WEBSITE - INDIANA ROOM DATABASE	3810.00	39640 06/14/2023	
06/14/2023	34554	KEVIN McANDREWS		100001314.000	PROFESSIONAL SERVICES	MODELING - IGNITE	37.50	39701 06/14/2023	
05/18/2023	34419	DEAN MUCHA		100001314.000	PROFESSIONAL SERVICES	BOARD MEETING SECURITY - MAY 2023	180.00	39581 05/22/2023	
05/18/2023	34454	BRIGHTVIEW LANDSCAPES, LLC		100001314.000	PROFESSIONAL SERVICES	JUNE - 2023 LANDSCAPE SERVICES - NOBLESVILLE	4270.00	39630 06/14/2023	
05/18/2023	34420	DAVE FLYNN		100001314.000	PROFESSIONAL SERVICES	BOARD MEETING SECURITY - MAY 2023	180.00	39582 05/22/2023	
05/18/2023	34478	DILIGENT CORPORATION		100001314.000	PROFESSIONAL SERVICES	ANNUAL COMMUNITY SUBSCRIPTION BOARD DOCUMENTS	6000.00	39634 06/14/2023	
05/18/2023	34508	BASELINE, INC		100001314.000	PROFESSIONAL SERVICES	SPRINKLER CONTROL SYSTEM-REMOTE ACCESS-ANNUAL MAINTENANCE FEE	199.00	39628 06/14/2023	
06/14/2023	34560	LORI LYNN PRICE		100001314.000	PROFESSIONAL SERVICES	PRESENTER - EXPONENTIAL LEARNING	150.00	39703 06/14/2023	
06/14/2023	34551	WARREN BEAL		100001314.000	PROFESSIONAL SERVICES	PRESENTER & COST OF SUPPLIES	300.00	39711 06/14/2023	
05/18/2023	34470	VERIZON WIRELESS		100001321.000	PHONES	CELL PHONES & HOT SPOTS	466.41	39613 06/05/2023	
05/18/2023	34435	AT & T		100001321.000	PHONES	LOCAL LINES	17.51	39589 05/23/2023	
05/18/2023	34468	AT & T		100001321.000	PHONES	LINE CHARGES - ANALOG	535.47	39611 06/05/2023	
05/18/2023	34459	AT & T		100001321.000	PHONES	LINE CHARGES - MANAGED ROUTER	215.89	39604 05/31/2023	
05/18/2023	34513	COMCAST BUSINESS		100001321.000	PHONES	REDUNDANT INTERNET - NOBLESVILLE JUNE 2023	344.85	39618 06/09/2023	
05/18/2023	34458	AT & T		100001321.000	PHONES	LINE CHARGES - VOICE OVER IP	346.12	39603 05/31/2023	
05/18/2023	34469	METRONET		100001321.000	PHONES	FIBER INTERNET - JUNE 2023	1252.25	39612 06/05/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001322.000	POSTAGE	POSTAGE - PRESENTER - ADULT SERVICES	1.45	14443 05/31/2023	
05/18/2023	34462	NEOPOST USA, INC.		100001322.000	POSTAGE	POSTAGE	500.00	26443 05/26/2023	
05/18/2023	34509	JOHN CHOMICA		100001323.000	TRAVEL	TRAVEL	96.29	39641 06/14/2023	
06/14/2023	34564	JULIA WELZEN		100001323.000	TRAVEL	TRAVEL	91.90	39700 06/14/2023	

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06/14/2023	34549	DANIELLE ACTON		100001323.000	TRAVEL	TRAVEL	31.70	39693	06/14/2023	
05/18/2023	34496	KRIS HURST		100001323.000	TRAVEL	CONFERENCE TRAVEL - IGNITE	192.26	39643	06/14/2023	
05/18/2023	34417	BRIANNA HARTING		100001323.000	TRAVEL	TRAVEL	18.34	39629	06/14/2023	
05/18/2023	34569	BRIANNA HARTING		100001323.000	TRAVEL	TRAVEL	28.82	39691	06/14/2023	
06/14/2023	34555	JANE SENISSE		100001323.000	TRAVEL	MILEAGE	15.72	39699	06/14/2023	
05/18/2023	34480	ANITHA SHARMA		100001323.000	TRAVEL	TRAVEL	18.60	39622	06/14/2023	
06/14/2023	34556	LAURA GROPP		100001323.000	TRAVEL	TRAVEL	78.21	39702	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001324.000	PROFESSIONAL MEETINGS	ONE ZONE - MANY EGGS AND ISSUES	56.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001324.000	PROFESSIONAL MEETINGS	ICCP CONFERENCE REGISTRATION	10.00	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001324.000	PROFESSIONAL MEETINGS	MUSEUM - PROFESSIONAL DEVELOPMENT IGNITE STAFF	21.05	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001324.000	PROFESSIONAL MEETINGS	FLIGHTS & TRANSPORTATION - PROFESSIONAL DEVELOPMENT IGNITE STAFF	1260.86	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001324.000	PROFESSIONAL MEETINGS	ALA CONFERENCE REGISTRATION	575.00	14443	05/31/2023	
05/18/2023	34496	KRIS HURST		100001324.000	PROFESSIONAL MEETINGS	CONFERENCE MEALS - IGNITE	184.95	39643	06/14/2023	
05/18/2023	34476	FINELINE PRINTING GROUP		100001332.000	PRINTING	PRINTING - SUMMER READING PROGRAM	257.77	39636	06/14/2023	
05/18/2023	34432	CENTERPOINT ENERGY		100001351.000	GAS (HEATING)	GAS - FISHERS - APRIL	783.62	39586	05/23/2023	
05/18/2023	34431	CENTERPOINT ENERGY		100001351.000	GAS (HEATING)	GAS - NOBLESVILLE -APRIL	1380.85	39585	05/23/2023	
05/18/2023	34460	CONSTELLATION NEWENERGY		100001351.000	GAS (HEATING)	MANAGED GAS - NOBLESVILLE	1669.17	39605	05/31/2023	
05/18/2023	34460	CONSTELLATION NEWENERGY		100001351.000	GAS (HEATING)	MANAGED GAS - FISHERS	1795.82	39605	05/31/2023	
05/18/2023	34437	DUKE ENERGY		100001352.000	ELECTRIC	ELECTRIC - NOBLESVILLE	9088.47	39591	05/23/2023	
05/18/2023	34423	DUKE ENERGY		100001352.000	ELECTRIC	ELECTRIC - FISHERS	10777.07	39583	05/22/2023	
05/18/2023	34461	CITIZENS ENERGY GROUP		100001353.000	WATER	WATER/FIRE SERVICE - FISHERS	278.99	39606	05/31/2023	
05/18/2023	34465	CITY OF NOBLESVILLE UTILITIES		100001354.000	WASTE REMOVAL	SEWER - NOBLESVILLE - MAY 2023	428.58	39608	06/05/2023	
05/18/2023	34471	WASTE MANAGEMENT		100001354.000	WASTE REMOVAL	SHREDDING & RECYCLING - NOBLESVILLE	171.35	39614	06/05/2023	
05/18/2023	34472	WASTE MANAGEMENT		100001354.000	WASTE REMOVAL	SHREDDING & RECYCLING -	150.19	39615	06/05/2023	

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						FISHERS				
05/18/2023	34474	COMMERCIAL SEWER CLEANING, INC.		100001361.000	REPAIR, BLDG & STRUCTURES	SEWEER DRAIN -CLEANOUT REPAIR - FISHERS	410.00	39632	06/14/2023	
05/18/2023	34517	COMMERCIAL SEWER CLEANING, INC.		100001361.000	REPAIR, BLDG & STRUCTURES	SEWER DRAIN	478.00	39632	06/14/2023	
06/14/2023	34559	DEMCO		100001440.000	FURNITURE & EQUIPMENT	ACCESS SERVICE CARTS	88.60	39694	06/14/2023	
06/14/2023	34559	DEMCO	23223	100001440.000	FURNITURE & EQUIPMENT	ACCESS SERVICE CARTS	3239.94	39694	06/14/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23132	100001440.000	FURNITURE & EQUIPMENT	HPN 4-IN-1 AUTOMATED SUBLIMATION MUG & TUMBLER PRESS	499.95	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		100001440.000	FURNITURE & EQUIPMENT	EQUIPMENT REPLACEMENT - IGNITE	82.59	14443	05/31/2023	
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD	23137	100001440.000	FURNITURE & EQUIPMENT	8 6-FOOT ROUND BI-FOLD WHITE PLASTIC EVENT FOLDING TABLES	1975.04	14443	05/31/2023	
05/18/2023	34488	AMAZON CAPITAL SERVICES		100001440.000	FURNITURE & EQUIPMENT	IGNITE STUDIO - PRINTING PRESS	142.99	39616	06/06/2023	
05/18/2023	34568	BUSINESS FURNITURE, LLC	23146	100001440.000	FURNITURE & EQUIPMENT	IGNITE STUDIO OFFICE WORKSTATION FURNITURE	9438.89	39692	06/14/2023	
05/18/2023	34466	BINFORD GROUP OF IN/KI WBE	22409	100001440.000	FURNITURE & EQUIPMENT	2 ARISTOTLE LECTERNS - FURNITURE	1141.00	39609	06/05/2023	
05/18/2023	34507	AVI SYSTEMS		100001440.000	FURNITURE & EQUIPMENT	FINAL INVOICE PORTABLE WIRED MICROPHONE SYSTEM	6397.31	39623	06/14/2023	
06/14/2023	34567	VALUE LINE PUBLISHING		100002314.000	PROFESSIONAL SERVICES - ELECTRONIC MATERIALS	VALUE LINE LIBRARY RESEARCH CENTER ONLINE - ANNUAL	6100.00	39710	06/14/2023	
06/14/2023	34557	PROQUEST LLC		100002314.000	PROFESSIONAL SERVICES - ELECTRONIC MATERIALS	ANNUAL RENEWAL - HERITAGE QUEST ONLINE	3274.63	39708	06/14/2023	
05/18/2023	34489	OVERDRIVE, INC.		100002314.000	PROFESSIONAL SERVICES - ELECTRONIC MATERIALS	AUDIOBOOKS, EBOOKS	3207.76	39651	06/14/2023	
05/18/2023	34489	OVERDRIVE, INC.		100002314.000	PROFESSIONAL SERVICES - ELECTRONIC MATERIALS	AUDIOBOOKS, EBOOKS	19246.60	39651	06/14/2023	
05/18/2023	34438	OVERDRIVE, INC.		100002314.000	PROFESSIONAL SERVICES - ELECTRONIC MATERIALS	AUDIOBOOKS, EBOOKS	1259.53	39592	05/23/2023	
05/18/2023	34489	OVERDRIVE, INC.		100002314.000	PROFESSIONAL SERVICES - ELECTRONIC MATERIALS	AUDIOBOOKS, EBOOKS	4142.68	39651	06/14/2023	
05/18/2023	34485	MIDWEST TAPE (HOOPLA)		100002314.000	PROFESSIONAL SERVICES -	HOOPLA - ELECTRONIC	35521.82	39648	06/14/2023	

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					ELECTRONIC MATERIALS	MATERIALS MAY			
<b>SubTotal Fund Number 100</b>							<b>668028.56</b>		
<b>**Fund Number 200 GIFT FUND</b>									
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		200000213.000	GIFT FUND - SUPPLIES	LIBRARY WORKERS APPRECIATION DAY FOOD TRUCK	451.00	14443 05/31/2023	
<b>SubTotal Fund Number 200</b>							<b>451.00</b>		
<b>**Fund Number 201 RAINY DAY</b>									
05/18/2023	34464	ICONIC DIGITAL MARKETING		201000314.000	RAINY - PROFESSIONAL SERVICES	HEPL WEBSITE REDESIGN - MONTHLY 6 OF 11	7966.18	39607 06/05/2023	
05/18/2023	34446	INSIGHT PUBLIC SECTOR INC.	23168	201000440.000	RAINY -FURNITURE & EQUIPMENT	56 DELL COMPUTERS	60312.00	39597 05/26/2023	
<b>SubTotal Fund Number 201</b>							<b>68278.18</b>		
<b>**Fund Number 226 GIFT FUND - FRIENDS</b>									
05/18/2023	34571	ADDIE HIRSCHTEN		226000314.000	GIFT FUND - FRIENDS	MAKER-IN-RESIDENCE IGNITE	1500.00	39689 06/14/2023	
05/18/2023	34445	INDIANA ALCOHOL & TOBACCO COMMISSION		226000314.000	GIFT FUND - FRIENDS	TEMPORARY BEER/WINE PERMIT- HISTORY OF PROHIBITION EVENT	55.00	39596 05/26/2023	
<b>SubTotal Fund Number 226</b>							<b>1555.00</b>		
<b>**Fund Number 228 MIESSE TRUST FUND</b>									
06/14/2023	34548	ANDERS ARNOLD		228001223.000	MIESSE TRUST GIFT FUND SUPPLIES	GIFT CARDS - STAFF GAME NIGHT	20.00	39690 06/14/2023	
<b>SubTotal Fund Number 228</b>							<b>20.00</b>		
<b>**Fund Number 279 BICENTENNIAL GRANT</b>									
05/18/2023	34572	9TH STREET BISTRO		279000314.000	BICENTENNIAL GRANT-PROFESSIONAL SERVICES	BICENTENNIAL PROGRAM - TASTE OF HISTORY: NOBLESVILLE DINING	250.00	39688 06/14/2023	

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<b>SubTotal Fund Number 279</b>							250.00				
<b>**Fund Number 301 LEASE RENTAL - DEBT SERVICE</b>											
05/18/2023	34521	HUNTINGTON NATIONAL BANK		301000381.000	LEASE RENTAL - DEBT SERVICE	GO BOND 2021 DEBT SERVICE PAYMENT	710500.00	12543	06/12/2023		
05/18/2023	34522	HUNTINGTON NATIONAL BANK		301000381.000	LEASE RENTAL - DEBT SERVICE	GO BOND 2020 DEBT SERVICE PAYMENT	847700.00	22543	06/12/2023		
<b>SubTotal Fund Number 301</b>							1558200.00				
<b>**Fund Number 325 FISHERS BOND FUND</b>											
05/18/2023	34516	LWC INC.		325000314.000	FISHERS BOND FUND	FISHER'S RENOVATION - ARCHITECTURAL SERVICES	29400.00	39646	06/14/2023		
06/08/2023	34503	PLANES COMMERCIAL SERVICES		325000314.000	FISHERS BOND FUND	RELOCATION SERVICES - FISHERS	20000.00	39652	06/14/2023		
06/14/2023	34563	FERGUSON CONSTRUCTION		325000314.000	FISHERS BOND FUND	PAY APP #2 - FISHERS	106290.00	39695	06/14/2023		
<b>SubTotal Fund Number 325</b>							155690.00				
<b>**Fund Number 350 NOBLESVILLE BOND FUND</b>											
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		350000314.000	NOBLESVILLE BOND FUND	PUBLIC STORAGE - RENTAL UNIT - NOBLESVILLE	166.00	14443	05/31/2023		
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		350000314.000	NOBLESVILLE BOND FUND	PUBLIC STORAGE - RENTAL UNIT - NOBLESVILLE	219.00	14443	05/31/2023		
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		350000314.000	NOBLESVILLE BOND FUND	PUBLIC STORAGE - RENTAL UNIT - NOBLESVILLE	219.00	14443	05/31/2023		
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		350000314.000	NOBLESVILLE BOND FUND	PORTABLE STORAGE RENTAL - NOBLESVILLE	564.96	14443	05/31/2023		
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		350000314.000	NOBLESVILLE BOND FUND	DUMPSTER - INDIANA ROOM	450.00	14443	05/31/2023		
05/18/2023	34441	JPMORGAN CHASE COMMERCIAL CARD		350000314.000	NOBLESVILLE BOND FUND	DUMPSTER - INDIANA ROOM	25.00	14443	05/31/2023		
05/18/2023	34515	LWC INC.		350000314.000	NOBLESVILLE BOND FUND	NOBLESVILLE RENOVATION - ARCHITECTURAL SERVICES	28900.00	39646	06/14/2023		
05/18/2023	34447	W.R. DUNKIN & SON, INC		350000314.000	NOBLESVILLE BOND FUND	PAY APP #26 - NOBLESVILLE	233294.60	39660	06/14/2023		
06/08/2023	34504	FERGUSON CONSTRUCTION		350000314.000	NOBLESVILLE BOND FUND	PAY APP #2 - NOBLESVILLE	250470.00	39635	06/14/2023		



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05/18/2023	34518	STORAGE WORKS INC.		350000314.000	NOBLESVILLE BOND FUND	FREIGHT	4715.00	39588	05/23/2023	
05/18/2023	34518	STORAGE WORKS INC.		350000314.000	NOBLESVILLE BOND FUND	LABOR	7220.00	39588	05/23/2023	
05/18/2023	34518	STORAGE WORKS INC.		350000314.000	NOBLESVILLE BOND FUND	ARCHIVE ROOM MOBILE STORAGE	41988.00	39588	05/23/2023	
05/18/2023	34452	SOLOMON GROUP		350000314.000	NOBLESVILLE BOND FUND	CRDG FABRICATION & AV INTEGRATION 20%	135688.20	39600	05/30/2023	
06/14/2023	34552	SOLOMON GROUP		350000314.000	NOBLESVILLE BOND FUND	CRPC FABRICATION ,ILESTONE PAYMENT #1 PER CONTRACT	135688.20	39709	06/14/2023	
<b>SubTotal Fund Number 350</b>							839607.96			
<b>**Fund Number 802 NET DIRECT DEPOSIT</b>										
05/18/2023	34494	CHASE		802000802.000	DD-BANK ONE	NET DIRECT DEPOSIT	120647.77	980609	06/09/2023	
05/18/2023	34425	CHASE		802000802.000	DD-BANK ONE	NET DIRECT DEPOSIT	121280.84	980526	05/26/2023	
05/18/2023	34506	ADP		802000802.000	DD-BANK ONE	REJECTION OF A DIRECT DEPOSIT REVERSAL	452.92	980601	06/01/2023	
<b>SubTotal Fund Number 802</b>							242381.53			
<b>**Fund Number 803 PAYROLL - FEDERAL WITHHOLDING</b>										
05/18/2023	34426	ADP		803000803.000	PAYROLL-FEDERAL W/H	FEDERAL WITHHOLDING	10770.12	880526	05/26/2023	
05/18/2023	34495	ADP		803000803.000	PAYROLL-FEDERAL W/H	FEDERAL WITHHOLDING	10881.10	880609	06/09/2023	
<b>SubTotal Fund Number 803</b>							21651.22			
<b>**Fund Number 804 PAYROLL - FICA</b>										
05/18/2023	34495	ADP		804000804.000	PAYROLL-FICA	EMPLOYEE FICA WITHHOLDING	9564.92	880609	06/09/2023	
05/18/2023	34426	ADP		804000804.000	PAYROLL-FICA	EMPLOYEE FICA WITHHOLDING	9598.90	880526	05/26/2023	
<b>SubTotal Fund Number 804</b>							19163.82			
<b>**Fund Number 805 PAYROLL - MEDICARE</b>										
05/18/2023	34426	ADP		805000805.000	PAYROLL-MEDICARE	EMPLOYEE MEDI WITHHOLDING	2244.88	880526	05/26/2023	
05/18/2023	34495	ADP		805000805.000	PAYROLL-MEDICARE	EMPLOYEE MEDI WITHHOLDING	2237.03	880609	06/09/2023	

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<b>SubTotal Fund Number 805</b>							4481.91				
<b>**Fund Number 806 PAYROLL - STATE WITHHOLDING</b>											
05/18/2023	34426	ADP		806000806.000	PAYROLL-STATE WITHHOLDING	STATE WITHHOLDING	4895.98	880526	05/26/2023		
05/18/2023	34495	ADP		806000806.000	PAYROLL-STATE WITHHOLDING	STATE WITHHOLDING	4914.93	880609	06/09/2023		
<b>SubTotal Fund Number 806</b>							9810.91				
<b>**Fund Number 807 PAYROLL - COUNTY WITHHOLDING</b>											
05/18/2023	34426	ADP		807000807.000	PAYROLL-COUNTY W/H	COUNTY WITHHOLDING	2318.40	880526	05/26/2023		
05/18/2023	34495	ADP		807000807.000	PAYROLL-COUNTY W/H	COUNTY WITHHOLDING	2314.65	880609	06/09/2023		
<b>SubTotal Fund Number 807</b>							4633.05				
<b>**Fund Number 808 VOLUNTARY PERF</b>											
05/18/2023	34429	PUBLIC EMP RETIREMENT FND		808000808.000	VOLUNTARY PERF	VOLUNTARY PERF	330.31	920526	05/26/2023		
05/18/2023	34492	PUBLIC EMP RETIREMENT FND		808000808.000	VOLUNTARY PERF	VOLUNTARY PERF	330.31	920609	06/08/2023		
<b>SubTotal Fund Number 808</b>							660.62				
<b>**Fund Number 809 NATIONWIDE (AM UNITED LIFE)</b>											
05/18/2023	34490	NATIONWIDE		809000809.000	DEFERRED COMPENSATION	DEFERRED COMPENSATION	3008.16	890609	06/06/2023		
05/18/2023	34428	NATIONWIDE		809000809.000	DEFERRED COMPENSATION	DEFERRED COMPENSATION	3008.16	890526	05/26/2023		
<b>SubTotal Fund Number 809</b>							6016.32				
<b>**Fund Number 812 MEDICAL INSURANCE</b>											
05/18/2023	34440	UNITED HEALTHCARE		812000812.000	MEDICAL INS	DENTAL INSURANCE	740.42	39594	05/23/2023		
05/18/2023	34440	UNITED HEALTHCARE		812000812.000	MEDICAL INS	MEDICAL INSURANCE	7247.08	39594	05/23/2023		
05/18/2023	34440	UNITED HEALTHCARE		812000812.000	MEDICAL INS	VISION INSURANCE	99.16	39594	05/23/2023		
<b>SubTotal Fund Number 812</b>							8086.66				
<b>**Fund Number 813 VOLUNTARY LIFE INSURANCE</b>											

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05/18/2023	34439	CINCINNATI LIFE INSURANCE		813000813.000	VOLUNTARY LIFE INSURANCE	VOLUNTARY LIFE	109.38	39593	05/23/2023		
05/18/2023	34457	UNITED HEALTHCARE		813000813.000	VOLUNTARY LIFE INSURANCE	VOLUNTARY LIFE INSURANCE	490.56	39601	05/31/2023		
SubTotal Fund Number 813							599.94				
<b>**Fund Number 814 CRITICAL ILLNESS</b>											
05/18/2023	34457	UNITED HEALTHCARE		814000814.000	CRITICAL ILLNESS	CRITICAL ILLNESS	50.36	39601	05/31/2023		
SubTotal Fund Number 814							50.36				
<b>**Fund Number 815 HEALTH ACCIDENT</b>											
05/18/2023	34457	UNITED HEALTHCARE		815000815.000	HEALTH ACCIDENT	HEALTH ACCIDENT	96.36	39601	05/31/2023		
SubTotal Fund Number 815							96.36				
<b>**Fund Number 817 HEALTH SAVINGS ACCOUNT</b>											
05/18/2023	34491	FIRST MERCHANT		817000817.000	HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS ACCOUNT	2187.21	39617	06/06/2023		
05/18/2023	34427	FIRST MERCHANT		817000817.000	HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS ACCOUNT	2187.21	39584	05/23/2023		
SubTotal Fund Number 817							4374.42				
<b>*** GRAND TOTAL ***</b>							<b>3614087.82</b>				

**Fund Report**

Bank 0

From 05/01/2023 Thru 05/31/2023

Grouped By Bank Number

Ordered By Fund Number

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
<b>**Bank Number 0</b>							
100 OPERATING	9944132.17	5224629.87	3925476.08	8634990.81	3301271.76	692976.61	11243285.96
135 FISHER'S SPRINKLER PIPE BURST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 GIFT FUND	27288.68	287.00	1181.00	26845.68	0.00	451.00	26394.68
201 RAINY DAY	5751585.80	0.00	100142.90	5719721.08	0.00	68278.18	5651442.90
203 LEVY EXCESS	2960.54	0.00	0.00	2960.54	0.00	0.00	2960.54
226 GIFT FUND - FRIENDS	22489.91	3119.30	2115.00	22524.21	1025.00	55.00	23494.21
227 DILLINGER DONATION FUND	15000.00	0.00	0.00	15000.00	0.00	0.00	15000.00
228 MIESSE TRUST FUND	34917.87	0.00	10120.21	24797.66	0.00	0.00	24797.66
229 LITERACY	5155.16	0.00	0.00	5155.16	0.00	0.00	5155.16
230 ROTARY READING ROOM	10000.00	0.00	0.00	10000.00	0.00	0.00	10000.00
231 ROTARY READING ROOM - GIFT	286.00	0.00	0.00	286.00	0.00	0.00	286.00
275 FACC GRANT	700.00	0.00	0.00	700.00	0.00	0.00	700.00
276 STATE TECH GRANT	34535.92	0.00	0.00	34535.92	0.00	0.00	34535.92
277 LSTA GRANT FUND	3714.76	7493.19	0.00	11207.95	0.00	0.00	11207.95
278 FACC PUBLIC ART GRANT	7200.00	0.00	0.00	7200.00	0.00	0.00	7200.00
279 BICENTENNIAL GRANT	0.00	1000.00	0.00	1000.00	0.00	0.00	1000.00
300 BOND AND INTEREST REDEMPTION FUND	1976134.16	0.00	0.00	1976134.16	0.00	0.00	1976134.16
301 LEASE RENTAL - DEBT SERVICE	483391.23	1238523.99	0.00	559183.84	1162731.38	0.00	1721915.22
325 FISHERS BOND FUND	4651118.39	29753.01	1293898.61	3807134.49	0.00	420161.70	3386972.79
350 NOBLESVILLE BOND FUND	7386498.23	31409.24	1589058.35	6282087.36	0.00	453238.24	5828849.12
400 LIBRARY IMPROVEMENT - LIRF	869959.41	0.00	0.00	869959.41	0.00	0.00	869959.41
800 PLAC	0.00	3640.00	3640.00	0.00	0.00	0.00	0.00
802 NET DIRECT DEPOSIT	0.00	1326881.86	1326523.32	0.00	245921.03	245562.49	358.54
803 PAYROLL - FEDERAL WITHHOLDING	0.00	121813.66	121813.66	0.00	22288.96	22288.96	0.00
804 PAYROLL - FICA	0.00	104970.66	104970.66	0.00	19466.47	19466.47	0.00
805 PAYROLL - MEDICARE	0.00	24549.59	24549.59	0.00	4552.63	4552.63	0.00
806 PAYROLL - STATE WITHHOLDING	0.00	53321.09	53321.09	0.00	9911.57	9911.57	0.00

### Fund Report

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FUNDACCOUNTS.FRX

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
807 PAYROLL - COUNTY WITHHOLDING	0.00	25274.95	25274.95	0.00	4709.42	4709.42	0.00
808 VOLUNTARY PERF	0.00	3410.69	3410.69	0.00	660.62	660.62	0.00
809 NATIONWIDE (AM UNITED LIFE)	0.00	29137.65	29137.65	0.00	6077.33	6077.33	0.00
812 MEDICAL INSURANCE	0.00	39674.16	39674.16	0.00	8086.66	8086.66	0.00
813 VOLUNTARY LIFE INSURANCE	0.00	3449.82	3449.82	0.00	599.94	599.94	0.00
814 CRITICAL ILLNESS	0.00	383.86	383.86	0.00	50.36	50.36	0.00
815 HEALTH ACCIDENT	0.00	526.92	526.92	0.00	96.36	96.36	0.00
816 GARNISHMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
817 HEALTH SAVINGS ACCOUNT	0.00	23232.36	23232.36	0.00	4374.42	4374.42	0.00
<b>SubTotal Bank Number 0</b>	<b>31227068.23</b>	<b>8296482.87</b>	<b>8681900.88</b>	<b>28011424.27</b>	<b>4791823.91</b>	<b>1961597.96</b>	<b>30841650.22</b>
<b>*** GRAND TOTAL ***</b>	<b>31227068.23</b>	<b>8296482.87</b>	<b>8681900.88</b>	<b>28011424.27</b>	<b>4791823.91</b>	<b>1961597.96</b>	<b>30841650.22</b>



### Appropriation Report

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
100001313.000	LEGAL SERVICES	0.00	20400.00	0.00	0.00	0.00	0.00	20400.00	0.00	0.00	0.00	0.00%
100001314.000	PROFESSIONAL SERVICES	3800.00	926115.00	0.00	0.00	4800.00	66879.56	440071.41	0.00	485043.59	489843.59	52.68%
100001321.000	PHONES	0.00	40450.00	0.00	0.00	0.00	5167.33	20463.99	0.00	19986.01	19986.01	49.41%
100001322.000	POSTAGE	0.00	5375.00	0.00	0.00	0.00	551.45	3623.84	0.00	1751.16	1751.16	32.58%
100001323.000	TRAVEL	0.00	45400.00	0.00	0.00	0.00	735.51	2346.26	0.00	43053.74	43053.74	94.83%
100001324.000	PROFESSIONAL MEETINGS	0.00	61250.00	0.00	0.00	0.00	2524.85	6837.35	0.00	54412.65	54412.65	88.84%
100001325.000	FREIGHT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100001330.000	PRINTING AND ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100001331.000	ADVERTISING & PUBLICATION	0.00	3000.00	0.00	0.00	0.00	0.00	984.06	0.00	2015.94	2015.94	67.20%
100001332.000	PRINTING	728.00	23835.00	0.00	0.00	728.00	1063.86	8911.22	0.00	14923.78	15651.78	63.72%
100001340.000	BANK FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100001341.000	OFFICIAL BONDS	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00	100.00%
100001342.000	INSURANCE	0.00	199000.00	0.00	0.00	0.00	0.00	265.00	0.00	198735.00	198735.00	99.87%
100001351.000	GAS (HEATING)	0.00	140674.00	0.00	0.00	0.00	9916.37	46789.21	0.00	93884.79	93884.79	66.74%
100001352.000	ELECTRIC	0.00	313880.00	0.00	0.00	0.00	19865.54	118105.29	0.00	195774.71	195774.71	62.37%
100001353.000	WATER	0.00	13400.00	0.00	0.00	0.00	867.55	4610.60	0.00	8789.40	8789.40	65.59%
100001354.000	WASTE REMOVAL	0.00	17900.00	0.00	0.00	0.00	1819.72	6553.66	0.00	11346.34	11346.34	63.39%
100001361.000	REPAIR, BLDG & STRUCTURES	0.00	35000.00	0.00	0.00	0.00	0.00	0.00	0.00	35000.00	35000.00	100.00%
100001362.000	EQUIPMENT REPAIR	0.00	60800.00	0.00	0.00	0.00	5608.00	13080.24	0.00	47719.76	47719.76	78.49%
100001371.000	REAL ESTATE RENTAL	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	100.00%
100001372.000	POSTAGE METER RENTAL	0.00	2000.00	0.00	0.00	0.00	0.00	0.00	0.00	2000.00	2000.00	100.00%
100001391.000	DUES	0.00	15000.00	0.00	0.00	0.00	0.00	10759.16	0.00	4240.84	4240.84	28.27%
100001393.000	WORKFORCE DEVELOPMENT	0.00	6000.00	0.00	0.00	0.00	0.00	0.00	0.00	6000.00	6000.00	100.00%
100001394.000	LIRF TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100001410.000	LAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100001420.000	BUILDINGS	0.00	2521000.00	0.00	0.00	0.00	0.00	0.00	0.00	2521000.00	2521000.00	100.00%
100001430.000	TREES AND SHRUBS	0.00	1000.00	0.00	0.00	0.00	0.00	0.00	0.00	1000.00	1000.00	100.00%
100001440.000	FURNITURE & EQUIPMENT	26686.53	74164.00	0.00	0.00	18812.71	3101.40	50187.17	0.00	31850.65	50663.36	50.24%
100001520.000	OPERA/ADMINISTRATION/INTERF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100001999.000	OPERAT - FUND ADJUSTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100002314.000	PROFESSIONAL SERVICES -	0.00	800000.00	0.00	0.00	0.00	79453.60	418967.12	0.00	381032.88	381032.88	47.63%
<b>SubTotal Fund Number 100</b>		<b>87601.92</b>	<b>12500000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>131946.14</b>	<b>692976.61</b>	<b>3924776.08</b>	<b>-3465.54</b>	<b>8527414.16</b>	<b>8659360.30</b>	<b>68.82%</b>
<b>*** GRAND TOTAL ***</b>		<b>87601.92</b>	<b>12500000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>131946.14</b>	<b>692976.61</b>	<b>3924776.08</b>	<b>-3465.54</b>	<b>8527414.16</b>	<b>8659360.30</b>	<b>68.82%</b>

### Appropriation Report

Fund 201

*Rainy Day*

Check Date From 03/01/2023 Thru 03/31/2023

Grouped By Fund Number

Ordered By Appropriation

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
<b>**Fund Number 201</b>												
201000112.000	RAINY - SALARY/BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
201000223.000	RAINY - BRANDING/MARKETING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
201000240.000	RAINY - OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
201000241.000	RAINY -MARKETING/PROGRAM	0.00	100000.00	0.00	0.00	0.00	0.00	0.00	0.00	100000.00	100000.00	100.00%
201000314.000	RAINY - PROFESSIONAL	0.00	400000.00	0.00	0.00	0.00	7966.18	23898.54	0.00	376101.46	376101.46	94.03%
201000361.000	RAINY DAY - EQUIPMENT	0.00	740000.00	0.00	0.00	0.00	0.00	0.00	0.00	740000.00	740000.00	100.00%
201000362.000	RAINY - BUILDING REPAIRS &	0.00	879317.00	0.00	0.00	0.00	0.00	0.00	0.00	879317.00	879317.00	100.00%
201000420.000	RAINY - BUILDINGS	0.00	600000.00	0.00	0.00	0.00	0.00	0.00	0.00	600000.00	600000.00	100.00%
201000440.000	RAINY -FURNITURE &	0.00	150000.00	0.00	0.00	0.00	0.00	0.00	0.00	150000.00	150000.00	100.00%
201000451.000	RAINY - ONE-TIME COLLECTION	0.00	250000.00	0.00	0.00	0.00	0.00	0.00	0.00	250000.00	250000.00	100.00%
<b>SubTotal Fund Number 201</b>		0.00	3119317.00	0.00	0.00	0.00	7966.18	23898.54	0.00	3095418.46	3095418.46	99.23%
<b>*** GRAND TOTAL ***</b>		0.00	3119317.00	0.00	0.00	0.00	7966.18	23898.54	0.00	3095418.46	3095418.46	99.23%



### Appropriation Report

Fund 301 - *Lease Rental*

Check Date From 05/01/2023 Thru 05/31/2023

Grouped By Fund Number

Ordered By Appropriation

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
<b>**Fund Number 301</b>												
301000314.000	TRUSTEE FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
301000381.000	LEASE RENTAL - DEBT SERVICE	0.00	3120650.00	0.00	0.00	0.00	0.00	0.00	0.00	3120650.00	3120650.00	100.00%
<b>SubTotal Fund Number 301</b>		<b>0.00</b>	<b>3120650.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3120650.00</b>	<b>3120650.00</b>	<b>100.00%</b>
<b>*** GRAND TOTAL ***</b>		<b>0.00</b>	<b>3120650.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3120650.00</b>	<b>3120650.00</b>	<b>100.00%</b>

### Appropriation Report

Fund 400 *LRF*

Check Date From 05/01/2023 Thru 05/31/2023

Grouped By Fund Number

Ordered By Appropriation

APPROP	TITLE	FORWARDED	CURRENT	TRANSFRD	ADDL/ADJ	ENCUM	EXP-MTD	EXP-YTD	LIQ NOT EXP FWD	UNENCUM BAL	UNEXPEND BAL	% LEFT
<b>**Fund Number 400</b>												
400000314.000	LIBRARY-PROFESSIONAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400000361.000	LIBRARY- REPAIRS AND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400000362.000	LIBRAR - BUILDING REPAIR &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400000440.000	LIBRARY-REPLACEMENTS/FURNI	0.00	869959.00	0.00	0.00	0.00	0.00	0.00	0.00	869959.00	869959.00	100.00%
400000451.000	BOOKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400000452.000	NEWSPAPERS & PERIODICALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400000453.000	NON-PRINTED MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400001231.000	BUILDING MATERIALS &	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400001314.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400001361.000	LIBRAR - ADMINISTRATION -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400001410.000	LAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
400001440.000	FURNITURE AND EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>SubTotal Fund Number 400</b>		<b>0.00</b>	<b>869959.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>869959.00</b>	<b>869959.00</b>	<b>100.00%</b>
<b>*** GRAND TOTAL ***</b>		<b>0.00</b>	<b>869959.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>869959.00</b>	<b>869959.00</b>	<b>100.00%</b>



# Hamilton East Public Library

## Merit Matrix Overview

Megan Nail, CCP, SHRM-SCP  
VP, Total Rewards Practice



# Why use a merit matrix?

- A “merit matrix” is a common way to allocate increases to individual employees in a pay-for-performance based system. The benefits of this approach include:
  - It will enable HEPL to remain within an overall merit budget amount each year.
  - It will allow HEPL to vary the amount of increases it gives to each employee based on two key factors:
    - Their individual job performance (based on their annual performance evaluation)
    - Their place within the salary range
- In general, it’s important to prioritize higher level of increases for high performing employees who are lower in the salary range. Those who are lower in the salary range are furthest from the “market rate” and are potentially more at risk to leave/turnover based on pay.
- The highest performers who are lowest in the salary grade will receive the highest increase by using this approach.

# Example Merit Matrix

- Generic example – not specific to HEPL
- 2 factors – evaluation rating and place in the salary range
- Those who are highest performers and lowest in the range receive the highest increase.
- Those who are lower performers and higher in the range receive the least (except for those not meeting expectations, who don't receive an increase).
- We will develop this specifically for HEPL based on your budget and your employees.

	Annual Merit % 4.00%	Place in the Salary Range			
		Lowest in Range	Low-Mid of the Range	Mid-High of the Range	Highest in the Range
Evaluation Rating	Exceeds Expectations (Highest Performers)	5.50%	5.50%	5.00%	4.50%
	Meets Expectations	3.50%	3.25%	3.00%	2.75%
	Sometimes Meets Expectations (Lower Performers)	2.25%	2.00%	1.75%	1.50%
	Does not Meet Expectations	0.00%	0.00%	0.00%	0.00%



June 22, 2023

## **RE: HEPL – Fishers and Noblesville Branch Libraries Project Status**

The following is a summary of the Phase 1 and 2 project progress since the last Board Meeting for both the Fishers and Noblesville Branch Libraries.

### **Fishers Branch Library Phase 1 and 2:**

1. Changes since the last Board Meeting.
  - a. No additional changes issued to RL Turner
  - b. Phase 2 work, carpet and painting is 70% completed in the Adults collection area and the third of 4 phases of that work are underway by Ferguson
2. Progress since the last Board Meeting includes the following:
  - a. Glass canopy installation is completed.
  - b. Phase 1B site work is on schedule. Starting forming and pouring concrete curbs.
  - c. On site soil materials can be used, saving the need for additional stone base.
  - d. Lobby roof demolition to start June 19<sup>th</sup> with new steel arriving on June 26<sup>th</sup>.
3. Current challenges that the project team is working through, including the following:
  - a. Still awaiting installation of north vestibule panels and sliding doors. To be completed by first week in July.
  - b. We are still working to resolve any remaining questions for Phase B work.
  - c. RL Turner installed more substantial temporary wall along south face of building to secure area. Temporary roof covering seems to be functioning to prevent major rain intrusion.
  - d. Coordination of electrical rough in for new lighted panels at canopy and the foundations and lighting for the new pylon signs.

### **Noblesville Branch Library Phase 1 and 2:**

1. Progress since the last Board Meeting includes the following:
  - a. Exterior screen fencing partially installed at the Teens area.
  - b. Phase 2 contractor Ferguson Construction is substantially complete with metal stud walls and gyp board ceiling framing.
2. There are a few challenges that the project team is working through, including the following:
  - a. Working to coordinate a few remaining above ceiling MEP items.
  - b. Indiana water table is installed. Demonstration and training for staff is being scheduled.
  - c. Still awaiting completion of metal panels and new downspouts and gutter work.
  - d. Coordination of electrical rough in for new lighted panels at canopy and the foundations and lighting for the new pylon signs.

### **Other Progress:**

Above ceiling work at Noblesville phase 2 is nearly completed. Meeting set with Solomon Group to review interactive space needs and coordination with Ferguson Construction.



Outstanding RFI's and submittals are current for both sites.

# Director’s Report for June 2023

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## Director’s Report

### *Budget and Finance*

Mike Reuter’s annual presentation to the full Board of the Library’s Fiscal Plan has been scheduled for July 28 at 5:30 prior to the regular July meeting.

A Board Finance committee meeting has been scheduled for July 13 to review the 2024 library budget expenditures and estimated revenues.

Laura attended the Department of Local Government Finance (DLGF) and State Board of Accounts (SBOA) 2023 Budget Workshop at the Indiana State Library at the end of May. Departments submitted their 2024 Budget requests to the Business Office on Friday, 6/9. The Business Office is reviewing and compiling the requests. The DLGF Pre-Budget report is due June 30<sup>th</sup>.

Laura and I met with Crowe, the SBOA contracted audit firm, for entrance conference on June 5<sup>th</sup>. The audit will cover the period of 2021-2022. Staff is hard at work pulling all the requested documents and the Crowe auditor will be onsite by the end of the month. The audit is expected to take several months.

The Business Office purchased DocuSign to digitize the Purchase Order process saving time and money. Departments are now using DocuSign to complete Purchase Order requests and staff is looking for other ways DocuSign can be used at the library to create efficiencies.



### *Board Matters/Last Meeting Follow-up*

If you haven't already done so, please let me know if you are interested in your HEPL email, and I will send setup instructions. As of this writing, Michelle, Craig, Micah, and Andre have all updated their email contacts and the website info is up to date as well.

Discussion of the Review Committee's report on Why? was postponed to this meeting so Craig could participate in the discussion. It is on the agenda under Old Business.

Board member Michelle Payne will report on what she discovered regarding other taxing unit's implementation of Flock security cameras. This is on the agenda under Old Business.

We plan to have posters made for the Board meeting with behavior and speaking expectations based on the DRAFT policy in the packet for discussion. One set will be posted outside the meeting space, and one set inside.

As requested, the packet includes the reports listed below:

- A report of titles of all purchase requests made but not purchased and why in the last month.
- Titles of items/series relocated as part of the collection review based on the updated Collection Development Policy. This report will be cumulative each month.
- The collection review progress report including data since the last report (6/8-6/14) and total progress.

### *Collection Development Policy Operational Response Plan Update*

A draft collection statement and initial plan for creation of a new Caregiver Resource Collection (CRC) to be shelved in the Children's space in each library adjacent to the Juvenile collections shelved in those areas is in the packet for review. Please note that implementation of this work requires the attention of the same team of staff focused on the current collection review project as well as members of our Youth Services team currently focused on Summer Reading.

As communicated in the 6/2 update, in reviewing our processes and assumptions after the experience of doing this work over the past few months, and in light of Board reassurances regarding the acceptability of some titles (we are using accuracy of 90% as our rule of thumb) in conflict with the policy possibly being overlooked, we believe there are several ways we can reduce the total number of titles requiring full review and more accurately communicate where we are in the process. I have included an updated version of the 6/2 update document in the packet that outlines adjustments made. The team is continually evaluating these processes to streamline them and increase the efficiency of this collection review. We share the Board's interest in completing this project.

As requested, training materials used for temporary Collection Development Assistants were provided to the Board on 6/2. As the project evolves to incorporate additional processes and methods, these are subject to change.

### *Compensation/Personnel*

Megan Nail from NFP will attend via Zoom to answer questions and go over the Merit Matrix approach to merit-based compensation introduced in April. If you have specific questions you would like for Megan to address, please send them ahead of time so she can be fully prepared.

#### Current Vacancies

Collection Development Assistants (temporary/10-20 hrs. per week) These positions are specifically for the current collection review project. Currently interviewing for additional Assistants.

Collection Development Librarian (2/40 hrs. per week positions) This position serves as an expert liaison to staff system wide regarding the development and maintenance of the library's materials. Currently interviewing for these positions.

Access Services Assistant (1/20 hrs. per week position) This position provides support for access to library materials and services through remote customer service and circulation of materials. Position has been posted.

Shelving Page (1/16 hrs. per week position) This position shelves and files library materials. Currently interviewing for this position.

Public Services Assistant (1/20 hrs. per week position) This position provides customer service assistance and supports the library experience with the use of library materials, facilities, and equipment. Currently interviewing for this position.

Administrative Office Assistant (1/40 hrs. per week position) This position provides administrative support to the CEO and purchasing/administrative support to the CFO and business office. Position has been posted.

Deputy Director(1/40 hour FT) This position remains in the review phase.

### *Policy*

An updated draft of the Board Meeting Guidelines Policy is in the packet for review and approval. This draft includes specific behavior rules for attendees and actions the presiding officer may take to address meeting disruptions.

### *Projects*

Kevin McCurdy with LWC will be at the meeting to go over where we are with both phases of the projects in Noblesville and Fishers.

The phase 2 work in the West wing of the Fishers building is progressing on schedule. Ferguson hopes to have the work completed by the end of July and to move into the East wing (Youth Services) in August. Like the work on the West side, the East side will largely be closed during the work. Children's programs will continue in the meeting rooms and the East exterior entrance will remain open with a designated path through the construction area for patrons and staff, but books and materials will be unavailable, and patrons will be encouraged to use the Noblesville Library.

Work is progressing on Phase 1B, with installation of drainage systems in the South parking lot area as well as façade and roof work. The library experienced two flooding incidents during heavy rains last month, one severe, one moderate, related to construction work on the roof. Since additional waterproofing measures were completed by the contractor, we have had only a minor intrusion of water into one area of the library and it did not require special handling.

Noblesville Phase 1B is progressing toward completion, with final materials being delivered and installed on the gutters and metal panels on the entrance.

Phase 2 is progressing on schedule with work moving forward on the CRDC space. A meeting is scheduled for 6/20 with Ferguson and Solomon Group to coordinate placement and installation of power and data to support the installation of exhibit equipment.

Strategic planning is underway ahead of schedule. Our staff strategic plan committee met in June and our consultant has started work on planning the survey questions that we will be asking the public to respond to based on input from that meeting. Our consultant has also begun work on the demographic study.

Please see the Project Progress Report in the packet for updated details regarding the Crossroads Discovery Center (CRDC) and website redesign projects.

### Connections with Peer Libraries and Local Community

We continue to participate in county-wide planning for the 2024 Eclipse.

The City of Fishers asked me to write a letter to 2073 Fishers residents on behalf of the library for the time capsule going in to the new City Hall. The new Fishers lobby is also a drop off location for letters the city is collecting from citizens for that purpose. County Historian and library staff member David Heighway also contributed a letter.

I attended the Noblesville Farmer's Market on Saturday June 10 with other staff. Our booth featured the books that the Friends donated funds for us to give away this summer, and our Maker in Residence Addie Hirschten, who completed a painting in the time we were there. It was great to see so many people who love the library stopping by to say hello and pick out a book. We spoke with almost 500 people in 4 hours!

## *Upcoming Conferences*

No major conferences are coming up in July.

## *Other*

We are meeting with the team from Community to begin setup of our new Board management software on June 20. It will be great to have a more easily usable mechanism for sharing Board information.

I have spoken with various sources (law enforcement, contractors, fellow library directors) regarding possible approaches to take to redesigning and implementing an updated security and access system here at HEPL. This will likely be a major project, and I think expert advice is critical to its success. I anticipate this being a Rainy Day Fund expense.

Summer Reading at HEPL “All Together Now” is well underway! As of Friday June 9, we had over 4,000 people registered for the program! Our prize stations are set up in both libraries with fun themes, and we are seeing great attendance at our programs and events. The Foam Party kickoff events in Noblesville were great fun, and Mr. Daniel provided our first outdoor concert using the renovated outside space. The Fishers library’s new entrance and parking is a hit with people as well, and the library is full of people of all ages enjoying Summer Reading.

The artwork being created with the grant received by Alpha Kappa Alpha from the Fishers Arts and Culture Commission is a portrait pose (headshot) of well-known African American Hoosier poet/writer Mari Evans reflecting the style of the artist, which would then be displayed in the Fishers Library. As a reminder, the artist is Shaunte Lewis and her work may be viewed here: <https://shauntelewis.com/portfolio> We would hang an informational plaque or something similar with information on both artist and subject, like you would see in a museum. Please let me know if there are any concerns with accepting this piece for permanent display in the library.

We are planning our annual staff training day for Friday 10/6. This date avoids holidays and school breaks, and closes the library on a Friday, typically one of our slower days. We will publicize the date well in advance.

Library staff created themed displays for Memorial Day (paired with Military History Month) and for Flag Day/Independence Day (will be displayed into July). Memorial Day and Flag Day were also acknowledged on the Library’s social media. You will see in the Public Services Report below that a blog post featuring Independence Day is planned, and will be featured in the library’s social media channels.

## *Departmental Reports*

### *Public Services*

### *Departmental Highlights*

The “All Together Now” Summer Reading Program registration opened on May 8! Danielle worked with Allison K. and Erin W. to ensure that the adult, teen, and children’s reading programs were configured and ready to go in Beanstack.

HEPL hosted two Versiti Blood Center blood drives in May, planned by Danielle. We were just short of our collection goal at Noblesville on May 19, but we exceeded our goal at the Fishers drive on May 23. Donors were offered incentives by Versiti and HEPL, including a piece of HEPL branded swag and a free book from gently used past book club selections!

The Noblesville library celebrated Mental Health Awareness month in May by bringing in the Health Department to teach “QPR: Suicide Prevention Training.” Attendees learned how to Question, Persuade, and Respond to loved ones who are exhibiting mental distress and suicidal behaviors.

The rising cost of groceries is on everyone’s mind, which is why Purdue Extension came to the Noblesville library to lead a program on “Food Budgeting and Meal Planning.” We may not be able to fight inflation, but good grocery shopping and meal prep habits can make a big difference!

Kathy and Liz worked the day Fishers opened the new entrance. They had a great time chatting with the patrons who streamed into the building, all amazed and pleased with the new entrance and Teen Zone. And with the parking lot!

With the adult wing of the Fishers Library closed, staff moved several collections to the center of the library where many people discovered them for the first time. Folks Kathy spoke with did not know about the collection of board games they could check out, or the magazine collection. Those conversations led to Kathy sharing information about the magazine collection in Libby which has over 4000+ titles. Assistants working in the lobby have remarked that more patrons are browsing and checking out board games thanks to the temporary location. Games are a great family activity for rainy or unbearably hot days.

## Progress on Projects

Amy created a Pride month booklist for adults that was included with a David Heighway blog featuring Norman Norell. She also curated the Asian American Pacific Islander Heritage Month Display at Fishers. Alison, Kathy, and Heidi’s display plans are on hold while the Public Services area is closed. Alison has continued to refill brochures now kept among the new books.

Amy helped troubleshoot printing and Macbook Air issues. She also created several helpful instructional guides for staff and patrons this month.

Laura planned and developed four new program proposals for the next programming cycle. They include Narcan Education for International Overdose Awareness Day, a Bollywood dance class for National Dance Day, a patron-led Bluebird “How To” class, and a virtual Adult Writing Challenge with the theme of Classics Reimagined to tie in with the Books Build Bridges theme.

Laura planned and executed her first book display about Perennial Gardening. She is currently developing her future book displays to be more engaging with the public. She also signed up for three new blogs and has started brainstorming those topics. These blogs will be worked on through the

summer and posted in the fall. The topics range from the Adult Writing Challenge announcements to a post for Hispanic Heritage Month.

Laura is learning about the current ENL Conversation Groups that take place in Fishers every Wednesday. This project aims to build connections with the volunteers and staff currently running the program so that she can replicate a version of it in the Noblesville branch. This month, Laura attended one of the May 10th classes with Heidi and observed how the class functioned.

As construction continues to move forward at Fishers, the Public Services Librarians were able to move back into their office space. Kathy cleaned out years of accumulated documents and objects and once moved back in had a better organized and less cluttered desk. The same appears to be true of the entire office. In addition to her own area, Kathy also moved the last of the shared items out of the temporary work space as the construction crew moved on to painting and carpeting in that area.

Kathy spent time in May keeping an eye on the Seed Library at Fishers – packing, labeling, inventorying and sharing seeds with Noblesville. The Seed Library also received more donations so she worked on getting those out to the public as well. She and Danielle filmed several Seed Library-related short videos at Kathy's house on May 3. Danielle will edit these throughout the coming months to share with Marketing and Communications for HEPL's social media channels. Kathy and Heidi wrote and sent out a Seed Library Newsletter, #3 for 2023, to the 1000+ patrons on the mailing list. Among other things, it advertised the upcoming gardening program to be held on June 5, 'Herb Gardening.'" Within 48 hours of sending out the newsletter, 17 more people signed up to attend the program and multiple people replied to thank Kathy for the newsletter.

Heidi has been working on trying to find the next author to interview for an upcoming "What's Cooking @ HEPL" blog.

Jan entered all of her monthly programs into the Evanced calendar for the rest of the year and reserved meeting room spaces for them, as needed. Kathy scheduled all of her programs for the next quarter. She scheduled computer classes as planned, as well as several gardening programs and a three-part series about childbirth from a doula's perspective.

Pam volunteered to write a blog for HEPL's Marketing Department to publish on the HEPL Website and social media channels in early July. She selected the theme of July 4<sup>th</sup>. After completing some research on the topic, Pam created a rough draft and compiled supporting materials from the library's collection and databases. She also sought additional websites to satisfy those who crave a deeper dive into the topic. After editing and fine-tuning her work and adding some photos, Pam will submit her blog to Jane S. later in June, well in advance of the July 4 publish date.

Pam's June Adult Virtual Craft Class will feature DIY Decorative Magnets on June 8. These pretty magnets are easy to make and quite popular, based on registrations. The class is fully registered, with 24 people, plus five more on the waitlist. Pam created samples and compiled printed directions. She also assembled supply kits for distribution to Fishers and Noblesville registrants one week prior to class.

## Programming Highlights

Heidi hosted presenter and Dementia Champion Jean Ross for a Dementia Friends Community Info Session on May 18. The four attendees became registered as Dementia Friends in Indiana at the end of

the session, which means they learned actions they can take to advance the DFI movement and mission of creating better understanding and awareness of dementia, reducing the associated stigma, and creating more welcoming, safe, and conducive community environments for those living with the disease.

Danielle hosted two sessions of Virtual Tai Chi Flow with Christine, a virtual-only offering that continues to remain one of our most popular ongoing adult programs. Between the two sessions in May, there were 45 attendees.

Amy facilitated the Books on Tap Book Club gathering on May 24 at Mashcraft Fishers. The group, consisting of 13 members, discussed “The Round House” by Louise Erdrich. They discussed the real-world issues behind the novel, including the disproportionately high rate of violence against indigenous women, and the jurisdictional issues and the limitations of justice for crimes committed on tribal lands/Indian reservations.

Danielle facilitated the hybrid “Real Estate Market Update” seminar with local realtor Megan Dusing on May 16. Three patrons attended and received timely data on national and local trends in the housing market.

Danielle assisted with an Ignite program on May 13—Ukrainian Egg Dyeing with teaching artist Mary Acton.

Danielle hosted the Speculative Fiction Guild discussion of “Light From Uncommon Stars” by Ryka Aoki on May 8. Nine people attended (one of which was virtual via Zoom). The group had mixed feelings about the pacing and character development in this intergalactic dramedy featuring a virtuoso transgender violinist and a violin teacher who had made a deal with a demon.

Pam hosted her monthly Adult Virtual Craft Series: I Love Mom Angel on May 11. The class garnered 15 registrations, with the total number of Zoom meeting attendees totaling 11. Patron comments included: “I love having Zoom classes because I have no transportation in the afternoons and evenings. It also makes doing crafts easier because I can lay out all my supplies in my own space and have everything I need ready to go. Thank you for offering this class, I really enjoy it!” “Thank you so much. The class was awesome. Happy Mother’s Day.” “Challenging but worth it!” Advanced prep and planning for programming are ongoing efforts. In July Pam will illustrate the creation of Paper Pinwheel Flowers. Looking farther ahead, August’s craft will be a Macramé Heart Coaster, followed by a Macramé Necklace Charm in Sept. and a Japanese Popsicle Stick Lantern in Oct. All the above have been entered into Evanced well ahead of the marketing deadline for the next Discover Guide.

Kathy taught four computer classes in May. These included Excel Part 1 (which was held at Noblesville due to a planned Fishers closure), Excel Part 2, Cloud Computing, and Introduction to Windows 11. Her total attendance was 16. Attendees were very appreciative of the classes, and asked about future sessions. May computer classes at Noblesville with Tori included Introduction to Computers, with three attendees, and Tech Tuesday, which had four community members in attendance.

The Purdue Extension Health and Human Sciences educator came to Noblesville to teach “Food Budgeting and Meal Planning”. This program aimed to educate the participants how to choose healthy, budget-friendly options; habits to cut down on the grocery bill; and how to make the best use of what’s

already in the pantry. The seven attendees had great discussions (especially on the rising cost of groceries!) and everybody walked away having learned something new.

Heidi had 10 ENL Conversation Group sessions in May. The morning group met five times with 58 people attending, one of which was virtual. We have decided to discontinue the virtual option for the morning group and change to in-person only. Not many people have been attending virtually, and we feel like we can provide the best quality program in-person due to the large number of attendees joining the meeting on-site. The evening ENL program had five programs with 14 people attending, three were in-person and 11 virtual. As of now, we plan to continue to provide a hybrid program for the evening group—which means offering the option to attend in-person or virtually.

The Fiction Fans book club discussed “The Guncle” by Steven Rowley. Eleven people attended this month. Nearly all of the group liked the book, and enjoyed discussing it. “Hamnet” is the selection for the June 11 session.

Heidi’s Just the Facts book club met on April 11. Liz is leading this group through May while Heidi takes Master Gardening classes. The group discussed “Crying in H Mart.” Seven people attended, one of which was virtual.

The Write Stuff Virtual Adult Writers Group: Fifteen people joined Zoom to discuss their writing goals. A former member of the group from Seattle joined to let everyone know that she just published her book and is working on the sequel to it. She talked about her publishing methods and what was helpful in getting her book launched. She told Jan that the group was so supportive and she wanted to come back and offer encouragement to the group. Everyone was very happy for her. The group also discussed various self-publishing platforms and BookSirens where a community of authors can offer ARCs (advanced reading copies) to help promote their books.

This month both of Jan’s book clubs began offering an in-person and a Zoom option (also known as “hybrid” format) for the book discussions. Twelve people discussed “We Begin at the End” by Chris Whitaker for the Mystery Loves Company book club. This award-winning, well-written mystery was enjoyed by the group although most thought that it was kind of depressing. The group had a good discussion about the characters, setting, and story.

Jan hosted ten people for the Paging Through Time discussion of “The Tobacco Wives” by Adele Myers. This well-written book set in fictional Bright Leaf, North Carolina in the late 1940’s was about tobacco and the hazards of cigarettes in an area where tobacco was king. The group had a great discussion about this book, moral dilemmas, and doing the right thing even when it is difficult. Several felt that it is a book young adults should read, too.

Laura H. hosted two sessions of FlexAbility at Noblesville with presenter Sharon McMahan. This program teaches participants how to care for their aging bodies through stretching, flexibility, and balance exercises. Ten patrons participated on May 9, and eight attended on May 23. There were three new participants in the second class. Many returning patrons exclaimed how they wished the program was every Tuesday because they can’t wait for the next session. The FlexAbility participants commented on how excellent the instructor is and how they look forward to attending class.



## Youth Services

### Departmental Highlights

The newly renovated TeenZone at Fishers opened! Many of the patrons who checked out the new space commented to teen staff how nice the TZ looks. Many teens have been using the space this month as well and staff in the TZ have been a lot busier.

At the end of Babytime we have had caregivers making connections, trading phone numbers, and friending one another on social media. They have been talking about how the library has been a lifeline for them post-partum and talking with other caregivers is a blessing. The library is so much more than books, songs, and crafts. We are the new community centers bringing together our community and supporting each other where we are at.

### Programming Highlights

#### **Youth:**

- Evie's Star Wars-themed storytime ("May the Fourth Be With You!") was an intergenerational bonding experience; attendees enjoyed stories about becoming a Jedi, played Pin the Ear on Baby Yoda, fought the Death Star with pool noodles, and partook in a number of other similar activities that were a delight to children and caregivers alike.
- Following the Star Wars Theme, Danielle executed a Tinker Time program at both Fishers and Noblesville, where attendees utilized their math and design skills as they worked with perler beads to create Star Wars-themed keychains, magnets, and other fun items. As well, they worked on their social skills as they bonded and delighted over the Star Wars fandom.
- The Fishers Christian Academy joined us this month for a field trip. We started out with a tour of our library and ended with a scavenger hunt to familiarize the children with where all of our books are found. This was a lively group, and we had a lot of fun.
- Parenting is hard work! Our staff know this, and so in May, we held a special "Parents and Pancakes" storytime to celebrate moms, dads, and caregivers; 55 folks came together to sing songs, read stories, dance, do crafts, and chow down on pancakes.
- The May Lego Challenge at Noblesville, presented by Chaise and Mel, hosted 54, who worked on their project planning and fine motor skills as they built a variety of colorful, elaborate marble runs.
- Lisa G's monthly Tween Drama Club culminated in May's Drama Club Showcase, where her attendees put their newly-acquired dramatic skills to work by presenting a fractured fairytale of *Cinderella...Revisited*.

- Messy Munchkins at Fishers and Noblesville hosted 170 attendees, who got the chance to immerse themselves in sensory play at 8 different stations, where they explored the myriad magical ways to play with bubbles.



- The spring session of Pre-K Explorers came to a conclusion at both Fishers and Noblesville, where little ones “graduated” from this program series, in which they spent many hours developing their gross and fine motor skills, communication abilities, social skills, and letter and number knowledge—all of which will ultimately position them for success when they enter Kindergarten



### Teen:

- This month’s crafty teens project was a macramé wall hanging. We had 8 attendees at Noblesville and there were a few teens who dropped in to participate when they saw the event going on! At Fishers, 6 teens attended. The teens had a fun time learning how to make the craft and chatting with each other.
- At the Neurodivergent Teen Hangout we made kinetic sand for sensory bags. Our 6 participants chose different colors of sand and then added little beads and extras for a variety of sensory experiences in one bag. Two new attendees heard about the program at Books and Bites!
- We hosted the Teen Lit Café Book Club meeting on May 18<sup>th</sup> at Ohanalulu. 8 teens attended. For May, the club read Bloom by Kenneth Oppel (which was recommended by two of the members who love the series). The teens had a good time talking about the book while enjoying a treat from the café.

- At Rainbow Reads this month we had 4 attendees discuss the book Verona Comics by Jennifer Dugan at Panera Bread. Since the participants have become friends and text throughout the month, they coordinated matching outfits!
- Teen Librarians set up a coffee and tea cart in the TeenZones for the Sip & Study programs. The teen staff wanted to give teens a study treat while they used the space to study for final exams and work on projects. Teens were able to get a free beverage of their choice. 15 teens at Fishers and 12 teens at Noblesville got a beverage and/or used the TZ to study.
- Our Fishers Teen Librarian visited 3 schools in May for her monthly outreach program, Books and Bites. She visited HSE Intermediate Junior High, Riverside Junior High, and Fishers High School. Our Noblesville Teen Librarian also continued to visit Noblesville middle schools for Books and Bites and collectively, they talked with 76 students! They talked about upcoming teen programs, teen volunteer opportunities, the Summer Reading Program, and of course books! Teens were excited about the prizes they could win and the programs they could attend! B&B students have been visiting the library and saying hi to our staff in the TeenZones. Some have signed up for volunteering and programs.
- The Teen Scribe Circle meeting was on May 24<sup>th</sup> at the Fishers Library. 5 teens attended. Scribe Circle is a writing club for teens only. For May, they learned about writing dialogue and practiced writing dialogue with different prompts.
- Teen staff ran the Teen Advisory Board meeting on May 9<sup>th</sup> at the Fishers Public Library. 9 teens attended. They discussed future program ideas and what snacks and crafts they should have at the TAB organized program Encanto Family Movie Showing + School Supply Drive.
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## Collection Services

### Departmental Highlights

*Information and reports regarding ongoing special projects are included in other areas of the Director's report.*

#### Patron Requests

Completed Requests- 336

- Hold placed: 39 *(already on-order for collection, or already in the HEPL collection)*
- On-Order: 220 *(ordered for physical or digital collection, hold placed for patron if physical item)*
- Interlibrary Loan: 55 *(Out of print or not within scope of Collection Development Policy and borrowed from an in-state or our out of state library)*
- Interlibrary Loan Unfilled: 1 *(Submitted for ILL, but no lending libraries responded. Patron may try again later)*
- Delayed: 0 *(Ordered but many months out from publication so cannot be added to catalog at this time- no hold placed)*
- Replied: 20 *(Question or clarification on request, duplicate request from same patron, other unusual circumstance)*
- Not Ordered: 1 *(Does not exist, not available in requested format, not available for purchase or ILL, or not in the scope of the Collection Development Policy)*

#### Physical Materials

Items ordered: 3,439

Titles cataloged: 890 and 293 Authority Records updated

Items added to the collection: 2,604

Items deleted from the collection: 2,797

### **Digital Materials**

Items added to the Overdrive collection: 566 (*includes license renewals, additional copies and pre-orders*); 675 cost per circ borrows.

### **Interlibrary Loan**

Interlibrary Loans filled for HEPL patrons: 40

Items loaned to other libraries: 139

### **Routine Collection updates**

The newest selections for the Young Hoosier Book Award were made this month. Updates were made to the newly announced titles, involving relabeling the new recipients of the award and relocating them to the Juvenile Award section.

### **Staff Updates**

2024 departmental budget request prepared and submitted.

Coordinated a large order of the youth title - *A Wish in the Dark* by Christina Soontornvat for the Books Build Bridges program. Placing through our primary book vendor ensures the best price and fulfillment rate.

Staff completed visits to a number of micro-libraries to refresh the collections. These micro-libraries included Heritage Woods, Hamilton County Sports Complex, as well as some preparations for Northridge.

Staff continue to participate in ongoing bicentennial events. Some of these include one blog post of a historical nature, preparing to participate in an upcoming podcast, a request for talk to be delivered later in the year, and a research request from the County Commissioners office.

### **Programs/Professional Development**

Collection Services had its standard all-departmental meeting to discuss any questions regarding procedure and reporting structure.

The catalogers also had their standard monthly meeting to discuss continued procedure.

Some staff attended the preparation planning meeting for the future LibraryCon program.

### **SIRSI/Product Updates**

The Libby app is now available for Amazon Fire Tablets. This was the last 'hold out' for conversion from the Overdrive app to the Libby (by Overdrive) app experience. Patrons who used a side loading method to get the app on the Fire tablets can continue to use that app or switch to the Amazon Appstore version- though they may lose some of their timeline and search history. The Overdrive app will be removed from the Amazon app store on June 7, 2023. This was an anticipated action, as a part of the Overdrive app sunset and staff were alerted and pages updated on the HEPL website to reflect the change. As always, HEPL staff remain available to assist patrons with any technical questions related to their devices and HEPL digital collections.

OverDrive rolled out a new feature for their Libby app which allows users to “Notify Me” if and when an item is purchased by the library. Staff is using it to gauge interest in upcoming titles and adjust purchasing amounts accordingly.

Completed the annual renewal for InfoExpress, which is the statewide courier that enables Interlibrary Loan shipments. We retained three days a week service and qualify for a Resource Sharing subsidy since we are a SRCS (Statewide Remote Circulation Service) member and a net-lender.

Renewed our service with Capira Mobile (HEPL app developer). We anticipate updates to the look, feel and performance of the app in August.



## Access Services

### Departmental Highlights

Home Delivery Stats:

# of visits to Homebound patrons - 27

# of items checked out to Homebound patrons – N/A at this time

Returns by Hour:

Noblesville: 3,1332

Fishers: 3,5332

Total: 6,6664

In-House Use:

Noblesville: 977

Fishers: 2,205  
Total: 3,172

Patron Interactions:  
Noblesville: 45  
Fishers: 23  
Total: 68

Curbside Appointments:  
Noblesville: 2  
Fishers: 9  
Total: 11

Meeting Room Usage:  
Fishers Unique Public Groups: 21  
Fishers Total Public Uses: 39  
Noblesville Unique Public Groups: N/A  
Noblesville Total Public Uses: N/A

## Progress on Projects

Our department flooded! Everyone did a great job of working through the difficulties. Go team!

They offered customer service on a near-daily basis when making phone calls to notify patrons of holds placed or snags. Today, via phone, they also provided a patron with the library's weekend hours and answered his questions regarding the upcoming holiday.

The flood that affected the AMH area has been this month's most notable event. In the wake of this unexpected setback, everyone at HEPL has displayed an astounding amount of versatility and adaptability. Our co-workers have successfully collaborated to maintain order and keep everything running smoothly. They are incredibly grateful to find myself surrounded by so many patient, motivated, and capable individuals.

The entire team working at Fishers has been great dealing with all of the issues popping up and adjusting to construction changes.

The AS Assistant Manager and Director of AS worked with Planes moving company to assess the stages of the different moves for the Adult collection. After a small section of the Adult Fiction was moved back onto the set shelving, the Assistant Manager and a few of the Pages began shelf-reading and facing the returned Fiction collection as it was at times difficult to locate Adult Fiction material on the temporary shelving carts.

### **Pages:**

The second round of shelf reading is progressing very well in Noblesville. We are starting through the Children's Biographies and should be finished with that section quite soon!

We have been moving, shifting, and shelf-reading adult fiction in its new location.

## **Home Delivery Lead**

They selected and processed approximately 150 large print books to be added to a new Microlibrary collection and delivered to NorthRidge Assisted Living facility in Fishers in June. They contacted the activities director there and told them that they should expect the microlibrary to be installed by late June. They responded by saying, "That's great! The residents are looking forward to having the microlibrary."

They took a new volunteer along with him to make home deliveries to several homebound patrons to learn more about the service and get a better idea of what it would be like to make deliveries on their own. They already volunteer by pulling holds at the Fishers library on Monday mornings, but is also interested in volunteering for the Home Delivery Service. They were very happy to help out, and told the Home Delivery Lead that they were confident they could do it by themselves the following week. After their solo outing the next week, they returned to the library and said that they had such a good time and was already looking forward to the upcoming week!

## *Experiential Learning*

### **Departmental Highlights**

Ignite served 2235 patrons in May 2023. This is up from May 2022 (1697) but down slightly from May 2019 (2712), likely due to the building closure for the flip early in the month.

The biggest highlight for Ignite this month is the new entrance opening. We are getting quite an influx of patrons who are discovering our space for the first time. We've given lots of tours and all are very impressed by the resources available to them.

Summer started this month in Ignite! With the school year ending, we have been busy all day with families enjoying the drop-in activities and kits. We had parents bringing their kids in to run 3D projects for them. Some children even designed their own projects. Patrons are making family vacation t-shirts with both vinyl and sublimation. One patron used our sublimation station to make 17 shirts for her extended family to wear at an anniversary party for her parents. There were also lots of end of the year teacher and bus driver gifts made in Ignite.

Ignite was sad to see one of our part time assistants leave for greener pastures. Daniel graduated from college and got some great job opportunities. One is an internship at Pixar! As sad as we are to see him go, we are thrilled to be welcoming three new part time assistants. Leah Lyons came from PS to join our team and we welcomed former Maker-in-Residence Megan Benson to the team. She brings a wealth of knowledge in using our new floor loom. New to HEPL is Donya Collins, a recent Studio Art grad from IU Bloomington. Her first official day is in June.

Work on the CRDC project continues to progress. The team is meeting weekly with Trivium to update interactive and environmental graphics. The internal exhibits team (Indiana Room staff plus David Heighway) are working on procuring images to accompany our content. Members of the team are connecting with community partners to source various images, as well as reviewing HEPL's archive. We are also reviewing exhibit content in preparation for a second draft. Meanwhile, now that the contract has been finalized, Solomon Group is working through a facility impact statement to share with the contractor.

Bicentennial highlights included hosting a program for our High School Ambassadors and continuing to attend events.

## Programming Highlights

Ignite Studio staff are posting blogs regularly to spark creativity with new ideas. Katelyn edits and posts these to our WordPress page weekly. Read more here: <https://ignite.hepl.lib.in.us/news/>. Blog titles this month included:

- [Decorative Techniques for Ceramics](#)
- [How to Make Crayon Gelli Prints](#)
- [2023 Summer Programs in Ignite](#)
- [How to Add Texture to Your Art](#)

This month the Experiential Learning Team hosted 14 programs for 132 patrons.

Ignite programs this month included:

- Figure Drawing
- Creative Happy Hour
- MiR: Open Studio
- MiR: Abstract Painting
- Ukrainian Egg Dying
- All Together Now Exhibit Reception
- Video Equipment Training

Programs in the Indiana Room this month included:

- Search Like a Librarian
- Genealogy Advisory Board

Ignite also hosted the Fishers Frenzy group with an Ignite button making activity. It was a very hectic morning once the teams of elementary school students arrived, and they all got to make their own buttons using the button maker. We had collage materials out for them to find a picture to use, but a good portion of the Frenziers chose to make their own artwork using markers. One team chose to make matching designs! It went as smoothly as it could have, even though a second button maker might have helped with crowd control.





Figure drawing is always amazing. The small community we have of regular open studio attendees is always sharing tips and praise with each other. Artists work in the medium of their choice, which is traditional for some, and digital for others. It always gets a good discussion going as they chat during breaks about techniques.

The artist reception on 5/18 for the “All Together Now” exhibit had a great turnout with around 50 people attending. Sydney got the opportunity to talk to many of the artists and received helpful feedback for future receptions and exhibits, like the inclusion of artist statements or music during the reception itself.

The Indiana Room hosted two programs in May. The Genealogy Advisory Board discussed ways to find more information on the women in our past. Five people participated in that program. “Search Like a Librarian” on techniques to use while researching drew four attendees on a Saturday morning to learn about wild cards and Boolean searches amongst other tips.

Ann and Jessica worked to finalize a presentation for the local Indiana Extension Homemaker Association Conference, which they will attend in early June.

## Progress on Projects

The Indiana Room’s Cemetery and Newspaper database successfully migrated to our new secure WordPress site. Volunteers started to receive training on the new interface and are adapting to the new set up.

The Field Trip team convened to review the successes and challenges of the field trip program during its pilot phase last semester. Based on our observations and feedback from school groups, we are making tweaks to age ranges and activities to better serve groups. We will be updating marketing materials, with a goal to share updates to Kelsey’s team by July 1.

Jackie and Katelyn have been working through the hiring process in Ignite to fill the summer attendant positions and refill the vacant Ignite Studio assistant position. We are finally fully staffed. And are excited for a busy summer.

Katelyn attended the wire framing meeting with Iconic for the main HEPL webpage. Katelyn and Jackie both attended the wire framing meeting with Iconic for the Ignite webpage. We are hopeful this will give us improved functionality for the Ignite website.

Katelyn prototyped an activity for an upcoming outreach at the Indiana State Museum’s Canal Nights. The evening’s theme is construction, so Ignite is sending a paper engineering activity that will allow guests to create their own unique pop-up cards.

Katelyn has been working through the budgeting process with the both the Ignite and Indiana Room teams. Each group met to discuss 2024 planning and review our budget proposal ahead of Laura’s June 9<sup>th</sup> deadline.

Ann and Katelyn met with Beck’s hybrid to discuss a possible collaboration on our upcoming “Finding your Farming Ancestors” program.

Katelyn and Kris began planning for new exhibit space in the hallway leading into Ignite as well as the newly opened lobby area in Fishers. Katelyn ordered exhibit rails to extend our hanging system into that space.

Kris welcomed new maker, Addie Hirschsten, and discussed finer details of her residency.

Kris worked with our next maker, Rue Sparks on putting together classes for the fall.

Kris lined up teachers for the fall quarter and worked on programming with Ignite staff for third quarter. She met the marketing deadline for the upcoming Discover Guide. She also worked with staff on readying materials and instructions for drop-ins.

Ignite staff have been actively working on kit ideas that include a scrapbooking, macramé, and creative writing kits. They have also been writing blogs and working on putting together drop-in projects for the fall.

One of the Ignite staff helped with a “pen-pal” idea that Kris has been working on and he hopes that comes together soon.

We have added a new mug and tumbler press to the sublimation station. It will allow patrons to design and personalize a wider variety of mugs and tumblers. Jackie learned how to use it and wrote instructions for patrons. She also reorganized the station a bit which will hopefully add more work room for patrons and keep things more organized. The rest of the Ignite staff are working through training on this to be able to assist patrons.

Jackie has been training our new staff members including our summer staff, who will be restocking kits for us during our busy times.

Jared did a fantastic job creating some laser engraver inspiration projects for the Fab Lab. He designed a charcuterie board and cork trivets. Both everyday items bought at IKEA and easily done by patrons of all skill levels.

Sydney sent the Q3 exhibit call for entry to Kelsey S. on 5/19 for graphic rendering.

Sydney completed the resource guide update project in the main kit library, including all of the regular kits, 16+ kits, and Cricut kits on the floor. Kids’ kits are almost finished.

Sydney made tags for current MiR Addie for her displayed artwork and helped Jared find extra lights for the display! The corner looks so much nicer with artwork up.

Karen Park continues her work on saving our local digital newspapers along with adding current obituaries to our database.

Hayes has been updating the displays on our shelves in the Rotary Room.

Ann worked on the presentation for the Indiana Extension Homemakers Association as well as our upcoming library programs.

Ann attended the meeting for the exhibit design for the Crossroads Discovery Center.

In May, we successfully moved the archives into their temporary space with the help of Ignite and CRDC staff. This took 8-9 solid hours of work, and everything is now accounted for!

In the Bicentennial, Jessica continued with event promotion and planning, and finalized plans for farmers markets appearances throughout the summer. Jessica also worked to make the merchandise more accessible for folks who want to purchase it. Finally, Jessica began the series of programs highlighting the High School Ambassadors to teach them about the county.

## *Outreach, Innovation, and Partnerships*

### Departmental Highlights

#### **Outreach**

HEPL participated in 9 outreach events this month, reaching at least 1,653 people.

**May 10: Noblesville Taste of Business:** Kelsey, Jane, and John H went to the Noblesville Taste of Business, sponsored by the Noblesville Chamber of Commerce. This event is a celebration of local businesses, often with a food theme. The library sent seeds from the Seed Library and reached about 200 people.

**May 11: Fishers Frenzy with Thorpe Creek Elementary:** In its second year, the 4<sup>th</sup> graders in small teams from Thorpe Creek Elementary (TCE) visit downtown Fishers in an Amazing Race-Style event in which they solve clues to fill their bingo cards. There were three activities at the Fishers Library this year: make a button in Ignite, find a book in the Youth Services Section, and put a book on the AMH belt to check it in. This involved staff from several departments acting as greeters and activity guides: Sydney, Kris, Chaise, Brad, and Joseph. A HEPL volunteer also assisted in the AMH area, and TCE's media specialist greeted the students. HEPL was able to welcome about 190 students, adult chaperones, and teachers, many of whom had not been to the library since the new entrance had opened a few days before.

- One of the adult chaperones is a manufacturing engineer. She was fascinated by the AMH and asked many questions about how it worked. It was fun to see an adult as excited about the AMH as the students!
- Julia noticed a team in the library very close to their field trip end time and checked in them to be sure they had all their activities done. The adult chaperone replied, "We finished a while ago, but the kids thought the library was so cool that they wanted to come back here until it was time to get on the bus."

**May 13: Fishers Farmers Market:** Anitha, Kris, and John H participated in the Fishers Market, reaching about 243 people. The new Ignite Maker-in-Residence, Addie Hirschten, was also at the market painting peonies.

**May 16: White River Elementary Family Night:** Haley and Julia visited the school for their end-of-the-year celebration. The author and illustrator of Llama Destroys the World had visited the school earlier that year, so the organizers featured llamas from a local farm. Haley and Julia talked with about 146 people at this event and brought a game as well as information about Summer Reading.



**May 17: Fall Creek Junior High Summer Reading Visit:** Rachel went to FCJH to talk about Summer Reading with students on their lunchbreaks. She connected with at least 122 people.

**May 18: Hinkle Creek Elementary Literacy Night:** Brad and Julia participated in this school's literacy night, reaching 109 people. They took seeds, a game, and lots of information about Summer Reading.

**May 19: Cumberland Road Elementary:** Anitha, Brad, and Julia participated in this fun event sponsored by the school's PTO, reaching 195 people.

The event was moved indoors due to rain.



**May 25: Fishers Elementary Convocation:** Allison K gave a presentation about Summer Reading especially tailored to children in grades K-2 at this event, reaching about 275 students.

**May 26: Brooks School Park Visit:** Jane and Julia visited Brooks School Park, connecting with about 173 people. They brought seeds from the Seed Library, an easy game for young children, and an art activity created in collaboration with Ignite Studio. They also brought lots of information about Summer Reading!

## Volunteers

During the month of May, 45 volunteers contributed a total of 224 hours, 54 minutes of volunteer time to the library. Julia received more than 60 new volunteer applications this month, and met with 17 public-facing volunteers as part of the onboarding process.

Much of this month has been spent onboarding volunteers to assist at the Summer Reading Prize Stations and preparing their schedule and training. Chaise and Mel coordinated the pieces with their department, making this a truly collaborative effort.

Several of the new volunteers have told Julia how much they support the library, and stories of how much the library has meant to them. Many are grandparents who recently moved to the area to be close to their grandchildren and volunteered at their previous home libraries. One volunteer, currently a dentistry student at IUPUI, said that the librarians were so kind to him and encouraged his reading when he was a junior high and high school student that he wanted to give back to the library as an adult.

### Programming Highlights

**On the Same Page Book Discussion:** Six people attended the On the Same Page book discussion on May for a discussion of *A Cloud in the Shape of a Girl* by Jean Thompson. The novel followed three generations of women in a university town from the 1940s until modern times. The May selection will be *The Red Thread of Fate* by Lyn Liao Butler.

**True Brew Book Discussion:** Twelve people attended May's True Brue book discussion of *The Man Who Ran Washington: The Life and Times of James Baker III* by Peter Baker Susan Glasser. There are few people in U.S. History who have had more influence than Baker during his service from 1981-1993 in the Reagan and H.W. Bush administrations. We had a fascinating discussion on issues ranging from Baker's influence on the 1988 and 2000 elections to some viewing Baker's desire to get a deal as a form of cynical opportunism rooted in self-aggrandizement over principle while supporters felt this strategy was the foundation for progress in a polarized world.

### Progress on Projects

The Seed Library is always crowded with patrons, but staff members are able to focus on other areas this time of year since all the prep work has already been done. Volunteers from the Hamilton County Master Gardeners keep the seed drawers full with packets and communicate with members of the staff team when needed. The Seed Library has proven itself to be extremely popular again in its 5<sup>th</sup> year; several seed varieties have already run out of stock. We continue to be grateful for the widespread support this initiative receives in our communities.

Brad has organized HEPL volunteers to participate in Serve Noblesville for the second year in a row. On June 21, staff volunteers will help clean up trash along the trails and railroad tracks in Noblesville Parks as well as packing emergency meals for International Disaster Emergency Services (IDES) that get shipped across the world to help with food shortages.

Three of our five AED devices have been installed in the following locations: Main Lobby and Youth Services (Noblesville) and Ignite (Fishers). The remaining two will be installed in the Main Lobby (Fishers) and the Crossroads Discovery Center (Noblesville) when construction is completed. This will ensure that HEPL has an AED device on each floor of our buildings in both locations. In addition, 25 of our Persons in Charge (PIC's) have volunteered to participate in CPR / AED / First Aid training.

HEPL staff reached its goal of collecting 750 items for the Noblesville Township Trustee Office in May. The Trustee Office contacted HEPL as they faced a severe shortage of items in their food pantry and packs for the increasing homeless population in our community. We are grateful for the generosity of staff to sacrifice for others during this unique time of need with increased costs across the board.

Julia participated in the staff focus group for the website redesign on May 4.

Kelsey and Julia met with representatives from The District in Fishers to discuss possible partnerships and outreach opportunities.

## Marketing and Communications

### Departmental Highlights



**All Together Now**  
**SUMMER READING PROGRAM**  
**For All Ages! | June 1 - July 31**  
Pre-register starting May 8 at [hepl.beanstack.org](http://hepl.beanstack.org)

Register early for a chance to win a pair of The Fab Four: The Ultimate Tribute Symphony on the Prairie tickets.



One entry per Summer Reading Program registration between May 8 - 31.

#### Summer Reading Program

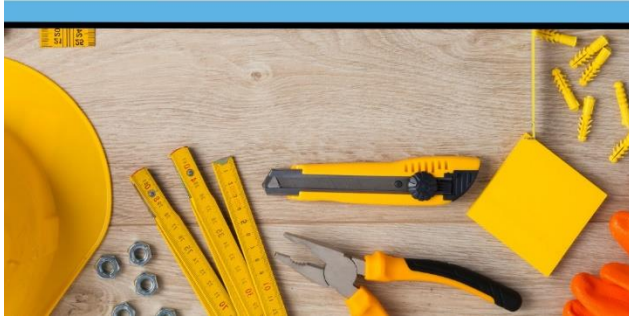
For the month of May, the All Together Now Summer Reading Program was our primary communication goal, as this initiative always brings in large numbers of visitors to the library and to the website. Our registration numbers this year are record high. Similarly, we've already had nearly 2,000 views of the summer reading blog, by far our most viewed blog of the year. To boost early registrations, we included an incentive for a chance to win a pair of The Fab Four: The Ultimate Tribute Symphony on the Prairie tickets for those who registered before June 1.



#### Noblesville Chamber Taste of Business

This month Jane, Kelsey, and John H. participated in the Noblesville Chamber Taste of Business event, where we connected with 200+ visitors to promote library offerings. We brought a portion of the Seed Library with us to offer attendees and they were a hit, as usual! We encouraged registration for our Summer Reading Program, community blood drives, and more. We made many great connections with both visitors and vendors.

## IMPROVING ACCESS, EXPANDING POSSIBILITIES



### Construction FAQs

This month brought the Fishers flip and we were thrilled to welcome patrons in through our new main entrance! The M&C team spent much of April planning and executing communications around this flip to prepare our patrons, followed by fielding questions around these updates in early May. Through this we developed a blog for Fishers construction FAQs to help guide and improve the patron experience. The blog was well received and was our top clicked link in the news and second most read blog of the month.



### Arab Indianapolis Media Coverage

HEPL's Arab Indianapolis program received media coverage through the Hamilton County Reporter and WISH-TV. Kelsey collaborated with Danielle A., Amy W., and Noor H. to provide the Reporter with information on the program.

### Bright Ideas eNewsletter

In May 2023, HEPL'S Bright Ideas eNewsletter was delivered to 67,841 subscribers, with an open rate of 43.1%, with a click rate of 9.6%. Additional eblasts sent out include: All Together Now for Summer Reading! (open rate of 44.6%).

Top 5 links clicked in May 2023 *Bright Ideas*:

1. [Fishers Renovations FAQs blog](#): 1216
2. [Summer Reading Program blog](#): 473
3. [Herb Gardening](#): 407
4. [Hedgehog Hannah](#): 357
5. [Family Movie: Encanto](#): 301

Top 5 links clicked in summer reading program eblast:

1. [Beanstack](#): 1738
2. [Events Calendar](#): 784
3. [Summer Reading Program blog](#): 256
4. [HEPL website](#): 235
5. [Ignite website](#): 134

In May, we officially switched to Patron Point for email marketing, and it resulted in a big spike in our website visits on May 16, which is when we distributed the first monthly newsletter through Patron Point. We also saw a smaller spike on May 10 which is when we promoted the summer reading program on social media and sent out the summer reading eblast. The switch to Patron Point has tripled our newsletter subscriber numbers, now going out to over 60,000 patrons. Our May newsletter got almost a 10% click rate, which is much higher than the 2 or 3% click rate we were getting with Get Response. Together, all links pointing to the summer reading blog or Beanstack in our emails received over 2,000 clicks over the course of the month.

This month, Jane started drafting the welcome email campaign messages for our email marketing strategy on Patron Point and emailed key stakeholders for input. Jane also updated our 2023 enews strategy document to align with our new provider, Patron Point.

Jane created content and graphics in Patron Point for the May edition of *Bright Ideas* and for a Summer Reading Program eblast. Highlights included summer reading program, Fishers renovations FAQs, HEPL on the Move, Visit Hamilton County Libraries Beanstack challenge, May library story for The Library Is For Everyone campaign, community blood drives, Book Dragon Box, Foam Happy Foam Party, Mental Health Awareness Month, Puzzle Swap, Ignite Maker-in-Residence classes, Ignite Shadow Boxes program, All Together Now Artist Reception, and Ignite Drop-In projects.

## HEPL Website and Blogs

In May, we had 30,081 website users and 62,258 sessions. Additionally, the website had 159,728 page views, with 69.8% being new visitors.

Our website analytics show that we are up 17% for number of website users and up 14% in page views for the overall website, compared to last month. The average time on a blog page increased by over 70% compared to last month, with visitors spending over 4 minutes on a blog page.

Website redesign update: Kelsey and Jane worked with Valory Myers, the focus group consultant from InAct, and Iconic Digital to assist with the staff website redesign focus group. Jane, Kelsey, and John H. met with Iconic Digital to get a progress update on the website redesign and review website strategy and focus group results. Jane, Kelsey, and John H. and other library staff met with Iconic Digital for the homepage wireframing and Ignite homepage wireframing workshops. We're still on target to complete the website redesign project by the end of this year.

Top 5 blog posts and views in May:

1. [Summer Reading Program 2023: All Together Now](#): 1,911
2. [Construction News: Fishers Renovations FAQs](#): 246
3. [Age Appropriate Libby and Hoopla Filters](#): 233



4. [Seed Library 2023](#): 188
5. [Visit the Hamilton County Libraries Beanstack Challenge](#): 111

Jane continued to coordinate The Library Is For Everyone: Telling Our Stories campaign on the HEPL blog. The [May blog](#) was viewed 72 times. The construction news and seed library blogs continue to be popular, but we were pleasantly surprised to see the Visit Hamilton County Libraries Beanstack Challenge blog also in the top 5 for blogs viewed this month.

The full lineup of May blogs included: The Library Is a Haven (May Library Story), You're Invited to Celebrate Asian American and Pacific Islander Heritage Month with HEPL!, What's Cooking @ HEPL: Ep.14, Summer Reading Program 2023: All Together Now, Visit the Hamilton County Libraries Beanstack Challenge, HEPL on the Move: All Together Now, A Virtual Tour of the Indiana Room, Construction News: Fishers Renovations FAQs, Ignite Studio: Q&A With Maker-in-Residence Addie Hirschten, The Most Famous Person from Hamilton County (Pride Month), 2023 Indiana Book Awards

## Social Media Spotlight

May was a big month for Facebook. We had 5,398 page visits, an increase of +96.8% from April! Our page reach was up +15,057, post reach was up +14,926 and post engagement was up +6,038. Other highlights in May include: Twitter had 18.4K impressions (+34.4%), Instagram had 38 new followers, LinkedIn had 156 (+11) pageviews, an YouTube had a watch time of 100.9 hours (+35.2) and 2.7K views (+1,100).

Our new main entrance at Fishers opened and the post reached over 19,000 people on Facebook. This post was one of the highest-reached posts across all our social platforms. Posts that deal with the personal side of the library or photos from activities/programs have consistently done well and Katherine hopes to continue increasing these types of posts.

Beginning May 8th our Summer Reading Program preregistration began. We began promoting on social starting May 10th. We received a positive response to the preregistration prize of Symphony on the Prairie tickets at Conner Prairie. As of May 31st, we had over 3,200 registrants, almost the same number of total registrants as last year!

Top 5 Performing Posts in May:

1. 19.5K - Fishers New Entrance posted on 5/8
2. 7.3K - Fishers Closure posted on 5/20
3. 4.5K - Fishers Temp. Quiet Work Space posted on 5/11
4. 3.2K - SRP Preregistration Begins blog posted on 5/10
5. 3.0K - Wednesday Meme posted on 5/17

Katherine's progress on projects for social media this month included planning content for May with Kelsey; she planned, filmed, and edited reels for Instagram and Facebook working with Jared and Sydney in Ignite; planned, filmed, and edited a reel for Instagram and Facebook working with Sydney in Ignite; worked with Jackie to schedule reel filming for Ignite Drop In's; worked with Kelsey on photos and wording for NOB Chamber Taste of Business; took photos of the new Fishers main entrance to post on social; began promoting early registration for Summer Reading Program; used data to drive best time for posting, and researched trends to use for reels; continued implementing a new social strategy based on current best practices; worked with Kelsey on responses to our social media inboxes and comments.

## Social Media Pictures

**City of Noblesville, Ind.**  
2d · 🌐

Members of the Noblesville Mayor's Youth Council have created an herb garden and art display in the South Alley of downtown Noblesville. The garden includes mint, basil and oregano, which are free for public use.

"I love spending time with our future leaders and the energy and love they have for Noblesville," said Mayor Chris Jensen. "I want to thank Tyler Ashby for his leadership on this project, and all of the youth council members who have worked to leave a lasting impact... See more

**WISH-TV**  
2h · 🌐

In April, Hamilton East Public Library held a screening of Arab Indianapolis: A Hidden History. Now, the documentary has been nominated for five regional Emmy awards.

Today, there are nearly 30,000 Arab Hoosiers, with approximately 3,200 living in Hamilton County, [The Hamilton County Reporter Newspaper](#) says.

WISHTV.COM  
**Arab Hoosiers' hidden history uncovered in documentary screened at HEPL Fishers**

**Hailey Fuller** · 2nd  
Business Development Manager | Sales Professional | Relationship Builder  
1h · 🌐

Huge thanks to the [Noblesville Chamber of Commerce](#) for the opportunity to help the community! And a second thanks to [Hamilton East Public Library](#) for providing free books for those who are donating! A pleasant surprise.

If you're able to donate blood today, head over to the noblesville library. They have plenty of availability today.

#WinDaily #donation #community

**Fishers Indiana Government**  
1d · 🌐

Share the story of Fishers with future residents by writing a letter to be included in our community time capsule, scheduled to be opened in 2073! We have partnered with [Towne Post Network](#) for this community time capsule to be displayed in the new Arts & Municipal Complex. Send your letters to 3 Municipal Drive, Fishers, IN 46038 or find out where you can deliver your letter here: <https://bit.ly/3driCoe>  
[Hamilton East Public Library](#)

2      5 shares

## Significant Promotions

Summer Reading Program, Fishers renovations FAQs, HEPL on the Move, Visit Hamilton County Libraries Beanstack challenge, May library story for The Library Is For Everyone campaign, community blood

drives, Book Dragon Box, Foam Happy Foam Party, Mental Health Awareness Month, Puzzle Swap, Ignite Maker-in-Residence classes, All Together Now Artist Reception, and more.

*Among the other significant HEPL promotions that the team supported this month were:*

Asian American Pacific Islander Month, Fishers Entrance Opening, Maker-In-Residence Abstract Painting Class, Library is for Everyone, What's Cooking at HEPL, Summer Reading Preregistration, NOB Taste of Business, Fishers Temp. Study Room, Storytime with a Dentist, Sip and Study, Ignite Drop In, Summer Kickoff party, Friendship Extravaganza, Shadow Boxes, June Computer Classes, June MiR Classes, and June Program Highlight

## July Preview

Here's a taste of what's coming up at HEPL in the month of July! For more information and even more events, check out the Library's Discover Guide or the online Events calendar.

### Youth Services Preview

#### July Displays:

- Independence Day
- Community Art
- Kindness Matters
- Summer Sports
- Picnics

#### Featured Programs for Kids:

Hedgehog Hannah | Saturday, July 1<sup>st</sup>, 3:30-4:30pm | Noblesville Library

- Get up close to some pretty spectacular animals! Paul from Hedgehog Hannah will be here to educate us on some cute, some weird, and some possibly creepy critters!

Bubble Party | Tuesday, July 11<sup>th</sup>, 11am-12pm | Noblesville Library

- Come and have a bubbling good time at our Bubble Party! Bubbles big and small, bubble art, and bubble fun!

Reaction Contraptions | Thursday, July 20<sup>th</sup>, 2-3:30pm | Fishers Library

- Work with a group to create a Chain Reaction Contraption or Rube Goldberg Machine. We will use marbles, balls, dominoes, cars, levers, and other simple machine techniques to make a complicated machine to accomplish a specific goal.

#### Featured Programs for Teens:

Life Skills: Plumbing is Like LEGOs featuring Handy Mandy | Mon. 7/17 6pm | Noblesville

- Local handywoman, Handy Mandy, makes a sometimes gross job fun, entertaining, and easy to understand. Come learn some basics and discover for yourself the weird and wonderful world of plumbing! Handy Mandy's presentation will include some time for questions, so come prepared for discussion.

Fireside Frights | Tues. 7/25, 6pm | Ritchey Woods

- What's summer without a bonfire night? And what's a bonfire night without a spooky story or two? Join us at Ritchey Woods (**10410 Hague Rd, Fishers**) to toast some s'mores and read some short stories around the campfire.

## Public Services Preview

### Program Highlights

#### Computers and Tech:

- July 6: Introduction to Computers | 1-2:30pm | NOB
- July 6: Save It/Find It | 2-3pm | FIS
- July 10: Excel Part 1 | 2-4pm | FIS
- July 10: Intro to Graphic Design Using Canva | 3:30-4:30pm | NOB
- July 17: Excel Part 2 | 2-4pm | FIS

July 15: Human Library | 1-4pm | FIS

July 22: Community Board Game Day with Who's Yer Gamers | 1-5pm | NOB

July 29: Houseplant Swap | 2-4pm | FIS

### Displays

- Independence Day
- Disability Pride Month
- Visit National Parks
- Beach Reads
- National Grilling Month

## Experiential Learning Preview

### Programs in Ignite:

- Drop-in Activities:
  - Community Puzzle (July 1-31)
- Featured Classes/Events
  - Shadow Boxes with Teaching Artist Warren Beal (June 3)
  - Maker-in-Residence
    - Learn How to Draw A Landscape (July 1)
    - Abstract Painting Workshop (July 5, 9, 11, )
    - Kamishiba Storytelling (July 8)
    - Open Studio (July 8, 20, 25, 29)
    - Paper Puppet Workshop (July 12)
    - Learn How to Paint and Draw Flowers (July 25)
    - Abstract Color Harmony Painting Workshop (July 29)
  - Sew Perfect with Teaching Arts Tania Wineglass (July 22)
  -

### Programs in the Indiana Room:

- Quaker Genealogy (July 15)
- Taste of History: Noblesville Dining Establishments (July 18)

## Bicentennial Preview

The Bicentennial will be highlighting Noblesville Township in July, home of the county seat, which has 10 events, plus the city of Noblesville will host various events, plus the Bicentennial will be featured in all of Hamilton County's five 4<sup>th</sup> of July parades!

#### July HEPL on the Move Highlights

- July 1 Fishers Farmer's Market with Addie Hirschten our Maker in Residence
- July 5 New StoryWalk reveal at Flat Fork Creek park
- July 11 Fishers AgriPark
- July 22 Back to School Fair at Hamilton County Sports Complex
- July 24 SPARK! Fishers
- July 28 Noblesville Back to School Bash

# HEPL Proposal

## Abstract

The following is a proposal by Hamilton East Public Library (HEPL) to build the Caregiver Resource Collection (CRC). This collection provides adults and children with resources which assist in youth development. The children's section is the appropriate home location for this collection because it is the most convenient space for adults to browse with their children. The collection is comprised of three subsections, including: teaching resources, caregiver resources, and books to share with children. Examples of materials expected to be housed in the subsections are found below. The staff has also outlined the internal procedure which will be used for modifying existing materials into the CRC, searching for such materials in the catalog, selecting new materials in this area, and maintaining these titles on an ongoing basis.

## Collection Statement

The HEPL Caregiver Resource Collection supports parents, caregivers, and teachers with curated materials to aid the development, education, and well-being of children. This collection, located within our Children's sections, facilitates easy browsing of materials for adults to share with children and enrich/supplement their education. The collection has three sub-sections:

1) Teaching resources: Summer Bridge activity books; Workbooks for PreK-8<sup>th</sup> grade on Literacy, Science, Math, Social Studies; Curriculum specific instructional texts; Reproducible content to support instruction in home or school classrooms; Selected Homeschool curriculum guides; Classroom management techniques.

2) Caregiver resources: Child development; Early literacy; Activity guides; Parenting support.

3) Books to share with children: Picture books, early readers, juvenile nonfiction, and audiovisual materials on sensitive subjects and life experiences, intended to be shared between child and caregiver.

Topics include:

- New siblings
- Human development and reproduction
- Potty training
- Emotions
- Starting school
- Manners
- Personal safety and addiction
- Death

A title may also be identified by the presence of a parent's guide in the contents of the item, as this would indicate the item is intended to be read alongside a child.

Implementation process (Phases may take place concurrently as staffing allows):

**Phase 1: Prepare internal systems for a new collection** (150 staff hours, 2-3 weeks depending on existing project load)

First, staff will create new item types and home locations, both for the online catalog. For the physical items, we will purchase spine labels to delineate clearly between items intended for teachers and those intended for caregivers. Finally, we will relocate the existing Teaching Resource collection into the area.

**Phase 2: Select youth materials from the existing collection** (520 staff hours, 8-10 weeks depending on existing project load)

The Youth Materials Selector and Youth Staff will select existing youth materials to be moved into the Caregiver Resource Collection. Materials can include Picture Books, I Can Reads, Juvenile Non-Fiction or Juvenile DVDs. All copies of a juvenile title selected for the CRC will be housed in the section with none remaining on the Children's shelves. Collection Services staff will edit and relabel these items accordingly. Each title will be shelved by topic according to the Dewey Decimal System and interfiled with materials for adults on the same subject.

**Phase 3: Curate adult-level materials** (80 staff hours, 4-5 weeks depending on existing project load and external processing changes from our vendor)

The Adult Materials Selector and Youth Materials Selector will work together to build this collection. Materials intended for adults may be duplicated in the CRC and the corresponding Dewey range in the General collection. The collection will contain titles related to the ages and stages of child development.

**Phase 4: Selection & Maintenance** (ongoing after completion)

This ongoing work involves continually adding new titles to the CRC, as well as withdrawing items that are damaged or no longer relevant. Withdrawing items will be done by examining the quality of items if they are flagged upon return or by reports designed to find items which no longer circulate. These processes are standard library practice and are consistent with work established in other collections of the library.

The Youth Materials Selector will continue to purchase Teaching Resources, as well as flag juvenile titles for this collection based on their primary subjects. Cataloging and Processing staff can also watch for titles that may need to be relocated. Selection and purchase of adult audience titles for the Caregiver collection will be shared between the YM and Adult Materials selector. Beginning in 2024, HEPL will allocate funds from both YS and Adult print budgets to purchase new materials.

[How to find materials in this section](#)

- 1) Filter an open search by Item Type
- 2) Filter an open search by Home Location
- 3) Search by topic, title, author, keyword and browse results across all collections.

# CAREGIVER RESOURCE COLLECTION

HAMILTON EAST PUBLIC LIBRARY PROPOSAL-  
JUNE 2023







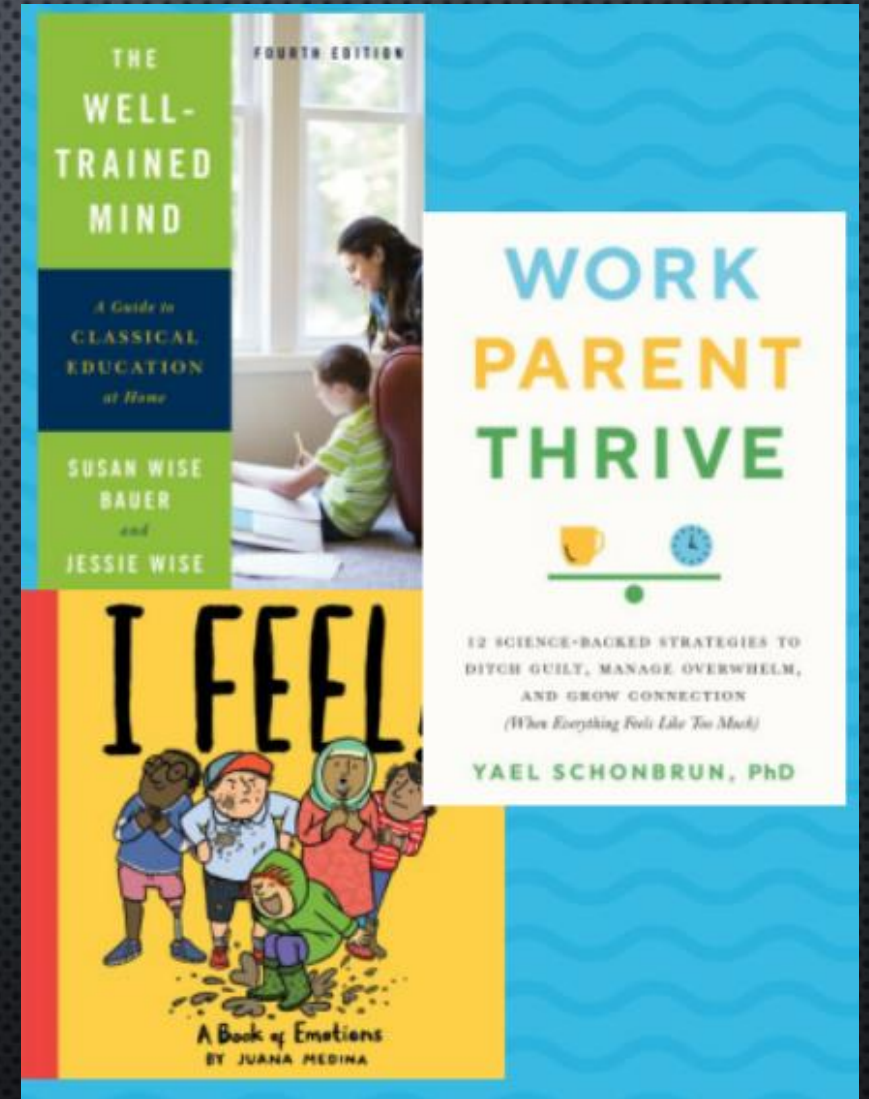
# COLLECTION STATEMENT

The HEPL Caregiver Resource Collection supports parents, caregivers, and teachers with curated materials to aid the development, education, and well-being of children. This collection, located within our Children's sections, facilitates easy browsing of materials for adults to share with children and enrich/supplement their education.

TEACHING RESOURCES

CAREGIVER RESOURCES

MATERIALS TO SHARE WITH  
CHILDREN



## IMPLEMENTATION

Phase 1

Prepare internal systems for a new collection



Phase 2

Select youth materials from existing collection



Phase 3

Curate adult-level materials



Phase 4

Ongoing selection & maintenance

Everything  All Fields   [Advanced Search](#)

Limit Search Results

Narrowed by:

- Material Type: Teaching re...
- Library: Noblesville Library
- Author: Parsons, Judith N.,...

Audience

Children's (270)

Author

- Schmidt, Stanley F. (... (28)
- Shell Education (Firm) (18)
- Hall, Nancy M., 1944- (13)
- Price, Rena. (9)
- Bauer, Susan Wise. (8)

[More](#)  
[View All](#)

Subject

- Mathematics -- Proble... (30)
- Home schooling -- Un... (27)
- Creative activities and... (21)
- Mathematics -- Study ... (14)
- Phonetics -- Study an... (14)

270 Results Found

1 2 3 4 5 ... 23

1. **A teacher's top secret : mission accomplished**  
by Tabb, LaNesha.   
**Call Number** J TEACHING RES 371.1024 TAB 2022  
**Publication Date** 2022  
**Format:** Books  
**ISBN** 9781956306286  
**Hold:** 0

Library	Call Number	Material Type	Status
Fishers Public Library	J TEACHING RES 371.1024 TAB 2022	Teaching Resource	On the shelf - Youth area
Noblesville Public Library	J TEACHING RES 371.1024 TAB 2022	Teaching Resource	On the shelf - Youth area

2. **The commonsense guide to your classroom library : building a collection that inspires, engages, and challenges readers**  
by Miller, Donalyn.   
**Call Number** J TEACH RES 025.2 MIL 2022  
**Publication Date** 2022  
**Format:** Books  
**ISBN** 9781328775184

HOW TO FIND THESE MATERIALS

QUESTIONS?

Title	Outcome	Reason
A Brief History of the Fourth Pennsylvania Veteran Cavalry	ILL	This for a loan request, not a purchase (1891 Title)
Ancestors of American Presidents	ILL	Not available from primary vendors and expensive.
ATI TEAS study manual : for the Test of Essential Academic Skills	ILL	Textbook; Outside of public library's scope
Because I'm worth it : a Gossip Girl novel	ILL	Older series, hard to obtain
Before European hegemony : the world system A.D. 1250-1350	ILL	1989 edition
Bemelmans: The Life and Art of Madeline's Creator	ILL	Out of Print
Beware this boy	ILL	Backordered on primary vendor; only available elsewhere through third-party vendors
Birdhouse	ILL	Only available for purchase through third-party vendors
Broken arrow	ILL	Only available for purchase through third-party vendors
Broken on the back row : a journey through grace and forgiveness - Patty, Sandi, 1956-	ILL	Backordered on primary vendor; only available elsewhere through third-party vendors
Collagen Cure	ILL	Limited Purchase Availability
Cullotta : the life of a Chicago criminal, Las Vegas Mobster, and government witness	ILL	Backordered on primary vendor; only available elsewhere through third-party vendors
Death in the Long Grass	ILL	Item requested as an ILL (1977)
Eucharistic miracles and eucharistic phenomena in the lives of the	ILL	Item requested as an ILL (1987)
Fat Loss Forever	ILL	Not available from primary vendors and expensive.
Flash, Crash, Rumble and Roll	ILL	Item requested as an ILL
Growing up under the swastika : why Hitler wanted this girl	ILL	Out of Print
Growing up under the swastika : why Hitler wanted this girl	ILL	Out of Print
History of a Cavalry Company: A Complete Record of Co. A, 4th Pennsylvania Cavalry	ILL	This for a loan request, not a purchase (1870 Title)
History of Company K of the 140th Regiment Pennsylvania	ILL	This for a loan request, not a purchase (1906 title)
history of knox county kentucky	ILL	Local interest (KY); not available for purchase
History of the Eleventh Pennsylvania Cavalry	ILL-UNFILL	Specific title not found, need clarification from requestor.
History of the Nineteenth Regiment Massachusetts Volunteer	ILL	This for a loan request, not a purchase (1906 title)
History of the One Hundred and Fortieth Regiment Pennsylvania Volunteers	ILL	This for a loan request, not a purchase (1912 title)
Homeybee	ILL	Not available from primary vendor; popular in Australia, less availability in the US
Hudson Taylor	ILL	Limited Purchase Availability
Illuminations: Stories	ILL	Ill and Ordered for collection to meet demand

Introductory chemistry	ILL	Out of Print
Listen to This: Miles Davis and Bitches Brew	ILL	Backordered- but available from local university.
Manila espionage	ILL	Item requested as an ILL (1947)
No bad parts	ILL	Patron had a conversation with staff and specifically requested an ILL
NO GRID Survival Projects	ILL	Self-published; Not available from primary vendors
One Good Regiment: The Thirteenth Pennsylvania Cavalry 1861-	ILL	This for a loan request, not a purchase
Practical Guide To Swedish Church Records for Genealogy and Family History	ILL	Limited Purchase Availability
Rangers in World War II	ILL	Limited Purchase Availability
Rethinking Columbus: The Next 500 Years 2nd Edition	ILL	Limited Purchase Availability
Seeking Safety A Treatment Manual for PTSD and Substance Abuse	ILL	Limited Purchase Availability
Society as a department store : critical reflections on the liberal	ILL	Limited Availability and Expensive
Surviving the Fatherland : a true coming-of-age love story set in WWII Germany	ILL	Item requested as an ILL
Table Manners For Tigers	NOTORDERED	UK-published only; not available for purchase or ILL
TEAS Nursing Study Guide Full Study Manual and Practice Questions for the ATI Test of Essential Academic Skills, Version 7	ILL	Very specific test prep
The baby thief	ILL	Out of print; only available for purchase through third-party vendors
The Chamber	ILL	Mistaken author name led to ILL as opposed to purchase
The Civil War Notebook of Daniel Chisholm: A Chronicle of Daily Life in the Union Army 1861-1865	ILL	This for a loan request, not a purchase
The Earliest Americans	ILL	Out of Print
The Essential Krav Maga	ILL	Out of Print
The G.I. (Glycemic Index) Diet	ILL	Out of Print; dated content; requested specifically as ILL
The Great Alone	ILL	Out of Print for Large Print format
The healing kitchen : 175+ quick & easy Paleo recipes to help you	ILL	Item requested as an ILL
The Nightingale	ILL	Out of Print for Large Print format
The Shadows in the Street	ILL	Limited Purchase Availability
The Story of Our Regiment: A History of the 148th Pennsylvania Volunteers	ILL	This for a loan request, not a purchase (1904)
The Story of the 116th Regiment Pennsylvania Volunteers in the War of the Rebellion: The Record of a Gallant Command	ILL	This for a loan request, not a purchase (1899)



The Various Haunts of Men	ILL	Limited Purchase Availability
Torch Song Trilogy	ILL	Lack of English versions available for purchase; none outside of third-party vendors
Treating Adult Survivors of Childhood Emotional Abuse and Neglect: Component-Based Psychotherapy 1st Edition	ILL	Very specific instructional guide
X-Men : the age of Apocalypse. Vol. 1, Alpha	ILL	Limited Purchase Availability

Fiction relocated to General (YA) - to date 6/14/23

Title	Author
Red Hood	Arnold
Forever	Blume
A Scatter of Light	Lo
The Female of the Species	McGinnis
Ramona Blue	Murphy
Breathless	Niven
Breathless (Audio)	Niven
Beautiful	Reed
Scattered Showers	Rowell
I Miss you, I hate this	Saedi
And They Lived	Salvatore
Concrete Rose	Thomas
Concrete Rose (Audio)	Thomas
He Must Like You	Younge-Ullman
Adachi Shimamura Novel 3	Iruma
Adachi Shimamura Novel 4	Iruma
Adachi Shimamura Novel 6	Iruma
Adachi Shimamura Novel 7	Iruma
Adachi Shimamura Novel 9	Iruma
Adachi Shimamura Novel 10	Iruma
If He Had Been With me	Nowlin
With the Fire On High (Audio)	Acevedo
With the Fire On High	Acevedo
Smoke in the Sun	Ahdieh
The Beautiful	Ahdieh
The Damned	Ahdieh
Flame in the Mist	Ahdieh
The Righteous	Ahdieh
Crooked Kingdom	Bardugo
Six of Crows	Bardugo
Ruin and Rising	Bardugo
Chain of Thorns	Clare
The Thousandth Floor	McGee
The Towering Sky	McGee
The Dazzling Heights	McGee
Be Not Far From Me	McGinnis
More Happy Than Not	Silvera
Namesake	Young
A Torch against the night (Audio)	Tahir
The Absolutely True Diary of a Part-Time Indian	Alexie
All Out	Mitchell
American Street	Zoboi
Between Shades of Gray	Sepetys

The Black Flamingo	Atta
Boy Toy	Lyga
The Brilliant Death	Capetta
Bull	Elliott
The Chandler Legacies	Nazemian
Charming as a Verb	Philippe
Cold	Tamaki
Crank	Hopkins
A Curse of Roses	Pinguicha
Defy Me	Mafi
Destination Anywhere	Barnard
Dig	King
The Everything I have Lost	Aguilar
The Fault in our Stars	Green
The Gilded Wolves	Chokshi
Halo	Adornetto
He Said, She Said	Alexander
How it all Blew Up	Ahmadi
The Hunger Between Us	Scott
I'm the Girl	Summers
Icebreaker	Graziadei
Infinite Risk	Aguirre
Iron River	Acosta
Juliet Takes a Breath	Rivera
Kate in Waiting	Albertalli
Kingdom of Souls	Barron
Kiss & Tell	Khorram
Last Chance Books	Rodkey
The Librarian of Auschwitz	Iturbe
Light it up	Magoon
A Little Bit Country	Kennedy
Looking for Alaska	Green
Loveless	Oseman
The Mirror Season	McLemore
More Than Just a Pretty Face	Masood
Mortal Danger	Aguirre
Muse of Nightmares	Taylor
Not Here to be Liked	Quach
Off the Record	Garrett
On the Subject of Unmentionable Things	Walton
Permanant Record	Choi
The Poet X	Acevedo
Private Label	Yang
Public Enemies	Aguirre
Pulp	Talley
Ready When You Are	Lonesborough
Reaper of Souls	Barron

Rose Under Fire	Wein
Ruin and Rising	Bardugo
Salt to the Sea	Sepetys
Siege and Storm	Bardugo
The Silvered Serpents	Chokshi
Simon vs the Homo Sapiens Agenda	Albertalli
Sold	McCormick
Some Other Now	Everett
Speak	Anderson
The Storm of Life	Capetta
Tess of the Road	Hartman
That Night	Balog
That Way Madness Lies	Adler
Things We Couldn't Say	Coles
Tonight We Rule the World	Smedley
A Torch Against the Night	Tahir
Under Shifting Stars	Latos
Unravel Me	Mafi
The Upside of Falling	Light
What if it's Us	Albertalli
Wraithwood	Roat
You Say it First	Cotugno
You'd Be Home Now	Glasgow
How the King of Elfhome Learned to Hate Stories (a	Black
The Poet X (audio)	Acevedo
Salt to the Sea (audio)	Sepetys
Simon vs the Homo Sapiens Agenda (audio)	Albertalli
The Fault in our Stars (audio)	Green
Between Shades of Gray (audio)	Sepetys
Looking for Alaska (audio)	Green

Graphic Novels relocated to General (YA) - to date 6/14/23	
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Title or Series Title	Author
Summer Spirit	Holleville

## Manga relocated to General (YA) - to date 6/14/23

Series Title	Volumes
Adachi & Shimamura series	2
Afro Samurai	1
After Hours series	3
Afterschool Charisma series	10
Akame ga Kill series	15
Akira	1
Alice in the Country of Hearts series	3
The Apothecary Diaries series	6
Asadora series	5
Assassination Classroom series	21
Attack on Titan series	57
Bakuman series	20
Beastars series	15
Black Butler series	26
Blue Exorcist series	27
Blue Flag series	8
Blue Lock series	
Blue Period series	7
B.O.D.Y. series	3
Boys run the riot series	4
A Bride's Story series	3
Bungo Stray Dogs series	17
The Case Study of Vanitas series	5
Cat Paradise series	5
Chainsaw Man series	
Children of the Whales series	20
Crown of Love series	3
Death Note series	13
Delicious in dungeon series	10
Devil's Line series	14
Emma series	6
Failed Princess series	5
Fate/zero series	8
Fire Force series	23
Flame of Recca series	4
Flower of life series	3
Fly me to the Moon series	3
Food Wars series	36
The Gentlemen's alliance series	11
Hana & Hina: After School	2
Hana-Kimi series	19
Hunter x hunter series	34
I want to be a wall series	
If I could reach you series	7
Immortal hounds series	5

Inubaka series	16
InuYasha series	17
Jujutsu kaisen series	17
K-On series	5
Kaguya-sama series	14
Laid-back camp	7
Library Wars series	15
Line	1
Magical Girl Apocalypse series	16
Mao series	8
Mobile suit Gundam Thunderbolt series	14
Monkey High series	8
My Special one	
Neon Genesis Evangelion series	3
Not your idiot	2
Othello series	3
Parasyte	1
Pluto series	2
The Promised neverland series	20
Beyond the promised neverland	
Pumpkin scissors series	2
The Quitessential Quituplets series	6
Revolutionary Girl Utena series	5
School-live series	12
The Seven Deadly Sins series	41
Four Knights of the Apocalypse series	5
Shadow Star series	3
Shaman warrior series	2
So Cute it Hurts series	
Solanin	1
Soul Eater series	25
Soul Eater not series	5
Spoof on Titan	2
Spy x Family series	8
Stepping on roses series	2
Summertime rendering series	
Sweet Blue Flowers series	4
Sword Art online Progressive series	7
Thus spoke Rohan Kishibe series	
Time Lag	1
Uzumaki	1
Vampire Knight series	18
Vampire Knight memories series	6
We Were There series	3
Whisper me a love song series	5
Yggdrasil series	2
	825

The Golden Sheep series	6
Kaiju no.8 series	4
Keep your hands off Eizouken series	3
Kuroko's basketball series	12
Mobile suit Gundam: the origin series	4
The Ancient Magus' Bride	9
Kamisama Kiss	25
The King's Beast	4
Trigun	1
The Young Master's Revenge	4
	72
Dark Gathering	1
Girls' Last Tour	4
Haikyu	45
Kaiju Girl Carmelise	5
Komi Can't Communicate	18
Yoshi no Zuikara	3
Your Name	2
Yowamushi Pedal	9
Yuyu Hakusho	3
	90



Collection Review Project progress update 6/15/23

June 8-14 Totals to date

Titles reviewed retained in High School Collection	<b>33</b>	296
Titles reviewed relocated to General Collection	<b>65</b>	1157
Titles vetted through e-resources	<b>183</b>	302
<b>Total Titles reviewed and vetted</b>	<b>281</b>	3069
<b>Total copies edited</b>	<b>149</b>	2865
<b>% of project remaining</b>	<b>72.40%</b>	<b>72.40%</b>

Number of non-temporary staff hours spent on review	<b>41.5</b>	420
Number of non-temporary staff hours spent on retroactive processing	<b>16</b>	161
Total non-temporary staff hours	<b>57.5</b>	581

Number of temporary Collection Development Assistants (CDA)	<b>7</b>	7
Number of temporary CDA hours spent on review	<b>73.5</b>	484.15

## Collection Review Project Update 6/2/2023, rev. 6/15/2023

The Temporary Collection Development Assistant position was designated as part-time and advertised with a range of 10-20 hours per person/per week. 10 hours is the minimum and we have some readers averaging higher than that. We have the capacity to hire additional readers and are confident in our process of hiring and training. As of 6/15, we have begun interviews for an additional 9 candidates.

In addition to increasing the number of reader hours, we are also making the following changes to our process (with a goal of 90% accuracy) that will reduce the number of titles that need to be fully read:

1. We have identified that the maximum number of High School level titles that may be vetted against Junior Library Guild is 2,155. We will prioritize vetting these titles first as we move through High School Fiction.
2. Based on our review process to date, we have updated our mapping of Junior Library Guild's Potentially Sensitive Areas to assign titles with 'Mild Sexual Content' to the High School collection without full review.
3. By the date of the Board meeting we will have completed the vetting of all titles in the High School collection that are reviewed on [booklooks.org](http://booklooks.org). We can continue to reference this site for future books orders, however the number available there is limited.
4. We have removed Middle School collections from the review process. The work to identify materials for a separate Middle School collection – as reflected in our collection statement- aligns these titles with the updated Collection Development Policy and we are confident that this collection contains very little, if any at all, material in conflict with the CDP. Taking this step reduced the number of titles to be vetted or read by 1,314.
5. Updated the total titles and copies number to reflect items removed for damage, loss or routine maintenance weeding. These collections have remained available to the public during the review process. As a result, many items have been removed through routine processes. We had intended to 'catch up' this number at the end of the process, but we can update more frequently. This DISCARD reporting beginning in June will make this more obvious as well.

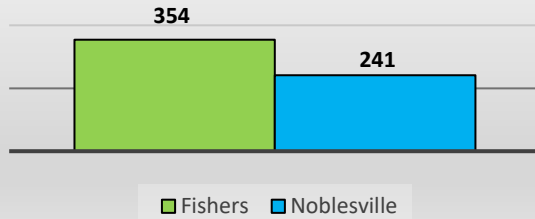
Factoring in completed items, any loss, damage or weeding, and the exclusion of the middle school collections, gives us updated collection size numbers that are reflected in the progress report spreadsheet. This provides a more accurate picture of the number of items left to review.

### Ebook versions

Approximately 1,300 YA Fiction titles in our print collections are also available in ebook format from Overdrive. Some Graphic Fiction and Manga are also available as ebooks, however, the search functionality is not the same on illustrated works and keyword searching is not possible for these items.

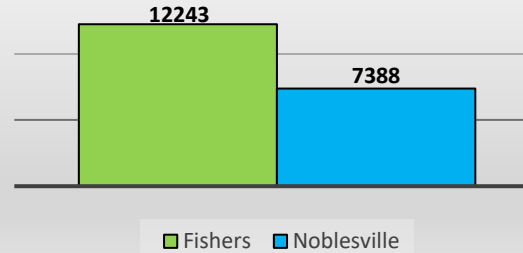
The hoopla collection is largely different from our print collections and a count of replicated titles is not easily available. We could add hoopla availability as one of our vetting tools, keeping in mind that the search function only applies to novels and not illustrated works. In addition, the hoopla platform is pay per circ, so we would be charged for each title we accessed. We do not recommend using hoopla for this due to the limited utility of the information vs cost of access.

### HEPL Card Registrations



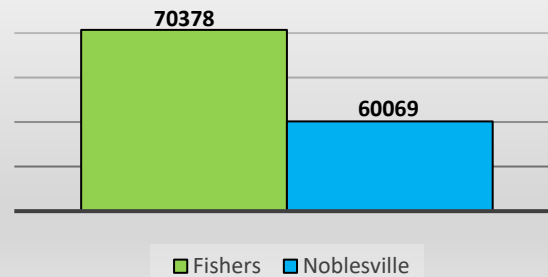
Over 19 users per day registered for a library card in May.

### Active Users



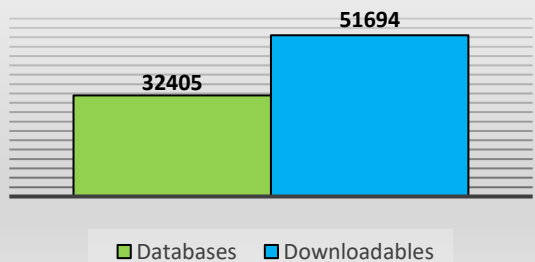
Active users are patrons who have borrowed physical/downloadable materials or accessed a database during the month.

### Materials Circulation



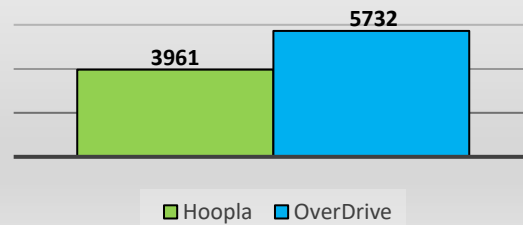
Physical material circulation fell ~.5 % from May 2022.

### Electronic Resource Usage



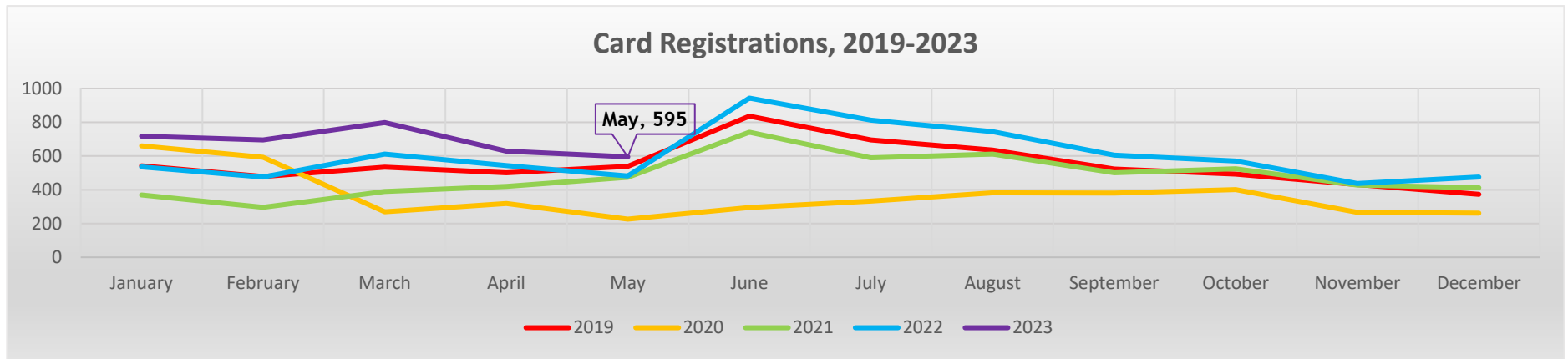
Downloadable usage rose ~19.1 from May 2022. Database usage fell ~33.8% for the same time period.

### Hoopla and OverDrive Unique Users

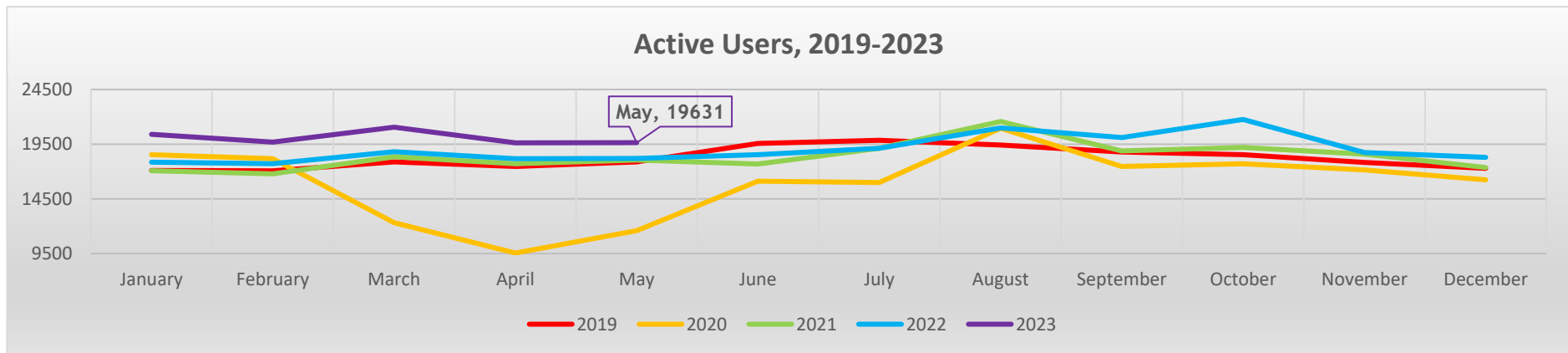


Hoopla and OverDrive unique users rose 13.2% from May 2022.

## MAY 2023 SNAPSHOT STATISTICS

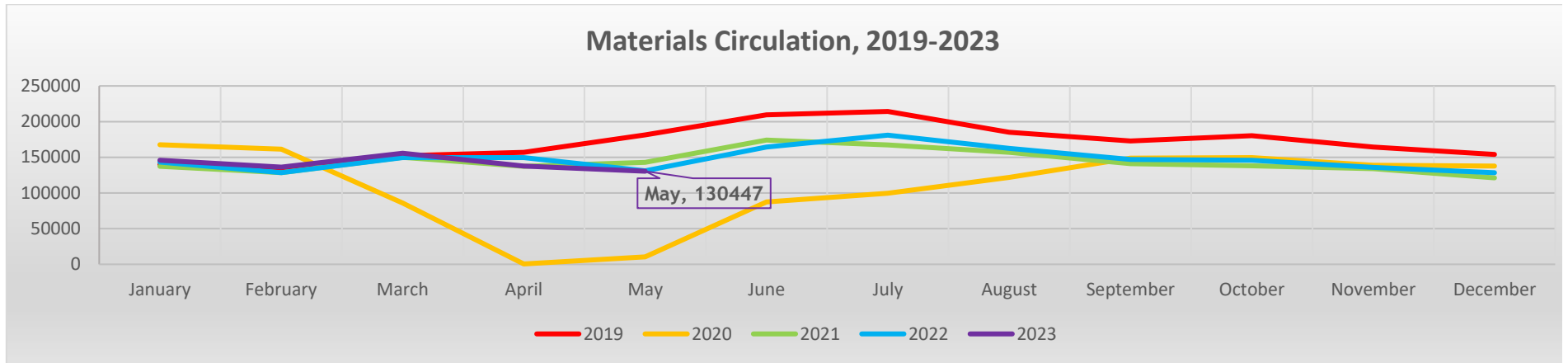


Library card registrations are at an all-time high in 2023.

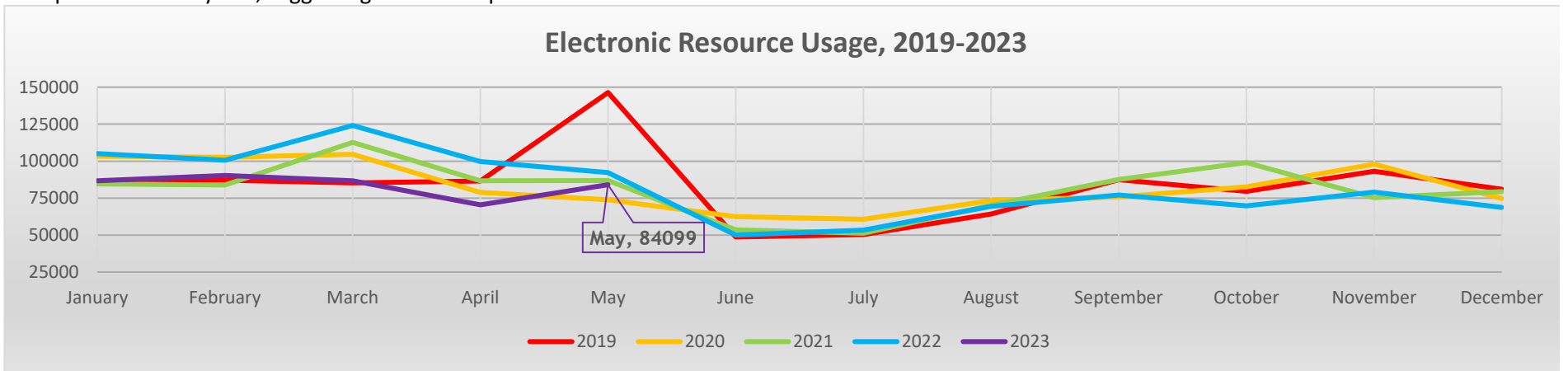


Active users have continued to rise since hitting its lowest point in April 2020 while HEPL was closed at the start of the COVID-19 pandemic. Like library card registrations, active users are at an all-time high.

## MAY 2023 SNAPSHOT STATISTICS

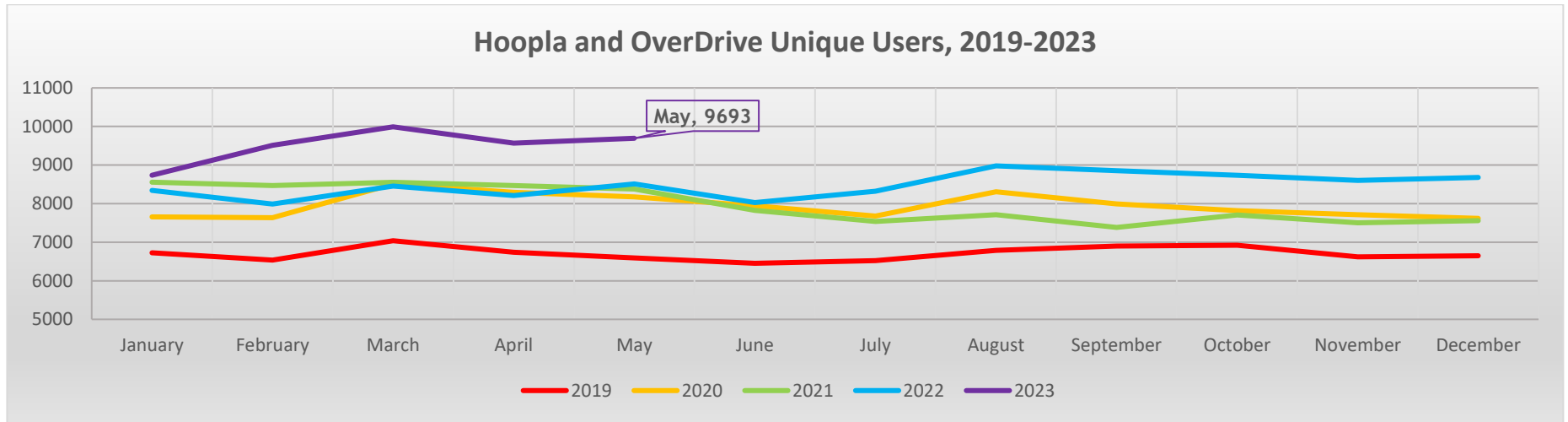


Fishers' materials continued its dip in April, probably due to the closure of the Public Services area. Otherwise, materials circulation in 2023 is higher than the previous three years, suggesting a return to pre-COVID-closure levels.



In 2023, downloadable usage has continued to be strong, but the engagement with online databases is dropping. It is possible database usage is returning to pre-COVID-shutdown levels. We are monitoring these trends.

## MAY 2023 SNAPSHOT STATISTICS



Hoopla and OverDrive have continued to see an increase in users.

## REVIEW COMMITTEE MEMORANDUM

To: The Board of Trustees

From: Craig C. Siebe, Assistant Secretary/Treasurer

Re: *Why? A Conversation About Race*

### I. Background

A library patron submitted a request that the title *Why? A Conversation about Race* be reconsidered for placement in the children's section of the library. Specifically, the patron expressed concern that the title conveyed the message that burning buildings was heroic or advantageous. The patron quoted a scene from the title in which a daughter asked her father why rioting was occurring, and the father answered "Sometimes buildings must burn. The buildings burn for us. The anger burning those buildings is us."

HEPL completed the first step in the review process with a letter from the director dated January 6, 2023. The letter communicated that a committee of professional librarians determined that the title meets HEPL's collection development criteria and that the title is shelved in the appropriate location.

The committee of librarians' decision was appealed. A review committee was randomly selected consisting of myself, Brad Howell, and Erin Short. Each member of the committee read the title and held a meeting on May 9, 2023. The committee deliberated and reached a consensus on whether the current placement of the title is consistent with the collection development policy.

### II. Analysis

The request for reconsideration procedure indicates that the criteria for review upon a request for reconsideration is the same criteria used for the original placement of titles. The committee therefore reviewed the subject title against the most recent version of the collection development policy.

The restrictive portion of the collection development policy contains two general sections. The first section contains a list of age-appropriate considerations for shelving in the youth, middle school, and teen sections. One of the pertinent factors is violence. Violence is defined as "repeated purposeful conduct that injures the body or property of another in a manner that would be a crime under Indiana law or the incitement of another to engage in purposeful conduct that injures the person or property of another in a manner that would be a crime under Indiana law." The policy

includes Appendix B which contains a list of acts that meet the policy's definition of violence. This list includes arson and rioting. The items described in this first section are factors to be considered rather than zero tolerance disqualifications. If a title contains repeated instances of violence, the policy requires HEPL to determine whether the violence is treated in an age-appropriate manner.

The second general restrictive section of the policy provides a list of sexual conduct. This is a zero-tolerance policy meaning that the depiction of any of the described conduct is a disqualification regardless of context or any other consideration.

The committee began its review by considering whether the title in question contained any of the material that is subject to the policy's zero tolerance provisions. The committee reasoned that this was the best place to start because if the title contained any of the barred content, the committee needed no further discussion to determine that the title violated the policy. The committee determined that the title did not contain any material subject to the zero-tolerance portion of the policy or any content of a sexual nature.

The committee next considered the policy's age-appropriate considerations. The patron specifically identified a scene in which rioters were burning buildings. Rioting and arson are identified as meeting the definition of violence by the policy, so the committee was required to determine whether the rioting/arson was "repeated" and if it was, whether it was depicted in an age-appropriate manner.

The committee treated the term "repeated" as meaning conduct that occurs at least two times. The policy is arguably ambiguous as applied to the subject title. The violence in question spans a few pages but constitutes a single continuous scene in the book. The committee determined that the soundest approach was to count the actual instances of violence rather than how many pages the episode of violence occupies. For instance, one would not characterize a scene in a novel describing a single robbery as repeated instances of robbery just because the scene spanned three pages. The subject scene depicting rioting and arson is the only instance of violence in the title<sup>1</sup> so the committee found that the title does not meet the "repeated" element of the restrictive policy. Since this is a required element for a title to be age inappropriate based on violence, the committee determined that the title is not age inappropriate under the policy.

Even if the committee found that the scene involving rioting met the definition of repeated, the committee would nonetheless have concluded that the title does not violate the collection development policy because the rioting is presented in an age-

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<sup>1</sup>The same conduct that qualifies as rioting also qualifies as arson. The committee acknowledges that a single act can break more than one law.



appropriate manner. The title's depictions and treatment of the rioting are not graphic. Both the written descriptions and illustrations are mild and do not include blood, gore, startling images, or content that would be inherently inappropriate for the targeted age range.

The rioting is likewise not gratuitous. The subject of the title is racial injustice, including the events surrounding the 2020 killing of George Floyd. Rioting did occur in the aftermath of the killing and such rioting was heavily discussed in the media and popular culture. It is likely that a child exposed to such coverage would have questions about the rioting. Likewise, some figures did take the position that the rioting was justified as the father character did in the book. A child exposed to that position either by the media or someone in their life would likely have questions about what the child heard. The rioting in the title is therefore closely associated with the subject matter of the book.

Finally, while the committee acknowledges that there is no one definitive interpretation of a work of literature, the committee did not share the patron's interpretation that the title condoned or justified rioting. The book is written in question-and-answer format. There are a series of scenes in which a child asks a question and then another character answers. After each answer, the child responds with "oh" indicating acceptance of the answer. This is true for each answer except for the final answer which was the quote from the father highlighted by the patron in her request for reconsideration. Instead of responding "oh" to the father's justification of the rioting, the children instead prayed for peace. The committee interpreted the children's actions as a rejection of the father's statement.

### **III. Conclusion**

Based on its review and deliberations, the review committee finds that the title *Why? A Conversation About Race* satisfies HEPL's collection development policy and is appropriately shelved. The committee recommends that the Board of Trustees maintain this title's current placement in the library.

**Flock Safety + IN - Hamilton East  
Public Library**

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Flock Group Inc.  
1170 Howell Mill Rd, Suite 210  
Atlanta, GA 30318

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MAIN CONTACT:  
Dan Murdock  
dan.murdock@flocksafety.com  
3124153858

Created Date: 05/18/2023  
Expiration Date: 06/17/2023  
Quote Number: Q-33924  
PO Number:



## Budgetary Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: 1 Library Plaza Noblesville, Indiana 46060

Ship To: 1 Library Plaza Noblesville, Indiana 46060

Billing Company Name: IN - Hamilton East Public Library

Subscription Term: 24 Months

Billing Contact Name:

Payment Terms: Net 30

Billing Email Address:

Retention Period: 30 Days

Billing Phone:

Billing Frequency: Annual Plan - First Year Invoiced at Signing.

### Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
<b>Flock Safety Platform</b>			<b>\$12,000.00</b>
<b>Flock Safety LPR Products</b>			
Flock Safety Falcon ®	Included	4	Included

### Professional Services and One Time Purchases

Item	Cost	Quantity	Total
<b>One Time Fees</b>			
<b>Flock Safety Professional Services</b>			
Professional Services - Standard Implementation Fee	\$650.00	2	\$1,300.00
Professional Services - Existing Infrastructure Implementation Fee	\$150.00	2	\$300.00
<b>Subtotal Year 1:</b>			\$13,600.00
<b>Annual Recurring Subtotal:</b>			\$12,000.00
<b>Estimated Tax:</b>			\$1,680.00
<b>Contract Total:</b>			\$25,600.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Billing Schedule	Amount (USD)
<b>Year 1</b>	
At Contract Signing	\$13,600.00
<b>Annual Recurring after Year 1</b>	\$12,000.00
<b>Contract Total</b>	\$25,600.00

\*Tax not included

## Product and Services Description

Flock Safety Platform Items	Product Description
Flock Safety Falcon ®	An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes.

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

*Project Progress Report June 2023*

**CRDC Exhibits—Trivium/Solomon Group**

Contract terms: 20% at contract signing, 20% payments due 7/1, 9/1, 11/1, with remaining balance due at project completion.

50% completion of design as of 6/14, which equates to about 15% of the overall project completion. The HEPL team received our first deliverable from Trivium on 6/8, which was a revised environmental graphics package and a preliminary media design package. The HEPL team reviewed and shared feedback on 6/14. We will review our feedback in the weekly meeting with Trivium on 6/15. Final media designs are expected by 7/10. Facility Impact Statements are expected from Solomon Group on 6/21. A meeting is also scheduled for that date to convene Solomon Group, LWC and Ferguson.

No issues to date.

Contract amount:	\$678,441	
Paid to date:	\$271,376.40	40%
Est % work completed to date:		15%

**Website Redesign—Iconic**

Contract approved December 2022 with 20% initial payment and estimated one-year timeline. Remaining balance is paid through monthly even payments.

The website project is proceeding smoothly. This month, staff met with Iconic to workshop various layouts for the home page, Ignite page, and Youth Services page. On June 21, the team will meet to discuss the 'tone and voice' of the website.

No issues to date, project is on track to complete on time.

Contract amount:	\$109,535	
Paid to date:	\$ 69,704	64%
Est. % work completed to date:		37.45%