

CLEVELAND PUBLIC LIBRARY
Minutes of the Regular Board Meeting
January 21, 2016
Trustees Room Louis Stokes Wing
12:00 Noon

Present: Ms. Butts, Ms. Rodriguez, Mr. Seifullah,
Mr. Corrigan, Mr. Hairston, Ms. Washington
(arrive, 12:10 p.m.), Mr. Parker (departed,
1:23 p.m.)

Absent: None

Ms. Rodriguez called the meeting to order at 12:09 p.m.

Approval of the Minutes

Ms. Rodriguez moved approval of the minutes for the 12/17/15 Regular Board Meeting and the Joint Finance & Human Resources Committee Meeting of 12/15/15. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

Presentation: Endowment Portfolio, Glen Danahey, PNC

Following a brief introduction by Carrie Krenicky, Chief Financial Officer, Glen Danahey, Senior Vice President, Senior Portfolio Manager, PNC Institutional Asset Management, gave a detailed presentation of Cleveland Public Library's Endowment Portfolio for the period ending 12/31/15.

Mr. Danahey's presentation began with a review of Economic and Capital Market and a review of Investment Guidelines.

Mr. Danahey's presentation continued with the Account Review with the asset allocation summary, portfolio performance, manager performance, large cap core advantage portfolio, fixed income allocation, fixed income structure, and portfolio holdings as of 12/31/15.

The presentation concluded with PNC's Market Outlook that included the economy, interest rates, inflation, earnings, valuation and supply/demand.

REGULAR BOARD
MEETING 12/17/15;
JOINT FINANCE
& HUMAN
RESOURCES
COMMITTEE
MEETING OF
12/15/15
Approved

After some discussion about real estate investment trusts classified as equities, Mr. Corrigan recommended that the Board may wish to consider possible revisions to the Library's Investment Policy to reflect a reclassification of rates.

Ms. Rodriguez thanked Mr. Danahey for his detailed presentation.

Ms. Rodriguez acknowledged Reverend Pamela M. Pinkney Butts who requested information on the status of the future of the Martin Luther King, Jr. branch.

In addition, Reverend Pinkney Butts stated that when she visits the Martin Luther King, Jr. branch, equipment is neither updated nor operable as opposed to other branches in less economically challenged areas.

Director Thomas stated the Library works hard to ensure that services are provided equally among the Cleveland Public Library system.

Director Thomas stated that until the City Council votes to approve development plans, there will be no changes with the current location or services provided at the Martin Luther King, Jr. branch.

Reverend Pamela M. Pinkney Butts expressed a concern about naming the branch The Reverend Dr. Martin Luther King, Jr. Branch. Reverend Pinkney Butts stated that the title "Reverend" should not be omitted from the name of the branch.

Mr. Corrigan reiterated that this Board has adopted a policy and advised the City that the branch will not close until a new branch is built at no expense to the Library and scheduled so that service is least interrupted.

Director Thomas states that if City Council votes in favor of the development proposal, another discussion will be held to update the community.

Director Thomas requested that Reverend Pinkney Butts provide contact information so that she can be kept informed.

COMMUNICATIONS

Director Thomas acknowledged an email from Jane-Na Chang, Mandarin Chinese Teacher, Brecksville-Broadview Heights Middle School, expressing appreciation and recognizing Milos Markovic and Caroline Han, Foreign Literature Department, during their eighth grade class field trip to the Library; and a commendation from The Honorable Nickie J. Antonio, The Ohio House of Representatives, House District #13, congratulating Director Thomas on being named a 2015 International Life Changers Award Honoree by the Liberia Economic Development Initiative.

Director Thomas provided background information on the Liberia Economic Development Initiative and his support for their initiative to build libraries in Liberia.

Ms. Rodriguez congratulated Director Thomas on behalf of the Board of Trustees.

FINANCE COMMITTEE REPORT

Mr. Seifullah presented the following report.

Resolution to Accept Gifts for December

(See page 58)

Mr. Seifullah moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

WHEREAS, The Board receives gifts of moneys and library services materials from generous citizens from time to time; and

WHEREAS, Attached to this Resolution is the Gift Report itemizing the gifts received by the Library for the month of December of 2015; now therefore be it

RESOLVED, That the gifts described in the Gift Report for December of 2015 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40(K) of the Ohio Revised Code.

RESOLUTION TO
ACCEPT GIFTS
FOR THE MONTH
OF DECEMBER
2015
Approved

RESOLUTION
TO ACCEPT
GIFT FROM
THE JULIUS
W. ZAJAC
TRUST

Approved

Resolution to Accept Gift from the Julius W. Zajac Trust

Mr. Seifullah moved approval of the following resolution. Mr. Hairston seconded the motion, which passed unanimously by roll call vote.

WHEREAS, Julius W. Zajac was born to Polish immigrant parents and raised in Tremont during the Great Depression in a close-knit family of little means but one that placed great value on education; and

WHEREAS, Mr. Zajac worked his way through school, graduated with a mechanical engineering degree from Rensselaer Polytechnic Institute, and used his education and talents to start three companies with his brother, including one that merged into another and eventually became part of Parker Hannifin Corporation; and

WHEREAS, Throughout his long, successful career in industry, Mr. Zajac never forgot his modest beginnings in Tremont and worked with his brother Theodore to build companies that would provide hundreds of people with meaningful employment in manufacturing; and

WHEREAS, On January 7, 2016, the Cleveland Public Library received notice from McDonald Hopkins law firm including a check in the amount of \$241,238 from the Julius W. Zajac 2nd Restatement of Trust, representing the entire amount of the bequest to the Cleveland Public Library; and

WHEREAS, These funds are to be earmarked in equal parts to the Main Library downtown and the Jefferson Branch in the neighborhood where Julius Zajac was raised; now therefore be it

RESOLVED That the Cleveland Public Library Board of Trustees, pursuant to the authority set forth in R.C. §3375.40(K), hereby accepts a gift from the Julius W. Zajac 2nd Restatement of Trust in the amount of \$241,238 to be earmarked in equal parts to the Main Library and the Jefferson Branch; with \$120,619 for deposit into the Founders Fund Account No. 203046-46100-15901 (Main Library), to be used for expenditures in connection with the Main Library and \$120,619 for deposit into the Founders Fund Account No. 203046-46100-11754 (Jefferson Branch), to be used for expenditures in connection with the Jefferson Branch; and be it further

RESOLVED, That the Executive Director, CEO, or his designee, is authorized to enter into and execute any documents, agreements and instruments as may be necessary or appropriate to receive and expend the gift, including those in excess of \$25,000.00, to effectuate the terms and conditions of the Gift and this Resolution, which agreements and instruments shall be subject to the approval of the Library's Chief Legal Officer; and be it further

RESOLVED, That the Board of Trustees of the Cleveland Public Library expresses its heartfelt gratitude for the generous gift from this remarkable man, and that a copy of this resolution be sent to the family of Julius W. Zajac, as an expression of sympathy and appreciation from this Board.

Resolution Regarding December 31, 2015 General Fund Balance

Mr. Seifullah moved approval of the following resolution. Mr. Hairston seconded the motion, which passed unanimously by roll call vote.

WHEREAS, **Ohio Revised Code** Section 3375.40 (K) provides for the set aside of unencumbered General fund balances at the end of each fiscal year; and

WHEREAS, **Ohio Revised Code** Section 5705.14 provides for the transfer and advance of funds from the General fund to other funds; and

WHEREAS, The December 31, 2015 General fund cash balance is as follows:

RESOLUTION
REGARDING
DECEMBER
31, 2015
GENERAL
FUND
BALANCE
Approved

General fund cash balance - 12/31/2015	\$ 30,293,887.52
Reserved for encumbrances	5,848,058.18
General fund unencumbered balance	<u>\$ 24,445,829.34</u>
Repayment of advances in 2016:	
MyCom fund	55,000.00
MyCom fund	54,160.00
Carryover balance available for appropriation in 2016	<u>\$ 24,554,989.34</u>
Transfer - Building and Repair fund	1,500,000.00
General fund unencumbered balance	<u><u>\$ 23,054,989.34</u></u>

Now therefore be it

RESOLVED, That the Unencumbered General Fund Balance of \$23,054,989.34 be carried forward for 2016 operating expenses and that the set aside of \$1,500,000.00 be transferred to the Building and Repair Fund at this year-end to fund capital projects, technology, and other assets, and for repairs, improvements and maintenance of library facilities.

First Amendment to the Year 2016 Appropriation

(See pages 59-63)

Mr. Seifullah moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

WHEREAS, **Ohio Revised Code** Section 5705.40 provides for the amendment of an appropriation measure when necessary; and

WHEREAS, It is now deemed necessary to amend the Year 2016 Appropriation Measure, which complies with the Amended Official Certificate of Estimated Resources requested from the Cuyahoga County Budget Commission dated January 12, 2016; and

WHEREAS, The aggregate of all appropriation classifications does not exceed the total amount submitted to the Cuyahoga County Budget Commission; now therefore be it

FIRST
AMENDMENT TO
THE YEAR 2016
APPROPRIATION
Approved

RESOLVED, That the sums indicated on the attached First Amendment to the Year 2016 Appropriation Schedule be approved.

Resolution to Advance Cash from the General Fund to the Friends Fund

Mr. Seifullah moved approval of the following resolution. Ms. Washington seconded the motion, which passed unanimously by roll call vote.

WHEREAS, *Ohio Revised Code* Section 5705.14 provides for the transfer and advance of funds from the General Fund to other funds; and

WHEREAS, Libraries generally do not follow ORC Section 5705 for budgetary compliance, so the Library looks to the Auditor of State Bulletin 1997-003 to provide guidance pertaining to the accounting treatment for inter-fund cash advances; and

WHEREAS, The Board of Trustees of the Friends of the Cleveland Public Library approved the 2016 budget for Programs for the Cleveland Public Library in the amount of \$29,500; and

WHEREAS, The Friends fund will start the year with a zero fund balance, while awaiting payment(s) from the Friends of the Cleveland Public Library. Therefore, a cash advance from the Library's General Fund to the Friends Fund is a desirable method of resolving cash flow problems without the necessity of incurring additional interest expense for short-term loans and to provide the necessary "seed" for grants that are allocated on a reimbursement basis; now therefore be it

RESOLVED, That General Fund advance cash in the amount of \$29,500 to the Friends Fund for the same purpose for which the fund was established, for which repayment in an equal amount is made within the current year.

Resolution to Authorize Annual Expenditure for 2016 with Republic Services, Inc.

Mr. Seifullah moved approval of the following resolution. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

RESOLUTION TO
ADVANCE CASH
FROM THE
GENERAL FUND
TO THE
FRIENDS FUND
Approved

RESOLUTION
TO AUTHORIZE
ANNUAL
EXPENDITURE
FOR 2016
WITH
REPUBLIC
SERVICES, INC.
Approved

WHEREAS, On October 18, 2012, the Board of Trustees of the Cleveland Public Library authorized the Executive Director of the Cleveland Public Library to enter into Customer Service Agreements with Republic Services, Inc. to provide waste material services for the Main Library, the Lake Shore Facility and the Woodland Garage in the amount of \$1,706.00 per month, plus an additional cost for an extra pick up when needed at a cost of \$75.00 per pick up, for a period of 36 months, in an amount not to exceed \$25,000 annually; and

WHEREAS, On March 19, 2015, the Board of Trustees of the Cleveland Public Library ratified the 2014 expenditure in the amount of \$26,888.89 and authorized the 2015 annual expenditure to provide waste material services for the Main Library, the Lake Shore Facility and the Woodland Garage in an amount not to exceed \$31,000. The actual amount expended for 2015 was \$29,581.78; and

WHEREAS, In February, 2014, the basic monthly service cost increased 16.5% and in February 2015, the cost increased 15.5%; and

WHEREAS, The initial term of the agreement expired December 31, 2015 and automatically renewed for a successive 12 month term; therefore be it

RESOLVED, That the Board of Trustees authorizes the 2016 annual expenditure to provide waste material services for the Main Library, the Lake Shore Facility and the Woodland Garage in an amount not exceed \$35,000 with the expenditure being charged to the General Fund Account 12100053-53340 (Building Maintenance).

Ms. Washington expressed her concern for the annual rate increases and asked if staff could development and implement a plan to identify other options.

Carrie Krenicky, Chief Financial Officer, stated that she recently had a conversation with a representative from Republic Services who indicated that they are anticipating Library's rate increase will be 4% as of February 1, 2016. The resolution is based on the assumption of a 16% increase, the rate should not exceed \$35,000. A formal letter will be sent in February.

Ms. Washington stated that it is difficult for the Library to plan or budget under these circumstances.

Ms. Krenicky stated that in July, staff will identify other options and solicit quotes to ensure competitive pricing. Since the current contract expires in December, the Library would have time to give Republic Services notice of termination in October.

Director Thomas stated that the Library will also need a comprehensive plan on how to handle recyclables as the company that provided that service to the Library is no longer in business.

Resolution to Authorize Annual Expenditure for 2016 for Maintenance on the Multi-Function Devices with Xerox

Mr. Seifullah moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On December 15, 2011, the Board of Trustees of the Cleveland Public Library authorized the Executive Director of the Cleveland Public Library to enter into a Service Agreement with Xerox Corporation for the print charges, the consumable supplies and all parts, labor, and travel for emergency service, at an estimated annual cost not to exceed \$30,000, to support the (50) multi-function devices purchased at this time in the Branches and Main Library Departments. This agreement expires May 1, 2017; and

WHEREAS, The original estimated volumes used were 980,000 for black and white and 200,000 for color per year. Black and white prints are \$0.012 per print and color prints are \$0.08 per print, which calculated to an estimated total of \$27,760 annually; and

WHEREAS, During 2014, the number of prints have doubled; color prints exceeded 416,000 and black and white prints exceeded 1,960,000 and on January 15, 2015, this Board authorized the 2015 annual expenditure for maintenance on all of the Library's multi-function devices not to exceed \$60,000; and

WHEREAS, During 2015 the number of color prints exceeded 476,000 and black and white prints exceeded

RESOLUTION TO
AUTHORIZE
ANNUAL
EXPENDITURE
FOR 2016 FOR
MAINTENANCE
ON THE MULTI-
FUNCTION
DEVICES WITH
XEROX
Approved

2,083,000, which is an increase of 14% and 6% respectively from 2014; now therefore be it

RESOLVED, That the Board of Trustees authorizes the 2016 annual expenditure for maintenance on all of the Library's multi-function devices not to exceed \$70,000, with the expenditure being charged to the General Fund Account lxxx0053-53350 (Machine Maintenance), where xxx=the location. The Executive Director, CEO, or his designee, is hereby authorized to negotiate and execute such agreements and documents as may be necessary to effectuate this increase in maintenance expenditures, subject to approval of the Chief Legal Officer.

RESOLUTION
TO ENTER
INTO AN
AGREEMENT
WITH
BUSINESS
SMARTS FOR
HARDWARE
MAINTENANCE
Approved

Resolution to Enter Into An Agreement with Business
Smarts for Hardware Maintenance

(See pages 64-66)

Mr. Seifullah moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

WHEREAS, The effective date of termination of the current hardware maintenance agreement with Business Smarts for the Library's Hewlett Packard ("HP") printers, desktop stations and servers is January 31, 2016; and

WHEREAS, The Library desires to utilize HP-approved support for its HP equipment in order to resolve problems reliably and to avoid a situation in which a non-HP maintenance vendor would be unable to resolve a problem because of its unfamiliarity with the operating system; and

WHEREAS, Business Smarts is an Elite HP Partner that provides in-house service for printers, desktop stations and industry standard server support; and

WHEREAS, Business Smarts has installed the larger components, knows the Library's complex configuration, including CLEVNET, and demonstrates the ability to provide the services in a timely manner, and the Library is satisfied with the quality of their services; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to enter into a Maintenance Agreement with Business Smarts, subject to the Chief Legal Officer's approval, for the period February 1, 2016 through January 31, 2017, at a cost not to exceed \$63,133.71, with the expenditure being charged to the General Fund Account 13010053-53360.

Resolution Approving Change Order #009 Rescinding Change Order #008 and Approving Change Order #010 for the Cleveland Digital Public Library Project

(See pages 67-73)

Mr. Seifullah moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

WHEREAS, On June 19, 2014 the Board of Library Trustees awarded the contract for the Digital Hub Project, now known as the Cleveland Digital Public Library Project, to R.L. Hill Management, Inc. as the general contractor in the amount of \$606,000.00; and

WHEREAS, In June of 2015 the contract allowances were reduced by \$1,704.00; on September 18, 2014, this Board approved change orders numbers 1, 2 and 3 for a net increase in the amount of \$13,121.90; on November 20, 2014, this Board approved change orders number 4, 5 and 6 for a net increase in the amount of \$13,918.96; on December 18, 2014, this Board approved change order number 7 for an increase in the amount of \$0; and on February 19, 2015 this Board approved change order number 8 for an increase of \$8,308.30; and

WHEREAS, The Board of Library Trustees can, in its discretion, approve written change orders and subsequently amend the contract sum; and

WHEREAS, In order to complete certain work that has not yet been performed on the Digital Public Library Project, the Library has determined it necessary to remove this work from the scope of the contract with R.L. Hill Management, Inc. and to hire other contractors to complete the work. The following change orders are necessary to deduct the cost of the work from the contract with R.L. Hill Management, Inc:

RESOLUTION
APPROVING
CHANGE ORDER
#009
RESCINDING
CHANGE ORDER
#008 AND
APPROVING
CHANGE ORDER
#010 FOR THE
CLEVELAND
DIGITAL PUBLIC
LIBRARY
PROJECT
Approved

Contractor	Change	Amount
R.L. Hill Management	#009	(\$ 8,308.30)
Rescind change order #008 for the purchase and installation of a protective acrylic picture frame cover and handrail for the protection of the Coltman painting.		
Total Net Decrease		\$ 8,308.30

Contractor	Change	Amount
R.L. Hill Management	#010	(\$11,000.16)
Deduct from contract money for access control system and firm alarm wiring relay work.		
Total Net Decrease		\$11,000.16

Now therefore be it

RESOLVED, That the above listed change orders are hereby approved with a decrease to the contract with R.L Hill Management Group in the amount of \$19,308.46, and the allowance reduction in the amount of \$1,704.00 is hereby approved, for a total contract amount of \$620,336.70.

Ms. Butts asked that as a result of the decrease in the contract with R.L. Hill if the Library would be receiving \$19,308.46.

Joyce Dodrill, Chief Legal Officer, stated that we have approximately \$15,500 in our account that the Library will not be paying R.L. Hill. The estimated cost for this work would be approximately \$19,000. The Library will keep the \$15,000 and they will pay the Library the difference in cash.

Resolution Authorizing Agreement with Cleveland Neighborhood Progress, Inc. for Financial Consulting Services through its Community Financial Centers Program

(See pages 74-78)

RESOLUTION
AUTHORIZING
AGREEMENT
WITH
CLEVELAND
NEIGHBOR-
HOOD
PROGRESS,
INC. FOR
FINANCIAL
CONSULTING
SERVICES
THROUGH ITS
COMMUNITY
FINANCIAL
CENTERS
PROGRAM
Approved

Mr. Seifullah moved approval of the following resolution. Mr. Hairston seconded the motion, which passed unanimously by roll call vote.

WHEREAS, Cleveland Neighborhood Progress, Inc. offers services through its Community Financial Centers Program, whereby professionals provide advice and guidance regarding financial planning and management; and

WHEREAS, On October 14, 2014, the Board of Trustees of the Cleveland Public Library authorized the Library to enter into a one (1) year contract with Cleveland Neighborhood Progress, Inc. which expired on January 4, 2016; and

WHEREAS, The Executive Director would like to continue to offer financial planning services through Community Financial Centers to Cleveland Public Library employees at no cost to them as a part of the Library's employee assistance program, and would also like to expand the availability of the services to Cleveland Public Library patrons as well at no cost; and

WHEREAS, Cleveland Neighborhood Progress, Inc. has proposed to provide these services again for a period of one (1) year at the cost of Thirty-Five Thousand Dollars (\$35,000); now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director CEO or his designee to enter into an agreement with Cleveland Neighborhood Progress, Inc. for financial planning and management services for the employees and patrons of the Cleveland Public Library through its Community Financial Centers for a period of one year at the cost of Thirty-Five Thousand Dollars (\$35,000) with the expenditure being charged to General Fund Account 11510053-53710 (Professional Services). The Agreement shall be subject to the review and approval of the Chief Legal Officer.

Ms. Butts asked if the fee charged for the financial literacy services were based on a per-person rate.

Joyce Dodrill, Chief Legal Officer, stated that the Library is charged one fee for the financial

planning and management services for up to a total of 200 participants consisting of Library employees and patrons.

Director Thomas introduced Sherri Dozier, Director of Economic Opportunity and Walter Morris, Community Financial Center Services Manager, Cleveland Neighborhood Progress.

Ms. Dozier thanked the Board for allowing Cleveland Neighborhood Progress to provide this opportunity as a part of the Library's Wellness plan. Ms. Dozier expressed the importance of the program to employees as well as expansion to library patrons.

Ms. Butts asked if patrons would be able to take advantage of these services at branches.

Ms. Dozier confirmed that the Library has provided secure and confidential spaces at various branch locations for these coaching sessions.

Director Thomas stated that he recently attended the Community Financial Center Awards Celebration & Luncheon held for Library employees who have successfully completed the program.

Mr. Morris provided examples of employees who have benefitted from these financial planning and management services resulting in the removal of fraudulent debt and significantly increasing credit scores.

Ms. Washington commended the Community Financial Center and stated that these services help employees understand how to improve their financial situations.

Fiscal Officer's Report

(See pages 79-132)

Report on Investments

(See page 133)

Report on Conference and Travel Expenditures

(See pages 134-136)

FISCAL
OFFICER'S
REPORT

Submitted

REPORT ON
INVESTMENTS

Submitted

REPORT ON
CONFER. &
TRAVEL
EXPENDITURES

Submitted

Report on Cleveland Foundation Grant for Library Learning Centers

(See page 137)

Purchases from \$5,000 to \$25,000 for the period 10/1/15-12/31/15

(See page 138)

Purchases Exceeding \$25,000 for the period, 10/1/15-12/31/15

(See page 139)

Fees Paid for Legal Advice and Services to Ogletree

(See page 140)

Report on BRAVO Wellness Incentive Program

(See page 141)

Director Thomas stated that Library employees are much healthier than last year as evidenced by improved scores.

Report on Expenditures Made from the Owner's Contingency Fund For Main Library Phase 2 Construction Project

(See page 142)

HUMAN RESOURCES COMMITTEE REPORT

Mr. Hairston presented the following report.

Regular Employee Report

(See pages 143-169)

Mr. Hairston moved approval of the Regular Employee Report. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

REPORT ON CLEVELAND FOUNDATION GRANT FOR LIBRARY LEARNING CENTERS
Submitted

PURCHASES FROM \$5,000-\$25,000, 10/1/15-12/31/15
Submitted

PURCHASES EXCEEDING \$25,000, 10/1/15-12/31/15
Submitted

FEES PAID FOR LEGAL ADVICE AND SERVICES TO OGLETREE
Submitted

REPORT ON BRAVO WELLNESS INCENTIVE PROGRAM
Submitted

REPORT ON EXPENDITURES MADE FROM THE OWNER'S CONTINGENCY FUND FOR MAIN LIBRARY PHASE 2 CONSTRUCTION PROJECT
Submitted

REGULAR EMPLOYMENT REPORT
Approved

RETIREMENT
RECOGNITION
CITATION
Approved

Retirement Recognition Citation

Mr. Hairston moved approval of the following resolution.
Ms. Washington seconded the motion, which passed
unanimously by roll call vote.

A Citation has been issued for the following staff
member on the occasion of their retirement:

James A. Rhine (26 years of service); Page;
Grade Z - Shelf Department; retired 10/01/2015

Be it resolved that the citation for the above staff
member be presented by the Board of Trustees in
appreciation of his faithful and dedicated service given
to the Library by him be recorded in the minutes of this
meeting, and

Be it further resolved that the citation be sent to him
forthwith if he is not present at this meeting of the
Board of Trustees.

Resolution Amending Resolution for Special Closings and
Holidays in 2016

RESOLUTION
AMENDING
RESOLUTION
FOR SPECIAL
CLOSINGS
AND
HOLIDAYS IN
2016
Approved

Mr. Hairston moved approval of the following resolution.
Ms. Washington seconded the motion, which passed
unanimously by roll call vote.

WHEREAS, This Board hereby amends the Resolution it
adopted on December 17, 2015 to clarify that because
Christmas falls on a Sunday, the Library will be closed
on the Monday following Christmas, December 26, 2016.

WHEREAS, The Cleveland Public Library will be closed in
2016 in observance of the following holidays and special
closings as listed below.

New Year's Day	January 1,
Martin Luther King Day	January 18,
President's Day	February 15,
Memorial Day	May 30,
Staff Development Day	June 3,
Independence Day	July 4,
Labor Day	September 5,
Columbus Day	October 10,
Veteran's Day	November 11,
Thanksgiving	November 24,

Christmas Eve
Christmas Day

December 24,
December 25 and 26,

WHEREAS, December 31, 2016 hours of operation will be 10:00 AM to 6:00 PM.

RESOLVED, That the proposed schedule be approved by the Library Board of Trustees, to become effective immediately.

Resolution to Revise the Human Resources Manual

Mr. Hairston stated that this item was discussed at length at Human Resources Committee Meeting and moved approval of the following resolution. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

BE IT RESOLVED, That the proposed revisions to the *Human Resource Manual* be approved by the Library Board of Trustees, to become effective immediately.

(See pages 170-186 for full report)

2016 Salary Tables

(See pages 187-212)

Report on Paid Sick Time Used by the Month

(See page 213)

Employee Demographics(EEO-4)Report

(See page 214)

Insurance Summary Report

(See page 215)

COMMUNITY SERVICES

Mr. Corrigan submitted the following report.

Monthly Activity Report

(See pages 216-222)

RESOLUTION
TO REVISE
THE HUMAN
RESOURCES
MANUAL
Approved

2016 SALARY
TABLES
Submitted

REPORT ON PAID
SICK TIME
Submitted

EMPLOYEE
DEMOGRAPHICS
(EEO-4) REPORT
Submitted

INSURANCE
SUMMARY
REPORT
Submitted

MONTHLY
ACTIVITY
REPORT
Submitted

Mr. Corrigan acknowledged the Trends In Circulation by Format chart as prepared by Anastasia Diamond-Ortiz, Director of Strategy and Innovation, and noted the continued decline in non-electronic materials.

After noting the decline in branch walk-ins, Mr. Corrigan asked for an explanation of why Eastman circulation and walk-ins were as high in comparison to other branches.

John Skrtic, Director of Public Services, stated that because the branch is located on the Lakewood boarder, increased walk-ins could be the result.

Ms. Butts stated the increase could be a result of the branch's proximity to I-90 as well as Lakewood.

Director Thomas stated that the numbers on circulation are concerning and recommended that staff analyze the numbers to better answer some questions that we may have.

Mr. Corrigan asked if it could be determined how the library is accessed whether by a desktop computer or smart phone.

Ms. Butts shared her experience visiting a branch library in Denver, Colorado that offered wi-fi and served hot coffee to patrons and visitors.

Director Thomas stated that part of the examination is to look at what other libraries are doing to become creative in ways to increase circulation.

Ms. Diamond-Ortiz stated that she has been reviewing circulation statistics from our peer libraries to determine if our trends correspond to trends that they may be experiencing.

Director Thomas stated that during time of economic decline, libraries become busier.

Mr. Corrigan shared insights on his recent visit to a new library in Guangzhou, People's Republic of China, that included exhibits showing timelines of the library and the history of the city; interactive video story

book screens; history of writing and books; lectures; as well as lounge areas with healthy snacks and limited service.

Building Status Update

No Building Status Update was presented.

CPL150 Strategic Plan Update

Chief Knowledge Officer Timothy Diamond stated that the Library will hold its second informational meeting for the public to explain where we are at in the process of renovating and reopening the historic Carnegie South Branch. The meeting will be held on Wednesday, February 10, 2016 at 6:00 p.m. at the Jefferson Branch.

In response to a question from Ms. Butts, Joyce Dodrill, Chief Legal Officer, stated that a number of firms had expressed interest in the architecture project at South Branch.

Mr. Diamond introduced Sonya Pryor-Jones, Synchronicity Consulting LLC, who will assist Outreach & Programming Services as it transitions to The People's University with her experience in education and life-long learning initiatives.

Ms. Pryor-Jones gave a brief overview of her qualifications and thanked the Board for the opportunity to support this initiative.

Safe, Warm and Dry Update

Joyce Dodrill, Chief Legal Officer, stated that a detailed update will be presented at the upcoming Board Work Session.

Friends Board Update

Bob Pincus, Treasurer, Friends of the Cleveland Public Library, gave an update on the new executive director search, application and interview process. It is anticipated that the new executive director will be announced by March and beginning in April.

CPL150
STRATEGIC
PLAN
UPDATE
Presented

SAFE, WARM
AND DRY
UPDATE
Presented

FRIENDS
BOARD
UPDATE
Presented

NEW BUSINESS

Ms. Washington presented the following item of New Business.

Resolution Approving Memorandum of Understanding Between The Cleveland Law Library and the Cleveland Public Library

(See pages 223-224)

After Joyce Dodrill, Chief Legal Officer, noted that the reference to Project Learn should be replaced with Cleveland Law Library, Mr. Corrigan moved that the resolution be amended as corrected. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

Ms. Washington moved approval of the following resolution. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

WHEREAS, The Cleveland Law Library Board, as a part of its strategic planning process, determined that it would be beneficial to the community to partner with the Cleveland Public Library and offer joint programming, and reached out to the Cleveland Public Library's Director to propose a collaboration between the two organizations; and

WHEREAS, The two organizations met and discussed co-sponsoring educational programs and workshops on such topics as juvenile justice, landlord/tenant law, employment law, domestic relations, criminal law, and others; and

WHEREAS, The Cleveland Law Library has submitted a Memorandum of Agreement that the Cleveland Public Library's Director agrees satisfactorily memorializes the intent of the parties to participate in cooperative activities, including jointly planning and sponsoring events with authors who have written on legal topics of interest, educating staff on legal resources available at each other's library, coordinating special exhibits and digital interlibrary loans between the two libraries, and other activities more fully set forth in the attached Memorandum of Agreement; now therefore be it

RESOLUTION
APPROVING
MEMORANDUM
OF
UNDERSTAND-
ING BETWEEN
THE CLEVELAND
LAW LIBRARY AND
THE CLEVELAND
PUBLIC LIBRARY
Approved

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby authorizes the Executive Director, CEO or his designee, to execute the Memorandum of Agreement between The Cleveland Law Library and the Cleveland Public Library in substantial conformity with the memorandum attached to this Resolution.

After some discussion about the location of the Cleveland Law Library, Mr. Corrigan stated that there has been a dramatic change with the use of the Law Library as result of electronic resource materials.

Mr. Corrigan stated that because of expenses, many discussions have been held regarding the possibility of merging with Cleveland Public Library.

Mr. Corrigan continued and stated that the Cleveland Law Library has an amazing collection and is basically funded with member fees and some endowments left by lawyers in their wills.

DIRECTOR'S REPORT

Before presenting his report, Director Thomas asked Amy Dawson, Manager, Literature Department & Ohio Center for the Book, to introduce the 2016 Ohio Center for the Book Scholar-in-Residence, Valentino Zullo.

Ms. Dawson stated that since 2012 the Ohio Center for the Book at Cleveland Public Library has encouraged the investigation of issues related to race, gender and cultural diversity in our programming. Mr. Zullo will assist us in exploring and celebrating "Literature, Social Justice and the Superhero Way!" through further programming and outreach.

Ms. Dawson stated that in September, Mr. Zullo will be working on the Wonder Woman Symposium funded by grant funds from the Ohio Arts Council and partnered by Kent State University and Case Western Reserve University.

After the introduction, Mr. Zullo gave a brief overview of his experience and expressed his excitement for his work at the Ohio Center for the Book.

After discussion about graphic novels and comic books, Ms. Dawson acknowledged Jean Collins, Senior Subject

**DIRECTOR'S
REPORT**
Presented

Department Librarian, who has been working with Mr. Zullo to develop successful programming concerning diversity and gender issues using graphic novels and comics as illuminating texts.

Mr. Corrigan stated that this initiative is compatible with the Library's strategic plan on becoming communities of learning.

Finally, Director Thomas stated that Cleveland Public Library lost the Book Bowl Challenge between the Enoch Pratt Free Library and the Cleveland Public Library. Each library was to raise the most funds as part of the Giving Tuesday initiative. The library system that raised the most donations online would be crowned Book Bowl champions. As the loser, Director Thomas had to recite Edgar Allan Poe's "The Raven" while wearing a Ravens jersey. A video of that recitation was shown for attendees.

Partnerships

Director Felton Thomas, Trustee Alice Butts, the Friends of the CPL, OPS, and the Woodland Branch hosted the Ribbon-cutting ceremony for the Playroom, Woodland Wonderland. In attendance were Stephanie Tyus, Asst. Director of Public Services - Branches; District 3 Team Manager, Toni Parker; State Representative, Stephanie Howse (House District 11), Executive Director, Joanne Federman and many representatives from Family Connections; Christie Manning and others from the St. Luke Foundation; Donna Winfield and Sally Rockford, representing NY Community Bank; and our Friends of the CPL, Board President, Nichole O'Sullivan. Ms. Keesha Tolliver-Funches is the Manager of the Playroom and is assisted by Woodland's Children's Librarian, Adela Garcia.

Family Passes to the Cleveland Museum of Natural History are available for check-out by CPL cardholders at all branches. December results show a significant increase in redemption rates compared to the pilot program of just three branches. Each Family Pass is good for one day's admission to the museum for a family of 6 (up to 2 adults and 4 children). Each location receives 15 passes per month from OPS. Additional passes may be requested from OPS as needed.

The Branches

Addison Branch - Branch Manager, Magnolia Peters continues to provide literature drops at area community centers. Youth Librarian, Heidi Landskroener continued her off-site storytimes and provides emails concerning the Early Literacy calendar, branch program guide, and other items of interest to local teachers. Upcycle Parts Shop conducted a holiday craft program entitled "Community art-magnet exchange" Each person will make a magnet for the purpose of exchanging it with another library patron. Cleveland Food Bank delivered their weekly "Free Fresh Produce." This month the branch received apples and pears.

Brooklyn Branch - The new local daycare Little Bit of Loving Daycare has started to come to the branch on a weekly basis. Staff has prepared seasonal crafts to be done by them including Santa fringe beards and have hosted holiday-oriented programs and storytelling, plus movies and events played out on the Smart Board.

Carnegie West Branch - Tail-Waggin' Tutors, Ziggy and Salvador, and a new dog, Baila, enjoyed an hour and a half of stories and companionship from Carnegie West's young readers on December 12th. Every child that read to a dog received a dog-themed gift book of their own choosing, courtesy of the CPL Starter Project grant. Main Library Department Managers Annisha Jeffries and Milos Markovic visited Carnegie West to fulfill the annual requirement of Main Managers to visit a branch library. They toured the entire building and were astounded by the former auditorium below ground. Lights are on in Novak Park! After being out for a few years, all the lightbulbs in the lamps ringing the library have been replaced.

Collinwood - For the month of December, the Collinwood Branch continues to weed based on weeding guidelines and lists forwarded by Collection Management. We are reviewing our stats to find ways to increase our circulation by adding new displays and referencing materials for patrons and families.

East 131 - Manager Ginaya Willoughby attended a dinner meet and greet with author Sharon Draper (also joined by Caroline Peak, Rena Baker, and Nichole Shabazz). Mrs. Willoughby introduced Ms. Draper to an audience of 50 eager fans at Main on December 2nd. Security has been a major concern in the branch over the last few months and we have been working diligently with Lieutenant Duncan and SPS.

Eastman - On December 12, a winter concert was held showcasing computer aide Adam Tully on the bass and children's librarian Rebecca Price Donahue on the clarinet. The festive event was emceed by library assistant Nancy Smith and featured a variety of seasonal music, a fun Frosty the Snowman flannel board, light refreshments, and a special visit from Frozen characters, Elsa and Olaf. Forty-one patrons of all ages came out to get into the spirit and sing along to familiar tunes.

Fleet - Branch Manager Rekiat Olayiwola was recognized at the December Board of Trustees meeting. She is retiring effective December 31, 2015.

Garden Valley - The Garden Valley branch staff was treated to a Pizza Party for having the best-decorated food bin during the Harvest for Hunger/Food for Fines event. Director Felton Thomas joined the celebration. Garden Valley continues to encourage parents and students to engage in conversation about the schools available through the Cleveland Transformation Alliance.

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Martin Luther King Jr. - Youth Opportunities Unlimited continued with its weekly programming for students. The MLK afterschool chess time and gaming time continued with a few sessions for afterschool students. A special holiday break celebration took place with students involving gaming and a special holiday movie time. Ms. Davis and Ms. Jones continued with a mentoring and development program for girls that included discussions about teen and female issues, activities and snacks.

Memorial-Nottingham - We have been working hard at the Memorial-Nottingham branch to improve our services and outreach to the community. Listed are the monthly highlights of our services-Programs: Community Health Art Show, Chess Club, Customer Appreciation Day, Family Game Week; Outreach: Grovewood Head Start and Brilliant Beginnings, Ohio Perry School.

Rice Branch - Youth programs included daily holiday crafts, storytimes, school class visits 4 days a week;

the Kids' Café, the Kid's Crochet Club, Friday Chess Club, and Monday Word Bingo, Friday Movies, and weekend video games. For adults, there was the TechCentral Computer Classes, the Books@Work Community Book Discussion, Knitting Group, Poetic Power, Think Tank, yoga, meditation, and MetroHealth smoking cessation classes.

Manager Ali Boyd attended the African American History Committee at Main and Rice, the District Four Safety Meeting with Commander Kutz, and with Saint Luke's funder Nelson Beckford. Saint Luke's has awarded the Rice Branch a \$5,000 gift to be used at the Manager's discretion. Collections were promoted with displays for Star Wars, Winter Season, poetry, and job readiness.

South Brooklyn Branch - Despite the drastic differences of December's weather, hot for a week, then bitterly cold for a few more days, patrons, especially school-aged, continuously flowed into the branch. In partnership with United Way, the branch had a coat drive for CMSD students, and in partnership with the Greater Cleveland Food Bank, received free produce once a week to give to patrons.

Sterling Branch - Sterling is working with the Children's Museum of Cleveland to bring a series of programs to the Branch. The first, an engineering activity designed to guide children in building structures, is scheduled for January. Additionally, as part of the Cuyahoga Fatherhood initiative, the Children's Museum conducts programs for fathers and their children. Sterling is delighted to be the host site for the first 2016 Dads Count program.

Union - A representative from the Board of Elections set up an information table for the purpose of recruiting poll workers to work the neighborhood voting locations for the next Election Day

Walz - Walz winners of the photography contest were determined. The entries were put on display December 7-January 7th. We've already had inquiries about the second annual Walz Photography contest. The Walz staff put on an original adaptation of "The Bear Who Couldn't Sleep" as a puppet play for pre-K through the second

grades from Watterson Lake (the bear not only couldn't hibernate during Chanukah but also Christmas and Kwanzaa).

West Park - The branch continued meetings of The Fashion Club, which is an ongoing program and collaboration with Bellaire-Puritas Development. Students enjoy snacks and crafts, this month they made beaded scarves with fleece. Color theory was discussed. Students also enjoyed fashion plate coloring sheets and browsed our selection of beading, sewing, and fashion books. We have a balloon twister patron who graciously donated his talents one afternoon and his holiday creations have been on display at the front circulation desk for the past week.

Woodland Branch - The Kiwanis Club visited the Woodland Branch to deliver books to the neighborhood children. This year's recipients were students from the Cleveland School of the Arts. More than 20 children were present to receive books.

Exhibits

This month's highlight included an inaugural art exhibit titled *Head2Head* by artist Milan Kecman which opened on December 15th. The exhibit which runs from December 15th through April 30th features 25 original paintings.

Research That's Possible Only at Main Library

- Government Documents staff were able to find a print-only Code of Federal Regulations document from 1980 for a patron from the armed services. Cleveland Public library is one of the few libraries in the area that still own that year in print.
- Social Sciences staff members assisted a Special Collections Librarian at an out of state Library to obtain access to the publication *Ten Years Service by the National Child Welfare Association, Inc., 1912-1922*.
- A patron in the Science and Technology Department requested books on Particle beam strengthening. Staff was able to locate two books: *Particle Strengthening of Metals and Alloys* by Eckhard Nembach (Wiley, 1997) and *Fundamentals of Beam Physics* by James B. Rosenzweig (Oxford,

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 - A patron requested information about Cleveland WPA artists including the artist John Csosz who painted the mural for Collinwood High School. Information was found in *The Plain Dealer* and the artist clipping files.
 - A local researcher requested building plans for the Clarence Mack House in Lakewood. Clarence Mack designed, built and furnished upper middle class housing in Cleveland's emerging suburbs of Lakewood, Shaker Heights and Rocky River. Special Collections has an archive of his work.
 - A patron from Cincinnati requested images from the 1884 Cincinnati Exposition book that featured lighthouses.
 - A doctoral student from the University of Cambridge (England) requested scans from a 13th century chess manuscript. She also requested scans from a letter written by former Special Collections Manager George Maciuszko in 1964 to a researcher about the contents of the manuscript. Archivist Ann Marie Wieland assisted in locating the letter.
 - The curator from the Princeton University Art Museum requested the image of Andrew Carnegie from one of the paintings in our collection.
 - PAL staff answered resolution and ordinance questions, found information about Charles Giddings, phone numbers and addresses for bio-oxidative therapy clinics and emailed an article from the December 2015 *Planning* magazine to a City of Cleveland Department Director.

Strategic Plan

Our Mission:

We are "The People's University," the center of learning for a diverse and inclusive community.

Our Strategic Priorities:

1. Form communities of learning
2. Fight community deficits
3. Ready for the future: CPL 150
4. Cultivate a global perspective
5. Innovate for efficient and sustainable operations

CLEVNET

CPL has nearly 11,000 followers on Twitter and the Facebook page currently has 7,500 fans.

GRANTS & DEVELOPMENT

Cleveland Foundation Summer Intern Host Site

CPL was selected to host a 2016 Cleveland Foundation Summer Intern to develop the Cleveland Digital Public Library's oral history program.

Northeast Ohio Regional Sewer District Green Infrastructure Grant

Submitted a proposal through Burten, Bell, Carr Development Corporation to install a raingarden in front of Woodland Branch.

Shakespeare's First Folio Fundraising/Programming

Hosted a meeting with outside partners to discuss two events to be held around the Folio.

Woodland Branch Early Learning Space Open House/Ribbon Cutting

Hosted a ribbon-cutting/open house for the Early Learning Space at Woodland Branch (December 16). This event was held primarily to thank New York Community Bank for their grant which purchased the items in the space.

Starting Point Kindergarten Clubs

Submitted final receipts for reimbursement, closing this grant.

ALA ConnectED

Hosted large group (staff) meeting to develop a timeline and framework to distribute library cards to all CMSD students before the start of the 2016 Summer Reading Club.

Letters of Support

- To the Free Library of Philadelphia for their organizational and workforce development proposal to IMLS' Laura Bush 21st Century Librarian grant program.
- To The George Gund Foundation for the formation of Literary Cleveland (headed by Lee Chilcote our partners in the Cleveland Inkubator).
- To Peer to Peer University for CPL to participate in their Learning Circles model of online learning and study groups.

PUBLIC SERVICES

In the month of December the Library hosted approximately 892 programs ranging from writing workshops to community celebrations and an award-winning author visit.

While the month of December is typically a slow month for library programming, CPL hosted award-winning young adult author Sharon Draper to participate in two school assemblies and an evening presentation with educators and members of the community. Students from CMSD, Shaker and Euclid public schools attended two sessions facilitated by Mrs. Draper.

On December 6th the Martin Luther King Jr. Branch participated in University Circle's annual Circlefest celebration. Local musicians and student groups performed for library patrons and artwork produced by local artists was display.

Legal Aid @ the Library was held at the Harvard Lee Branch on December 26th.

Partnerships

Family Passes to the Cleveland Museum of Natural History are available for check out by CPL cardholders at

Sterling, Walz, & Woodland. Each Family Pass is good for one day's admission to the museum for a family of 6 (up to 2 adults and 4 children). Each location receives 15 passes per month from OPS. Additional passes may be requested from OPS as needed.

The original pilot program ran from June through December 2013 was extended through May of 2015. CMNH plans to expand the program to include all Cleveland Public Library locations. The expanded program began June 8.

Genealogy and Neighborhood History Programming

The Center for Local and Global History hosted a Genealogy Clinic and a Family History Research Clinic in December. Library Assistant Adam Jaenke hosted the *Know Your Roots: Explore Your Neighborhood's History on December 12th*. Three speakers participated in the event: Bill Barrow from Cleveland State University, Special Collections Department, April Urban from NEOCANDO, and Patrick Kucharson from These Walls Talk.

Seed Library - Winter Activity

Patrons continue to check out seeds from the CPL Seed Library at the Science and Technology Department even during the summer months and staff members continue to explore and develop new partnerships with community organizations. Patrons checking out seeds during the winter months generally are attempting to grow items in a sunny window or greenhouse or are gathering seeds for spring planting.

Reading Is Aloud

Literature Department Library Assistant Evone Jeffries hosted *Reading is Aloud* on December 18th. During this delightful program, patrons read works with the theme of Christmas and enjoyed holiday treats.

Get Graphic with the Ohio Center for the Book

In December, Guest Reader Valentino Zullo led a discussion of world history - through the medium of comics for the Graphic Novel Book Club and on December 12th, the Get Graphic! Graphic Novel Speaker Series hosted featured Mike Sangiacomo. Sangiacomo, a reporter and comic book columnist for The Plain Dealer, talked about comic books in the modern age and his experiences as a critic, comic's author, and as a teacher of comic book history at CWRU.

Youth Service Programming

Youth Services staff members conducted multiple preschool and toddler story times throughout the month of December including Wee Read and Play and Super Sleuths Story story times. Additional programming included a Polar Express Pajama Party on December 12th, Dewey Decimal Day on December 10th, Winter Time Crafts on December 21st, and Happy Pig Day on December 26th.

Music at Main

The Daniel Bennet Group performed original jazz music on December 5th.

Foreign Literature

Foreign Literature staff members planned and conducted a total of ten programs serving Russian, Chinese, Spanish and native English populations. This month's highlight included an inaugural art exhibit titled *Head2Head* by artist Milan Kecman which opened on December 15th. The exhibit which runs from December 15th through April 30th features 25 original paintings.

Exhibits and Displays

Main library staff members created a number of informative, educational and interesting displays during the month of December. Center for Local and Global History Librarian Terry Metter created book displays featuring the lives and works of Nobel Prize winners and the 150th Anniversary of the ratification of the 13th Amendment. Library Assistant Danilo Milich created a display of the United States using unique pictorial maps on the subjects of literature, P. W. A., exploration and George Washington. Fine Arts Music Librarian Andy Kaplan created a display in celebration of Frank Sinatra's 100th birthday. Government Documents staff members created a display for the movie *Concussion* which opened on December 25th. Youth Services Librarians Maria Estrella and Kristen Schmidt created displays featuring Hanukkah, Christmas, Kwanzaa, Star Wars, and author Sharon Draper.

MOBILE SERVICES

Mobile Services staff continued conducting lobby stops and hold delivery in the month of December.

MEETING ROOMS

The total number of requests for Main Library in the month of December was 117 with an estimated total

attendance of 2,401. The Lake Shore Facility meeting rooms were reserved 18 times. There were 206 requests for branch meeting rooms during the month with an estimated total attendance of 3,588.

Main Library Outreach

Social Sciences Senior Librarian Mark Moore attended the *Celebration of Baseball Stories and Storytellers* at League Park on December 12th. Mr. Moore staffed a display table featuring Sports Research Center resources and gave a presentation focusing on storytelling and baseball oral history resources available at CPL.

Youth Services Staff members continue to visit the Fed Kids Daycare located in the Federal Building to conduct Storytime on site and Youth Services Manager Annisha Jeffries and Popular Manager Sarah Flinn continue to partner and promote the library through weekly story times for children at Rainbow Babies and Children's Hospital's Centering Pregnancy program.

Collection Development Highlights

Map Librarian Tom Edwards continues processing and organizing WWII Captured German Maps. Mr. Milich and Mr. Edwards continue processing City of Cleveland Historical Park Plans.

Special Collections Librarian Kelly Brown is updating the finding aid for the *Chess Portraits collection* and adding some more chess images. She also found a rare 1512 chess book by Damiano not cataloged in Sirsi entitled *Questo Libro e da imparare giocare a schachi*

A local researcher donated a copy of his 2015 publication entitled *Witness: Cleveland's Storefront Churches* which features items from Special Collections and a retired architect donated two rare sets of materials from the Don Hisaka Architectural firm.

Government Documents Library Assistant Mona Brown ordered several handout materials from various government agencies with topics such as food safety, financial education, and consumer awareness.

The Government Documents department is in the process of a major collection review. With the help of their student intern from St. Martin DePorres, the staff has made room on the 8th floor of the Louis Stokes Wing to

move the early Congressional Record volumes from the main collection to storage.

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Staff Development

Business, Economics and Labor Librarian Susan Mullee trained her colleagues on the ScanPro 3000. This was after Ms. Mullee and other colleagues from the Business, Economics and Labor and Government Documents departments were given training from MicroGraphics in November.

Science and Technology Library Assistant Elvira Baron successfully completed the Gale Courses' *Explore a Career as a Pharmacy Technician* available through the library's website. A regular patron studying to pass the state exam inspired her to take this online course to better serve patrons coming to the department.

Government Documents Supervisor Sarah Dobransky attended the 2-day webinar, *New Depository Librarian Institute* hosted by the Government Publishing Office and the Federal Depository Library Program.

Government Documents Library Assistant Mona Brown attended the Federal Depository Library Program webinar *Using HealthCare.gov to Enroll in Health Coverage* on December 10th.

Other Library News

After 30 years of library service Circulation Coordinator Kenyatta Abrams retired from Cleveland Public Library. Her last day was December 31.

Material Handling Manager Daniel Oreskovic and Shelf Division Assistant Manager Cynthia Coccaro conducted page testing for potential new hires as part of the Page Committee.

The Shipping Department continues to have 100% daily turnover on all delivered materials.

Literature Department and Ohio Center for the Book Manager Amy Dawson participated in the Choose to Read Ohio Nominating Committee to select titles for 2017 and 2018.

Branches

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Manager Ali Boyd attended the African American History Committee at Main and Rice, the District Four Safety Meeting with Commander Kutz, and with Saint Luke's funder Nelson Beckford. Saint Luke's has awarded the Rice Branch a \$5,000 gift to be used at the Manager's discretion. Collections were promoted with displays for Star Wars, Winter Season, poetry, and job readiness.

South Brooklyn Branch - Despite the drastic differences of December's weather, hot for a week, then bitterly cold for a few more days, patrons, especially school aged, continuously flowed into the branch. In partnership with United Way, the branch had a coat drive for CMSD students, and in partnership with the Greater Cleveland Food Bank, received free produce once a week to give to patrons.

Sterling Branch - Sterling is working with the Children's Museum of Cleveland to bring a series of programs to the Branch. The first, an engineering activity designed to guide children in building structures, is scheduled for January. Additionally, as part of the Cuyahoga Fatherhood initiative, the Children's Museum conducts programs for fathers and their children.

Sterling is delighted to be the host site for the first 2016 Dads Count program.

Union - A representative from the Board of Elections set-up an information table for the purpose of recruiting poll workers to work the neighborhood voting locations for the next Election Day

Walz - Walz winners of the photography contest were determined. The entries were put on display December 7-January 7th. We've already had inquiries about the second annual Walz Photography contest. The Walz staff put on an original adaptation of "The bear who couldn't sleep" as a puppet play for pre-K through the second grades from Watterson Lake (the bear not only couldn't hibernate during Chanukah but also Christmas and Kwanzaa).

West Park - The branch continued meetings of The Fashion Club, which is an ongoing program and collaboration with Bellaire-Puritas Development. Students enjoy snacks and crafts, this month they made beaded scarves with fleece. Color theory was discussed. Students also enjoyed fashion plate coloring sheets and browsed our selection of beading, sewing, and fashion books. We have a balloon twister patron who graciously donated his talents one afternoon and his holiday creations have been on display at the front circulation desk for the past week.

Woodland Branch - The Kiwanis Club visited the Woodland Branch to deliver books to the neighborhood children. This year's recipients were students from the Cleveland School of the Arts. More than 20 children were present to receive books.

The Woodland Cemetery Foundation held its month Board meeting at the Woodland Branch. They have expressed an interest in donating to the Friends of the Library, in appreciation for the services the Woodland branch provides to the Foundation and to the community. The Branch is working in collaboration with the Cleveland Central Promise group to survey the neighborhood on behalf of the Cleveland Transformation Alliance.

Director Felton Thomas, the Friends of the CPL, OPS, and the Woodland Branch hosted the Ribbon-cutting ceremony for the Playroom, Woodland Wonderland. In attendance were Stephanie Tyus, Asst. Director of Public Services -

Branches; District 3 Team Manager, Toni Parker; State Representative, Stephanie Howse (House District 11), Executive Director, Joanne Federman and many representatives from Family Connections; Christie Manning and others from the St. Luke Foundation; Donna Winfield and Sally Rockford, representing NY Community Bank; and our Friends of the CPL, Board President, Nichole O'Sullivan. Ms. Keesha Tolliver-Funches is the Manager of the Playroom and is assisted by Woodland's Children's Librarian, Adela Garcia.

Cleveland Digital Public Library

Learning Commons

Cleveland Digital Public Library is currently regularly hosting Tech Central's computer classes and International Services (ESL) classes, and hosted the Friends Annual Meeting, and the Northeast Ohio Society for Industrial Archaeology.

Programs

The Cleveland Digital Public Library held a World Aids Day program featuring David Fearn and Maggie Eisenstat of The Recollectors on AIDS/HIV and Digital Storytelling December 5th

Magic Box

Cleveland Digital Public Library has placed a Magic Box exhibit case, loaned to use by Content Conversion Specialists (CCS), on display in the Digital Library. The case contains both physical and digital materials relating to Louis Stokes and the library.

Videography and Photography

Library Assistant Catherine Young produced 4 videos, some of which were uploaded to the touch wall and vimeo account. These videos include the Director's message to Enoch Pratt Public Library, the Raven, Daniel Bennett talk, and the first part of the Russian holiday program. Ms. Young also photographed a multitude of library events including the Russian holiday program, Sharon Draper, Daniel Bennett, holiday parties, and two projects for Human Resources.

Public Services Statistics

Between December 1 and December 26 the Cleveland Digital Public Library had 256 visitors and 103 KIC Scanner sessions resulting in 2,492 images/3,023.3 MB. The

Digital Gallery had 5,170 sessions by 3,982 users resulting in 22,525 page views.

Outreach

The Foundation Center

Dr. Ewing and Ms. Senese attended a meeting with Brian Schultz and Natalie Jemiola Wilson at the Foundation Center to discuss the possibility of creating a class, webinar, seminar or symposium on Digital Storytelling for Non-profits.

Collinwood High School

Ms. Senese is working with the Collinwood High School Librarian to teach and aid in the digitization of Collinwood High School's archives.

Collection Development

Cleveland Digital Public Library staff has completed scanning: *The Chess Player*, *A Selection of Games at Chess*, *Il Puttino Altramente Detto*, *The Noble Game of Chess*, *Trattato del Nobilissimo et Militare*, and the Cleveland Meeting of the Religious Society of Friends newsletter *Tatler*. Digitization continues on the City Directories, John Hay High School yearbooks, Chess portraits, and a selection of chess books from Special Collections. 15 items containing 102 pdfs have been uploaded to the Digital Gallery.

Other

Preservation

The preservation staff has completed 53 (49 complex, 4 simple) book treatments, 32 enclosures, printed 54 labels, and performed complex treatments to 70 sheets of paper.

DPLA Ohio

The Cleveland Digital Public Library is part of an LSTA Planning grant to develop a plan for Ohio Cultural heritage institutions to participate in the Digital Public Library of America through an Ohio service hub. Dr. Ewing serves on the steering committee and as the co-chair of the Legal Agreements working group. Ms. Senese serves on the Advocacy working group and Metadata Archivist Raymond Rozman serves on the Tactical Strategy for Technical Infrastructure working group.

Implementation of work stations in departments
Cleveland Digital Public Library staff will install and train staff members in the Maps Department, Photographs Departments, and the Public Administration Library on how to use the ContentDM Project Client. Staff members in these departments and branch will be able to upload digital content and associated metadata into select collections within the Digital Gallery.

Stacks Maintenance Environmental monitoring and internal pest management of the stacks within Main, Louis Stokes, and Lake Shore has become an additional planning priority as a result of previous events. Disaster kits and environmental monitoring equipment has been received.

TechCentral

Additional equipment has been arriving for the TechCentral MakerSpace and other Maker initiatives throughout CPL. Initial training for TechCentral staff on new equipment will begin in January.

The TechCentral MakerSpace has been buzzing with activity during the Month of December, with many patrons working on special projects for the holidays. Part of the increase in usage during weekdays has been attributed to the change in reservation rules allowing advanced reservations.

TechCentral

Community Engagement: Visits and Outreach

TechCentral held a tour of the department and Makerspace for a group of Industrial Archaeologists on December 19.

Meetings, Presentations and Professional Development

On December 9 TechCentral Manager, CJ Lynce, along with Director Thomas, met with authors of an upcoming book to discuss how the TechCentral MakerSpace has impacted the maker movement in the city of Cleveland.

Several staff members attending training on basic cleaning of the TechCentral Laser Engraver between December 28 and 31.

OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

For December, OLBPD circulated 47,580 books and magazines directly to patrons. OLBPD registered 151 new

readers to the service. The December BARD statistics were not available at the time this report was due.

OLBPD participated in its annual Holiday Book Chat with classes of the Ohio State School for the Blind. On Friday, December 11th, OLBPD discussed "Horrible Harry and the Christmas Surprise" by Suzy Kline with the K-3 students, and "The Christmas Revolution" by Barbara Cohen with the 3-6 grade students.

OLBPD continued working with Automation Services to configure the new adaptive computer workstations that were purchased with LSTA discretionary funds. The new machines will all feature access to JAWS and Window Eyes screen readers, ZoomText screen magnification, Duxbury Braille Translator, Open Book text-to-speech reader, Read & Write 10 for learning disabilities, APH Talking Typer keyboarding training software, and Sorenson nTouch videophone and relay service for patrons who are deaf and hard of hearing. The new adaptive PCs will also feature large 20" flat screen monitors with integrated speakers and headphones, as well as a large print computer keyboards. The OLBPD adaptive technology web page will also be updated reflecting all the upgrades to the computers as well as where patrons can access them.

OLBPD renewed its licensing to continue using the Talking Communities online meeting room for book discussions and programming. The online meeting room allows OLBPD patrons across the State to participate with programs that occur here in Cleveland. OLBPD patrons can connect to the OLBPD online meeting room using their own personal computers with an Internet connection. OLBPD patrons can participate in book discussions using the online meeting room, visiting OLBPD, or dialing in through their telephone.

OLBPD Librarian Michelle Makkos and OLBPD Library Assistant Ken Redd provided information and talks about the service at Lane Metro Church on December 8th.

The OLBPD adult book club met on December 11th to discuss "Visions of Sugarplums" by Janet Evanovich and "A Walk to Remember" by Nicholas Sparks.

TECHNICAL SERVICES

During December Patricia Lowrey, Director of Technical Services, attended several meetings of the CareWorks Implementation Team. On December 4, Ms. Lowrey along with Technical Services Managers Carole Brachna, Elizabeth Hegstrom, Sandy Jelar Elwell, and Andrea Johnson attended S.O.L.E. workshops on flextime along with members of the Acquisitions, Catalog, High Demand, and Materials Processing Departments. Ms. Lowrey attended the ConnectED meeting on December 8.

On December 16, Ms. Lowrey, Yolanda Lawler, Mrs. Brachna, and Mrs. Jelar Elwell delivered pizzas to the employees of the Lake Shore Facility as part of the Director's "Thank You" to the staff. Ms. Lowrey attended the retirement celebration for Senior Catalog Librarian Johnny Parsons. Ms. Lowrey selected and ordered the 2016 Nook Magazine titles for the CLEVNET eMedia collection.

High Demand: The High Demand staff ordered 197 titles and 2,087 items. They added 513 titles and 7,751 items. In addition, they processed 1,017 items for other departments. End of the year work, such as paying the last invoices and clearing up any partial shipments and cancellations were completed. The High Demand and Acquisitions staff continued to struggle with Sirsi invoice importing failures. This issue is believed to have been resolved by the end of the month.

Technical Services Senior Clerk Steven Best returned from FMLA December 1. The High Demand Manager Carole Brachna and some staff attended focus group meetings about the potential to expand flextime in the Technical Services Division. Dale Dickerson, High Demand Librarian, filled in for lunches and breaks in the Shelf/Shipping Department one day when they were very short-handed. He also reviewed some original DVD cataloging records for the Catalog Department, pursued some RDA training via a webinar, and processed items for Materials Processing.

Collection Management: Collection Management selected 1,591 titles, 21,684 copies, and spent \$119,289 in December. 122 telescopes of materials were relocated. Laura Mommers visited the Fleet Branch.

Collection Manager Pam Matthews and Technical Services Assistant Eric Hanshaw attended the 2015 wrap-up United Way/Community Shares meeting. Ms. Matthews and the District Managers met as part of the ongoing Collections Focus Group. Ms. Matthews and other Technical Services staff met with representatives from Ingram, one of CPL's major book vendors and Ms. Matthews virtually attended Infopeople's webinar "Emerging Tech Trends in Libraries." Mr. Hanshaw and Ms. Mommers both helped Materials Processing in processing and routing out books.

Shelf/Shipping: On December 7 Amber Alexander joined the department and began working as a Temporary Receiving and Distribution Technician. Ms. Alexander was hired to this temporary role to assist the department while Technical Service Senior Technician Darryl Pless was out of work on FMLA.

The staff of the Lake Shore Shelf/Shipping Department sent 36 items to the Main Library for requests and 104 items to fill holds. Main Library received 365 telescopes, the Branches received 820 telescopes, CLEVNET received 108 telescopes, CASE received 7 telescopes CSU received 9 telescopes and Tri-C received 4 telescopes. A total of 1,313 telescopes were shipped out. The Technicians sent out 1,273 items of Foreign material and in total 12,666 new items were sent out to the Acquisitions and High Demand Department.

Acquisitions: All remaining orders for 2015 selections were placed by December 22nd and the last day for all staff to receive materials and pay invoices in Sirsi was also December 22nd. The Librarians in the Acquisitions Department completed the annual end of the year projects such as creating new orderlines on existing purchase orders for titles with partial receipts; reviewing and editing order information; and deleting all invoices from Sirsi that had not been approved for payment before the end of the year.

Alicia Naab, Acquisitions Coordinator, organized the receipt of 6,314 photographs that had been selected for purchase from the vendor Old Erie Street Bookstore by the Center for Local and Global History. Staff from the Acquisitions Department and Collection Management volunteered to assist with the receipt and processing of these photographs as each one had to be individually verified, counted, and property stamped. In addition to

the photographs that were purchased, the vendor also included supplemental materials which Lisa Kowalczyk, Technical Services Librarian, reviewed and created a detailed inventory list.

The Acquisitions Department ordered a total of 1,693 titles and 35,232 items (including periodical

subscriptions and serial standing orders); received 9,691 items, 1,781 periodicals, and 221 serials; added 795 periodical items, 95 serial items, 289 MLO Holds items, 40 paperbacks, and 1,291 comics; and processed a total of 1,599 invoices.

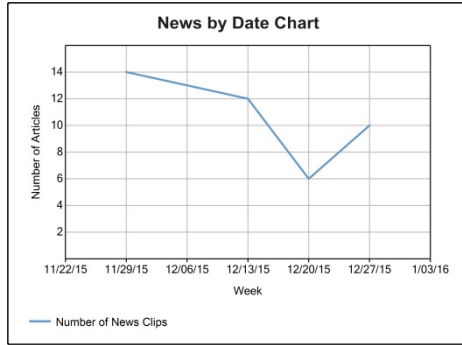
Catalog: Catalogers added 2,153 titles and 2,253 items for Cleveland Public Library, including 322 titles in 15 different languages. Catalog Manager Andrea Johnson revised the daily bibliographic load schedule and developed a weekly rotation for cataloging Blu-rays and DVD's. Librarians Michael Gabe and Celia Halkovich learned how to do the bibliographic load in Sirsi WorkFlows and started loading records in the regular daily rotation. Senior Librarian Michael Monaco and Librarian Barbara Satow provided their training. Ms. Halkovich, Ms. Satow, and Librarian Amei Hu began working with the DVDs on the Received with Holds report, and created their first original records for CPL DVD's.

Senior Librarian Dawn Grattino created original catalog records for the English and Spanish versions of the settlement agreement between the U.S. Dept. of Justice and the City of Cleveland from 2015 mandating the Consent Decree for overhauling the police department. Mr. Monaco cataloged a number of items of local interest this month, including the early twentieth century serial Spalding's official Cleveland baseball book, which documents leagues and clubs in the Cleveland area. Mr. Monaco attended the first Ohio Library Council (OLC) Convention and Expo (CAE) 2016 Program Committee meeting. Senior Librarian John Parsons retired at the end of December.

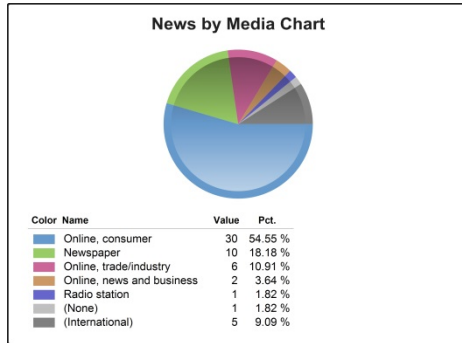
Materials Processing: The Associates cataloged 808 new titles for the Cleveland Public Library and added 2,222 records for the CLEVNET libraries. The Associates and Sr. Clerks added 4,040 items. The Technicians worked on 19,821 items.

Materials Processing staff spent the month of December clearing problems and getting materials out. Most staff members took vacation time.

MARKETING & COMMUNICATIONS



Media coverage for the month of December included 55 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$84,116.04. In December, the online media outlets that featured CPL events and programs received 7,195,384 unique visitors. Most viewed were numerous online and print articles about the new library card featuring the art of Amy Casey. Online consumer accounted for over half of the media type mentioning the Library.



Ads to promote the new library card were placed in *La Prensa*, *Profile News*, *Campus Observer*, *Call & Post*, and *Real Deal Press*.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 6,513 times on average per week, with an average of 747 clicks to the website per week resulting in an 8.7% click-through rate for the month. *Public library* was the most clicked-through phrase.

December-SOCIAL MEDIA

Twitter followers are up from 9,776 in 2014 to 11,484 currently. Facebook fans are up from 7,122 in 2014 to 7,784 currently. There are 860 followers on Pinterest.

The top 5 most clicked on links from BOTH Facebook & Twitter:

1. Dec 19th: Did you know that we offer a wide range of interactive courses that you can take over the Internet? Learn more: ow.ly/W7l7P (Link to Gale Courses)
2. Dec 21st: Celebrate the 75th anniversary of Wonder Woman with us on 1st & 3rd Thursdays in January and February. ow.ly/We7Jq (Link Cleveland.com article)
3. Dec 2nd: Congrats @prattlibrary for winning the #BookBowl. Thanks to those that helped us raise over \$25,000 for @donateCPL! ow.ly/Vow3P (Link to Friends of the CPL)
4. Dec 4th: Join us tomorrow, 10:30am-2pm, at the Louis Stokes Wing, 6th floor for Genealogy & Family History Research Clinics ow.ly/VuSsu (Link to genealogy page)
5. Dec 17th: Celebrate the 150th anniversary of Lewis Carroll's Alice's Adventures in Wonderland with us now through 12/31. ow.ly/W2uAU (link to Alice 150 page)

Top 5 most engaging posts on Facebook (includes likes, comments, etc.):

1. December 22nd: Cleveland.com article about Wonder Woman 75th anniversary
2. December 19th: Cleveland Public Library Gale Courses
3. December 16th: Warm Up Cleveland
4. December 9th: Dewey Decimal Day Celebration
5. December 28th: Noon's Year Eve at CPL branches

GRAPHICS

Graphics staff designed, printed, and distributed 139 items in December in addition to graphics for ads; the library website; social media; 5 staff newsletters; CPL Fit calendar; 2016 Hot Titles for Cool Readers and 2016 Enticing Titles for Teens; 2016 MLK Calendar; OLBDP Newsletter; Black History Month display in Government Documents; new library card promotional materials; reproduction of Consent Decree and Settlement Documents for branches; Director's holiday card; bookmarks for the Karamu production of *Detroit 67* and the Cleveland Playhouse production of *Mountaintop* and *Little Shop of*

Horrors; UpNext monthly program guide and MyBranch branch activity fliers.

PROPERTY MANAGEMENT

The Property Management office completed numerous branch inspections and continues to monitor utility bills. We are meeting weekly on the progress of Phase II for Main and LSW.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. The controls for the air handling unit at Eastman were upgraded. A bad heating valve on the multipurpose room HVAC unit was replaced at Fleet. A bad hot water pump motor for the heating system at Fulton was replaced. A new rooftop AC unit was installed at Glenville. In LSW the following repairs were completed. A defective pressure regulator on the HVAC control system was replaced, all the pre filters on all HVAC units were changed, a torn humidifier tank gasket was replaced and the condenser fan motor, fan blades and control fuses were replaced in the number 1 Liebert HVAC unit in IT. The fan belts were replaced on return fans #20, 21, 22, 23, 24 and the three humidifiers tanks for the HVAC unit were cleaned in Main. Interior high lights and exterior lights were repaired or replaced as needed at Memorial Nottingham. Exterior cameras were mounted at all branches and work has begun to mount the interior cameras. The fan belt for air handling unit #3 was replaced and the heating hot water pump for the boiler was replaced at West Park.

The Carpenters and Painters have been removing, relocating, and discarding furniture, shelving and equipment in preparation for the work to be done in LSW and MAIN for Phase II. Doors and locks were repaired at Harvard-Lee, LSW, Rockport, New South and Mt. Pleasant. Ceramic floor tile was replaced at Collinwood and Fulton.

The Garage is working on servicing snow blowers and salt spreaders for the branches.

SAFETY & PROTECTIVE SERVICES

SAFETY SERVICES

- Staff requisition forms completed to replace officer positions vacated by Lt. Babbits and Lt. Romance.
- Part time officers Wayne Kresak and Carrie Krouse were promoted to full time officers. One part time position is filled and interviews will be scheduled for the last part time position.
- SPS has completed the Five District Staffing Plan which will ensure the deployment of five branch patrol vehicles.
- Commander of Cleveland Police Department's Fourth District recommends placing "No Loitering" signs on the exterior of CPL branches so CPD patrol cars can address loitering issues without needing to be called. Joyce Dodrill was contacted regarding the legality of signs and placement.

PROTECTIVE SERVICES

Activity

Month	Total Dispatch Activities	Ave per day	Total Alarms	Branch Emergencies	Branch Visits	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Dec 2015	4351	189	113	39	627	154	60	37
Nov 2015	4252	185	136	127	754	129	78	58
Oct 2015	5810	215	167	51	682	167	67	47
Sept 2015	5520	221	101	40	675	157	56	56
Aug 2015	6132	236	112	46	850	146	76	68
July 2015	7336	282	122	55	1006	144	87	73
June 2015	6992	280	140	42	592	170	55	58
May 2015	6010	240	140	37	390	250	52	55
April 2015	5818	223	154	39	219	294	50	64
Mar 2015	5363	206	169	32	195	278	65	73
Feb 2015	4538	206	183	18	209	178	43	45
Jan 2015	5123	205	190	35	179	220	78	45
Dec 2014	4747	190	192	31	194	254	53	38
Nov 2014	4442	198	196	17	237	189	40	48

Special Attention, Special Events, and Significant Incidents

- A juvenile male patron that had been harassing Mount Pleasant staff was arrested 1/12/16 for trespassing.
- 12/3 a patron that has made numerous advances to a female staff member in Tech Central was arrested for outstanding warrants.
- 12/7 Garden Valley branch was placed in an Emergency Lockdown due to a shooting that took place near the branch. SPS branch patrol responded and assisted branch staff with closing.
- 12/9 a disruptive juvenile spit on the Children's Librarian at South Brooklyn. The juvenile was gone on arrival when SPS arrived.
- 12/11 a group of juveniles were expelled from Walz branch; while outside they became confrontational with Ms. Leftkowitz.

- Branch patrol responded to Sterling branch 12/10 for an overflowing toilet running out into the branch. The water supply shut off valve was closed to stop the overflow.
- 12/14 a stolen bike led to a fight in front of Rockport branch. The G4S guard was punched by a juvenile and CPD responded and arrested the mother of the aggressive juvenile.
- Branch patrol made contact on 12/15 with a female patron that monopolizes the restroom and smokes inside the restroom at Lorain branch. She was given a warning.
- 12/15 CPD and SPS were dispatched to Harvard Lee for a male with a knife inside the branch. CPD arrived first and arrested the male for outstanding warrants.
- On 12/22 a young lady went into Collinwood branch after being attacked by a loose dog. EMS was called and they transported the victim but left her two little sisters at the branch. A library staff member along with the G4S guard escorted the children home and the mother became irate when the G4S guard stepped inside her home. I spoke with the mother and it has been resolved.

Protective and Fire Systems

- SPS officers were instructed on and practiced conducting fire drills in the 4th quarter of 2015 with Lt. Duncan.
- 4th quarter drills were completed.

Contract Security

- The MLK guard was removed after it was determined she falsified her timecard on 1/8/16; I visited the branch that afternoon and she wasn't present.
- I am reviewing a new post order binder for the contract security guards.

Administration

- The SPS officer post at Lake Shore will be eliminated and replaced with a G4S guard to increase the amount of officers available for Five District Staffing Plan. Tish Lowery signed off on the proposal.
- All officers are signed up for the upcoming AED/First Aid classes.

INFORMATION TECHNOLOGY & CLEVNETCLEVNET Directors' Panel

The CLEVNET Directors' Panel met December 9, 2015, at the Lake Shore Facility. The Panel discussed the timetable for the Bylaws Ad Hoc Committee and what should happen if a library approaches CLEVNET for membership before the bylaws are revised. While the decision to bring a new library system into CLEVNET currently rests with CPL's Board alone, the Panel would like the opportunity to weigh in on the question early in the process. The capacity for expansion was a concern raised during CLEVNET's strategic planning process.

As part of her ongoing efforts to respond to the call in CLEVNET's Strategic Plan for greater fiscal transparency, Carrie Krenicky, CPL's Chief Financial Officer, has been posting a Year-to-Date Budget Report each month on the CLEVNET Member's Site since September 2015. The Panel expressed their appreciation for the easy access to this information and the timeliness in which Ms. Krenicky provides it.

As in past meetings of the Panel, the Directors continued to express their concerns about staffing in IT/CLEVNET and the ability to retain and attract talent. The Panel would like there to be an annual meeting of the Directors' Panel Chair and CPL's Director to discuss CLEVNET's strategic priorities, staffing being one of them. Timothy Diamond, CPL's Chief Knowledge Officer and liaison to CLEVNET, agreed to arrange the meeting.

In July 2015, the location of the quarterly meeting of the CLEVNET Directors had to be changed at the last minute due to a scheduling conflict at CPL's Lake Shore Facility. The meeting was held instead at the Main Library of the Wayne County Public Library in Wooster, Ohio. The Directors seemed to enjoy the change of venue and the opportunity to tour Wooster's library and learn more about their offerings and services. Afterwards, the Directors were sent an online survey to see if they would like the location of the quarterly meeting to move around CLEVNET and they overwhelmingly agreed that they would. In response to their wishes, Hilary Prisbylla, Director of CLEVNET, has scheduled the first quarterly meeting of 2016 for Friday, January 29, 2016, at Medina County District Library's Brunswick Library.

CLEVNET Projects

- Perry Public Library migrated to CLEVNET VoIP.
- Wi-Fi upgraded at Madison and Ritter (Vermilion) libraries.
- The rollover process to move data into the new 2016 fiscal cycle was completed for those libraries in CLEVNET using the acquisitions module in SirsiDynix.
- Software and Webware staff attended an online training session for configuring the new Enterprise public catalog software.

CPL Projects

- Domain Controllers were replaced to increase reliability and Active Directory performance at the following locations: Harvard-Lee, Union, Walz, Garden Valley, Mt. Pleasant, and Hough.

Mr. Corrigan adjourned to the Organizational Meeting at 2:10 p.m.

Maritza Rodriguez
President

Alan Seifullah
Secretary

2016 ORGANIZATIONAL MEETING OF THE LIBRARY BOARD

Mr. Hairston called the meeting to order at 1:49 p.m.

Election of Officers

Mr. Hairston, Nominating Committee Chair, presented the following report on behalf of the Nominating Committee which was comprised of himself, Alan Seifullah and Alice Butts.

President-----Maritza Rodriguez
Vice President-----Alan Seifullah
Secretary-----Thomas D. Corrigan

Mr. Hairston moved that the nominations be closed. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

The Nominating Committee's report was approved unanimously by voice vote.

Mr. Hairston moved to accept the Nominating Committee's recommendations as proposed. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Ms. Rodriguez thanked the Nominating Committee.

Election of Fiscal Officer & Appointment of Deputy Fiscal Officer

Ms. Rodriguez moved approval of the following resolution. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

BE IT RESOLVED, That Carolyn ("Carrie") Krenicky be elected to serve as Fiscal Officer from the Year 2016 Organizational Meeting through the Year 2017 Organizational Meeting and that a stipend of \$400.00 per month be paid for the duties as Fiscal Officer; and

BE IT RESOLVED, That Laura Armstrong be appointed to serve as Deputy Fiscal Officer from the Year 2016 Organizational Meeting through the Year 2017

OFFICERS
Elected

FISCAL
OFFICER
Elected

DEPUTY FISCAL
OFFICERS
Appointed

Organizational Meeting and that a stipend of \$250.00 per month be paid for the duties as Deputy Fiscal Officer.

Renewal of Surety Bonds on Fiscal Officers

Mr. Hairston moved approval of the following resolution. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

BE IT RESOLVED, That the Public Official Surety Bond on the Fiscal Officer and Deputy Fiscal Officer for coverage of \$50,000 be renewed through the next Organizational Meeting in 2017.

Ms. Rodriguez adjourned the Organizational Meeting at 1:52 p.m.

SURETY
BOND ON
FISCAL
OFFICERS
Approved

Maritza Rodriguez
President

Thomas D. Corrigan
Secretary

GIFT REPORT FOR DECEMBER 2015

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	512	9,098
Periodicals	1	325
Publishers Gifts	0	12
Non-Print Materials	<u>191</u>	<u>951</u>
TOTAL LIBRARY SERVICE MATERIALS	704	10,386

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
General Fund	Unrestricted	\$ 225	\$ 6,525
Building & Repair Fund	Restricted	0	0
Library Fund	Restricted	363	10,218
Young Fund	Restricted	12,768	51,073
Friends Fund	Restricted	0	23,000
Schweinfurth Fund	Restricted	21,217	79,030
Founders Fund	Restricted	0	244,500
Ohio Center fo the Book	Restricted	0	900
Judd Fund	Restricted	53,770	216,515
Lockwood Thompson Fund	Restricted	85,108	170,216
Learning Centers	Restricted	<u>0</u>	<u>0</u>
TOTAL MONEY GIFTS		\$ 173,451	\$ 801,976

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	7	140	704	10,386
Money Gifts	<u>11</u>	<u>69</u>	<u>11</u>	<u>69</u>
TOTAL GIFTS	18	209	715	10,455

**Cleveland Public Library
2016**

January 12, 2016

Cuyahoga County Budget Commission
Attention: Bryan Dunn
1219 Ontario Street
Cleveland, Ohio 44113

Dear Bryan,

Cleveland Public Library requests a Certificate of Estimated Resources as noted below for the following funds:

Fund Number	Fund Description	Actual Unencumbered Balance as of 1-Jan-16	"Taxes/PLF" from:	Requested "Taxes/PLF" to	"Other Sources" from:	Requested "Other Sources" to	Overall Increase/ (Decrease)
General Fund							
101	General Fund	\$ 24,554,989.34	\$ 26,252,592.00	\$ 23,766,763.55	\$ 2,649,305.62	\$ 2,649,305.62	\$ (2,257,631.30)
Special Revenue Funds							
201	Anderson	\$ 276,296.99			\$ 11,000.00	\$ 11,000.00	\$ -
202	Endowment for the Blind	\$ 2,170,265.69			\$ 84,400.00	\$ 84,400.00	\$ -
203	Founders	\$ 5,885,671.83			\$ 208,200.00	\$ 449,438.00	\$ 241,238.00
204	Kaiser	\$ 58,614.88			\$ 2,300.00	\$ 2,300.00	\$ -
205	Kraley	\$ 179,009.06			\$ 6,400.00	\$ 6,400.00	\$ -
206	Library	\$ 177,111.07			\$ 10,700.00	\$ 10,700.00	\$ -
207	Pepke	\$ 127,745.59			\$ 4,800.00	\$ 4,800.00	\$ -
208	Wickwire	\$ 1,349,668.46			\$ 54,600.00	\$ 54,600.00	\$ -
209	Wittke	\$ 86,265.93			\$ 3,400.00	\$ 3,400.00	\$ -
210	Young	\$ 4,000,361.89			\$ 200,400.00	\$ 200,400.00	\$ -
225	Friends	\$ -			\$ 29,500.00	\$ 29,500.00	\$ -
226	Judd	\$ -			\$ 200,000.00	\$ 200,000.00	\$ -
228	Lockwood Thompson	\$ 54,674.88			\$ 165,000.00	\$ 165,000.00	\$ -
229	Ohio Center for the Book	\$ -			\$ 900.00	\$ 900.00	\$ -
230	Schweinfurth	\$ 80,722.29			\$ 50,000.00	\$ 50,000.00	\$ -
231	CLEVNET	\$ 158,419.24			\$ 5,037,729.97	\$ 5,037,729.97	\$ -
251	OLBPD	\$ (14,144.26)			\$ 1,508,194.00	\$ 1,508,194.00	\$ -
252	USTA-Know It Now	\$ 27,058.22			\$ -	\$ -	\$ -
254	MyCom	\$ (104,540.53)			\$ 109,160.00	\$ 109,160.00	\$ -
256	Learning Centers	\$ -			\$ -	\$ -	\$ -
		\$ 14,513,201.23			\$ 7,686,683.97	\$ 7,927,921.97	\$ 241,238.00
Capital Projects Funds							
401	Building and Repair	\$ 9,083,634.76			\$ -	\$ 1,500,000.00	\$ 1,500,000.00
Permanent Funds							
501	Abel	\$ 208,076.10			\$ 9,000.00	\$ 9,000.00	\$ -
502	Ambler	\$ 2,018.69			\$ 86.00	\$ 86.00	\$ -
503	Beard	\$ 123,622.21			\$ 5,100.00	\$ 5,100.00	\$ -
504	Klein	\$ 4,751.17			\$ 200.00	\$ 200.00	\$ -
505	Malon/Schroeder	\$ 170,913.05			\$ 10,200.00	\$ 10,200.00	\$ -
506	McDonald	\$ 173,940.36			\$ 7,100.00	\$ 7,100.00	\$ -
507	Ratner	\$ 85,938.24			\$ 3,400.00	\$ 3,400.00	\$ -
508	Root	\$ 32,361.65			\$ 1,500.00	\$ 1,500.00	\$ -
509	Sugarman	\$ 49,674.54			\$ 7,000.00	\$ 7,000.00	\$ -
510	Thompson	\$ 111,293.32			\$ 6,000.00	\$ 6,000.00	\$ -
511	Weidenthal	\$ 6,013.72			\$ 250.00	\$ 250.00	\$ -
512	White	\$ 1,697,362.18			\$ 85,000.00	\$ 85,000.00	\$ -
513	Beard Anna Young	\$ 17,154.87			\$ 2,700.00	\$ 2,700.00	\$ -
		\$ 2,683,120.10			\$ 137,536.00	\$ 137,536.00	\$ -
Agency Funds							
901	Unclaimed Funds	\$ 10,735.01			\$ -	\$ -	\$ -
905	CLEVNET Fines & Fees	\$ 7,506.32			\$ -	\$ -	\$ -
		\$ 18,241.33			\$ -	\$ -	\$ -

The reason for the increase/decrease in Estimated Resources:

Please reflect the current Actual Unencumbered Balances for January 1, 2016 along with an increase in Other Sources-Special Revenue by \$241,238 and Other Sources-Capital Projects to reflect the resolutions going before the Board for approval on January 21, 2016 to accept the Zajac bequest and the transfer of funds into the Building & Repair fund.

I updated the Property Tax and PLF numbers as certified on 12/22/2015.

Thank You,
Carrie Krenicky
Treasurer/CFO
Cleveland Public Library

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2016**

GENERAL FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
Cash January 1	22,356,908.85	2,198,080.49	24,554,989.34 (3)
Taxes - General Property	24,252,592.00	(2,485,828.45)	21,766,763.55
Public Library Fund (PLF)	21,775,207.44	228,197.15	22,003,404.59
State Rollbacks/CAT	2,565,829.28	0.00	2,565,829.28
Fines and Fees	399,000.00	0.00	399,000.00
Earned Interest	320,862.50	0.00	320,862.50
Services	0.00	0.00	0.00
Unrestricted Gifts	0.00	0.00	0.00
Miscellaneous	1,363,613.84	0.00	1,363,613.84
Return of Advances	0.00	0.00	0.00
TOTAL RESOURCES	73,034,013.91	(59,550.81)	72,974,463.10

APPROPRIATION	Prior Appropriation	Increase/ Decrease	Amended Appropriation
Salaries/Benefits	34,757,274.21	0.00	34,757,274.21
Supplies	1,052,538.00	0.00	1,052,538.00
Purchased/Contracted Services	10,437,800.55	0.00	10,437,800.55
Library Materials/ Information	7,348,180.00	0.00	7,348,180.00
Capital Outlay	1,191,200.00	0.00	1,191,200.00
Other Objects	131,760.00	0.00	131,760.00
SUBTOTAL OPERATING	54,918,752.76	0.00	54,918,752.76
Transfers/Advances	0.00	1,500,000.00	1,500,000.00
TOTAL APPROPRIATION	54,918,752.76	1,500,000.00	56,418,752.76

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2016**

SPECIAL REVENUE FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	20,458,139.69	1,982,983.51	22,441,123.20
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
Anderson	247,300.00	19,854.48	267,154.48
Endowment for the Blind	2,141,400.00	113,265.69	2,254,665.69
Founders	2,785,200.00	1,085,247.47	3,870,447.47
Kaiser	57,700.00	3,214.88	60,914.88
Kraley	176,400.00	9,009.06	185,409.06
Library	151,200.00	36,611.07	187,811.07
Pepke	115,200.00	17,345.59	132,545.59
Wickwire	1,312,100.00	84,915.83	1,397,015.83
Wittke	84,900.00	4,765.93	89,665.93
Young	3,869,500.00	331,261.89	4,200,761.89
Friends	29,500.00	0.00	29,500.00
Judd	200,000.00	0.00	200,000.00
Lockwood Thompson	165,000.00	54,674.88	219,674.88
Ohio Center for the Book	900.00	0.00	900.00
Schweinfurth	56,800.00	73,922.29	130,722.29
CLEVNET	5,037,729.97	158,419.24	5,196,149.21
LSTA-OLBPD	1,508,194.00	(14,144.26)	1,494,049.74
LSTA-Know It Now	27,058.22	0.00	27,058.22
MyCom	109,160.00	(104,540.53)	4,619.47
Learning Centers	0.00	0.00	0.00
TOTAL APPROPRIATION	18,075,242.19	1,873,823.51	19,949,065.70 (4)

CAPITAL PROJECTS FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	8,122,000.00	2,461,634.76	10,583,634.76
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
BUILDING & REPAIR	8,122,000.00	2,461,634.76	10,583,634.76 (5)

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2016**

PERMANENT FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	2,587,136.00	233,520.10	2,820,656.10
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
Abel	205,200.00	11,876.10	217,076.10
Ambler	1,986.00	118.69	2,104.69
Beard	114,000.00	14,722.21	128,722.21
Klein	4,600.00	351.17	4,951.17
Malon/Schroeder	167,000.00	14,113.05	181,113.05
McDonald	166,300.00	14,740.36	181,040.36
Ratner	76,700.00	12,638.24	89,338.24
Root	31,800.00	2,061.65	33,861.65
Sugarman	47,200.00	9,474.54	56,674.54
Thompson	105,200.00	12,093.32	117,293.32
Weidenthal	5,850.00	413.72	6,263.72
White	1,654,000.00	128,362.18	1,782,362.18
Beard Anna Young	7,300.00	12,554.87	19,854.87
TOTAL APPROPRIATION	2,587,136.00	233,520.10	2,820,656.10 (6)

AGENCY FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	12,000.00	6,241.33	18,241.33
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
Unclaimed Funds	12,000.00	(1,264.99)	10,735.01
CLEVNET Fines & Fees	0.00	7,506.32	7,506.32
TOTAL APPROPRIATION	12,000.00	6,241.33	18,241.33

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2016**

- (1) Certificate requested December 8, 2015 and updated December 22, 2015
- (2) Certificate requested January 12, 2016
- (3) \$24,554,989.34 unencumbered cash carried forward includes the repayment of advances to be made from MyCom of \$55,000 and \$54,160 to produce the carryover balance available for appropriation in 2016; plus \$5,848,058.18 encumbered cash.
- (4) \$14,513,201.23 unencumbered cash carried forward includes the repayment of advances to be made from MyCom of \$55,000 and \$54,160 to produce the carryover balance available for appropriation in 2016; plus \$688,903.80 encumbered cash. \$7,927,921.97 additional revenue. Non-expendable principal amounts of \$2,492,057.50 in Anderson, Founders and Wickwire Funds are included in the certified fund balances but are not included in appropriated amounts.
 $(\$14,513,201.23 + \$7,927,921.97 - \$2,492,057.50 = \$19,949,065.70)$
- (5) \$9,083,634.76 unencumbered cash carried forward; plus \$4,164,989.49 encumbered cash. \$1,500,000.00 transfer from General Fund. \$0 additional revenue.
- (6) \$3,467,436.46 unencumbered cash carried forward; plus \$9,839.89 encumbered cash. \$137,536 additional revenue. Non-expendable principal amounts of \$784,316.36 are not included in either the certified fund balances or the appropriated amounts.
 $(\$3,467,436.46 + \$137,536 - \$784,316.36 = \$2,820,656.10)$



business smarts

INTEGRATING KNOWLEDGE & TECHNOLOGY

Business Smarts

6770 West Snowville
Brecksville, OH 44141

Phone (440) 526-2471

Fax (240) 358-7179

SERVICE QUOTE

Quote # AAAQ5999

Date 01/11/16

Sales Rep. Jerry Short

Quote To:

Cleveland Public Library
Bill Hood
325 Superior Ave
Cleveland, Oh 44114

Cpl Contract Eff 2/1/2016

Ln #	Qty	Part Num	Serial No	Description	Service Level	Hours	Unit Cost	Month Cost
1				Laser Printers				
2	1	44685G	JPRC94H005	LJ 9050	NBD	13 00 00	\$47.92	\$47.92
3	1	44685G	JPRL89Y06K	LJ 9050	NBD	13 00 00	\$47.92	\$47.92
4	1	11455208	CN24N1K020	DesignJet Z3200PS	NBD	09 00 00	\$51.25	\$51.25
5	1	10244178	SG08R39019	DesignJet T1200	NBD	09 00 00	\$161.92	\$161.92
6								
7				Branch Servers				
8				Intel Servers				
9	1	98089D	EA28KZRZ3C	ML350 G3 *	4HR	13 00 00	\$45.92	\$45.92
10	1	98089D	EA3YKZRZ38	ML350 G3 *	4HR	13 00 00	\$45.92	\$45.92
11								
12	1	15597G	USM5100441	ML350 G4	4HR	13 00 00	\$32.79	\$32.79

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Ln #	Qty	Part Num	Serial No	Description	Service Level	Hours	Unit Cost	Month Cost
13	1	15597G	USM541V019	ML350 G4	4HR	13 00 00	\$32.79	\$32.79
14	1	52049N	2UX83000PB	DL380 G5	NBD	13 00 00	\$44.11	\$44.11
15	1	52049N	2UX80206TT	DL380 G5	NBD	13 00 00	\$44.11	\$44.11
16	1	52049N	2UX802074A	DL380 G5	NBD	13 00 00	\$44.11	\$44.11
17	Rackmount Tape Library							
18	1	17990G	USE8060008	1u USB Tape Array	NBD	13 00 00	\$13.67	\$13.67
19	Data Protector							
20	2			Data Protector Starter Pak			\$53.32	\$106.63
21	10	U0J92PE	LIST	ML330	NBD	13 00 00	\$16.83	\$168.33
22	MyCloud Renewal							
23	150	DB8054-12MO		AE VDA SNGL LANG SUB VL OLV NL 12MO AP PER DEV			\$8.41	\$1,261.50
24	150	PA7794-12MO		AE OLV SNGL LANG 12MO SUB VL VDI STE W/ MDOP NL AP PER DEV			\$1.84	\$276.13
25	120	2511482	LIST	6360t Mobile Thin Client	NBD	09 00 00	\$9.04	\$1,084.20
26	New 2016							
27	25	UW9810	LIST	ML310E HP Foundation Care - 1 Year Post Warranty - Service - 24 x 7 - On-site - Maintenance -	4HR	24 24 24	\$10.92	\$272.92
28	82	1038412	LIST	8300 HP Warranty - 1 Year - Warranty - 9 x 5 - On-site - Maintenance - Parts & Labor - Physical Service	NBD	09 00 00	\$6.42	\$526.17
29	111	1038412	LIST	4300 HP Warranty - 1 Year - Warranty - 9 x 5 - On-site - Maintenance - Parts & Labor - Physical Service	NBD	09 00 00	\$6.42	\$712.25
30	14	2511482	LIST	4540s Laptop Care Pack Hardware Support Post Warranty - 1 Year - Warranty - 9 x 5 Next Business Day - On-site -	NBD	09 00 00	\$9.00	\$126.00
31	5	1047425	LIST	8570 Laptop Care Pack - 1 Year - Service - 9 x 5 - On-site - Maintenance - Parts & Labor - Physical Service	NBD	09 00 00	\$16.83	\$84.17
32	1	1047425	LIST	Folio Laptop Care Pack - 1 Year - Service - 9 x 5 - On-site - Maintenance - Parts & Labor - Physical Service	NBD	09 00 00	\$16.83	\$16.83

Ln #	Qty	Part Num	Serial No	Description	Service Level	Hours	Unit Cost	Month Cost
33	1	3461924	LIST	Spectra Laptop CarePack - 1 Year - Warranty - 9 x 5 - On-site - Maintenance - Parts & Labor - Physical Service	NBD	09 00 00	\$13.58	\$13.58

Monthly Total \$5,261.14

Yearly Invoice \$63,133.71

Total \$63,133.71

Pricing conforms to Ohio State WSCA schedule



AIA Document G701™ – 2001

Change Order

PROJECT <i>(Name and address):</i>	CHANGE ORDER NUMBER: 009	OWNER: <input type="checkbox"/>
Cleveland Public Library Main Branch Consolidation Phase 3: Digital Hub Cleveland Public Library Main Library 325 Superior Avenue Cleveland, Ohio 44114	DATE: 13 January 2016	ARCHITECT: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i>	ARCHITECT'S PROJECT NUMBER: 13099	CONTRACTOR: <input type="checkbox"/>
R.L. Hill Management, Inc. 31875 Aurora Road, Solon, Ohio 44139	CONTRACT DATE: 30 July 2014	FIELD: <input type="checkbox"/>
	CONTRACT FOR: General Construction	OTHER: <input type="checkbox"/>

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Rescind Change Order 008 which was previously executed.

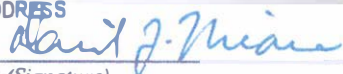
The original Contract Sum was	\$ 606,000.00
The net change by previously authorized Change Orders	\$ 35,349.16
The Contract Sum prior to this Change Order was	\$ 641,349.16
The Contract Sum will be decreased by this Change Order in the amount of	\$ 8,308.30
The new Contract Sum including this Change Order will be	\$ 633,040.86

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is February 13, 2015

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Bostwick Design Partnership, Inc.</u>	<u>R.L. Hill Management, Inc.</u>	<u>Cleveland Public Library</u>
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
2729 Prospect Avenue, Cleveland, Ohio 44115	31875 Aurora Road, Solon, Ohio 44139	325 Superior Avenue, Cleveland, Ohio 44114
ADDRESS	ADDRESS	ADDRESS
		
BY <i>(Signature)</i>	BY <i>(Signature)</i>	BY <i>(Signature)</i>
David J. Miano, AIA	Raphael Hill	Felton Thomas
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
15 JAN 2016		
DATE	DATE	DATE



AIA®

Document G701™ – 2001

Change Order

PROJECT (<i>Name and address</i>):	CHANGE ORDER NUMBER: 010	OWNER: <input type="checkbox"/>
Cleveland Public Library Main Branch Consolidation Phase 3: Digital Hub Cleveland Public Library Main Library 325 Superior Avenue Cleveland, Ohio 44114	DATE: 13 January 2016	ARCHITECT: <input type="checkbox"/>
TO CONTRACTOR (<i>Name and address</i>):	ARCHITECT'S PROJECT NUMBER: 13099	CONTRACTOR: <input type="checkbox"/>
R.L. Hill Management, Inc. 31875 Aurora Road, Solon, Ohio 44139	CONTRACT DATE: 30 July 2014	FIELD: <input type="checkbox"/>
	CONTRACT FOR: General Construction	OTHER: <input type="checkbox"/>

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Remove the access control/firm alarm wiring from the scope of the Contract as described in the attached quotes provided by Tyco SimplexGrinnell and Integrated Precision Systems.

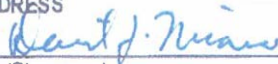
The original Contract Sum was	\$ 606,000.00
The net change by previously authorized Change Orders	\$ 27,040.86
The Contract Sum prior to this Change Order was	\$ 633,040.86
The Contract Sum will be decreased by this Change Order in the amount of	\$ 11,000.16
The new Contract Sum including this Change Order will be	\$ 622,040.70

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is February 13, 2015.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Bostwick Design Partnership, Inc.</u> ARCHITECT (<i>Firm name</i>)	<u>R.L. Hill Management, Inc.</u> CONTRACTOR (<i>Firm name</i>)	<u>Cleveland Public Library</u> OWNER (<i>Firm name</i>)
<u>2729 Prospect Avenue, Cleveland, Ohio 44115</u> ADDRESS	<u>31875 Aurora Road, Solon, Ohio 44139</u> ADDRESS	<u>325 Superior Avenue, Cleveland, Ohio 44114</u> ADDRESS
<u></u> BY (<i>Signature</i>)	<u>Raphael Hill</u> BY (<i>Signature</i>)	<u>Felton Thomas</u> BY (<i>Signature</i>)
<u>David J. Miano, AIA</u> (Typed name)	<u>Raphael Hill</u> (Typed name)	<u>Felton Thomas</u> (Typed name)
<u>15 JAN 2016</u> DATE	<u></u> DATE	<u></u> DATE



13500 Darice Pkwy Ste B
 STRONGSVILLE, OH 44149-3840
 (440) 783 0300
 FAX: (440) 783 0302
 www.simplexgrinnell.com

SimplexGrinnell Quotation

TO:
 Cleveland Public Library
 325 Superior Ave E
 CLEVELAND, OH 44114-1271
 Attn: Tim Murdock
 (216) 623-2905 EXT(____) Fax:

Project: Cleveland Public Library
 Customer Reference:
 SimplexGrinnell Reference: 515424197
 Date: 08/29/2015
 Page 1 of 4

Ohio special pricing for contract # **800318** has been applied to this quote

SimplexGrinnell is pleased to offer for your consideration this quotation for the above project.

QUANTITY	MODEL NUMBER	DESCRIPTION
		New System
1	4090-9002	RELAY IAM
		Technician Services
	COMM LAB	Commissioning Labor
	Total net selling price, \$1,187.80	

Comments

Scope of Work:
 SimplexGrinnell will furnish, program and test one control relay for door release.



Project: Cleveland Public Library
 Customer Reference:
 SimplexGrinnell Reference: 515424197
 Date: 08/29/2015
 Page 2 of 4

TERMS AND CONDITIONS

1. Payment. Payments shall be invoiced and due in accordance with the terms and conditions set forth above. Work performed on a time and material basis shall be at the then-prevailing Company rate for material, labor, and related items, in effect at the time supplied under this Agreement. Company shall invoice Customer for progress payments to one hundred (100%) percent based upon equipment delivered or stored, and services performed. Customers without established satisfactory credit shall make payments of cash in advance, upon delivery or as otherwise specified by Company. Where Customer establishes and maintains satisfactory credit, payments shall be due and payable thirty (30) days from date of invoice. Company reserves the right to revoke or modify Customer's credit at its sole discretion. The Customer's failure to make payment when due is a material breach of this Agreement.

If Customer fails to make any payment when due, in addition to any other rights and remedies available, Company shall have the right, at Company's sole discretion, to stop performing any Services and/or withhold further deliveries of materials, until the account is current. In the event payment is not received when due, Company may, at its discretion, assess late fees at the rate of 1.5% per month or the maximum rate allowed by law. Customer agrees to pay all costs of collection, including without limitation costs, fees, and attorneys' fees. Customer's failure to make payment when due is a material breach of this Agreement until the account is current.

2. Pricing. The pricing set forth in this Agreement is based on the number of devices to be installed and services to be performed as set forth in the Scope of Work ("Equipment" and "Services"). If the actual number of devices installed or services to be performed is greater than that set forth in the Scope of Work, the price will be increased accordingly. If this Agreement extends beyond one year, SimplexGrinnell may increase prices upon notice to the Customer. Customer agrees to pay all taxes, permits, and other charges, including but not limited to state and local sales and excise taxes, however designated, levied or based on the service charges pursuant to this Agreement.

3. Alarm Monitoring Services. Any reference to alarm monitoring services in this Agreement is included for pricing purposes only. Alarm monitoring services are performed pursuant to the terms and conditions of Company's standard alarm monitoring services agreement.

4. Code Compliance. Company does not undertake an obligation to inspect for compliance with laws or regulations unless specifically stated in the Scope of Work. Customer acknowledges that the Authority Having Jurisdiction (e.g. Fire Marshal) may establish additional requirements for compliance with local codes. Any additional services or equipment required will be provided at an additional cost to Customer.

5. Limitation of Liability; Limitations of Remedy. It is understood and agreed by the Customer that Company is not an Insurer and that insurance coverage, if any, shall be obtained by the Customer and that amounts payable to company hereunder are based upon the value of the services and the scope of liability set forth in this Agreement and are unrelated to the value of the Customer's property and the property of others located on the premises. Customer agrees to look exclusively to the Customer's Insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no guaranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences therefrom that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual

damages, if any, which may proximately result from failure on the part of Company to perform any of its obligations under this Agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability shall be limited to an amount equal to the Agreement price (as increased by the price for any additional work) or where the time and material payment term is selected, Customer's time and material payments to Company. Where this Agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. Such sum shall be complete and exclusive. If Customer desires Company to assume greater liability, the parties shall amend this Agreement by attaching a rider setting forth the amount of additional liability and the additional amount payable by the Customer for the assumption by Company of such greater liability, provided however that such rider shall in no way be interpreted to hold Company as an insurer. IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGE, LOSS, INJURY, OR ANY OTHER CLAIM ARISING FROM ANY SERVICING, ALTERATIONS, MODIFICATIONS, CHANGES, OR MOVEMENTS OF THE COVERED SYSTEM(S) OR ANY OF ITS COMPONENT PARTS BY THE CUSTOMER OR ANY THIRD PARTY. COMPANY SHALL NOT BE LIABLE FOR INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO DAMAGES ARISING FROM THE USE, LOSS OF THE USE, PERFORMANCE, OR FAILURE OF THE COVERED SYSTEM(S) TO PERFORM. The limitations of liability set forth in this Agreement shall inure to the benefit of all parents, subsidiaries and affiliates of company, whether direct or indirect, company's employees, agents, officers and directors.

6. Reciprocal Waiver of Claims (SAFETY Act). Certain of SimplexGrinnell's systems and services have received Certification and/or Designation as Qualified Anti-Terrorism Technologies ("QATT") under the Support Anti-Terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§ 441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5 (e), to the maximum extent permitted by law, SimplexGrinnell and Customer hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism.

7. General Provisions. Customer has selected the service level desired after considering and balancing various levels of protection afforded, and their related costs. Customer acknowledges and agrees that by this Agreement, Company, unless specifically stated, does not undertake any obligation to maintain or render Customer's system or equipment as Year 2000 compliant, which shall mean, capable of correctly handling the processing of calendar dates before or after December 31, 1999. All work to be performed by Company will be performed during normal working hours of normal working days (8:00 a.m. - 5:00 p.m., Monday through Friday, excluding Company holidays), as defined by Company, unless additional times are specifically described in this Agreement.

Company will perform the services described in the Scope of Work section ("Services") for one or more system(s) or

equipment as described in the Scope of Work section or listed attachments ("Covered System(s)").

The Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes the Covered System(s) are operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined, Company shall be relieved from any and all liability arising therefrom. UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, ANY INSPECTION (AND, IF SPECIFIC TESTING) PROVIDED UNDER THIS AGREEMENT DO NOT INCLUDE ANY MAINTENANCE, REPAIR ALTERATIONS, REPLACEMENT OF PARTS, OR ANY FIELD ADJUSTMENTS WHATSOEVER, NOR DOES IT INCLUDE THE CORRECTION OF ANY DEFICIENCIES IDENTIFIED BY COMPANY TO CUSTOMER. COMPANY SHALL NOT BE RESPONSIBLE FOR EQUIPMENT FAILURE OCCURRING WHILE COMPANY IS IN THE PROCESS OF FOLLOWING INSPECTION TECHNIQUES, WHERE THE FAILURE ALLEGEDLY RESULTS FROM THE AGE OR OBSOLESCENCE OF THE ITEM OR DUE TO NORMAL WEAR AND TEAR. THIS AGREEMENT DOES NOT COVER SYSTEMS, EQUIPMENT COMPONENTS OR PARTS THAT ARE BELOW GRADE BEHIND WALLS OR OTHER OBSTRUCTIONS OR EXTERIOR TO THE BUILDING, ELECTRICAL WIRING, AND PIPING.

8. Customer Responsibilities. Customer shall furnish necessary facilities for performance of its work by Company: adequate space for storage and handling of materials, lig water, heat, heat tracing, electrical service, local telephone watchman, and crane and elevator service and necessary permits. Where wet pipe system is installed, Customer shall supply and maintain sufficient heat to prevent freezing of the system. Customer shall promptly notify Company of a malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes any existing system(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined, Company shall be relieved from any and liability arising therefrom.

Customer shall further:

- supply required schematics and drawings unless they are supplied by Company in accordance with this Agreement
- Provide a safe work environment, in the event of emergency or Covered System(s) failure, take reasonable safety precautions to protect against personal injury, death and property damage, continue such measures until the Covered System(s) are operational, and notify Company as soon as possible under the circumstances.
- Provide Company access to any system(s) to be serviced,
- Comply with all laws, codes, and regulations pertaining to the equipment and/or services provided under this agreement.

9. Excavation. In the event the Work includes excavation, Customer shall pay, as an extra to the contract price, the cost any additional work performed by Company due to wet quicksand, rock or other unforeseen condition or obstruction encountered or shoring required.

10. Structure and Site Conditions. While employees of Company will exercise reasonable care in this respect, Company shall be under no responsibility for loss or damage due to the character, condition or use of foundations, walls, other structures not erected by it or resulting from excavation in proximity thereto, or for damage resulting from concealed piping, wiring, fixtures, or other equipment condition of water pressure. All shoring or protection



Project: Cleveland Public Library
 Customer Reference:
 SimplexGrinnell Reference: 515424197
 Date: 08/29/2015
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SALE AND INSTALLATION AGREEMENT

(continued)

foundation, walls or other structures subject to being disturbed by any excavation required hereunder shall be the responsibility of Customer. Customer shall have all things in readiness for installation including, without limitation, structure to support the sprinkler system and related equipment (including tanks), other materials, floor or suitable working base, connections and facilities for erection at the time the materials are delivered. In the event Customer fails to have all things in readiness at the time scheduled for receipt of materials, Customer shall reimburse Company for all expenses caused by such failure. Failure to make areas available to Company during performance in accordance with schedules that are the basis for Company's proposal shall be considered a failure to have things in readiness in accordance with the terms of this Agreement.

11. Confined Space. If access to confined space by Company is required for the performance of Services, Services shall be scheduled and performed in accordance with Company's then-current hourly rate.

12. Hazardous Materials. Customer represents that, except to the extent that Company has been given written notice of the following hazards prior to the execution of this Agreement, to the best of Customer's knowledge there is no:

- "permit confined space," as defined by OSHA,
- risk of infectious disease,
- need for air monitoring, respiratory protection, or other medical risk,
- asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building where work is required to be performed under this Agreement.

All of the above are hereinafter referred to as "Hazardous Conditions".

Company shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Company during the course of Company's work, the discovery of such materials shall constitute an event beyond Company's control and Company shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by Customer as certified in writing by an independent testing agency, and Customer shall pay disruption expenses and re-mobilization expenses as determined by Company.

This Agreement does not provide for the cost of capture, containment or disposal of any hazardous waste materials, or hazardous materials, encountered in any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of Customer. Company shall not be responsible for the testing, removal or disposal of such hazardous materials.

13. OSHA Compliance. Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the enforcement of the Occupational Safety Health Act (and any amendments or changes thereto) unless said claims, demands or damages are a direct result of causes within the exclusive control of Company.

14. Interferences. Customer shall be responsible to coordinate the work of other trades (including but not limited to ducting, piping, and electrical) and for and additional costs incurred by Company arising out of interferences to Company's work caused by other trades.

15. Modifications and Substitutions. Company reserves the right to modify materials, including substituting materials of later design, providing that such modifications or substitutions will not materially affect the performance of the Covered System(s).

16. Changes, Alterations, Additions. Changes, alterations and additions to the Scope of Work, plans, specifications or construction schedule shall be invalid unless approved in writing by Company. Should changes be approved by Company, that increase or decrease the cost of the work to Company, the parties shall agree, in writing, to the change in price prior to

performance of any work. However, if no agreement is reached prior to the time for performance of said work, and Company elects to perform said work so as to avoid delays, then Company's estimate as to the value of said work shall be deemed accepted by Customer. In addition, Customer shall pay for all extra work requested by Customer or made necessary because of incompleteness or inaccuracy of plans or other information submitted by Customer with respect to the location, type of occupancy, or other details of the work to be performed. In the event the layout of Customer's facilities has been altered, or is altered by Customer prior to the completion of the Work, Customer shall advise Company, and prices, delivery and completion dates shall be changed by Company as may be required.

17. Commodities Availability. Company shall not be responsible for failure to provide services, deliver products, or otherwise perform work required by this Agreement due to lack of available steel products or products made from plastics or other commodities. 1) In the event Company is unable, after reasonable commercial efforts, to acquire and provide steel products, or products made from plastics or other commodities, it required to perform work required by this Agreement, Customer hereby agrees that Company may terminate the Agreement, or the relevant portion of the Agreement, at no additional cost and without penalty. Customer agrees to pay Company in full for all work performed up to the time of any such termination. 2) If Company is able to obtain the steel products or products made from plastics or other commodities, but the price of any of the products has risen by more than 10% from the date of the bid, proposal or date Company executed this Agreement, whichever occurred first, then Company may pass through that increase through a reasonable price increase to reflect increased cost of materials.

18. Project Claims. Any claim of failure to perform against Company arising hereunder shall be deemed waived unless received by Company, in writing specifically setting forth the basis for such claim, within ten (10) days after such claims arises.

19. Backcharges. No charges shall be levied against the Seller unless seventy-two (72) hours prior written notice is given to Company to correct any alleged deficiencies which are alleged to necessitate such charges and unless such alleged deficiencies are solely and directly caused by Company.

20. System Equipment. The purchase of equipment or peripheral devices (including but not limited to smoke detectors, passive infrared detectors, card readers, sprinkler system components, extinguishers and hoses) from Company shall be subject to the terms and conditions of this Agreement. If, in Company's sole judgment, any peripheral device or other system equipment, which is attached to the Covered System(s), whether provided by Company or a third party, interferes with the proper operation of the Covered System(s), Customer shall remove or replace such device or equipment promptly upon notice from Company. Failure of Customer to remove or replace the device shall constitute a material breach of this Agreement. If Customer adds any third party device or equipment to the Covered System(s), Company shall not be responsible for any damage to or failure of the Covered System(s) caused in whole or in part by such device or equipment.

21. Reports. Where inspection and/or test services are selected, such inspection and/or test shall be completed on Company's then current Report form, which shall be given to Customer, and, where applicable, Company may submit a copy thereof to the local authority having jurisdiction. The Report and recommendations by Company are only advisory in nature and are intended to assist Customer in reducing the risk of loss to property by indicating obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at the time of inspection. Final responsibility for the condition and operation of the Covered System(s) and equipment and components lies with Customer.

22. Limited Warranty. Subject to the limitations set forth in this Agreement, Company warrants any equipment (as distinguished from Software) installed pursuant to this Agreement to be free from defects in material and workmanship under normal use for a period of one (1) year from the date of first beneficial use or all any part of the Covered System(s) or 18 months at Equipment shipments, whichever is earlier, provided however that Company's sole liability, and Customer's sole remedy under this limited warranty shall be limited to the repair or replacement of the Equipment or any part thereof, which Company determines is defective, at Company's sole option, subject to the availability of service personnel and parts, determined by Company. Company warrants expendable items including, but not limited to, video and print heads, television camera tubes, video monitor displays tubes, batteries a certain other products in accordance with the applicable manufacturer's warranty. Company does not warrant devices designed to fail in protecting the System, such as, but not limited to, fuses and circuit breakers.

Company warrants that any Company software described in this Agreement, as well as software contained in or sold as part of any Equipment described in this Agreement, will reasonably conform to its published specifications in effect at the time of delivery and for ninety (90) days after delivery. However, Customer agrees and acknowledges that the software may have inherent defects because of its complexity. Company's sole obligation with respect to software, and Customer's sole remedy, shall be to make available published modifications designed to correct inherent defects, which become available during the warranty period.

If Repair Services are included in this Agreement, Company warrants that its workmanship and material for repairs made pursuant to this Agreement will be free from defects for a period of ninety (90) days from the date of furnishing.

EXCEPT AS EXPRESSLY SET FORTH HEREIN, COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER. COMPANY MAKES NO WARRANTY OR REPRESENTATION AND UNDERTAKES NO OBLIGATION TO ENSURE THAT THE SERVICES PERFORMED UNDER THIS AGREEMENT, THROUGH COMPANY'S PRODUCTS OR THE SYSTEMS OR EQUIPMENT OF THE CUSTOMER WILL CORRECTLY HANDLE THE PROCESSING OF CALENDAR DATA BEFORE OR AFTER DECEMBER 31, 1999.

Warranty service will be performed during Company's normal working hours. If Customer requests warranty service at other than normal working hours, service will be performed at Company's then current rates for after hours services. All repairs or adjustments that are or may become necessary shall be performed by and authorized representative of Company. A repair, adjustment or interconnections performed by Customer or any third party shall void all warranties.

23. Indemnity. Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, including specifically any damages resulting from exposure of workers to Hazardous Conditions whether or not Customer pre-notifies Company of the existence of such hazardous conditions, arising in any way from any act or omission of Customer or Company relating in any way to this Agreement, including but not limited to the Services under this Agreement, whether such claims are based upon contract warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. Company reserves the right to select counsel to represent it in any such action.

24. Insurance. Customer shall name Company, its office employees, agents, subcontractors, suppliers, and



Project: Cleveland Public Library
Customer Reference:
SimplexGrinnell Reference: 515424197
Date: 08/29/2015
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SALE AND INSTALLATION AGREEMENT

(continued)

representatives as additional insureds on Customer's general liability and auto liability policies.

25. Termination. Any termination under the terms of this Agreement shall be made in writing. In the event Customer terminates this Agreement prior to completion for any reason not arising solely from Company's performance or failure to perform, Customer understands and agrees that Company will incur costs of administration and preparation that are difficult to estimate or determine. Accordingly, should Customer terminate this Agreement as described above, Customer agrees to pay all charges incurred for products and equipment installed and services performed, and in addition pay an amount equal to twenty (20%) percent of the price of products and equipment not yet delivered and services not yet performed, return all products and equipment delivered and pay a restocking fee of twenty (20%) percent of the price of products or equipment returned.

Company may terminate this Agreement immediately at its sole discretion upon the occurrence of any Event of Default as hereinafter defined. Company may also terminate this Agreement at its sole discretion upon notice to Customer if Company's performance of its obligations under this Agreement becomes impracticable due to obsolescence of equipment at Customer's premises or unavailability of parts.

26. No Option to Solicit. Customer shall not, directly or indirectly, on its own behalf or on behalf of any other person, business, corporation or entity, solicit or employ any Company employee, or induce any Company employee to leave his or her employment with Company, for a period of two years after the termination of this Agreement.

27. Default. An Event of Default shall be 1) failure of the Customer to pay any amount within ten (10) days after the amount is due and payable, 2) abuse of the System or the Equipment, 3) dissolution, termination, discontinuance, insolvency or business failure of Customer. Upon the occurrence of an Event of Default, Company may pursue one or more of the following remedies, 1) discontinue furnishing Services, 2) by written notice to Customer declare the balance of unpaid amounts due and to become due under the this Agreement to be immediately due and payable, provided that all past due amounts shall bear interest at the rate of 1 1/2% per month (18% per year) or the highest amount permitted by law, 3) receive immediate possession of any equipment for which Customer has not paid, 4) proceed at law or equity to enforce performance by Customer or recover damages for breach of this Agreement, and 5) recover all costs and expenses, including without limitation reasonable attorneys' fees, in connection with enforcing or attempting to enforce this Agreement.

28. Exclusions. Unless expressly included in the Scope of Work, this Agreement expressly excludes, without limitation, testing inspection and repair of duct detectors, beam detectors, and UV/IR equipment; provision of fire watches; clearing of ice blockage; draining of improperly pitched piping; replacement of batteries; recharging of chemical suppression systems; reloading of, upgrading, and maintaining computer software; system upgrades and the replacement of obsolete systems, equipment, components or parts; making repairs or replacements necessitated by reason of negligence or misuse of components or equipment or changes to Customer's premises, vandalism, corrosion (including but not limited to microbacterially induced corrosion ("MIC")), power failure, current fluctuation, failure due to non-Company installation, lightning, electrical storm, or other severe weather, water, accident, fire, acts of God or any other cause external to the Covered System(s). Repair Services provided pursuant to this Agreement do not cover and specifically excludes system upgrades and the replacement of obsolete systems, equipment, components or parts. All such services may be provided by Company at Company's sole discretion at an additional charge. If Emergency Services are expressly included in the scope of work section, the Agreement price does not include travel expenses.

29. Force Majeure; Delays. Company shall not be liable for any damage or penalty for delays or failure to perform work due to acts of God, acts or omissions of Customer, acts of civil or military authorities, Government regulations or priorities, fires, epidemics, quarantine, restrictions, war, riots, civil disobedience or unrest, strikes, delays in transportation, vehicle shortages, differences with workmen, inability to obtain necessary labor, material or manufacturing facilities, defaults of Company's subcontractors, failure or delay in furnishing complete information by Customer with respect to location or other details of work to be performed, impossibility or impracticability of performance or any other cause or causes beyond Company's control, whether or not similar to the foregoing. In the event of any delay caused as aforesaid, completion shall be extended for a period equal to any such delay, and this contract shall not be void or voidable as a result of the delay. In the event work is temporarily discontinued by any of the foregoing, all unpaid installments of the contract price, less an amount equal to the value of material and labor not furnished, shall be due and payable upon receipt of invoice by Customer.

30. One-Year Limitation on Actions; Choice of Law. It is agreed that no suit, or cause of action or other proceeding shall be brought against either party more than one (1) year after the accrual of the cause of action or one (1) year after the claim

arises, whichever is shorter, whether known or unknown when the claim arises or whether based on tort, contract, or any other legal theory. The laws of Massachusetts shall govern the validity, enforceability, and interpretation of this Agreement.

31. Assignment. Customer may not assign this Agreement without Company's prior written consent. Company may assign this Agreement to an affiliate without obtaining Customer consent.

32. Entire Agreement. The parties intend this Agreement together with any attachments or Riders (collectively "Agreement") to be the final, complete and exclusive expression of their Agreement and the terms and conditions thereof. The Agreement supersedes all prior representations, understandings or agreements between the parties, written or oral, and shall constitute the sole terms and conditions of sale for all equipment and services. No waiver, change, or modification of any term or conditions of this Agreement shall be binding on Company unless made in writing and signed by an Authorized Representative of Company.

33. Severability. If any provision of this Agreement is held by any court or other competent authority to be void, unenforceable in whole or in part, this Agreement will continue to be valid as to the other provisions and the remainder of the affected provision.

34. Legal Fees. Company shall be entitled to recover from its customer all reasonable legal fees incurred in connection with Company enforcing the terms and conditions of this Agreement.

35. License Information (Security System Customers): Alabama Electronic Security Board of Licensure 7956 Vaug Road, Pmb 392, Montgomery, Alabama 36116 (334) 264-93; AR Regulated by: Arkansas Board of Private Investigators & Private Security Agencies, #1 State Police Plaza Drive, Lil Rock 72209 (501)618-8600; CA Alarm company operators: licensed and regulated by the Bureau of Security & Investigative Services, Department of Consumer Affairs Sacramento, Ca, 95814. Upon completion of the installation the alarm system, the alarm company shall thoroughly instruct the purchaser in the proper use of the alarm system. Failure of the licensee, without legal excuse, to substantially complete work within 20 days from the approximate date specified in the agreement when the work will begin is a violation of the Ala Company Act: NY Licensed by N.Y.S. Department of the State TX Texas Commission on Private Security, 5805 N. Larr Blvd., Austin, 78752-4422, 512-424-7710. License number available at www.simplexgrinnell.com or contact your local SimplexGrinnell office.

(Rev. 10/08)

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IMPORTANT NOTICE TO CUSTOMER

In accepting this Proposal, Customer agrees to the terms and conditions contained herein including those on the following pages of this Agreement and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that the Customer may issue. Any changes in the system requested by the Customer after the execution of this Agreement shall be paid for by the Customer and such changes shall be authorized in writing. ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS ON THE FOLLOWING PAGES. This Proposal shall be void if not accepted in writing within thirty (30) days from the date of the Proposal.

Offered By: SimplexGrinnell LP License#
13500 Darice Pkwy Ste B
STRONGSVILLE, OH 44149-3840
Telephone (440) 783-0300 Fax: 440-783-0302
Representative Rick Suydam
Email rsuydam@simplexgrinnell.com
Accepted By: (Customer)
Company
Address
Signature
Title
P O # Date



9321 Ravenna Road
Twinsburg, OH 44087-2461
Tel. 330-963-0064 fax 330-963-0065

Investment Summary

Date: 11/24/2015
Prepared by: Greg Ponchak
Customer Contact: Myron Scruggs

Prepared for Cleveland Public Library CPL

PROJECT SCOPE: DIGITAL HALL:
INSTALL ACCESS CONTROL ON 2 DOORS AND INTEGRATE THEM INTO THE EXISTING BUILDING SYSTEM. INSTALL 2 NEW MAGNETIC LOCKS THAT WILL BE GLUED TO THE GLASS DOORS.
1: THE FIRE ALARM COMPANY WILL NEED TO PROVIDE FIRE RELAYS EITHER ABOVE THE DOORS OR AT THE ACCESS CONTROL PANEL TO UNLOCK THE DOORS BEFORE THE DOORS CAN GO LIVE. THIS COST IS NOT IN OUR PRICE.
2: THE DOORS DO NOT CENTER AT REST CURRENTLY. THE ELECTRIC LOCKS WILL NOT LOCK UNTIL THE DOORS ARE REALIGNED. THIS COST IS NOT IN OUR PRICE.

Cleveland Public Library 3rd Floor 9604

Qty	Part#	Product Description
2	MA-8300-141	5395 Thirllne II - Black Std. Wlegand
1	S2-ACM	S2 SecurIt S2ACM Access Control Extension Blade 2 Reader 4 Input & 4 Output
2	AD-SN-M62	M62 1200LB 12/24VDC MAGLOCK
2	AD-SN-AKG	ADHESIVE KIT FOR GLASS HARDWRE
2	AD-SN-GDB	GLASS DOOR BRKT F/MODLS 32&62
2	AD-SN-HEB3G	HEADER EXT BRKT 3X3X8 GLASS DR
2	AD-SR-RCRREXW	REQUEST TO EXIT (GE-REX) SENSOR WHITE
2	AD-AC-PN5111	PNEMTC TIME DELAY,RNG 2-60SECS
1	AD-SN-SP1	TOUCH SENSE PLATE
2	AD-AC-SMB3	BACKBOX SLIMLN F/NARRW PSH PLT
1	AD-AX-AL175ULX	12/24VDC 1.6A UL LISTED P/S GY
2	AD-IM-1270	12V 7AMP BATTERY
1	IPS-LABOR	IPS LABOR - Installation
2	AD-WG-31085512	22/10 STR CMP/FT6 5C BX NAT
2	AD-WG-31045501	22/4 STR JKT CL2P 5C BX WHT
1	AD-WG-32215012	16/2 STR OAS CL2P 5C RL BGE
1	Misc	Misc IPS

Grand Total: \$9,812.36

*Applicable Shipping and Sales Tax not Included

Accepted by: _____ Date: _____

Purchase Order #: _____ Deposit Check #: _____

**AGREEMENT BETWEEN CLEVELAND NEIGHBORHOOD PROGRESS
AND THE CLEVELAND PUBLIC LIBRARY FOR
COMMUNITY FINANCIAL CENTERS SERVICES**

This Agreement is made and entered by and between Neighborhood Progress, Inc. d/b/a **CLEVELAND NEIGHBORHOOD PROGRESS ("CNP")**, an Ohio non-profit corporation with a principal place of business at 11327 Shaker Blvd, Suite 500W, Cleveland, Ohio 44104, and the **BOARD OF TRUSTEES OF THE CLEVELAND PUBLIC LIBRARY**, with a principal place of business at 325 Superior Avenue, Cleveland, Ohio 44114 ("**CPL**") (collectively, the "Parties"), on this ____ day of _____, 2016.

RECITALS

WHEREAS, Cleveland Neighborhood Progress offers a Community Financial Centers initiative whereby trained financial service professionals work to create economic self-sufficiency across communities through financial planning and management, education, budgeting instruction, referrals, and access to affordable banking products, tools and services;

WHEREAS, the Library engaged the services of CNP to offer its Community Financial Center program for Library employees during the 2015 calendar year, and has asked CNP to submit a proposal for the 2016 calendar year;

WHEREAS, CNP has submitted a proposal to the Library in an amount not-to-exceed \$35,000 to provide these financial consulting services to up to 200 employees and patrons of the Library over the period of one year;

WHEREAS, the Library would like to engage the services of CNP to provide the services described in its proposal;

NOW THEREFORE, for and in consideration of the mutual promises contained in this Agreement, the Library and CNP hereby agree as follows:

1. **Scope of Services.**
 - 1.1. **Community Financial Centers Services.** CNP, through its Community Financial Centers initiative, shall provide financial planning and management services to a maximum of 200 Library employees and patrons, and shall provide certain deliverables, all of which are more fully described in CNP's proposal which is attached hereto and incorporated herein as Exhibit "A". In the event of any conflicts between the terms of Exhibit "A" and this Agreement, this Agreement shall prevail. All services shall be free of charge to the Library's employees and patrons.
 - 1.2. **Standard of Care.** CNP's employees and agents shall exercise the standard of care and diligence in the rendition of all services under this Agreement in

accordance with the level of care and skill ordinarily exercised by members of the same profession with equivalent expertise and experience with similar projects currently practicing in their respective fields.

- 1.3. **Location of Services.** CNP shall provide the services described in Section 1.1 above at the following Library facilities:

1.3.1. **Main Downtown Library**
325 Superior Avenue
Cleveland, Ohio 44114

1.3.2. **Lakeshore Facility**
17109 Lake Shore Boulevard
Cleveland, Ohio 44110

1.3.3. **West Park Branch**
3805 West 157th Street
Cleveland, Ohio 44111

1.3.4. **South Brooklyn Branch**
4303 Pearl Road
Cleveland, Ohio 44109

1.3.5. **Martin Luther King, Jr. Branch**
1962 Stokes Boulevard
Cleveland, Ohio 44106

1.3.6. **Harvard-Lee Branch**
16918 Harvard Avenue
Cleveland, Ohio 44128

1.3.7. **Collinwood Branch**
856 East 152nd Street
Cleveland, Ohio 44110

In addition to the seven locations listed above, CNP shall, upon request, provide the services described in Section 1.1 to Library employees at any other Library branch.

2. **Library's Responsibilities.** The Library agrees to provide a point person to provide access to staff, information and resources to CNP, and to support the project as may be reasonably required in order to assist CNP in providing services under this Agreement.

3. **Term of Agreement.** This Agreement and the services described in Exhibit "A" shall commence on January 5, 2016 and shall terminate on January 4, 2017, unless extended by agreement of the Parties or unless terminated earlier pursuant to Section 10 of this Agreement.

4. **Compensation.** CNP shall provide the services described in Exhibit "A" for the total fee of Thirty-Five Thousand Dollars (\$35,000.00), which sum includes all reimbursables and out-of-pocket expenses. CNP shall be solely responsible for any sales or other taxes imposed upon the compensation. The Library shall provide CNP with an appropriate certification of the Library's sales tax exemption upon request.

5. **Payments.** The Library will pay CNP in monthly installments in the amount of Three Thousand Dollars (\$3,000.00) per month for the first eleven (11) months, and Two Thousand Dollars (\$2,000.00) for the twelfth month. CNP shall submit an invoice to the Library for each installment and the Library shall remit payment no later than thirty (30) days after receipt of the invoice.

6. **Compliance with Applicable Laws.** CNP shall observe and comply with all applicable rules, regulations, requirements, and directions of any governmental authority which may pertain to its activities under this Agreement.

7. **Indemnification.** CNP shall defend, hold harmless and indemnify the Board of Trustees of the Cleveland Public Library, its officers and employees, from and against any and all claims, demands, losses, costs, damages, expenses and liabilities, including reasonable attorney fees and costs, arising out of, or attributable to, CNP's negligence or the negligence of CNP's employees or agents in connection with services provided under this Agreement or breach of this Agreement. This provision shall survive the termination of this Agreement.

8. **Insurance.** At all times during the Term of this Agreement, CNP shall maintain, with a company authorized to do business in the State of Ohio, a professional liability insurance policy, including contractual liability coverage, in an amount of at least One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in aggregate covering the services under this Agreement. Prior to the commencement of the term of this Agreement, CNP shall deliver to the Library a certificate of insurance to such policy (in form and substance acceptable to the Library), evidencing the insurance coverage required hereunder.

9. **Reporting.** CNP shall provide comprehensive monthly demographic reports to the Library with aggregate data indicating: (1) the number of employees who have obtained services during the prior month; (2) the number of patrons who have received services during the prior month; (3) the type of services obtained; and (4) the Library location where services were rendered. CNP shall also provide quarterly and annual reports as more fully described in Exhibit "A".

10. **Remedies and Termination of Agreement.** This Agreement may be terminated by the Library upon thirty (30) days' advance written notice to CNP. In the event the Agreement is terminated, the Library shall only be responsible to pay CNP for work performed through the date of termination on a pro-rata basis, unless the Agreement is terminated as a result of CNP's default, in which case the Library is only obligated to pay CNP through the date of default as that date is determined by the Library. The right of termination is in addition to any rights and

remedies which either party may have at law or in equity (which are declared to be cumulative and not exclusive).

11. **Assignment and Subcontracts.** CNP shall not subcontract, in whole or in part, any of the services to be provided under this Agreement, or assign or transfer any of its rights or obligations under this Agreement without first obtaining the prior written consent of the Library.

12. **Independent Contractor.** The Parties intend that CNP shall be an independent contractor and that nothing in this Agreement shall be deemed or construed as creating a principal, agent, partnership, joint venture, or exclusive dealing relationship between the Parties. CNP will be fully and solely responsible for the supervision, control, performance, compensation, benefits, withholdings, and workers compensation coverage of any of its employees and agents. CNP agrees that its employees and agents are not "public employees" for purposes of membership in the Ohio Public Employees Retirement System.

13. **Confidentiality.** CNP, its employees and agents, will maintain confidentiality related to information provided by the Library, its patrons and employees, and all communications between CNP's employees and the Library's patrons and employees shall be confidential. Confidential information includes patron-, employee-, and business-specific information acquired in the course of carrying out the terms of this Agreement. CNP shall immediately forward to the Library any requests for release of public records that it receives for documents related to the services under this Agreement, and CNP shall await for instructions from the Library before releasing any records.

14. **Record Retention/Audit.** CNP shall maintain all records with respect to the matters covered by this Agreement for a period of three (3) years after receipt of the final payment under this Agreement. If requested, CNP shall provide the Library access during normal business hours to all books, accounts, records, reports, files and other papers or property of CNP that pertain to the compensation received under this Agreement at any time during the term and for a period of three years thereafter.

15. **Equal Opportunity.** CNP will not discriminate in its employment practices on the basis of race, religion, age, sex, color, disability, sexual orientation, political affiliation, national or ethnic origin, or veteran status.

16. **Choice of Law.** This Agreement shall be construed, governed, and enforced in accordance with the laws of the State of Ohio.

17. **Waiver.** No failure on the part of either party to exercise and no delay in exercising any right, power or privilege, hereunder, operates as a waiver thereof; nor does any single or partial exercise of any right, power or privilege, hereunder, preclude any other or further exercise thereof; or the exercise of any other right, power or privilege.

18. **Counterparts.** This Agreement may be executed in counterparts, each of which taken together shall constitute one single agreement between the parties. Faxed signatures or

signatures in PDF copies transmitted via e-mail will be deemed original signatures for all purposes.

19. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof; supersedes any and all prior agreements, proposals, letters of intent, understandings, negotiations and discussions of the parties, whether oral or written, relating to the subject matter hereof; and shall be binding upon the parties' respective successors and permitted assigns.

20. **Amendments.** Any modifications to this Agreement shall be made only in writing, signed by the duly authorized representatives of both parties, and a copy shall be attached to the original Agreement.

21. **Severability of Provisions.** If any part of this Agreement is found by a court of competent jurisdiction or other competent authority, to be invalid, unlawful, or unenforceable, then such part shall be severed from the remainder of this Agreement which shall continue to be valid and enforceable to the fullest extent permitted by law.

By the signatures of their duly authorized representatives below, CNP and the Library intending to be legally bound, agree to all of the provisions of this Agreement, including any and all Exhibits attached hereto.

**BOARD OF TRUSTEES OF
THE CLEVELAND PUBLIC LIBRARY**

By: _____
Felton Thomas, Executive Director, CEO

Date

CLEVELAND NEIGHBORHOOD PROGRESS

By: _____
_____, President and CEO

Date

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD DECEMBER 1 – DECEMBER 31, 2015

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending December 31, 2015

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	25,482,286.92	0.00	0.00	0.00	\$ 0.00	25,482,286.92
42 Intergovernmental	25,992,375.89	1,686,716.79	0.00	0.00	\$ 0.00	27,679,092.68
43 Fines & Fees	408,222.56	0.00	0.00	0.00	\$ 0.00	408,222.56
44 Investment Earnings	375,142.63	812,212.13	0.00	216,154.92	\$ 0.00	1,403,509.68
45 Charges for Services	303,682.45	4,708,559.45	0.00	0.00	\$ 0.00	5,012,241.90
46 Contributions & Donations	6,524.70	795,451.03	0.00	0.00	\$ 0.00	801,975.73
48 Miscellaneous Revenue	764,547.02	9,113.93	0.00	0.00	\$ 66,356.19	840,017.14
Total Revenues	\$ 53,332,782.17	\$ 8,012,053.33	\$ 0.00	\$ 216,154.92	\$ 66,356.19	\$ 61,627,346.61
51 Salaries/Benefits	35,303,911.62	2,928,236.02	0.00	0.00	\$ 0.00	38,232,147.64
52 Supplies	975,620.26	74,195.33	0.00	7,630.27	\$ 0.00	1,057,445.86
53 Purchased/Contracted Services	9,810,461.77	2,408,574.37	33,075.81	4,966.37	\$ 0.00	12,257,078.32
54 Library Materials	6,923,189.08	1,247,095.26	0.00	122,145.55	\$ 0.00	8,292,429.89
55 Capital Outlay	522,487.77	449,338.22	1,341,009.01	0.00	\$ 0.00	2,312,835.00
57 Miscellaneous Expenses	81,722.36	36,285.17	0.00	0.00	\$ 59,278.53	177,286.06
Total Expenditures	\$ 53,617,392.86	\$ 7,143,724.37	\$ 1,374,084.82	\$ 134,742.19	\$ 59,278.53	\$ 62,329,222.77
Revenue Over/(Under) Expenditures	\$(284,610.69)	\$ 868,328.96	\$(1,374,084.82)	\$ 81,412.73	\$ 7,077.66	\$(701,876.16)
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(14,160.00)	14,160.00	0.00	0.00	\$ 0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	\$ 0.00	0.00
Total Other Sources / Uses	\$(14,160.00)	\$ 14,160.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$(298,770.69)	\$ 882,488.96	\$(1,374,084.82)	\$ 81,412.73	\$ 7,077.66	\$(701,876.16)
Beginning Year Cash Balance	\$ 30,592,658.21	\$ 14,428,776.07	\$ 14,622,709.07	\$ 3,395,863.62	\$ 11,163.67	\$ 63,051,170.64
Current Cash Balance	\$ 30,293,887.52	\$ 15,311,265.03	\$ 13,248,624.25	\$ 3,477,276.35	\$ 18,241.33	\$ 62,349,294.48

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending December 31, 2015

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	21,789,052	21,789,052	-	100%	101%
General Property Tax	25,480,981	25,482,287	(1,306)	100%	104%
Rollback, Homestead, CAT	4,163,716	4,168,331	(4,615)	100%	113%
Federal Aid	34,993	34,993	-	100%	0%
Fines & Fees	400,810	408,222	(7,412)	102%	108%
Investment Earnings	367,010	375,143	(8,133)	102%	175%
Services to Others-Clevnet	303,682	303,682	-	100%	103%
Contributions	6,300	6,525	(225)	100%	223%
Miscellaneous	749,733	764,547	(14,814)	102%	147%
Return of Advances Out	0	95,000	(95,000)	0%	154%
Total	\$ 53,296,278	\$ 53,427,782	\$ (131,504)	100%	105%

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	36,145,731	35,614,309	531,421	99%	100%
Supplies	1,235,898	1,055,163	180,735	85%	96%
Purchased Services	12,523,362	11,460,028	1,063,334	92%	98%
Library Materials	10,428,341	10,246,647	181,694	98%	98%
Capital Outlay	1,152,841	1,000,951	151,891	87%	92%
Other	140,853	88,353	52,500	63%	99%
Sub Total	\$ 61,627,026	\$ 59,465,451	\$ 2,161,575	96%	99%
Advances Out	0	109,160	(109,160)	0%	0%
Transfers Out	0	0	0	0%	100%
Total	\$ 61,627,026	\$ 59,574,611	\$ 2,052,415	97%	99%

Note (1): Certificate from Cuyahoga County Budget Commission dated December 8, 2015.

Note (2): Subtotal Amended Appropriation of \$53,943,569 plus carried forward encumbrance of \$7,683,457.

Note (3): Subtotal includes 87% expended and 10% encumbered.

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2015**

		<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
51110	Professional Salaries	9,707,192.46	10,627,649.75	10,245,463.29	0.00	382,186.46
51120	Clerical Salaries	9,302,289.34	10,183,369.79	10,078,710.57	10,588.16	94,071.06
51130	Non-Clerical Salaries	1,252,878.27	1,369,969.76	1,320,272.57	0.00	49,697.19
51140	Buildings Salaries	3,735,097.03	4,079,586.64	3,902,631.35	0.00	176,955.29
51150	Other Salaries	466,003.38	528,542.37	498,208.12	0.00	30,334.25
51180	Severance Pay	0.00	146,227.65	179,796.59	160,032.62	(193,601.56)
51190	Non-Base Pay	62,441.07	78,323.45	506,749.07	0.00	(428,425.62)
51400	OPERS	3,432,794.08	3,761,210.05	3,726,022.82	1,482.38	33,704.85
51610	Health Insurance	3,778,911.10	4,163,736.41	3,997,560.44	0.00	166,175.97
51611	Dental Insurance	181,829.33	208,615.07	194,487.04	0.00	14,128.03
51612	Vision Insurance	13,332.29	14,079.29	14,243.95	0.00	(164.66)
51620	Life Insurance	12,074.65	13,804.80	12,488.70	0.00	1,316.10
51625	Short Term Disability Insurance	9,383.86	9,910.20	15,043.48	0.00	(5,133.28)
51630	Workers Compensation	208,631.74	554,085.43	222,844.50	130,531.47	200,709.46
51640	Unemployment Compensation	23,672.50	48,951.29	17,093.64	5,299.12	26,558.53
51650	Medicare - ER	311,377.84	343,349.89	348,015.04	2,463.95	(7,129.10)
51900	Other Benefits	12,451.12	14,318.85	24,280.45	0.00	(9,961.60)
	Salaries/Benefits	<u>\$32,510,360.06</u>	<u>\$ 36,145,730.69</u>	<u>\$ 35,303,911.62</u>	<u>\$ 310,397.70</u>	<u>\$ 531,421.37</u>
52110	Office Supplies	40,480.84	47,911.04	34,165.11	413.95	13,331.98
52120	Stationery	51,733.11	53,761.33	38,832.92	1,120.80	13,807.61
52130	Duplication Supplies	30,188.73	36,695.52	27,812.45	0.00	8,883.07
52140	Hand Tools	531.96	600.00	538.50	0.00	61.50
52150	Book Repair Supplies	89,324.95	113,505.58	105,761.54	0.00	7,744.04
52210	Janitorial Supplies	88,881.65	108,398.29	99,745.35	876.24	7,776.70

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2015**

		<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
52220	Electrical Supplies	80,370.29	67,432.38	62,680.59	3,045.01	1,706.78
52230	Maintenance Supplies	179,367.16	400,701.39	369,841.31	24,162.31	6,697.77
52240	Uniforms	22,165.00	35,084.55	27,875.07	0.00	7,209.48
52300	Motor Vehicle Supplies	77,462.24	106,615.48	51,907.50	36,693.14	18,014.84
52900	Other Supplies	239,780.97	265,192.06	156,459.92	13,231.40	95,500.74
	Supplies	\$900,286.90	\$ 1,235,897.62	\$ 975,620.26	\$ 79,542.85	\$ 180,734.51
53100	Travel/Meetings	106,000.00	137,535.01	67,940.39	9,764.37	59,830.25
53210	Telecommunications	292,272.53	441,274.86	327,679.96	74,211.62	39,383.28
53230	Postage/Freight	89,464.00	109,472.45	84,890.87	9,393.23	15,188.35
53240	PR/Other Communications	135,680.00	194,485.50	147,684.20	41,547.52	5,253.78
53310	Building Repairs	488,787.20	611,399.75	282,966.17	112,098.03	216,335.55
53320	Machine Repairs	16,960.00	16,223.95	10,501.65	2,765.19	2,957.11
53340	Building Maintenance	162,705.76	259,187.86	225,636.62	33,480.05	71.19
53350	Machine Maintenance	186,781.33	365,579.31	219,247.15	123,169.02	23,163.14
53360	Computer Maintenance	275,595.61	330,511.56	268,291.30	5,153.02	57,067.24
53370	Motor Vehicle Repairs	31,376.00	35,553.02	19,714.95	10,668.55	5,169.52
53380	Contract Security	584,272.00	941,795.21	917,653.86	24,091.35	50.00
53390	Landscaping	25,440.00	30,225.75	25,137.25	2,837.75	2,250.75
53400	Insurance	372,095.61	495,813.00	407,795.22	58,773.33	29,244.45
53510	Rent/Leases	143,649.51	163,794.61	152,998.43	10,796.18	0.00
53520	Equipment Rental	51,982.40	62,921.20	42,869.50	5,188.86	14,862.84
53610	Electricity	1,290,945.94	2,117,395.40	1,990,331.91	109,982.50	17,080.99
53620	Gas	619,807.43	232,090.10	156,342.83	53,552.32	22,194.95
53630	Chilled Water	748,081.00	987,203.90	931,419.11	53,107.03	2,677.76

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2015**

		Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53640	Water/Sewer	67,636.26	108,737.86	94,876.46	8,215.35	5,646.05
53710	Professional Services	1,030,021.46	2,105,321.20	916,966.90	732,022.37	456,331.93
53720	Auditors Fees	674,764.45	724,344.26	683,455.77	34,500.00	6,388.49
53730	Bank Service Charges	15,688.00	18,500.00	16,531.47	0.00	1,968.53
53800	Library Material Control	236,931.20	426,050.38	215,479.07	134,097.96	76,473.35
53900	Other Purchased Services	1,362,796.83	1,607,946.23	1,604,050.73	151.00	3,744.50
	Purchased/Contracted Services	\$9,009,734.52	\$ 12,523,362.37	\$ 9,810,461.77	\$ 1,649,566.60	\$ 1,063,334.00
54110	Books	2,160,000.00	2,752,000.29	2,221,325.32	511,015.38	19,659.59
54120	Continuations	345,000.00	873,452.88	418,466.35	447,280.36	7,706.17
54210	Periodicals	793,400.00	1,237,224.31	876,031.99	366,144.17	(4,951.85)
54220	Microforms	77,000.00	230,857.20	45,226.52	184,216.13	1,414.55
54310	Video Media	1,665,000.00	1,927,262.49	1,597,264.26	313,388.68	16,609.55
54320	Audio Media - Spoken	136,000.00	156,789.04	135,230.34	20,561.13	997.57
54325	Audio Media - Music	363,000.00	517,904.42	318,658.98	192,698.03	6,547.41
54500	Database Services	501,000.00	1,077,246.31	635,719.41	440,333.08	1,193.82
54530	eMedia	596,918.00	1,345,557.00	579,266.44	764,171.51	2,119.05
54600	Interlibrary Loan	3,000.00	3,380.00	2,255.00	978.00	147.00
54710	Bookbinding	25,000.00	54,036.34	25,395.20	28,641.14	0.00
54720	Preservation Services	45,000.00	102,947.24	42,480.08	50,762.59	9,704.57
54730	Preservation Boxing	5,000.00	5,660.04	663.40	994.15	4,002.49
54790	Preservation Reformatting	130,000.00	144,023.44	25,205.79	2,273.33	116,544.32
	Library Materials	\$6,845,318.00	\$ 10,428,341.00	\$ 6,923,189.08	\$ 3,323,457.68	\$ 181,694.24
55510	Furniture	115,866.70	264,648.18	142,603.18	78,839.69	43,205.31
55520	Equipment	171,575.35	340,216.98	200,653.11	74,436.00	65,127.87

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2015

	<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
55530 Computer Hardware	213,111.80	278,298.19	146,885.39	92,765.47	38,647.33
55540 Software	149,653.35	266,878.09	29,546.09	232,421.59	4,910.41
55700 Motor Vehicles	0.00	2,800.00	2,800.00	0.00	0.00
Capital Outlay	\$650,207.20	\$ 1,152,841.44	\$ 522,487.77	\$ 478,462.75	\$ 151,890.92
57100 Memberships	50,085.40	67,109.62	58,791.18	2,995.38	5,323.06
57200 Taxes	9,182.40	13,035.72	11,456.09	1,352.97	226.66
57500 Refunds/Reimbursements	40,764.08	60,707.65	11,475.09	2,282.25	46,950.31
Miscellaneous Expenses	\$100,031.88	\$ 140,852.99	\$ 81,722.36	\$ 6,630.60	\$ 52,500.03
59810 Advances Out	0.00	0.00	109,160.00	0.00	(109,160.00)
Advances	\$0.00	\$ 0.00	\$ 109,160.00	\$ 0.00	\$(109,160.00)
Transfers	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$50,015,938.56	\$ 61,627,026.11	\$ 53,726,552.86	\$ 5,848,058.18	\$ 2,052,415.07

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2015

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
101 General Fund	30,592,658.21	53,427,782.17	53,726,552.86	5,848,058.18	24,445,829.34
Total General Fund	\$ 30,592,658.21	\$ 53,427,782.17	\$ 53,726,552.86	\$ 5,848,058.18	\$ 24,445,829.34
201 Anderson	260,376.72	15,920.27	0.00	0.00	276,296.99
202 Endowment for the Blind	2,045,936.62	124,329.07	0.00	0.00	2,170,265.69
203 Founders	5,922,184.85	592,255.97	419,895.17	208,873.82	5,885,671.83
204 Kaiser	55,406.44	3,208.44	0.00	0.00	58,614.88
205 Kralley	183,286.36	10,175.92	13,791.81	661.41	179,009.06
206 Library	173,927.60	19,579.58	15,385.06	1,011.05	177,111.07
207 Pepke	118,840.00	8,905.59	0.00	0.00	127,745.59
208 Wickwire	1,316,624.63	83,575.11	50,179.16	352.12	1,349,668.46
209 Wittke	81,572.76	4,693.17	0.00	0.00	86,265.93
210 Young	3,784,783.65	264,473.73	48,895.49	0.00	4,000,361.89
225 Friends	0.00	23,000.00	23,000.00	0.00	0.00
226 Judd	7,568.18	216,514.52	218,110.47	5,972.23	0.00
228 Lockwood Thompson Memorial	180,103.77	170,216.18	213,693.95	81,951.12	54,674.88
229 Ohio Center for the Book	0.00	900.00	900.00	0.00	0.00
230 Schweinfurth	63,795.29	79,029.54	53,652.54	8,450.00	80,722.29
231 CLEVNET	0.00	4,708,559.45	4,217,560.20	332,580.01	158,419.24
251 OLBPD-Library for the Blind	0.00	1,533,189.00	1,533,189.00	14,144.26	(14,144.26)
252 LSTA-Know It Now	43,626.78	88,007.79	104,576.35	0.00	27,058.22
254 MyCom	95,000.00	174,680.00	230,152.75	34,907.78	4,619.47
256 Learning Centers	95,742.42	0.00	95,742.42	0.00	0.00
Total Special Revenue Funds	\$ 14,428,776.07	\$ 8,121,213.33	\$ 7,238,724.37	\$ 688,903.80	\$ 14,622,361.23
401 Building & Repair	14,622,709.07	0.00	1,374,084.82	4,164,989.49	9,083,634.76
Total Capital Project Funds	\$ 14,622,709.07	\$ 0.00	\$ 1,374,084.82	\$ 4,164,989.49	\$ 9,083,634.76

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2015

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
501 Abel	221,027.87	16,758.13	19,709.90	0.00	218,076.10
502 Ambler	2,101.20	117.49	0.00	0.00	2,218.69
503 Beard	130,822.20	9,448.94	7,763.00	0.00	132,508.14
504 Klein	4,974.03	277.14	0.00	0.00	5,251.17
505 Malon/Schroeder	271,840.33	13,872.36	4,799.64	0.00	280,913.05
506 McDonald	173,934.62	8,937.34	0.00	0.00	182,871.96
507 Ratner	84,450.89	6,487.35	0.00	0.00	90,938.24
508 Root	36,312.49	2,049.16	0.00	0.00	38,361.65
509 Sugarman	187,978.84	10,073.14	0.00	0.00	198,051.98
510 Thompson	153,931.01	10,966.06	9,850.00	0.00	155,047.07
511 Weidenthal	6,171.99	341.73	0.00	0.00	6,513.72
512 White	2,041,779.46	132,928.89	92,619.65	9,839.89	2,072,248.81
513 Beard Anna Young	80,538.69	3,897.19	0.00	0.00	84,435.88
Total Permanent Funds	\$ 3,395,863.62	\$ 216,154.92	\$ 134,742.19	\$ 9,839.89	\$ 3,467,436.46
901 Unclaimed Funds	11,163.67	1,070.06	1,498.72	0.00	10,735.01
905 CLEVNET Fines & Fees	0.00	65,286.13	57,779.81	0.00	7,506.32
Others	\$ 11,163.67	\$ 66,356.19	\$ 59,278.53	\$ 0.00	\$ 18,241.33
Total All Funds	\$ 63,051,170.64	\$ 61,831,506.61	\$ 62,533,382.77	\$ 10,711,791.36	\$ 51,637,503.12

**Cleveland Public Library
 Depository Balance Detail
 For the Period Ending December 31, 2015**

Balance of All Funds	<u><u>\$ 62,349,294.48</u></u>
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	1,780,675.28
KeyBank - Merchant Acct	12,800.47
KeyBank - FSA Account	5,207.19
Petty Cash	330.00
Change Fund	4,640.00
KeyBank-Payroll Account (ZBA)	252.32
Cash in Library Treasury	<u>\$ 1,803,905.26</u>
PNC - Money Market	10,042.29
PNC - Investments	40,285,477.53
PNC - Investments Money Market	31,581.33
STAR Ohio Investment	29,994.04
STAR Plus Program	3,322,289.99
Investments	<u>\$ 43,679,385.18</u>
PNC- Endowment Account	16,866,004.04
Endowment Account	<u>\$ 16,866,004.04</u>
Cash in Banks and On Hand	<u><u>\$ 62,349,294.48</u></u>

Total portfolio value

Total portfolio value on December 31	\$20,926,289.81
Total portfolio value on October 1	20,228,503.26
Total change in value	\$697,786.55

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Investment policy and market outlook

Investment objective: 60% Equity 40% Fixed

Bulletin board

Enclosed is an insert addressing expense ratios on mutual funds available through PNC Bank, N.A. This enclosure provides important information about fund level compensation paid to PNC and its affiliates. Additional information about these fees is available in each fund's prospectus. To obtain a copy of a prospectus, contact your PNC Institutional Asset Management account officer.

Purchase/Sale Advice: PNC Institutional Asset Management effects transactions in your account of which you are entitled to receive written notification at the time and in the form agreed to in writing by each party, and at no additional charge to you. Unless you direct us otherwise in writing, you agree to accept your periodic account statement, which lists all securities transactions, receipts and disbursements during the period, together with a listing of the assets held in your account(s), in lieu of receiving copies of each transactional advice.

PNC BANK NA AS AGENT UNDER
AGREEMENT DATED 09/18/1997 FOR
THE CLEVELAND PUBLIC LIBRARY
ENDOWMENT FUND CONS

NOTICE OF LIMITATION OF LIABILITY - Trust Accounts

An action for breach of trust based on matters disclosed in a trust accounting or other written reports of the trustee - such as this statement - may be subject to a statute of limitations, limiting your right to sue, measured as follows, from the date the trust accounting, statement or written report is either mailed or received. If you have questions regarding your rights, please contact your attorney.

AL: 2 years from mailing	GA: 2 years from receipt	OH: 2 years from mailing
DC: 1 year from mailing	IL: 3 years from receipt	PA: 30 months from receipt
DE: 2 years from receipt	KY: 1 year from mailing	SC: 1 year from mailing
FL: 6 months from receipt	MI: 1 year from mailing	VA: 1 year from mailing
	MO: 1 year from mailing	WI: 1 year from mailing

➔ See pnc.com for the latest updates about our investing strategies.

About your account

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Please contact your PNC Investment Professional via phone or in writing if there have been any changes in your investment objectives, financial situation, risk tolerance, or specific investment restrictions on the management of your account.

Investments: Not FDIC Insured. No Bank Guarantee. May Lose Value.

Insurance: Not FDIC Insured. No Bank or Federal Government Guarantee. Not a Deposit. May Lose Value.

This statement includes an accounting of asset holdings and transactional activity as well as additional informational schedules. It is not intended to be used for tax reporting purposes or to replace or supplement any tax information provided to you for that purpose.

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Summary

Portfolio value

Income		Principal		Total	
Income on December 31	\$178,299.83	Principal on December 31	\$20,747,989.98	Total portfolio value on December 31	\$20,926,289.81
Income on October 1	195,779.19	Principal on October 1	20,032,724.07	Total portfolio value on October 1	20,228,503.26
Change in value	-\$17,479.36	Change in value	\$715,265.91	Total change in value	\$697,786.55

Portfolio value by asset class

Income	Value Dec. 31	Value Oct. 1	Change in value	Tax cost*
Cash and cash equivalents	\$178,299.83	\$195,779.19	-\$17,479.36	\$178,299.83
Principal	Value Dec. 31	Value Oct. 1	Change in value	Tax cost*
Cash and cash equivalents	\$599,845.90	\$333,871.17	\$265,974.73	\$599,845.90
Fixed income	6,161,283.96	6,147,343.58	13,940.38	6,177,676.87
Equities	13,986,860.12	13,551,509.32	435,350.80	9,910,181.44
Total	\$20,926,289.81	\$20,228,503.26	\$697,786.55	\$16,866,004.04

* We use tax cost to calculate the cost of your portfolio. When this information is not available for all assets, your portfolio's tax cost may be understated. To determine if we have tax cost information for all your assets, call Laura Gockel your Account Advisor.

Summary

Change in account value

	This period	From Jan. 1, 2015
Beginning account value	\$20,271,968.75	\$21,213,132.53
Additions		
Investment income	\$151,039.00	\$390,495.90
Other receipts	-	7,782.97
Disbursements		
Fees and charges	-\$14,644.04	-\$58,321.75
Other disbursements	-	-630,075.00
Change in value of investments	561,391.59	45,520.13
Net accrued income	-6,729.52	-5,509.00
Ending account value	\$20,963,025.78	\$20,963,025.78

Gain/loss summary

	Net realized gain/loss		Net unrealized gain/loss*
	This period	From Jan. 1, 2015	Since acquisition
Fixed income	-\$11,476.67	-\$31,263.08	-\$16,392.91
Equities	87,783.78	719,750.84	4,076,678.68
Total	\$76,307.11	\$688,487.76	\$4,060,285.77

*All unrealized gain/loss information is based on tax cost. When this information is not available for all assets, your portfolio's tax cost may be understated. To determine if we have tax cost information for all your assets, call Laura Gockel your Account Advisor.

Accrued income summary

Accrued income on December 31	\$36,735.97
Accrued income on October 01	43,465.49
Net accrued income	-\$6,729.52

Investment income summary

	This period	From Jan. 1, 2015	Estimated annual income	Accrued income this period
Income-cash and cash equivalents	\$12.88	\$57.87	\$77.82	\$29.19
Interest-fixed income	34,699.48	133,030.12	134,438.42	28,546.65
Dividends-equities	116,326.64	257,407.91	241,862.25	8,160.13
Total	\$151,039.00	\$390,495.90	\$376,378.49	\$36,735.97

Summary

Transaction summary - measured by cash balance

	Income		Principal	
	This period	From Jan. 1, 2015	This period	From Jan. 1, 2015
Beginning cash balance	\$0.00	\$0.00	\$0.00	\$0.00
Additions				
Investment income	\$130,209.11	\$369,666.01	\$20,829.89	\$20,829.89
Sales and maturities	98,342.29	312,636.52	2,408,229.00	8,964,966.01
Transfers within account	-	-	133,044.43	360,411.62
Other receipts	-	-	-	7,782.97
Disbursements				
Purchases	-\$80,862.93	-\$263,569.16	-\$2,562,103.32	-\$8,723,915.49
Transfers within account	-133,044.43	-360,411.62	-	-
Fees and charges	-14,644.04	-58,321.75	-	-
Other disbursements	-	-	-	-630,075.00
Ending cash balance	\$0.00	\$0.00	\$0.00	\$0.00
Change in cash	-	-	-	-

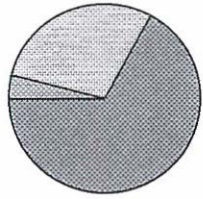
Transaction summary - measured by tax cost

	This period	From Jan. 1, 2015
Beginning tax cost	\$16,653,301.97	\$16,467,636.99
Additions		
Purchases	\$2,642,966.25	\$8,987,484.65
Securities received	86,444.06	194,343.09
Disbursements		
Sales	-\$2,430,264.18	-\$8,589,114.77
Securities delivered	-86,444.06	-194,345.92
Change in cash		
Ending tax cost	\$16,866,004.04	\$16,866,004.04

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Analysis

Asset allocation



	Dec. 31, 2015
Cash and cash equivalents	3.72 %
Mutual funds	3.72 %
Fixed income	29.44 %
Corporate	15.90 %
US treasury	11.54 %
Agency	1.77 %
Mortgages	0.24 %
Equities	66.84 %
Stock	37.69 %
Etf's	9.37 %
Mutual funds	19.78 %

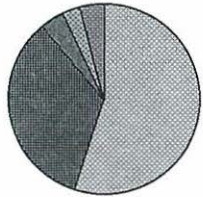
Equity sectors

	Market value	% of equities	% of total portfolio
Industrials	\$1,093,858.20	13.87 %	5.23 %
Consumer discretionary	1,200,125.90	15.22 %	5.73 %
Consumer staples	852,871.40	10.81 %	4.08 %
Energy	337,599.00	4.28 %	1.61 %
Financial	1,189,640.05	15.08 %	5.68 %
Materials	305,475.30	3.87 %	1.46 %
Information technology	1,497,951.55	18.99 %	7.16 %
Utilities	210,835.50	2.67 %	1.01 %
Health care	1,061,362.20	13.46 %	5.07 %
Telecommunication services	137,273.40	1.74 %	0.66 %
Total	\$7,886,992.50	100.00 %	37.69 %

Analysis

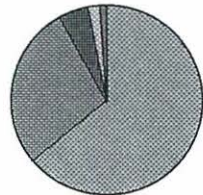
Bond analysis

Bond rating



	Market Value	% of bonds	% of total portfolio
Moody's Aaa	\$3,412,499.64	55.39 %	16.31 %
Moody's Aa1	209,390.15	3.40 %	1.00 %
Moody's Aa2	198,988.70	3.23 %	0.95 %
Moody's Aa3	230,519.90	3.74 %	1.10 %
Other	2,109,885.57	34.24 %	10.08 %

Maturity schedule



Market value [% of bonds maturing in]	% of bonds	Corporate	US treasury and agency	Municipal	Other
Less than 1 year	2.36 %	\$110,035.15 [75.69 %]	\$35,332.25 [24.31 %]	- [-]	- [-]
1 - 5 years	64.28 %	1,920,716.54 [48.50 %]	2,039,890.40 [51.50 %]	- [-]	- [-]
6 - 10 years	27.52 %	1,290,641.60 [76.12 %]	404,799.86 [23.88 %]	- [-]	- [-]
11 - 15 years	1.24 %	5,046.95 [6.61 %]	71,354.29 [93.39 %]	- [-]	- [-]
16 or more years	4.60 %	- [-]	233,948.98 [82.53 %]	- [-]	49,517.94 [17.47 %]

Detail

Portfolio - income

Cash and cash equivalents
Mutual funds - money market

Description	Market value last period Quantity	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current price per unit	Current market value						
PNC TREASURY MONEY MARKET FUND #431 21-75-073-4453885	\$97,436.90 178,299.830	\$178,299.83 \$1.0000		0.86 %	\$178,299.83 \$1.00		0.02 %	\$17.83	\$5.52
PNC TREASURY MONEY MARKET FUND #431	98,342.29	1.0000		0.01 %					4.04
PNC CAPITAL ADVISORS PNC TREASURY MONEY MARKET FUND #431 PCAADVANTAGE PORTFOLIO		1.0000		0.01 %					0.62
Total mutual funds - money market		\$178,299.83		0.85 %	\$178,299.83		0.01 %	\$17.83	\$10.18
Total cash and cash equivalents		\$178,299.83		0.85 %	\$178,299.83		0.01 %	\$17.83	\$10.18

Detail

Portfolio - principal

Cash and cash equivalents

Mutual funds - money market

Description	Market value last period Quantity	Current market value Current price per unit	% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
PNC TREASURY MONEY MARKET FUND #431 21-75-073-4453885	\$141,939.99 349,669.880	\$349,669.88 \$1.0000	1.68 %	\$349,669.88 \$1.00		0.02 %	\$34.97	\$12.70
PNC TREASURY MONEY MARKET FUND #431 PNC CAPITAL ADVISORS	26,610.06 89,425.530	89,425.53 1.0000	0.43 %	89,425.53 1.00		0.01 %	8.94	
PNC TREASURY MONEY MARKET FUND #431 PCA ADVANTAGE PORTFOLIO	165,321.12 160,750.490	160,750.49 1.0000	0.77 %	160,750.49 1.00		0.02 %	16.08	6.31
Total mutual funds - money market		\$599,845.90	2.87 %	\$599,845.90		0.01 %	\$59.99	\$19.01
Total cash and cash equivalents		\$599,845.90	2.87 %	\$599,845.90		0.01 %	\$59.99	\$19.01

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Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
AT & T INC SR UNSEC 04.450% DUE 05/15/2021 RATING: BAA1 (00206RAX0) PNC CAPITAL ADVISORS	\$42,698.00	40,000	\$42,574.00 \$106.4350	0.21 %	\$44,586.20 \$111.47	-\$2,012.20	4.19 %	\$1,780.00	\$227.44
AT&T INC CALL 12/11/2023 @ 100,000 UNSC 03.900% DUE 03/11/2024 RATING: BAA1 (00206RCE0) PNC CAPITAL ADVISORS	5,084.70	5,000	5,105.45 102.1090	0.03 %	5,128.55 102.57	- 23.10	3.82 %	195.00	59.58
ABBEY NATL TREASURY SERV SEDOL ISIN US002799AL89 03.050% DUE 08/23/2018 RATING: A1 (002799AL8) PNC CAPITAL ADVISORS	30,957.60	30,000	30,782.70 102.6090	0.15 %	30,170.30 100.57	612.40	2.98 %	915.00	325.33
AMERICAN EXPRESS CREDIT UNSC VAR % DUE 07/29/2016 RATING: A2 (0258MODH9) PNC CAPITAL ADVISORS	30,027.90	30,000	30,005.10 100.0170	0.15 %	30,063.50 100.21	- 58.40	0.82 %	244.56	43.48
AMERICAN HONDA FINANCE UNSC VAR % DUE 10/07/2016 RATING: A1 (02665WAA9) PNC CAPITAL ADVISORS	25,075.00	25,000	25,045.75 100.1830	0.12 %	25,000.00 100.00	45.75	0.80 %	198.78	47.49

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
AMERICAN HONDA FINANCE SER MTN UNSC 02.250% DUE 08/15/2019 RATING: A1 (02665WAH4) PNC CAPITAL ADVISORS	25,174.50	25,061.50	0.12 %	24,953.75	107.75	2.25 %	562.50	212.50
AMERIPRISE FINANCIAL INC UNSC 03.700% DUE 10/15/2024 RATING: A3 (03076CAG1) PNC CAPITAL ADVISORS	35,648.55	35,685.65	0.18 %	34,879.60	806.05	3.63 %	1,295.00	273.39
ANHEUSER-BUSCH INBEV FIN COGT 03.700% DUE 02/01/2024 RATING: A2 (03524BAE6) PNC CAPITAL ADVISORS	25,344.50	25,505.25	0.13 %	25,291.00	214.25	3.63 %	925.00	385.42
APPLE INC UNSC 02.400% DUE 05/03/2023 RATING: AA1 (037833AK6) PNC CAPITAL ADVISORS	67,842.60	68,205.90	0.33 %	68,534.70	- 328.80	2.47 %	1,680.00	270.67
BB&T CORPORATION SR UNSEC 06.850% DUE 04/30/2019 RATING: A2 (05531FAB9) PNC CAPITAL ADVISORS	23,251.80	22,796.60	0.11 %	24,791.00	- 1,994.40	6.01 %	1,370.00	232.14

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Detail

Fixed income

Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
BP CAPITAL MARKETS PLC ISIN US05565QBZ00 SEDOL B87XBL5 03.245% DUE 05/06/2022 RATING: A2 (05565QBZ0) PNC CAPITAL ADVISORS	30,192.90 30,000	29,626.20 98.7540	0.15 %	29,540.20 98.47	86.00	3.29 %	973.50	148.73
BNP PARIBAS SEDOL ISIN US05574LPT97 02.700% DUE 08/20/2018 RATING: A1 (05574LPT9) PNC CAPITAL ADVISORS	25,573.50 25,000	25,358.50 101.4340	0.13 %	24,953.50 99.81	405.00	2.67 %	675.00	245.63
BANK OF MONTREAL UNSC SERIES BKNT VAR % DUE 07/14/2017 RATING: AA3 (06366RVE2) PNC CAPITAL ADVISORS	59,776.80 60,000	59,805.00 99.6750	0.29 %	59,932.20 99.89	- 127.20	0.55 %	325.92	69.71
BANK OF NOVA SCOTIA SEDOL BQRYVD6 ISIN US06416CAA62 02.125% DUE 09/11/2019 RATING: AAA (06416CAA6) PNC CAPITAL ADVISORS	35,441.35 35,000	34,965.00 99.9000	0.17 %	35,428.40 101.22	- 463.40	2.13 %	743.75	227.26
BERKSHIRE HATHAWAY INC SR UNSEC 03.750% DUE 08/15/2021 RATING: AA2 (084670BC1) PNC CAPITAL ADVISORS	26,758.75 25,000	26,660.50 106.6420	0.13 %	25,836.05 103.34	824.45	3.52 %	937.50	354.17

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
PROGRESS ENERGY CAROLINA 1ST MTG 05.300% DUE 01/15/2019 RATING: AA2 [144141CZ9] PNC CAPITAL ADVISORS	22,274.80	20,000	21,970.00 109.8500	0.11 %	19,981.60 99.91	1,988.40	4.83 %	1,060.00	488.78
CATERPILLAR INC SR UNSEC 03.900% DUE 05/27/2021 RATING: A2 [149123BV2] PNC CAPITAL ADVISORS	26,927.75	25,000	26,542.00 106.1680	0.13 %	26,025.25 104.10	516.75	3.68 %	975.00	92.08
CATHOLIC HEALTH INITIATI SECURED 01.600% DUE 11/01/2017 RATING: A2 [14916RAB0] PNC CAPITAL ADVISORS	14,959.20	15,000	14,970.90 99.8060	0.08 %	14,995.65 99.97	- 24.75	1.61 %	240.00	40.00
CHEVRON CORP SR UNSEC CALL 11/5/17 @ 100 01.104% DUE 12/05/2017 RATING: AA1 [166764AA8] PNC CAPITAL ADVISORS	19,919.80	20,000	19,862.40 99.3120	0.10 %	20,000.00 100.00	- 137.60	1.12 %	220.80	15.95
CHEVRON CORP SR UNSEC CALL 9/5/22 @ 100 02.355% DUE 12/05/2022 RATING: AA1 [166764AB6] PNC CAPITAL ADVISORS	67,693.50	70,000	66,842.30 95.4890	0.32 %	67,886.70 96.98	- 1,044.40	2.47 %	1,648.50	119.06

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
CISCO SYSTEMS INC SR NTS 04.450% DUE 01/15/2020 RATING: A1 {17275RAH5} PNC CAPITAL ADVISORS	22,032.40 20,000	21,761.20 108.8060	0.11 %	23,019.40 115.10	- 1,258.20	4.09 %	890.00	410.39
COCA-COLA CO/THE UNSC VAR% DUE 11/01/2016 RATING: AA3 {191216BC3} PNC CAPITAL ADVISORS	29,988.60 30,000	29,997.30 99.9910	0.15 %	30,037.60 100.13	- 40.30	0.41 %	120.36	50.48
CONNECTICUT LIGHT & PWR CALL 10/15/2022 @ 100.000 MORT 02.500% DUE 01/15/2023 RATING: A2 {207597EF8} PNC CAPITAL ADVISORS	19,497.20 20,000	19,362.60 96.8130	0.10 %	19,870.20 99.35	- 507.60	2.59 %	500.00	230.56
CONOCOPHILLIPS COMPANY CALL 09/15/2021 @ 100.000 COGT 02.875% DUE 11/15/2021 RATING: A2 {20826FAE6} PNC CAPITAL ADVISORS	45,072.90 45,000	43,698.15 97.1070	0.21 %	45,544.55 101.21	- 1,846.40	2.97 %	1,293.75	165.31
RABOBANK NEDERLAND UTREC ISIN US21686CAD20 SEDOL B5MKX70 03.375% DUE 01/19/2017 RATING: AA2 {21686CAD2} PNC CAPITAL ADVISORS	15,416.10 15,000	15,333.45 102.2230	0.08 %	15,478.90 103.19	- 145.45	3.31 %	506.25	227.81

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
JOHN DEERE CAPITAL CORP SR UNSECURED SER MTN 05.350% DUE 04/03/2018 RATING: A2 [24422EQR3] PNC CAPITAL ADVISORS	27,344.00	26,999.25	107.9970	0.13 %	24,923.50 99.69	2,075.75	4.96 %	1,337.50	326.94
JOHN DEERE CAPITAL CORP SERIES MTN SR UNSECD VAR % DUE 02/25/2016 RATING: A2 [24422ESJ9] PNC CAPITAL ADVISORS	25,002.00	24,987.00	99.9480	0.12 %	25,000.00 100.00	- 13.00	0.33 %	80.76	8.30
WALT DISNEY COMPANY NTS SERIES B 05.875% DUE 12/15/2017 RATING: A2 [25468PCB0] PNC CAPITAL ADVISORS	22,023.20	21,745.00	108.7250	0.11 %	24,573.00 122.87	- 2,828.00	5.41 %	1,175.00	52.22
DUKE ENERGY INDIANA INC 1ST MORTGAGE 03.750% DUE 07/15/2020 RATING: AA3 [263901AC4] PNC CAPITAL ADVISORS	10,693.70	10,527.70	105.2770	0.06 %	10,900.90 109.01	- 373.20	3.57 %	375.00	172.92
DUKE ENERGY CAROLINAS 1ST MORTGAGE 05.250% DUE 01/15/2018 RATING: AA2 [26442CAC8] PNC CAPITAL ADVISORS	10,863.70	10,669.00	106.6900	0.06 %	9,966.00 99.66	703.00	4.93 %	525.00	242.08

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
EBAY INC SR UNSEC 02.600% DUE 07/15/2022 RATING: BAA1 [278642AE3] PNC CAPITAL ADVISORS	32,349.10	32,579.05	93.0830	0.16 %	33,965.00 97.04	- 1,385.95	2.80 %	910.00	419.61
EXXON MOBIL CORPORATION UNSC VAR % DUE 03/15/2017 RATING: AAA [30231GAB8] PNC CAPITAL ADVISORS	89,878.50 90,000	89,855.10 99.8390		0.43 %	90,000.00 100.00	- 144.90	0.39 %	344.16	16.25
EXXON MOBIL CORPORATION CALL 12/15/2023 @ 100.000 UNSC 03.176% DUE 03/15/2024 RATING: AAA [30231GAC6] PNC CAPITAL ADVISORS	36,142.05 35,000	35,524.65 101.4990		0.17 %	36,127.70 103.22	- 603.05	3.13 %	1,111.60	327.30
FLORIDA POWER & LIGHT CALL 12/01/2022 @ 100.000 MORT 02.750% DUE 06/01/2023 RATING: AA2 [341081FJ1] PNC CAPITAL ADVISORS	24,787.50 25,000	24,717.75 98.8710		0.12 %	23,932.70 95.73	785.05	2.79 %	687.50	57.29
GENERAL ELEC CAP CORP SR UNSEC 04.650% DUE 10/17/2021 RATING: A1 [36962G5J9] PNC CAPITAL ADVISORS	39,367.65 35,000	38,750.95 110.7170		0.19 %	38,517.25 110.05	233.70	4.20 %	1,627.50	334.54

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
GENERAL ELEC CAP CORP SR UNSECD 03.150% DUE 09/07/2022 RATING: A1 {36962G6F6} PNC CAPITAL ADVISORS	20,606.60	20,000	20,469.80 102.3490	0.10 %	20,095.80 100.48	374.00	3.08 %	630.00	199.50
GEORGIA POWER COMPANY NOTES 05.400% DUE 06/01/2018 RATING: A3 {373334JK8} PNC CAPITAL ADVISORS	21,995.00	20,000	21,624.80 108.1240	0.11 %	22,065.80 110.33	- 441.00	5.00 %	1,080.00	90.00
GILEAD SCIENCES INC SR UNSEC CALL 09/01/21 @100 04.400% DUE 12/01/2021 RATING: A3 {375558AU7} PNC CAPITAL ADVISORS	32,509.20	30,000	32,403.60 108.0120	0.16 %	32,871.60 109.57	- 468.00	4.08 %	1,320.00	110.00
GLAXOSMITHKLINE CAPITAL ISIN US377373AD71 SEDOL B84G0G5 02.850% DUE 05/08/2022 RATING: A2 {377373AD7} PNC CAPITAL ADVISORS	24,956.75	25,000	25,194.25 100.7770	0.13 %	24,679.25 98.72	515.00	2.83 %	712.50	104.90
GOLDMAN SACHS GROUP INC SR UNSEC 05.750% DUE 01/24/2022 RATING: A3 {38141GGS7} PNC CAPITAL ADVISORS	22,953.80	20,000	22,744.40 113.7220	0.11 %	23,102.20 115.51	- 357.80	5.06 %	1,150.00	501.53

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Detail

Fixed income
 Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
GOOGLE INC SR UNSEC 03.625% DUE 05/19/2021 RATING: AA2 {38259PAB8}	32,200.80	31,944.30	0.16 %	33,118.00	- 1,173.70	3.41 %	1,087.50	126.87
PNC CAPITAL ADVISORS	30,000	106.4810		110.39				
HSBC HOLDINGS PLC SR UNSEC ISIN US404280AK50 SEDOL B61GQ88 05.100% DUE 04/05/2021 RATING: A1 {404280AK5}	38,755.50	38,911.60	0.19 %	37,869.50	1,042.10	4.59 %	1,785.00	426.42
PNC CAPITAL ADVISORS	35,000	111.1760		108.20				
HOME DEPOT INC CALL 05/01/2022 @ 100.000 UNSC 02.625% DUE 06/01/2022 RATING: A2 {437076BG6}	19,991.40	19,979.20	0.10 %	19,926.40	52.80	2.63 %	525.00	43.75
PNC CAPITAL ADVISORS	20,000	99.8960		99.63				
INTEL CORP SR UNSECD 02.700% DUE 12/15/2022 RATING: A1 {458140AM2}	29,477.10	29,679.90	0.15 %	28,404.00	1,275.90	2.73 %	810.00	36.00
PNC CAPITAL ADVISORS	30,000	98.9330		94.68				
JPMORGAN CHASE & CO NOTES 04.625% DUE 05/10/2021 RATING: A3 {46625HHZ6}	43,550.40	43,206.00	0.21 %	45,404.20	- 2,198.20	4.29 %	1,850.00	262.08
PNC CAPITAL ADVISORS	40,000	108.0150		113.51				

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
JOHNSON & JOHNSON SR NTS 05.150% DUE 07/15/2018 RATING: AAA [478160AUB] PNC CAPITAL ADVISORS	49,866.75	49,207.50	0.24%	51,646.05	- 2,438.55	4.71 %	2,317.50	1,068.62
LOWE'S COS INC UNSC VAR % DUE 09/10/2019 RATING: A3 [548661DB0] PNC CAPITAL ADVISORS	30,000	29,817.90 99.3930	0.15%	29,844.90 99.48	- 27.00	0.72 %	213.57	67.04
MASTERCARD INC UNSC 03.375% DUE 04/01/2024 RATING: A2 [57636QAB0] PNC CAPITAL ADVISORS	15,333.75	15,329.10 102.1940	0.08%	15,023.55 100.16	305.55	3.31 %	506.25	126.56
MERRILL LYNCH & CO NOTES SERIES MTN 06.875% DUE 04/25/2018 RATING: BAA1 [59018YN64] PNC CAPITAL ADVISORS	16,764.60	16,548.90 110.3260	0.08%	16,275.00 108.50	273.90	6.24 %	1,031.25	189.06
METLIFE INC SER D UNSC 04.368% DUE 09/15/2023 RATING: A3 [59156RBB3] PNC CAPITAL ADVISORS	21,487.40	21,474.00 107.3700	0.11%	20,802.00 104.01	672.00	4.07 %	873.60	38.83

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
METLIFE INC CALL 08/13/2025 @ 100.000 UNSC 03.600% DUE 11/13/2025 RATING: A3 (59156RBQ0) PNC CAPITAL ADVISORS	5,000	5,035.15 100.7030	0.03 %	4,999.60 99.99	35.55	3.58 %	180.00	114.00
MICROSOFT CORP CALL 01/12/2022 @ 100.000 UNSC 02.375% DUE 02/12/2022 RATING: AAA (594918BA1) PNC CAPITAL ADVISORS	44,886.60 45,000	44,417.25 98.7050	0.22 %	45,051.75 100.12	- 634.50	2.41 %	1,068.75	412.66
MORGAN STANLEY UNSC 02.650% DUE 01/27/2020 RATING: A3 (61747YDW2) PNC CAPITAL ADVISORS	30,141.90 30,000	29,918.40 99.7280	0.15 %	30,284.10 100.95	- 365.70	2.66 %	795.00	340.08
NBCUNIVERSAL MEDIA LLC WI SR UNSEC 04.375% DUE 04/01/2021 RATING: A3 (63946BAE0) PNC CAPITAL ADVISORS	27,389.25 25,000	27,155.75 108.6230	0.13 %	26,912.50 107.65	243.25	4.03 %	1,093.75	273.44
NEXEN INC ISIN US65334HAK86 06.200% DUE 07/30/2019 RATING: AA3 (65334HAK8) PNC CAPITAL ADVISORS	16,730.85 15,000	16,583.40 110.5560	0.08 %	18,672.75 124.49	- 2,089.35	5.61 %	930.00	390.08

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit		yield		
ORACLE CORP UNSC 02.375% DUE 01/15/2019 RATING: A1 (68389XAQ8) PNC CAPITAL ADVISORS	25,482.00	25,386.00	0.13 %	25,141.25	244.75	2.34 %	593.75	273.78
PÉCO ENERGY CO 1ST REF MORT 05.350% DUE 03/01/2018 RATING: AA3 (693304AL1) PNC CAPITAL ADVISORS	10,929.30	10,744.80	0.06 %	9,983.20	761.60	4.98 %	535.00	178.33
PACIFICORP 1ST MTG CALL 03/15/21 @ 100 03.850% DUE 06/15/2021 RATING: A1 (695114CM8) PNC CAPITAL ADVISORS	26,718.50	26,294.25	0.13 %	27,752.65	- 1,458.40	3.67 %	962.50	42.78
PEPSICO INC SR UNSECD 02.750% DUE 03/05/2022 RATING: A1 (713448BY3) PNC CAPITAL ADVISORS	35,173.60	35,086.10	0.17 %	34,819.55	266.55	2.75 %	962.50	310.14
PROCTER & GAMBLE CO/THE UNSC VAR% DUE 11/01/2019 RATING: AA3 (742718EH8) PNC CAPITAL ADVISORS	45,000	44,852.40	0.22 %	44,910.63	- 58.23	0.61 %	269.51	45.67

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
QUALCOMM INC UNSC 03.000% DUE 05/20/2022 RATING: A1 [747525AE3] PNC CAPITAL ADVISORS	29,580.90	29,699.40	98.9980	0.15 %	30,063.60 100.21	- 364.20	3.04 %	900.00	102.50
RIO TINTO FIN USA LTD SEDOL ISIN US767201AS58 03.750% DUE 06/15/2025 RATING: A3 [767201AS5] PNC CAPITAL ADVISORS	29,262.00	27,232.50	90.7750	0.14 %	29,799.90 99.33	- 2,567.40	4.14 %	1,125.00	50.00
ROYAL BANK OF CANADA SEDOL ISIN US780082AA14 01.875% DUE 02/05/2020 RATING: AAA [780082AA1] PNC CAPITAL ADVISORS	70,109.90	68,723.90	98.1770	0.33 %	69,990.20 99.99	- 1,266.30	1.91 %	1,312.50	532.29
ROYAL BANK OF CANADA ISIN US78011DAC83 SEDOL B6W2NM8 01.200% DUE 09/19/2017 RATING: AAA [78011DAC8] PNC CAPITAL ADVISORS	55,004.95	54,739.85	99.5270	0.27 %	54,994.50 99.99	- 254.65	1.21 %	660.00	187.00
SHELL INTERNATIONAL FIN SEDOL ISIN US822582BG61 02.125% DUE 05/11/2020 RATING: AA1 [822582BG6] PNC CAPITAL ADVISORS	30,031.20	29,512.80	98.3760	0.15 %	29,936.40 99.79	- 423.60	2.17 %	637.50	88.54

Detail

Fixed income
 Corporate bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
SHERWIN-WILLIAMS CO CALL 05/01/2025 @ 100.000 UNSC 03.450% DUE 08/01/2025 RATING: A2 [824348AR7] PNC CAPITAL ADVISORS	45,625.05	45,679.50	101.5100	0.22%	45,045.45 100.10	634.05	3.40 %	1,552.50	651.19
SIMON PROPERTY GROUP LP UNSC 03.375% DUE 10/01/2024 RATING: A2 [828807CS4] PNC CAPITAL ADVISORS	30,186.00 30,000	30,283.80 100.9460		0.15 %	29,908.20 99.69	375.60	3.35 %	1,012.50	253.13
SOUTHERN CAL EDISON SER C CALL 07/01/23 @100 MORT 03.500% DUE 10/01/2023 RATING: AA3 [842400FY4] PNC CAPITAL ADVISORS	31,200.60 30,000	30,951.30 103.1710		0.15 %	30,138.10 100.46	813.20	3.40 %	1,050.00	262.50
STATE STREET CORP UNSC 02.550% DUE 08/18/2020 RATING: A2 [857477AS2] PNC CAPITAL ADVISORS	30,396.30 30,000	30,373.50 101.2450		0.15 %	29,973.30 99.91	400.20	2.52 %	765.00	665.12
TORONTO-DOMINION BANK SEDOL ISIN US89 114QAS75 02.125% DUE 07/02/2019 RATING: AA1 [89 114QAS7] PNC CAPITAL ADVISORS	25,133.50 25,000	24,966.75 99.8670		0.12 %	24,969.25 99.88	- 2.50	2.13 %	531.25	264.15

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current	Estimated	Accrued
	Quantity	Current price per unit		Avg. tax cost per unit		yield	annual income	income
UNIONBANCAL CORP SR UNSEC 03.500% DUE 06/18/2022 RATING: A3 (908906AC4) PNC CAPITAL ADVISORS	30,821.10 30,000	30,423.60 101.4120	0.15 %	30,614.40 102.05	- 190.80	3.46 %	1,050.00	37.92
UNITED PARCEL SERVICE SR NOTES 05.500% DUE 01/15/2018 RATING: AA3 (911312AH9) PNC CAPITAL ADVISORS	27,459.75 25,000	27,058.00 108.2320	0.13 %	28,283.25 113.13	- 1,225.25	5.09 %	1,375.00	634.03
US BANCORP SER MTN CALL 06/15/22 (a100) 02.950% DUE 07/15/2022 RATING: A1 (91159JAA4) PNC CAPITAL ADVISORS	14,922.90 15,000	14,913.60 99.4240	0.08 %	14,181.60 94.54	732.00	2.97 %	442.50	204.04
VIRGINIA ELEC & POWER CO SR UNSECURED 05.400% DUE 04/30/2018 RATING: A2 (927804FF6) PNC CAPITAL ADVISORS	16,441.20 15,000	16,216.50 108.1100	0.08 %	16,703.55 111.36	- 487.05	5.00 %	810.00	137.25
VISA INC SER 7YR CALL 10/14/22 (a100 UNSC) 02.800% DUE 12/14/2022 RATING: A1 (92826CAC6) PNC CAPITAL ADVISORS	20,000	20,082.60 100.4130	0.10 %	19,998.80 99.99	83.80	2.79 %	560.00	26.44

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
WAL-MART STORES INC SR UNSEC 03.625% DUE 07/08/2020 RATING: AA2 [931142CU5] PNC CAPITAL ADVISORS	37,829.40 35,000	37,448.60 106.9960	0.18 %	38,042.10 108.69	- 593.50	3.39 %	1,268.75	609.70
WELLS FARGO & COMPANY SUBORDINATED 04.125% DUE 08/15/2023 RATING: A3 [94974BFN5] PNC CAPITAL ADVISORS	25,986.75 25,000	25,964.25 103.8570	0.13 %	25,574.00 102.30	390.25	3.98 %	1,031.25	389.58
WELLS FARGO & COMPANY SER MTN SUB 04.100% DUE 06/03/2026 RATING: A3 [94974BFY1] PNC CAPITAL ADVISORS	5,044.15 5,000	5,046.95 100.9390	0.03 %	4,994.85 99.90	52.10	4.07 %	205.00	15.94
WELLS FARGO & COMPANY SER MTN UNSC 03.300% DUE 09/09/2024 RATING: A2 [94974BGA2] PNC CAPITAL ADVISORS	14,886.15 15,000	14,922.30 99.4820	0.08 %	14,959.50 99.73	- 37.20	3.32 %	495.00	154.00
WESTPAC BANKING CORP SEDOL BCJ52J2 ISIN US961214CC58 02.250% DUE 07/30/2018 RATING: AA2 [961214CC5] PNC CAPITAL ADVISORS	30,441.00 30,000	30,245.10 100.8170	0.15 %	30,020.80 100.07	224.30	2.24 %	675.00	283.13

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period		Current market value	% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
XILINX INC UNSC 03.000% DUE 03/15/2021 RATING: A3 [983919AH4] PNC CAPITAL ADVISORS	15,259.50		15,038.40	0.08 %	14,893.40	145.00	3.00 %	450.00	132.50
	15,000		100.2560		99.29				
Total corporate bonds			\$2,377,410.80	11.36 %	\$2,392,576.23	- \$15,165.43	2.93 %	\$69,641.87	\$18,373.88

Treasury bonds

Description (Cusip)	Market value last period		Current market value	% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
USA TREASURY NOTES 00.875% DUE 08/15/2017 RATING: AAA [912828D49] PNC CAPITAL ADVISORS	\$195,902.85		\$34,921.95	0.17 %	\$35,136.72	- \$214.77	0.88 %	\$306.25	\$116.63
	35,000		\$99.7770		\$100.39				
USA TREASURY NOTES 02.375% DUE 08/15/2024 RATING: AAA [912828D56] PNC CAPITAL ADVISORS	41,198.00		40,417.20	0.20 %	40,046.05	371.15	2.36 %	950.00	361.78
	40,000		101.0430		100.12				
USA TREASURY NOTES 02.250% DUE 11/15/2024 RATING: AAA [912828G38] PNC CAPITAL ADVISORS	35,654.50		34,982.15	0.17 %	34,592.97	389.18	2.26 %	787.50	101.40
	35,000		99.9490		98.84				
USA TREASURY NOTES 01.000% DUE 12/15/2017 RATING: AAA [912828G79] PNC CAPITAL ADVISORS	260,000		259,643.80	1.25 %	259,867.97	- 224.17	1.01 %	2,600.00	121.10
			99.8630		99.95				

Detail

Treasury bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
USA TREASURY NOTE 01.625% DUE 12/31/2019 RATING: AAA (912828G95) PNC CAPITAL ADVISORS	380,625.00 400,000	400,016.00 100.0040	1.92 %	399,464.85 99.87	551.15	1.63 %	6,500.00	17.81
USA TREASURY NOTES TREASURY INFLATION PROTECT SECS 0.250 % DUE 01/15/2025 RATING: AAA (912828H45) PNC CAPITAL ADVISORS	100,000	95,937.46 95.9375	0.46 %	96,421.70 96.42	- 484.24	0.27 %	250.31	115.63
USA TREASURY NOTES 03.000% DUE 09/30/2016 RATING: AAA (912828LP3) PNC CAPITAL ADVISORS	123,104.40 20,000	20,328.80 101.6440	0.10 %	21,089.84 105.45	- 761.04	2.96 %	600.00	152.46
USA TREASURY NOTES 02.625% DUE 08/15/2020 RATING: AAA (912828NT3) PNC CAPITAL ADVISORS	153,452.05 250,000	259,697.50 103.8790	1.25 %	263,362.50 105.35	- 3,665.00	2.53 %	6,562.50	2,478.77
USA TREASURY NOTES 02.625% DUE 11/15/2020 RATING: AAA (912828PC8) PNC CAPITAL ADVISORS	163,904.75 155,000	161,041.90 103.8980	0.77 %	160,809.80 103.75	232.10	2.53 %	4,068.75	525.36
USA TREASURY NOTES 02.125% DUE 08/15/2021 RATING: AAA (912828RC6) PNC CAPITAL ADVISORS	5,146.50 5,000	5,059.20 101.1840	0.03 %	4,835.94 96.72	223.26	2.11 %	106.25	40.13
USA TREASURY NOTE 01.500% DUE 08/31/2018 RATING: AAA (912828RE2) PNC CAPITAL ADVISORS	111,864.50 195,000	196,294.80 100.6640	0.94 %	196,211.40 100.62	83.40	1.50 %	2,925.00	988.39

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Detail

Treasury bonds

Description [Cusip]	Market value last period		Current market value	% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit	Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
USA TREASURY NOTES 00.875% DUE 12/31/2016 RATING: AAA [912828RX0] PNC CAPITAL ADVISORS	155,776.55 155,000	155,097.65 100.0630	155,097.65 100.0630	0.75 %	155,778.69 100.50	- 681.04	0.88 %	1,356.25	3.71
USA TREASURY NOTES 01.250% DUE 01/31/2019 RATING: AAA [912828SD3] PNC CAPITAL ADVISORS	256,693.20 255,000	254,143.20 99.6640	254,143.20 99.6640	1.22 %	251,134.19 98.48	3,009.01	1.26 %	3,187.50	1,333.90
USA TREASURY NOTES 01.625% DUE 08/15/2022 RATING: AAA [912828TJ9] PNC CAPITAL ADVISORS	29,746.20 10,000	9,740.20 97.4020	9,740.20 97.4020	0.05 %	9,607.81 96.08	132.39	1.67 %	162.50	61.38
USA TREASURY NOTES 01.125% DUE 10/31/2019 RATING: AAA [912828TV2] PNC CAPITAL ADVISORS	85,125.80 85,000	83,997.00 98.8200	83,997.00 98.8200	0.41 %	84,760.94 99.72	- 763.94	1.27 %	1,062.50	180.98
USA TREASURY NOTES 00.375% DUE 03/15/2016 RATING: AAA [912828US7] PNC CAPITAL ADVISORS	15,000	15,003.45 100.0230	15,003.45 100.0230	0.08 %	15,008.20 100.06	- 4.75	0.38 %	56.25	16.64
USA TREASURY NOTES 01.875% DUE 10/31/2020 RATING: AAA [912828WC0] PNC CAPITAL ADVISORS	155,000	154,758.20 99.8440	154,758.20 99.8440	0.74 %	155,656.44 100.42	- 898.24	1.76 %	2,712.50	460.75
USA TREASURY NOTE 01.625% DUE 07/31/2019 RATING: AAA [912828WW6] PNC CAPITAL ADVISORS	81,372.80 80,000	80,278.40 100.3480	80,278.40 100.3480	0.39 %	80,318.75 100.40	- 40.35	1.62 %	1,300.00	548.49

Detail

Treasury bonds

Description [Cusip]	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
USA TREASURY NOTES 02.125% DUE 05/15/2025 RATING: AAA [912828XB1] PNC CAPITAL ADVISORS	125,752.50	152,977.25	98.6950	0.74 %	153,822.85 99.24	- 845.60	2.16 %	3,293.75	424.13
Total treasury bonds		\$2,414,336.11		11.54 %	\$2,417,927.61	- \$3,591.50	1.61 %	\$38,787.81	\$8,049.44

Agency bonds

Description [Cusip]	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
FEDERAL NATL MTG ASSN BNDS 02.625% DUE 09/06/2024 RATING: AAA [3135G0ZR7] PNC CAPITAL ADVISORS	\$66,563.25	\$65,686.40	\$101.0560	0.32 %	\$64,406.55 \$99.09	\$1,279.85	2.60 %	\$1,706.25	\$545.05
FEDERAL NATL MTG ASSN POOL #AH3765 04.000% DUE 01/01/2041 RATING: N/A [3138A5FF4] PNC CAPITAL ADVISORS	38,881.30	36,230.42	106.0330	0.18 %	36,598.11 107.11	- 367.69	3.78 %	1,366.76	117.69
FEDERAL NATL MTG ASSN POOL #AL0578 03.500% DUE 08/01/2026 RATING: N/A [3138EGUC6] PNC CAPITAL ADVISORS	25,531.99	23,853.14	104.9150	0.12 %	24,216.88 106.52	- 363.74	3.34 %	795.75	68.52

Detail

Agency bonds

Description (Cusip)	Market value last period Quantity	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current price per unit		Avg. tax cost per unit				
FEDERAL NATL MTG ASSN POOL AQ4804 03.500% DUE 11/01/2042 RATING: N/A {3138MLKS2} PNC CAPITAL ADVISORS	34,031.15 30,179.821	31,160.36 103.2490	0.15 %	32,141.41 106.50	- 981.05	3.39 %	1,056.29	90.96
FEDERAL NATL MTG ASSN POOL #AB2077 04.000% DUE 01/01/2041 RATING: N/A {31416XJX9} PNC CAPITAL ADVISORS	94,580.45 84,714.504	90,292.95 106.5850	0.44 %	83,635.69 98.73	6,657.26	3.76 %	3,388.58	291.79
FEDERAL NATL MTG ASSN POOL # AB2275 04.500% DUE 02/01/2041 RATING: N/A {31416XQ52} PNC CAPITAL ADVISORS	26,846.39 23,727.130	25,805.63 108.7600	0.13 %	24,294.36 102.39	1,511.27	4.14 %	1,067.72	91.94
FEDERAL NATL MTG ASSN POOL #AB6373 03.000% DUE 10/01/2027 RATING: N/A {31417DCK7} PNC CAPITAL ADVISORS	50,475.63 45,876.658	47,501.15 103.5410	0.23 %	48,630.89 106.00	- 1,129.74	2.90 %	1,376.30	118.51
FEDERAL NATL MTG ASSN POOL #MA1003 03.500% DUE 03/01/2042 RATING: N/A {31418ADH8} PNC CAPITAL ADVISORS	52,734.49 48,789.086	50,459.62 103.4240	0.25 %	49,650.51 101.77	809.11	3.39 %	1,707.62	147.04
Total agency bonds		\$370,989.67	1.77 %	\$363,574.40	\$7,415.27	3.36 %	\$12,465.27	\$1,471.50

Detail

Mortgages

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
GS MTG SEC CORP SERIES 2011-GC5 CLASS A2 VAR% DUE 08/10/2044 RATING: AAA {36191YAZ1} PNC CAPITAL ADVISORS	\$50,473.32	49,271.090	\$49,517.94 \$100.5010	0.24 %	\$50,108.32 \$101.70	- \$590.38	2.99 %	\$1,477.64	\$123.14

Asset backed

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit						
AMERICAN EXPRESS CREDIT ACCOUN SERIES 2014 3 CLASS A 01.490% DUE 04/15/2020 RATING: AAA {02582JGU8} PNC CAPITAL ADVISORS		100,000	\$100,035.00 \$100.0350	0.48 %	\$100,703.12 \$100.70	- \$668.12	1.49 %	\$1,490.00	\$66.22
BANK OF AMERICA CREDIT CARD TR SERIES 2015 A2 CLASS A 01.360% DUE 09/15/2020 RATING: N/A {05522RCU0} PNC CAPITAL ADVISORS	30,054.90	30,000	29,796.60 99.3220	0.15 %	29,996.40 99.99	- 199.80	1.37 %	408.00	18.13
CAPITAL ONE MULTI-ASSET EXECUT SERIES 2014 A5 CLASS A 01.480% DUE 07/15/2020 NOT RATED {14041NET4} PNC CAPITAL ADVISORS	35,236.60	50,000	50,009.00 100.0180	0.24 %	50,083.21 100.17	- 74.21	1.48 %	740.00	32.89
CAPITAL ONE MULTI-ASSET EXECUT SERIES 2015 A1 CLASS A 01.390% DUE 01/15/2021 NOT RATED {14041NEU1} PNC CAPITAL ADVISORS	45,154.35	45,000	44,745.30 99.4340	0.22 %	44,993.54 99.99	- 248.24	1.40 %	625.50	29.54

Detail

Asset backed

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit						
CHASE ISSUANCE TRUST SERIES 2015 A2 CLASS A 01.590% DUE 02/18/2020 RATING: AAA [161571GT5] PNC CAPITAL ADVISORS	100,000	99,986.00 99.9860	0.48 %	100,632.81 100.63	- 646.81	1.60 %	1,590.00	70.67
FIFTH THIRD AUTO TRUST SERIES 2015 1 CLASS A3 01.360% DUE 03/16/2020 RATING: AAA [31680GAD8] PNC CAPITAL ADVISORS	55,000	54,577.60 99.2320	0.27 %	54,991.04 99.98	- 413.44	1.44 %	781.00	34.71
FORD CREDIT AUTO OWNER TRUST SERIES 2014 C CLASS A3 01.060% DUE 05/15/2019 RATING: N/A [34530PAD4] PNC CAPITAL ADVISORS	95,100.70 95,000	94,774.85 99.7630	0.46 %	95,019.80 100.02	- 244.95	1.07 %	1,007.00	44.76
FORD CREDIT AUTO OWNER TRUST SERIES 2015 A CLASS A3 01.280% DUE 09/15/2019 RATING: AAA [34530QAD2] PNC CAPITAL ADVISORS	20,057.60 20,000	19,967.60 99.8380	0.10 %	19,998.41 99.99	- 30.81	1.29 %	256.00	11.38
GE CAPITAL CREDIT CARD MASTER SERIES 2012-6 CLASS A 01.360% DUE 08/17/2020 NOT RATED [36159JDH1] PNC CAPITAL ADVISORS	100,047.00 100,000	99,505.00 99.5050	0.48 %	99,961.14 99.96	- 456.14	1.37 %	1,360.00	60.44
HONDA AUTO RECEIVABLES OWNER T SERIES 2013 3 CLASS A3 00.770% DUE 05/15/2017 RATING: AAA [43812XAC9] PNC CAPITAL ADVISORS	5,338.67 3,552.070	3,550.79 99.9640	0.02 %	3,551.50 99.98	- 0.71	0.78 %	27.35	1.22

Detail

Asset backed

Description (Cusip)	Market value last period Quantity	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current	price per unit						
HONDA AUTO RECEIVABLES OWNER T SERIES 2014 3 CLASSA3 00.880% DUE 06/15/2018 RATING: N/A {43814HAC2} PNC CAPITAL ADVISORS	24,969.00 25,000	24,937.75	99.7510	0.12 %	24,995.18 99.98	- 57.43	0.89 %	220.00	9.78
HONDA AUTO RECEIVABLES OWNER T SERIES 2015 1 CLASSA3 01.050% DUE 10/15/2018 RATING: AAA {43814KAC5} PNC CAPITAL ADVISORS	15,005.85 15,000	14,948.40 99.6560		0.08 %	14,998.85 99.99	- 50.45	1.06 %	157.50	7.00
HONDA AUTO RECEIVABLES OWNER T SERIES 2015 4 CLASS A3 01.230% DUE 09/23/2019 RATING: AAA {43814LAC3} PNC CAPITAL ADVISORS	20,000	19,835.80 99.1790		0.10 %	19,997.31 99.99	- 161.51	1.25 %	246.00	6.83
HYUNDAI AUTO RECEIVABLES TRUST SERIES 2013 B CLASS A4 01.010% DUE 02/15/2019 RATING: AAA {44890LAD6} PNC CAPITAL ADVISORS	45,049.50 45,000	44,956.35 99.9030		0.22 %	45,017.58 100.04	- 61.23	1.02 %	454.50	20.20
HYUNDAI AUTO RECEIVABLES TRUST SERIES 2015 A CLASS A3 01.050% DUE 04/15/2019 RATING: N/A {44890WAC4} PNC CAPITAL ADVISORS	19,976.60 20,000	19,919.00 99.5950		0.10 %	19,997.09 99.99	- 78.09	1.06 %	210.00	9.33
JOHN DEERE OWNER TRUST SERIES 2014 B CLASS A3 01.070% DUE 11/15/2018 RATING: AAA {477877AD6} PNC CAPITAL ADVISORS	35,027.65 35,000	34,836.90 99.5340		0.17 %	35,002.66 100.01	- 165.76	1.08 %	374.50	16.64

Detail

Asset backed

Description (Cusip)	Market value last period Quantity	Current market value	% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
		Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
MERCEDES-BENZ AUTO RECEIVABLES SERIES 2015 1 CLASS A2 00.000% DUE 06/15/2018 RATING: N/A [58772PAB4] PNC CAPITAL ADVISORS	79,984.80 80,000	79,816.00 99.7700	0.39 %	79,998.60 100.00	- 182.60	0.83 %	656.00	29.16
NISSAN AUTO RECEIVABLES OWNER SERIES 2015 C CLASS A3 01.370% DUE 05/15/2020 RATING: AAA [65478AAD5] PNC CAPITAL ADVISORS	25,000	24,827.00 99.3080	0.12 %	24,996.82 99.99	- 169.82	1.38 %	342.50	15.22
TOYOTA AUTO RECEIVABLES OWNER SERIES 2015 C CLASS A3 01.440% DUE 06/17/2019 RATING: AAA [89231TAD2] PNC CAPITAL ADVISORS	50,000	49,878.50 99.7570	0.24 %	50,123.05 100.25	- 244.55	1.35 %	670.00	29.78
TOYOTA AUTO RECEIVABLES OWNER SERIES 2013 B CLASS A3 00.890% DUE 07/17/2017 RATING: AAA [89236VAC4] PNC CAPITAL ADVISORS	11,976.14 8,425.130	8,424.20 99.9890	0.05 %	8,424.73 100.00	- 0.53	0.90 %	74.98	3.33
VOLKSWAGEN AUTO LEASE TRUST SERIES 2015 A CLASS A3 01.250% DUE 12/20/2017 RATING: AAA [92867VAD2] PNC CAPITAL ADVISORS	29,898.90 30,000	29,701.80 99.0060	0.15 %	30,007.47 100.03	- 305.67	1.27 %	375.00	11.46
Total asset backed		\$949,029.44	4.54 %	\$953,490.31	- \$4,460.87	1.27 %	\$12,065.83	\$528.69
Total fixed income		\$6,161,283.96	29.44 %	\$6,177,676.87	- \$16,392.91	2.18 %	\$134,438.42	\$28,546.65

Detail

Equities

Stocks

Consumer discretionary

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Price per unit	Current price per unit						
COMCAST CORPORATION CL A (CMCSA)	2,620	\$149,025.60	\$147,846.60	0.71 %	\$76,342.26	\$71,504.34	1.78 %	\$2,620.00	
PCA ADVANTAGE PORTFOLIO			\$56.4300		\$29.14				
D R HORTON INC (DHI)	2,600	83,278.00	32.0300	0.40 %	77,475.04	5,802.96	1.00 %	832.00	
PCA ADVANTAGE PORTFOLIO			29.80						
DISNEY WALT CO (DIS)	205,422.00	161,823.20	105.0800	0.78 %	80,985.08	80,838.12	1.36 %	2,186.80	1,093.40
PCA ADVANTAGE PORTFOLIO	1,540				52.59				
FOOT LOCKER INC (FL)	117,311.10	106,096.70	65.0900	0.51 %	78,211.58	27,885.12	1.54 %	1,630.00	
PCA ADVANTAGE PORTFOLIO	1,630				47.98				
HOME DEPOT INC (HD)	116,644.90	166,635.00	132.2500	0.80 %	74,652.76	91,982.24	1.79 %	2,973.60	
PCA ADVANTAGE PORTFOLIO	1,260				59.25				
L BRANDS INC (LB)	99,143.00	105,402.00	95.8200	0.51 %	74,676.80	30,725.20	2.09 %	2,200.00	
PCA ADVANTAGE PORTFOLIO	1,100				67.89				
NIKE INC (NKE)	121,740.30	123,750.00	62.5000	0.60 %	114,949.45	8,800.55	1.03 %	1,267.20	316.80
CLASS B	1,980				58.06				
PCA ADVANTAGE PORTFOLIO									
O REILLY AUTOMOTIVE INC (ORLY)	82,500.00	119,107.40	253.4200	0.57 %	114,838.70	4,268.70			
PCA ADVANTAGE PORTFOLIO	470				244.34				
TRACTOR SUPPLY CO (TSCO)	91,908.80	93,195.00	85.5000	0.45 %	98,522.77	-5,327.77	0.94 %	872.00	
PCA ADVANTAGE PORTFOLIO	1,090				90.39				
WYNDHAM WORLDWIDE CORP (WYN)	99,222.00	92,992.00	72.6500	0.45 %	84,640.57	8,351.43	2.32 %	2,150.40	
PCA ADVANTAGE PORTFOLIO	1,280				66.13				
Total consumer discretionary		\$1,200,125.90		5.74 %	\$875,295.01	\$324,830.89	1.39 %	\$16,732.00	\$1,410.20

Consumer staples

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Price per unit	Current price per unit						
ALTRIA GROUP INC (MO)	2,440	\$132,736.00	\$142,032.40	0.68 %	\$90,232.24	\$51,800.16	3.89 %	\$5,514.40	\$1,378.60
PCA ADVANTAGE PORTFOLIO			\$58.2100		\$36.98				
CVS HEALTH CORPORATION (CVS)	154,368.00	156,432.00	97.7700	0.75 %	82,943.51	73,488.49	1.74 %	2,720.00	
PCA ADVANTAGE PORTFOLIO	1,600				51.84				

Detail

Consumer staples		Current market value	%	Total tax cost	Current	Estimated	Accrued
Description (Symbol)	Market value last period	Current	of total	Avg. tax cost per unit	yield	annual income	income
	Quantity	price per unit	portfolio				
CONSTELLATION BRANDS INC (STZ)	133,974.70	152,410.80	0.73 %	86,643.11	65,767.69	0.88 %	1,326.80
CL A	1,070	142.4400		80.98			
PCA ADVANTAGE PORTFOLIO							
DR PEPPER SNAPPLE GROUP INC (DPS)	135,175.50	159,372.00	0.77 %	113,793.01	45,578.99	2.07 %	3,283.20
PCA ADVANTAGE PORTFOLIO	1,710	93.2000		66.55			820.80
KROGER CO (KR)	139,230.20	161,463.80	0.78 %	89,269.73	72,194.07	1.01 %	1,621.20
PCA ADVANTAGE PORTFOLIO	3,860	41.8300		23.13			
MONDELEZ INTERNATIONAL (MDLZ)	75,784.70	81,160.40	0.39 %	77,704.39	3,456.01	1.52 %	1,230.80
PCA ADVANTAGE PORTFOLIO	1,810	44.8400		42.93			307.70
Total consumer staples		\$852,871.40	4.08 %	\$540,585.99	\$312,285.41	1.84 %	\$15,696.40
							\$2,507.10
Energy		Current market value	%	Total tax cost	Current	Estimated	Accrued
Description (Symbol)	Market value last period	Current	of total	Avg. tax cost per unit	Unrealized gain/loss	yield	annual income
	Quantity	price per unit	portfolio				
EXXON MOBIL CORP (XOM)	\$116,729.50	\$122,381.50	0.59 %	\$126,672.49	-\$4,290.99	3.75 %	\$4,584.40
PCA ADVANTAGE PORTFOLIO	1,570	\$77.9500		\$80.68			
SCHLUMBERGER LTD (SLB)	137,250.30	138,802.50	0.67 %	177,299.85	-38,497.35	2.87 %	3,980.00
SEDOL 2779201	1,990	69.7500		89.10			995.00
ISIN AN8068571086							
PCA ADVANTAGE PORTFOLIO							
TOTAL S A (TOT)	76,007.00	76,415.00	0.37 %	86,045.47	-9,630.47	5.07 %	3,867.50
PCA ADVANTAGE PORTFOLIO	1,700	44.9500		50.62			1,128.63
Total energy		\$337,599.00	1.61 %	\$390,017.81	-\$52,418.81	3.68 %	\$12,431.90
							\$2,123.63

Detail

Description (Symbol)	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit						
INVESCO LTD (IVZ)	\$94,939.20	\$101,779.20	0.49 %	\$106,363.86	- \$4,584.66	3.23 %	\$3,283.20	
ISIN BMG491BT1088 SEDOL B28XP76 PCA ADVANTAGE PORTFOLIO	3,040	\$33.4800		\$34.99				
AMERIPRISE FINANCIAL INC (AMP)	64,386.70	62,787.80	0.31 %	76,567.10	- 13,779.30	2.52 %	1,581.20	
PCA ADVANTAGE PORTFOLIO	590	106.4200		129.78				
JPMORGAN CHASE & CO (JPM)	211,870.75	229,454.25	1.10 %	121,871.16	107,583.09	2.67 %	6,116.00	
PCA ADVANTAGE PORTFOLIO	3,475	66.0300		35.07				
LINCOLN NATIONAL CORP (LNC)	107,734.20	114,090.20	0.55 %	114,623.39	- 533.19	1.99 %	2,270.00	
PCA ADVANTAGE PORTFOLIO	2,270	50.2600		50.50				
PRINCIPAL FINANCIAL GROUP (PFG)	132,552.00	125,944.00	0.61 %	143,870.28	- 17,926.28	3.38 %	4,256.00	
PCA ADVANTAGE PORTFOLIO	2,800	44.9800		51.38				
PUBLIC STORAGE (PSA)	97,349.80	113,942.00	0.55 %	93,232.39	20,709.61	2.75 %	3,128.00	
REITS PCA ADVANTAGE PORTFOLIO	460	247.7000		202.68				
THE TRAVELERS COS INC (TRV)	132,374.90	150,103.80	0.72 %	125,964.50	24,139.30	2.17 %	3,245.20	
PCA ADVANTAGE PORTFOLIO	1,330	112.8600		94.71				
VISA INC (V)	91,951.20	102,366.00	0.49 %	51,995.86	50,370.14	0.73 %	739.20	
CLASS A SHARES PCA ADVANTAGE PORTFOLIO	1,320	77.5500		39.39				
WELLS FARGO & COMPANY (WFC)	178,698.00	189,172.80	0.91 %	92,280.53	96,892.27	2.76 %	5,220.00	
PCA ADVANTAGE PORTFOLIO	3,480	54.3600		26.52				
Total financial		\$1,189,640.05	5.69 %	\$926,769.07	\$262,870.98	2.51 %	\$29,838.80	

Description (Symbol)	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit						
AETNA INC NEW (AET)	\$141,138.90	\$82,171.20	0.40 %	\$46,816.25	\$35,354.95	0.93 %	\$760.00	
PCA ADVANTAGE PORTFOLIO	760	\$108.1200		\$61.60				
AMGEN INC (AMGN)	145,236.00	170,446.50	0.82 %	124,141.43	46,305.07	2.47 %	4,200.00	
PCA ADVANTAGE PORTFOLIO	1,050	162.3300		118.23				
CIGNA CORP (CI)	105,315.60	87,798.00	0.42 %	55,962.18	31,835.82	0.03 %	24.00	
PCA ADVANTAGE PORTFOLIO	600	146.3300		93.27				

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Detail

Description (Symbol)	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit						
Health care								
EDWARDS LIFESCIENCES CORP (EW)	135,061.50	150,062.00	0.72%	126,723.75	23,338.25			
PCA ADVANTAGE PORTFOLIO	1,900	78.9800		66.70				
GILEAD SCIENCES INC (GILD)	81,497.70	83,987.70	0.41%	90,683.85	- 6,696.15	1.70%	1,427.60	
PCA ADVANTAGE PORTFOLIO	830	101.1900		109.26				
JOHNSON & JOHNSON (JNJ)	143,759.00	158,188.80	0.76%	92,555.38	65,633.42	2.93%	4,620.00	
PCA ADVANTAGE PORTFOLIO	1,540	102.7200		60.10				
PFIZER INC (PFE)		160,108.80	0.77%	166,309.37	- 6,200.57	3.72%	5,952.00	
PCA ADVANTAGE PORTFOLIO	4,960	32.2800		33.53				
THERMO FISHER SCIENTIFIC INC (TMO)	85,596.00	99,295.00	0.48%	93,087.77	6,207.23	0.43%	420.00	105.00
PCA ADVANTAGE PORTFOLIO	700	141.8500		132.98				
UNIVERSAL HEALTH SERVICES INC (UHS) CLASS B	72,389.80	69,304.20	0.34%	81,689.29	- 12,385.09	0.34%	232.00	
PCA ADVANTAGE PORTFOLIO	580	119.4900		140.84				
Total health care		\$1,061,362.20	5.07%	\$877,969.27	\$183,392.93	1.66%	\$17,635.60	\$105.00

Description (Symbol)	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit						
Industrials								
ALASKA AIR GROUP INC (ALK)		\$82,120.20	0.40%	\$79,357.61	\$2,762.59	1.00%	\$816.00	
PCA ADVANTAGE PORTFOLIO	1,020	\$80.5100		\$77.80				
BOEING CO (BA)	73,332.00	80,970.40	0.39%	39,169.20	41,801.20	3.02%	2,441.60	
PCA ADVANTAGE PORTFOLIO	560	144.5900		69.95				
CINTAS CORP (CTAS)	128,625.00	136,575.00	0.66%	122,471.40	14,103.60	1.16%	1,575.00	
PCA ADVANTAGE PORTFOLIO	1,500	91.0500		81.65				
GENERAL DYNAMICS CORP (GD)	107,601.00	107,140.80	0.52%	109,579.78	- 2,438.98	2.01%	2,152.80	
PCA ADVANTAGE PORTFOLIO	780	137.3600		140.49				
GENERAL ELECTRIC CO (GE)	82,217.20	101,549.00	0.49%	53,997.21	47,551.79	2.96%	2,999.20	749.80
PCA ADVANTAGE PORTFOLIO	3,260	31.1500		16.56				
HONEYWELL INTL INC (HON)	130,672.20	142,926.60	0.69%	140,310.40	2,616.20	2.30%	3,284.40	
PCA ADVANTAGE PORTFOLIO	1,380	103.5700		101.67				
LOCKHEED MARTIN CORP (LMT)	87,070.20	91,203.00	0.44%	59,348.12	31,854.88	3.04%	2,772.00	
PCA ADVANTAGE PORTFOLIO	420	217.1500		141.31				

Detail

Industrials

Description (Symbol)	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit						
NORTHROP GRUMMAN CORPORATION (NOC)	144,376.50	164,264.70	0.79 %	146,170.05	18,094.65	1.70 %	2,784.00	
PCA ADVANTAGE PORTFOLIO	870	188.8100		168.01				
SNAP ON INC (SNA)	144,902.40	85,715.00	0.41 %	62,581.72	23,133.28	1.43 %	1,220.00	
PCA ADVANTAGE PORTFOLIO	500	171.4300		125.16				
STANLEY BLACK & DECKER INC (SWK)	92,131.00	101,393.50	0.49 %	101,508.46	- 114.96	2.07 %	2,090.00	
PCA ADVANTAGE PORTFOLIO	950	106.7300		106.85				
Total industrials		\$1,093,858.20	5.23 %	\$914,493.95	\$179,364.25	2.02 %	\$22,135.00	\$749.80

Information technology

Description (Symbol)	Current market value		% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit						
ACCENTURE PLC CLASS A (ACN)	\$81,555.80	\$86,735.00	0.42 %	\$83,508.79	\$3,226.21	2.11 %	\$1,826.00	
ISIN IE00B4BNMY34 SEDOL B4BNMY3	830	\$104.5000		\$100.61				
PCA ADVANTAGE PORTFOLIO								
TE CONNECTIVITY LTD (TEL)	110,197.60	118,882.40	0.57 %	106,702.07	12,180.33	2.05 %	2,428.80	
SEDOL B62B7C3 ISIN CH0102993182	1,840	64.6100		57.99				
PCA ADVANTAGE PORTFOLIO								
CHECK POINT SOFTWARE TECH (CHKP)	84,089.80	86,262.80	0.42 %	74,598.29	11,664.51			
SEDOL 2181334	1,060	81.3800		70.38				
ISIN IL0010824113								
PCA ADVANTAGE PORTFOLIO								
ALPHABET INC/CA-CL A (GOOGL)		241,183.10	1.16 %	153,411.62	87,771.48			
PCA ADVANTAGE PORTFOLIO	310	778.0100		494.88				
APPLE INC (AAPL)	380,535.00	363,147.00	1.74 %	132,693.36	230,453.64	1.98 %	7,176.00	
PCA ADVANTAGE PORTFOLIO	3,450	105.2600		38.46				
CISCO SYSTEMS INC (CSCO)	182,437.50	188,727.25	0.91 %	156,103.13	32,624.12	3.10 %	5,838.00	
PCA ADVANTAGE PORTFOLIO	6,950	27.1550		22.46				
LAM RESEARCH CORP (LRCX)	65,983.30	110,393.80	0.53 %	113,687.28	- 3,293.48	1.52 %	1,668.00	303.00
PCA ADVANTAGE PORTFOLIO	1,390	79.4200		81.79				
MICROSOFT CORP (MSFT)	71,037.30	130,655.40	0.63 %	54,915.52	75,739.88	2.60 %	3,391.20	
PCA ADVANTAGE PORTFOLIO	2,355	55.4800		23.32				

Detail

Information technology

Description (Symbol)	Current market value		% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
SKYWORKS SOLUTIONS INC (SWKS)	70,736.40	64,537.20	0.31 %	32,274.90	32,262.30	1.36 %	873.60	
PCAADVANTAGE PORTFOLIO	840	76.8300		38.42				
TEXAS INSTRUMENTS INC (TXN)		107,427.60	0.52 %	111,975.56	- 4,547.96	2.78 %	2,979.20	
PCADVANTAGE PORTFOLIO	1,960	54.8100		57.13				
Total information technology		\$1,497,951.55	7.16 %	\$1,019,870.52	\$478,081.03	1.75 %	\$26,180.80	\$303.00

Materials

Description (Symbol)	Current market value		% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
CELANESE CORP-SERIES A (CE)	\$69,228.90	\$103,014.90	0.50 %	\$104,740.57	- \$1,725.67	1.79 %	\$1,836.00	
PCADVANTAGE PORTFOLIO	1,530	\$67.3300		\$68.46				
DOW CHEMICAL CO (DOW)	88,616.00	107,593.20	0.52 %	107,856.00	- 262.80	3.58 %	3,845.60	961.40
PCADVANTAGE PORTFOLIO	2,090	51.4800		51.61				
PPG INDUSTRIES INC (PPG)	84,182.40	94,867.20	0.46 %	113,364.89	- 18,497.69	1.46 %	1,382.40	
PCAADVANTAGE PORTFOLIO	960	98.8200		118.09				
Total materials		\$305,475.30	1.46 %	\$325,961.46	- \$20,486.16	2.31 %	\$7,064.00	\$961.40

Telecommunication services

Description (Symbol)	Current market value		% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
VERIZON COMMUNICATIONS INC (VZ)	\$129,224.70	\$137,273.40	0.66 %	\$155,657.67	- \$18,384.27	4.89 %	\$6,712.20	
PCADVANTAGE PORTFOLIO	2,970	\$46.2200		\$52.41				

Utilities

Description (Symbol)	Current market value		% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
	Market value last period	Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
AMERICAN ELECTRIC POWER INC (AEP)		\$76,916.40	0.37 %	\$77,071.62	- \$155.22	3.85 %	\$2,956.80	
PCADVANTAGE PORTFOLIO	1,320	\$58.2700		\$58.39				
WEC ENERGY GROUP INC (WEC)	136,294.20	133,919.10	0.64 %	52,667.65	81,251.45	3.54 %	4,737.15	
PCADVANTAGE PORTFOLIO	2,610	51.3100		20.18				

Detail

Utilities		Current market value	%	Total tax cost	Current	Estimated	Accrued
Description (Symbol)	Market value last period Quantity	Current price per unit	of total portfolio	Avg. tax cost per unit	Unrealized gain/loss	annual income	income
Total utilities		\$210,835.50	1.01 %	\$129,739.27	\$81,096.23	3.65 %	\$7,693.95
Total stocks		\$7,886,992.50	37.69 %	\$6,156,360.02	\$1,730,632.48	2.06 %	\$8,160.13
Etf - equity							
Description (Symbol)	Market value last period Quantity	Current price per unit	% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income
(SHARES RUSSELL MID-CAP [IWR]) ETF 21-75-073-4453885	\$1,904,054.40 12,240	\$1,960,603.20 \$160.1800	9.37 %	\$1,526,539.37 \$124.72	\$434,063.83	1.60 %	\$31,199.76
Mutual funds - equity							
Description (Symbol)	Market value last period Quantity	Current price per unit	% of total portfolio	Total tax cost Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income
PNC INTERNATIONAL EQUITY FUND (PIUIX) CLASS I FUND 409 21-75-073-4453885	\$1,457,912.87 80,325.778	\$1,491,649.70 \$18.5700	7.13 %	\$948,138.46 \$11.80	\$543,511.24	2.00 %	\$29,800.86
PNC SMALL CAP FUND (PPCIX) CLASS I FUND #426 21-75-073-4453885	1,884,663.87 88,815.451	1,937,953.14 21.8200	9.27 %	656,479.44 7.39	1,281,473.70	0.15 %	2,735.52
T ROWE PRICE REAL ESTATE FUND (TRREX) FD #122 21-75-073-4453885	845,679.93 25,815.263	709,661.58 27.4900	3.40 %	622,664.15 24.12	86,997.43	2.26 %	16,005.46
Total mutual funds - equity		\$4,139,264.42	19.78 %	\$2,227,282.05	\$1,911,982.37	1.17 %	\$48,541.84

Detail

Mutual funds - equity

Description (Symbol)	Market value last period Quantity	Current market value	% of total portfolio	Total tax cost		Current yield	Estimated annual income	Accrued income
		Current price per unit		Avg. tax cost per unit	Unrealized gain/loss			
Total equities		\$13,986,860.12	66.84 %	\$9,910,181.44	\$4,076,678.68	1.73 %	\$241,862.25	\$8,160.13
Total portfolio		\$20,926,289.81	100.00 %	\$16,866,004.04	\$4,060,285.77	1.80 %	\$376,378.49	\$36,735.97

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – December 2015

1. INTERIM DEPOSITS

In accordance with *Ohio Revised Code* Section 135.14, funds that become available periodically throughout the fiscal year are invested in short term investments known as interim deposits. The investments are in securities that provide the highest interest rate consistent with the highest degree of safety. Other balances are invested in US Treasury issues, Agency issues, and commercial paper as managed by United American Capital Corporation, STAR Ohio, STAR Plus, and a federal money market fund.

Following is a description of interim deposit earnings for the period December 1, 2015 through December 31, 2015.

<u>Investment Period</u>	<u>No. of Days</u>	<u>Amount</u>	<u>Bank</u>	<u>Interest Rate</u>	<u>Investment Income</u>	<u>Investment Form</u>
12/01/15 - 12/31/15	31	Various	STAR Ohio	Various	20.98	Investment Pool
12/01/15 - 12/31/15	31	Various	STAR Plus	Various	1,408.96	Bank Deposit Program
12/01/15 - 12/31/15	31	Various	PNC	Various	0.32	Sweep Money Market
12/01/15 - 12/31/15	31	Various	PNC	Various	0.09	Money Market
06/17/15 - 12/17/15	184	1,000,000	Federal Home Loan Mortgage Corp.	0.625%	3,125.00	Federal Agency
06/30/15 - 12/31/15	185	2,000,000	United States Treasury Note	0.750%	7,500.00	Treasury Security
09/29/15 - 12/08/15	71	1,000,000	Federal Home Loan Mortgage Corp.	1.000%	6,166.67	Federal Agency
09/22/15 - 12/18/15	88	250,000	Federal Farm Credit Bank	1.125%	919.38	Federal Agency
06/06/15 - 12/06/15	184	100,000	Federal National Mortgage Assn.	1.050%	525.00	Federal Agency
03/17/15 - 12/10/15	269	1,100,000	General Electric Capital Corporation	0.390%	3,193.67	Commercial Paper
07/10/15 - 12/29/15	173	2,000,000	Federal Home Loan Bank	1.220%	11,454.44	Federal Agency
09/28/15 - 12/28/15	92	1,000,000	Federal Home Loan Mortgage Corp.	1.300%	3,250.00	Federal Agency
09/29/15 - 12/29/15	92	500,000	Federal Home Loan Mortgage Corp.	1.125%	1,406.25	Federal Agency
10/09/15 - 12/06/15	59	500,000	Federal Home Loan Bank	1.230%	973.75	Federal Agency
12/08/15 - 12/14/15	7	1,000,000	Federal National Mortgage Assn.	1.125%	187.50	Federal Agency
Earned Interest December 2015					\$ 40,132.01	
Earned Interest Year To Date					\$ 375,142.63	

CLEVELAND PUBLIC LIBRARY

REPORT C

Finance Committee

January 19, 2016

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR DECEMBER 2015

**In accordance with Board Policy adopted by resolution on November 29, 1972,
a description of Conference and Travel Expenditures is submitted.**

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Ohio Preservation Council Quarterly Membership Meeting Columbus, Ohio	11/19/15	Elizabeth Bardossy	157.55
Northeast Ohio Regional Library System Career Day Seminar Hudson, Ohio	12/3/15	Judy Daniels	15.00
Northeast Ohio Regional Library System Safer at Work Seminar Hudson, Ohio	11/4/15	Sarah Flinn	15.00
Northeast Ohio Regional Library System Safer at Work Seminar Hudson, Ohio	11/4/15	Amiya Hutson	15.00
Cuyahoga Community Corporate College Certificate on Applied Project Management Highland Hills, Ohio	11/5,11/12,11/9 12/3 & 12/10/15	Amiya Hutson	1,295.00
Northeast Ohio Regional Library System Safer at Work Seminar Hudson, Ohio	11/4/15	Kenneth Knape	15.00
Northeast Ohio Regional Library System Safer at Work Seminar Hudson, Ohio	11/4/15	CJ Lynce	47.20
American Payroll Association Chapter Meeting Independence, Ohio	12/10/15	Ronelle Miller-Hood	30.00
Ohio Library Council Convention & Expo Program Committee Meeting Columbus, Ohio	12/14/15	Michael Monaco	141.45
Northeast Ohio Regional Library System Career Day Seminar Hudson, Ohio	12/3/15	Pasha Moncrief	15.00
Northeast Ohio Regional Library System Safer at Work Seminar Hudson, Ohio	11/4/15	Pasha Moncrief	15.00

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Sirsi Dynix Sirsi Dynix API Workshop Washington, D.C	11/1/15 - 14/1/5/15	John Pas	1,596.68
Cuyahoga Community College Interconnecting Cisco Network Devices Parma, Ohio	11/7/15 - 12/5/15	Robert Patrick	1,473.20
Northeast Ohio Regional Library System Back to the Book XVI Twinsburg, Ohio	10/29/15	Timothy Phillips	25.18
Ohio Digital Public Library Association Ohio Digital Public Library Association Symposium Columbus, Ohio	12/2/15 - 12/3/15	Ray Rozman	300.26
Northeast Ohio Regional Library System Career Day Seminar Hudson, Ohio	12/3/15	Luigi Russo	15.00
Northeast Ohio Regional Library System Career Day Seminar Hudson, Ohio	12/3/15	Lori Scurka	15.00
Northeast Ohio Regional Library System Safer at Work Seminar Hudson, Ohio	11/4/15	Lori Scurka	15.00
Northeast Ohio Regional Library System Summer Reading Workshop Westlake, Ohio	12/4/15	Lori Scurka	24.43
Ohio Digital Public Library Association Ohio Digital Public Library Association Symposium Columbus, Ohio	12/3/15	Rachel Senese	162.15
Ohio Digital Public Library Association Digital Bimonthly Meeting Columbus, Ohio	11/19/15	Rachel Senese	157.55
American Association of School Librarians Annual Conference Columbus, Ohio	11/5/15 - 11/8/15	Nicole Shabazz	634.04
Tyler Technologies Ohio Munis User Group Meeting Pickerington, Ohio	11/10/15	Dave Swinerton	169.80
Northeast Ohio Regional Library System Safer at Work Seminar Hudson, Ohio	11/4/15	Donna Willingham	15.00
TOTAL			\$6,364.49

SUMMARY

FUND	DECEMBER	YEAR TO DATE
General	\$4,891.29	\$67,940.39
Lockwood Thompson	1,473.20	17,465.02
OLBPD - Library for the Blind	0.00	1,466.29
LSTA - Know it Know	0.00	1,728.74
TOTAL	\$6,364.49	\$88,600.44

Report on Cleveland Foundation Grant
For Library Learning Centers
December 2015

	Budget	2014 YTD Expended	2015 YTD Expended	MTD Expended	Encumbrances	Detail/Progress
Purchased/Contracted Services						
Cleveland State University America Reads after-school tutoring and homework help at 13 branches for students in grades K-8.	\$ 123,890.25	\$ 68,483.25	\$ 55,407.00	\$ 12,538.78	\$ -	CSU has been paid for Administrative Costs and tutor services from April, 2014 through May, 2015. CSU paid partially for Fall 2015 tutoring costs.
College Now College Now and CPL will develop a career readiness and exposure program from students grades 9-12.	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	Steps2Success Afterschool Program at John Adams
Music School Settlement Providing Read to the Beat pre-school literacy program that will take place over 10 weeks at four branches in both fall 2014 and spring 2015.	\$ 11,760.00	\$ 8,160.00	\$ 3,600.00	\$ -	\$ -	
Workshop for CPL Staff to improve knowledge and skills to be able to help children at all grade and reading levels.	\$ 15,477.28	\$ 15,477.28	\$ -	\$ -	\$ -	Phyllis C. Hunter Consulting Workshops scheduled for November 6 and 7 Plus lodging
Total Purchased/Contracted Services	\$ 171,127.53	\$ 102,120.53	\$ 69,007.00	\$ 12,538.78	\$ -	
Supplies						
Books and music instruments All supplies needed for tutoring, college prep and pre-school programs.	\$ 1,076.62	\$ 1,076.62	\$ -	\$ -	\$ -	Scholastic Classroom and Community Books for Professional Development for workshop titled "It's Not Complicated".
Instruction support Hand-held dry erase boards, flashcards, etc.	\$ 1,489.92	\$ 128.10	\$ 1,361.82	\$ -	\$ -	Monoprice, Inc. (Cables) Positive Promotions Scholastic Classroom
Total Supplies	\$ 2,566.54	\$ 1,204.72	\$ 1,361.82	\$ -	\$ -	
Capital Outlay						
iPads and charging stations	\$ 44,584.40	\$ 22,796.40	\$ 21,788.00	\$ -	\$ -	Purchased (60) iPad mini (16g) @ \$299.94 each and 10 Griffin Multidock stations @ \$480 each Purchased (67) Apple iPads mini with cases and chargers
Monitors 55" Samsung flat screen TV's to be used as video monitors - 4 @ \$1,499 each	\$ 6,635.93	\$ 6,635.93	\$ -	\$ -	\$ -	
Google Nexus 7 tablets 24 Google Nexus 7 tablets @ \$230 each and 4 charging stations						see iPad line item
Digital Exterior Signage ViewMarq LED Message Display Boards 9 @ \$1099.00 per sign	\$ -		\$ -	\$ -	\$ -	
Signs/Banners	\$ 3,585.60		\$ 3,585.60	\$ -	\$ -	(16) Retractable banner stands
Total Capital Outlay	\$ 54,805.93	\$ 29,432.33	\$ 25,373.60	\$ -	\$ -	Available Budget
TOTAL Cleveland Foundation Grant	\$ 228,500.00	\$ 132,757.58	\$ 95,742.42	\$ 12,538.78	\$ -	\$ (0.00)

CLEVELAND PUBLIC LIBRARY

Finance Committee

January 19, 2016

PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE PERIOD
OCTOBER 1 THROUGH DECEMBER 31, 2015

In accordance with Board Policy amended by resolution on April 18, 1996, a description of expenditures exceeding \$5,000.00 to \$25,000.00 for library supplies and equipment is therefore submitted.

<u>DATE</u>	<u>ITEM DESCRIPTION</u>	<u>AGENCY</u>	<u>SUPPLIER</u>	<u>AMOUNT</u>
10/02/15	Security Strips	Stockroom	Ohionet	6,615.00
10/09/15	Computer Hardware/Software	IT/CLEVNET	Business Smarts	13,885.30
10/16/15	Air Filters	Property Management	Wadsworth Northeast	17,369.86
10/30/15	CCTV Magnifiers	OLBPD	Magnifiers & More	7,401.39
10/30/15	Computer Hardware	OLBPD	Business Smarts	6,574.95
11/06/15	Computer Hardware	IT/CLEVNET	Business Smarts	8,427.10
11/06/15	Computer Hardware	IT/CLEVNET	CDWG	6,300.00
11/13/15	Promotional items	OLBPD	Janway Company	6,926.46
11/13/15	Furniture-Chairs	Union Branch	Ohio Desk	7,429.44
11/13/15	Computer Hardware	IT/CLEVNET	CDWG	6,690.00
11/20/15	Computer Hardware	IT/CLEVNET	Zenith Systems	6,066.00
11/20/15	Books for Author Visit	Outreach/Programming	A Cultural Exchange	5,124.60
11/20/15	Computer Software	IT/CLEVNET	Centracomm	16,660.00
11/20/15	Library Cards	Stockroom	PermaCard	6,828.17
12/04/15	Computer Hardware	IT/CLEVNET	Integrated Precision	17,008.12
12/04/15	Computer Hardware	IT/CLEVNET	Network Dynamics	11,528.40
12/04/15	Promotional Items	Outreach/Programming	Janway Company	5,933.98
12/11/15	Dataloggers & Software	Cleveland Digital Library	Image Performance	7,505.00
12/18/15	Overdue Notice Mailers	Stockroom	Shamrock Company	6,182.00
12/31/15	Maintenance Supplies	Property Management	Sutton Hardware	5,628.13
12/31/15	Gas for Vehicles	Property Management	BP Oil	8,563.68
12/31/15	Microfilm ScanPro	Cleveland Digital Library	World Micrographics	9,662.50
12/31/15	Vinyl Printer/Cutter	TechCentral	Buckeye Educational	8,900.00

Above vendors are in compliance with Cleveland Public Library's Equal Opportunity Guidelines as adopted on May 19, 1977.

CLEVELAND PUBLIC LIBRARY

Finance Committee

January 19,2016

PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD
OCTOBER 1 THROUGH DECEMBER 31, 2015

In accordance with Board Policy adopted by resolution on May 16, 2002, a description of expenditures exceeding \$25,000.00 for library service materials and for CLEVNET - related goods and services is submitted.

LIBRARY SERVICE MATERIALS

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
11/13/15	Database Subscription	IT/CLEVNET	Info Group	168,310.00
11/27/15	Database Subscription	IT/CLEVNET	Ohionet	58,951.00
12/04/15	Periodicals	Main Library	Ebsco Services	431,611.09
12/11/15	Database Subscription	Main Library	Ohionet	36,404.00
12/11/15	Database Subscription	Main Library	Ohionet	70,214.00
12/18/15	Periodicals	Main/Branches	Plain Dealer	30,864.90

CLEVNET-RELATED GOODS AND SERVICES

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
11/06/15	Computer Hardware	IT/CLEVNET	CDWG	35,640.00
11/06/15	Computer Maintenance	IT/CLEVNET	Logicalis	44,253.46
12/11/15	Computer Software	IT/CLEVNET	Sirsi Corporation	59,400.00

Above vendors are in compliance with Cleveland Public Library's Equal Opportunity Guidelines as adopted on May 19, 1977.

REPORT G**CLEVELAND PUBLIC LIBRARY**

Finance Committee
January 19, 2016

**FEES PAID FOR LEGAL ADVICE AND SERVICES TO OGLETREE, DEAKINS,
NASH, SMOAK & STEWART, PC. ("Ogletree")
OCTOBER 1 THROUGH DECEMBER 31, 2015**

In accordance with the Board resolution adopted on October 18, 2012, quarterly fees paid for legal advice and services from Ogletree for labor and employment matters are submitted.

Collective Bargaining	\$	16,649.14
General Labor & Miscellaneous Matters		5,810.00
FMLA Compliance		16,034.00
EEOC		5,756.50
4th Quarter Total	\$	<u>44,249.64</u>
Year to Date Total	\$	<u><u>132,754.01</u></u>

CLEVELAND PUBLIC LIBRARY

Finance Committee
January 19, 2016

REPORT ON BRAVO WELLNESS INCENTIVE PROGRAM

In accordance with the Board resolution adopted on October 18, 2012, in January 2013, and at the end of each contract year through 2015, the Fiscal Officer shall report to the Board the following for approval:

2015 Wellness Participant Results:	
No Points	33
One Point	7
Two Points	44
Three Points	117
Four Points	144
Five Points	105
Total on MMO Insurance	<u>450</u>
Total number of employees participating in the health screenings	436

CLEVELAND PUBLIC LIBRARY

Finance Committee

January 19, 2016

In accordance with the Board resolution adopted on November 19, 2015 and amended on December 17, 2015, a report to the Board of Trustees on expenditures made from the Owner's Contingency Fund resulting from changes and additions to the Project that have already been made by the Library, and will be made in the future, and which are not included in the GMP (1); and change orders with Higley for Additional Work, up to \$50,000 each, which increase the GMP (2), is hereby submitted:

For the Period Ending December 31, 2015

<u>Date</u>	<u>Vendor</u>	<u>PO</u>	<u>Decription</u>	<u>Encumbered</u>	<u>Expended</u>	
11/17/2015	City of Cleveland	151810	Building Permits	-	33,622.86	
12/17/2015	Watson Carpet Company, Inc.	151965	Repairing, Cleaning and Storing the 3 rugs in Brett Hall	4,854.00	4,854.00	
12/31/2015	Barrie Projects, LLC	151998	To assist in the transformation of Brett Hall into a state-of-the-art gallery facility	21,000.00	-	
				25,854.00	38,476.86	
						Available Balance
						\$185,669.14
						\$250,000.00 (2)

<u>Date</u>	<u>Change Order</u>	<u>PO</u>	<u>Decription</u>	<u>Encumbered</u>	<u>Expended</u>
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Executed Guaranteed Maximum Price (GMP) - Approved by the Board 11/19/15:	\$	3,356,247.00
Change Orders	\$	-
Updated GMP as of December 31, 2015:	\$	3,356,247.00

**CLEVELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
REGULAR EMPLOYMENT REPORT
12/01/2015 THROUGH 12/31/2015**

EXHIBIT 11

**Human Resources Committee Report
Board Meeting January 21, 2016**

RESIGNATIONS	DEPT	JOB TITLE	DATE	REASON
NAME				
JAMES RHINE	SHELF DEPT.	PAGE	10/1/2015	RETIRMENT
JACQUELINE KOCIUBUK	SHELF DEPT.	PAGE	12/1/2015	ANOTHER JOB
KELSEY OPALKO	SHELF DEPT.	PAGE	12/5/2015	EDUCATION
AMANDA GEDEON	SHELF DEPT.	PAGE	12/7/2015	RETURN TO SCHOOL
ELFRIEDE HEANEY	MT. PLEASANT	PAGE	12/16/2015	RETIRMENT
PARTICIA CHILDRESS	SHELF DEPT.	PAGE	12/23/2015	SCHEDULE
JAREISHA GIBSON	ADDISON	PAGE	12/26/2015	RETURN TO SCHOOL

OTHER TERMINATIONS

OTHER TERMINATIONS

N/A

*DATA NOT AVAILABLE FOR MONTHLY REPORT

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**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 12/01/2015 TO 12/31/2015**

EMPLOYEE: ZUNT, MARY
JOB TITLE: ASST. BRANCH MANAGER

CURRENT GRADE: I **EFFEC DATE** 12/28/2015
CURRENT STEP: 8 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	76,793.11	74,542.57	NEW POSITION

2016 Mass Wage Increases – Effective December 27, 2015

1.5% for SEIU District 1199 Employees
2.5% for Local 244 and Non-union Employees

2016 Mass Wage Increases – Effective December 27, 2015

1.5% for SEIU District 1199 Employees
2.5% for Local 244 and Non-union Employees



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
102	11020051	99952	THOMAS, FELTON	001	EX DIR,CEO	100 171,666.0000	175,957.6500	X /	1	175,957.65	4,291.65	

TOTAL PROJECTED ANNUAL SALARY: 175,957.65
 TOTAL PROJECTED CHANGES: 4,291.65



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
418	14180051	677	FRANCIS, DANIEL	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
418	14180051	1260	GOOKOOL, SUNIL	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
418	14180051	880	HOGAN, JAZ	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
418	14180051	316	JACKSON, RICHARD	010	PAGE	121	9.5197	9.5197 Z	/ 1	0.00	0.00	
418	14180051	558	ROBERTS, TRISHA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	Off-Step
418	14180051	99737	WALKER, ROBERT	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
707	25170701	99124	CHAMPION, CHRYSYAL	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
707	25170701	113	COLEMAN, HARRIETT	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
707	25170701	99787	SIKORSKI, JAN	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
707	25170701	829	WACHALEC, STEPHANIE	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
707	25170701	97745	WRIGHT, JEFFREY	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
709	17090051	888	ROSS, LEAH	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
713	17130051	597	GEE, VALERIE	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
713	17130051	599	GHRABAT, SUMYIAH	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
713	17130051	698	WOODMAN, ALCYIA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
721	17210051	772	GIBSON, JAREISHA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
721	17210051	99001	THOMAS, TAI	011	PAGE PTR	120	9.9878	10.2375 Z	/ 2	15,970.45	389.43	
725	17250051	281	JONES, ISIAH	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
725	17250051	834	NEVAREZ, MELANIE	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
729	17290051	3101	BANKS, MARIO	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
729	17290051	759	KING, ZYKIA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
729	17290051	702	RODRIGUEZ, KEYSHLE	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
731	17310051	707	JONES, TAVON	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
731	17310051	664	SMITH, ERICKA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
734	17340051	99923	MERRITT, KALEAH	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
738	17380051	118	FINOHR, KEVIN	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
738	17380051	449	GRAZIANI, JOSEPH	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
738	17380051	848	HURLEY, DARLENE	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
738	17380051	99644	WALLACE, KATHLYN	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
740	17400051	221	JOBE, PATRICIA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
740	17400051	678	LAWSON, SHANIKQA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
743	17430051	785	MCCARDLE, COREY	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
743	17430051	769	PHILLIPS, BRENDAN	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
745	17450051	317	AUSTIN, CHRISTOPHER	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
745	17450051	726	DAVISON, J'NIAH	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
745	17450051	886	THOMAS, SIERA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
748	17480051	706	ALVIS, DE'AIRA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
748	17480051	99948	BALFORD, ANTHONY	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
748	17480051	889	CHILDRRESS, PATRICIA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
750	17500051	492	COOPER, LOGAN	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
750	17500051	891	JAMES, DIONA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
752	17520051	700	LEVY, WILLIE	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
752	17520051	99481	ROSS-ADAMS, COTILLIO	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
754	17540051	99937	ARIAS, ESPERANZA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
754	17540051	708	BROOKS, MELISSA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
754	17540051	1179	KIRK, JENNIFER	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
756	17560051	163	JARVIS, LAMEL	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
756	17560051	275	MITCHELL, TIMIA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
764	17640051	401	LOPEZ, MARIA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
764	17640051	99747	PATTON, MICHAEL	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
767	17670051	1847	CHANCELLOR, MONITA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
767	17670051	534	HILL, JELEAH	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
770	17700051	839	BLACK, DEVONTE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
770	17700051	676	JOHNSON, DELQUINN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
770	17700051	838	SMITH, DETAVIOUS	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
770	17700051	847	TYE, AMBER	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
773	17730051	725	HEANEY, ELFRIEDE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
773	17730051	840	YANCEY, JACQUELYN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
776	17760051	207	CRISP, KENYATTA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
776	17760051	217	HANSBRO, KENNETH	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
776	17760051	371	LEE, MYRIAH	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
779	17790051	885	CARTIER, JAMES	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
779	17790051	883	HAAS, ROSE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
779	17790051	603	HAIRE, EMILY	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
779	17790051	601	ROBINSON, FRANCES	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
779	17790051	340	VEGA, JASLIN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
783	17830051	748	BELL, SAMANTHA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
783	17830051	99942	BLADE, KANNA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
785	17850051	533	CHERKES, JANICE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
785	17850051	435	PEREZ, ELIZABETH	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
785	17850051	711	THEBERGE, JARETT	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
790	17900051	2230	CALLIER, EUGENE	010	PAGE	121	9.9878	10.2375 Z	// 2	0.00	0.00	
790	17900051	600	COTTINGHAM, DAVID	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
790	17900051	451	GAY, CAROL	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
792	17920051	756	BOND, MYONDA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
792	17920051	752	BROWN, ALEXANDRA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
794	17940051	549	BOODAN, TURHAN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
794	17940051	618	CHARLES, ALFRED	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
794	17940051	710	FAYLO, DIANA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
794	17940051	546	GLIEBE, ANDREW	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
797	17970051	675	BLASIUS, MICHALYN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
797	17970051	881	DRAEGER, JENNIFER	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
797	17970051	680	HURT, LEWIS	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
797	17970051	490	IPPOLLITO, ALEXANDER	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
797	17970051	604	SAUNDERS, GERARD	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
799	17990051	99281	KELLEY, ANITA	010	PAGE	121	9.9878	10.2375 Z	// 2	0.00	0.00	
799	17990051	99062	MCCUTCHEON-BEY, PATR	010	PAGE	121	9.9878	10.2375 Z	// 2	0.00	0.00	
903	19030051	699	YOKIE, JOY	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
921	19210051	682	GAUDING, ALEX	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
921	19210051	329	RIVERA, NINA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
921	19210051	1168	SMITH, LANECIA	010	PAGE	121	9.9878	10.2375 Z	// 2	0.00	0.00	
925	19250051	610	COHADZIC, NEJRA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
925	19250051	489	HICKERSON, TRE'	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
925	19250051	405	MOLINA, MARC	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
925	19250051	821	OLIVER, LESLIE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
925	19250051	473	WU, HUIYU	010	PAGE	121	9.5197	9.7577 Z	// 1	8,625.20	209.78	
932	19320051	826	ALBERSTADT, NICHOLAS	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
932	19320051	878	DURICA, MARK	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
932	19320051	879	GALEWOOD, KRISTIN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
937	19370051	519	HUMPHREY, CHRISTY	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
937	19370051	695	MITCHELL, ANDREA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
937	19370051	408	ODUM, ERIC	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
937	19370051	1709	PUJOLAS, ROBERT	010	PAGE	121	9.9878	10.2375 Z	/ 2	0.00	0.00	
937	19370051	407	RUFIN, JENNIFER	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
937	19370051	683	WILLIAMS, DAVID	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
937	19370051	602	WILLOWLEAF, AJA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
945	19450051	338	BREWER, ASHLI	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
945	19450051	548	GRAY, DEBORAH	010	PAGE	121	9.5197	9.7577 Z	// 1	8,625.20	209.78	
945	19450051	1166	SIMS, CRYSTAL	011	PAGE PTR	120	9.9878	10.2375 Z	// 2	15,970.45	389.43	
945	19450051	475	WALKER, TATEANA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
949	19490051	99785	BOSTICK, ROBERT	010	PAGE	121	9.9878	10.2375 Z	// 2	0.00	0.00	
949	19490051	385	DEJESUS, MAGDALENA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
949	19490051	743	GUERIN, ALISON	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
949	19490051	544	MASON, KIM	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	828	AHMAD, AYEH	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	1280	BIERCE, KAELA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	837	BOLAR, KIM	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	717	BOUGUERE, DAZJANA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	681	BOYD, DEVON	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	480	COOPER, WANDA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	835	COSBY, MIKAYLA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	823	FRENCH, GRACE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	875	GEDEON, AMANDA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	1561	GIUFFRE, LAURA	011	PAGE PTR	120	9.9878	10.2375 Z	// 2	15,970.45	389.43	
953	19530051	617	GRAY, TREVILLE	010	PAGE	121	9.5197	9.7577 Z	// 1	8,625.20	209.78	
953	19530051	560	GRAYSON, VIVICA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	554	HARDY, NIAMBY	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	742	HOOPER, MARLIE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	849	JACKSON, ARIANNA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	703	JACKSON, JACQUELYN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	843	JONES, ALVIN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	387	JONES, MARY	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	836	KOCIUBUK, JACQUELINE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	397	KRUZ, PAUL	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	99836	LEWIS, SUMMIERE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	545	MANRY, ROBIN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	479	MCQUEEN, ARIANNA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	705	NDUKWE, MASSEY	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	616	NDUKWE, OBASI	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	615	NDUKWE, UDEH	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	827	OAKES, MICHAEL	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	381	PEGUES, DOMINIQUE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	892	PETRI, CHRISTOPHER	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	824	PODGORSKI, MICHAEL	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	822	RHODES, SAMIRA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	328	RUSH, KHALIL	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	872	SCHMITZ, MAL	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	613	SIMS, PARIS	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	819	STRICKLAND, KETTRIN	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	874	VAUGHN, CHERITA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
953	19530051	876	WARE, TASHIRA	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
956	19560051	132	ELLIOTT, ALLISON	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	
956	19560051	877	FOX, CANDACE	010	PAGE	121	9.5197	9.7577 Z	// 1	0.00	0.00	



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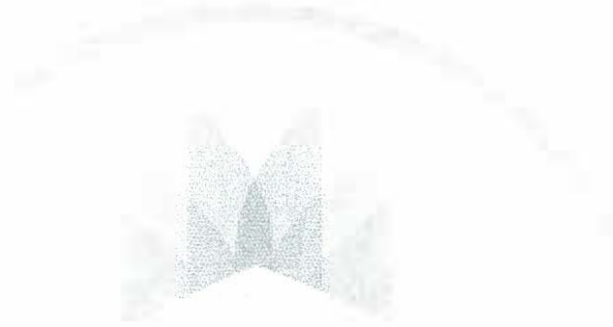
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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
956	19560051	396	OJO, KEMET	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	
956	19560051	697	WHEELER, JESSICA	010	PAGE	121	9.5197	9.7577 Z	/ 1	0.00	0.00	

TOTAL PROJECTED ANNUAL SALARY: 73,786.95
 TOTAL PROJECTED CHANGES: 1,797.63



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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
293	12930051	352	DUNCAN, LINDSEY	810	SAFFRO MGR 100	60,667.0100	62,183.6900	J / 1	62,183.69	1,516.68		

TOTAL PROJECTED ANNUAL SALARY: 62,183.69
 TOTAL PROJECTED CHANGES: 1,516.68



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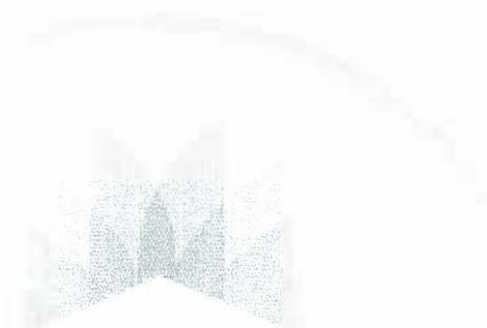
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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
293	12930051	793	BABBITS, MICHAEL	803	SAFPRO SUP 120	22.4241	22.4241	F /	1	46,642.18	0.00	
293	12930051	808	ROMANCE, TODD	803	SAFPRO SUP 120	22.4241	22.4241	F /	1	46,642.18	0.00	
TOTAL PROJECTED ANNUAL SALARY:										93,284.36		
TOTAL PROJECTED CHANGES:											0.00	



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
102	11020051	99567	FISHER, MICHAEL	621	EXEC ASST	120	30.4396	31.2006	G	/ 6	60,841.30	1,484.08
102	11020051	48678	LATIMER, CARLOS	370	INT EXT AF	100	98,208.1000	100,663.3000	M	/ 2	100,663.30	2,455.20
110		285	HUBLER, CAROL	612	ADM ASST	120	21.8772	22.4241	F	/ 1	43,727.06	1,066.52
110	11100051	260	ARMSTRONG, LAURA	718	FIN SV MGR	100	77,285.4300	79,217.5700	L	/ 1	79,217.57	1,932.14
110	11100051	1397	KRENICKY, CAROLYN	721	CHF FINOFC	100	108,533.7800	111,247.1200	N	/ 1	111,247.12	2,713.34
110	11100051	292	MARTIN, TRACY	631	DVLMNT OFC	100	60,667.0100	62,183.6900	J	/ 1	62,183.69	1,516.68
111	11110051	84192	SWINERTON, DAVID	716	ACC&PCH MG	100	76,790.9400	78,710.7100	K	/ 4	78,710.71	1,919.77
112	11120051	98579	ZAMORA, VICTOR	706	INV SPEC	120	27.9585	28.6575	E	/ 13	55,882.06	1,362.92
114	11140051	70	MILLER-HOOD, RONELLE	730	BEN/COM MG	100	60,667.0100	62,183.6900	J	/ 1	62,183.69	1,516.68
114	11140051	99144	SMITH, ROSZITA	724	PAY & BEN	120	22.7522	23.3210	F	/ 2	45,476.08	1,109.16
131	11310051	99822	LOMBARDO, CYNTHIA	002	DEPDIR, COO	100	159,242.7300	163,223.8000	O	/ 12	163,223.80	3,981.07
140	11400051	231	DODRILL, JOYCE	005	LEGAL OFC	100	110,470.8600	113,232.6300	M	/ 5	113,232.63	2,761.77
140	11400051	890	HERMAN, ERIC	007	CON PRJ MG	100	53,573.3200	54,912.6500	H	/ 2	54,912.65	1,339.33
140	11400051	857	SZALEWSKI, BRYAN	006	AST LEG OF	100	55,716.7900	57,109.7100	H	/ 3	57,109.71	1,392.92
151	11510051	777	ALLEN, KIMBERLIE	612	ADM ASST	120	21.8772	22.4241	F	/ 1	43,727.06	1,066.52
151	11510051	224	CORCHADO, MADELINE	645	DIR OF HR	100	94,431.0500	96,791.8300	M	/ 1	96,791.83	2,360.78
151	11510051	99613	HOWARD, DIANNE	606	HR INFO CL	120	18.4855	18.9476	D	/ 1	18,473.91	450.45
151	11510051	99518	JACKSON, DAWN TAE	635	HR AST MUN	100	63,094.2400	64,671.6000	J	/ 2	64,671.60	1,577.36
151	11510051	583	JOHNS, CEDRIC	639	AST DIR HR	100	77,285.4300	79,217.5700	L	/ 1	79,217.57	1,932.14
151	11510051	854	MARINO, SHERRILL	632	HR AST OD	100	68,266.5500	69,973.2100	K	/ 1	69,973.21	1,706.66
161	11610051	99818	POILPRE, CATHY	511	ASTDIR GR&	100	77,285.4300	79,217.5700	L	/ 1	79,217.57	1,932.14
161	11610051	99947	YOUNG, MICHAEL	612	ADM ASST	120	21.8772	22.4241	F	/ 1	43,727.06	1,066.52
198	11980051	1160	DIAMOND, TIMOTHY	642	C KNOW OFC	100	116,222.5800	119,128.1400	O	/ 1	119,128.14	2,905.56
198	11980051	99356	DIAMOND-ORTIZ, ANAST	646	DIR STRAT	100	77,285.4300	79,217.5700	L	/ 1	79,217.57	1,932.14
198	11980051	304	MOCSIRAN, NANCY	627	KNW MGT SP	120	25.0192	25.6447	G	/ 1	50,007.10	1,219.66
210	12100051	579	BLAND, ALKEISHA	612	ADM ASST	120	21.8772	22.4241	F	/ 1	43,727.06	1,066.52
210	12100051	99476	MURDOCK, TIMOTHY	148	A DIR PROP	100	83,056.9000	85,133.3200	K	/ 6	85,133.32	2,076.42
210	12100051	1142	SCRUGGS, MYRON	152	DIRPROPMGM	100	137,381.6800	140,816.2200	N	/ 8	140,816.22	3,434.54
210	12100051	1336	SESSION, JOHNNIE	130	SUPERVISOR	120	24.3903	25.0001	E	/ 6	48,750.26	1,189.24
213	12130051	83601	STONE, CARL	146	CPA FOREMA	100	78,719.1000	80,687.0800	I	/ 12	80,687.08	1,967.98
215	12150051	28523	FLOWERS, KEVIN	118	CUSTODIAN	120	24.8311	25.4519	D	/ 11	49,681.14	1,210.56
215	12150051	3238	JENKINS, RICHARD	118	CUSTODIAN	120	22.4901	23.0524	D	/ 6	44,952.18	1,096.42
222	12220051	1151	PRUDE, DONNA	118	CUSTODIAN	120	25.3276	25.9608	D	/ 12	50,623.56	1,234.74
228	12280051	1246	HILL, RON	127	SHIPPING C	120	24.8781	25.5001	E	/ 7	49,725.26	1,212.90
301	23130101	28279	FINNEGAN, LAWRENCE	438	DIRECTORIT	100	121,922.3700	124,970.4300	M	/ 9	124,970.43	3,048.06
310	23130101	3069	NOVAK, DARREN	436	SYSTEMS MA	100	86,935.3900	89,108.7700	L	/ 4	89,108.77	2,173.38
311	23130101	1552	HOOD, WILLIAM	427	COMNET MGR	100	93,534.8800	95,873.2500	K	/ 12	95,873.25	2,338.37
320	23130101	99638	BENSON, JAMES	441	LIB SYS AP	100	79,862.5200	81,859.0800	K	/ 5	81,859.08	1,996.56
320	23130101	99273	LESZCZ, BRIAN	440	DATABASE	100	79,862.5200	81,859.0800	K	/ 5	81,859.08	1,996.56
320	23130101	781	PAS, JOHN	412	LIBRARY SY	100	51,513.7000	52,801.5400	H	/ 1	52,801.54	1,287.84
320	23130101	374	PELYHES, MARLENE	412	LIBRARY SY	100	51,513.7000	52,801.5400	H	/ 1	52,801.54	1,287.84
320	23130101	99461	PRISBYLLA, HILARY	437	DIRCLEVNET	100	90,412.4400	92,672.7500	L	/ 5	92,672.75	2,260.31
411	14110051	859	HANSHAW, ERIC	245	TC SV ASST	120	21.8772	22.4241	F	/ 1	43,727.06	1,066.52
411	14110051	99168	LOWREY, PATRICIA	296	DIRTECHSVC	100	144,230.5700	147,836.3300	O	/ 7	147,836.33	3,605.76
411	14110051	663	MATTHEWS, PAMELA	293	COLLECTION	100	77,285.4300	79,217.5700	L	/ 1	79,217.57	1,932.14
412	14120051	1173	JELAR ELWELL, SANDRA	287	ACQUISITIO	100	90,412.4400	92,672.7500	L	/ 5	92,672.75	2,260.31
413	14130051	99815	HEGSTROM, ELIZABETH	261	MAT PRO MG	100	68,266.5500	69,973.2100	K	/ 1	69,973.21	1,706.66
414	14140051	1624	JOHNSON, ANDREA	290	CATALOG MA	100	95,910.1700	98,307.9200	L	/ 7	98,307.92	2,397.75
418	14180051	306	WOHL, STEPHEN	263	RECEIVING	120	20.0472	20.5484	E	/ 1	40,069.38	977.34
701	17010051	99664	TYUS, STEPHANIE	566	ASST PS BR	100	94,431.0500	96,791.8300	M	/ 1	96,791.83	2,360.78
707	25170701	1522	REED, WILLIAM	569	LBPB MGR	100	77,285.4300	79,217.5700	L	/ 1	79,217.57	1,932.14



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NEW CONTRACT RATES

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LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
709	17090051	99402	PAI, RHONDA	560	MOBILE SER	100	68,242.2100	69,948.2700	J / 4	69,948.27	1,706.06	
713	17130051	1954	JEFFRIES, ANNISHA	575	YOUTH SER	100	76,790.9400	78,710.7100	K / 4	78,710.71	1,919.77	
721	17210051	1521	PETERS, MAGNOLIA	554	BRANCH MAN	100	75,287.4900	77,169.6800	J / 7	77,169.68	1,882.19	
725	17250051	99570	ANTONUCCI, RONALD	554	BRANCH MAN	100	76,793.1100	78,712.9400	J / 8	78,712.94	1,919.83	
729	17290051	99347	GUINThER, ANGELA	554	BRANCH MAN	100	68,242.2100	69,948.2700	J / 4	69,948.27	1,706.06	
731	17310051	99269	PEAK, CAROLINE	557	BRANCH MAN	100	68,266.5500	69,973.2100	K / 1	69,973.21	1,706.66	
734	17340051	99434	WILLOUGHBY, GINAYA	554	BRANCH MAN	100	60,667.0100	62,183.6900	J / 1	62,183.69	1,516.68	
738	17380051	99337	KNAPe, KENNETH	557	BRANCH MAN	100	76,790.9400	78,710.7100	K / 4	78,710.71	1,919.77	
740	17400051	1214	OLAYIWOLA, REKIAT	557	BRANCH MAN	100	83,056.9000	85,133.3200	K / 6	85,133.32	2,076.42	
743	17430051	1721	DIAMOND, CHERYL	554	BRANCH MAN	100	68,242.2100	69,948.2700	J / 4	69,948.27	1,706.06	
743	17430051	99624	HUTSON, AMIYA	554	BRANCH MAN	100	60,667.0100	62,183.6900	J / 1	62,183.69	1,516.68	
745	17540051	1516	ZUNT, MARY	390	ASST MGR	100	74,542.5700	74,542.5700	I / 8	74,542.57	0.00	
748	17480051	99514	JEFFERSON, SHARON	554	BRANCH MAN	100	63,094.2400	64,671.6000	J / 2	64,671.60	1,577.36	
750	17500051	3118	PARKS, HARRIETTE	557	BRANCH MAN	100	73,837.0500	75,682.9800	K / 3	75,682.98	1,845.93	
752	17520051	96077	WILLINGHAM, DONNA	554	BRANCH MAN	100	63,094.2400	64,671.6000	J / 2	64,671.60	1,577.36	
756	17560051	2082	BRADFORD, WILLIAM	554	BRANCH MAN	100	78,328.4900	80,286.7000	J / 9	80,286.70	1,958.21	
764	17640051	749	MUCKERHEIDE, SHAYNA	554	BRANCH MAN	100	60,667.0100	62,183.6900	J / 1	62,183.69	1,516.68	
767	17670051	64176	PARKER, TONI	557	BRANCH MAN	100	73,837.0500	75,682.9800	K / 3	75,682.98	1,845.93	
770	17700051	1568	RAY, KEVIN	557	BRANCH MAN	100	68,266.5500	69,973.2100	K / 1	69,973.21	1,706.66	
776	17760051	99445	BOYD, ALI	557	BRANCH MAN	100	70,997.2900	72,772.2200	K / 2	72,772.22	1,774.93	
779	17790051	637	RINGENBACH, KATHRYN	557	BRANCH MAN	100	68,266.5500	69,973.2100	K / 1	69,973.21	1,706.66	
783		99869	DECLET, JAIME	557	BRANCH MAN	100	68,266.5500	69,973.2100	K / 1	69,973.21	1,706.66	
785	17850051	99234	RUSSO, LUIGI	557	BRANCH MAN	100	73,837.0500	75,682.9800	K / 3	75,682.98	1,845.93	
790	17900051	3161	RUZINSKI, MONICA	554	BRANCH MAN	100	60,667.0100	62,183.6900	J / 1	62,183.69	1,516.68	
792	17920051	1546	WILLIAMS, MARCIE	554	BRANCH MAN	100	68,242.2100	69,948.2700	J / 4	69,948.27	1,706.06	
794	17940051	99222	LEFKOWITZ, KATHLEEN	554	BRANCH MAN	100	70,971.8700	72,746.1700	J / 5	72,746.17	1,774.30	
797	17970051	99208	DALBY, MICHAEL	557	BRANCH MAN	100	73,837.0500	75,682.9800	K / 3	75,682.98	1,845.93	
799		501	BAKER, RENA	557	BRANCH MAN	100	68,266.5500	69,973.2100	K / 1	69,973.21	1,706.66	
801	18010051	99409	MASON, AARON	374	ASTDIR OPS	100	94,431.0500	96,791.8300	M / 1	96,791.83	2,360.78	
801	18010051	514	SHABAZZ-TOLBERT, NIC	376	OPC-YOUTH	100	60,667.0100	62,183.6900	J / 1	62,183.69	1,516.68	
801	18010051	99630	STRICKLAND, HEIDI	612	ADM ASST	120	21.8772	22.4241	F / 1	43,727.06	1,066.52	
901	19010051	99916	BEAVERS, YARIMILKA	612	ADM ASST	120	21.8772	22.4241	F / 1	43,727.06	1,066.52	
901	19010051	365	MARQUEZ, MARINA	612	ADM ASST	120	21.8772	22.4241	F / 1	43,727.06	1,066.52	
901	19010051	1238	SKRTIC, JOHN	360	DIR PUB SV	100	116,222.5800	119,128.1400	O / 1	119,128.14	2,905.56	
901	19010051	345	WOOD, ROBIN	563	ASST PS MA	100	94,431.0500	96,791.8300	M / 1	96,791.83	2,360.78	
901	19650051	620	EWING, CHATHAM	361	DIS STRAT	100	77,285.4300	79,217.5700	L / 1	79,217.57	1,932.14	
904	19040051	99392	BOOZER, DONALD	354	SBJ MGR M	100	73,837.0500	75,682.9800	K / 3	75,682.98	1,845.93	
904	19040051	870	DOBRANSKY, SARAH	811	GOV DOC SU	100	57,452.8900	58,889.2100	I / 1	58,889.21	1,436.32	
921	19210051	99526	EYERDAM, PAMELA	357	SBJ MGR L	100	94,029.3500	96,380.0800	L / 6	96,380.08	2,350.73	
925	19250051	1490	MARKOVIC, MILOS	354	SBJ MGR M	100	83,056.9000	85,133.3200	K / 6	85,133.32	2,076.42	
932	19320051	1167	HOGE, OLIVIA	357	SBJ MGR L	100	68,266.5500	69,973.2100	K / 1	69,973.21	1,706.66	
935	19350051	43535	ABRAMS, KENYATTA	335	AV/LEND MG	100	57,452.8900	58,889.2100	I / 1	58,889.21	1,436.32	
937	19370051	99127	DAWSON, AMY	354	SBJ MGR M	100	73,837.0500	75,682.9800	K / 3	75,682.98	1,845.93	
945	19450051	99679	FLINN, SARAH	357	SBJ MGR L	100	77,285.4300	79,217.5700	L / 1	79,217.57	1,932.14	
951	19510051	1513	COCCARO, C NTHIA	322	SHF ASTMGR	120	29.9747	30.7241	F / 12	59,912.06	1,461.46	
951	19510051	1366	DIAWARA, DEMBA	326	ASST SUP	120	23.4524	24.0387	E / 5	46,875.40	1,143.22	
951	19510051	99205	ORESKOVIC, DANIEL	328	MAT HD MGR	100	68,266.5500	69,973.2100	K / 1	69,973.21	1,706.66	
962	19620051	99543	LYKINS, FORREST	337	TC C COOD	100	51,513.7000	52,801.5400	H / 1	52,801.54	1,287.84	
962	19620051	351	L NCE, CJ	352	TCH CTLMGR	100	77,285.4300	79,217.5700	L / 1	79,217.57	1,932.14	
965	19650051	809	SENESE, RACHEL	960	CDPLC	100	51,513.7000	52,801.5400	H / 1	52,801.54	1,287.84	



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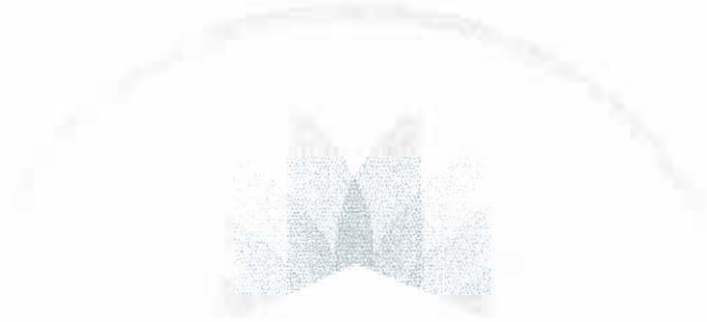
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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
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TOTAL PROJECTED ANNUAL SALARY: 7,402,548.28
 TOTAL PROJECTED CHANGES: 178,732.38



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
198	11980051	99724	GUNTHER, DANIEL	630	RES ANANLY 121	32.1403	32.1403	32.9438 H	/ 6	32,762.68	799.06	
704	17040051	99723	ALEXANDER, HITACHI	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	773	BALDWIN, SHAWNTE	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	746	BARNES, LATOYA	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	868	BIANCHI, ANTHONY	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	815	BYANSI, ETAN	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	577	CARPENTER-RIZK, DENI	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	830	CERNEY, KAREN	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	21,426.26	
704	17040051	814	CLEMONS, COURTNEY	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	846	COCHRANE, KAIULANI	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	500	CONRAD, CARLA	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	863	DEVORE, JAIME	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	864	FELDER, KARIE	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	833	FORD, BENJAMIN	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	867	GIBBS, GENEVA	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	2536	GRAHAM, LOIS	518	LA ADULT 121	24.6088	24.6088	25.2240 F	/ 4	24,101.53	587.91	
704	17040051	774	GRAVES, MELINDA	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	99404	HEITZER, KENNETH	518	LA AD LT 121	24.6088	24.6088	25.2240 F	/ 4	24,101.53	587.91	
704	17040051	1361	HENDERSON, WILLIE	518	LA ADULT 121	26.6171	26.6171	27.2825 F	/ 6	26,068.46	635.78	
704	17040051	724	HOWELL, ANTHONY	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	691	JEFFERSON, ANISE	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	10,244.08	249.94	
704	17040051	741	KING, TAI-RENEE	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	10,244.08	249.94	
704	17040051	871	LEE, JACQUELINE	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	760	LOVE, MATTHEW	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	841	MANAGAN, FLORA	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	15,686.25	
704	17040051	832	MERRIWEATHER, NIYRE	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	899	MYERS, LISA	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	897	PLISHKA, THERESA	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	400	RIGA, JILL	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	99513	SPENCER, WILLIAM	518	LA ADULT 121	25.5931	25.5931	26.2329 F	/ 5	25,065.57	611.27	
704	17040051	865	SPIVEY, R-RIANA	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
704	17040051	896	UDOFIA, ANDREW	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	99096	WASHINGTON, ALONZO	518	LA ADULT 121	24.6088	24.6088	25.2240 F	/ 4	24,101.53	587.91	
704	17040051	555	WHITLEY, TENISE	532	LIBAST-SUB 121	21.8772	21.8772	22.4241 F	/ 1	21,426.26	522.52	
704	17040051	817	WILLIAMS, NAKIA	501	BR CK SUB 121	16.0164	16.0164	16.4168 B	/ 1	15,686.25	382.65	
707	25170701	99632	COLLINS, FRANCIS	533	ADULT LIBR 121	32.1403	32.1403	32.9438 H	/ 6	57,816.49	1,410.27	

TOTAL PROJECTED ANNUAL SALARY: 744,134.85
TOTAL PROJECTED CHANGES: 54,356.93



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
198	11980051	99244	WIELAND, ANN	618	ARCHIVIST	120	27.0608	27.7373 G	/ 3	34,616.19	-7,598.71	Sal Decrease
416	14160051	99564	BRACHNA, CAROLE	281	HIGH DEMAN	100	44,302.2300	45,409.7900 K	/ 3	45,409.79	1,107.56	
TOTAL PROJECTED ANNUAL SALARY:										80,025.98		
TOTAL PROJECTED CHANGES:											-6,491.15	



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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
293	12930051	99191	BUDZIAK, BLASE	800	SAFPRO OFC 120	120	22.8103	23.3806 C	/ 9	48,631.70	1,186.38	
293	12930051	653	COWLING, MATTHEW	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	3264	DYCKS, EUGENE	800	SAFPRO OFC 120	120	22.8103	23.3806 C	/ 9	48,631.70	1,186.38	
293	12930051	99568	FADIL, NORMAN	800	SAFPRO OFC 120	120	20.6678	21.1845 C	/ 5	44,063.76	1,074.84	
293	12930051	353	FOSTER, KEITH	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	797	HAGGERTY, SAMANTHA	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	1150	HARRIS, STEPHEN	800	SAFPRO OFC 120	120	23.2663	23.8480 C	/ 10	49,603.84	1,210.04	
293	12930051	3241	JARRETT, JAMES	800	SAFPRO OFC 120	120	22.8103	23.3806 C	/ 9	48,631.70	1,186.38	
293	12930051	805	KRESAK, WAYNE	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	806	KROUSE, CARRIE	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	465	LODGE, JOSEPH	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	464	PATTERSON, JOHN	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	463	PIERSON, APRIL	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	807	REED, TEDDY	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	624	TAYLOR, MARK	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	
293	12930051	99379	TIDORESCU, MARCEL	800	SAFPRO OFC 120	120	21.4946	22.0320 C	/ 6	45,826.56	1,117.74	
293	12930051	99840	TOBIN, MICHAEL	800	SAFPRO OFC 120	120	18.3736	18.8329 C	/ 2	39,172.38	955.24	
293	12930051	787	YATES, WAYNE	800	SAFPRO OFC 120	120	17.6669	18.1086 C	/ 1	37,665.94	918.84	

TOTAL PROJECTED ANNUAL SALARY: 738,886.98
TOTAL PROJECTED CHANGES: 18,024.24

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
293	12930051	801	BLASCO, AMY	800	SAFPRO OFC 120	17.6669	17.6669	18.1086 C	/ 1	18,456.26	-7,266.84	Sal Decrease
293	12930051	799	CHAPMAN, ERIN	800	SAFPRO OFC 120	17.6669	17.6669	18.1086 C	/ 1	18,456.26	-7,266.84	Sal Decrease
293	12930051	800	GREEN, ANTHONY	800	SAFPRO OFC 120	17.6669	17.6669	18.1086 C	/ 1	18,456.26	-7,266.84	Sal Decrease
293	12930051	902	HOLOVACH, HETHER	800	SAFPRO OFC 120	17.6669	17.6669	18.1086 C	/ 1	18,456.26	450.22	
293	12930051	810	MALDONADO, CARLOS	800	SAFPRO OFC 120	17.6669	17.6669	18.1086 C	/ 1	18,456.26	-7,266.84	Sal Decrease
293	12930051	798	MOORE, EDWIN	800	SAFPRO OFC 120	17.6669	17.6669	18.1086 C	/ 1	18,456.26	-7,266.84	Sal Decrease
293	12930051	804	RICHARDSON, TAMMY	800	SAFPRO OFC 120	17.6669	17.6669	18.1086 C	/ 1	18,456.26	-7,266.84	Sal Decrease
293	12930051	795	THOMPSON, TREVOR	800	SAFPRO OFC 120	18.1086	18.1086	18.1086 C	/ 1	18,456.26	-7,909.82	Sal Decrease

TOTAL PROJECTED ANNUAL SALARY: 147,650.08
TOTAL PROJECTED CHANGES: -51,060.64

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
111	11110051	99295	BUENO, ANGELINA	700	ACCOUNT CL	120	20.3923	20.6982	D / 3	40,361.62	596.70	
111	11110051	302	JOSEY-ALLEN, TRACEY	703	ACCT SPEC	120	20.4466	20.7533	E / 1	40,469.00	598.00	
111	11110051	72308	ROGERS, JEANETTE	703	ACCT SPEC	120	25.8814	26.2696	E / 8	51,225.72	756.86	
162	11620051	1164	COLNAR, CHRISTINE	906	GRAPHDE	120	30.5720	31.0306	F / 12	60,509.80	894.40	
162	11620051	1449	JAENKE, RYAN	906	GRAPHDE	120	24.1340	24.4960	F / 3	47,767.20	705.90	
162	11620051	1216	MORABITO, MONICA	906	GRAPHDE	120	31.1181	31.5849	F / 13	61,590.62	910.26	
162	11620051	83584	STEWART, MICHAEL	900	OFF PR TEC	120	29.0688	29.5048	D / 16	57,534.36	850.20	
162	11620051	57243	THOMPSON, TONYA	906	GRAPHDE	120	26.1031	26.4946	F / 5	51,664.60	763.62	
210	12100051	1880	PATTERSON, DEVON	115	DRIVER	120	22.1445	22.4767	C / 8	43,829.50	647.66	
210	12100051	635	WALKER, DENNIS	115	DRIVER	120	17.4941	17.7565	C / 1	34,625.24	511.68	
210	12100051	1146	WILLIAMS, CORNELL	115	DRIVER	120	22.5872	22.9260	C / 9	44,705.70	660.66	
211	12110051	640	BROWN, DERRICK	139	MAINTENANC	120	29.3850	29.8258	F / 10	58,160.44	859.56	
211	12110051	755	BULEJSKI, JOSEPH	139	MAINTENANC	120	29.3850	29.8258	F / 10	58,160.44	859.56	
211	12110051	53126	MASTERS, CHRISTOPHER	1399	MAINTENANC	120	35.5876	36.1214	G / 13	70,436.86	1,041.04	
211	12110051	3188	REILLY, DAVID	1399	MAINTENANC	120	34.2773	34.7915	G / 11	67,843.36	1,002.56	
211	12110051	99045	REYES, OLIVER	1399	MAINTENANC	120	33.6052	34.1093	G / 10	66,513.20	983.06	
211	12110051	643	UCIC, MICHAEL	139	MAINTENANC	120	29.3850	29.8258	F / 10	58,160.44	859.56	
213	12130051	893	BARONAK, RYAN	136	CARPENTER	120	22.3130	22.6477	F / 1	44,163.08	652.60	
213	12130051	368	DIAL, DAVID	136	CARPENTER	120	29.9728	30.4224	F / 11	59,323.68	876.72	
215	12150051	99847	BOWERS, KEVIN	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	122	BROWN, DEWAN	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	430	CAMACHO, LUIS	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	99670	GUDER, ROBERT	106	CUSTODIAN	120	17.6687	17.9337	B / 3	34,970.78	516.88	
215	12150051	99821	HARRIS, GLENN	106	CUSTODIAN	120	16.9892	17.2440	B / 2	33,625.80	496.86	
215	12150051	1355	LEWIS, JEFFREY	106	CUSTODIAN	120	19.1101	19.3968	B / 5	37,823.76	559.00	
215	12150051	99555	MALONE, DERRICK	106	CUSTODIAN	120	18.3752	18.6508	B / 4	36,369.06	537.42	
215	12150051	3234	NELSON, CLARK	106	CUSTODIAN	120	20.6776	20.9878	B / 8	40,926.34	605.02	
215	12150051	862	OLAJIDE, ANDREW	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	99799	PHELPS, SANDRA	106	CUSTODIAN	120	16.9892	17.2440	B / 2	33,625.80	496.86	
215	12150051	673	RAY, ERIC	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	861	ROBINSON, DERRICK	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	375	RUSH, STEVEN	112	CUSTODIAN	120	17.4941	17.7565	C / 1	34,625.24	511.68	
215	12150051	1271	SAXTON, ALBERT	112	CUSTODIAN	120	22.1445	22.4767	C / 8	43,829.50	647.66	
215	12150051	125	TRAPP, ALVIN	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	420	VEGA, NILKIA	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
215	12150051	649	WOLLERMAN, ROBERT	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
222	12220051	99784	KERN, DELOREAN	103	CUST CK	120	16.3355	16.5805	B / 1	32,332.04	477.88	
222	12220051	1383	PARSONS, TRACY	106	CUSTODIAN	120	21.0915	21.4079	B / 9	41,745.34	616.98	
222	12220051	656	RICHARD, RILEY	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
224	12240051	60284	NAGAJ, DONALD	121	AUTOMOTIVE	120	31.1181	31.5849	E / 15	61,590.62	910.26	
226	12260051	99575	HOUSTON, LARRY	124	PAINTER	120	20.4466	20.7533	E / 1	40,469.00	598.00	
226	12260051	1814	JOHNSON, DAKARI	124	PAINTER	120	21.2647	21.5837	E / 2	42,088.28	622.18	
228	12280051	161	BUENO, ANTHONY	109	SHIPPING C	120	16.3355	16.5805	B / 1	32,332.04	477.88	
228	12280051	310	CLARDY, JAMES	109	SHIPPING C	120	16.3355	16.5805	B / 1	32,332.04	477.88	
228	12280051	418	FORTSON, CARMINE	109	SHIPPING C	120	16.3355	16.5805	B / 1	32,332.04	477.88	
228	12280051	124	GREEN, ANTHONY	109	SHIPPING C	120	16.3355	16.5805	B / 1	32,332.04	477.88	
228	12280051	1604	HATTON, JEVON	109	SHIPPING C	120	21.5128	21.8355	B / 10	42,579.16	629.20	
228	12280051	99777	JONES, DWAYNE	109	SHIPPING C	120	16.3355	16.5805	B / 1	32,332.04	477.88	
228	12280051	565	LOTT, NICHOLAS	109	SHIPPING C	120	16.3355	16.5805	B / 1	32,332.04	477.88	
228	12280051	330	MCKISSIC, KIERA	109	SHIPPING C	120	16.3355	16.5805	B / 1	32,332.04	477.88	
310	23130101	504	GUSTER, KYLE	415	NETWORKING	120	26.9437	27.3479	H / 1	53,328.34	788.06	



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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
310	23130101	1479	MCLEMORE, GEORGE	4069	TELECOMMUN	120	32.9465	33.4407	G / 9	65,209.30	963.56	
311	23130101	1977	BOBIK, ROBERT	4039	COMP. NET	120	33.6052	34.1093	G / 10	66,513.20	983.06	
311	23130101	367	BUSCH, ANDREW	403	COMP. NET	120	22.3130	22.6477	F / 1	44,163.08	652.60	
311	23130101	1235	DIAMOND-ORTIZ, EMILI	4039	COMP. NET	120	29.8521	30.2999	G / 5	59,084.74	873.08	
311	23130101	99502	PATRICK, ROBERT	403	COMP. NET	120	27.6901	28.1055	F / 7	54,805.66	809.90	
311	23130101	99035	RIGGS, KEITH	4039	COMP. NET	120	32.3004	32.7849	G / 8	63,930.62	944.84	
311	23130101	75783	SCROGGS, DAVID	4039	COMP. NET	120	34.9631	35.4875	G / 12	69,200.56	1,022.58	
330	23130101	99149	REYNOLDS, DAVID	409	WEB APPLIC	120	31.0460	31.5117	G / 6	61,447.88	908.18	
411	14110051	1469	BOLTON, BONNIE	254	COLLECTION	120	34.7870	35.3088	H / 9	68,852.16	1,017.38	
411	14110051	1412	MOMMERS, LAURA	254	COLLECTION	120	34.7870	35.3088	H / 9	68,852.16	1,017.38	
411	14120051	99606	JENKINS, TONYA	249	TS LIB	120	30.3076	30.7622	H / 4	59,986.42	886.60	
412	14120051	80335	BLAIR, GLENNIS	230	TECHNICAL	120	25.8323	26.2198	D / 12	51,128.74	755.82	
412	14120051	3214	INFANTE, NATHANIEL	230	TECHNICAL	120	22.0562	22.3870	D / 5	43,654.78	645.06	
412	14120051	1608	KOWALCZYK, LISA	249	TS LIB	120	36.1928	36.7357	H / 11	71,634.68	1,058.72	
412	14120051	24231	LANTON, ANARIE	230	TECHNICAL	120	25.3259	25.7058	D / 11	50,126.44	741.00	
412	14120051	99259	NAAB, ALICIA	275	ACQ COORD	120	35.6933	36.2287	J / 4	70,645.90	1,043.90	
412	14120051	99893	PULTORAK, LESLIE	248	ACQUISITIO	120	28.0209	28.4412	H / 2	55,460.34	819.52	
412	14120051	1601	STOUT, PAULA	218	TECHNICAL	120	22.1445	22.4767	C / 8	43,829.50	647.66	
412	14120051	90030	VANEK, DARRELL	206	TECHNICAL	120	21.4101	21.7313	A / 13	42,376.10	626.34	
413	14130051	1231	ADORNO-CRUZ, MARISOL	209	MATERIALS	120	20.6776	20.9878	B / 8	40,926.34	605.02	
413	14130051	1327	DRAEGER, MARSHA	200	MATERIALS	120	19.8214	20.1187	A / 9	39,231.40	579.54	
413	14130051	92046	GRAYSON, VIVIAN	230	TECHNICAL	120	23.8654	24.2234	D / 8	47,235.76	698.10	
413	14130051	1199	HICKS, CHRISTON	230	TECHNICAL	120	18.8538	19.1366	D / 1	37,316.50	551.46	
413	14130051	40581	HUSTON, DOUGLAS	200	MATERIALS	120	20.6222	20.9315	A / 11	40,816.36	602.94	
413	14130051	223	JAMES, ERIC	200	MATERIALS	120	15.3519	15.5822	A / 1	16,204.54	238.46	
413	14130051	1423	JONES, SHIRLEY	218	TECHNICAL	120	23.9699	24.3294	C / 12	47,442.46	701.22	
413	14130051	1229	LAWLER, YOLANDA	230	TECHNICAL	120	25.8323	26.2198	D / 12	51,128.74	755.82	
413	14130051	55141	MCINTYRE, BRENDA	200	MATERIALS	120	21.0344	21.3499	A / 12	41,632.24	615.16	
413	14130051	180	REYNOLDS, MICHAEL	200	MATERIALS	120	15.3519	15.5822	A / 1	30,385.42	449.28	
413	14130051	1470	ROSARIO-LAUREANO, SA	218	TECHNICAL	120	23.0387	23.3843	C / 10	45,599.32	673.92	
413	14130051	1182	RUSSELL, MARIA	200	MATERIALS	120	17.2685	17.5275	A / 4	34,178.56	504.92	
413	14130051	60562	WARD, KARIMA	230	TECHNICAL	120	26.2938	26.6882	D / 13	52,042.12	769.08	
413	14130051	3193	WORKMAN, DENNIS	200	MATERIALS	120	20.2175	20.5208	A / 10	40,015.56	591.50	
414	14140051	488	DUGAROVA-MONTGOMERY,	249	TS LIB	120	26.9437	27.3479	H / 1	53,328.34	788.06	
414	14140051	786	GABE, MICHAEL	249	TS LIB	120	26.9437	27.3479	H / 1	53,328.34	788.06	
414	14140051	1802	GRATTINO, DAWN	272	SR CATLIBN	120	38.0378	38.6084	I / 8	75,286.38	1,112.54	
414	14140051	782	HALKOVICH, CELIA	249	TS LIB	120	26.9437	27.3479	H / 1	53,328.34	788.06	
414	14140051	20322	HOUSEMAN, REGINA	251	CATALOG LI	120	32.7808	33.2725	H / 6	64,881.44	958.88	
414	14140051	253	HU, AMEI	249	TS LIB	120	26.9437	27.3479	H / 1	53,328.34	788.06	
414	14140051	99819	HUANG, PERRY	251	CATALOG LI	120	29.1421	29.5792	H / 3	57,679.44	852.28	
414	14140051	99490	MONACO, MICHAEL	272	SR CATLIBN	120	32.5019	32.9894	I / 3	64,329.46	950.82	
414	14140051	64385	PARSONS, JOHNNY	272	SR CATLIBN	120	39.5746	40.1682	I / 10	78,328.12	1,157.52	
414	14140051	189	SATOW, BARBARA	249	TS LIB	120	26.9437	27.3479	H / 1	53,328.34	788.06	
416	14160051	1288	BEST, STEVEN	218	TECHNICAL	120	21.2843	21.6036	C / 6	42,127.02	622.70	
416	14160051	99452	DICKERSON, DALE	257	HIGH DEMAN	120	30.3076	30.7622	H / 4	59,986.42	886.60	
416	14160051	71717	EASLEY, ROSALYN	230	TECHNICAL	120	24.3422	24.7073	D / 9	48,179.30	711.88	
416	14160051	1193	SALEM, SUMMER	230	TECHNICAL	120	19.6078	19.9019	D / 2	38,808.64	573.30	
416	14160051	1472	WARNER, MYA	218	TECHNICAL	120	21.7102	22.0359	C / 7	42,969.94	634.92	
418	14180051	277	ALEXANDER, AMBER	212	RECEIVING	120	16.3355	16.3355	B / 1	31,854.16	0.00	Off-Step
418	14180051	64524	PARSONS, WILLIAM	212	RECEIVING	120	22.7820	23.1237	B / 13	45,091.28	666.38	
418	14180051	99154	PLESS, DARRYL	920	TS SR TECH	120	17.6687	17.9337	B / 3	34,970.78	516.88	



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MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
419	19650051	5727	BARDOSSY, ELIZABETH	221	PRESERVATI	120	26.3992	26.7952	E / 9	52,250.64	772.20	
419	19650051	1219	PRIDE, RENEE	221	PRESERVATI	120	25.3739	25.7545	E / 7	50,221.34	742.30	
707		1270	MAKKOS, MICHELLE	345	SR SBJ LBN	120	33.8021	34.3091	I / 4	66,902.68	988.52	
707		99860	REDD, KENNETH	524	LA LBPH	120	22.3130	22.6477	F / 1	44,163.08	652.60	
707	25170701	99779	BARONE, CHRISTOPHER	503	ELECTRONIC	120	16.3355	16.5805	B / 1	32,332.04	477.88	
707	25170701	99539	BLACKWELL, JOSLYN	524	LA LBPH	120	22.3130	22.6477	F / 1	44,163.08	652.60	
707	25170701	37002	DIXON, CAROL	506	LBPH CLERK	120	21.5128	21.8355	B / 10	42,579.16	629.20	
707	25170701	99855	GOLDBERG, AARON	509	SHIP CK LB	120	16.3355	16.5805	B / 1	32,332.04	477.88	
707	25170701	1730	JEFFRIES, MICHAEL	509	SHIP CK LB	120	21.9435	22.2727	B / 11	43,431.70	641.94	
707	25170701	1259	KEMP, BRANDON	524	LA LBPH	120	27.6901	28.1055	F / 7	54,805.66	809.90	
707	25170701	1454	MCCARTER, MARK	515	SR CK LBPH	120	23.0387	23.3843	C / 10	45,599.32	673.92	
707	25170701	2235	MILLS, KIEL	509	SHIP CK LB	120	19.1101	19.3968	B / 5	37,823.76	559.00	
707	25170701	1631	PAUZA, JUDITH	503	ELECTRONIC	120	23.6873	24.0426	B / 15	46,883.20	692.90	
707	25170701	3850	RUCKER, VERONICA	524	LA LBPH	120	28.8089	29.2410	F / 9	57,020.08	842.66	
707	25170701	1152	WINTERS, JOANNE	509	SHIP CK LB	120	22.7820	23.1237	B / 13	45,091.28	666.38	
707	25170701	99152	WORKMAN, MANUELA	509	SHIP CK LB	120	19.8744	20.1725	B / 6	39,336.44	581.36	
707	25170701	1400	YEE, DORIS	524	LA LBPH	120	27.6901	28.1055	F / 7	54,805.66	809.90	
709	17090051	825	FULLMER, PATRICIA	530	LA YOUTH	120	22.3130	22.6477	F / 1	23,552.17	346.65	
709	17090051	900	JAMES, TRACI	530	LA YOUTH	120	22.3130	22.6477	F / 1	23,552.17	346.65	
709	17090051	1163	KHAN, JULIAN	500	BRANCH CLK	120	16.3355	16.5805	B / 1	32,332.04	477.88	
709	17090051	1356	NEWSOM, KELLI	527	LA MOB SER	120	27.6901	28.1055	F / 7	54,805.66	809.90	
709	22670901	16569	CLARDY, REBA	516	SR CK HMBD	120	24.3978	24.7638	C / 14	48,289.54	713.70	
709	22670901	99524	RENDER, ROBERT	529	LA HOMEEND	120	24.1340	24.4960	F / 3	25,474.25	374.89	
713	17130051	26229	EDWARDS, ERNEST	306	SUBJECT DE	120	22.9972	23.3422	B / 14	45,517.42	672.88	
713	17130051	3199	ESTRELLA, MARIA	330	LIBRARIAN	120	28.0209	28.4412	H / 2	55,460.34	819.52	
713	17130051	1157	FECZKANIN, CHRISTINE	324	LA SUBJ	120	27.1474	27.5546	F / 6	53,731.60	794.04	
713	17130051	255	GAO, LAN	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
713	17130051	438	HUGGINS, CRYSTAL	530	LA YOUTH	120	22.3130	22.6477	F / 1	44,163.08	652.60	
713	17130051	99912	SCHMEDT, KRISTEN	536	CHILDRENS	120	28.0209	28.4412	H / 2	55,460.34	819.52	
721	17210051	394	CARTER, YVETTE	500	BRANCH CLK	120	16.3355	16.5805	B / 1	32,332.04	477.88	
721	17210051	206	CLARK, RONALD	530	LA YOUTH	120	22.3130	22.6477	F / 1	23,552.17	346.65	
721	17210051	99413	LANDSKROENER, HEIDI	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
721	17210051	559	PENTOWSKI, LUKE	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
721	17210051	99592	PREVO, DEBORAH	500	BRANCH CLK	120	17.6687	17.9337	B / 3	34,970.78	516.88	
725	17250051	1198	FILE, FELICIA	500	BRANCH CLK	120	17.6687	17.9337	B / 3	34,970.78	516.88	
725	17250051	145	GILL, ALLEN	500	BRANCH CLK	120	16.3355	16.5805	B / 1	32,332.04	477.88	
725	17250051	1183	HANKINS, CATHERINE	530	LA YOUTH	120	28.8089	29.2410	F / 9	57,020.08	842.66	
725	17250051	444	KOLONICK, SARAH	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
725	17250051	659	MCCORD, SONJA	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
725	17250051	1804	MCSHANE, LAURA	536	CHILDRENS	120	34.1051	34.6167	H / 8	67,502.50	997.62	
729	17290051	469	FRATUS, LAURA	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
729	17290051	612	KORTE, LILY	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
729	17290051	1879	ROSARIO, ANGELINA	518	LA ADULT	120	28.2437	28.6674	F / 8	55,901.56	826.28	
729	17290051	714	WILLIAMS, LATRICE	500	BRANCH CLK	120	16.3355	16.5805	B / 1	32,332.04	477.88	
729	17290051	1532	ZALUCKYJ, HELEN	536	CHILDRENS	120	32.7808	33.2725	H / 6	64,881.44	958.88	
729	17290051	1742	ZAWASKI, JAMIE	500	BRANCH CLK	120	19.8744	20.1725	B / 6	39,336.44	581.36	
731	17310051	11808	BROWN-PATTERSON, ELI	500	BRANCH CLK	120	24.3978	24.7638	B / 16	48,289.54	713.70	
731	17310051	739	EMBROSE, KEVIN	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
731	17310051	244	JEFFERSON, KIAIRA	530	LA YOUTH	120	22.3130	22.6477	F / 1	44,163.08	652.60	
731	17310051	2223	MARKS, ERICA	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
731	17310051	362	MEGGITT, BRIAN	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	



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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
731	17310051	1645	ROEBUCK, TAHNISHA	500	BRANCH CLK	120	21.5128	21.8355 B	/ 10	42,579.16	629.20	
734	17340051	860	BROOKS, STEPHANIE	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
734	17340051	99525	PITTMAN, CATHERINE	500	BRANCH CLK	120	18.3752	18.6508 B	/ 4	36,369.06	537.42	
734	17340051	99794	SIMONE, ROSA	530	LA YOUTH	120	24.1340	24.4960 F	/ 3	47,767.20	705.90	
738	17380051	99412	BEST, ZITA	500	BRANCH CLK	120	16.9892	17.2440 B	/ 2	33,625.80	496.86	
738	17380051	99741	MARKIC, MICHAEL	521	LA COMP	120	23.2056	23.5537 F	/ 2	24,494.35	360.63	
738	17380051	99680	MARTINEZ SERRANO, BE	500	BRANCH CLK	120	16.9892	17.2440 B	/ 2	17,932.64	263.82	
738	17380051	776	PRICE-DONAHUE, REBEC	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
738	17380051	99788	PUJOLAS, ANTHONY	106	CUSTODIAN	120	17.6687	17.9337 B	/ 3	34,970.78	516.88	
738	17380051	33005	SMITH, NANCY	530	LA YOUTH	120	27.1474	27.5546 F	/ 6	53,731.60	794.04	
738	17380051	1176	TORRES, MIGDALIA	500	BRANCH CLK	120	21.9435	22.2727 B	/ 11	43,431.70	641.94	
738	17380051	780	TULLY, ADAM	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
740	17400051	99520	COOLEY, DESMA	500	BRANCH CLK	120	17.6687	17.9337 B	/ 3	34,970.78	516.88	
740	17400051	445	CROMPTON, EMILY	530	LA YOUTH	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
740	17400051	1467	DORSEY, MARCEL	518	LA ADULT	120	27.1474	27.5546 F	/ 6	53,731.60	794.04	
740	17400051	729	FORFIA, TRACIE	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
740	17400051	104	FULLMER, ANNA	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
740	17400051	99706	JOHNSON, MARCIE	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
740	17400051	1822	RUCKER, TOM	106	CUSTODIAN	120	21.0915	21.4079 B	/ 9	41,745.34	616.98	
743	17430051	99511	AUSTIN, BEVERLY	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
743	17430051	1206	IRIZARRY, RACHEL	500	BRANCH CLK	120	22.3823	22.7180 B	/ 12	44,300.10	654.68	
743	17430051	99812	JACKSON, ANTONIO	106	CUSTODIAN	120	16.9892	17.2440 B	/ 2	33,625.80	496.86	
743	17430051	50380	LEWALLEN, RODNEY	518	LA ADULT	120	26.1031	26.4946 F	/ 5	51,664.60	763.62	
743	17430051	366	LYTLE, ALEA	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
743	17430051	3115	STRAZEK, BRIAN	500	BRANCH CLK	120	20.6776	20.9878 B	/ 8	40,926.34	605.02	
745	17450051	99902	BLADE, JASRIELLE	500	BRANCH CLK	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
745	17450051	3145	BURKS, LEONARD	530	LA YOUTH	120	27.1474	27.5546 F	/ 6	53,731.60	794.04	
745	17450051	587	JUHL, ALLISON	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,538.92	345.10	
745	17450051	99684	MCCONNELL, MARLA	500	BRANCH CLK	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
745	17450051	99739	MONCRIEF, PASHA	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
748	17480051	1244	BOYD, SHERRIE	500	BRANCH CLK	120	22.9972	23.3422 B	/ 14	45,517.42	672.88	
748	17480051	608	CAMPBELL, TAWANA	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
748	17480051	99585	CUNNINGHAM, CLAYTON	530	LA YOUTH	120	24.1340	24.4960 F	/ 3	47,767.20	705.90	
748	17480051	99895	HOLLAMAN, ELIZABETH	106	CUSTODIAN	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
748	17480051	654	HUNTER, KIMBERLY	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
748	17480051	99090	JOHNSON, DAMION	500	BRANCH CLK	120	19.8744	20.1725 B	/ 6	39,336.44	581.36	
748	17480051	735	MILLER, MICHELLE	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
750	17500051	99730	CESAROV, SANDRA	521	LA COMP	120	22.3130	22.6477 F	/ 1	22,081.54	326.30	
750	17500051	142	HAY, ZACHARY	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
750	17500051	38232	HENDERSON, RHONDA	500	BRANCH CLK	120	22.3823	22.7180 B	/ 12	44,300.10	654.68	
750	17500051	1500	JACKSON, BIANCA	500	BRANCH CLK	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
750	17500051	1232	LAWSON, BRANDON	106	CUSTODIAN	120	18.3752	18.6508 B	/ 4	36,369.06	537.42	
750	17500051	99427	MOORE, KEVIN	530	LA YOUTH	120	25.0991	25.4756 F	/ 4	49,677.42	734.24	
750	17500051	55072	SCURKA, LORI	536	CHILDRENS	120	29.1421	29.5792 H	/ 3	57,679.44	852.28	
752	17520051	99167	CHAMBERS, NELETHA	500	BRANCH CLK	120	20.2723	20.5764 B	/ 7	40,123.98	593.06	
752	17520051	99949	RIVERA, JOANNA	530	LA YOUTH	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
752	17520051	99714	SPIVEY, MANISHA	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
752	17520051	842	YOUNG, ROMAEL	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
754	17540051	99751	BARNES, SHILA	521	LA COMP	120	23.2056	23.5537 F	/ 2	24,494.35	360.63	
754	17540051	19140	CONWAY, LILLIAN	500	BRANCH CLK	120	24.3978	24.7638 B	/ 16	48,289.54	713.70	
754	17540051	297	KMIECIK, ALEXANDRA	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	



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NEW CONTRACT RATES

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LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
754	17540051	1147	MONCAYO, JENNIFER	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
754	17540051	386	STORY, ALEXANDER	530	LA YOUTH	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
754	17540051	1465	VERES, LINDA	500	BRANCH CLK	120	18.3752	18.6508 B	/ 4	36,369.06	537.42	
756	17560051	99642	BARTEL, KEVIN	500	BRANCH CLK	120	17.6687	17.9337 B	/ 3	34,970.78	516.88	
756	17560051	99911	BUSTA-PECK, CHRISTOP	536	CHILDRENS	120	28.0209	28.4412 H	/ 2	55,460.34	819.52	
756	17560051	3232	ENGLISH, RON	530	LA YOUTH	120	27.6901	28.1055 F	/ 7	54,805.66	809.90	
756	17560051	1815	JOHNSON, VALERIE	500	BRANCH CLK	120	22.7180	22.7180 B	/ 12	44,300.10	0.00	
756	17560051	3249	LEWIS, ISAIAH	521	LA COMP	120	26.1031	26.4946 F	/ 5	27,552.73	405.61	
756	17560051	580	NELSON, JOSEPH	106	CUSTODIAN	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
764	17640051	1732	FAGAN, TODD	530	LA YOUTH	120	27.6901	28.1055 F	/ 7	54,805.66	809.90	
764	17640051	1558	LYTLE, DINA	521	LA COMP	120	27.1474	27.5546 F	/ 6	28,655.06	421.66	
764	17640051	1496	MCCARTER, VAUGHN	500	BRANCH CLK	120	21.5128	21.8355 B	/ 10	42,579.16	629.20	
764	17640051	1300	NAAB, DANIELLE	500	BRANCH CLK	120	20.2723	20.5764 B	/ 7	40,123.98	593.06	
764	17640051	646	SANCHEZ, LISA	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
764	17640051	282	SMITH, SHAKENYA	106	CUSTODIAN	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
764	17640051	99558	TANCAK, CRYSTAL	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
767	17670051	152	COLEMAN, BESSIE	500	BRANCH CLK	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
767	17670051	21295	DANDRIDGE, ANTHONY	106	CUSTODIAN	120	21.9435	22.2727 B	/ 11	43,431.70	641.94	
767	17670051	251	DAVIS, CYNTHIA	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
767	17670051	99569	ERVIN, BRITTANY	500	BRANCH CLK	120	17.6687	17.9337 B	/ 3	34,970.78	516.88	
767	17670051	733	FOSTER, PRINCE	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
767	17670051	3265	JONES, SHANELL	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
767	17670051	70848	ROBERTS, RONALD	530	LA YOUTH	120	28.8089	29.2410 F	/ 9	57,020.08	842.66	
770	17700051	1362	BENTON, MARVIN	530	LA YOUTH	120	27.6901	28.1055 F	/ 7	54,805.66	809.90	
770	17700051	99028	CHAPPLE, REGINALD	106	CUSTODIAN	120	20.2723	20.5764 B	/ 7	40,123.98	593.06	
770	17700051	71995	CHISOLM, TAMIKO	500	BRANCH CLK	120	23.6873	24.0426 B	/ 15	46,883.20	692.90	
770	17700051	687	CLARK, BRIDGET	500	BRANCH CLK	120	16.3355	16.5805 B	/ 1	17,242.68	253.76	
770	17700051	99842	DUNN-CHILDRESS, CASS	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
770	17700051	1867	FLOWERS, GLORIA	500	BRANCH CLK	120	20.6776	20.9878 B	/ 8	40,926.34	605.02	
770	17700051	455	LAUVER, JAMIE	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
770	17700051	99636	PELTS, LEONARD	521	LA COMP	120	23.2056	23.5537 F	/ 2	24,494.35	360.63	
773	17730051	1337	ALI, LLOYD	106	CUSTODIAN	120	21.5128	21.8355 B	/ 10	42,579.16	629.20	
773	17730051	572	BROWN, STACY	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
773	17730051	14901	CARTER, RENITA	530	LA YOUTH	120	29.3850	29.8258 F	/ 10	58,160.44	859.56	
773	17730051	99397	CONGRESS, QUENTIN	500	BRANCH CLK	120	17.6687	17.9337 B	/ 3	34,970.78	516.88	
773	17730051	715	HAVERMAN, MIC AEL	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
773	17730051	99669	JOHNSON, BRANDON	500	BRANCH CLK	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
773	17730051	460	PROCTOR, KENDRA	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
776	17760051	99414	ALLEN, BIANCA	500	BRANCH CLK	120	16.9892	17.2440 B	/ 2	17,932.64	263.82	
776	17760051	266	BELK, WESLEY	106	CUSTODIAN	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
776	17760051	456	DANIELS, BRIANNA	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
776	17760051	1358	EUBANKS, ERIC	530	LA YOUTH	120	28.2437	28.6674 F	/ 8	55,901.56	826.28	
776	17760051	26994	FANNING, PATRICIA	500	BRANCH CLK	120	24.3978	24.7638 B	/ 16	48,289.54	713.70	
776	17760051	543	HAMPTON, LIBBY	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
776	17760051	1811	SMITH, PATRICIA	500	BRANCH CLK	120	21.0915	21.4079 B	/ 9	41,745.34	616.98	
776	17760051	783	WHITE, EBONY	521	LA COMP	120	22.3130	22.6477 F	/ 1	28,264.37	417.85	
779	17790051	269	BOODAN, LIZA	500	BRANCH CLK	120	16.3355	16.5805 B	/ 1	17,242.68	253.76	
779	17790051	895	CREDMCO, MICHAEL	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
779	17790051	99359	FELICIANO, CASSANDRA	536	CHILDRENS	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
779	17790051	816	GABB, JULIE	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
779	17790051	1517	PAWLAK, SUSAN	500	BRANCH CLK	120	22.9972	23.3422 B	/ 14	45,517.42	672.88	



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NEW CONTRACT RATES

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LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
779	17790051	99889	PETRUCZ, WILLIAM	530	LA YOUTH	120	22.3130	22.6477	F / 1	44,163.08	652.60	
779	17790051	74810	SCHROEDER, BRIAN	106	CUSTODIAN	120	21.9435	22.2727	B / 11	43,431.70	641.94	
783	17830051	563	BAGLEY, MARTIN	106	CUSTODIAN	120	16.3355	16.5805	B / 1	32,332.04	477.88	
783	17830051	99576	ELDER, PHILLIP	521	LA COMP	120	24.1340	24.4960	F / 3	25,474.25	374.89	
783	17830051	99560	GRAVES, DENNICE	500	BRANCH CLK	120	18.3752	18.6508	B / 4	36,369.06	537.42	
783	17830051	510	LEFKOWITZ, JOEL	530	LA YOUTH	120	22.3130	22.6477	F / 1	23,552.17	-19,958.31	Sal Decrease
783	17830051	99456	NOSSE, SANDRA	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
783	17830051	74532	PHILLIPS-HILDERBRAND	500	BRANCH CLK	120	23.6873	24.0426	B / 15	46,883.20	692.90	
785	17850051	99373	CRUZ, RAYMOND	500	BRANCH CLK	120	18.3752	18.6508	B / 4	36,369.06	537.42	
785	17850051	99602	FORD, ANNA	518	LA ADULT	120	25.0991	25.4756	F / 4	49,677.42	734.24	
785	17850051	1247	HOUGHTON, TAMMY	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
785	17850051	99135	HUDSON, JACQUELINE	500	BRANCH CLK	120	19.8744	20.1725	B / 6	39,336.44	581.36	
785	17850051	99774	SMITH, JUSTIN	521	LA COMP	120	23.2056	23.5537	F / 2	24,494.35	360.63	
785	17850051	1447	WILLIAMS, DAMIEN	106	CUSTODIAN	120	19.8744	20.1725	B / 6	39,336.44	581.36	
785	17850051	99553	WILLIAMSON, CHERYL	521	LA COMP	120	23.2056	23.5537	F / 2	24,494.35	360.63	
790	17900051	99793	ARMSTRONG, MICHAEL	106	CUSTODIAN	120	16.9892	17.2440	B / 2	33,625.80	496.86	
790	17900051	99713	BAILEY, CHARLES	530	LA YOUTH	120	23.2056	23.5537	F / 2	45,929.78	678.86	
790	17900051	99742	HAMMOND, CRYSTAL	500	BRANCH CLK	120	16.9892	17.2440	B / 2	33,625.80	496.86	
790	17900051	844	LEMAK, BERNADETTE	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
790	17900051	99673	ROBINSON, LATRISHA	500	BRANCH CLK	120	17.6687	17.9337	B / 3	34,970.78	516.88	
790	17900051	481	WILLIAMS, MAXINE	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
792	17920051	99605	HARPER, YVONNE	500	BRANCH CLK	120	18.3752	18.6508	B / 4	36,369.06	537.42	
792	17920051	1434	HILL, DIANE	500	BRANCH CLK	120	20.2723	20.5764	B / 7	40,123.98	593.06	
792	17920051	858	MCKNIGHT, NAKEETHA	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
792	17920051	99464	MINTER, KELLI	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
792	17920051	99562	PARKER, GREGORY	530	LA YOUTH	120	22.3130	22.6477	F / 1	44,163.08	652.60	
792	17920051	1748	PARKER, MICHAEL	106	CUSTODIAN	120	20.6776	20.9878	B / 8	40,926.34	605.02	
792	17920051	508	REDDICK, ASHLEY	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
794	17940051	24144	DIMARCO, PETER	530	LA YOUTH	120	28.8089	29.2410	F / 9	57,020.08	842.66	
794	17940051	191	GIELTY, JEANMARIE	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
794	17940051	1222	MUDGETT-PRICE, SHEIL	521	LA COMP	120	25.0991	25.4756	F / 4	26,492.97	390.01	
794	17940051	84679	TAFT, DAVID	106	CUSTODIAN	120	21.9435	22.2727	B / 11	43,431.70	641.94	
794	17940051	99378	TALLEY, JAMES	500	BRANCH CLK	120	17.6687	17.9337	B / 3	34,970.78	516.88	
794	17940051	99681	WILLIAMS, ANTONIO	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
797	17970051	1457	BEGGIANI, VICTORIA	536	CHILDRENS	120	37.2920	37.8514	H / 13	73,810.36	1,090.96	
797	17970051	901	BELL, RASHAD	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
797	17970051	20044	CRETER, MATTHEW	106	CUSTODIAN	120	21.5128	21.8355	B / 10	42,579.16	629.20	
797	17970051	20148	CRETER, PHILIP	500	BRANCH CLK	120	22.9972	23.3422	B / 14	45,517.42	672.88	
797	17970051	1414	MOHAN, CHRISTINE	500	BRANCH CLK	120	20.6776	20.9878	B / 8	40,926.34	605.02	
797	17970051	884	POWER, KATIE	521	LA COMP	120	22.3130	22.6477	F / 1	21,639.91	319.91	
797	17970051	74618	SAULS, JEANNA	530	LA YOUTH	120	28.2437	28.6674	F / 8	55,901.56	826.28	
797	17970051	1225	TANKERSLEY, KATHY	500	BRANCH CLK	120	19.8744	20.1725	B / 6	39,336.44	581.36	
799	17990051	1153	BRENT, LATASHA	500	BRANCH CLK	120	21.5128	21.8355	B / 10	42,579.16	629.20	
799	17990051	99291	GARCIA, ADELA	536	CHILDRENS	120	26.9437	27.3479	H / 1	53,328.34	788.06	
799	17990051	648	HUNTER, ARLIST	521	LA COMP	120	22.3130	22.6477	F / 1	23,552.17	346.65	
799	17990051	461	JOHNSON, WHITNEY	530	LA YOUTH	120	22.3130	22.6477	F / 1	44,163.08	652.60	
799	17990051	67026	MUHAMMAD, SHANNON	500	BRANCH CLK	120	24.3978	24.7638	B / 16	48,289.54	713.70	
799	17990051	3296	SANDLIN, ALVIN	106	CUSTODIAN	120	20.6776	20.9878	B / 8	40,926.34	605.02	
801	18010051	99574	BARRETT, LESLIE	530	LA YOUTH	120	24.1340	24.4960	F / 3	47,767.20	705.90	
801	18010051	35195	HAJZAK, DEBORAH	324	LA SUBJ	120	29.3850	29.8258	F / 10	58,160.44	859.56	
801	18010051	431	JONES, SHERRI	375	LIT ED PCO	120	30.0501	30.5009	I / 1	59,476.82	879.06	



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LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
801	18010051	99852	MCCARTER, MELANIE	324	LA SUBJ	120	23.2056	23.5537 F	/ 2	45,929.78	678.86	
801	18010051	89683	TUROWSKI, ROBERT	318	AV EQUIPME	120	29.3318	29.7718 E	/ 14	58,055.14	858.00	
801	18010051	99134	WHEELER, TRISTAN	319	AV EVNT PS	120	20.3923	20.6982 D	/ 3	40,361.62	596.70	
902	19020051	1530	ANALA, IVY	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
902	19020051	99711	BROWN, MARQUETTA	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
902	19020051	712	CARRILLO, WALLACE	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
902	19020051	14762	CARROLL, THERESA	306	SUBJECT DE	120	21.9435	22.2727 B	/ 11	43,431.70	641.94	
902	19020051	99930	EDMONDSON, LAMAR	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
902	19020051	1527	HARRIS-SCOTT, ANGELA	306	SUBJECT DE	120	20.6776	20.9878 B	/ 8	40,926.34	605.02	
902	19020051	99676	HILL, ANGELA	306	SUBJECT DE	120	16.9892	17.2440 B	/ 2	33,625.80	496.86	
902	19020051	1245	ISAAC, TRACY	306	SUBJECT DE	120	17.6687	17.9337 B	/ 3	34,970.78	516.88	
902	19020051	99538	LIANG, ANTHONY	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
902	19020051	1218	MCCOY, PATRICIA	306	SUBJECT DE	120	21.9435	22.2727 B	/ 11	43,431.70	641.94	
902	19020051	99460	ODUM, JESSICA	306	SUBJECT DE	120	16.9892	17.2440 B	/ 2	33,625.80	496.86	
902	19020051	96007	RAMSEY, FELICIA	306	SUBJECT DE	120	22.3823	22.7180 B	/ 12	44,300.10	654.68	
902	19020051	498	RUDOLPH, REGINALD	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
902	19020051	99913	UTZ, MARILYN	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
903	19030051	1498	ALLEN, ANTOINETTE	306	SUBJECT DE	120	16.9892	17.2440 B	/ 2	33,625.80	496.86	
903	19030051	40060	HUGHLEY, SANDRA	306	SUBJECT DE	120	24.3978	24.7638 B	/ 16	48,289.54	713.70	
903	19030051	1250	LICHTENBERG, EVELYN	330	LIBRARIAN	120	34.7870	35.3088 H	/ 9	68,852.16	1,017.38	
903	19030051	99173	MULLEE, SUSAN	330	LIBRARIAN	120	31.5199	31.9927 H	/ 5	62,385.70	921.96	
903	19030051	64246	PARNELL, JOSEPH	324	LA SUBJ	120	29.3850	29.8258 F	/ 10	58,160.44	859.56	
903	19030051	99733	WITMER, SANDRA	345	SR SBJ LBN	120	38.0378	38.6084 I	/ 8	75,286.38	1,112.54	
921	19210051	1233	BIDDLE, BRUCE	330	LIBRARIAN	120	32.7808	33.2725 H	/ 6	64,881.44	958.88	
921	19210051	1451	BRISKER, STACIE	330	LIBRARIAN	120	34.7870	35.3088 H	/ 9	68,852.16	1,017.38	
921	19210051	99719	BROWN, KELLY	330	LIBRARIAN	120	28.0209	28.4412 H	/ 2	55,460.34	819.52	
921	19210051	15943	CHASE, WILLIAM	324	LA SUBJ	120	29.3850	29.8258 F	/ 10	58,160.44	859.56	
921	19210051	149	FOX-MORGAN, MARK	324	LA SUBJ	120	23.2056	23.5537 F	/ 2	45,929.78	678.86	
921	19210051	143	KAPLAN, ANDREW	330	LIBRARIAN	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
921	19210051	1209	SCOTT, KHALIA	306	SUBJECT DE	120	24.3978	24.7638 B	/ 16	48,289.54	713.70	
925	19250051	1185	HAN, CAROLINE	345	SR SBJ LBN	120	36.5605	37.1089 I	/ 6	72,362.42	1,069.38	
925	19250051	3094	KABO, VICTORIA	330	LIBRARIAN	120	34.1051	34.6167 H	/ 8	67,502.50	997.62	
925	19250051	1316	SHNEYDER, TATIANA	324	LA SUBJ	120	27.1474	27.5546 F	/ 6	53,731.60	794.04	
925	19250051	1181	TORRES, MARIANITA	330	LIBRARIAN	120	32.7808	33.2725 H	/ 6	64,881.44	958.88	
930	19300051	12260	BROWN, MONA	324	LA SUBJ	120	29.3850	29.8258 F	/ 10	58,160.44	859.56	
930	19300051	1577	WALKER, ERICK	315	SBJD SR CK	120	22.9383	23.2824 D	/ 6	45,400.68	671.06	
932	19320051	115	DURDA, NICHOLAS	315	SBJD SR CK	120	18.8538	19.1366 D	/ 1	37,316.50	551.46	
932	19320051	1203	EDWARDS, THOMAS	339	MAP COLLEC	120	39.5746	40.1682 I	/ 10	78,328.12	1,157.52	
932	19320051	99992	JAENKE, ADAM	324	LA SUBJ	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
932	19320051	1189	METTER, TERENCE	330	LIBRARIAN	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
932	19320051	99343	MILICH, DANILO	324	LA SUBJ	120	25.0991	25.4756 F	/ 4	49,677.42	734.24	
937	19370051	99725	CAPUOZZO, STEVEN	330	LIBRARIAN	120	28.0209	28.4412 H	/ 2	55,460.34	819.52	
937	19370051	1329	COLLINS, JEAN	345	SR SBJ LBN	120	37.2920	37.8514 I	/ 7	73,810.36	1,090.96	
937	19370051	187	JEFFRIES, EVONE	324	LA SUBJ	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
937	19370051	42145	NUNEZ, DEBORAH	315	SBJD SR CK	120	25.8323	26.2198 D	/ 12	51,128.74	755.82	
937	19370051	99057	PHILLIPS, TIMOTHY	330	LIBRARIAN	120	32.7808	33.2725 H	/ 6	64,881.44	958.88	
945	19450051	1175	BOLDEN, DAUNTE	306	SUBJECT DE	120	17.6687	17.9337 B	/ 3	34,970.78	516.88	
945	19450051	1537	DANIELS, JUDY	330	LIBRARIAN	120	34.1051	34.6167 H	/ 8	67,502.50	997.62	
945	19450051	99643	JACKSON, RICARDO	324	LA SUBJ	120	24.1340	24.4960 F	/ 3	47,767.20	705.90	
945	19450051	1714	LANCASTER, APRIL	324	LA SUBJ	120	27.1474	27.5546 F	/ 6	53,731.60	794.04	
945	19450051	1590	SMITH, BENJIE	306	SUBJECT DE	120	22.3823	22.7180 B	/ 12	44,300.10	654.68	



CLEVELAND PUBLIC LIBRARY

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CLEVELAND PUBLIC LIBRARY
MASS CONTRACT CHANGES

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NEW CONTRACT RATES

EFFECTIVE DATE: 12/27/2015

LOC	ORG	EMP #	NAME	JOB	DESC	BASE PAY	PRIOR RATE/SAL	NEW RATE/SAL	GR/ST	PROJECTED ANNUAL SAL	PROJECTED CHANGE	MESSAGE
945	19450051	99342	WESTERBEKE, DOUGLAS	324	LA SUBJ	120	23.2056	23.5537 F	/ 2	24,494.35	360.63	
947	19470051	459	CAMPIRI, MONICA	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
947	19470051	1667	FURYES, DAVID	324	LA SUBJ	120	27.1474	27.5546 F	/ 6	53,731.60	794.04	
947	19470051	1559	HERROON, ELAINE	330	LIBRARIAN	120	36.1928	36.7357 H	/ 11	71,634.68	1,058.72	
949	19490051	25326	BARON, ELVIRA	324	LA SUBJ	120	28.8089	29.2410 F	/ 9	57,020.08	842.66	
949	19490051	1740	BETTINGER, JAMES	345	SR SBJ LBN	120	37.2920	37.8514 I	/ 7	73,810.36	1,090.96	
949	19490051	1526	HOGUE, ROSE	330	LIBRARIAN	120	36.9167	37.4705 H	/ 12	73,067.54	1,080.04	
949	19490051	99497	LONDON, PETER	324	LA SUBJ	120	24.1340	24.4960 F	/ 3	47,767.20	705.90	
949	19490051	2391	STRAKA, ELAINE	517	SR CK ILL	120	24.3978	24.7638 C	/ 14	48,289.54	713.70	
951	19510051	245	LEONARD, ALEXANDER	303	SHELF DEPT	120	15.3519	15.5822 A	/ 1	30,385.42	449.28	
951	19510051	433	MARBLEY, ANDREA	303	SHELF DEPT	120	15.3519	15.5822 A	/ 1	30,385.42	449.28	
951	19510051	99038	MYHAND, TERRENCE	303	SHELF DEPT	120	15.9662	16.2057 A	/ 2	16,852.91	248.01	
956	19560051	99143	ALLEN, TRACEY	330	LIBRARIAN	120	28.0209	28.4412 H	/ 2	55,460.34	819.52	
956	19560051	1290	ELWELL, PETER	324	LA SUBJ	120	27.6901	28.1055 F	/ 7	54,805.66	809.90	
956	19560051	1226	MALONE, LISA	306	SUBJECT DE	120	21.9435	22.2727 B	/ 11	43,431.70	641.94	
956	19560051	58130	MOORE, MARK	345	SR SBJ LBN	120	39.5746	40.1682 I	/ 10	78,328.12	1,157.52	
956	19560051	1836	TOLBERT, LAKITHA	306	SUBJECT DE	120	16.3355	16.5805 B	/ 1	32,332.04	477.88	
956	19560051	88571	TRAVKA, HELENA	330	LIBRARIAN	120	35.4826	36.0148 H	/ 10	70,228.86	1,037.66	
956	19560051	3270	WINSTEAD, LAKEISHA	324	LA SUBJ	120	24.1340	24.4960 F	/ 3	47,767.20	705.90	
962	19620051	350	ALHIBSHI-DEVORE, YEH	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
962	19620051	566	ARGANZA, JORGE	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
962	19620051	586	BALBOA, PAULO	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
962	19620051	239	CANAN, MELISSA	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
962	19620051	99401	CLARK-BEY, LAWRENCE	521	LA COMP	120	25.0991	25.4756 F	/ 4	49,677.42	734.24	
962	19620051	99529	DENG, DEMAN	521	LA COMP	120	23.2056	23.5537 F	/ 2	45,929.78	678.86	
962	19620051	99905	GATEWOOD, CORTNEY	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
962	19620051	775	KELLY GRASSO, KAREN	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
962	19620051	578	MESENGER, CORINA	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
962	19620051	147	PEREZ, SUZI	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
962	19620051	630	PIEPENBURG, CARLOS	521	LA COMP	120	22.3130	22.6477 F	/ 1	23,552.17	346.65	
962	19620051	423	SUCRE, MATTHEW	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
962	19620051	1639	WILLIAMS-RISENG, DEN	521	LA COMP	120	26.1031	26.4946 F	/ 5	27,552.73	405.61	
965	14190051	1261	MASSEY, GLORIA	236	PRESERVATI	120	22.1151	22.4468 E	/ 3	43,771.26	646.88	
965	19620051	99823	HLAFKA, TRACI	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
965	19650051	425	FLOWERS, CURTIS	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	
965	19650051	495	ROZMAN, RAYMOND	619	META ARCH	120	26.9437	27.3479 H	/ 1	53,328.34	788.06	
965	19650051	447	YOUNG, CATHERINE	521	LA COMP	120	22.3130	22.6477 F	/ 1	44,163.08	652.60	

TOTAL PROJECTED ANNUAL SALARY: 17,071,889.17
TOTAL PROJECTED CHANGES: 230,785.41

CLEVELAND PUBLIC LIBRARY

Human Resources Committee

January 19, 2016

PROPOSED REVISIONS TO THE HUMAN RESOURCES MANUAL

In accordance with Section 121.2 of the Human Resources Manual which reads, "No changes may be made in the provisions of this Manual without the approval of the Board of Trustees," the following recommendations are submitted for approval:

COMPENSATION PRACTICES – 300**Time Allowances with Pay – 390**

(Change #214)

Authorized Leaves of Absence – 391

Leave of absence without pay may be granted to full-time employees for any of the following reasons: military duty, extended illness, maternity, family leave, family medical or critical personal circumstances, and military caregiver leave. Maternity leave is available for the time of medical disability. Leaves of absences occasionally may be granted to full-time employees (upon the recommendation of a department or agency head and with the approval of the Director and/or his/her designee) for special study or extended travel.

- 391.1 -** Requests for leave of absence should be made on **Request for Leave of Absence form #421**. This form should be forwarded to the Human Resources Department, after approval by the department or agency head, together with any supporting documentation.

Employees applying for leave under the Family & Medical Leave Act will be required to contact the Library's FMLA contracted administrator.

- 391.2 -** An unpaid leave of absence for any reason (including pregnancy and FMLA leave), shall not commence until all earned time allowances have been exhausted.
- 391.3 -** All employees returning on time from an authorized leave of absence shall report to the Human Resources Department for reinstatement. If the leave of absence was for an extended illness including maternity, a doctor's

EXHIBIT 14

written authorization to return to work may be required. **(See Section 222).**

- 391.4 -** Extension of a leave of absence must be approved by the Director or his/her designee at least five working days in advance of the original expiration date of existing approved leave. Failure to return within five working days after the expiration date of the existing approved leave without notifying the Human Resources Department will result in termination of employment.

Family and Medical Leave

391.5 - Under the Family and Medical Leave Act of 1993, as amended (FMLA), employees may be eligible for a period of job-protected unpaid leave for certain family and medical reasons as described below. To be eligible for FMLA leave under this Policy, an employee must have worked at the Library for at least 12 months and must have worked at least 1,250 hours during the 12-month period prior to the commencement date of any leave requested under this Policy. Eligibility will be determined as of the date the FMLA leave commences.

391.51 -- An eligible employee may take up to 12 weeks of unpaid leave during a rolling 12-month period (measured backward from the date an employee uses FMLA leave) for the following reasons:

1. the birth of the employee's child and to bond with the child; or for placement through adoption or foster care and to bond with the newly placed child. Such leave must be concluded no later than 12 months after the birth or placement of the child with the employee;
2. to care for an immediate family member (spouse, child under 18 years old or a child 18 and over who is incapable of self-care because of a disability, or parent) with a serious health condition as defined by the FMLA;
3. because of a serious health condition as defined by the FMLA, which renders the employee unable to perform the functions of his/her job;
or
4. because of any qualifying exigency arising out of the fact that an employee's spouse, son (of any age), daughter (of any age) or parent,

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who is serving in any branch of the military (including the National Guard or Reserves), has been deployed or called to active duty in a foreign country ("Active Duty Leave").

391.52 – Military Caregiver Leave

An employee also may be eligible for Military Caregiver Leave to care for a spouse, son (of any age), daughter (of any age), parent or next of kin who is: (1) a current member of the Armed Forces, including the National Guard or Reserves, and who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness, which is incurred in the line of duty (or for a pre-existing injury or illness that is aggravated in the line of duty) and that renders the service member medically unfit to perform the duties of his or her office, grade, rank or rating, or (2) a veteran who was a member of any branch of the Armed Forces, including the National Guard or Reserves, and who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness that occurred in the line of duty (or for a pre-existing injury or illness that was aggravated in the line of duty) at any time within 5 years preceding the treatment, recuperation or therapy. A covered service member incurs a serious illness or injury for purposes of this paragraph when one of the following occurs:

- a) The injury or illness makes him or her medically unfit to perform the duties of his or her office, grade, rank or rating.
- b) It causes the service member to have a VA Service Disability Rating of 50% or greater.
- c) He or she has a mental or physical condition that substantially impairs his or her ability to obtain gainful employment.
- d) The VA enrolls the employee in the Department of Veteran Affairs Program of Comprehensive Assistance for Family Caregivers.

Eligible employees are entitled to a total of 26 weeks of unpaid Military Caregiver Leave during a single 12-month period. This single 12-month period begins on the first day an eligible employee takes Military Caregiver Leave (as long as it is within 5 years of the covered service member's active duty) and ends 12 months after that date. Military Caregiver Leave applies on a per-covered service member, per-injury basis, so that an employee may be eligible to take more than one 26-week period of Military Caregiver Leave, but no more than 26 weeks of leave may be taken during any one 12-month period.

An eligible employee is entitled to a combined total of 26 workweeks of leave for all FMLA-qualifying reasons during the single 12-month period described above. For example, if an

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employee takes 10 weeks of FMLA leave due to his/her own serious health condition, the employee may take only 16 weeks of Military Caregiver Leave during that same 12-month period.

391.53 - Definitions

- A. A "serious health condition" as referred to above means an illness, injury, impairment, or physical or mental condition that involves:
1. in-patient care (*i.e.*, an overnight stay) in a hospital or other medical care facility (including any period of incapacity or any subsequent treatment in connection with such in-patient care);
 2. a period of incapacity of more than three (3) consecutive full calendar days, and any subsequent treatment or period of incapacity relating to the same condition that also involves: (i) treatment two (2) or more times by a health care provider or under the supervision of a health care provider the first being within seven (7) days of the onset of the incapacity and the second being within thirty (30) days of the start of the incapacity, or (ii) treatment by a health care provider on at least one (1) occasion within seven (7) days of the start of the incapacity which results in a regimen of continuing treatment under the supervision of a health care provider;
 3. any period of incapacity or treatment due to pregnancy, or for prenatal care;
 4. any period of incapacity or treatment due to a chronic serious health condition requiring periodic visits of at least twice a year for treatment by a health care provider;
 5. a period of incapacity or treatment that is permanent or long-term due to a condition for which treatment may not be effective, during which the employee (or family member) must be under the continuing supervision of, but need not be receiving active treatment by, a health care provider; or
 6. any period of absence to receive multiple treatments by a health care provider or under the supervision of a health care provider, either for restorative surgery after an accident or other injury, or for a condition that will likely result in a period of incapacity of more than three (3) consecutive calendar days in the absence of medical intervention or treatment.

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- B. A “qualifying exigency” referenced above under “Active Duty Leave” refers to the following circumstances:
7. Short-notice deployment: to address issues arising when the notification of a call or order to active duty is seven (7) days or less;
 8. Military events and related activities: to attend official military events or family assistance programs or briefings;
 9. Childcare and school activities: for qualifying childcare and school related reasons for a child, legal ward or stepchild of a covered military member;
 10. Care of the covered military member’s parent if the parent is incapable of self care;
 11. Financial and legal arrangements: to make or update financial or legal affairs to address the absence of a covered military member;
 12. Counseling: to attend counseling provided by someone other than a health care provider for oneself, for the covered military member, or child, legal ward, or stepchild of the covered military member;
 13. Rest and recuperation: to spend up to fifteen (15) calendar days for each period in which a covered military member is on a short-term rest leave during a period of deployment; or
 14. Post-deployment activities: to attend official ceremonies or programs sponsored by the military for up to 90 days after a covered military member’s active duty terminates or to address issues arising from the death of a covered military member while on active duty.

391.54 – When Spouses Work Together

If spouses are both employed by the Library, they are limited to a combined total of 12 weeks of leave within the applicable 12-month period if the leave is taken for birth of the employee's son or daughter or to care for the child after birth, for placement of a son or daughter with the employee for adoption or foster care or to care for the child after placement, or to care for the employee's parent with a serious health condition.

With respect to military caregiver leave, as described in section 391.52, spouses who are both employed by the Library are limited to a combined total of 26 weeks of leave within the applicable 12-month period if leave is taken for birth of the employee's son or daughter or to care for the child after birth, for placement of a son or daughter with the employee for

EXHIBIT 14

adoption or foster care or to care for the child after placement, to care for the employee's parent with a serious health condition, or to care for a covered service member with a serious injury or illness.

The spousal limitation does not apply if the reason for leave is the serious health condition of the employee or the employee's spouse or child.

391.55 – Notice of Need for FMLA Leave

If FMLA applies or is believed to possibly apply, the employee will be required, thereafter, to contact the Library's contracted FMLA administrator to complete a request for leave. The employee will be required to fill out prescribed forms requesting leave.

To avoid a delay in FMLA protection, the employee should give the Library thirty (30) days' advance notice before FMLA leave is to begin, if possible. Except for instances of active duty leave, an employee is not required to provide more than thirty (30) days' advance notice. In the case of active duty leave due to a qualifying exigency, as described above, notice should be provided as soon as practicable, regardless of how far in advance such leave is foreseeable.

If an employee fails to give the required notice with no reasonable excuse, FMLA coverage may be delayed for a period of time. This can result in discipline for absences taken prior to FMLA coverage commencing.

Employees should make every reasonable effort to schedule foreseeable medical treatments and appointments so as not to disrupt the ongoing operations of the Library.

Employees are required to follow normal call-in policies and/or procedures and notify the person an employee would normally notify of his/her FMLA absence. Failure to adhere to standard Library call-in procedures may result in discipline at the Library's sole discretion, as with any other type of leave. In addition, employees are required to report all FMLA time off to the Library's contracted FMLA administrator.

391.56 – Substitution of Paid Leave for Unpaid FMLA Leave

Employees must concurrently exhaust any sick time, short-term disability benefits, workers compensation benefits, accrued vacation time, or any other form of applicable paid leave for FMLA leave. All substituted paid leave that is being concurrently exhausted will be counted against an eligible employee's FMLA leave entitlement. Unpaid leave shall not commence until all available paid time earned has been exhausted.

391.57 – Intermittent FMLA Leave

Intermittent or reduced schedule leave is leave taken at varying times for the same qualifying condition. Intermittent leave or reduced schedule leave may be available if the need for leave is due to an employee's serious health condition or an employee's

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immediate family member's serious health condition and when the need for intermittent or reduced schedule leave is certified by a health care provider. Intermittent or reduced schedule leave is not available for the birth or placement of a child for adoption or foster care, unless the Library agrees. Military Caregiver Leave may be taken intermittently or on a reduced leave schedule when medically necessary. Active Duty Leave may also be taken on an intermittent or reduced leave schedule.

Employees who take foreseeable intermittent or reduced schedule leave must attempt to schedule their intermittent or reduced schedule leaves so as not to disrupt the operations of the Library and, in some instances, the Library may require employees taking foreseeable intermittent or reduced schedule leaves to transfer temporarily to an alternative position for which the employee is qualified and that better accommodates the employee's leave schedule. Pay will not be affected by a change to an alternate position. Time worked in the alternate position will not count towards the employee's FMLA leave entitlement.

Employees taking unforeseeable intermittent leaves must follow the Library's standard call-in procedures. Failure to adhere to standard Library call-in procedures may result in discipline, at the Library's sole discretion, as with any other type of leave.

391.58 – Documentation Supporting FMLA Leave

An employee requesting leave for a serious health condition must provide a completed FMLA Certification of Health Care Provider Form ("Certification") supporting the need for the leave. A request for reasonable documentation of family relationship verifying the legitimacy of a request for FMLA Leave may also be required.

The employee will have fifteen (15) days in which to return a completed Certification following the Library's request for the Certification. If the employee fails to provide timely Certification after being required to do so, covered leave may be delayed moving forward until the Certification form is submitted. Absences counted against the employee for a late Certification without notice of circumstances preventing the employee from submitting Certification on time will not be reversed. If an employee never returns the completed Certification, the FMLA will be denied and the absences will be unprotected. If the Certification is incomplete or insufficient, an employee will be given written notification of the information needed and will be given a period of seven (7) days to provide the necessary information.

In some circumstances, a second opinion, at the expense of the Library, related to the health condition may be required. If the original Certification and the second opinion differ, a third opinion, at the expense of the Library, may be required. The opinion of the third health care provider, which the Library and the employee jointly select, will be the final and binding decision.

A request for Active Duty Leave must be supported by the Certification of Qualifying Exigency for Military Family Leave form as well as appropriate documentation, including the covered military member's active duty orders.

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A request for Military Caregiver Leave must be supported by the Certification for Serious Injury or Illness of Covered Service member form or Certification for Serious Injury or Illness of a Veteran for Military Caregiver Leave form as well as any necessary supporting documentation.

Providing false information to the Library in an attempt to obtain FMLA leave will result in no FMLA protection, and it may also constitute a policy violation and result in discipline up to and including discharge.

Once the Library has received a complete and sufficient Certification form from the employee, the Library will advise the employee whether he or she has been approved or denied FMLA leave and, if possible, will advise how much FMLA is expected to be used according to the Certification provided.

391.59 – Recertification

In the following circumstances, the Library may, in its sole discretion, require recertification of the qualifying reason for FMLA: (1) where the employee needs more leave than the original certification provided; (2) where circumstances and facts cast doubt on the employee's need for FMLA; or (3) when the need for FMLA extends beyond 6 calendar months. In these situations, the employee will have fifteen (15) days in which to provide a completed Recertification form.

391.510 – Restoration To Position And Benefits

The Library will maintain group healthcare benefits while an employee is on FMLA leave. For all other benefits, they will be maintained similarly to others on similar forms of leave (paid/unpaid).

Employees are permitted to return from FMLA leave to whatever position they would have held had they not taken FMLA leave. Generally, this means employees returning from FMLA leave within 12 weeks will be returned to the job position they held when they went on leave, or a substantially similar one. If the employee would have lost his or her position even if he or she had not taken the leave, then there exists no reinstatement right. For example, if the employee's position is eliminated because of a reduction in force, then no reinstatement right exists.

If an eligible employee fails to pay his or her portion of the required premium payments for benefit coverage, and the Library elects to make the employee's portion of premium payments to keep benefit coverage in effect during a period of paid or unpaid FMLA leave for medical, vision, and dental benefits, and/or a period of unpaid FMLA leave for other benefits, the Library may recover the amount of the premium payment from the employee regardless of whether the employee returns to work. The Library may recover its own share of the premiums paid for maintaining an employee's medical, vision, and dental benefit coverage during any period of unpaid FMLA leave if the employee fails to return from leave

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after entitlement has expired, provided the employee's failure to return to work for a reason other than the continuation, recurrence, or onset of a serious health condition was unrelated to the qualifying reason the employee took FMLA leave.

391.511 – Return To Work

Employees on FMLA leave must periodically inform the Human Resources Department of their status and intent to return to work while on FMLA leave. Employees returning from FMLA leave must be able to assume all of the essential functions of their jobs upon return unless he or she has been granted an accommodation under the Americans with Disabilities Act or as otherwise required by state or federal law. The Library will provide time for the employee to learn of any changes or new technology implementations. As a condition to restoring an employee whose leave was based on the employee's own serious health condition, the employee may be required to provide certification from the employee's health care provider stating that the employee is able to resume work. If safety issues exist, the Library may require a return to work statement every thirty days.

391.512 – Failure To Return From Leave

Unless required otherwise by law, an employee granted a leave of absence under these provisions who fails to return to work upon expiration of the leave and who fails to secure an extension of leave per section 391.4 will not be protected and will be subject to dismissal.

391.513 – Key Employees

An employee who qualifies as a "key employee" may be denied restoration of employment after a period of FMLA leave if holding the employee's position would cause the Library grievous economy injury. A "key employee" is an employee who is salaried and is among the highest paid ten percent of the work force within 75 miles of the place where the employee reports to work. Upon requesting FMLA leave, an employee will be notified by the Library of his/her status as a "key employee" if there is a possibility that the Library may deny reinstatement after leave.

Be it resolved that the proposed revisions to the Human Resources Manual be approved by the Library Board of Trustees, to become effective immediately.

COMPENSATION PRACTICES – 300

Time Allowances with Pay – 390

(Change #214)

Authorized Leaves of Absence – 391

Leave of absence without pay may be granted to full-time employees for any of the following reasons: military duty, extended illness, maternity, family leave, family medical or critical personal circumstances, and military caregiver leave. Maternity leave is available for the time of medical disability. Leaves of absences occasionally may be granted to full-time employees (upon the recommendation of a department or agency head and with the approval of the Director and/or his/her designee) for special study or extended travel.

- 391.1 -** Requests for leave of absence should be made on **Request for Leave of Absence form #421**. This form should be forwarded to the Human Resources Department, after approval by the department or agency head, together with any supporting documentation.

Employees applying for leave under the Family & Medical Leave Act will be required to contact the Library's FMLA contracted administrator.

- 391.2 -** An unpaid leave of absence for any reason (including pregnancy and FMLA leave), shall not commence until all earned time allowances have been exhausted.
- 391.3 -** All employees returning on time from an authorized leave of absence shall report to the Human Resources Department for reinstatement. If the leave of absence was for an extended illness including maternity, a doctor's written authorization to return to work may be required. **(See Section 222)**.
- 391.4 -** Extension of a leave of absence must be approved by the Director or his/her designee at least five working days in advance of the original expiration date of existing approved leave. Failure to return within five working days after the expiration date of the existing approved leave without notifying the Human Resources Department will result in termination of employment.

Family and Medical Leave

391.5 - Under the Family and Medical Leave Act of 1993, as amended (FMLA), employees may be eligible for a period of job-protected unpaid leave for certain family and medical reasons as described below. To be eligible for FMLA leave under this Policy, an employee must have worked at the Library for at least 12 months and must have worked at least

1,250 hours during the 12-month period prior to the commencement date of any leave requested under this Policy. Eligibility will be determined as of the date the FMLA leave commences.

391.51 -- An eligible employee may take up to 12 weeks of unpaid leave during a rolling 12-month period (measured backward from the date an employee uses FMLA leave) for the following reasons:

1. the birth of the employee's child and to bond with the child; or for placement through adoption or foster care and to bond with the newly placed child. Such leave must be concluded no later than 12 months after the birth or placement of the child with the employee;
2. to care for an immediate family member (spouse, child under 18 years old or a child 18 and over who is incapable of self-care because of a disability, or parent) with a serious health condition as defined by the FMLA;
3. because of a serious health condition as defined by the FMLA, which renders the employee unable to perform the functions of his/her job; or
4. because of any qualifying exigency arising out of the fact that an employee's spouse, son (of any age), daughter (of any age) or parent, who is serving in any branch of the military (including the National Guard or Reserves), has been deployed or called to active duty in a foreign country ("Active Duty Leave").

391.52– Military Caregiver Leave

An employee also may be eligible for Military Caregiver Leave to care for a spouse, son (of any age), daughter (of any age), parent or next of kin who is: (1) a current member of the Armed Forces, including the National Guard or Reserves, and who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness, which is incurred in the line of duty (or for a pre-existing injury or illness that is aggravated in the line of duty) and that renders the service member medically unfit to perform the duties of his or her office, grade, rank or rating, or (2) a veteran who was a member of any branch of the Armed Forces, including the National Guard or Reserves, and who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness that occurred in the line of duty (or for a pre-existing injury or illness that was aggravated in the line of duty) at any time within 5 years preceding the treatment, recuperation or therapy. A covered service member incurs a serious illness or injury for purposes of this paragraph when one of the following occurs:

- a) The injury or illness makes him or her medically unfit to perform the duties of his or her office, grade, rank or rating.
- b) It causes the service member to have a VA Service Disability Rating of 50% or greater.

- c) He or she has a mental or physical condition that substantially impairs his or her ability to obtain gainful employment.
- d) The VA enrolls the employee in the Department of Veteran Affairs Program of Comprehensive Assistance for Family Caregivers.

Eligible employees are entitled to a total of 26 weeks of unpaid Military Caregiver Leave during a single 12-month period. This single 12-month period begins on the first day an eligible employee takes Military Caregiver Leave (as long as it is within 5 years of the covered service member's active duty) and ends 12 months after that date. Military Caregiver Leave applies on a per-covered service member, per-injury basis, so that an employee may be eligible to take more than one 26-week period of Military Caregiver Leave, but no more than 26 weeks of leave may be taken during any one 12-month period.

An eligible employee is entitled to a combined total of 26 workweeks of leave for all FMLA-qualifying reasons during the single 12-month period described above. For example, if an employee takes 10 weeks of FMLA leave due to his/her own serious health condition, the employee may take only 16 weeks of Military Caregiver Leave during that same 12-month period.

391.53 - Definitions

- A. A "serious health condition" as referred to above means an illness, injury, impairment, or physical or mental condition that involves:
 - 1. in-patient care (*i.e.*, an overnight stay) in a hospital or other medical care facility (including any period of incapacity or any subsequent treatment in connection with such in-patient care);
 - 2. a period of incapacity of more than three (3) consecutive full calendar days, and any subsequent treatment or period of incapacity relating to the same condition that also involves: (i) treatment two (2) or more times by a health care provider or under the supervision of a health care provider the first being within seven (7) days of the onset of the incapacity and the second being within thirty (30) days of the start of the incapacity, or (ii) treatment by a health care provider on at least one (1) occasion within seven (7) days of the start of the incapacity which results in a regimen of continuing treatment under the supervision of a health care provider;
 - 3. any period of incapacity or treatment due to pregnancy, or for prenatal care;
 - 4. any period of incapacity or treatment due to a chronic serious health condition requiring periodic visits of at least twice a year for treatment by a health care provider;

5. a period of incapacity or treatment that is permanent or long-term due to a condition for which treatment may not be effective, during which the employee (or family member) must be under the continuing supervision of, but need not be receiving active treatment by, a health care provider; or
 6. any period of absence to receive multiple treatments by a health care provider or under the supervision of a health care provider, either for restorative surgery after an accident or other injury, or for a condition that will likely result in a period of incapacity of more than three (3) consecutive calendar days in the absence of medical intervention or treatment.
- B. A “qualifying exigency” referenced above under “Active Duty Leave” refers to the following circumstances:
1. Short-notice deployment: to address issues arising when the notification of a call or order to active duty is seven (7) days or less;
 2. Military events and related activities: to attend official military events or family assistance programs or briefings;
 3. Childcare and school activities: for qualifying childcare and school related reasons for a child, legal ward or stepchild of a covered military member;
 4. Care of the covered military member’s parent if the parent is incapable of self care;
 5. Financial and legal arrangements: to make or update financial or legal affairs to address the absence of a covered military member;
 6. Counseling: to attend counseling provided by someone other than a health care provider for oneself, for the covered military member, or child, legal ward, or stepchild of the covered military member;
 7. Rest and recuperation: to spend up to fifteen (15) calendar days for each period in which a covered military member is on a short-term rest leave during a period of deployment; or
 8. Post-deployment activities: to attend official ceremonies or programs sponsored by the military for up to 90 days after a covered military member’s active duty terminates or to address issues arising from the death of a covered military member while on active duty.

391.54 – When Spouses Work Together

If spouses are both employed by the Library, they are limited to a combined total of 12 weeks of leave within the applicable 12-month period if the leave is taken for birth of the employee's son or daughter or to care for the child after birth, for placement of a son or daughter with the

employee for adoption or foster care or to care for the child after placement, or to care for the employee's parent with a serious health condition.

With respect to military caregiver leave, as described in section 391.52, spouses who are both employed by the Library are limited to a combined total of 26 weeks of leave within the applicable 12-month period if leave is taken for birth of the employee's son or daughter or to care for the child after birth, for placement of a son or daughter with the employee for adoption or foster care or to care for the child after placement, to care for the employee's parent with a serious health condition, or to care for a covered servicemember with a serious injury or illness.

The spousal limitation does not apply if the reason for leave is the serious health condition of the employee or the employee's spouse or child.

391.55 – Notice of Need for FMLA Leave

If FMLA applies or is believed to possibly apply, the employee will be required, thereafter, to contact the Library's contracted FMLA administrator to complete a request for leave. The employee will be required to fill out prescribed forms requesting leave.

To avoid a delay in FMLA protection, the employee should give the Library thirty (30) days' advance notice before FMLA leave is to begin, if possible. Except for instances of active duty leave, an employee is not required to provide more than thirty (30) days' advance notice. In the case of active duty leave due to a qualifying exigency, as described above, notice should be provided as soon as practicable, regardless of how far in advance such leave is foreseeable.

If an employee fails to give the required notice with no reasonable excuse, FMLA coverage may be delayed for a period of time. This can result in discipline for absences taken prior to FMLA coverage commencing.

Employees should make every reasonable effort to schedule foreseeable medical treatments and appointments so as not to disrupt the ongoing operations of the Library.

Employees are required to follow normal call-in policies and/or procedures and notify the person an employee would normally notify of his/her FMLA absence. Failure to adhere to standard Library call-in procedures may result in discipline at the Library's sole discretion, as with any other type of leave. In addition, employees are required to report all FMLA time off to the Library's contracted FMLA administrator.

391.56 – Substitution of Paid Leave for Unpaid FMLA Leave

Employees must concurrently exhaust any sick time, short-term disability benefits, workers compensation benefits, accrued vacation time, or any other form of applicable paid leave for FMLA leave. All substituted paid leave that is being concurrently exhausted will be counted against an eligible employee's FMLA leave entitlement. Unpaid leave shall not commence until all available paid time earned has been exhausted.

391.57 – Intermittent FMLA Leave

Intermittent or reduced schedule leave is leave taken at varying times for the same qualifying condition. Intermittent leave or reduced schedule leave may be available if the need for leave is due to an employee's serious health condition or an employee's immediate family member's serious health condition and when the need for intermittent or reduced schedule leave is certified by a health care provider. Intermittent or reduced schedule leave is not available for the birth or placement of a child for adoption or foster care, unless the Library agrees. Military Caregiver Leave may be taken intermittently or on a reduced leave schedule when medically necessary. Active Duty Leave may also be taken on an intermittent or reduced leave schedule.

Employees who take foreseeable intermittent or reduced schedule leave must attempt to schedule their intermittent or reduced schedule leaves so as not to disrupt the operations of the Library and, in some instances, the Library may require employees taking foreseeable intermittent or reduced schedule leaves to transfer temporarily to an alternative position for which the employee is qualified and that better accommodates the employee's leave schedule. Pay will not be affected by a change to an alternate position. Time worked in the alternate position will not count towards the employee's FMLA leave entitlement.

Employees taking unforeseeable intermittent leaves must follow the Library's standard call-in procedures. Failure to adhere to standard Library call-in procedures may result in discipline, at the Library's sole discretion, as with any other type of leave.

391.58 – Documentation Supporting FMLA Leave

An employee requesting leave for a serious health condition must provide a completed FMLA Certification of Health Care Provider Form ("Certification") supporting the need for the leave. A request for reasonable documentation of family relationship verifying the legitimacy of a request for FMLA Leave may also be required.

The employee will have fifteen (15) days in which to return a completed Certification following the Library's request for the Certification. If the employee fails to provide timely Certification after being required to do so, covered leave may be delayed moving forward until the Certification form is submitted. Absences counted against the employee for a late Certification without notice of circumstances preventing the employee from submitting Certification on time will not be reversed. If an employee never returns the completed Certification, the FMLA will be denied and the absences will be unprotected. If the Certification is incomplete or insufficient, an employee will be given written notification of the information needed and will be given a period of seven (7) days to provide the necessary information.

In some circumstances, a second opinion, at the expense of the Library, related to the health condition may be required. If the original Certification and the second opinion differ, a third opinion, at the expense of the Library, may be required. The opinion of the third health care provider, which the Library and the employee jointly select, will be the final and binding decision.

A request for Active Duty Leave must be supported by the Certification of Qualifying Exigency for Military Family Leave form as well as appropriate documentation, including the covered military member's active duty orders.

A request for Military Caregiver Leave must be supported by the Certification for Serious Injury or Illness of Covered Servicemember form or Certification for Serious Injury or Illness of a Veteran for Military Caregiver Leave form as well as any necessary supporting documentation.

Providing false information to the Library in an attempt to obtain FMLA leave will result in no FMLA protection, and it may also constitute a policy violation and result in discipline up to and including discharge.

Once the Library has received a complete and sufficient Certification form from the employee, the Library will advise the employee whether he or she has been approved or denied FMLA leave and, if possible, will advise how much FMLA is expected to be used according to the Certification provided.

391.59 – Recertification

In the following circumstances, the Library may, in its sole discretion, require recertification of the qualifying reason for FMLA: (1) where the employee needs more leave than the original certification provided; (2) where circumstances and facts cast doubt on the employee's need for FMLA; or (3) when the need for FMLA extends beyond 6 calendar months. In these situations, the employee will have fifteen (15) days in which to provide a completed Recertification form.

391.510 – Restoration To Position And Benefits

The Library will maintain group healthcare benefits while an employee is on FMLA leave. For all other benefits, they will be maintained similarly to others on similar forms of leave (paid/unpaid).

Employees are permitted to return from FMLA leave to whatever position they would have held had they not taken FMLA leave. Generally, this means employees returning from FMLA leave within 12 weeks will be returned to the job position they held when they went on leave, or a substantially similar one. If the employee would have lost his or her position even if he or she had not taken the leave, then there exists no reinstatement right. For example, if the employee's position is eliminated because of a reduction in force, then no reinstatement right exists.

If an eligible employee fails to pay his or her portion of the required premium payments for benefit coverage, and the Library elects to make the employee's portion of premium payments to keep benefit coverage in effect during a period of paid or unpaid FMLA leave for medical, vision, and dental benefits, and/or a period of unpaid FMLA leave for other benefits, the Library may recover the amount of the premium payment from the employee regardless of whether the employee returns to work. The Library may recover its own share of the premiums paid for maintaining an employee's medical, vision, and dental benefit coverage during any period of unpaid FMLA leave if the employee fails to return from leave after entitlement has expired,

provided the employee's failure to return to work for a reason other than the continuation, recurrence, or onset of a serious health condition was unrelated to the qualifying reason the employee took FMLA leave.

391.511 – Return To Work

Employees on FMLA leave must periodically inform the Human Resources Department of their status and intent to return to work while on FMLA leave. Employees returning from FMLA leave must be able to assume all of the essential functions of their jobs upon return unless he or she has been granted an accommodation under the Americans with Disabilities Act or as otherwise required by state or federal law. The Library will provide time for the employee to learn of any changes or new technology implementations. As a condition to restoring an employee whose leave was based on the employee's own serious health condition, the employee may be required to provide certification from the employee's health care provider stating that the employee is able to resume work. If safety issues exist, the Library may require a return to work statement every thirty days.

391.512 – Failure To Return From Leave

Unless required otherwise by law, an employee granted a leave of absence under these provisions who fails to return to work upon expiration of the leave and who fails to secure an extension of leave per section 391.4 will not be protected and will be subject to dismissal.

391.513 – Key Employees

An employee who qualifies as a "key employee" may be denied restoration of employment after a period of FMLA leave if holding the employee's position would cause the Library grievous economy injury. A "key employee" is an employee who is salaried and is among the highest paid ten percent of the work force within 75 miles of the place where the employee reports to work. Upon requesting FMLA leave, an employee will be notified by the Library of his/her status as a "key employee" if there is a possibility that the Library may deny reinstatement after leave.

2016 Salary Tables

The 2016 Salary Tables are submitted to document the general salary increases effective December 27, 2015 as approved by the following Board Resolutions:

1. RESOLUTION ACCEPTING FINDINGS AND RECOMMENDATIONS OF FACT FINDER, September 24, 2014 and (for SEIU, District 1199);
2. RESOLUTION FOR RATIFICATION OF AGREEMENT WITH CITY, COUNTY, WASTE PAPER DRIVERS UNION LOCAL 244 AND TO EXTEND LOCAL 244 WAGE AND BENEFITS PACKAGE TO NONUNION EMPLOYEES, October 16, 2014



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SALARY TABLES

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	DIRE	DIRECTOR/D X	DIRECTOR	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	90.2347	676.7602	6,767.60	175,957.65

12/27/2015	NGPN	NON UN PAG Z	PAGES PT	H HOURLY	B BIWEEKLY	01	26.0000	.00	.00	.00	.00	.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	9.7577	0.0000	0.00	0.00
02	0.0000	10.2375	0.0000	0.00	0.00

12/27/2015	NGRN	NON UN PAG Z	PAGES	H HOURLY	B BIWEEKLY	02	26.0000	.00	30.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	9.7577	29.2730	292.73	7,610.98
02	0.0000	10.2375	30.7130	307.13	7,985.38

12/27/2015	NSFE	NON UN SPS J	NON UNSPS FT E A	ANNUAL	B BIWEEKLY	11	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	29.8960	239.1680	2,391.68	62,183.69
02	0.0000	31.0921	248.7369	2,487.37	64,671.60
03	0.0000	32.3355	258.6844	2,586.84	67,257.95
04	0.0000	33.6290	269.0318	2,690.32	69,948.27
05	0.0000	34.9741	279.7930	2,797.93	72,746.17
06	0.0000	36.3730	290.9838	2,909.84	75,655.80
07	0.0000	37.1008	296.8065	2,968.06	77,169.68
08	0.0000	37.8428	302.7421	3,027.42	78,712.94
09	0.0000	38.5994	308.7950	3,087.95	80,286.70
10	0.0000	39.3718	314.9738	3,149.74	81,893.18
11	0.0000	40.1588	321.2699	3,212.70	83,530.17
12	0.0000	40.9621	327.6972	3,276.97	85,201.26
13	0.0000	47.2634	378.1074	3,781.07	98,307.92



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SALARY TABLES

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NSFN NON UN SPS F		NON UN SPS FTN	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	22.4241	179.3930	1,793.93	46,642.18
02	0.0000	23.3210	186.5680	1,865.68	48,507.68
03	0.0000	24.2540	194.0320	1,940.32	50,448.32
04	0.0000	25.2240	201.7920	2,017.92	52,465.92
05	0.0000	26.2329	209.8630	2,098.63	54,564.38
06	0.0000	27.2825	218.2600	2,182.60	56,747.60
07	0.0000	27.8278	222.6220	2,226.22	57,881.72
08	0.0000	28.3843	227.0740	2,270.74	59,039.24
09	0.0000	28.9522	231.6180	2,316.18	60,220.68
10	0.0000	29.5313	236.2500	2,362.50	61,425.00
11	0.0000	30.1218	240.9740	2,409.74	62,653.24
12	0.0000	30.7241	245.7930	2,457.93	63,906.18
13	0.0000	31.2728	250.1820	2,501.82	65,047.32

12/27/2015	NUFE NON UN FUL H		NON UN FT E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	27.0777	203.0828	2,030.83	52,801.54
02	0.0000	28.1604	211.2025	2,112.03	54,912.65
03	0.0000	29.2871	219.6527	2,196.53	57,109.71
04	0.0000	30.4584	228.4378	2,284.38	59,393.83
05	0.0000	31.6768	237.5759	2,375.76	61,769.73
06	0.0000	32.9439	247.0787	2,470.79	64,240.45
07	0.0000	33.6024	252.0182	2,520.18	65,524.74
08	0.0000	34.2748	257.0614	2,570.61	66,835.96
09	0.0000	34.9600	262.2003	2,622.00	68,172.09
10	0.0000	35.6592	267.4439	2,674.44	69,535.41
11	0.0000	36.3727	272.7952	2,727.95	70,926.74
12	0.0000	37.1003	278.2519	2,782.52	72,345.50
13	0.0000	38.6027	289.5199	2,895.20	75,275.17



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUFE NON UN FUL	I	NON UN FT E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	30.1996	226.4970	2,264.97	58,889.21
02	0.0000	31.4076	235.5572	2,355.57	61,244.87
03	0.0000	32.6637	244.9778	2,449.78	63,694.24
04	0.0000	33.9703	254.7771	2,547.77	66,242.04
05	0.0000	35.3291	264.9677	2,649.68	68,891.60
06	0.0000	36.7424	275.5678	2,755.68	71,647.63
07	0.0000	37.4775	281.0812	2,810.81	73,081.10
08	0.0000	38.2269	286.7022	2,867.02	74,542.57
09	0.0000	38.9911	292.4330	2,924.33	76,032.59
10	0.0000	39.7715	298.2855	2,982.86	77,554.24
11	0.0000	40.5669	304.2521	3,042.52	79,105.55
12	0.0000	41.3780	310.3349	3,103.35	80,687.08

12/27/2015	NUFE NON UN FUL	J	NON UN FT E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	31.8891	239.1680	2,391.68	62,183.69
02	0.0000	33.1649	248.7369	2,487.37	64,671.60
03	0.0000	34.4912	258.6844	2,586.84	67,257.95
04	0.0000	35.8709	269.0318	2,690.32	69,948.27
05	0.0000	37.3057	279.7930	2,797.93	72,746.17
06	0.0000	38.7979	290.9838	2,909.84	75,655.80
07	0.0000	39.5741	296.8065	2,968.06	77,169.68
08	0.0000	40.3656	302.7421	3,027.42	78,712.94
09	0.0000	41.1727	308.7950	3,087.95	80,286.70
10	0.0000	41.9965	314.9738	3,149.74	81,893.18
11	0.0000	42.8360	321.2699	3,212.70	83,530.17
12	0.0000	43.6929	327.6972	3,276.97	85,201.26
13	0.0000	50.4143	378.1074	3,781.07	98,307.92



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUFE NON UN FUL K		NON UN FT E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	35.8837	269.1277	2,691.28	69,973.21
02	0.0000	37.3191	279.8932	2,798.93	72,772.22
03	0.0000	38.8117	291.0884	2,910.88	75,682.98
04	0.0000	40.3645	302.7335	3,027.34	78,710.71
05	0.0000	41.9791	314.8426	3,148.43	81,859.08
06	0.0000	43.6581	327.4358	3,274.36	85,133.32
07	0.0000	44.5313	333.9847	3,339.85	86,836.02
08	0.0000	45.4219	340.6636	3,406.64	88,572.54
09	0.0000	46.3304	347.4780	3,474.78	90,344.27
10	0.0000	47.2571	354.4278	3,544.28	92,151.22
11	0.0000	48.2020	361.5152	3,615.15	93,993.94
12	0.0000	49.1657	368.7433	3,687.43	95,873.25
13	0.0000	49.3789	370.3416	3,703.42	96,288.82
14	0.0000	50.0447	375.3352	3,753.35	97,587.16

12/27/2015	NUFE NON UN FUL L		NON UN FT E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	40.6244	304.6830	3,046.83	79,217.57
02	0.0000	42.2495	316.8710	3,168.71	82,386.45
03	0.0000	43.9395	329.5463	3,295.46	85,682.03
04	0.0000	45.6968	342.7260	3,427.26	89,108.77
05	0.0000	47.5245	356.4337	3,564.34	92,672.75
06	0.0000	49.4257	370.6926	3,706.93	96,380.08
07	0.0000	50.4143	378.1074	3,781.07	98,307.92
08	0.0000	51.4227	385.6704	3,856.70	100,274.30
09	0.0000	52.4508	393.3805	3,933.81	102,278.94
10	0.0000	53.4996	401.2474	4,012.47	104,324.33
11	0.0000	54.5701	409.2764	4,092.76	106,411.87
12	0.0000	55.6615	417.4611	4,174.61	108,539.89
13	0.0000	62.6448	469.8357	4,698.36	122,157.27



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SALARY TABLES

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUFE NON UN FUL M		NON UN FT E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	49.6368	372.2763	3,722.76	96,791.83
02	0.0000	51.6223	387.1665	3,871.67	100,663.30
03	0.0000	53.6871	402.6530	4,026.53	104,689.77
04	0.0000	55.8349	418.7622	4,187.62	108,878.17
05	0.0000	58.0680	435.5101	4,355.10	113,232.63
06	0.0000	60.3911	452.9331	4,529.33	117,762.61
07	0.0000	61.5985	461.9891	4,619.89	120,117.16
08	0.0000	62.8308	471.2306	4,712.31	122,519.95
09	0.0000	64.0873	480.6555	4,806.55	124,970.43
10	0.0000	65.3691	490.2682	4,902.68	127,469.72
11	0.0000	66.6763	500.0717	5,000.72	130,018.63
12	0.0000	68.0101	510.0757	5,100.76	132,619.67

12/27/2015	NUFE NON UN FUL N		NON UN FTE	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	57.0499	427.8735	4,278.74	111,247.12
02	0.0000	59.3316	444.9873	4,449.87	115,696.70
03	0.0000	61.7047	462.7846	4,627.85	120,324.00
04	0.0000	64.1727	481.2954	4,812.95	125,136.80
05	0.0000	66.7400	500.5505	5,005.50	130,143.12
06	0.0000	69.4095	520.5712	5,205.71	135,348.52
07	0.0000	70.7979	530.9837	5,309.84	138,055.75
08	0.0000	72.2135	541.6008	5,416.01	140,816.22
09	0.0000	73.6581	552.4356	5,524.36	143,633.25
10	0.0000	75.1313	563.4847	5,634.85	146,506.01
11	0.0000	76.6339	574.7544	5,747.54	149,436.15
12	0.0000	78.1661	586.2461	5,862.46	152,423.99

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUFE NON UN FUL O		NON UN FT E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	61.0913	458.1852	4,581.85	119,128.14
02	0.0000	63.5352	476.5135	4,765.14	123,893.52
03	0.0000	66.0763	495.5725	4,955.72	128,848.84
04	0.0000	68.7196	515.3970	5,153.97	134,003.23
05	0.0000	71.4685	536.0139	5,360.14	139,363.62
06	0.0000	74.3271	557.4530	5,574.53	144,937.79
07	0.0000	75.8135	568.6013	5,686.01	147,836.33
08	0.0000	77.3301	579.9756	5,799.76	150,793.65
09	0.0000	78.8763	591.5718	5,915.72	153,808.66
10	0.0000	80.4539	603.4036	6,034.04	156,884.93
11	0.0000	82.0632	615.4743	6,154.74	160,023.31
12	0.0000	83.7045	627.7838	6,277.84	163,223.80

12/27/2015	NUFN NON UN FUL B		NON UN FT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	26.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	16.4168	1,231.2600	1,231.26	32,012.76
02	0.0000	17.0736	1,280.5200	1,280.52	33,293.52
03	0.0000	17.7565	1,331.7400	1,331.74	34,625.24
04	0.0000	18.4667	1,385.0000	1,385.00	36,010.00
05	0.0000	19.2052	1,440.3900	1,440.39	37,450.14
06	0.0000	19.9734	1,498.0100	1,498.01	38,948.26
07	0.0000	20.3731	1,527.9800	1,527.98	39,727.48
08	0.0000	20.7803	1,558.5200	1,558.52	40,521.52
09	0.0000	21.1964	1,589.7300	1,589.73	41,332.98
10	0.0000	21.6199	1,621.4900	1,621.49	42,158.74
11	0.0000	22.0527	1,653.9500	1,653.95	43,002.70
12	0.0000	22.4937	1,687.0300	1,687.03	43,862.78



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUFN NON UN FUL D		NON UN FT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	18.9476	142.1070	1,421.07	36,947.82
02	0.0000	19.7053	147.7900	1,477.90	38,425.40
03	0.0000	20.4937	153.7030	1,537.03	39,962.78
04	0.0000	21.3135	159.8510	1,598.51	41,561.26
05	0.0000	22.1658	166.2440	1,662.44	43,223.44
06	0.0000	23.0524	172.8930	1,728.93	44,952.18
07	0.0000	23.5136	176.3520	1,763.52	45,851.52
08	0.0000	23.9841	179.8810	1,798.81	46,769.06
09	0.0000	24.4634	183.4760	1,834.76	47,703.76
10	0.0000	24.9530	187.1480	1,871.48	48,658.48
11	0.0000	25.4519	190.8890	1,908.89	49,631.14
12	0.0000	25.9608	194.7060	1,947.06	50,623.56
13	0.0000	26.4247	198.1850	1,981.85	51,528.10
14	0.0000	42.5319	318.9890	3,189.89	82,937.14

12/27/2015	NUFN NON UN FUL E		NON UN FT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	20.5484	154.1130	1,541.13	40,069.38
02	0.0000	21.3704	160.2780	1,602.78	41,672.28
03	0.0000	22.2250	166.6880	1,666.88	43,338.88
04	0.0000	23.1139	173.3540	1,733.54	45,072.04
05	0.0000	24.0387	180.2900	1,802.90	46,875.40
06	0.0000	25.0001	187.5010	1,875.01	48,750.26
07	0.0000	25.5001	191.2510	1,912.51	49,725.26
08	0.0000	26.0102	195.0770	1,950.77	50,720.02
09	0.0000	26.5306	198.9800	1,989.80	51,734.80
10	0.0000	27.0608	202.9560	2,029.56	52,768.56
11	0.0000	27.6021	207.0160	2,070.16	53,824.16
12	0.0000	28.1545	211.1590	2,111.59	54,901.34
13	0.0000	28.6575	214.9310	2,149.31	55,882.06
14	0.0000	29.4776	221.0820	2,210.82	57,481.32



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUFN NON UN FUL F		NON UN FT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	22.4241	168.1810	1,681.81	43,727.06
02	0.0000	23.3210	174.9080	1,749.08	45,476.08
03	0.0000	24.2540	181.9050	1,819.05	47,295.30
04	0.0000	25.2240	189.1800	1,891.80	49,186.80
05	0.0000	26.2329	196.7470	1,967.47	51,154.22
06	0.0000	27.2825	204.6190	2,046.19	53,200.94
07	0.0000	27.8278	208.7090	2,087.09	54,264.34
08	0.0000	28.3843	212.8820	2,128.82	55,349.32
09	0.0000	28.9522	217.1420	2,171.42	56,456.92
10	0.0000	29.5313	221.4850	2,214.85	57,586.10
11	0.0000	30.1218	225.9140	2,259.14	58,737.64
12	0.0000	30.7241	230.4310	2,304.31	59,912.06
13	0.0000	31.2728	234.5460	2,345.46	60,981.96

12/27/2015	NUFN NON UN FUL G		NON UN FT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	25.6447	192.3350	1,923.35	50,007.10
02	0.0000	26.6704	200.0280	2,000.28	52,007.28
03	0.0000	27.7373	208.0300	2,080.30	54,087.80
04	0.0000	28.8467	216.3500	2,163.50	56,251.00
05	0.0000	30.0006	225.0050	2,250.05	58,501.30
06	0.0000	31.2006	234.0050	2,340.05	60,841.30
07	0.0000	31.8247	238.6850	2,386.85	62,058.10
08	0.0000	32.4612	243.4590	2,434.59	63,299.34
09	0.0000	33.1104	248.3280	2,483.28	64,565.28
10	0.0000	33.7724	253.2930	2,532.93	65,856.18
11	0.0000	34.4478	258.3590	2,583.59	67,173.34
12	0.0000	35.1370	263.5280	2,635.28	68,517.28
13	0.0000	35.7645	268.2340	2,682.34	69,740.84



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUPN NON UN PAR A	A	NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	15.4283	61.7130	617.13	16,045.38
02	0.0000	16.0455	64.1820	641.82	16,687.32
03	0.0000	16.6872	66.7490	667.49	17,354.74
04	0.0000	17.3544	69.4180	694.18	18,048.68
05	0.0000	18.0489	72.1960	721.96	18,770.96
06	0.0000	18.7706	75.0820	750.82	19,521.32
07	0.0000	19.1461	76.5840	765.84	19,911.84
08	0.0000	19.5290	78.1160	781.16	20,310.16
09	0.0000	19.9201	79.6800	796.80	20,716.80
10	0.0000	20.3181	81.2720	812.72	21,130.72
11	0.0000	20.7247	82.8990	828.99	21,553.74
12	0.0000	21.1390	84.5560	845.56	21,984.56

12/27/2015	NUPN NON UN PAR B		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	26.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	16.4168	1,231.2600	1,231.26	32,012.76
02	0.0000	17.0736	1,280.5200	1,280.52	33,293.52
03	0.0000	17.7565	1,331.7400	1,331.74	34,625.24
04	0.0000	18.4667	1,385.0000	1,385.00	36,010.00
05	0.0000	19.2052	1,440.3900	1,440.39	37,450.14
06	0.0000	19.9734	1,498.0100	1,498.01	38,948.26
07	0.0000	20.3731	1,527.9800	1,527.98	39,727.48
08	0.0000	20.7803	1,558.5200	1,558.52	40,521.52
09	0.0000	21.1964	1,589.7300	1,589.73	41,332.98
10	0.0000	21.6199	1,621.4900	1,621.49	42,158.74
11	0.0000	22.0527	1,653.9500	1,653.95	43,002.70
12	0.0000	22.4937	1,687.0300	1,687.03	43,862.78





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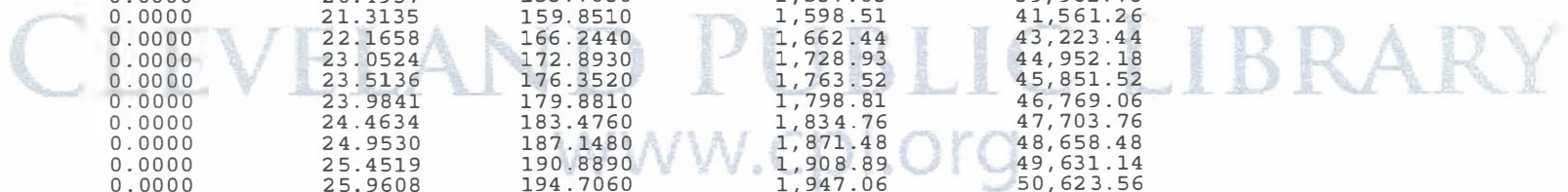
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUPN NON UN PAR C		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	17.5812	131.8590	1,318.59	34,283.34
02	0.0000	18.2844	137.1330	1,371.33	35,654.58
03	0.0000	19.0161	142.6210	1,426.21	37,081.46
04	0.0000	19.7767	148.3250	1,483.25	38,564.50
05	0.0000	20.5674	154.2560	1,542.56	40,106.56
06	0.0000	21.3902	160.4270	1,604.27	41,711.02
07	0.0000	21.8184	163.6380	1,636.38	42,545.88
08	0.0000	22.2546	166.9100	1,669.10	43,396.60
09	0.0000	22.6995	170.2460	1,702.46	44,263.96
10	0.0000	23.1533	173.6500	1,736.50	45,149.00
11	0.0000	23.6168	177.1260	1,771.26	46,052.76
12	0.0000	24.0892	180.6690	1,806.69	46,973.94

12/27/2015	NUPN NON UN PAR D		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	18.9476	142.1070	1,421.07	36,947.82
02	0.0000	19.7053	147.7900	1,477.90	38,425.40
03	0.0000	20.4937	153.7030	1,537.03	39,962.78
04	0.0000	21.3135	159.8510	1,598.51	41,561.26
05	0.0000	22.1658	166.2440	1,662.44	43,223.44
06	0.0000	23.0524	172.8930	1,728.93	44,952.18
07	0.0000	23.5136	176.3520	1,763.52	45,851.52
08	0.0000	23.9841	179.8810	1,798.81	46,769.06
09	0.0000	24.4634	183.4760	1,834.76	47,703.76
10	0.0000	24.9530	187.1480	1,871.48	48,658.48
11	0.0000	25.4519	190.8890	1,908.89	49,631.14
12	0.0000	25.9608	194.7060	1,947.06	50,623.56





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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUPN NON UN PAR E		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	20.5484	154.1130	1,541.13	40,069.38
02	0.0000	21.3704	160.2780	1,602.78	41,672.28
03	0.0000	22.2250	166.6880	1,666.88	43,338.88
04	0.0000	23.1139	173.3540	1,733.54	45,072.04
05	0.0000	24.0387	180.2900	1,802.90	46,875.40
06	0.0000	25.0001	187.5010	1,875.01	48,750.26
07	0.0000	25.5001	191.2510	1,912.51	49,725.26
08	0.0000	26.0102	195.0770	1,950.77	50,720.02
09	0.0000	26.5306	198.9800	1,989.80	51,734.80
10	0.0000	27.0608	202.9560	2,029.56	52,768.56
11	0.0000	27.6021	207.0160	2,070.16	53,824.16
12	0.0000	28.1545	211.1590	2,111.59	54,901.34

12/27/2015	NUPN NON UN PAR F		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	22.4241	168.1810	1,681.81	43,727.06
02	0.0000	23.3210	174.9080	1,749.08	45,476.08
03	0.0000	24.2540	181.9050	1,819.05	47,295.30
04	0.0000	25.2240	189.1800	1,891.80	49,186.80
05	0.0000	26.2329	196.7470	1,967.47	51,154.22
06	0.0000	27.2825	204.6190	2,046.19	53,200.94
07	0.0000	27.8278	208.7090	2,087.09	54,264.34
08	0.0000	28.3843	212.8820	2,128.82	55,349.32
09	0.0000	28.9522	217.1420	2,171.42	56,456.92
10	0.0000	29.5313	221.4850	2,214.85	57,586.10
11	0.0000	30.1218	225.9140	2,259.14	58,737.64
12	0.0000	30.7241	230.4310	2,304.31	59,912.06



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUPN NON UN PAR G		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	25.6447	192.3350	1,923.35	50,007.10
02	0.0000	26.6704	200.0280	2,000.28	52,007.28
03	0.0000	27.7373	208.0300	2,080.30	54,087.80
04	0.0000	28.8467	216.3500	2,163.50	56,251.00
05	0.0000	30.0006	225.0050	2,250.05	58,501.30
06	0.0000	31.2006	234.0050	2,340.05	60,841.30
07	0.0000	31.8247	238.6850	2,386.85	62,058.10
08	0.0000	32.4612	243.4590	2,434.59	63,299.34
09	0.0000	33.1104	248.3280	2,483.28	64,565.28
10	0.0000	33.7724	253.2930	2,532.93	65,856.18
11	0.0000	34.4478	258.3590	2,583.59	67,173.34
12	0.0000	35.1370	263.5280	2,635.28	68,517.28

12/27/2015	NUPN NON UN PAR H		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	27.0777	203.0830	2,030.83	52,801.58
02	0.0000	28.1603	211.2020	2,112.02	54,912.52
03	0.0000	29.2871	219.6530	2,196.53	57,109.78
04	0.0000	30.4584	228.4380	2,284.38	59,393.88
05	0.0000	31.6768	237.5760	2,375.76	61,769.76
06	0.0000	32.9438	247.0790	2,470.79	64,240.54
07	0.0000	33.6025	252.0190	2,520.19	65,524.94
08	0.0000	34.2749	257.0620	2,570.62	66,836.12
09	0.0000	34.9601	262.2010	2,622.01	68,172.26
10	0.0000	35.6591	267.4430	2,674.43	69,535.18
11	0.0000	36.3727	272.7950	2,727.95	70,926.70
12	0.0000	37.1003	278.2520	2,782.52	72,345.52





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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUPN NON UN PAR I		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	30.1996	226.4970	2,264.97	58,889.22
02	0.0000	31.4075	235.5560	2,355.56	61,244.56
03	0.0000	32.6637	244.9780	2,449.78	63,694.28
04	0.0000	33.9702	254.7770	2,547.77	66,242.02
05	0.0000	35.3290	264.9680	2,649.68	68,891.68
06	0.0000	36.7425	275.5690	2,755.69	71,647.94
07	0.0000	37.4775	281.0810	2,810.81	73,081.06
08	0.0000	38.2270	286.7030	2,867.03	74,542.78
09	0.0000	38.9911	292.4330	2,924.33	76,032.58
10	0.0000	39.7714	298.2860	2,982.86	77,554.36
11	0.0000	40.5669	304.2520	3,042.52	79,105.52
12	0.0000	41.3779	310.3340	3,103.34	80,686.84

12/27/2015	NUPN NON UN PAR J		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	31.8891	239.1680	2,391.68	62,183.68
02	0.0000	33.1649	248.7370	2,487.37	64,671.62
03	0.0000	34.4913	258.6850	2,586.85	67,258.10
04	0.0000	35.8709	269.0320	2,690.32	69,948.32
05	0.0000	37.3057	279.7930	2,797.93	72,746.18
06	0.0000	38.7978	290.9840	2,909.84	75,655.84
07	0.0000	39.5741	296.8060	2,968.06	77,169.56
08	0.0000	40.3656	302.7420	3,027.42	78,712.92
09	0.0000	41.1727	308.7950	3,087.95	80,286.70
10	0.0000	41.9965	314.9740	3,149.74	81,893.24
11	0.0000	42.8360	321.2700	3,212.70	83,530.20
12	0.0000	43.6929	327.6970	3,276.97	85,201.22
13	0.0000	50.4143	378.1070	3,781.07	98,307.82



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NUPN NON UN PAR K		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	35.8837	269.1280	2,691.28	69,973.28
02	0.0000	37.3191	279.8930	2,798.93	72,772.18
03	0.0000	38.8118	291.0890	2,910.89	75,683.14
04	0.0000	40.3645	302.7340	3,027.34	78,710.84
05	0.0000	41.9790	314.8430	3,148.43	81,859.18
06	0.0000	43.6581	327.4360	3,274.36	85,133.36
07	0.0000	44.5313	333.9850	3,339.85	86,836.10
08	0.0000	45.4219	340.6640	3,406.64	88,572.64
09	0.0000	46.3304	347.4780	3,474.78	90,344.28
10	0.0000	47.2570	354.4280	3,544.28	92,151.28
11	0.0000	48.2021	361.5160	3,615.16	93,994.16
12	0.0000	49.1658	368.7440	3,687.44	95,873.44

12/27/2015	NUPN NON UN PAR L		NON UN PT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	40.6243	304.6820	3,046.82	79,217.32
02	0.0000	42.2495	316.8710	3,168.71	82,386.46
03	0.0000	43.9395	329.5460	3,295.46	85,681.96
04	0.0000	45.6969	342.7270	3,427.27	89,109.02
05	0.0000	47.5244	356.4330	3,564.33	92,672.58
06	0.0000	49.4257	370.6930	3,706.93	96,380.18
07	0.0000	50.4143	378.1070	3,781.07	98,307.82
08	0.0000	51.4227	385.6700	3,856.70	100,274.20
09	0.0000	52.4508	393.3810	3,933.81	102,279.06
10	0.0000	53.4997	401.2480	4,012.48	104,324.48
11	0.0000	54.5702	409.2770	4,092.77	106,412.02
12	0.0000	55.6615	417.4610	4,174.61	108,539.86



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NURE NON UN PAR K		NON UN PT R E	A ANNUAL	B BIWEEKLY	11	26.0000	7.50	40.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	67.2820	269.1277	2,691.28	69,973.21
02	0.0000	69.9733	279.8932	2,798.93	72,772.22
03	0.0000	72.7720	291.0884	2,910.88	75,682.98
04	0.0000	75.6835	302.7335	3,027.34	78,710.71
05	0.0000	78.7108	314.8426	3,148.43	81,859.08
06	0.0000	81.8590	327.4358	3,274.36	85,133.32
07	0.0000	83.4963	333.9847	3,339.85	86,836.02
08	0.0000	85.1660	340.6636	3,406.64	88,572.54
09	0.0000	86.8695	347.4780	3,474.78	90,344.27
10	0.0000	88.6070	354.4278	3,544.28	92,151.22
11	0.0000	90.3788	361.5152	3,615.15	93,993.94
12	0.0000	92.1858	368.7433	3,687.43	95,873.25

12/27/2015	NURN NON UN PAR G		NON UN PTRN	H HOURLY	B BIWEEKLY	02	26.0000	6.00	60.00	10.00	1560.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	25.6447	153.8680	1,538.68	40,005.68
02	0.0000	26.6704	160.0220	1,600.22	41,605.72
03	0.0000	27.7373	166.4240	1,664.24	43,270.24
04	0.0000	28.8467	173.0800	1,730.80	45,000.80
05	0.0000	30.0006	180.0040	1,800.04	46,801.04
06	0.0000	31.2006	187.2040	1,872.04	48,673.04
07	0.0000	31.8247	190.9480	1,909.48	49,646.48
08	0.0000	32.4612	194.7670	1,947.67	50,639.42
09	0.0000	33.1104	198.6620	1,986.62	51,652.12
10	0.0000	33.7724	202.6340	2,026.34	52,684.84
11	0.0000	34.4478	206.6870	2,066.87	53,738.62
12	0.0000	35.1370	210.8220	2,108.22	54,813.72



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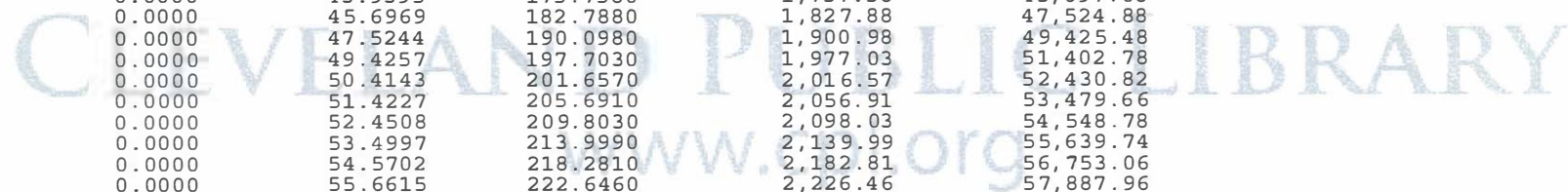
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	NURN NON UN PAR K		NON UN PT R N	A ANNUAL	B BIWEEKLY	11	26.0000	6.00	40.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	67.2820	269.1277	2,691.28	69,973.21
02	0.0000	69.9733	279.8932	2,798.93	72,772.22
03	0.0000	72.7720	291.0884	2,910.88	75,682.98
04	0.0000	75.6835	302.7335	3,027.34	78,710.71
05	0.0000	78.7108	314.8426	3,148.43	81,859.08
06	0.0000	81.8590	327.4358	3,274.36	85,133.32
07	0.0000	83.4963	333.9847	3,339.85	86,836.02
08	0.0000	85.1660	340.6636	3,406.64	88,572.54
09	0.0000	86.8695	347.4780	3,474.78	90,344.27
10	0.0000	88.6070	354.4278	3,544.28	92,151.22
11	0.0000	90.3788	361.5152	3,615.15	93,993.94
12	0.0000	92.1858	368.7433	3,687.43	95,873.25

12/27/2015	NURN NON UN PAR L		NON UN FT E	H HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
Change was made by 2.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	40.6243	162.4970	1,624.97	42,249.22
02	0.0000	42.2495	168.9980	1,689.98	43,939.48
03	0.0000	43.9395	175.7580	1,757.58	45,697.08
04	0.0000	45.6969	182.7880	1,827.88	47,524.88
05	0.0000	47.5244	190.0980	1,900.98	49,425.48
06	0.0000	49.4257	197.7030	1,977.03	51,402.78
07	0.0000	50.4143	201.6570	2,016.57	52,430.82
08	0.0000	51.4227	205.6910	2,056.91	53,479.66
09	0.0000	52.4508	209.8030	2,098.03	54,548.78
10	0.0000	53.4997	213.9990	2,139.99	55,639.74
11	0.0000	54.5702	218.2810	2,182.81	56,753.06
12	0.0000	55.6615	222.6460	2,226.46	57,887.96
13	0.0000	62.6448	250.5790	2,505.79	65,150.54



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U4FN UNION 244	C	UNION 244 FT N	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.5000% No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	18.1086	144.8690	1,448.69	37,665.94
02	0.0000	18.8329	150.6630	1,506.63	39,172.38
03	0.0000	19.5865	156.6920	1,566.92	40,739.92
04	0.0000	20.3700	162.9600	1,629.60	42,369.60
05	0.0000	21.1845	169.4760	1,694.76	44,063.76
06	0.0000	22.0320	176.2560	1,762.56	45,826.56
07	0.0000	22.4728	179.7820	1,797.82	46,743.32
08	0.0000	22.9223	183.3780	1,833.78	47,678.28
09	0.0000	23.3806	187.0450	1,870.45	48,631.70
10	0.0000	23.8480	190.7840	1,907.84	49,603.84
11	0.0000	24.3253	194.6020	1,946.02	50,596.52
12	0.0000	24.8118	198.4940	1,984.94	51,608.44

12/27/2015	U4RN UNION 244	C	UNION 244 PTR N H HOURLY	B BIWEEKLY	02	26.0000	8.00	56.00	10.00	1456.00	260.00	N
Change was made by 2.5000% No Dollar amount used.												

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	18.1086	101.4080	1,014.08	26,366.08
02	0.0000	18.8329	105.4640	1,054.64	27,420.64
03	0.0000	19.5865	109.6840	1,096.84	28,517.84
04	0.0000	20.3700	114.0720	1,140.72	29,658.72
05	0.0000	21.1845	118.6330	1,186.33	30,844.58
06	0.0000	22.0320	123.3790	1,233.79	32,078.54
07	0.0000	22.4728	125.8480	1,258.48	32,720.48
08	0.0000	22.9223	128.3650	1,283.65	33,374.90
09	0.0000	23.3806	130.9310	1,309.31	34,042.06
10	0.0000	23.8480	133.5490	1,335.49	34,722.74
11	0.0000	24.3253	136.2220	1,362.22	35,417.72
12	0.0000	24.8118	138.9460	1,389.46	36,125.96



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9FN UNION	1199 A	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	15.5822	116.8670	1,168.67	30,385.42
02	0.0000	16.2057	121.5430	1,215.43	31,601.18
03	0.0000	16.8538	126.4040	1,264.04	32,865.04
04	0.0000	17.5275	131.4560	1,314.56	34,178.56
05	0.0000	18.2290	136.7180	1,367.18	35,546.68
06	0.0000	18.9578	142.1840	1,421.84	36,967.84
07	0.0000	19.3370	145.0280	1,450.28	37,707.28
08	0.0000	19.7237	147.9280	1,479.28	38,461.28
09	0.0000	20.1187	150.8900	1,508.90	39,231.40
10	0.0000	20.5208	153.9060	1,539.06	40,015.56
11	0.0000	20.9315	156.9860	1,569.86	40,816.36
12	0.0000	21.3499	160.1240	1,601.24	41,632.24
13	0.0000	21.7313	162.9850	1,629.85	42,376.10
14	0.0000	22.6624	169.9680	1,699.68	44,191.68
15	0.0000	23.3422	175.0670	1,750.67	45,517.42
16	0.0000	24.7638	185.7290	1,857.29	48,289.54

12/27/2015	U9FN UNION	1199 B	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	16.5805	124.3540	1,243.54	32,332.04
02	0.0000	17.2440	129.3300	1,293.30	33,625.80
03	0.0000	17.9337	134.5030	1,345.03	34,970.78
04	0.0000	18.6508	139.8810	1,398.81	36,369.06
05	0.0000	19.3968	145.4760	1,454.76	37,823.76
06	0.0000	20.1725	151.2940	1,512.94	39,336.44
07	0.0000	20.5764	154.3230	1,543.23	40,123.98
08	0.0000	20.9878	157.4090	1,574.09	40,926.34
09	0.0000	21.4079	160.5590	1,605.59	41,745.34
10	0.0000	21.8355	163.7660	1,637.66	42,579.16
11	0.0000	22.2727	167.0450	1,670.45	43,431.70
12	0.0000	22.7180	170.3850	1,703.85	44,300.10
13	0.0000	23.1237	173.4280	1,734.28	45,091.28
14	0.0000	23.3422	175.0670	1,750.67	45,517.42
15	0.0000	24.0426	180.3200	1,803.20	46,883.20
16	0.0000	24.7638	185.7290	1,857.29	48,289.54
17	0.0000	26.8523	201.3920	2,013.92	52,361.92



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9FN UNION 1199	C	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	17.7565	133.1740	1,331.74	34,625.24
02	0.0000	18.4668	138.5010	1,385.01	36,010.26
03	0.0000	19.2057	144.0430	1,440.43	37,451.18
04	0.0000	19.9740	149.8050	1,498.05	38,949.30
05	0.0000	20.7726	155.7950	1,557.95	40,506.70
06	0.0000	21.6036	162.0270	1,620.27	42,127.02
07	0.0000	22.0359	165.2690	1,652.69	42,969.94
08	0.0000	22.4767	168.5750	1,685.75	43,829.50
09	0.0000	22.9260	171.9450	1,719.45	44,705.70
10	0.0000	23.3843	175.3820	1,753.82	45,599.32
11	0.0000	23.8525	178.8940	1,788.94	46,512.44
12	0.0000	24.3294	182.4710	1,824.71	47,442.46
13	0.0000	25.9110	194.3330	1,943.33	50,526.58
14	0.0000	24.7638	185.7290	1,857.29	48,289.54

12/27/2015	U9FN UNION 1199	D	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	19.1366	143.5250	1,435.25	37,316.50
02	0.0000	19.9019	149.2640	1,492.64	38,808.64
03	0.0000	20.6982	155.2370	1,552.37	40,361.62
04	0.0000	21.5262	161.4470	1,614.47	41,976.22
05	0.0000	22.3870	167.9030	1,679.03	43,654.78
06	0.0000	23.2824	174.6180	1,746.18	45,400.68
07	0.0000	23.7483	178.1120	1,781.12	46,309.12
08	0.0000	24.2234	181.6760	1,816.76	47,235.76
09	0.0000	24.7073	185.3050	1,853.05	48,179.30
10	0.0000	25.2019	189.0140	1,890.14	49,143.64
11	0.0000	25.7058	192.7940	1,927.94	50,126.44
12	0.0000	26.2198	196.6490	1,966.49	51,128.74
13	0.0000	26.6882	200.1620	2,001.62	52,042.12
14	0.0000	27.2818	204.6140	2,046.14	53,199.64
15	0.0000	28.9045	216.7840	2,167.84	56,363.84
16	0.0000	29.5048	221.2860	2,212.86	57,534.36



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9FN UNION 1199	E	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	20.7533	155.6500	1,556.50	40,469.00
02	0.0000	21.5837	161.8780	1,618.78	42,088.28
03	0.0000	22.4468	168.3510	1,683.51	43,771.26
04	0.0000	23.3445	175.0840	1,750.84	45,521.84
05	0.0000	24.2785	182.0890	1,820.89	47,343.14
06	0.0000	25.2494	189.3710	1,893.71	49,236.46
07	0.0000	25.7545	193.1590	1,931.59	50,221.34
08	0.0000	26.2696	197.0220	1,970.22	51,225.72
09	0.0000	26.7952	200.9640	2,009.64	52,250.64
10	0.0000	27.3308	204.9810	2,049.81	53,295.06
11	0.0000	27.8775	209.0810	2,090.81	54,361.06
12	0.0000	28.4353	213.2650	2,132.65	55,448.90
13	0.0000	28.9045	216.7840	2,167.84	56,363.84
14	0.0000	29.7718	223.2890	2,232.89	58,055.14
15	0.0000	31.5849	236.8870	2,368.87	61,590.62

12/27/2015	U9FN UNION 1199	F	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	22.6477	169.8580	1,698.58	44,163.08
02	0.0000	23.5537	176.6530	1,766.53	45,929.78
03	0.0000	24.4960	183.7200	1,837.20	47,767.20
04	0.0000	25.4756	191.0670	1,910.67	49,677.42
05	0.0000	26.4946	198.7100	1,987.10	51,664.60
06	0.0000	27.5546	206.6600	2,066.60	53,731.60
07	0.0000	28.1055	210.7910	2,107.91	54,805.66
08	0.0000	28.6674	215.0060	2,150.06	55,901.56
09	0.0000	29.2410	219.3080	2,193.08	57,020.08
10	0.0000	29.8258	223.6940	2,236.94	58,160.44
11	0.0000	30.4224	228.1680	2,281.68	59,323.68
12	0.0000	31.0306	232.7300	2,327.30	60,509.80
13	0.0000	31.5849	236.8870	2,368.87	61,590.62



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9FN UNION 1199	G	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	25.9005	194.2540	1,942.54	50,506.04
02	0.0000	26.9364	202.0230	2,020.23	52,525.98
03	0.0000	28.0141	210.1060	2,101.06	54,627.56
04	0.0000	29.1344	218.5080	2,185.08	56,812.08
05	0.0000	30.2999	227.2490	2,272.49	59,084.74
06	0.0000	31.5117	236.3380	2,363.38	61,447.88
07	0.0000	32.1422	241.0670	2,410.67	62,677.42
08	0.0000	32.7849	245.8870	2,458.87	63,930.62
09	0.0000	33.4407	250.8050	2,508.05	65,209.30
10	0.0000	34.1093	255.8200	2,558.20	66,513.20
11	0.0000	34.7915	260.9360	2,609.36	67,843.36
12	0.0000	35.4875	266.1560	2,661.56	69,200.56
13	0.0000	36.1214	270.9110	2,709.11	70,436.86

12/27/2015	U9FN UNION 1199	H	UNION 1199 FT N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	27.3479	205.1090	2,051.09	53,328.34
02	0.0000	28.4412	213.3090	2,133.09	55,460.34
03	0.0000	29.5792	221.8440	2,218.44	57,679.44
04	0.0000	30.7622	230.7170	2,307.17	59,986.42
05	0.0000	31.9927	239.9450	2,399.45	62,385.70
06	0.0000	33.2725	249.5440	2,495.44	64,881.44
07	0.0000	33.9375	254.5310	2,545.31	66,178.06
08	0.0000	34.6167	259.6250	2,596.25	67,502.50
09	0.0000	35.3088	264.8160	2,648.16	68,852.16
10	0.0000	36.0148	270.1110	2,701.11	70,228.86
11	0.0000	36.7357	275.5180	2,755.18	71,634.68
12	0.0000	37.4705	281.0290	2,810.29	73,067.54
13	0.0000	37.8514	283.8860	2,838.86	73,810.36



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9FN UNION 1199	I	UN 1199 FT N	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	30.5009	228.7570	2,287.57	59,476.82
02	0.0000	31.7209	237.9070	2,379.07	61,855.82
03	0.0000	32.9894	247.4210	2,474.21	64,329.46
04	0.0000	34.3091	257.3180	2,573.18	66,902.68
05	0.0000	35.6814	267.6110	2,676.11	69,578.86
06	0.0000	37.1089	278.3170	2,783.17	72,362.42
07	0.0000	37.8514	283.8860	2,838.86	73,810.36
08	0.0000	38.6084	289.5630	2,895.63	75,286.38
09	0.0000	39.3802	295.3520	2,953.52	76,791.52
10	0.0000	40.1682	301.2620	3,012.62	78,328.12
11	0.0000	40.9716	307.2870	3,072.87	79,894.62
12	0.0000	41.7908	313.4310	3,134.31	81,492.06

12/27/2015	U9FN UNION 1199	J	UNION 1199 FT N H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 1.5000%												
No Dollar amount used.												

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	32.2073	241.5550	2,415.55	62,804.30
02	0.0000	33.4957	251.2180	2,512.18	65,316.68
03	0.0000	34.8353	261.2650	2,612.65	67,928.90
04	0.0000	36.2287	271.7150	2,717.15	70,645.90
05	0.0000	37.6779	282.5840	2,825.84	73,471.84
06	0.0000	39.1849	293.8870	2,938.87	76,410.62
07	0.0000	39.9690	299.7680	2,997.68	77,939.68
08	0.0000	40.7682	305.7620	3,057.62	79,498.12
09	0.0000	41.5832	311.8740	3,118.74	81,087.24
10	0.0000	42.4153	318.1150	3,181.15	82,709.90
11	0.0000	43.2634	324.4760	3,244.76	84,363.76
12	0.0000	44.1287	330.9650	3,309.65	86,050.90
13	0.0000	49.4343	370.7570	3,707.57	96,396.82

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9RN UNION 1199	A	UNION 1199 PTRN H	HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
		Change was made by 1.5000%											
		No Dollar amount used.											

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	15.5822	62.3290	623.29	16,205.54
02	0.0000	16.2057	64.8230	648.23	16,853.98
03	0.0000	16.8538	67.4150	674.15	17,527.90
04	0.0000	17.5275	70.1100	701.10	18,228.60
05	0.0000	18.2290	72.9160	729.16	18,958.16
06	0.0000	18.9578	75.8310	758.31	19,716.06
07	0.0000	19.3370	77.3480	773.48	20,110.48
08	0.0000	19.7237	78.8950	788.95	20,512.70
09	0.0000	20.1187	80.4750	804.75	20,923.50
10	0.0000	20.5208	82.0830	820.83	21,341.58
11	0.0000	20.9315	83.7260	837.26	21,768.76
12	0.0000	21.3499	85.4000	854.00	22,204.00

12/27/2015	U9RN UNION 1199	B	UNION 1199 PTRN H	HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
		Change was made by 1.5000%											
		No Dollar amount used.											

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	16.5805	66.3220	663.22	17,243.72
02	0.0000	17.2440	68.9760	689.76	17,933.76
03	0.0000	17.9337	71.7350	717.35	18,651.10
04	0.0000	18.6508	74.6030	746.03	19,396.78
05	0.0000	19.3968	77.5870	775.87	20,172.62
06	0.0000	20.1725	80.6900	806.90	20,979.40
07	0.0000	20.5764	82.3060	823.06	21,399.56
08	0.0000	20.9878	83.9510	839.51	21,827.26
09	0.0000	21.4079	85.6320	856.32	22,264.32
10	0.0000	21.8355	87.3420	873.42	22,708.92
11	0.0000	22.2727	89.0910	890.91	23,163.66
12	0.0000	22.7180	90.8720	908.72	23,626.72



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9RN UNION 1199	D	UNION 1199 PTRN	H HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	19.1366	76.5460	765.46	19,901.96
02	0.0000	19.9019	79.6080	796.08	20,698.08
03	0.0000	20.6982	82.7930	827.93	21,526.18
04	0.0000	21.5262	86.1050	861.05	22,387.30
05	0.0000	22.3870	89.5480	895.48	23,282.48
06	0.0000	23.2824	93.1300	931.30	24,213.80
07	0.0000	23.7483	94.9930	949.93	24,698.18
08	0.0000	24.2234	96.8940	968.94	25,192.44
09	0.0000	24.7073	98.8290	988.29	25,695.54
10	0.0000	25.2019	100.8080	1,008.08	26,210.08
11	0.0000	25.7058	102.8230	1,028.23	26,733.98
12	0.0000	26.2198	104.8790	1,048.79	27,268.54

12/27/2015	U9RN UNION 1199	F	UN 1199 PTRN	H HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	22.6477	90.5910	905.91	23,553.66
02	0.0000	23.5537	94.2150	942.15	24,495.90
03	0.0000	24.4960	97.9840	979.84	25,475.84
04	0.0000	25.4756	101.9020	1,019.02	26,494.52
05	0.0000	26.4946	105.9780	1,059.78	27,554.28
06	0.0000	27.5546	110.2180	1,102.18	28,656.68
07	0.0000	28.1055	112.4220	1,124.22	29,229.72
08	0.0000	28.6674	114.6700	1,146.70	29,814.20
09	0.0000	29.2410	116.9640	1,169.64	30,410.64
10	0.0000	29.8258	119.3030	1,193.03	31,018.78
11	0.0000	30.4224	121.6900	1,216.90	31,639.40
12	0.0000	31.0306	124.1220	1,241.22	32,271.72



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/27/2015	U9RN UNION	1199 G	UNION 1999 PTRN H	HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	25.9005	103.6020	1,036.02	26,936.52
02	0.0000	26.9364	107.7460	1,077.46	28,013.96
03	0.0000	28.0141	112.0560	1,120.56	29,134.56
04	0.0000	29.1344	116.5380	1,165.38	30,299.88
05	0.0000	30.2999	121.2000	1,212.00	31,512.00
06	0.0000	31.5117	126.0470	1,260.47	32,772.22
07	0.0000	32.1422	128.5690	1,285.69	33,427.94
08	0.0000	32.7849	131.1400	1,311.40	34,096.40
09	0.0000	33.4407	133.7630	1,337.63	34,778.38
10	0.0000	34.1093	136.4370	1,364.37	35,473.62
11	0.0000	34.7915	139.1660	1,391.66	36,183.16
12	0.0000	35.4875	141.9500	1,419.50	36,907.00

12/27/2015	U9RN UNION	1199 H	UN 1199 PT R N H	HOURLY	B BIWEEKLY	02	26.0000	7.50	40.00	10.00	1950.00	260.00	N
Change was made by 1.5000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	27.3479	109.3920	1,093.92	28,441.92
02	0.0000	28.4412	113.7650	1,137.65	29,578.90
03	0.0000	29.5792	118.3170	1,183.17	30,762.42
04	0.0000	30.7622	123.0490	1,230.49	31,992.74
05	0.0000	31.9927	127.9710	1,279.71	33,272.46
06	0.0000	33.2725	133.0900	1,330.90	34,603.40
07	0.0000	33.9375	135.7500	1,357.50	35,295.00
08	0.0000	34.6167	138.4670	1,384.67	36,001.42
09	0.0000	35.3088	141.2350	1,412.35	36,721.10
10	0.0000	36.0148	144.0590	1,440.59	37,455.34
11	0.0000	36.7357	146.9430	1,469.43	38,205.18
12	0.0000	37.4705	149.8820	1,498.82	38,969.32

** END OF REPORT - Generated by Madeline Corchado **

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CLEVELAND PUBLIC LIBRARY

REPORT K

Human Resources Committee Report
 Meeting Date: January 21, 2016
 Report Period: December, 2015

Report on Paid Sick Time Used by the Month
 Hours Used Per Each Two Pay Periods

MONTH	2014 SICK LEAVE HOURS USED	2015 SICK LEAVE HOURS USED	2015 TOTAL HOURS
January *	4,933.14	4,564.09	134,298.80
February	4,259.31	3,605.82	87,469.84
March	4,679.66	3,202.84	88,526.48
April	3,675.04	3,809.46	89,142.91
May	3,338.68	3,615.00	92,814.87
June	2,579.88	3,229.18	92,295.93
July *	2,623.97	5,098.30	139,351.84
August	*4,909.95	4,176.95	94,707.89
September	3,476.70	3,736.86	93,372.95
October	3,865.92	3,865.35	93,321.15
November	3,667.80	3,198.85	93,390.34
December *	3,952.60	5,348.30	139,284.25

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY
December 1, 2015- December 31, 2015
EMPLOYEE DEMOGRAPHICS (EE0-4) REPORT
FULL/PART-TIME EMPLOYEES

REPORT L

Human Resources Committee Report

January 21, 2016

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	80	22	10	1			28	16	1		
Professionals	76	15	1			1	38	14	4	3	
Technicians	19	9	2	1			4	1	1		
Protective Service	16	6	8					1			
Para-Professionals	129	23	31	2	2		35	27	7	2	
Administrative Support	300	42	63	5	3	1	51	133	17	2	0
Skilled Craft	11	6	3	1	1			1			
Service Maintenance	50	8	32	1			2	4	1		
Grand Total	693	131	150	11	7	1	158	197	31	7	0

A= Total Column

B= White

C=Black

D=Hispanic

E=Asian/Pacific

G=White

H=Black

I=Hispanic

J=Asian/Pacific

F= American Indian/Alaskan Native

K=American Indian/Alaskan Native

**INSURANCE REPORT
FOR THE MONTH OF
December
2015**

REPORT M

Human Resources Committee Report
January 21, 2016

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Basic	3	0	3
Essential	8	5	13
Standard	268	148	416
Standard with OAD	0	2	2
Total MMO			434
Dental Insurance	182	281	463
Vision Employee			250
Vision Children			37
Vision Spouse			45
Vision Family			79
Total Vision			411

Workers' Compensation Lost Time Report		
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**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR DECEMBER 2015**

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD
	2015	2014	2015	2014	2015	2014	Gain/Loss
Main Library	119,589	125,333	598	627	1,485,679	1,585,841	-6.3%
Branches	277,473	296,162	1,303	1,390	3,267,268	3,738,259	-12.6%
Mobile Units*	901	5,200			49,632	75,324	-34.1%
Library for the Blind	48,096	50,051			579,777	626,457	-7.5%
OLBPD BARD	10,926	10,865			132,516	132,962	-0.3%
eMedia	27,101	20,510			286,100	240,273	19.1%
TOTAL CIRCULATION	484,086	508,121			5,800,972	6,399,116	-9.3%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD
	2015	2014	2015	2014	Gain/Loss
eBook	16,693	14,232	180,774	170,241	6.2%
eAudiobook	7,204	5,235	78,761	55,910	40.9%
eMusic	169	33	1,015	748	35.7%
eVideo	608	193	4,165	5,309	-21.5%
eMagazines	2,336	817	21,385	8,065	165.2%
TOTAL eCIRCULATION	27,010	20,510	286,100	240,273	19.1% Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD)	Monthly Total		Year-to-Date		YTD
	2015	2014	2015	2014	Gain/Loss
Downloads	10,926	10,865	132,516	132,962	-0.3% Included in circulation activity
Users	640	606	7,370	7,083	4.1%

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD
			2015	2014	2015	2014	Gain/Loss
Main Library	98	45 minutes	9,850	12,165	7,098	9,026	-21.4%
Branches	536	40 minutes	76,518	81,728	50,672	54,618	-7.2%
TOTAL USAGE	634		86,368	93,893	57,770	63,644	-9.2%

Sessions less than 5 minutes excluded. Sessions and hours in use appear lower due to problems with counting software.

WALK-IN COUNT	Monthly Total		Average Hourly		Year-to-Date		YTD
	2015	2014	2015	2014	2015	2014	Gain/Loss
Main Library	39,447	38,035	197	190	485,570	524,934	-7.5%
Branches	205,534	203,837	965	957	2,581,332	2,812,259	-8.2%
Mobile Unit*	0	403			4,917	6,885	-28.6%
TOTAL VISITS	244,981	242,275			3,071,819	3,344,078	-8.1%

REPORT N

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR DECEMBER 2015**

BRANCH	a Branch Circulation	b Sent from Other Branches	c Sent from Main	d Sent from Other CLEVNET Systems	e Total Direct Circulation (a+b+c+d)	f Sent to Other CLEVNET Systems	g Total Circulation (e+f)
Addison	6,088	747	761	1,114	8,710	550	9,260
Brooklyn	4,629	506	456	645	6,236	514	6,750
Carnegie West	7,753	957	1,326	1,548	11,584	1,143	12,727
Collinwood	5,127	478	459	866	6,930	591	7,521
East 131st	3,084	294	201	442	4,021	367	4,388
Eastman	12,432	1,326	2,120	2,191	18,069	2,131	20,200
Fleet*	8,558	1,028	971	1,573	12,130	901	13,031
Fulton	8,407	566	811	1,026	10,810	1,015	11,825
Garden Valley	2,853	299	195	265	3,612	221	3,833
Glenville	4,628	488	392	677	6,185	491	6,676
Harvard-Lee	7,290	598	806	1,202	9,896	814	10,710
Hough	4,362	433	305	417	5,517	357	5,874
Jefferson	4,120	534	774	1,031	6,459	621	7,080
Langston Hughes	4,326	553	469	728	6,076	525	6,601
Lorain	6,051	803	796	1,429	9,079	700	9,779
Martin Luther King, Jr.	4,792	562	672	1,057	7,083	804	7,887
Memorial-Nottingham	8,018	990	1,271	1,949	12,228	1,113	13,341
Mt. Pleasant	3,127	351	324	510	4,312	381	4,693
Rice	10,737	789	737	1,464	13,727	857	14,584
Rockport	11,836	1,105	1,336	1,830	16,107	1,665	17,772
South	6,088	591	688	1,033	8,400	595	8,995
South Brooklyn	10,586	1,227	1,925	2,722	16,460	1,764	18,224
Sterling	3,217	349	333	483	4,382	405	4,787
Union	4,896	498	371	543	6,308	471	6,779
Walz	9,070	937	1,097	1,529	12,633	1,195	13,828
West Park	10,127	1,578	2,969	4,341	19,015	2,002	21,017
Woodland	6,925	517	413	771	8,626	685	9,311
TOTAL	179,127	19,104	22,978	33,386	254,595	22,878	277,473

*Fleet branch circulation includes remaining circulation generated by Broadway branch items

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR DECEMBER 2015**

BRANCH	Monthly Total		Year-to-Date		YTD	YTD
	2015	2014	2015	2014	Gain/Loss	%G/L
Addison	9,260	10,496	112,002	136,577	-24,575	-18.0%
Brooklyn	6,750	6,751	71,635	81,878	-10,243	-12.5%
Carnegie West	12,727	13,891	152,838	168,320	-15,482	-9.2%
Collinwood	7,521	9,685	94,094	108,760	-14,666	-13.5%
East 131st	4,388	5,841	54,812	66,857	-12,045	-18.0%
Eastman	20,200	20,502	237,722	252,785	-15,063	-6.0%
Fleet*	13,031	13,212	145,846	169,136	-23,290	-13.8%
Fulton	11,825	10,359	133,075	173,058	-39,983	-23.1%
Garden Valley	3,833	3,535	40,390	46,944	-6,554	-14.0%
Glenville	6,676	7,956	79,301	98,786	-19,485	-19.7%
Harvard-Lee	10,710	9,039	110,474	109,856	618	0.6%
Hough	5,874	5,497	55,843	63,285	-7,442	-11.8%
Jefferson	7,080	8,103	90,390	98,087	-7,697	-7.8%
Langston Hughes	6,601	8,526	81,435	95,843	-14,408	-15.0%
Lorain	9,779	10,579	121,259	138,404	-17,145	-12.4%
Martin Luther King, Jr.	7,887	9,257	111,278	137,547	-26,269	-19.1%
Memorial-Nottingham	13,341	14,601	151,140	179,584	-28,444	-15.8%
Mt. Pleasant	4,693	5,689	55,307	71,723	-16,416	-22.9%
Rice	14,584	12,177	148,329	150,738	-2,409	-1.6%
Rockport	17,772	19,955	221,849	252,301	-30,452	-12.1%
South	8,995	9,931	101,020	115,694	-14,674	-12.7%
South Brooklyn	18,224	20,393	223,700	260,635	-36,935	-14.2%
Sterling	4,787	6,496	60,122	75,031	-14,909	-19.9%
Union	6,779	7,517	80,675	96,951	-16,276	-16.8%
Walz	13,828	14,884	170,811	196,782	-25,971	-13.2%
West Park	21,017	20,328	249,414	264,864	-15,450	-5.8%
Woodland	9,311	10,962	112,507	127,833	-15,326	-12.0%
TOTAL	277,473	296,162	3,267,268	3,738,259	-470,991	-12.6%

*Fleet branch circulation includes remaining circulation generated by Broadway branch items

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE DECEMBER 2015**

BRANCH	Monthly Total		Year-to-Date		YTD	YTD
	2015	2014	2015	2014	Gain/Loss	%G/L
Addison	5,211	5,226	62,146	72,321	-10,175	-14.1%
Brooklyn	3,730	3,608	42,045	49,522	-7,477	-15.1%
Carnegie West*	15,129	15,129	186,622	180,128	6,494	3.6%
Collinwood	7,844	5,981	80,249	88,168	-7,919	-9.0%
East 131st	7,296	7,404	89,041	88,142	899	1.0%
Eastman	9,188	10,591	122,151	138,529	-16,378	-11.8%
Fleet	9,395	8,647	119,480	130,267	-10,787	-8.3%
Fulton	6,457	6,427	87,485	94,896	-7,411	-7.8%
Garden Valley	4,425	4,546	51,861	62,097	-10,236	-16.5%
Glenville	8,807	5,793	96,826	79,139	17,687	22.3%
Harvard-Lee	7,689	8,881	91,217	111,718	-20,501	-18.4%
Hough	7,883	9,128	122,906	137,401	-14,495	-10.5%
Jefferson	7,513	6,575	81,428	87,303	-5,875	-6.7%
Langston Hughes	6,379	6,865	80,755	88,849	-8,094	-9.1%
Lorain	6,619	6,505	85,244	102,420	-17,176	-16.8%
Martin Luther King, Jr.	7,900	8,440	87,340	83,444	3,896	4.7%
Memorial-Nottingham	4,426	4,577	62,578	77,104	-14,526	-18.8%
Mt. Pleasant	5,546	5,811	68,259	77,113	-8,854	-11.5%
Rice*	10,573	8,338	151,848	142,561	9,287	6.5%
Rockport*	7,919	8,190	118,786	144,589	-25,803	-17.8%
South	6,652	6,017	79,649	92,489	-12,840	-13.9%
South Brooklyn	11,811	11,777	149,791	155,588	-5,797	-3.7%
Sterling	10,323	10,944	105,686	130,795	-25,109	-19.2%
Union	4,949	5,434	74,425	76,564	-2,139	-2.8%
Walz	7,652	7,890	94,375	111,135	-16,760	-15.1%
West Park	8,835	8,711	104,242	117,319	-13,077	-11.1%
Woodland	5,383	6,402	84,897	92,658	-7,761	-8.4%
TOTAL	205,534	203,837	2,581,332	2,812,259	-230,927	-8.2%

*Equipment malfunction. Substitute value used

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS DECEMBER 2015**

Total Circulation		Attendance		Population	
Branch		Branch		2010	2000
1 West Park	21,017	1 Carnegie West*	15,129	1 South Brooklyn	32,043 34,217
2 Eastman	20,200	2 South Brooklyn	11,811	2 West Park	27,814 29,398
3 South Brooklyn	18,224	3 Rice*	10,573	3 Fleet**	26,727 34,598
4 Rockport	17,772	4 Sterling	10,323	4 Eastman	23,674 25,873
5 Rice	14,584	5 Fleet	9,395	5 Rockport	19,896 21,467
6 Walz	13,828	6 Eastman	9,188	6 Fulton	19,647 22,575
7 Memorial-Nottingham	13,341	7 West Park	8,835	7 Rice	19,462 25,893
8 Fleet*	13,031	8 Glenville	8,807	8 Memorial-Nottingham	19,271 22,598
9 Carnegie West	12,727	9 Rockport*	7,919	9 Harvard-Lee	17,655 21,246
10 Fulton	11,825	10 Martin Luther King, Jr.	7,900	10 Walz	16,063 18,497
11 Harvard-Lee	10,710	11 Hough	7,883	11 Collinwood	14,769 19,377
12 Lorain	9,779	12 Collinwood	7,844	12 Langston Hughes	14,439 21,224
13 Woodland	9,311	13 Harvard-Lee	7,689	13 Glenville	14,006 20,302
14 Addison	9,260	14 Walz	7,652	14 Addison	13,603 19,263
15 South	8,995	15 Jefferson	7,513	15 East 131st	13,025 18,001
16 Martin Luther King, Jr.	7,887	16 East 131st	7,296	16 Mt. Pleasant	12,792 17,155
17 Collinwood	7,521	17 South	6,652	17 Lorain	12,588 14,589
18 Jefferson	7,080	18 Lorain	6,619	18 Martin Luther King, Jr.	12,392 15,483
19 Union	6,779	19 Fulton	6,457	19 Carnegie West	10,487 11,716
20 Brooklyn	6,750	20 Langston Hughes	6,379	20 Union	8,416 12,603
21 Glenville	6,676	21 Mt. Pleasant	5,546	21 Sterling	8,267 8,712
22 Langston Hughes	6,601	22 Woodland	5,383	22 Woodland	7,946 7,213
23 Hough	5,874	23 Addison	5,211	23 South	6,325 7,729
24 Sterling	4,787	24 Union	4,949	24 Hough	5,667 7,845
25 Mt. Pleasant	4,693	25 Memorial-Nottingham	4,426	25 Brooklyn	5,524 6,430
26 East 131st	4,388	26 Garden Valley	4,425	26 Jefferson	3,515 3,987
27 Garden Valley	3,833	27 Brooklyn	3,730	27 Garden Valley	2,310 3,220
	277,473		205,534	28 Broadway**	1,966
					388,323 473,177

**Broadway and Fleet services areas merged

**Fleet branch circulation includes remaining circulation generated by Broadway branch items

*Equipment malfunction; substitute value used

Prepared By: Northern Ohio Data and Information Service –
NODIS, Maxine Goodman Levin College of Urban Affairs,
Cleveland State University

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR DECEMBER 2015**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD
	2015	2014	2015	2014	Gain/Loss
CLEVNET	74,105	73,630	897,260	922,033	-2.7%
MORE	290	375	4,700	6,457	-27.2%
Other Libraries	433	504	4,621	6,827	-32.3%
TOTAL	74,828	74,509	906,581	935,317	-3.1%

*Totals included in Main Library and Branch circulation counts.

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD
	2015	2014	2015	2014	Gain/Loss
Projected	19,986	13,446	237,066	237,982	-0.4%
KnowItNow Web Reference*	18	188	1,138	2,918	-61.0%
Interlibrary Loan Requests	723	879	9,321	16,176	-42.4%
TOTAL	20,727	14,513	247,525	257,076	-3.7%

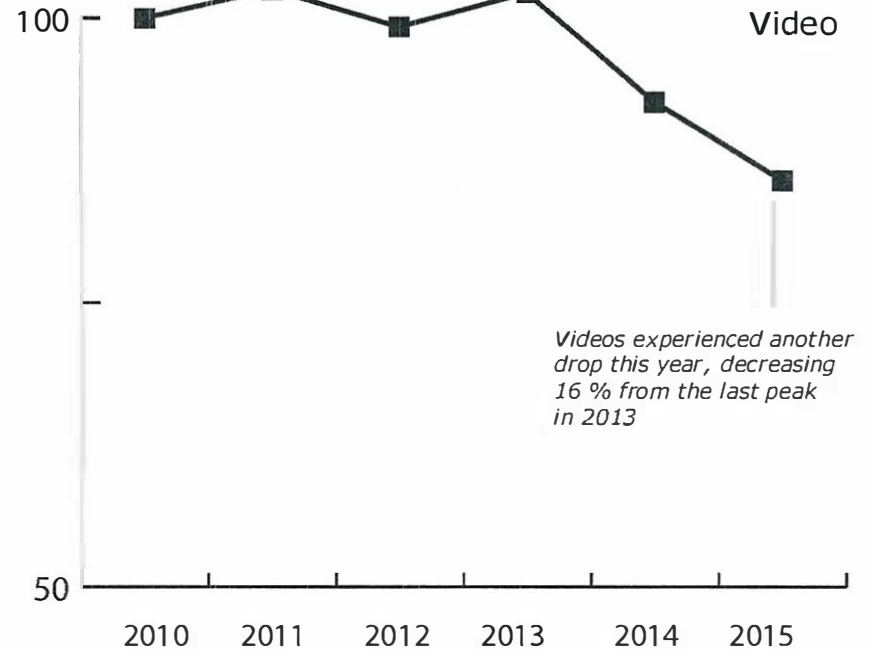
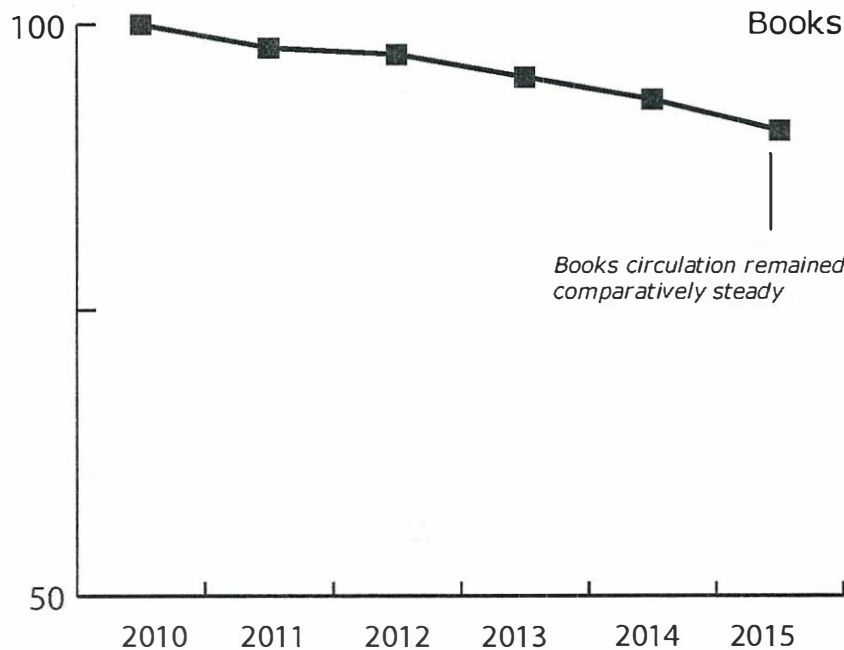
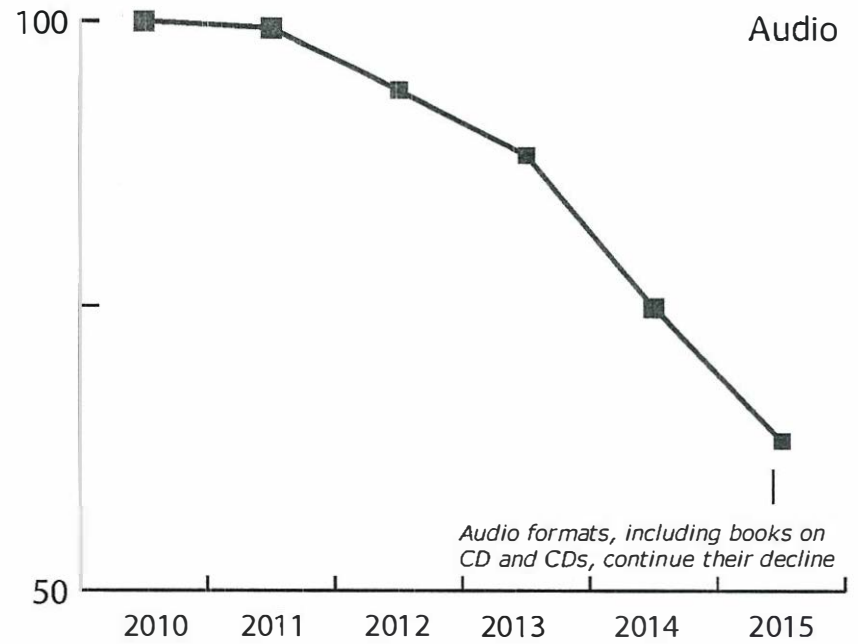
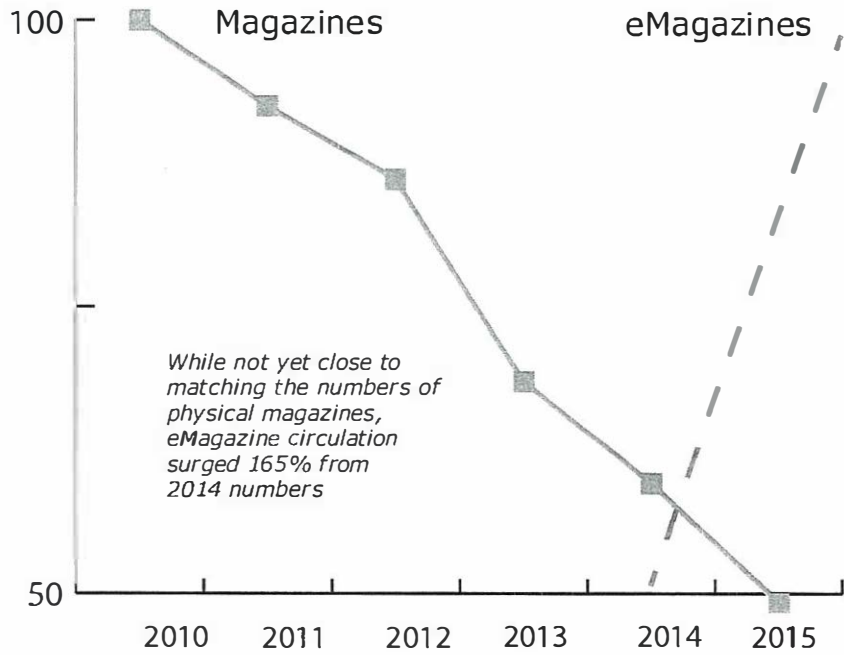
*Questions taken by CPL staff only. As more partner libraries throughout Ohio sign on to provide the service, what had been CPL's disproportionate share as a provider will continue to diminish.

CHANGES IN PERMANENT COLLECTION	Monthly Total		Year-to-Date		YTD
	2015	2014	2015	2014	Gain/Loss
New Titles Added	3,735	5,012	65,134	69,742	-6.6%
Total Items Added	14,396	19,006	249,031	241,486	3.1%

HOURS OPEN	Monthly Total		Year-to-Date		YTD
	2015	2014	2015	2014	Gain/Loss
Main Library	200	200	2,407	2,390	0.7%
Branches	5,751	5,751	69,014	68,442	0.8%

Trends in circulation by format, 2015

In 2015, the electronic circulation of magazines began to rise quickly as physical circulation declined further. While all audio formats decreased, audiobooks saw a higher decrease. The decline in CPL's DVD circulation mirrors similar declines in CLEVNET and libraries across the country.





**Memorandum of Understanding between
The Cleveland Law Library
And
Cleveland Public Library**

Purpose and scope:

The Cleveland Law Library and Cleveland Public Library agree to explore partnerships, collaboration, and the exchange of services, which may include the following activities, subject to further agreement:

1. Jointly plan and sponsor events with authors who have written on legal topics of interest to the community.
2. Coordinate activities and programs related to the legal needs of the community, including, but not limited to, the American Bar Association's *pro bono* week every October.
3. Educate staff on the legal resources available at the other party's library.
4. Enhance websites to reference special legal collections at the other party's library.
5. Coordinate special exhibits at the Cleveland Law Library and designated branches of Cleveland Public Library on legal issues of interest to the community.
6. Coordinate digital interlibrary loans between institutions to capitalize on the strengths of both party's collections.
7. Consider and discuss collaborative spaces where attorneys and public patrons can work together.
8. Meet up to twice per year to identify additional ideas for joint programming.

Notwithstanding the foregoing, nothing stated herein requires the expenditure of funds for any joint initiatives.

This Memorandum of Understanding shall be effective upon the execution of this document with the signatures of authorized officials of both The Cleveland Law Library and Cleveland Public Library. It shall be in force from _____, 20____, to _____, 20_____.

Signatures and dates:

By: _____
 Joseph N. Gross, Esq.,
 President, Cleveland Law Library Association,
 on behalf of The Cleveland Law Library

_____ Date

By: _____

Felton Thomas, Director
Cleveland Public Library

Date