

CLEVELAND PUBLIC LIBRARY
 Minutes of the Regular Board Meeting
 October 20, 2016
 Trustees Room Louis Stokes Wing
 12:00 Noon

Present: Ms. Butts, Mr. Seifullah, Ms. Rodriguez,
 Ms. Washington, Mr. Corrigan (arrived,
 12:13 p.m.), Mr. Parker (arrived, 12:52 p.m.)

Absent: Mr. Hairston

The meeting to order at 12:09 p.m. by Brooke Miltner,
 First Kid Mayor of Cleveland Public Library.

Approval of the Minutes

Ms. Rodriguez moved approval of the minutes for the
 9/15/16 Regular Board Meeting; 9/13/16 Finance Committee
 Meeting; and 9/06/16 Advocacy Taskforce Meeting. Ms.
 Washington seconded the motion, which passed unanimously
 by roll call vote.

PRESENTATION - Bluespark and Shark & Minnow

Hallie Kogleschatz, Chief Executive Officer, Shark &
 Minnow, gave a demo presentation of the new Library
 website.

Ms. Kogleschatz stated that within the last year, the
 previous website was having some technology based
 challenges. The technology was failing and was not
 supporting the initiatives that we discussed as needing
 support moving forward. In addition, it was not
 reflecting the findings that came out of the research
 around the different persona groups about how patrons
 want to be able to use the system and digital offering.
 After considering the findings of the research, the site
 was revamped.

After introducing Alodia Cano, Project Manager,
 Bluespark, who joined the meeting via screenshare, Ms.
 Kogleschatz's presentation included but was not limited
 to the following navigation highlights: the Library,
 Learning Portal and Human Library.

REGULAR
 BOARD
 MEETING OF
 9/15/16; FINANCE
 COMMITTEE
 MEETING OF
 9/13/16; AND
 ADVOCACY
 TASKFORCE
 MEETING OF
 9/06/16
 Approved

The new site, which is customizable and flexible for updates, has the ability for advertising and marketing programs and events as well as catalogue highlights, topics and subjects; blog posts to provide timely content such as system updates, quick links to employment opportunities, and general and specific information of interests.

Ms. Kogleschatz continued her presentation with the Learning Portal and gave a demonstration on how to navigate specific paths to The Peoples University and its available log in, enrollment, resources, self-learning experiences, continued learning experiences and path progress and completion.

Ms. Kogleschatz continued her presentation with The Human Library and explained that this program has been internally piloted at the Library and that it supports peer to peer learning. Skill sets are determined and made available to share with others. Ms. Kogleschatz gave an example of a human book with the capability to schedule meeting time and filmed topics.

In response to Ms. Butts' inquiry, Ms. Kogleschatz stated that there were no fees involved in the Learning Portal and the program is made available to the public free of charge.

Ms. Washington stated that the site appeared very interactive and will attract website visitors to spend time on the site.

Director Thomas stated that one highlight is the transcript page can be printed listing the courses that a patron has completed. This print out can help support the patron as they seek employment opportunities.

Ms. Kogleschatz stated that a number of the paths will allow patrons to apply for jobs. As the Library is a premier destination for out of school learning, these metrics can be tracked to demonstrate that we are helping individuals move themselves forward.

Ms. Kogleschatz thanked the Board for the opportunity to partner on this important project.

Director Thomas stated that he is hopeful to launch the website on February 17, 2017 which is Founder's Day and

the 148th Anniversary of the Library.

Director Thomas stated that Brooke Miltner, First Kid Mayor of Cleveland Public Library, may be featured in the kids section of the website.

Ms. Rodriguez thanked Ms. Kogleschatz for her presentation.

COMMUNICATIONS

Director Thomas acknowledged an email from Andrea Ponikvar, thanking Library staff for their assistance in helping a patron retrieve keys that had been dropped down the elevator shaft; and a letter from: Luis R. Mayoral, MLB Journalist Historian, commending Melanie Guzmán McCarter, Library Assistant, Outreach & Programming Services, for providing assistance during his visit to Cleveland for Pleibal: a National Hispanic Heritage Month event sponsored by Julia De Burgos Cultural Arts Center, Baseball Heritage Museum, Cleveland Indians, City of Cleveland, Cleveland Public Library and others.

EMAIL FROM:
ANDREA
PONKVAR,
LIBRARY
PATRON; AND
LETTER FROM:
LUIS R.
MAYORAL, MLB
JOURNALIST
HISTORIAN
Acknowledged

FINANCE COMMITTEE REPORT

Mr. Seifullah presented the following report.

Resolution to Accept Gifts for the Month of September

(See page 1282)

Mr. Seifullah moved approval of the Gift Report.
Mr. Corrigan 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 September of 2016; now therefore be it

RESOLVED, That the gifts described in the Gift Report for September of 2016 be accepted upon the conditions

RESOLUTION TO
ACCEPT GIFTS
FOR THE MONTH
OF SPETMEBER
2016
Approved

connected with said gifts in accordance with Section 3375.40(K) of the Ohio Revised Code.

Eighth Amendment to the Year 2016 Appropriation

(See pages 1283-1288)

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 5705.40 provides for the amendment of an appropriation measure when necessary; and

WHEREAS, It is now deemed necessary to amend the Year 2016 Appropriation Measure to comply with the attached October 11, 2016 Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission; and

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

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

Resolution to Accept State of Ohio Department of Education Grant for Family and Community Engagement Pilot Project

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

WHEREAS, The State of Ohio Department of Education Family and Community Engagement pilot program is being conducted as part of a Federal Early Learning Challenge Grant and is being conducted in 12 targeted communities; and

WHEREAS, The Cleveland Public Library was selected based on the City of Cleveland having been shown to have the greatest need as measured by child outcomes

EIGHTH
AMENDMENT TO
THE YEAR 2016
APPROPRIATION
Approved

RESOLUTION
TO STATE OF
OHIO
DEPARTMENT
OF
EDUCATION
GRANT FOR
FAMILY AND
COMMUNITY
ENGAGEMENT
PILOT
PROJECT
Approved

including infant mortality, kindergarten readiness and Third Grade Reading Guarantee Scores; and

WHEREAS, This grant has been offered as a way to help reach more families who need exposure to early learning opportunities and other community support systems with the ultimate goal being healthy children who are ready for kindergarten; and

WHEREAS, The State Department of Education agreed to grant the Library \$50,000 specifically to offer community outreach activities and four events; now therefore be it

RESOLVED The Cleveland Public Library Board of Trustees, pursuant to the authority set forth in R.C. §3375.40(K), hereby accepts a grant from The State Department of Education, in the amount of \$50,000 for the grant period October 1, 2016 to March 20, 2017 and for deposit into the Founders Fund Account 203046-46100-18801; be it further

RESOLVED, That the Executive Director, CEO, or his designee, is authorized to enter into and execute such agreements and instruments as may be necessary or appropriate, including those in excess of \$25,000.00, to effectuate the terms and conditions of the Grant and this Resolution, which agreements and instruments shall be subject to the approval of the Library's Chief Legal Officer, with the expenditures being charged to the Founders Fund 203 and Project Code 18801.

Ms. Butts asked that the Board be notified of the four community engagement events.

Resolution to Accept Cleveland Foundation Grant for Transparency Camp

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

WHEREAS, The Cleveland Foundation, established in 1914, has a mission to enhance the lives of all residents of Greater Cleveland, now and for generations to come, by working together to address community needs through grantmaking, and provide leadership on key community issues; and

RESOLUTION TO
ACCEPT
CLEVEALND
FOUNDATION
GRANT FOR
TRANSPARENCY
CAMP
Approved

WHEREAS, The Cleveland Public Library applied for a grant for the Transparency Camp held at the Library on October 14 and 15, 2016; and

WHEREAS, The Transparency Camp is a program of the Sunlight Foundation to share knowledge about how to use new technologies and policies to make our government really work for the people; and

WHEREAS, The Cleveland Foundation agreed to grant the Library \$10,000 for this purpose; now therefore be it

RESOLVED The Cleveland Public Library Board of Trustees, pursuant to the authority set forth in R.C. §3375.40(K), hereby accepts a grant from The Cleveland Foundation, in the amount of \$10,000 for the grant period October 1, 2016 to December 31, 2016 and for deposit into the Founder Fund Account 203046-46100-12198; be it further

RESOLVED, That the Executive Director, CEO, or his designee, is authorized to enter into and execute such agreements and instruments as may be necessary or appropriate to effectuate the terms and conditions of the Grant and this Resolution, which agreements and instruments shall be subject to the approval of the Library's Chief Legal Officer, with the expenditures being charged to the Founders Fund 203 and Project Code 12198.

Resolution To Ratify Agreement for Purchase of Natural Gas

(See pages 1289-1292)

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

WHEREAS, On September 15, 2016 the Board of Library Trustees authorized the Executive Director or his designee to enter into an agreement for natural gas either through a broker or directly with suppliers that provided the best fixed price for periods of time up to and including 36 months, provided the rates do not exceed the rates currently being paid by the Library for gas, which is \$3.14 per MCF; and

RESOLUTION
TO RATIFY
AGREEMENT
FOR
PURCHASE
OF NATURAL
GAS
Approved

WHEREAS, On September 14, 2016, the lowest prices for a 12 month term ranged from \$2.950 to \$3.321 per MCF; for a 24 month term the lowest prices ranged from \$3.390 to \$3.459 per MCF; and for a 36 month term the lowest prices ranged from \$3.550 to \$3.665 per MCF depending upon the supplier. On September 16, 2016, the Library, through North Shore Energy Consulting, LLC, received a contract from VolunteerEnergy for a 12 month term at the rate of \$2.95 per MCF; and

WHEREAS, The Library's Deputy Director executed into an agreement with VolunteerEnergy at the rate of \$2.95 per MCF from November 2016 through October 2017; now therefore be it

RESOLVED, That the Board of Library Trustees hereby ratifies the agreement entered into by the Library on September 16, 2016 for natural gas at the rate of \$2.95 per MCF for a 12 month term from November 2016 through October 2017.

Resolution Announcing Construction Manager at Risk Determined to be Best Value and Authorizing Negotiation of Construction Manager Agreement for South Branch Renovation Project

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

WHEREAS, On August 19, 2016 and September 2, 2016, the Cleveland Public Library placed an ad in the Cleveland Plain Dealer requesting statements of qualifications for construction manager at risk services in connection with the South Branch Renovation Project. On September 19, 2016, statements of qualification were submitted to the Library from the following construction manager firms: The Albert M. Higley Co., LLC, Turner Construction Company, Panzica Construction Company, Regency Construction Services, Green Space Construction Services, Dunlop & Johnston, Inc. Contractors; and

WHEREAS, On August 18, 2016, the Cleveland Public Library established an evaluation committee and authorized the evaluation committee to evaluate the statements of qualifications and to select no fewer than

RESOLUTION
ANNOUNCING
CONSTRUCTION
MANAGER AT
RISK
DETERMINED TO
BE BEST VALUE
AND
AUTHORIZING
NEGOTIATION
OF
CONSTRUCTION
MANAGER
AGREEMENT
FOR SOUTH
BRANCH
RENOVATION
PROJECT
Approved

three firms which it considered most qualified. The evaluation committee met September 23, 2016 and, utilizing evaluation criteria and a scoring method established prior to the announcement of the requests for qualifications, selected the following three construction manager firms as the most qualified for its short list: The Albert M. Higley Co., LLC, Panzica Construction Company, and Turner Construction Company; and

WHEREAS, On September 23, 2016 the Library issued a Request for Pricing and Technical Proposal to the three short-listed firms, requiring that proposals be submitted to the Library by October 5, 2016 at 12 noon; and

WHEREAS, Proposals were timely received on October 5, 2016, and on October 6th and 7th, the evaluation committee interviewed all three construction manager firms. The evaluation committee then met on October 11, 2016 to evaluate and score the technical qualifications. Price proposals were evaluated separately and then combined with the technical proposal to determine the best value based on a weighted comparison of qualifications to price; and

WHEREAS, Based upon the ratings obtained from combining qualifications and pricing scores, the evaluation committee has ranked the short-listed firms in the following order:

- | | |
|---------------------------------|--------------|
| 1) Albert M. Higley Co., LLC | \$368,353.75 |
| 2) Turner Construction Company | \$372,959.00 |
| 3) Panzica Construction Company | \$381,891.00 |

Now therefore be it

RESOLVED, That the Board of Library Trustees hereby accepts the recommendation of the evaluation committee, and announces the selection of the construction manager firm of The Albert M. Higley Co., LLC as the firm

presenting the pricing and technical proposal which represents the best value; and be it further

RESOLVED, That the Board authorizes the Executive Director, CEO or his designees to enter into negotiations for a construction management at risk contract with The Albert M. Higley Co. LLC in accordance with the requirements of Ohio Revised Code Section 9.334 which provides, among other things, that if the Library fails to negotiate a construction management contract with the highest ranked firm, it shall terminate negotiations with the highest ranked firm and enter into negotiations with the construction manager at risk ranked the second highest. If the Library fails to negotiate a contract with the second highest ranked firm, it shall terminate negotiations and enter into negotiations with the firm ranked the third highest; be it further

RESOLVED, That upon completion of negotiations, the Executive Director is authorized to execute a contract with The Albert M. Higley Co. LLC, in an amount not to exceed \$368,353.75 which shall be paid from the funds budgeted for the South Branch Rehabilitation Project as approved by this Board. Should the Executive Director or his designees terminate negotiations with The Albert M. Higley Co., LLC pursuant to Revised Code Section 9.334 and successfully negotiate an agreement with Turner Construction Company, the Executive Director is hereby authorized to enter into an agreement with Turner Construction Company in the amount not to exceed \$372,959.00 payable from the funds budgeted for the South Branch Rehabilitation Project as approved by this Board. Should the Executive Director or his designees terminate negotiations with Turner Construction Company, authority is further given to enter into a contract with Panzica Construction Co., Inc. in an amount not to exceed \$381,891.00 payable from the funds budgeted for the South Rehabilitation Project as approved by this Board, if the circumstances as described in the previous paragraph require negotiations with the third ranked

firm. The contract with the construction manager at risk is subject to approval of the Chief Legal Officer.

RESOLUTION
AUTHORIZING
AGREEMENT
WITH
CLEVELAND
STATE
UNIVERSITY
FOR
AMERICAN
READS
TUTORING
SERVICES
Approved

Resolution Authorizing Agreement with Cleveland State
University for America Reads Tutoring Services

(See pages 1293-1294)

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

WHEREAS, For the past four years, the Cleveland Public Library has entered into agreements with Cleveland State University for America Reads tutoring services at various branches; and

WHEREAS, Tutoring services are an essential service the Library provides to the community, and, therefore, the Library has applied to the Cleveland Foundation for grant funds to continue to provide tutoring services in 2016-2017; and

WHEREAS, The Cleveland Foundation has awarded the Library with grant monies to fund the tutoring services, and payment is expected by the end of 2016. The Library would, therefore, like to enter into an agreement with Cleveland State University to provide tutorial services from November 1, 2016 through June 30, 2017 at eleven (11) branches, Mondays through Thursdays, to be determined by the Library Administration, in the amount not to exceed \$57,963.00, payable from Library funds; now therefore be it

RESOLVED, That the Board of Library Trustees hereby authorizes the Executive Director, CEO or his designee to enter into an agreement with Cleveland State University for America Reads tutoring services from November 1, 2016 through June 30, 2017 in an amount not to exceed \$57,963.00. These expenditures shall be charged to the Founders fund account 20380103-53710 (Professional Services) until such time as the Library receives the Cleveland Foundation Grant or a cash advance is made the Learning Centers fund, after which expenditures shall be charged to the Learning Centers fund account 25670103-53710 (Professional Services).

Mr. Seifullah introduced former Cuyahoga County Councilman Julian Rogers who now serves as Director of Community Partnership, Office of Civic Engagement at Cleveland State University.

Mr. Rogers thanked the Board and Administration for partnering with Cleveland State University for the America Reads program. After discussing the benefits for the partnership, Mr. Rogers introduced Merce Robinson, Coordinator of the America Reads program.

Mr. Seifullah thanks Mr. Rogers and Ms. Robinson for attending the Board Meeting.

Resolution to Accept Grant Funds from PNC Bank for Kindergarten Club

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

WHEREAS, PNC Bank has a legacy of supporting initiatives and organizations that make our community a better place to live and work; and

WHEREAS, PNC awarded the Cleveland Public Library a \$10,000 grant to host a new Kindergarten Club in the summer/fall of 2017; and

WHEREAS, This Kindergarten readiness initiative will help prepare parents and children to start school in the fall; and

RESOLVED The Cleveland Public Library Board of Trustees, pursuant to the authority set forth in R.C. §3375.40(K), hereby accepts a grant from PNC Bank, in the amount of \$10,000 and for deposit into the Founders Fund Account 203046-46100-17801; be it further

RESOLVED, That the Executive Director is authorized to enter into and execute such agreements and instruments as may be necessary or appropriate to effectuate the terms and conditions of this Resolution, which agreements and instruments shall be subject to the approval of the Library's Chief Legal Officer, with the expenditures being charged to the Founders Fund 203 and Project Code 17801.

RESOLUTION TO
ACCEPT GRANT
FUNDS FROM
PNC BANK FOR
KINDERGARTEN
CLUB
Approved

FISCAL
OFFICER'S
REPORT
Submitted

1236

REPORT ON
INVESTMENTS
Submitted

Fiscal Officers Report

(See pages 1295-1348)

REPORT ON
CONFER. &
TRAVEL
EXPENDITURES
Submitted

Report on Investments

(See page 1349)

PURCHASES
FROM \$5,000-
\$25,000, 7/1/16-
9/30/16
Submitted

Report on Conference and Travel Expenditures

(See pages 1350-1352)

Purchases from \$5,000-\$25,000, 7/1/16-9/30/16

(See page 1353)

PURCHASES
EXCEEDING
\$25,000,
7/1/16-9/30/16
Submitted

Purchases Exceeding \$25,000, 7/1/16-9/30/16

(See page 1354)

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

Fees Paid for Legal Advice and Services to Ogletree,
7/1/16-9/30/16

(See page 1355)

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

(See pages 1356-1357)

HUMAN RESOURCES COMMITTEE REPORT

In Mr. Hairston's absence, Ms. Washington presented the following report

REGULAR
EMPLOYMENT
REPORT
Approved

Regular Employee Report

(See pages 1358-1360)

Ms. Washington moved approval of the Regular Employee Report. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Retirement Recognition Citation

Ms. Washington moved approval of the following resolution. Mr. Parker 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:

David Reilly (16 years of service; Maintenance Mechanic Grade G - Property Management; retired 09/30/2016.

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 they are not present at this meeting of the Board of Trustees.

Ms. Washington submitted the following reports.

Report on Paid Sick Time

(See page 1361)

Employee Demographics (EE04) Report

(See page 1362)

Insurance Summary Report

(See page 1363)

COMMUNITY SERVICES REPORT

Mr. Corrigan submitted the following report.

Monthly Activity Report

(See pages 1364-1369)

Mr. Corrigan stated that in our year to date general circulation reflects a 3% loss; emedia continues to increase; and computer usage is leveling off.

RETIREMENT
RECOGNITION
CITATION
Approved

REPORT ON PAID
SICK TIME
Submitted

EMPLOYEE
DEMOGRAPHICS
(EE0-4) REPORT
Submitted

INSURANCE
SUMMARY
REPORT
Submitted

MONTHLY
ACTIVITY
REPORT
Submitted

**BUILDING
STATUS
UPDATE**
Presented

Building Status Update

Tim Murdock, Director of Property Management, reported that the weather has been cooperative and that there is nothing significant to report.

**CPL150
STRATEGIC
PLAN
UPDATE**
Presented

CPL150 Strategic Plan Update

Timothy Diamond, Chief Knowledge Officer, reported that the Cleveland Urban Design Collaborative (CUDC) will be wrapping up the final round of advisory committee meetings for the Group 2 Branches (Mt. Pleasant, East 131, Brooklyn, and South Brooklyn) in the next few weeks. They have starting drafting the report for those branches. Meanwhile, they have begun work on the third and final group of branches that are part of the Community Vision Plan: Union, Hough, Walz, Eastman, and West Park.

**SAFE, WARM
AND DRY
UPDATE**
Presented

Safe, Warm and Dry Update

Eric Herman, Capital Projects Manager, report that the contract is in place with Osborne and the first kick off meeting was held. Carnegie West was selected for the first building examination site visit because it needs everything. All of the various disciplines met at Carnegie West and completed their examinations in one day.

Collinwood will probably be selected for the next examination site visit. When all ten buildings have been examined and reports generated and reviewed, we will bring those findings back to the Board with a proposed plan for consideration.

**ADVOCACY
TASKFORCE
UPDATE**
Presented

Advocacy Taskforce Update

Ms. Washington, Chair, Advocacy Taskforce, stated that the Taskforce held its second meeting on September 6, 2016 and has identified six public priorities that the Library will pursue in 2017-2018.

Ms. Washington stated that the Resolution to Accept State of Ohio Department of Education Grant for Family and Community Engagement Pilot Project was discussed relative to how it could leverage to additional partnerships and funding opportunities particularly with State government. Among those topics discussed were

partnerships that the Library is already leveraging and opportunities for additional public funding around the levy for next year. Also, the Public Library Fund and advocacy we will do in joint effort with other metro libraries around the state budget.

As the Library goes through the process of updating the Strategic Plan, those policies will be reflected providing the Board with an opportunity for discussion.

The Taskforce discussed the idea of an economic impact study that will begin to demonstrate to our community and the State the economic impact that the Library has had. This will help inform and support a case for the levy and advocacy in 2017. As the Taskforce continues its work, determinations will be made regarding capacity for internal and external capacities and support on how we contract with other agencies or entities to provide advocacy and lobbying support.

In response to Ms. Butts' inquiry, Ms. Washington named the following individuals who comprise the Advocacy Taskforce:

- Alesha Washington, Cleveland Public Library, Board of Trustees
- John Hairston, Cleveland Public Library, Board of Trustees
- Valarie J. McCall, Chief of Government and International Affairs, Mayor's Office
- Magda Gómez, Director, Diversity & Inclusion, Cuyahoga Community College
- Timothy J. Cosgrove, Partner, Squire Patton Boggs
- Gretchen Faro, Executive Director, Friends of the Cleveland Public Library

Director Thomas stated that at the recommendation of Chief McCall, he met with Dean Roland V. Anglin, Maxine Goodman Levine College of Public Affairs, Cleveland State University, to discuss the possibility of doing an impact study for the Library. At that initial meeting, it was determined that the Library had done something similar five years ago with Cleveland State University. Dean Anglin indicated that he would review that work and meet again.

Director Thomas also stated that a Board Work Session would be possibly be scheduled in December to discuss a revised strategic plan that incorporates the Library's advocacy plan.

Mr. Corrigan thanked Ms. Washington for her report.

Friends Board Update

Gretchen Faro, Executive Director, Friends of Cleveland Public Library, stated that the Friends is wrapping up efforts to seat the 2017 Board. Ms. Faro will share the confirmed slate with the Library Board of Trustees when new members are seated in January.

Ms. Butts asked if the Friends Board would be expanding.

Ms. Faro stated that as potential board members are considered, they are looking at candidates who can be supportive in following areas:

- 1) Fundraising capacity
- 2) Strengthening the Friends fundraising efforts
- 3) 150th Anniversary Gala & Celebration

Mr. Corrigan thanked Ms. Faro for her report.

NEW BUSINESS

Director Thomas presented the following item of New Business.

Resolution to Honor the Kid Mayor of Cleveland Public Library

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

WHEREAS, Cleveland Public Library's 2016 Summer Reading Program, *Read Up! Rise Up! CLE*, included a system-wide competition during Politics and Government Week to elect a Kid Mayor of Cleveland Public Library; and

WHEREAS, Participants in the competition answered three essay questions that were evaluated by two committees of library staff members who had the difficult task of

FRIENDS
BOARD
UPDATE
Presented

RESOLUTION
TO HONOR
THE KID
MAYOR OF
CLEVELAND
PUBLIC
LIBRARY
Approved

first choosing 28 semi-finalists and later narrowing the field down to six finalists; and

WHEREAS, On July 23, 2016, the semi-finalists were invited to Martin Luther King, Jr. Branch for special recognition and the finalists read their essay responses to the audience; and

WHEREAS, The finalist who wrote that she would start a program called "Reading Is Great and Awesome!" to help children enjoy reading was chosen to be Kid Mayor of Cleveland Public Library; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library recognizes Brooke Miltner of the South Brooklyn Branch as the first Kid Mayor of Cleveland Public Library with the responsibility for assisting in the planning of CPL youth initiatives and representing youth patrons at library events.

Director Thomas read the following essay question and Brooke's response:

Question 3: *If you were elected Kid Mayor of Cleveland Public Library, what would you want the world to know about Cleveland, Ohio?*

Brooke's response: *I want the world to know that in Cleveland, two Cleveland high school students created Superman! Cleveland is an awesome place to live. There are lots of fun things to do.*

After a photo op with the Board of Trustees, Director Thomas presented Brooke her copy of the resolution, gift bag and Cleveland Public Library "Kid Mayor" identification badge.

Director Thomas introduced Brooke's stepmom, Michelle Funovits and her dad, George Miltner.

Director Thomas also acknowledged Tammy Houghton, Children's Librarian, South Brooklyn who was also in attendance.

Nichole Shabazz, Youth Outreach & Programming Coordinator, stated that as members of the SRC Program Planning Committee, Tracie Forfia, Children's Librarian, Fleet Branch and Tracy Isaac, Lending Clerk, Main

Library, designed and developed the Kid Mayor election as a system-wide participatory competition during Politics and Government week of summer reading club.

DIRECTOR'S
REPORT
Presented

DIRECTOR'S REPORT

Before presenting his report, Director Thomas acknowledged Anastasia Diamond-Ortiz, Director of Strategy and Innovation, who has been selected as new Executive Director of Lorain Public Library System. Director Thomas thanked Ms. Diamond-Ortiz for her contributions to Cleveland Public Library and stated that Ms. Diamond-Ortiz will now be representing the Lorain Public Library System as a CLEVNET library member.

Ms. Rodriguez congratulated Ms. Diamond-Ortiz, on behalf of the Board, and expressed well-wishes for success in her new role as Executive Director of Lorain Public Library System.

FIGHTING COMMUNITY DEFICITS

As a part of the 2016-2017 Cleveland Foundation Learning Center grant, College Now was begun offering student loan counseling at the Carnegie West branch. The Student Loan Rescue program offers adults one-on-one counseling that helps them assess their student loan situation, explore various restructuring programs, and complete required paperwork required to resolve any outstanding issues. In the month of September, the Student Loan Rescue program served 46 adult patrons. This program will continue through May of 2017.

On September 10th the Glenville Branch hosted Legal Aid @ the Library. The legal clinic was comprised of Ulmer & Berne, Norman S. Minor Bar Association, and The City of Cleveland Heights. Prominent legal counselors included the Honorable Anita Laster Mays, Valissa Turner Howard, Esq., the presiding president of the NSMBA, the assistant law director for the City of Cleveland Heights, Mr. Kevin Roberts, and the Cuyahoga County assistant prosecuting attorney Lon'Cherie Billingsley. There were ten non-attorney volunteers, seven from Case Western Reserve Law School, two recent graduates waiting to take their bar exams, and one from Cleveland Marshall Law School.

FORMING COMMUNITIES OF LEARNING

In the month of September the Library hosted approximately 224 programs ranging from student loan debt counseling to Hispanic American cultural awareness programming. Also during the month the Library offered 121 pre-school story times to children and parents. Education services such as GED and ESOL classes, after-school tutoring, and ACT preparation classes were held at 14 branch locations. The after-school food program, Kid's Café, has increased the number of service sites to encompass every CPL location except the Public Administration Library in City Hall.

K-3 intensive reading and math instruction provided by Braxton Educational & Technology Consulting (BETC) resumed services at four CPL locations on September 6th delivering over 60 hours of tutoring at four locations: Addison, Memorial Nottingham, Walz, and Woodland. Self-Organized Learning Environment (SOLE) sessions were held once a week at four locations. In the month of October BETC will expand their services to an additional three locations support by funding from the Cleveland Foundation.

College Now Greater Cleveland resumed ACT preparation programming at five locations. In addition to the Impact216 program offered in neighborhood branches, College Now has begun offering daily ACT classes in the Louis Stokes Wing, Learning Commons.

The Cleveland Public Library celebrated the 2016 Norman A. Sugarman Children's Biography Award. The award, which is given biennially to a writer/illustrator of a new biography for children in grades Kindergarten-8 published in the previous two calendar years, honors excellence in the field of biography for children. The Wonder Woman Symposium brought in major icons of the comics world, including Trina Robbins, Phil Jimenez, Cameron Stewart, and Genevieve Valentine. Over 120 people attended the symposium's Thursday night opening talk. A partner event at Carol & John's Comic Book Shop brought in 222 people. Friday's events included a student workshop during the day and evening speakers. On Saturday, hundreds of attendees enjoyed the opportunity to honor Wonder Woman, participate in lively discussions, and meet and greet their favorite authors.

CELEBRATE DIVERSITY

On September 30th the Library partnered with the Julia De Burgos Cultural Arts Center, the City of Cleveland, the Baseball Heritage Museum, and the Cleveland Indian's to offer Hispanic American heritage programming at League Park and Lincoln West High School. Former Indians players Carlos Baerga, Dave Nelson, Isidro "Sid" Pedroza Monge, and baseball historian Luis Mayoral participated in a panel discussion about Caribbean and African-American's history in the major leagues. Luis Mayoral also spoke to students about baseball history and the impact Hispanic Americans have had on the integration of professional sports.

The International Department is hosting an art exhibit featuring two local Latina artists, Maria Paz and Cosette Pineda. This show will run until November in the art gallery inside the International Languages Department.

Martin Luther King Jr. Branch - The MLK Branch hosted the African American Music Association's 2016 Infinite Scholars Scholarship Fair with over 300 patrons participating. Toni Parker and Cynthia Davis attended the Infinite Scholars Reception and Banquet held at the Tudor Arms. Ms. Davis was asked to give a short speech on behalf of her son Carl, whom received a scholarship and attends Tuskegee University. Director Felton Thomas was one of the keynote speakers for the evening. In addition to the Fair, MLK participated in the following: The Friends of the Library Book Sale, ImpAct216, and The King and I chess club facilitated by Ron Roberts.

PARTNERSHIPS

Family Passes to the Cleveland Museum of Natural History were available for check out by CPL cardholders at 28 library locations including the Public Administration Library at City Hall. 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 Outreach & Programming Services.

Exhibits and Displays

As part of its ongoing investment in Cleveland's Plan for Transforming Schools, of which the goal is to ensure every child in Cleveland attends a high-quality school and every neighborhood has a multitude of great schools

from which families can choose, The George Gund Foundation commissioned award-winning Boston photographer Lisa Kessler to capture the pulse of public schools in Cleveland today. For two weeks, she immersed herself in district and partnering charter schools across Cleveland, capturing the unbridled enthusiasm, hard work, and sense of community among students, teachers and parents.

The complete photographic exhibit titled "Changing Minds" was showcased at the Cleveland Public Library's Louis Stokes Wing in the month of September and will conclude on October 28th. The title reflects how Public schools in Cleveland are dispelling myths, breaking down barriers, and re-picturing education.

Also during the month of September The Art Therapy Studio exhibited artwork by clients and local artists at the Main Library. The Art Therapy Studio's mission is to enhance the quality of life for those with physical, cognitive, or emotional challenges through the therapeutic use of art.

The loan agreement for the 2016 See Also temporary art installation by the Cracking Art Group has been extended through March of 2017.

Research That's Possible Only at Main Library

- * A graduate student reviewed several boxes of materials related to the architecture work of Charles Schweinfurth.
- * A local museum requested scans from the clipping file on local artist and teacher Marco de Marco.
- * A research request on information pertaining to the Coventry library building to replace a lamp above the front door.
- * A professor from Oberlin inquired about 3 books related to the Kannada (South India) language held in Special Collections (CPL was one of 3 libraries who owns copies.)
- * A research request on the history of Calvary Presbyterian Church.
- * A research request about the Lewis Chess set in Special Collections.
- * A research request for an Ecclesiastic Cleveland architecture poster. .
- * A request for Scheherazade Russian music; Barber shop quartet; libretto of Mozart's completed operas; Little

Shop of Horrors sheet music; Chariots of Fire sheet music.

* A research request for auction prices for Fred Schmitt's Postal History Treasures.

* A researcher from Sweden requested scans from four early 19th century chess books.

* A patron request for scans from 1894 witchcraft book, At the Ghost Hour.

* Cleveland.com contacted Special Collections to possibly do an article about the rare cook book collections.

* A researcher from Harvard requested scans from the East India Collection of letters written by Emondstone in 1817.

* Research assistance was provided to the Director of the Soldiers & Sailors Monument looking for a transcript for the audio recording done in the 1950s when the WWII Arizona was commemorated.

* A chess researcher requested scans from journal called Canadian Chessner.

* A patron requested information about the Jeremiah statue which is on view at the entrance of Special Collections. Fine Arts & Special Collections Manager found that the statue was donated to the Library in 1929.

* A patron visiting from San Diego used the Plain Dealer Historical database and CLGH newspapers on microfilm to research an ancestor who was a jeweler in the Arcade.

* Photograph staff assisted a filmmaker with locating and obtaining images of Karamu Theatre, the Play House Settlement, Russell and Rowena Jelliffe, and Reuben and Dorothy Silver, for a documentary.

* Staff assisted a CSU Urban Studies professor with finding images of residences and businesses throughout the Glenville neighborhood.

* Staff assisted a patron in the Photograph Collection who is doing research on his childhood neighborhood along Central Avenue.

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 over 12,000 followers on Twitter and the Facebook page currently has over 8,000 fans.

GRANTS & DEVELOPMENT

PNC

Awarded \$10,000, through the Friends of the Cleveland Public Library, for a new Kindergarten Club in 2018.

State of Ohio Dep't of Education

Submitted proposal for \$50,000 for the Family and Community Engagement pilot program, a kindergarten preparedness and parent engagement project.

Cleveland Foundation

Submitted request for \$10,000 to sponsor the Sunlight Foundation's Transparency Camp to be held at the Cleveland Public Library October 14 & 15, 2016.

Delta Dental Foundation

Submitted request for \$5,000 to offer an oral health component during the Dep't of Education's Family and Community Engagement events.

Starting Point Out of School Early Learning Opportunities

Submitted paperwork to extend our after-school intensive tutoring (for Third Grade Reading) through to December 2016.

SEIU Negotiations Request

Submitted information on grants submitted over past year to union.

PUBLIC SERVICES

Programs and Services

In the month of September the Library hosted approximately 224 programs ranging from student loan debt counseling to Hispanic American cultural awareness programming. Also during the month the Library offered 121 pre-school story times to children and parents. Education services such as GED and ESOL classes, after-school tutoring, and ACT preparation classes were held at 14 branch locations. The after-school food program, Kid's Café, has increased the number of service sites to encompass every CPL location except the Public Administration Library in City Hall.

K-3 intensive reading and math instruction provided by Braxton Educational & Technology Consulting (BETC) resumed services at four CPL locations on September 6th delivering over 60 hours of tutoring at four locations: Addison, Memorial Nottingham, Walz, and Woodland. Self-Organized Learning Environment (SOLE) sessions were held once a week at four locations. In the month of October BETC will expand their services to an additional three locations support by funding from the Cleveland Foundation.

College Now Greater Cleveland resumed ACT preparation programming at five locations. In addition to the Impact216 program offered in neighborhood branches, College Now has begun offering daily ACT classes in the Louis Stokes Wing, Learning Commons.

Also as a part of the 2016-2017 Cleveland Foundation Learning Center grant, College Now was begun offering student loan counseling at the Carnegie West branch. The Student Loan Rescue program offers adults one-on-one counseling that helps them assess their student loan situation, explore various restructuring programs, and complete required paperwork required to resolve any outstanding issues. In the month of September, the Student Loan Rescue program served 46 adult patrons. This program will continue through May of 2017.

On September 10th the Glenville Branch hosted Legal Aid @ the Library. The legal clinic was comprised of Ulmer & Berne, Norman S. Minor Bar Association, and The City of Cleveland Heights. Prominent legal counselors included

the Honorable Anita Laster Mays, Valissa Turner Howard, Esq., the presiding president of the NSMBA, the assistant law director for the City of Cleveland Heights, Mr. Kevin Roberts, and the Cuyahoga County assistant prosecuting attorney Lon'Cherie Billingsley. There were ten non-attorney volunteers, seven from Case Western Reserve Law School, two recent graduates waiting to take their bar exams, and one from Cleveland Marshall Law School.

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The OPS department encumbered \$69,688.16 in support of Library programming, \$58,000 was Cleveland Foundation funds devoted to BETC tutoring in the 2016-17 calendar year.

EXHIBITS

As part of its ongoing investment in Cleveland's Plan for Transforming Schools, of which the goal is to ensure every child in Cleveland attends a high-quality school and every neighborhood has a multitude of great schools from which families can choose, The George Gund Foundation commissioned award-winning Boston photographer Lisa Kessler to capture the pulse of public schools in Cleveland today. For two weeks, she immersed herself in district and partnering charter schools across Cleveland, capturing the unbridled enthusiasm, hard work, and sense of community among students, teachers and parents.

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MOBILE SERVICES

The Mobile Services department continued serving the city's senior population through lobby stops, hold deliveries, and engagement activities. CPL employee Kelli Newsome met with residents of the Franciscan Village Senior Apartments to discuss the book *The Time Keeper*, by Mitch Albom. Participants of the book club spoke about how the passage of time as affects their emotional well-being in their stage of life. Participants also spoke about the topic of loneliness and how this emotion becomes increasingly difficult to deal with as time progresses.

On the Road to Reading (OTRR) started back on the road for their Fall 2016 session. Twenty Six classrooms will experience weekly Every Child Ready to Read story times for the next 14 weeks. Each classroom receives a monthly set of books to allow teachers to build their own daily story times, using new and age appropriate books.

MEETING ROOMS

The total number of requests for Main Library in the month of September was 264 with an estimated total attendance of 3,418. The Library's newly renovated Learning Commons on the 2nd floor of the Louis Stokes Wing was reserved 119 times and accommodated over 1,700 guests during the month of September. Outside organizations were billed \$850.00 to offset the cost of additional staffing. Branch meeting rooms were reserved 408 times with an estimated total attendance of 1,316. Lakeshore auditorium and meeting rooms were reserved 33 times primarily for staff related activities.

Norman A. Sugarman Children's Biography Award

The Cleveland Public Library celebrated the 2016 Norman A. Sugarman Children's Biography Award. The award, which is given biennially to a writer/illustrator of a new biography for children in grades Kindergarten-8 published in the previous two calendar years, honors excellence in the field of biography for children.

Wonder Woman Symposium

The Wonder Woman Symposium brought in major icons of the comics world, including Trina Robbins, Phil Jimenez, Cameron Stewart, and Genevieve Valentine. Over 120 people attended the symposium's Thursday night opening talk. A partner event at Carol & John's Comic Book Shop brought in 222 people. Friday's events included a student workshop during the day and evening speakers. On Saturday, hundreds of attendees enjoyed the opportunity to honor Wonder Woman, participate in lively discussions, and meet and greet their favorite authors.

Music at Main

The Gage Brothers, a bluegrass band from Akron performed original songs from their new CD to a delighted audience of 44 visitors and library patrons.

Youth Services Programming

Youth Services staff members hosted educational story times, Art Lab and Studio 470 programs throughout the month of September. Programs included Wee Read and Play story times, Super Sleuth Readers story time, an Origami Doll program on September 7th, and a Smart Art: Marisol Escobar program on September 14th. Fine Arts and Special Collections Library Assistant Mark Fox-Morgan led the program about the art of Venezuelan artist, Marisol

Escobar for *Hispanic Heritage month*. Mr. Fox-Morgan showed program participants books on her art and how she uses the figure to create sculptures.

Author Visit - Alan Dutka

On September 17th local author, Alan Dutka, conducted a program on his book, *Misfortunes of Cleveland's Millionaires' Row*. Eleven people attended the program where Mr. Dutka told the scandalous stories of Euclid Avenue's most famous residents.

Genealogy @ CPL

Subject Department Librarian Terry Metter debuted his program, *Genealogy @ CPL*, an introduction to genealogy and related library resources at the Carnegie West Branch.

Literary Frolic Friday

On September 8th Literature Department Librarian Timothy Phillips hosted a Literary Frolics program on *Five Little Pigs*, a "Hercule Poirot" mystery by Dame Agatha Christie: this was attended by 6 library patrons. On September 23rd Mr. Phillips hosted a second Literary Frolics on *Moving Finger*, a "Ms. Marple" mystery, also by Dame Agatha Christie. Six library patrons attended this event.

Main Library Book Clubs

On September 1st, the *Get Graphic! A Graphic Novel Book Club* met for the first in a three week run of book clubs: *On the Road to the Wonder Woman Symposium!* The first book in the series, written by comics writer and historian Trina Robbins, was *Pretty in Ink: North American Women Cartoonists 1896 - 2013*. Six patrons joined Literature Department Librarian Jean Collins and Ohio Center for the Book Scholar-In-Residence Valentino Zullo. The second author in the *On the Road to the Wonder Woman* series was Genevieve Valentine. On September 8th, eight attendees joined the discussion with Ms. Collins and Mr. Zullo about two of Valentine's most recent graphic novels, both in the *Catwoman* series: *Keeper of the Castle*, and *Inheritance*.

The third book club in the series discussed the author/illustrator team of Jimmy Palmiotti & Amanda Conner. This book club, held September 15th, was led by Library Assistant Nicholas Durda.

Main Library Blog Posts

Fine Arts Librarian Bruce Biddle posted a blog featuring the Cleveland Museum of Art exhibit on the *Art of Mughal India* on view till the end of October. He featured books in Fine Arts on the topic <http://cpl.org/the-arts-of-mughal-india/>

International Languages Programming

During the month of September the staff in International Languages staff hosted five programs serving a total of 85 individuals both on and off site. In addition, the International Department is hosting an art exhibit featuring two local Latina artists, Maria Paz and Cosette Pineda. This show will run until November in the art gallery inside the International Languages Department.

Main Library Tours and School Visits

During the month of September staff members across Main Library conducted tours for a number of groups visiting main library including: Cleveland State University Students, Case Western Reserve Graduate Students, a group attending sessions hosted by NEO-RLS, a graduate research class from Ursuline College, 28 freshmen from St. Martin de Porres High School, 46 sixth grade students from Menlo Park Academy, 10 students and their teachers from Gerson High School, 60 seniors from MLK High School and a group of students in an Urban Studies classes from Cleveland State University.

Exhibits and Displays

Main library staff members created a number of informative, educational and interesting displays during the month of September. Local and Global History Department Library Assistant Danilo Milich created book display titled *This Month in History*. Youth Services staff members created displays featuring Batman, the Cleveland Browns, Banned Books, Halloween and a display with an autumn theme. Literature Senior Subject Department Librarian Jean Collins created a new theater table-top exhibit that includes the latest production at Cleveland Play House, *All the Way*, and the upcoming Playhouse Square Broadway production of *Fun Home*. Fine Arts Library Assistant Mark Fox-Morgan and Music Librarian Andy Kaplan created a display for *Hispanic Heritage* month. In addition, Mr. Fox-Morgan created a display featuring cartoon books for the *Wonder Woman Symposium*.

Main Library Outreach

Sugarman Award Winner - School Visit

Anita Silvey, the 2016 Norman A. Sugarman Children's Biography Award winner for her book *Untamed: The Wildlife of Jane Goodall* visited two local schools accompanied by Youth Services Manager, Annisha Jeffries and Children's Librarians, Lan Gao and Rebecca Donahue. Silvey talked about her books and the art of illustration and writing to students at the Urban Community School and the Hawken School.

MOCA Event

Literature Department Library Assistant Nick Durda represented CPL at the Book Arts Fair held at the Museum of Contemporary Art in University Circle. Mr. Durda presented a table that promoted the Wonder Woman Symposium, as well as the Zine collection in the Literature Department.

Art of Pointillism

Fine Arts librarian Bruce Biddle made a presentation at the Addison Branch teaching children about the art of Pointillism on September 30th. The session showed children how to create landscapes with markers and crayons by using dots of color. Pointillism is a technique used by 19th century French painters.

Author Visit - Sugarman Award Winner Duncan Tonatiuh

Popular Library Manager Sarah Flinn escorted author Duncan Tonatiuh on his visit to the Hawken School where he made a presentation to students in grades 4 and 5. Mr. Tonatiuh discussed his Sugarman Award honor book *Funny Bones: Posada and His Day of the Dead Calaveras*, answered questions, and drew a sketch for the class to show his drawing style.

Cleveland Book Week

Staff from Literature, Popular and the Center for Local and Global History Departments represented CPL at a booth at The Foundation Center's first Cleveland Book Week on September 12th. Staff had an enjoyable afternoon recommending books and helping visitor's sign up for library cards.

National Book Festival - Ohio Center for the Book

Assistant Director of Public Services Robin Wood represented the Ohio Center for the Book and Cleveland Public Library at the National Book Festival in

Washington D.C. sponsored by the Library of Congress on Saturday, September 24th. Ms. Wood spent the day talking with families and children about the great State of Ohio!

Community Genealogy Meeting

Center for Local and Global History Department Manager Olivia Hoge attended a local genealogy meeting in Brooklyn on September 18th. Ms. Hoge presented on the genealogical resources at Cleveland Public Library to an audience of forty.

Collection Development Highlights

Center for Local and Global History staff members Brian Meggitt and Lisa Sanchez continue to work on the Cleveland Subject Collection item level inventory and identification project. Since the last monthly report, they have added unique IDs and metadata for over 8,900 images. Mr. Meggitt also continues work on the Charles S. Hackett Collection of images of Cleveland from the 1950s, in both positive and negative formats. Mr. Meggitt re-housed and performed preliminary arrangement of 2,260 items to bring the total to 7,250 (out of roughly 12,000 items).

Fine Arts Library Assistant Mark Fox-Morgan discovered a set of uncatalogued cartoon drawings by Cleveland artist Ed Kuekes; an original 1912 drawing by Clifford K. Berryman who created the concept of the Teddy Roosevelt "teddy bear"; and an 1864 print for Democratic candidates in the Fine Arts flat files.

Special Collections sent 103 chess portraits; 8 chess manuscripts (pre-1800) to be digitized by CDPL.

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- Staff assisted a CSU Urban Studies professor with finding images of residences and businesses throughout the Glenville neighborhood.

- Staff assisted a patron in the Photograph Collection who is doing research on his childhood neighborhood along Central Avenue.

Staff Development

Staff across Main Library attended the *Anisfield-Wolf Book Awards* ceremony on September 10th. Special Collections staff members had copies of the award titles signed by the authors for the collection.

Center for Local and Global History Librarian Terry Metter attended the City of Cleveland's eighth annual Sustainability Summit at Cleveland Public Auditorium on September 21st and 22nd.

Fine Arts & Special Collections Manager Pam Eyerdam and practicum student Andrea Mitchell attended the Ohio Preservation Council meeting on September 15th held in the CDPL. The group is planning their 2017 symposium that will include talks about scrapbook conservation.

Lending Department Manager Stephen Wohl attended two Leadership Certification Modules: Managing Change and Leading and Working with Teams.

On September 29th, Literature Department Librarian Tim Phillips attended the OLC Conference and presented a poster session on the national Letters About literature program. Graphic Designer Christine Colnar also attended and presented a session on the revised Ohio Literary Map. Valentino Zullo, the 2016 OCFB Scholar-in-Residence presented a poster session on women in comics and graphic novels.

Other Library News

Four St. Martin de Porres high school students began working at Main Library in September. Students were assigned to work in the Literature, Fine Arts/Special Collections, Foreign Literature and Youth Services Departments. Each student works one day per week and rotating Mondays.

Gold leaf lettering over the entrance of Special Collections (John G. White Exhibition Hall) was replaced.

LAND Studio informed Fine Arts & Special Collections Manager Pam Eyerdam that the *See Also* installation of *FLOCK* will be extended until February 2017.

Branches

District 1

Eastman - September has been a busy month for Eastman Branch. Staff was busy with National Library Card Sign-Up Month which is geared for students in grades pre-K-12. Adult GED classes started as well as ImpACT 216 classes which are geared at helping high school students studying for the ACT test. On September 14th Children's Librarian Cassandra Feliciano attended open houses at Wilbur Wright and McKinley schools. Cassandra collected 30 connected card applications and handed out giveaways. On September 22nd a children's program was held where children could meet Mickey and Minnie Mouse and enjoy refreshments, do a craft and win prizes.

Lorain - In September, Lorain Branch geared up for a new school year. Youth Services staff attended two Open Houses, began new story times at 4 area schools, and prepared for story times at 3 additional schools. Many staff became trained in new areas (Digital Media for Children, Maker Labs, Leadership Certification, OLC) and more involved in CPL (WOW Awards Committee). Branch Manager Shayna Muckerheide met and collaborated with local leaders and police officers to offer more healthy community-based programs, learn the area's history, and improve neighborhood safety. On September 15, Children's Librarian Adela Garcia kicked off Hispanic Heritage Month with a celebratory program for 10 children: they learned Hispanic trivia, played a Spanish matching game, and enjoyed Puerto Rican guayaba pastries.

Rockport - Staff coordinated five in branch youth programs. Amiya Hutson and Bill Petrucz met with the Great Lakes Science Center to coordinate STEAM+C classes for winter and summer of 2017. Bill Petrucz submitted a \$250 grant for additional Lego supplies for Rockport's "Construction Club" through the Bellaire-Puritas.

Walz - September was full of class visits and outreach. Walz is doing regular outreach to more schools than ever and the classes visiting in the branch has grown this year. Lunches and Tutoring took a while to get started

but are now occurring. The Pregnancy Prevention program that was a grant received by the GBLTQ Community Center manned an informational table and hosted a teen pizza party. The seniors are thrilled with Music Bingo especially since the prizes were cookies.

West Park - Story times for babies and toddlers resumed during the month of September at West Park. Other programs held during September included weekly meetings of the Construction Club and Board Game Club, a celebration for Roald Dahl's birthday, a Pirate Program to observe International Talk Like a Pirate Day, a Play-Doh Creation Station in honor of National Play-Doh Day, Hispanic Heritage Month crafts, a 3D Printing Basics class, and weekly Microsoft Word classes. Branch staff made visits to area schools to promote Library Card Sign-Up Month, forgiveness of fines, and other programs and services provided by the library. Children's Librarian, Vicki Beggiani, Library Assistant- Youth Emphasis, Jeanna Sauls, and Assistant Branch Manager, Crystal Tancak attended the Media Mentor: 1 App, 2 Apps, 3 Apps, 4! Digital Media Training where they learned developmentally appropriate methods to use digital media with children from birth to 8 years of age. During September, West Park was also pleased to house the travelling version of The George Gund Foundation Photo Exhibit on Cleveland's Plan for Transforming Schools, as part of its ongoing investment in Cleveland's Plan for Transforming Schools.

District 2

Brooklyn: The Children's staff continued with excellent outreaches to regular ongoing patron daycares and schools and also a new one: The former local Head Start program has been taken over by Rosie's Day Care, which is Pre-K. The meeting room also saw daily activity with counselors, tutors and monitored meetings as well as one-on-one meetings with the Epilepsy Foundation.

Carnegie West: A Beginners Genealogy program was presented on September 24th by librarian Terry Metter, from the Center for Local and Global History. Carnegie West branch manager Angela Guinther, children's librarian Helen Zaluckyj, and page Mario Banks represented CPL and Carnegie West at the second annual Ohio City Street Festival, held on September 25th. Located in the Kids Zone, the library's table

featured Tale Waggin' Tutor Salvador, a book mark craft and, in conjunction with the Ohio City Farm, a take-home pot of herbs whose container children decorated. Library Assistants Computer Emphasis Jaime Devore and Lily Korte hosted a Paracord Band maker lab for children after school on September 27th. Guinther attended a meeting of the human services focused Ohio City Dialogues Committee on September 13th and a meeting of the West Side Referral Network (WFRN) on September 15th. WFRN has been working for several years to launch a database that will enable members to refer clients to each other for services.

Fulton: Fulton has been very busy with school starting and children wanting to participate in the Kids Cafe. Administration informed the Fulton Branch staff that they are serving the most meals system-wide.

Jefferson: Let's No-Bake a Treat was a great success with over 40 children participating. They learned how to follow instructions from a recipe while having fun and were rewarded with a treat at the end. Thirty-five children went crazy for the Twister Girl Balloon Art Program. A representative from the Cuyahoga Soil and Water Conservation District gave an interesting presentation entitled "Stormwater Pollution Solutions." Jefferson and South Staff staffed a booth at La Placita

South: The South Branch hosted a table at the last La Placita of the summer. Patrons stopped by the Library table to collect swag and information. Staff worked on promoting Library Card Signup Month. The South Branch partnered with On the Road to Reading, highlighting Every Child Ready to Read, ConnectED and Library Card Sign Up Month to parents with children 18 months and under at the Redeemer Crisis Center, Parents' Cupboard Program. Redeemer Crisis Center provided an interpreter, as several of the families primary language is Spanish.

South Brooklyn: September for South Brooklyn was a whirlwind of activity: students staying longer to use computers, phone chargers, outlets and tables, impACTthe216 (an ACT prep course) began its Fall session, Kids' Café (free snack program in partnership with Food Bank) served food to impACTthe216, Board of Elections set up a table to register new voters, and National Library Card Sign Up Month.

District 3

Garden Valley - Assistant Branch Manager, Cal Zunt, represented the Garden Valley Branch at the CMSD/Anton Grdina Open House on Wednesday, September 14. Branch staff prepared a book display of American Politics featuring books about American political parties and the two leading presidential candidates.

Hough - Joanna Rivera conducted a "Passport around the world" reading program where participants find books based off the stamps needed in their passports. Mini passports consist of different genres needed for participants to receive stamps and prizes. Ms. Rivera also conducted an "Ojos de Dios" craft session with youth in honor of Hispanic Heritage Month. Black Storytelling Week - Members from the Cleveland Association of Black Storytellers conducted a "Brer Rabbit" storytelling concert for youth. Youth Services Staff continue to provide homework help to youth. Hough Branch participated in Open House for Daniel E. Morgan School and Martin Luther King Jr. High School by manning information tables with CPL literature.

Martin Luther King Jr. Branch - The MLK Branch hosted the African American Music Association's 2016 Infinite Scholars Scholarship Fair with over 300 patrons participating.

Toni Parker and Cynthia Davis attended the Infinite Scholars Reception and Banquet held at the Tudor Arms. Ms. Davis was asked to give a short speech on behalf of her son Carl, whom received a scholarship and attends Tuskegee University. Director Felton Thomas was one of the keynote speakers for the evening. In addition to the Fair, MLK participated in the following: The Friends of the Library Book Sale, ImpAct216, and The King and I chess club facilitated by Ron Roberts.

Sterling - Sterling began a series of STEM programs this Fall. September's offerings included an aerodynamics paper airplane challenge and an engineering / teamwork challenge using red cups. Our popular Tech Tuesday programs resumed with an hour of coding using the Learning Center iPads. The Museum Without Walls (Children's Museum of Cleveland) presented Create Your Own Critter. We were delighted to welcome an observer from the Smith Foundation - the program's funder. Book

Arts Cleveland continued their monthly program for children and is planning the October exhibit.

Woodland -Branch Manager, Rena Baker, attended the Anisfeld-Wolf Book awards on September 15, 2016. She also represented the Woodland Branch at the George Washington Carver Open House on September 16.

District 4

E131 Branch - Manager Marcie Williams attended the ERC training Leading and Managing Change. LA Youth Rosa Simone attended the Media Mentor Digital training. A representative from Applewood Centers Inc. set up an informational table about foster care and adoption. The Music Settlement presented the Read to the Beat program to Chapelside Academy preschoolers.

Fleet Branch - Pasha Moncrief and Tracie Forfia attended the Broadway/Slavic Village/P-16 Community Meeting. Pasha Moncrief and Tracie Forfia also attended the P-16 Crucial Conversations Workshop/Book Discussion. Ms. Moncrief also attended the "*Building a Healthy Neighborhood*" community resource fair where she presented information on services and programs provided at Fleet Branch. Pasha Moncrief hosted the Coloring Club for Adults program. Fleet's newest youth initiative lead by Tracie Forfia and Emily Crompton, The 1,000 Books before Kindergarten Program, began this month. The goal of the program is for children to hear 1,000 books before they start kindergarten. Anna Fullmer hosted Fleet's Kickstarter-funded Pet Care Academy for two weekends out of the month of September. Patrons made pet I.D. tags on the 3D printer, paracord pet collars, met Ms. Kliber and her guide dog, Olaf, and heard from speakers about pet health and training from Neighborhood Pets Outreach & Resource Center and PAWS Ohio.

Harvard-Lee Branch - The Northeast Ohio Public Energy Council (NOPEC) shared information about conservation and energy efficiency, with their table display and Energy Bike. Patrons and staff were invited to ride the Energy Bike to see how much energy it takes to power three different types of light bulbs. (Each participant received a free NOPEC t-shirt!) Assistant Manager, Kristen Schmidt created a Banned Books display. On Monday, September 19, Harvard-Lee hosted a college fair for students attending John F. Kennedy and Whitney

Young. Additionally, the fair was open to our community. The Universities and colleges present were: Baldwin Wallace, Cuyahoga Community College, Hiram College, Ursuline College, Mt. Union, Bryan and Stratton, Case Western Reserve, Central State, Bowling Green, and Lake Erie College. Effective September 19, Harvard-Lee welcomed Youth Librarian, Olivia Geaghan to the library.

Mount Pleasant Branch -The Mt. Pleasant Branch hosted the Kindergarten Club programs on Thursdays, the Read to the Beat Programs on Wednesdays, and the Brightside Daycare Story times on Fridays. We had a Roald Dahl's Birthday celebration and a Be a Hero Comic Book celebration.

Rice Branch - Rice Branch's Youth Services Team, Brianna Daniels and Eric Eubanks continues to diligently serve their community school visits.

Union Branch - During the month of September, Union Branch Youth Services staff serviced 484 students via outreach, story times & branch programs. Ms. Minter conducted one branch program, two outreach story times and hosted a table and Miles Elementary Open House. Mr. Greg Parker, Youth Services Assistant conducted a *Harvest Hoopla!* program at the branch and 6 outreach story times. Ms. Marks attended two ERC Leadership Certification Trainings this month, in addition to attending the Branch Managers Meeting.

District 5

Addison - Addison's Youth Librarian, Heidi Landskroener provided a resource table at CMSD's East Prep Open House event. In addition, she will be attending and providing a resource table on Literacy Nights at East Prep and CASE Elementary School. Preparations for next month's Branch Community Banner Project/Reception are underway. Community Partners either created their own patch to represent their organization or patches were created for them by staff. Patches will be assembled into a large tapestry that will hang from the branch ceiling. Branch Staff have started enrollment in the Diversity and Inclusion workshops beginning next month.

Collinwood - On Thursday, September 1st, to celebrate Labor Day children crafted their own American flag using ordinary Popsicle sticks and paint. There were a total of 11 kids who participated. In addition, the branch hosted a table along with partnering with Cleveland Museum of Art's "Art to Go" bus at the first annual Collinwood Community Resource Fair on September 10th. Manager, Caroline Peak and Children's Librarian, Adam Tully attended open house at Memorial School and Hannah Gibbons, respectively, to sign up children for ConnectEd cards and promote the Collinwood Youth Academy. Ms. Peak will be attending regular monthly meetings and outreach activities—new this month, True2U mentoring for 8th graders at Memorial School on the 22nd. Director Thomas helped the branch launch our first session of the Collinwood Community Youth Academy (CCYA) on Saturday, the 17th.

Glenville - The Senior Book club met and discussed the title "The Rise & Fall of Rocky Love by Katia Lief.

Langston Hughes - The branch welcomed back Dora the Chicken, included in the program, "Chickens in the City". The branch will host the Kid's Café through the school year, every Monday through Friday at 3:00 p.m.

Memorial Nottingham - For the Month of September the Memorial Nottingham branch was able to host the traveling Changing Minds Exhibit. In collaboration with Foreign Literature the branch hosted a Russian Author Visit and book talk for two days. Story times have been provided to Jubilee Academy. Ohio Perry School started class visits this month to pick up books. Inspections took place this month in preparation for the evening snack program. Braxton Tutors will return this month to provide tutoring for Pre-K thru 3rd grade. The Chess Club celebrated a ten year anniversary on Saturday September 27th.

TEHCENTRAL

IngenuityFest 2016

On September 23rd-25th, TechCentral participated in IngenuityFest 2016, held in the old Osborne Industrial Complex at E. 53rd St. and Hamilton Ave. TechCentral exhibited Mobile MakerSpace equipment, MakerKit Mania

kits, and featured two special projects: A Laser Cut 3D Terminal Tower model and robotic spiral art drawing.

Professional Development and Meetings

TechCentral Manager, CJ Lynce, met with Accounting and IT/CLEVNET on September 1st, regarding the Xerox MFD Solution and the upcoming 2017 expiration of the current contract with Xerox.

Mr. Lynce attended a meeting with HBM Architects and several Library staff regarding the South Branch renovations on September 1st.

Mr. Lynce participated in a phone conference on September 15th as well as on September 20th regarding the Mozilla Web Literacy Pilot Project.

Mr. Lynce, Mr. Balboa, & Library Assistant, Computer Emphasis, Karen Kelly Grasso met with the Cleveland Mini Maker Faire production team on September 20th.

Mr. Lynce participated on a phone conference on September 22nd with Xerox regarding possible mobile printing application replacements.

Mr. Lynce met with the Mozilla Web Literacy CPL Pilot Team on September 26th to discuss the pilot project and next steps after the August 26th Mozilla training.

Community Engagement: Visits and Outreach

Library Assistant, Computer Emphasis, Paolo Balboa attended the UH Bike Share program Launch in On September 21st, in Cleveland Public Square. Mr. Balboa also attended the Sustainability Summit at the Cleveland Public Auditorium on September 21st and 22nd.

Computer Classes, MakerLabs, and One-on-One Sessions

The following are the statistics for Computer Class and MakerLab programs for September 2016:

| | Branches | Main | Total |
|---|----------|------|-------|
| Number of Computer Classes | 35 | 20 | 55 |
| Attendance in Computer Classes | 72 | 83 | 155 |
| Cancelled Computer Classes (in-advance, no registrations) | 4 | 0 | 4 |
| No-Show Computer Classes | 7 | 0 | 7 |
| Cancelled Computer Classes Due to Weather | 0 | 0 | 0 |

| | Branches | Main | Total |
|--|----------|------|-------|
| Number of MakerLabs | 10 | 3 | 13 |
| Attendance at MakerLabs | 103 | 6 | 109 |
| Cancelled MakerLabs (in-advance, no registrations) | 0 | 0 | 0 |
| No-Show MakerLabs | 0 | 0 | 0 |
| Cancelled MakerLabs Due to Weather | 0 | 0 | 0 |

Cleveland Digital Public Library

Learning Commons

Cleveland Digital Public Library regularly hosts classes of various sorts. During September we have done several preservation workshops and regularly host CPL Fit Yoga. The renovations at the Louis Stokes Wing on the second floor have created a new classroom space. TechCentral and International Services classes are using the new space.

Shakespeare Exhibits

The "FirstFolio!" Exhibit left in August. The "Wonder of Shakespeare" remains on display, "Making and Faking Shakespeare" remains up in the J.G. White Gallery, and Digital Shakespeares remains on display in the Digital Hub. We still have a Fourth Folio borrowed from the University of Akron on display in Brett Hall. We continue to have attendance at showings of Shakespeare the Animated Tales and visitors who take the Wednesday tours.

Videography and Photography

Library Assistant Catherine Young did the following projects: Making Books with Seniors (photos), Making Books with Seniors (video), Music at Main (video), Wonder Woman event (photos), Sugarman event (photos),

New version of flockCle (video), Changing Minds Exhibit (photos), Preservation Meeting (photos), How to Make a Book (video), Artist María de Jesus Paz (video)

Scanning Assistance

Cleveland Digital Public Library staff assisted over 18 reservations and drop in sessions of two hours (or more) in length. There was scanning of both large personal and library collections in the Digital Hub. Patrons used the Epson 11000XL flatbed, ATIZ book scanner, and I2S oversized flatbed scanner to accomplish their projects for personal and publication use.

Public Services Statistics

Between Sept. 1 and Sept. 30 the Cleveland Digital Public Library had 367 visitors and 51 KIC Scanner sessions resulting in 941 images/1103 MB or 1.1 GB of scan volume. A bug in OCLC's implementation of Google Analytics makes it impossible to report on use for the digital gallery this month and we are working with OCLC to correct this.

Outreach

Dr. Ewing hosted the revitalized Neighborhood News Association, a group of local newspaper editors, in ClevDPL on September 3rd. Ulysses Glen discussed what it was like to report on the Republican Convention as a local newspaper editor and the eight attendees discussed the possibilities of digitizing their local newspapers.

Scanning 101

ClevDPL hosted Ohio Preservation Council for an all-day event on Sept. 15th. There were a dozen attendees, and members of ClevDPL and Special Collections presented to their colleagues on collections and preservation activities here in the library.

Library Staff Does Digitization

Cleveland Digital Public Library staff has scanned 146 items (5,418 files), post processed 82 items (4987 files), and uploaded 81 items (187 files) into the Digital Gallery. Staff have scanned 146 items (5,418 files).

Preservation

Preservation staff did the following: paper treatments (in sheets): 1 complex, 1 simple, Book treatments: 5 simple, 55 complex, Enclosures: 23, Labels printed: 42,

Books received: 79, Books returned: 123. Preservation staff has continued disassembly and repair on the American edition of Boydell's Shakespeare Gallery.

Environmental Monitoring

Working with buildings including Facilities Manager Timothy Murdock and Oliver Reyes, Dr. Ewing has identified 22 placements around Main and LSW for PEM II environmental monitoring devices. We have placed the monitors and have begun the monitoring program. We have identified an additional five placements at the Lakeshore facility and will soon be monitoring there as well.

Shakespeare Exhibits

Dr. Ewing and Ned Fratus (ClevDPL Page) have been monitoring light, temperature and humidity levels in Brett Hall, where rare materials have been installed. We establish monitoring in the White Gallery starting in October.

Metadata Revision

ClevDPL staff are in the process of developing our plan for revising and updating records from the Digital Gallery in order to make our metadata ready for inclusion in DPLA. Currently the entire digitization staff is focusing significant time on projects related metadata revision and update.

OLBPD

For September 2016, OLBPD circulated 46,207 books and magazines directly to patrons. Additionally, OLBPD circulated 12,916 patron newsletters in September. OLBPD registered 139 new readers to the service. Approximately 621 BARD patrons among 1,520 active users downloaded 11,186 items.

OLBPD submitted to the State Library of Ohio budget requests for state fiscal year 2018-2019. The State Library of Ohio will review the information and narratives in the requests, and submit them to the Ohio Office of Budget and Management by October 14, 2016.

OLBPD Manager Will Reed, as a member of the working team of the ALA-ASCLA Revision to the Standards and Guidelines of Service for the Library of Congress Network of Libraries for the Blind and Physically

Handicapped, submitted a first draft of the 2017 Revised Standards and Guidelines to the National Library Service. The working team made up of two regional librarians (Ohio and Washington), as well as a Project Director, and a NLS advisor, is charged with revising the Standards and Guidelines. The first draft of the 2017 Revised Standards will be reviewed by network libraries, state library agencies, as well as patrons and consumer groups. The working and advisory team will meet at the 2017 ALA-Midwinter Conference in Atlanta to discuss feedback and continue with the revision toward submitting a second draft in Spring 2017.

OLBPD Librarian Michelle Makkos and OLBPD Library Assistant Ken Redd provided information and talks about the service at the Orange Health Fair on September 23rd; Tri-C West Shore Health Fair on September 28th.

The OLBPD adult book club met through the summer. On September 9th the adult book club met to discuss "The One-Hundred-Year-Old Man Who Climbed Out the Window and Disappeared" by Jonas Jonasson and Rod Bradbury.

TECHNICAL SERVICES

Patricia Lowrey, Director of Technical Services, spent much on the month working on 2017 Budget Requests. She also worked on identifying possible replacements for the OverDrive Nook eMagazine service. The majority of the Library's Nook eMagazines will cease to be available in early December.

Ms. Lowrey and Collection Manager Pam Matthews attended the Anisfeld-Wolf Award Ceremony on September 15.

Lake Shore Shelf/Shipping: On September 9th Ergonomist Brian Chambers from the Ohio Bureau of Workers Compensation stopped by the Lakeshore Shelf/Shipping department to evaluate the safety of the department for its workers. He has made some recommendations to the Human Resources Department. On September 22nd Amber Alexander attended the Interview Workshop.

The staff of the Lake Shore Shelf/Shipping Department sent 119 items to the Main Library for requests and 138 items to fill holds. Main Library received 299 telescopes, the Branches received 926 telescopes, CLEVNET received 81 telescopes, CASE received 3

telescopes CSU received 5 telescopes and Tri-C received 3 telescopes. A total of 1,318 telescopes were shipped out. The Technicians sent out 281 items of foreign language material and 25,306 new items to the Acquisitions and High Demand Departments.

High Demand: The High Demand Department had a very productive month. Staff ordered 1,961 titles and 17,008 items and added 1,578 titles and 18,018 items. Many new books are released in fall, making September and October busy months. In comparison with past Septembers, High Demand processed a large number of items, and a particularly large number of titles.

Performance evaluations were drafted for bargaining unit staff and some meetings were held.

Acquisitions: Sandy Jelar Elwell, Acquisitions Manager, worked with Eric Hanshaw, Technical Services Assistant in Collection Management, to coordinate the 2017 subscription renewals and cancellations for Branch periodicals. The completed 2017 Main Library and Branch periodical subscription renewals were submitted to the vendors EBSCO, Harrassowitz, and Wolper to be processed.

The Acquisitions Department ordered a total of 8,533 titles and 14,443 items (including periodical subscriptions and serial standing orders); received 15,304 items, 1,594 periodicals, and 247 serials; added 843 periodical items, 123 serial items, 843 paperbacks, and 1,704 comics; and processed a total of 2,467 invoices. Staff processed 105 gift items and reviewed 15 extra copy trucks.

Ms. Jelar Elwell attended several Process Improvement Committee meetings of the CPL Fleet Vehicles Analysis team. Nathaniel Infante, Technical Services Associate, returned from a leave of absence on September 15th.

Collection Management: Collection Management selected 2,567 titles, 19,191 copies, and spent \$334,527 in September. A total of 87 telescopes of materials were relocated.

Collection Management staff were busy working with other departments this month. Eric Hanshaw finished collecting and organizing the 2017 Branch magazine renewal information for Acquisitions/Serials, and Laura Mommers

helped Materials Processing with the reviewing of non-book added copy carts.

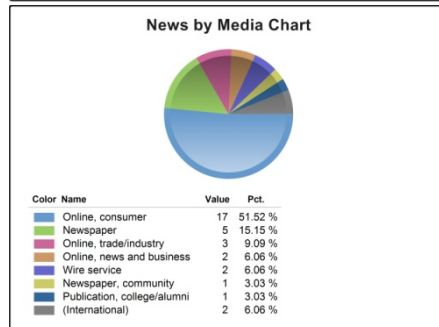
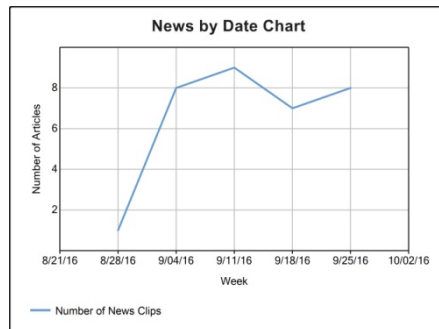
Ms. Matthews also was busy with her Ohio Library Council Technical Services (OLCTS) committee work in September, contributing an article to the OLCTS blog and attending the three-day Ohio Library Council Conference & Expo.

Materials Processing: The Associates cataloged 1,456 new titles for the Cleveland Public Library and added 1,722 records for the CLEVNET libraries. The Associates and Senior Clerks added 5,821 items. The Technicians worked on 25,794 items.

Sabrina Rosario-Laureano returned from a medical leave. Karima Ward and Materials Processing Manager Elizabeth Hegstrom attended "Maintaining a Peaceful Attitude: How to Bring Positivity to the Workplace" webinar offered by the Northeast Ohio Regional Library System. Ms. Hegstrom met with the Materials Processing staff in two meetings to discuss upcoming events within the department.

Catalog: Senior Librarian Regina Houseman began handling CPL.Cat requests on September 19, 2016, and will be the CPL.Cat adviser through 2017. Senior Librarian Dawn Grattino assumed the role of CPL.Newcat (CLEVNET) advisor. Librarian Celia Halkovich completed cataloging a donation of approximately 180 books from the Ohio Alliance to End Sexual Violence. Catalog Manager Andrea Johnson attended the Ohio Library Council Convention & Expo. Catalogers added 3,025 titles and 3,707 items for Cleveland Public Library, including 445 titles in 19 different languages.

MARKETING & COMMUNICATIONS



Media coverage for the month of September included 38 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$35,850.43. In September, the online media outlets that featured CPL events and programs received 16,597,898 unique visitors. Most activity centered on the Wonder Woman Symposium held at the Main Library. Online Consumer accounted for most of the media articles.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 927 times on

average per day, with an average of 129 clicks to the website per day resulting in a 14% click-through rate for the month. *Public + libraries Cleveland OH* was the most clicked-through phrase. No special ads were run on cleveland.com.

Social Media

The Department's association with the consulting group Strategy Design Partners (SDP) ended September 20, 2016. One of the benefits of working with SDP was having a full range of social media reporting tools. Now that those are no longer available, the Department is regrouping and going through the process of finding alternative reporting mechanisms.

Graphics

Graphics staff filled the regular requisitions for design, printing, and distribution, in addition to designing graphics for ads; the library website; digital signage; social media; staff newsletters; *Off the Shelf* e-newsletter; *UpNext* monthly program guide and MyBranch branch activity fliers; and weekly posting to website home page.

Conferences

Christine Colnar, Graphic Designer, presented at the Ohio Library Council Convention in Sandusky, Ohio on

September 29th along with Amy Dawson of the Literature Department. Their poster session was called *Ohio Literary Maps through the Decades*. Ms. Colnar explained how she designed the 2016 updated edition of the Ohio Literary Map, a guide to the rich literary legacy of the Buckeye State. Thousands of Ohioans have made substantial and lasting contributions to America's literary heritage and they are on view in this beautiful representation. The map also features selected literary landmarks and literary markers throughout the state. This poster session explored past literary maps as well as the current edition.

PROPERTY MANAGEMENT

The carpenters were busy repairing door and locks at South Brooklyn- they repaired front door and workroom door. Rockport they repaired door to restroom and installed new key entry lock for teen room. Eastman repaired door leading to parking lot. Then at LSW second floor they removed 8 door cylinders and replaced with new rekeyed cylinders. They repaired the front door the Brooklyn branch. East 131 installed DVD/CD opener. Glenville removed old toilet paper holders and installed new stainless steel ones, hung pictures and removed old cloth furniture. Woodland put together furniture needed for branch program. Fleet they put together tables, lego table and 3 rolling carts. LSW OPS picked up 2 stages from Carnegie West storage and delivered to Main Eastman Reading Garden for program. P.A.L built decorative shelf and installed. The carpenters had to demo room 38, new Friends of the Library office, to get ready for painters.

Painters were busy cleaning out the Woodland basement and downtown shop areas to get materials together for Safety Clean pickup. The Friends of the Library finally moved into Main lower level offices. But first their offices needed holes patched and repainted. They painted over old white board in the CLEVNET conference room that needed sanded, painted with primer to repaint wall. Rest rooms partitions were sanded and painted at Rockport, Mt pleasant, E131 and MLK.

The maintenance mechanics, (3) concentrated their efforts on the Hough branch who's 35 year old HVAC system failed and required repairs. During repairs they

rented portable A/C units until the building HVAC unit was repaired. This included replacing the compressor. LSW second floor water fountain piping had to be re-piped for a new valve being installed. Carnegie West and Fleet both needed repairs on drinking fountains. Checked Glenville's AC operation, system pressures and compressor staging, restored Y1 and Y2 wiring. Continued working on emergency / exit lights (inspection, battery replacement, fixture replacement at branches. South Brooklyn we made adjustment to controls to correct temperature problems. Also, adjusted economizer set point. The electronic display module on Rockport's AC control module needed replaced. All sensors were checked. Lakeshore work we are continued working on AHU chilled water valves, replacing belts and filters. Westpark relocated a desk that needed power wiring installed by fireplace.

A 3rd floor VAV box in LSW, required some wiring and pressure differential tube to be replaced due to a power problem. LSW, they installed new receptacle and ran coaxial cable for new meeting room tv. Also at LSW we are working humidifiers and RO water treatment system. Glenville's domestic hot water tank failed and needed replaced along with the expansion tank. Collinwood needed to have a bad condenser fan motor replaced on AC unit. Langston Hughes required repairs on a vandalized motion sensor for the security system. The Westpark branch needed lighting ballasts replaced on multiple fixtures in branch. Westpark relocated a desk that needed power wiring installed by fireplace. Lorain branch had light fixture in men's public restroom that required tracing wires to restored power supply. Carnegie West's A/C unit had a condenser fan motor that needed replaced. The women's restroom also needed the sink faucet replaced.

The auto mechanic had two side mirrors replaced that were damaged on vehicles. He is working on snow blowers getting ready for the winter season. Several lawn mowers, weed wacker's and leaf blowers needed his assistance. The Book Bike was broken and needed some special parts and had to go to the bike shop for repairs.

SAFETY & PROTECTIVE SERVICES

Safety Services

- SPS Officers Blasco and Haggerty resigned to take positions with Cleveland Police Department.
- The SPS budget was submitted last week.
- SPS will review branch cash handling procedures and make recommendations to the CFO.
- SPS management will start assigning relevant Gale classes for officers to take during the workday.

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 |
|------------|---------------------------|-------------|--------------|--------------------|---------------|---------------------------|-----------------------|-----------------------|
| Sept 2016 | 4074 | 163 | 76 | 136 | 604 | 119 | 69 | 63 |
| Aug 2016 | 4866 | 175 | 98 | 170 | 784 | 132 | 70 | 117 |
| July 2016 | 4141 | 155 | 87 | 77 | 697 | 105 | 75 | 46 |
| June 2016 | 4307 | 163 | 82 | 50 | 652 | 120 | 70 | 76 |
| May 2016 | 4694 | 196 | 59 | 143 | 713 | 124 | 90 | 68 |
| April 2016 | 4822 | 161 | 125 | 143 | 845 | 162 | 117 | 68 |
| March 2016 | 5424 | 200 | 129 | 76 | 893 | 156 | 104 | 82 |
| Feb 2016 | 4856 | 202 | 89 | 101 | 776 | 184 | 116 | 115 |
| Jan 2016 | 4613 | 177 | 133 | 54 | 637 | 152 | 126 | 63 |
| 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 |

Special Attention, Special Events, and Significant Incidents

- 9/1, at Rice branch a juvenile patron was punched by another juvenile while in the children's section of the library. Juvenile stated that the other male came over asking to fight in which he said no. He stated a female instigated the altercation and told the juvenile to hit him. The juveniles ran from the branch. The female and male aggressor was given 30 day expulsions each.
- 9/1, it was reported to SPS by numerous concerned patrons, that there was a female lying against the library building on East 3rd and Superior. SPS

- arrived to check on patron and found a known patron unresponsive but breathing. EMS was contacted and transported the patron to metro hospital.
- 9/2, A female staff member at South branch reported she was confronted by a female patron accusing her of giving her phone number to her ex-boyfriend. Staff member was upset and she refused SPS assistance stating she only wanted to leave early. Her mother picked her up.
 - 9/3, A male patron pulled up to the LSW drive up window to pick up reserves. He seemed annoyed that his county card was not working. When asked for a Photo ID he yanked on the drawer and pulled it off the hinges. Property management was notified.
 - 9/7, Garden Valley branch staff waited after hours with three juveniles who were waiting for their mother. After waiting 45 minutes they contacted police. Around 7 pm the mother arrived to pick up her children and police arrived shortly after. She was advised of the library policy and hours of operation.
 - 9/8, A patron on the computers in Tech Central got into a verbal altercation with another patron. SPS was called and escorted the male out who escalated. He was given a 30 day expulsion due to his aggressive behavior and accidentally spit in an SPS officer's eye. SPS officer went to hospital to get medically cleared.
 - 9/10, The Hough branch manager noticed the double paned window over the story pit was impacted and the glass was damaged on the outside. It appears to have been struck by a bullet. SPS and Property management was notified
 - 9/12, Three small children approached a staff member at Jefferson to report they saw a man pointing a gun at a woman at the corner of Jefferson and Tremont avenue. The children then saw the man and woman get on an RTA bus. CPD and Transit police arrived on scene to gather the information.
 - 9/10, At Lorain branch the outside basement area has been known to be used as a place to loiter, use drugs, and a toilet after the branch closes. Property management has been notified and is working on a gate to cover the area.
 - 9/14, The SPS officer at Rockport noticed two male juveniles outside, one was swinging closed fists

and the other was trying to defend himself by putting his hands by his head. The defending juvenile kept backing away from the other juvenile. SPS intervened and ordered the fight to end which they complied. The victim was taken inside and stated he didn't know why the fight started. EMS and CPD arrived on scene. Mother refused medical treatment. The aggressor will be expelled until he brings a parent or guardian back into branch.

- 9/15, SPS officer at Hough heard two gunshots coming from the direction of Wade park, possibly near the plaza adjacent to the library. CPD was informed of the incident.
- 9/15, At Harvard Lee patron was in an uproar. A large group of kids were noticed moving away from the door toward plaza. The patron stated they tried to jump him for his phone outside the library entrance. CPD and SPS were notified but the patron refused to press charges.
- 9/16, at Sterling a staff member who was parked behind the branch parking lot along the back fence is reporting that two bikes he had locked on the back of his vehicle were missing. SPS, CMHA, and CPD notified.
- 9/19, at Sterling branch a male Juvenile pushed a female juvenile out the front door of the branch. He then pulled her hair and pulled her down the front steps.
- 9/19, at Rice branch a juvenile informed the SPS officer that there were some girls outside that wanted to fight, and she did not want to fight. Officer escorted the children outside and noticed the aggressive group taunting the escorted group. The group was advised to go home. The escorted group then confronted the aggressive group who stated they were going fight off property. Officer reentered branch to inform Royce of the situation, when the group began to fight. By the time they got there to break it up adults were already breaking it up.
- 9/20, at Mount Pleasant a regular patron, who appeared to be intoxicated entered the branch. He stated he was drinking and that was why he was acting in a disorderly manner. He grabbed a staff members arm and was disorderly the entire visit. SPS was notified and responded. SPS officers escorted him out of the branch.

- 9/20, at Brooklyn branch a white male, injured, intoxicated, not alert, but moving slightly was discovered by Royce security while conducting rounds. 911 and SPS were contacted and EMS took the man for evaluation.
- 9/21, at Fulton branch a family of juveniles entered the branch, and branch staff noticed lice crawling in their heads. The parents have already previously been notified in regards to this. The branch manager asked them to leave due to a health hazard to the other patrons and staff. They instructed the parents to call if they had any questions.
- 9/22, at South branch a male patron entered the branch loudly complaining about pain and proceeded to the restroom. He then exited and told the staff that he had been in the hospital and had MRSA. He then returned the next day and the manager had him exit for health reasons to his staff and patrons.
- 9/27, SPS was notified of a female at the Fleet branch reporting a domestic violence incident that occurred off property. Patron denied medical attention but did press charges with the responding police officers. The victim's boyfriend ended up entering the branch looking for the female. CPD then arrested the male for domestic violence.
- 9/27, A female patron informed staff at Glenville that she would like the police called because she was assaulted by her boyfriend at home. SPS was informed and responded along with CPD.
- 9/27, SPS officer was dispatched to the Memorial Nottingham branch for a possible fight. Male patron stated that he gotten into a verbal confrontation with a female in the parking lot. She told him to get out of her car and when he did she backed the vehicle up and dragged him thru the parking lot. He reported that when she stopped the car he chased her into the branch trying to hit her with his cane. CPD arrived and the male pressed charges on the female.
- 9/30, at Rice branch the SPS officer notified by staff regarding clothing that was thrown away in the men's restroom. After retrieving the clothing SPS management contacted CPD. CPD arrived at the branch and retrieved the clothing as evidence for a robbery that occurred nearby.

- 9/30, at Harvard Lee a male came into the branch and asked a female to come outside with him. While outside, the male began to get upset and yell at her. Then then smacked her in the face. SPS intervened and asked the female to come inside the branch and instructed the male to leave. The male threatened to kill SPS if they touched him. They stated they had no intentions and the male left. The female refused CPD intervention.

Protective and Fire Systems

- I went out with IPS technicians last week to access branches next in line for exterior access card readers. The quotes are attached to the 2017 budget.
- SPS is working with Bill Hood in IT and IPS to develop a system to ensure compliance with the 30 video retention policy. We currently meet this requirement by setting the camera's to record when activated by motion, the full time record setting overwhelms the system and only allows one to two weeks of retention.

Contract Security

- SPS had Royce Security remove a guard from the CPL account because he was suspected in the thefts of two deposit bags at two separate branches.
- SPS contacted the account manager of Royce Security to remove 2 guards from the CPL account for performance related issues.

Administration

- A probationary pre-termination hearing is scheduled for Officer Nicholas Santora this Thursday.
- SPS will be conducting interviews for Part Time officers.

INFORMATION TECHNOLOGY & CLEVNET

The CLEVNET Directors' Panel met September 21, 2016, in Columbus, Ohio, for a tour of the State of Ohio Computer Center (SOCC), operated by the State of Ohio Department of Administrative Services (Ohio DAS). SOCC is a massive

Tier III capable Data Center near Ohio State University's West Campus. During fiscal year 2014, Ohio DAS made a tremendous investment to upgrade the infrastructure, including the excavation and installation of new 20,000 gallon underground diesel fuel tanks to support the new generator building. SOCC was designed and built to provide reliable uptime, power redundancy and redundant cooling to ensure uninterrupted access of critical data and applications in a secure environment.

Originally, SOCC's co-location services were only available to state agencies. Later, the services were opened up to higher education; more recently, local governments were invited to take advantage of this state-of-the-art facility. Cuyahoga County, for one, has moved its servers there. This is part of a larger Ohio DAS strategy to support efforts to make government services simpler, faster, better, and less costly. Having a multitude of data centers spread across the state is costly to taxpayers and hard on the environment. It is far better for the environment to cool one large consolidated data center than to cool hundreds of small ones.

The Panel members discussed the pro's and con's of moving CLEVNET's data center from the lower level of the Louis Stokes Wing to SOCC. The data center at CPL is almost 20 years old. It was state of the art for a data center of its kind when the Stokes Wing was built. That is no longer the case. It is time to either make significant and costly upgrades to the Stokes Wing data center or move it to another facility.

It was clear to everyone as they toured SOCC that CPL could never provide the same levels of security and redundancy. The costs of even attempting to near what a Tier III data center provides would be prohibitive. It was brought out in the discussion, too, that CPL would bear an unfair burden in making even modest upgrades to the existing data center at Main Library. Those costs would not be recouped from the other CLEVNET member libraries using the current CLEVNET pricing model.

The con's of moving the data center are distance and cost. Without a doubt, there is a benefit in having the server room close by; however, servers today require far less hands-on attention than they did just a few years

ago. As for the cost, CLEVNET members would have to share the rates charged by Ohio DAS for floor space and power, and budget \$50,000.00 for 2017. While this would be a new cost for CLEVNET members, it is not unreasonable when shared by over 40 library systems. And it is certainly more equitable than expecting CPL to absorb all the costs of rebuilding the existing CLEVNET data center. There will also be one-time costs for moving existing hardware from Cleveland to Columbus.

After discussing the matter thoroughly, the Panel members voted to add SOCC rent/lease to the 2017 CLEVNET budget, as well as the moving costs. The plan will be presented to the other CLEVNET directors at their next quarterly meeting on October 28, 2016, in the Learning Commons of the Louis Stokes Wing.

CLEVNET Projects

- Geauga County Public Library moved to their new OPLIN CLEVNET connection; the migration to SirsiDynix is on schedule for February 2017.

Ms. Rodriguez adjourned the Regular Board Meeting at 1:11 p.m.

Maritza Rodriguez
President

Thomas D. Corrigan
Secretary

GIFT REPORT FOR SEPTEMBER 2016

LIBRARY SERVICE MATERIALS

| DESCRIPTION | QUANTITY | |
|--|------------|--------------|
| | Month | Year to date |
| Books | 430 | 7,039 |
| Periodicals | 26 | 187 |
| Publishers Gifts | 4 | 34 |
| Non-Print Materials | 59 | 2,026 |
| TOTAL LIBRARY SERVICE MATERIALS | 519 | 9,286 |

MONEY GIFTS

| FUND | PURPOSE | AMOUNT | |
|--------------------------|--------------|-------------------|-------------------|
| | | Month | Year to date |
| General Fund | Unrestricted | \$ 50 | \$ 1,320 |
| Library Fund | Restricted | 225 | 5,165 |
| Young Fund | Restricted | 12,558 | 37,674 |
| Schweinfurth Fund | Restricted | 0 | 32,385 |
| Founders Fund | Restricted | 60,000 | 498,828 |
| Ohio Center for the Book | Restricted | 0 | 900 |
| Judd Fund | Restricted | 57,173 | 173,033 |
| Lockwood Thompson Fund | Restricted | 0 | 90,200 |
| Learning Centers | Restricted | 0 | 86,000 |
| TOTAL MONEY GIFTS | | \$ 130,006 | \$ 925,503 |

SUMMARY

| CATEGORY | DONORS | | QUANTITY | |
|---------------------------|-----------|--------------|------------|--------------|
| | Month | Year to date | Month | Year to date |
| Library Service Materials | 21 | 1,318 | 519 | 9,286 |
| Money Gifts | 6 | 71 | 6 | 71 |
| TOTAL GIFTS | 27 | 1,389 | 525 | 9,357 |

Cleveland Public Library
2016

October 11, 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 | \$ 27,779,733.01 | \$ 27,779,733.01 | \$ 2,587,014.22 | \$ 2,587,014.22 | \$ - |
| | | | \$ 21,659,519.89 | \$ 21,659,519.89 | | | |
| 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 | | | \$ 710,527.28 | \$ 780,527.28 | \$ 70,000.00 |
| 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 | \$ - | | | \$ 59,000.00 | \$ 59,000.00 | \$ - |
| 226 | Judd | \$ - | | | \$ 230,207.00 | \$ 230,207.00 | \$ - |
| 228 | Lockwood Thompson | \$ 54,674.88 | | | \$ 180,399.00 | \$ 180,399.00 | \$ - |
| 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 | \$ 5,108,619.97 | \$ 70,890.00 |
| 251 | OLBPD | \$ (14,144.26) | | | \$ 1,508,194.00 | \$ 1,508,194.00 | \$ - |
| 252 | LSTA-Know It Now | \$ 27,058.22 | | | \$ - | \$ - | \$ - |
| 254 | MyCom | \$ (104,540.53) | | | \$ 154,245.61 | \$ 154,245.61 | \$ - |
| 256 | Learning Centers | \$ - | | | \$ 172,000.00 | \$ 172,000.00 | \$ - |
| | | \$ 14,513,201.23 | | | \$ 9,622,092.86 | \$ 9,622,092.86 | \$ 140,890.00 |
| Capital Projects Funds | | | | | | | |
| 401 | Building and Repair | \$ 9,083,634.76 | | | \$ 1,503,500.16 | \$ 1,503,500.16 | \$ - |
| 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 | \$ - |
| | | \$ 2,689,120.10 | | | \$ 137,836.00 | \$ 137,836.00 | \$ - |
| 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:

Special Revenue Funds: Founders fund - Increase in Other Sources by \$70,000 relating to the \$50,000 grant to be received from the State of Ohio Dep't of Education for the Family and Community Engagement pilot program; \$10,000 relating to the grant from the Cleveland Foundation to sponsor the Sunlight Foundation's Transparency camp; and the \$10,000 grant from PNC passed through the Friends for a new Kindergarten Club in 2017. **CLEVNET fund** - Increase in Other Sources by \$70,890 to reflect the reimbursement to be received from Geauga County Public Library for the migration fees to join CLEVNET.

Thank You,

Carrie Kvenicky

Treasurer/CFO
Cleveland Public Library

Form Prescribed by the Bureau of Inspection and Supervision of Public Offices.
County Auditor's Form No. 139

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Based on 79.25% current collection of current levy for previous tax year.

Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.

Cleveland, Ohio



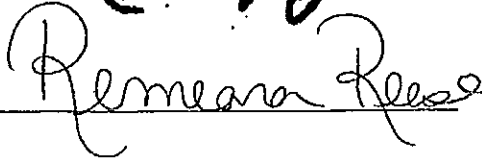
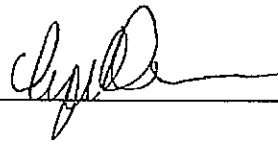
October 11, 2016

To the Board of Library Trustees of the:

CLEVELAND PUBLIC LIBRARY

The following is the amended official certificate of estimated resources for the fiscal year beginning January 1st, 2016, as revised by the Budget Commission of said County, which shall govern the total of appropriate appropriations made at any time during such fiscal year:

| Fund | Unencumbered Balance Jan. 1, 2016 | General Property Tax | PLF L.L.G.S.F. | Other Sources | Total |
|-------------------------|---|-------------------------|----------------------|----------------------|-----------------------|
| General Fund | 24,554,989.34 | 27,779,733.01 | 21,659,519.89 | 2,587,014.22 | 76,581,256.46 |
| Special Revenue | 14,513,201.23 | | | 8,622,092.86 | 23,135,294.09 |
| Capital | 9,083,634.76 | | | 1,503,500.16 | 10,587,134.92 |
| Permanent | 2,683,120.10 | | | 137,536.00 | 2,820,656.10 |
| Agency | 18,241.33 | | | 0.00 | 18,241.33 |
| Totals/Subtotals | 50,853,186.76 | 27,779,733.01 | 21,659,519.89 | 12,850,143.24 | 113,142,582.90 |

| | | |
|---|------------|--|
|  | Budget |  |
|  | Commission |  |

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: EIGHTH AMENDMENT
OCTOBER 20, 2016**

GENERAL FUND

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|-----------------------------------|----------------------------------|-------------------------------|------------------------------------|
| Cash January 1 | 24,554,989.34 | 0.00 | 24,554,989.34 (3) |
| Taxes - General Property | 25,322,946.60 | 0.00 | 25,322,946.60 |
| Public Library Fund (PLF) | 21,659,519.89 | 0.00 | 21,659,519.89 |
| State Rollbacks/CAT | 3,022,615.69 | 0.00 | 3,022,615.69 |
| Fines and Fees | 399,000.00 | 0.00 | 399,000.00 |
| Earned Interest | 422,870.11 | 0.00 | 422,870.11 |
| Services | 0.00 | 0.00 | 0.00 |
| Unrestricted Gifts | 1,260.00 | 0.00 | 1,260.00 |
| Miscellaneous | 1,252,554.83 | 0.00 | 1,252,554.83 |
| Return of Advances/(Advances Out) | (54,500.00) | 0.00 | (54,500.00) |
| TOTAL RESOURCES | 76,581,256.46 | 0.00 | 76,581,256.46 |

| APPROPRIATION | Prior Appropriation | Increase/ Decrease | Amended Appropriation |
|-----------------------------------|--------------------------------|-------------------------------|----------------------------------|
| Salaries/Benefits | 34,768,957.89 | 0.00 | 34,768,957.89 |
| Supplies | 1,055,298.20 | 0.00 | 1,055,298.20 |
| 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 | 1,218,258.22 | 0.00 | 1,218,258.22 |
| Other Objects | 147,720.00 | 0.00 | 147,720.00 |
| SUBTOTAL OPERATING | 54,976,214.86 | 0.00 | 54,976,214.86 |
| Transfers/Advances | 1,500,000.00 | 0.00 | 1,500,000.00 |
| TOTAL APPROPRIATION | 56,476,214.86 | 0.00 | 56,476,214.86 |

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: EIGHTH AMENDMENT
OCTOBER 20, 2016**

SPECIAL REVENUE FUNDS

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|----------------------------|---|-----------------------|---|
| | 22,994,404.09 | 140,890.00 | 23,135,294.09 |
| APPROPRIATION | Prior Fund Balance/ Appropriation | Increase/ Decrease | Amended Fund Balance/ Appropriation |
| Anderson | 267,154.48 | 0.00 | 267,154.48 |
| Endowment for the Blind | 2,254,665.69 | 0.00 | 2,254,665.69 |
| Founders | 4,131,536.75 | 70,000.00 | 4,201,536.75 |
| Kaiser | 60,914.88 | 0.00 | 60,914.88 |
| Kraley | 185,409.06 | 0.00 | 185,409.06 |
| Library | 187,811.07 | 0.00 | 187,811.07 |
| Pepke | 132,545.59 | 0.00 | 132,545.59 |
| Wickwire | 1,397,015.83 | 0.00 | 1,397,015.83 |
| Wittke | 89,665.93 | 0.00 | 89,665.93 |
| Young | 4,200,761.89 | 0.00 | 4,200,761.89 |
| Friends | 29,500.00 | 0.00 | 29,500.00 |
| Judd | 230,207.00 | 0.00 | 230,207.00 |
| Lockwood Thompson | 235,073.88 | 0.00 | 235,073.88 |
| Ohio Center for the Book | 900.00 | 0.00 | 900.00 |
| Schweinfurth | 130,722.29 | 0.00 | 130,722.29 |
| CLEVNET | 5,196,149.21 | 70,890.00 | 5,267,039.21 |
| LSTA-OLBPD | 1,494,049.74 | 0.00 | 1,494,049.74 |
| LSTA-Know It Now | 27,058.22 | 0.00 | 27,058.22 |
| MyCom | 24,705.08 | 0.00 | 24,705.08 |
| Learning Centers | 172,000.00 | 0.00 | 172,000.00 |
| TOTAL APPROPRIATION | 20,447,846.59 | 140,890.00 | 20,588,736.59 (4) |

CAPITAL PROJECTS FUND

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|------------------------------|---|-----------------------|---|
| | 10,587,134.92 | 0.00 | 10,587,134.92 |
| APPROPRIATION | Prior Fund Balance/ Appropriation | Increase/ Decrease | Amended Fund Balance/ Appropriation |
| BUILDING & REPAIR | 10,587,134.92 | 0.00 | 10,587,134.92 (5) |

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: EIGHTH AMENDMENT
OCTOBER 20, 2016**

PERMANENT FUNDS

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|----------------------------|---|-----------------------|---|
| | 2,820,656.10 | 0.00 | 2,820,656.10 |
| APPROPRIATION | Prior Fund Balance/ Appropriation | Increase/ Decrease | Amended Fund Balance/ Appropriation |
| Abel | 217,076.10 | 0.00 | 217,076.10 |
| Ambler | 2,104.69 | 0.00 | 2,104.69 |
| Beard | 128,722.21 | 0.00 | 128,722.21 |
| Klein | 4,951.17 | 0.00 | 4,951.17 |
| Malon/Schroeder | 181,113.05 | 0.00 | 181,113.05 |
| McDonald | 181,040.36 | 0.00 | 181,040.36 |
| Ratner | 89,338.24 | 0.00 | 89,338.24 |
| Root | 33,861.65 | 0.00 | 33,861.65 |
| Sugarman | 56,674.54 | 0.00 | 56,674.54 |
| Thompson | 117,293.32 | 0.00 | 117,293.32 |
| Weidenthal | 6,263.72 | 0.00 | 6,263.72 |
| White | 1,782,362.18 | 0.00 | 1,782,362.18 |
| Beard Anna Young | 19,854.87 | 0.00 | 19,854.87 |
| TOTAL APPROPRIATION | 2,820,656.10 | 0.00 | 2,820,656.10 (6) |

AGENCY FUND

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

**CLEVELAND PUBLIC LIBRARY
2016 APPROPRIATION: EIGHTH AMENDMENT
OCTOBER 20, 2016**

- (1) Certificate dated August 30, 2016
- (2) Certificate dated October 11, 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. \$8,567,592.86 additional revenue; plus cash advances of \$29,500 to Friends and \$25,000 to MyCom 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 + \$8,567,592.86 - \$2,492,057.50 = \$20,588,736.59)
- (5) \$9,083,634.76 unencumbered cash carried forward; plus \$4,164,989.49 encumbered cash. \$1,500,000.00 transfer from General Fund. \$3,500.16 additional revenue. (\$9,083,634.76 + \$1,500,000.00 + \$3,500.16 = \$10,587,134.92)
- (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)



9/14/16 Emailed to Scott Rafferty
at Northshore Energy
VolunteerEnergy

790 A Windmill Drive,
Pickerington, Ohio 43147
Toll Free: 800-977-VESI
Fax: (614) 856-3301

ENERGY SUPPLY TERMS AND CONDITIONS

These **ENERGY SUPPLY TERMS AND CONDITIONS** have important information you need to know before you commit to natural gas service from Volunteer Energy Services, Inc. ("VESI"). VESI is an Ohio corporation whose customers include a variety of Ohio natural gas end users. VESI's purpose is to provide to its members a competitive cost alternative for reliable supplies of natural gas. This is accomplished by purchasing wholesale energy supplies and services and then dispersing those supplies to VESI's customers. As a supply customer of VESI, you agree to the Terms and Conditions of VESI's natural gas supply contract.

Note: Switching from Columbia Gas/Dominion/Duke or from any other supplier to VESI will not result in the imposition of a switching fee.

Term: The Initial Term of this agreement shall be 12 months (billing cycles) beginning with the first billing cycle following LDC (Local Distribution Company) enrollment acceptance and approval, projected to commence November 1, 2016 and shall expire October 31, 2017. The LDC will provide distribution of that natural gas supplies at rates approved by PUCO (Public Utilities Commission of Ohio).

Service Arrangements: For the Initial Term of this agreement natural gas will be priced at a Fixed Rate of \$2.95 per Mcf measured at the burner-tip by the LDC. This price is exclusive of sales tax. *This agreement shall renew on a month-to-month basis at the expiration of the Initial Term unless cancelled by either party giving at least thirty (30) days written notice.* Gas delivered after the Initial Term will be the Monthly Market Price with gas rates that will adjust monthly. This price is exclusive of sales tax.

Office Locations and Hours: VESI's offices are located at 790 Windmill Dr., Pickerington, Ohio 43147 and are open from 8:30 AM to 4:30 PM E.S.T. Monday through Friday. VESI can be reached by telephone at 614-856-3128 or toll free at 800-977-8374. Telephone service hours are from 8:30 AM to 4:30 PM E.S.T. Monday through Friday.

Bill Payment Process: The utility will continue to bill you for their delivery services and also for VESI's natural gas supplies. Your monthly invoice will contain the utilities transportation charges and VESI's gas supply charges and is due by the date published on the invoice. VESI may terminate your membership and natural gas supply agreement upon thirty (30) days notice for failure to pay the bill or to meet any agreed upon payment arrangement.

Complaint Dispute Resolution: If you have any complaints regarding your natural gas service or your monthly bill, please contact us at 1-800-977-8374. Upon request, VESI will provide to you up to twenty-four months of your payment history without charge. If your complaint is not resolved after you have called VE, or for general utility information, residential and business customers may contact the Public Utilities Commission of Ohio (PUCO) for assistance at 1-800-686-7826 (toll free) from eight a.m. to five p.m. weekdays, or at <http://www.puco.ohio.gov>. Hearing or speech impaired customers may contact the PUCO via 7-1-1 (Ohio relay service). Additionally, the Ohio consumers' council (OCC) represents residential utility customers in matters before the PUCO. The OCC can be contacted at 1-877-742-5622 (toll free) from eight a.m. to five p.m. weekdays, or at <http://www.plckocc.org>.

Amendment to Agreement: VESI and Customer may amend VESI's Supply Agreement from time to time upon approval. Any amendments made would not take effect for a minimum of thirty (30) days and you will receive thirty (30) days written notice.

Calls for Service Problems: If you become aware of a gas emergency condition, or experience an unanticipated loss of gas service, you should contact the utility at the number listed on your gas bill.

Cust. Initials _____

CF

Fixed at \$2.95 until 10/31/2017 then goes to variable.

Cancellation Fee: \$150.00 & Termination Fees Equal to Hedging Losses (if Any)
Rev. 04/15



790 A Windmill Drive,
Pickerington, Ohio 43147
Toll Free: 800-977-VESI
Fax: (614) 856-3301

Credit: We may verify your credit history with a credit reporting company upon your application for membership in VESI. Determination of credit worthiness will be by generally accepted business practices.

Termination/Rescission of Agreement: You may rescind your natural gas supply agreement with VESI within seven (7) days of the postmark on the notice from the incumbent gas utility notifying us in writing at the address identified above. After the initial seven (7) day period, you may terminate the contract at any time by providing the non-terminating party thirty (30) days written notice of such termination. You will remain responsible for all natural gas consumed by you prior to the actual cessation of services. A Cancellation Fee of \$150.00 per account will be charged for cancellation of a Fixed Rate Natural Gas Agreement prior to expiration of the Fixed Rate Natural Gas Agreement. In addition to the Cancellation Fee, if Customer cancels prior to the expiration of the fixed price term, Customer will be responsible for early termination fee equal to the losses sustained by VESI (including losses sustained as a result of VESI hedging the customer's load for the balance of the fixed price term) If your supply contract with VESI is terminated, your natural gas supply will automatically be provided by the utility under its standard tariff unless or until you choose another supplier. If you voluntarily terminate your membership in VESI, it is possible that Dominion East Ohio (DEO) may charge you more than their gas cost recovery rate.

This Agreement will automatically terminate upon the occurrence of any of the following: (1) the requested service location is not served by the incumbent natural gas company; (2) the customer moves outside the area served by the incumbent natural gas company or VESI.

Natural gas may only be shut off by the utility under procedures approved by the Public Utilities Commission.

Program Compliance: The utility's deregulation program is subject to the ongoing jurisdiction of the PUCO. If the PUCO cancels the program, this contract is rendered void with no penalty to either party. The laws of the State of Ohio will govern this agreement.

Cust. Initials

cd

Fixed at \$2.95 until 10/31/2017 then goes to variable.

Cancellation Fee: \$150.00 & Termination Fees Equal to Hedging Losses (If Any)

Rev. 04/15

Cleveland State University
America Reads Program

Proposal to

Cleveland Public Library for Tutoring Services

November 1, 2016 – June, 30 2017

This proposal includes figures for the America Reads literacy program for the 2016- 2017 school year for tutoring beginning in November 2016 and ending in June 2017.

Support received will fund the salary and fringe benefits of the America Reads Coordinator position at CSU, administrative supplies, tutor training costs, background checks of student tutors, and student wages and fringe benefits.

Budget Request for Literacy/ Homework Assistance Program

Tutoring will take place at **11 CPL branches (sites to be determined with CPL staff)**, Monday – Thursday, from 3:00pm – 6:00pm. Depending on the needs at the 11 branches, approximately 40 or more tutors will be employed for the CSU fall and spring semesters.

Tutors are to be paid between \$9.00 and \$12.00 an hour based on their level of seniority and length of service (student wages are determined by CSU). A Lead Tutor will be employed to mentor and support the America Reads Tutors in the performance of their duties, and assist with office duties and record-keeping.

Administrative Costs

(Costs are based on the averages of the last two years' end America Reads accounting balances.)

| | |
|--|-----------------|
| Coordinator's Salary..... | \$12,000 |
| Fringe Benefits (19.7% of salary)..... | 2,365 |
| Supplies/Background Checks/Training..... | 4,000 |
| Total..... | \$18,365 |

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CSU Proposal to CPL

Tutor Services

| | |
|---------------------------------------|-----------------|
| **Student Wages..... | \$37,534 |
| Fringe Benefits (5.5% of salary)..... | 2,064 |
| Total | \$39,598 |

Total Costs of Literacy Program.....\$57,963

REPORT A

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD SEPTEMBER 1 – SEPTEMBER 30, 2016

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending September 30, 2016

| | <u>General Fund</u> | <u>Special Revenue</u> | <u>Capital Projects</u> | <u>Permanent</u> | <u>Agency</u> | <u>Total</u> |
|---|-------------------------|-------------------------|-------------------------|------------------------|---------------------|-------------------------|
| 41 Taxes | 25,324,602.95 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 25,324,602.95 |
| 42 Intergovernmental | 19,085,047.87 | 1,230,088.36 | 0.00 | 0.00 | \$ 0.00 | 20,315,136.23 |
| 43 Fines & Fees | 294,682.47 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 294,682.47 |
| 44 Investment Earnings | 311,249.23 | 20,333.05 | 0.00 | 13,084.02 | \$ 0.00 | 344,666.30 |
| 45 Charges for Services | 0.00 | 4,219,248.85 | 0.00 | 0.00 | \$ 0.00 | 4,219,248.85 |
| 46 Contributions & Donations | 1,320.00 | 924,182.58 | 0.00 | 0.00 | \$ 0.00 | 925,502.58 |
| 48 Miscellaneous Revenue | 942,843.21 | 0.00 | 3,500.16 | 0.00 | \$ 93,423.89 | 1,039,767.26 |
| Total Revenues | \$ 45,959,745.73 | \$ 6,393,852.84 | \$ 3,500.16 | \$ 13,084.02 | \$ 93,423.89 | \$ 52,463,606.64 |
| 51 Salaries/Benefits | 26,066,823.82 | 2,147,895.33 | 0.00 | 0.00 | \$ 0.00 | 28,214,719.15 |
| 52 Supplies | 584,779.89 | 65,756.95 | 0.00 | 2,130.95 | \$ 0.00 | 652,667.79 |
| 53 Purchased/Contracted Services | 7,812,399.27 | 1,639,627.09 | 0.00 | 13,223.46 | \$ 0.00 | 9,465,249.82 |
| 54 Library Materials | 4,973,572.41 | 879,479.16 | 0.00 | 48,092.21 | \$ 0.00 | 5,901,143.78 |
| 55 Capital Outlay | 666,777.20 | 229,949.31 | 3,858,082.80 | 0.00 | \$ 0.00 | 4,754,809.31 |
| 57 Miscellaneous Expenses | 89,576.13 | 668,402.77 | 0.00 | 0.00 | \$ 87,702.57 | 845,681.47 |
| Total Expenditures | \$ 40,193,928.72 | \$ 5,631,110.61 | \$ 3,858,082.80 | \$ 63,446.62 | \$ 87,702.57 | \$ 49,834,271.32 |
| Revenue Over/(Under) Expenditures | \$ 5,765,817.01 | \$ 762,742.23 | \$(3,854,582.64) | \$(50,362.60) | \$ 5,721.32 | \$ 2,629,335.32 |
| 91 Sale of Capital Assets | 0.00 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 0.00 |
| 98 Advances | (54,500.00) | 54,500.00 | 0.00 | 0.00 | \$ 0.00 | 0.00 |
| 99 Transfers | (1,500,000.00) | 0.00 | 1,500,000.00 | 0.00 | \$ 0.00 | 0.00 |
| Total Other Sources / Uses | \$(1,554,500.00) | \$ 54,500.00 | \$ 1,500,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Revenue & Other Sources Over/(Under) Expenditures & Other Uses | \$ 4,211,317.01 | \$ 817,242.23 | \$(2,354,582.64) | \$(50,362.60) | \$ 5,721.32 | \$ 2,629,335.32 |
| Beginning Year 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 |
| Current Cash Balance | \$ 34,505,204.53 | \$ 16,128,507.26 | \$ 10,894,041.61 | \$ 3,426,913.75 | \$ 23,962.65 | \$ 64,978,629.80 |

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending September 30, 2016

| | <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 | \$ 21,659,520 | \$ 16,062,470 | \$ 5,597,050 | 74% | 77% |
| General Property Tax | 25,322,947 | 25,324,603 | (1,656) | 100% | 103% |
| Rollback, Homestead, CAT | 3,022,616 | 3,022,578 | 38 | 100% | 114% |
| Fines & Fees | 399,000 | 294,682 | 104,318 | 74% | 78% |
| Investment Earnings | 422,870 | 311,249 | 111,621 | 74% | 87% |
| Contributions | 1,260 | 1,320 | (60) | 100% | 100% |
| Miscellaneous | 1,252,555 | 942,239 * | 310,316 | 75% | 52% |
| Total | \$ 52,080,767 | \$ 45,959,141 | \$ 6,121,626 | 88% | 92% |

| | <u>Appropriation (2)</u> | <u>Expended/ Encumbered</u> | <u>Balance</u> | <u>Percent To Date (3)</u> | <u>Percent Prior Year</u> |
|--------------------|--------------------------|-----------------------------|----------------------|----------------------------|---------------------------|
| Salaries/Benefits | \$ 35,079,356 | \$ 26,089,056 | \$ 8,990,299 | 74% | 73% |
| Supplies | 1,134,841 | 765,295 | 369,546 | 67% | 76% |
| Purchased Services | 12,087,367 | 10,640,615 | 1,446,752 | 88% | 79% |
| Library Materials | 10,671,638 | 7,503,309 | 3,168,328 | 70% | 72% |
| Capital Outlay | 1,696,721 | 832,186 | 864,535 | 49% | 45% |
| Other | 154,351 | 113,405 | 40,945 | 73% | 62% |
| Sub Total | \$ 60,824,273 | \$ 45,943,867 | \$ 14,880,406 | 76% | 73% |
| Advances Out | 0.00 | 54,500.00 | (54,500.00) | | 0% |
| Transfers Out | 1,500,000 | 1,500,000 | 0 | 100% | 0% |
| Total | \$ 62,324,273 | \$ 47,498,367 | \$ 14,825,906 | 76% | 73% |

Note (1): Certificate from Cuyahoga County Budget Commission dated August 30, 2016 (includes Advances Out).

Note (2): Subtotal Amended Appropriation of \$66,476,215 plus carried forward encumbrance of \$5,848,058.

Note (3): Subtotal includes 66% expended and 9.5% encumbered.

*Includes encumbrance of \$604.40 to be refunded against revenue account

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending September 30, 2016

| | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|-------|----------------------------------|--------------------------------|---------------------------------|-----------------------------|-------------------------|
| 51110 | 10,357,232.30 | 10,368,915.93 | 7,461,541.08 | 0.00 | 2,907,374.90 |
| 51120 | 9,763,561.38 | 9,774,149.54 | 7,579,570.59 | 0.00 | 2,194,578.95 |
| 51130 | 1,352,494.21 | 1,352,494.21 | 893,838.05 | 0.00 | 458,656.16 |
| 51140 | 4,231,071.52 | 4,231,071.52 | 2,867,925.34 | 0.00 | 1,363,146.18 |
| 51150 | 504,715.64 | 504,715.64 | 337,454.31 | 0.00 | 167,261.33 |
| 51180 | 0.00 | 160,032.62 | 280,204.86 | 0.00 | (120,172.24) |
| 51190 | 268,614.73 | 268,614.73 | 368,356.30 | 0.00 | (99,741.57) |
| 51400 | 3,747,870.46 | 3,749,352.84 | 2,744,075.95 | 0.00 | 1,005,276.89 |
| 51610 | 3,666,090.97 | 3,666,090.97 | 2,849,207.38 | 0.00 | 816,883.59 |
| 51611 | 202,195.26 | 202,195.26 | 152,707.45 | 0.00 | 49,487.81 |
| 51612 | 14,758.07 | 14,758.07 | 11,200.66 | 0.00 | 3,557.41 |
| 51620 | 12,528.25 | 12,528.25 | 9,110.42 | 0.00 | 3,417.83 |
| 51625 | 29,467.05 | 29,467.05 | 21,744.19 | 0.00 | 7,722.86 |
| 51630 | 216,511.75 | 347,043.22 | 196,056.32 | 0.00 | 150,986.90 |
| 51640 | 20,000.00 | 25,299.12 | 12,699.12 | 7,500.88 | 5,099.12 |
| 51650 | 348,684.34 | 351,148.29 | 259,862.20 | 293.54 | 90,992.55 |
| 51900 | 21,478.28 | 21,478.28 | 21,269.60 | 14,437.91 | (14,229.23) |
| | \$34,757,274.21 | \$ 35,079,355.59 | \$ 26,066,823.82 | \$ 22,232.33 | \$ 8,990,299.44 |
| | | | | | |
| 52110 | 45,600.00 | 46,393.87 | 33,181.51 | 1,076.18 | 12,136.18 |
| 52120 | 54,200.00 | 57,161.77 | 18,884.83 | 8,635.41 | 29,661.53 |
| 52130 | 39,850.00 | 40,395.23 | 22,295.94 | 0.00 | 18,099.29 |
| 52140 | 600.00 | 600.00 | 358.00 | 91.23 | 150.77 |
| 52150 | 102,500.00 | 102,500.00 | 50,474.68 | 132.12 | 51,893.20 |
| 52210 | 118,900.00 | 119,731.45 | 77,641.93 | 16,071.13 | 26,018.39 |

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending September 30, 2016

| | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|-------------------------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------|-------------------------|
| 52220 Electrical Supplies | 63,600.00 | 66,645.01 | 38,231.48 | 12,634.47 | 15,779.06 |
| 52230 Maintenance Supplies | 263,050.00 | 278,002.41 | 172,516.81 | 81,654.34 | 23,831.26 |
| 52240 Uniforms | 23,000.00 | 23,000.00 | 4,362.26 | 0.00 | 18,637.74 |
| 52300 Motor Vehicle Supplies | 78,000.00 | 114,693.14 | 34,913.17 | 37,520.66 | 42,259.31 |
| 52900 Other Supplies | 263,238.00 | 285,698.17 | 131,919.28 | 22,699.56 | 131,079.33 |
| Supplies | \$1,052,538.00 | \$ 1,134,841.05 | \$ 584,779.89 | \$ 180,515.10 | \$ 369,546.06 |
| 53100 Travel/Meetings | 200,000.00 | 209,764.37 | 62,551.24 | 21,388.17 | 125,824.96 |
| 53210 Telecommunications | 300,316.00 | 374,527.62 | 232,384.62 | 102,323.14 | 39,819.86 |
| 53230 Postage/Freight | 91,500.00 | 100,893.23 | 58,503.40 | 33,838.91 | 8,550.92 |
| 53240 PR/Other Communications | 166,000.00 | 206,232.52 | 119,929.09 | 29,979.13 | 56,324.30 |
| 53310 Building Repairs | 407,000.00 | 474,080.14 | 220,570.95 | 43,470.89 | 210,038.30 |
| 53320 Machine Repairs | 17,550.00 | 27,386.55 | 7,283.92 | 8,076.32 | 12,026.31 |
| 53340 Building Maintenance | 171,279.00 | 215,400.23 | 114,951.61 | 47,940.63 | 52,507.99 |
| 53350 Machine Maintenance | 240,641.00 | 373,800.49 | 185,162.69 | 71,379.05 | 117,258.75 |
| 53360 Computer Maintenance | 347,189.95 | 352,342.97 | 187,218.78 | 12,160.78 | 152,963.41 |
| 53370 Motor Vehicle Repairs | 25,000.00 | 37,876.85 | 18,616.71 | 13,424.01 | 5,836.14 |
| 53380 Contract Security | 800,000.00 | 974,091.35 | 654,792.78 | 277,229.83 | 42,068.74 |
| 53390 Landscaping | 25,440.00 | 28,277.75 | 9,520.00 | 6,678.75 | 12,079.00 |
| 53400 Insurance | 429,039.00 | 488,312.33 | 349,322.74 | 144,205.87 | (5,216.28) |
| 53510 Rent/Leases | 178,749.24 | 189,545.42 | 136,512.70 | 47,850.31 | 5,182.41 |
| 53520 Equipment Rental | 57,403.00 | 66,091.85 | 19,333.68 | 13,849.43 | 32,908.75 |
| 53610 Electricity | 1,936,774.33 | 2,046,756.83 | 1,324,357.95 | 711,223.82 | 11,175.06 |
| 53620 Gas | 195,527.22 | 249,079.54 | 94,469.74 | 105,805.75 | 48,804.05 |
| 53630 Chilled Water | 946,859.92 | 849,966.95 | 540,405.73 | 282,829.80 | 26,731.42 |

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending September 30, 2016

| | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|--------------------------------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------|-------------------------|
| 53640 Water/Sewer | 87,230.72 | 95,446.07 | 69,581.26 | 24,136.04 | 1,728.77 |
| 53710 Professional Services | 963,562.58 | 1,755,416.16 | 860,473.64 | 542,076.63 | 352,865.89 |
| 53720 Auditors Fees | 780,030.07 | 784,530.07 | 573,674.61 | 88,913.00 | 121,942.46 |
| 53730 Bank Service Charges | 20,060.00 | 20,060.00 | 7,485.96 | 0.00 | 12,574.04 |
| 53800 Library Material Control | 250,000.00 | 366,688.32 | 165,596.45 | 198,707.95 | 2,383.92 |
| 53900 Other Purchased Services | 1,800,648.52 | 1,800,799.52 | 1,799,699.02 | 728.00 | 372.50 |
| Purchased/Contracted Services | \$10,437,800.55 | \$12,087,367.15 | \$7,812,399.27 | \$2,828,216.21 | \$1,446,751.67 |
| 54110 Books | 2,360,000.00 | 2,871,015.38 | 1,581,624.06 | 517,500.97 | 771,890.35 |
| 54120 Continuations | 372,000.00 | 819,280.36 | 341,020.71 | 205,841.34 | 272,418.31 |
| 54210 Periodicals | 825,000.00 | 1,191,144.17 | 106,949.96 | 742,041.12 | 342,153.09 |
| 54220 Microforms | 77,000.00 | 261,216.13 | 60,746.95 | 70,930.33 | 129,538.85 |
| 54310 Video Media | 1,928,180.00 | 2,241,568.68 | 1,353,738.64 | 303,987.47 | 583,842.57 |
| 54320 Audio Media - Spoken | 151,000.00 | 171,561.13 | 92,046.21 | 36,452.37 | 43,062.55 |
| 54325 Audio Media - Music | 363,000.00 | 555,698.03 | 272,588.60 | 52,727.76 | 230,381.67 |
| 54500 Database Services | 570,000.00 | 1,010,333.08 | 432,052.55 | 96,741.74 | 481,538.79 |
| 54530 eMedia | 602,000.00 | 1,366,171.51 | 661,538.01 | 485,007.41 | 219,626.09 |
| 54600 Interlibrary Loan | 3,000.00 | 3,978.00 | 1,759.50 | 2,218.50 | 0.00 |
| 54710 Bookbinding | 25,000.00 | 53,641.14 | 18,721.70 | 9,919.44 | 25,000.00 |
| 54720 Preservation Services | 45,000.00 | 95,762.59 | 40,455.50 | 4,095.24 | 51,211.85 |
| 54730 Preservation Boxing | 5,000.00 | 5,994.15 | 5,314.72 | 0.00 | 679.43 |
| 54790 Preservation Reformatting | 22,000.00 | 24,273.33 | 5,015.30 | 2,273.33 | 16,984.70 |
| Library Materials | \$7,348,180.00 | \$10,671,637.68 | \$4,973,572.41 | \$2,529,737.02 | \$3,168,328.25 |
| 55510 Furniture | 152,200.00 | 232,303.48 | 86,359.70 | 37,862.10 | 108,081.68 |
| 55520 Equipment | 188,500.00 | 289,225.43 | 118,456.28 | 4,442.91 | 166,326.24 |

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending September 30, 2016

| | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|-------------------------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------|-------------------------|
| 55530 Computer Hardware | 536,000.00 | 628,270.47 | 223,426.30 | 62,894.45 | 341,949.72 |
| 55540 Software | 314,500.00 | 546,921.59 | 238,534.92 | 60,209.39 | 248,177.28 |
| Capital Outlay | \$1,191,200.00 | \$ 1,696,720.97 | \$ 666,777.20 | \$ 165,408.85 | \$ 864,534.92 |
| 57100 Memberships | 70,555.78 | 73,567.16 | 62,701.13 | 8,984.81 | 1,881.22 |
| 57200 Taxes | 12,000.00 | 13,352.97 | 9,421.06 | 3,457.22 | 474.69 |
| 57500 Refunds/Reimbursements | 49,204.22 | 67,430.47 | 17,453.94 | 11,387.21 | 38,589.32 |
| Miscellaneous Expenses | \$131,760.00 | \$ 154,350.60 | \$ 89,576.13 | \$ 23,829.24 | \$ 40,945.23 |
| 59810 Advances Out | 0.00 | 0.00 | 54,500.00 | 0.00 | (54,500.00) |
| Advances | \$0.00 | \$ 0.00 | \$ 54,500.00 | \$ 0.00 | \$(54,500.00) |
| 59900 Transfers Out | 0.00 | 1,500,000.00 | 1,500,000.00 | 0.00 | 0.00 |
| Transfers | \$0.00 | \$ 1,500,000.00 | \$ 1,500,000.00 | \$ 0.00 | \$ 0.00 |
| TOTAL | \$54,918,752.76 | \$ 62,324,273.04 | \$ 41,748,428.72 | \$ 5,749,938.75 | \$ 14,825,905.57 |

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2016

| | <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 | 30,293,887.52 | 45,959,745.73 | 41,748,428.72 | 5,750,543.15 | 28,754,661.38 |
| Total General Fund | \$ 30,293,887.52 | \$ 45,959,745.73 | \$ 41,748,428.72 | \$ 5,750,543.15 | \$ 28,754,661.38 |
| 201 Anderson | 276,296.99 | 0.00 | 0.00 | 0.00 | 276,296.99 |
| 202 Endowment for the Blind | 2,170,265.69 | 0.00 | 23,056.65 | 0.00 | 2,147,209.04 |
| 203 Founders | 6,094,545.65 | 533,395.89 | 241,061.32 | 154,602.71 | 6,232,277.51 |
| 204 Kaiser | 58,614.88 | 0.00 | 0.00 | 0.00 | 58,614.88 |
| 205 Kralej | 179,670.47 | 599.53 | 3,985.44 | 1,028.39 | 175,256.17 |
| 206 Library | 178,122.12 | 7,370.53 | 17,730.14 | 6,858.31 | 160,904.20 |
| 207 Pepke | 127,745.59 | (1,485.96) | 0.00 | 0.00 | 126,259.63 |
| 208 Wickwire | 1,350,020.58 | 6,090.87 | 13,910.35 | 7,308.31 | 1,334,892.79 |
| 209 Wittke | 86,265.93 | 0.00 | 0.00 | 0.00 | 86,265.93 |
| 210 Young | 4,000,361.89 | 16,027.23 | 31,443.87 | 13,336.95 | 3,971,608.30 |
| 225 Friends | 0.00 | 29,500.00 | 7,744.02 | 1,358.30 | 20,397.68 |
| 226 Judd | 5,972.23 | 173,033.50 | 118,576.46 | 15,571.14 | 44,858.13 |
| 228 Lockwood Thompson Memorial | 136,626.00 | 90,199.50 | 150,628.14 | 17,874.75 | 58,322.61 |
| 229 Ohio Center for the Book | 0.00 | 900.00 | 900.00 | 0.00 | 0.00 |
| 230 Schweinfurth | 89,172.29 | 32,384.54 | 38,718.54 | 0.00 | 82,838.29 |
| 231 CLEVNET | 490,999.25 | 4,219,248.85 | 3,725,910.89 | 528,018.71 | 456,318.50 |
| 251 OLBPD-Library for the Blind | 0.00 | 1,131,145.00 | 1,131,351.08 | 70,612.04 | (70,818.12) |
| 252 LSTA-Know It Now | 27,058.22 | 0.00 | 27,058.22 | 0.00 | 0.00 |
| 254 MyCom | 39,527.25 | 123,943.36 | 49,702.29 | 2,884.94 | 110,883.38 |
| 256 Learning Centers | 0.00 | 86,000.00 | 49,333.20 | 97,788.55 | (61,121.75) |
| Total Special Revenue Funds | \$ 15,311,265.03 | \$ 6,448,352.84 | \$ 5,631,110.61 | \$ 917,243.10 | \$ 15,211,264.16 |
| 401 Building & Repair | 13,248,624.25 | 1,503,500.16 | 3,858,082.80 | 1,223,308.47 | 9,670,733.14 |
| Total Capital Project Funds | \$ 13,248,624.25 | \$ 1,503,500.16 | \$ 3,858,082.80 | \$ 1,223,308.47 | \$ 9,670,733.14 |

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2016

| | Beginning Year Balance | Year to Date Receipts | Year to Date Expenditures | Year to Date Encumbrances | Unencumbered Balance |
|------------------------------|---------------------------|--------------------------|------------------------------|------------------------------|-------------------------|
| 501 Abel | 218,076.10 | 1,902.62 | 895.00 | 0.00 | 219,083.72 |
| 502 Ambler | 2,218.69 | 0.00 | 0.00 | 0.00 | 2,218.69 |
| 503 Beard | 132,508.14 | (614.51) | 2,257.00 | 521.00 | 129,115.63 |
| 504 Klein | 5,251.17 | 0.00 | 0.00 | 0.00 | 5,251.17 |
| 505 Malon/Schroeder | 280,913.05 | 622.26 | 6,447.68 | 0.00 | 275,087.63 |
| 506 McDonald | 182,871.96 | 0.00 | 0.00 | 0.00 | 182,871.96 |
| 507 Ratner | 90,938.24 | (1,138.21) | 0.00 | 0.00 | 89,800.03 |
| 508 Root | 38,361.65 | 0.00 | 0.00 | 0.00 | 38,361.65 |
| 509 Sugarman | 198,051.98 | 1,627.54 | 6,649.73 | 4,536.79 | 188,493.00 |
| 510 Thompson | 155,047.07 | 360.20 | 2,850.00 | 0.00 | 152,557.27 |
| 511 Weidenthal | 6,513.72 | 0.00 | 0.00 | 0.00 | 6,513.72 |
| 512 White | 2,082,088.70 | 10,379.15 | 44,347.21 | 1,573.94 | 2,046,546.70 |
| 513 Beard Anna Young | 84,435.88 | (55.03) | 0.00 | 0.00 | 84,380.85 |
| Total Permanent Funds | \$ 3,477,276.35 | \$ 13,084.02 | \$ 63,446.62 | \$ 6,631.73 | \$ 3,420,282.02 |
| 901 Unclaimed Funds | 10,735.01 | 2,823.07 | 100.00 | 0.00 | 13,458.08 |
| 905 CLEVNET Fines & Fees | 7,506.32 | 90,600.82 | 87,602.57 | 0.00 | 10,504.57 |
| Others | \$ 18,241.33 | \$ 93,423.89 | \$ 87,702.57 | \$ 0.00 | \$ 23,962.65 |
| Total All Funds | \$ 62,349,294.48 | \$ 54,018,106.64 | \$ 51,388,771.32 | \$ 7,897,726.45 | \$ 57,080,903.35 |

Cleveland Public Library
 Depository Balance Detail
 For the Period Ending September 30, 2016

| | |
|----------------------------------|--------------------------------|
| Balance of All Funds | <u>\$ 64,978,629.80</u> |
| KeyBank - Concentration Acct | 0.00 |
| KeyBank - Checking (ZBA) | 1,258,975.67 |
| KeyBank - Merchant Acct | 6,065.90 |
| KeyBank - FSA Account | 5,207.19 |
| Petty Cash | 330.00 |
| Change Fund | 4,640.00 |
| KeyBank-Payroll Account (ZBA) | 255.52 |
| Cash in Library Treasury | <u>\$ 1,275,474.28</u> |
| PNC - Money Market | 10,046.05 |
| PNC - Investments | 36,968,515.63 |
| PNC - Investments Money Market | 129,623.81 |
| STAR Ohio Investment | 9,882,448.92 |
| STAR Plus Program | 0.00 |
| Investments | <u>\$ 46,990,634.41</u> |
| PNC- Endowment Account | 16,712,521.11 |
| Endowment Account | <u>\$ 16,712,521.11</u> |
| Cash in Banks and On Hand | <u>\$ 64,978,629.80</u> |

Total portfolio value

| | |
|---------------------------------------|-----------------|
| Total portfolio value on September 30 | \$21,609,610.06 |
| Total portfolio value on July 1 | 21,117,021.80 |
| Total change in value | \$492,588.26 |

www.pnc.com

Your Relationship Managers
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Investment policy and market outlook
 Investment objective: 60% Equity 40% Fixed

Bulletin board

PNC assumes that co-fiduciaries grant proxy voting authority to PNC. PNC votes in accordance with its policy, including voting shares of mutual funds that pay fees to PNC affiliates. PNC may also vote for PNC Board of Directors members and to increase fees that mutual funds pay to PNC affiliates. Additionally, PNC discloses shareholder information to the issuers of securities held in an account, unless specified to the contrary in writing by the Co-fiduciary. If disclosure of beneficial ownership information is required by the issuer for proxy voting purposes, PNC will not vote shares held for your account if you have objected to such disclosure. Should you have any questions or concerns, do not hesitate to contact your administrative officer.

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

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

About your account

The PNC Financial Services Group, Inc. ("PNC") uses the marketing name PNC Institutional Asset Management® for the various discretionary and non-discretionary institutional investment activities conducted by PNC Bank, National Association ("PNC Bank"), which is a Member FDIC, and investment management activities conducted by PNC Capital Advisors, LLC, a registered investment adviser ("PNC Capital Advisors"). PNC Bank uses the marketing name PNC Institutional Advisory Solutions® to provide discretionary investment management, trustee, and other related services. Standalone custody, escrow, and directed trustee services; FDIC-insured banking products and services; and lending of funds are also provided through PNC Bank. PNC does not provide legal, tax, or accounting advice unless, with respect to tax advice, PNC Bank has entered into a written tax services agreement. PNC does not provide services in any jurisdiction in which it is not authorized to conduct business. PNC Bank is not registered as a municipal advisor under the Dodd-Frank Wall Street Reform and Consumer Protection Act ("Act"). Investment management and related products and services provided to a "municipal entity" or "obligated person" regarding "proceeds of municipal securities" (as such terms are defined in the Act) will be provided by PNC Capital Advisors. "Vested Interest," "PNC Institutional Asset Management," "PNC Retirement Solutions," and "PNC Institutional Advisory Solutions" are registered service marks of The PNC Financial Services Group, Inc.

The securities in this account, including shares of mutual funds, are not bank deposits. PNC Bank and other banks do not guarantee these securities, the FDIC does not insure them nor does any government agency or government-sponsored agency of the federal government or any state. Securities involve investment risks, including the possible loss of the amount invested.

This statement contains information obtained from sources believed to be reliable. These sources may include other service providers that may also be under contractual obligation to you. Please contact your PNC Institutional Asset Management 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 September 30 | Principal on September 30 | Total portfolio value on September 30 |
| \$385,926.78 | \$21,223,683.28 | \$21,609,610.06 |
| Income on July 1 | Principal on July 1 | Total portfolio value on July 1 |
| 311,085.01 | 20,805,936.79 | 21,117,021.80 |
| Change in value | Change in value | Total change in value |
| \$74,841.77 | \$417,746.49 | \$492,588.26 |

Portfolio value by asset class

| | | | | |
|---------------------------|------------------------|------------------------|------------------------|------------------------|
| Income | Value Sep. 30 | Value Jul. 1 | Change in value | Tax cost* |
| Cash and cash equivalents | \$385,926.78 | \$311,085.01 | \$74,841.77 | \$385,926.78 |
| Principal | Value Sep. 30 | Value Jul. 1 | Change in value | Tax cost* |
| Cash and cash equivalents | \$242,349.37 | \$321,917.11 | -\$79,567.74 | \$242,349.37 |
| Fixed income | 6,419,591.64 | 6,405,250.14 | 14,341.50 | 6,313,614.16 |
| Equities | 14,561,742.27 | 14,078,769.54 | 482,972.73 | 10,080,317.35 |
| Total | \$21,609,610.06 | \$21,117,021.80 | \$492,588.26 | \$17,022,207.56 |

* 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, 2016 |
|---------------------------------------|------------------------|------------------------|
| Beginning account value | \$21,155,972.52 | \$20,963,025.78 |
| Additions | | |
| Investment income | \$89,731.21 | \$251,130.44 |
| Other receipts | 0.01 | 1,258.86 |
| Disbursements | | |
| Fees and charges | -\$14,889.44 | -\$43,503.49 |
| Other disbursements | - | -186,925.00 |
| Change in value of investments | 417,746.48 | 661,359.46 |
| Net accrued income | 5,484.14 | 7,698.89 |
| Value of non cash transactions | - | -0.02 |
| Ending account value | \$21,654,044.92 | \$21,654,044.92 |

Investment income summary

| | This period | From Jan. 1, 2016 |
|----------------------------------|--------------------|---------------------|
| Income-cash and cash equivalents | \$127.87 | \$251.27 |
| Interest-fixed income | 35,064.11 | 99,558.05 |
| Dividends-equities | 54,539.23 | 151,321.12 |
| Total | \$89,731.21 | \$251,130.44 |

Gain/loss summary

| | This period | From Jan. 1, 2016 | Net unrealized gain/loss* |
|--------------|--------------------|---------------------|-----------------------------------|
| Fixed income | \$3,530.65 | \$7,279.64 | Since acquisition \$105,977.48 |
| Equities | 34,467.80 | 127,418.99 | 4,481,424.92 |
| Total | \$37,998.45 | \$134,698.63 | \$4,587,402.40 |

* 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 September 30 | \$44,434.86 |
| Accrued income on July 01 | 38,950.72 |
| Net accrued income | \$5,484.14 |

| | Estimated annual income | Accrued income this period |
|--------------|-------------------------|----------------------------|
| | \$49.61 | \$57.14 |
| | 139,799.59 | 30,895.08 |
| | 241,130.91 | 13,482.64 |
| Total | \$380,980.11 | \$44,434.86 |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885

July 1, 2016 - September 30, 2016

Page 7 of 115

Summary

Transaction summary - measured by cash balance

| | Income | | Principal | |
|----------------------------|--------------------|--------------------|--------------------|--------------------|
| | This period | From Jan. 1, 2016 | This period | From Jan. 1, 2016 |
| Beginning cash balance | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Additions | | | | |
| Investment income | \$89,731.21 | \$251,130.44 | - | - |
| Sales and maturities | 10,550.20 | 10,550.20 | 2,221,762.43 | 5,751,090.71 |
| Other receipts | - | - | 0.01 | 1,258.86 |
| Disbursements | | | | |
| Purchases | -\$45,779.04 | -\$178,564.22 | -\$2,261,375.37 | -\$5,605,037.50 |
| Fees and charges | -14,889.44 | -43,503.49 | - | - |
| Other disbursements | - | - | - | -186,925.00 |
| Ending cash balance | \$39,612.93 | \$39,612.93 | \$39,612.93 | \$39,612.93 |
| Change in cash | \$39,612.93 | \$39,612.93 | -\$39,612.93 | -\$39,612.93 |

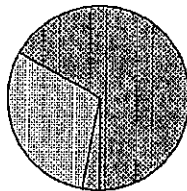
Transaction summary - measured by tax cost

| | This period | From Jan. 1, 2016 |
|------------------------|------------------------|------------------------|
| Beginning tax cost | \$16,909,367.43 | \$16,866,004.04 |
| Additions | | |
| Purchases | \$2,307,154.41 | \$5,783,601.72 |
| Securities received | - | 62,842.50 |
| Disbursements | | |
| Sales | -\$2,194,314.18 | -\$5,626,942.28 |
| Securities delivered | - | -63,298.32 |
| Change in cash | \$17,022,207.66 | \$17,022,207.66 |
| Ending tax cost | \$17,022,207.66 | \$17,022,207.66 |

Analysis

Asset allocation

| | Sep. 30, 2016 |
|---------------------------|---------------|
| Cash and cash equivalents | 2.91 % |
| Mutual funds | 2.91 % |
| Fixed Income | 29.71 % |
| Corporate | 14.44 % |
| US treasury | 13.03 % |
| Agency | 1.83 % |
| Mortgages | <.01 % |
| Other | 0.40 % |
| Equities | 67.39 % |
| Stock | 37.64 % |
| Etf's | 9.87 % |
| Mutual funds | 19.88 % |



Equity sectors

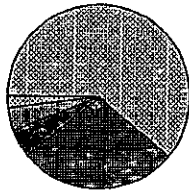
| | Market value | % of equities | % of total portfolio |
|----------------------------|-----------------------|-----------------|----------------------|
| Industrials | \$1,098,639.32 | 13.51 % | 5.08 % |
| Consumer discretionary | 1,129,664.50 | 13.89 % | 5.23 % |
| Consumer staples | 861,905.60 | 10.60 % | 3.99 % |
| Energy | 480,894.10 | 5.91 % | 2.23 % |
| Financial | 1,008,164.65 | 12.40 % | 4.67 % |
| Materials | 221,856.80 | 2.73 % | 1.03 % |
| Information technology | 1,511,871.90 | 18.59 % | 7.00 % |
| Real estate | 183,378.30 | 2.26 % | 0.85 % |
| Utilities | 329,355.20 | 4.05 % | 1.52 % |
| Health care | 1,153,107.50 | 14.18 % | 5.34 % |
| Telecommunication services | 154,380.60 | 1.90 % | 0.71 % |
| Total | \$8,133,218.47 | 100.00 % | 37.65 % |

Analysis

Bond analysis

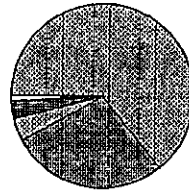
Bond rating

| | Market Value | % of bonds | % of total portfolio |
|-------------|----------------|------------|----------------------|
| Moody's Aaa | \$3,932,835.69 | 61.26 % | 18.20 % |
| Moody's Aa1 | 96,665.75 | 1.51 % | 0.45 % |
| Moody's Aa2 | 273,273.70 | 4.26 % | 1.27 % |
| Moody's Aa3 | 294,169.85 | 4.58 % | 1.36 % |
| Other | 1,822,646.65 | 28.39 % | 8.44 % |



Maturity schedule

| Market value (% of bonds maturing in) | % of bonds | Corporate | US treasury and agency | Municipal | Other |
|--|------------|-------------------------|---------------------------|-----------|--------------------|
| Less than 1 year | 3.66 % | \$235,114.10 (100.00 %) | - (-) | - (-) | - (-) |
| 1 - 5 years | 64.29 % | 1,859,257.75 (45.05 %) | 2,202,788.10 (53.37 %) | - (-) | 66,053.30 (1.58 %) |
| 6 - 10 years | 28.20 % | 1,026,689.65 (56.71 %) | 763,130.48 (42.15 %) | - (-) | 20,556.00 (1.14 %) |
| 11 - 15 years | 0.63 % | - (-) | 40,453.69 (100.00 %) | - (-) | - (-) |
| 16 or more years | 3.22 % | - (-) | 205,181.54 (99.34 %) | - (-) | 1,367.03 (0.66 %) |



Detail

Portfolio - income

Cash and cash equivalents
Uninvested cash

| Description | 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 |
|-----------------|--------------------------|------------------------|----------------------|----------------|------------------------|----------------------|---------------|-------------------------|----------------|
| UNINVESTED CASH | Quantity | Current price per unit | | | | | | | |
| | 39,612,930 | \$39,612.93 | 0.19 % | \$39,612.93 | \$1.00 | | | | |

Mutual funds - money market

| Description | 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 |
|--|--------------------------|------------------------|----------------------|---------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| PNC TREASURY MONEY MARKET FUND #431 | Quantity | Current price per unit | | | | | | | |
| 21-75-073-4453885 | 64,513.29 | 59,982.10 | 0.28 % | 59,982.10 | 1.00 | | 0.01 % | 4.74 | 7.11 |
| PNC TREASURY MONEY MARKET FUND #431 | 59,982.100 | 1,000.00 | | | | | | | |
| PNC CAPITAL ADVISORS PNC TREASURY MONEY MARKET FUND #431 | | 1,000.00 | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | |
| Total mutual funds - money market | | \$346,313.85 | 1.60 % | \$346,313.85 | | | 0.01 % | \$27.35 | \$31.44 |

| | | | | | | | | | |
|--|--|---------------------|---------------|---------------------|--|--|---------------|----------------|----------------|
| Total cash and cash equivalents | | \$385,926.78 | 1.79 % | \$385,926.78 | | | 0.01 % | \$27.35 | \$31.44 |
|--|--|---------------------|---------------|---------------------|--|--|---------------|----------------|----------------|



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Portfolio - principal

Cash and cash equivalents
Uninvested cash

| Description | Market value last period | Quantity | Current market value | Current price per unit | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------|--------------------------|----------|----------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| UNINVESTED CASH | - 39,612.930 | | \$1,0000 | -\$39,612.93 | - 0.19 % | | \$1.00 | | | | |

Mutual funds - money market

| Description | Market value last period | Quantity | Current market value | Current price per unit | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-------------------------------------|--------------------------|-------------|----------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| PNC TREASURY MONEY MARKET FUND #431 | \$163,928.73 | 163,928.730 | \$1,0000 | \$163,928.73 | 0.76 % | | \$1.00 | | 0.01 % | \$12.94 | \$14.28 |
| 21-75-073-4453885 | | | | | | | | | | | |
| PNC TREASURY MONEY MARKET FUND #431 | 5,182.17 | | 1,0000 | | 0.01 % | | | | | | 0.04 |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| PNC TREASURY MONEY MARKET FUND #431 | 152,806.21 | 118,033.570 | 1,0000 | 118,033.57 | 0.55 % | | 118,033.57 | 1.00 | 0.01 % | 9.32 | 11.38 |
| PCA LCC ADVANTAGE | | | | | | | | | | | |

Total mutual funds - money market \$281,962.30 1.31 % \$281,962.30 0.01 % \$22.26 \$25.70

Total cash and cash equivalents \$242,349.37 1.12 % \$242,349.37 0.01 % \$22.26 \$25.70



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Fixed income
Corporate bonds

| Description [Cusip] | Market value last period | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------|--------------------------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | price per unit | | | | | | | |
| BB&T CORPORATION | 22,953.60 | 22,666.00 | | 0.11 % | 24,791.00 | 123.96 | - 2,145.00 | 6.05 % | 1,370.00 | 574.64 |
| SR UNSEC | 20,000 | 113.2300 | | | | | | | | |
| 06.850% DUE 04/30/2019 | | | | | | | | | | |
| RATING: A2 | | | | | | | | | | |
| {05531FAB9} | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| BP CAPITAL MARKETS PLC | 31,484.10 | 31,596.60 | | 0.15 % | 29,540.20 | 98.47 | 2,056.40 | 3.09 % | 973.50 | 392.10 |
| ISIN US05565QBZ00 SEDOL B87XBL5 | 30,000 | 105.3220 | | | | | | | | |
| 03.245% DUE 05/06/2022 | | | | | | | | | | |
| RATING: A2 | | | | | | | | | | |
| {05565QBZ0} | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| BNP PARIBAS | 15,365.70 | 15,280.95 | | 0.08 % | 14,972.10 | 99.81 | 308.85 | 2.66 % | 405.00 | 46.13 |
| SEDOL ISIN US05574LPT97 | 15,000 | 101.8730 | | | | | | | | |
| 02.700% DUE 08/20/2018 | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | |
| {05574LPT9} | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| BANK OF MONTREAL | 59,905.80 | 59,944.00 | | 0.28 % | 59,932.20 | 99.89 | 31.80 | 0.90 % | 535.08 | 114.45 |
| UNSC SERIES BKNT | 60,000 | 99.9400 | | | | | | | | |
| VAR % DUE 07/14/2017 | | | | | | | | | | |
| RATING: AA3 | | | | | | | | | | |
| {06366RVE2} | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| BANK OF NOVA SCOTIA | 35,907.20 | 50,931.00 | | 0.24 % | 50,754.95 | 101.51 | 176.05 | 2.09 % | 1,062.50 | 59.03 |
| SEDOL BQRYVD6 ISIN US06416CAA62 | 50,000 | 101.8620 | | | | | | | | |
| 02.125% DUE 09/11/2019 | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| {06416CAA6} | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |

Detail

**Fixed income
 Corporate bonds**

| Description [Cusip] | Market value last period | | Current market value | | % of total portfolio | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------|----------------------|----------------|----------------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | Current | price per unit | | | | | |
| CONNECTICUT LIGHT & PWR CALL 10/15/2022 @ 100.000 MORT 02.500% DUE 01/15/2023 RATING: A2 | 20,301.60 | 20.35180 | 101,7590 | 101.7590 | 0.10 % | 481.60 | 2.46 % | 500.00 | 108.56 |
| (207597EF8) PNC CAPITAL ADVISORS | | | | | | | | | |
| CONOCOPHILLIPS COMPANY CALL 09/15/2021 @ 100.000 COGT 02.875% DUE 11/15/2021 RATING: BAA2 | 30,528.50 | 30.82170 | 102,7390 | 102.7390 | 0.15 % | 596.65 | 2.80 % | 862.50 | 325.83 |
| (20826FAE6) PNC CAPITAL ADVISORS | | | | | | | | | |
| RABOBANK NEDERLAND UTREC ISIN US21686CAD20 SEDOL B5MXX70 03.375% DUE 01/19/2017 RATING: AA2 | 15,193.95 | 15.10155 | 100.6770 | 100.6770 | 0.07 % | -377.35 | 3.36 % | 506.25 | 101.25 |
| (21686CAD2) PNC CAPITAL ADVISORS | | | | | | | | | |
| JOHN DEERE CAPITAL CORP SR UNSECURED SER MTN 05.350% DUE 04/03/2018 RATING: A2 | 26,869.50 | 26.53875 | 106.1550 | 106.1550 | 0.13 % | 1,615.25 | 5.04 % | 1,337.50 | 661.32 |
| (24422EQR3) PNC CAPITAL ADVISORS | | | | | | | | | |
| JOHN DEERE CAPITAL CORP UNSC VAR% DUE 01/08/2019 RATING: A2 | 25,116.50 | 25.10500 | 100.4200 | 100.4200 | 0.12 % | 105.00 | 1.18 % | 295.43 | 69.75 |
| (24422ETD1) PNC CAPITAL ADVISORS | | | | | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT
Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Fixed income
Corporate bonds

| Description [Cusip] | Market value last period | | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--------------------------------|--------------------------|----------------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | Current | price per unit | | | | | | | |
| FLORIDA POWER & LIGHT | 26,319.50 | 25,982.50 | 19,888.00 | 25,982.50 | 0.13 % | 23,932.70 | 95.73 | 2,019.80 | 2.65 % | 687.50 | 229.17 |
| CALL 12/01/2022 @ 100,000 MORT | | | | 103.8100 | | | | | | | |
| 02.750% DUE 06/01/2023 | | | | | | | | | | | |
| RATING: AA2 | | | | | | | | | | | |
| [341081FJ1] | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| GENERAL DYNAMICS CORP | | | 19,888.00 | | 0.10 % | 19,863.20 | | -25.20 | 1.90 % | 375.00 | 51.04 |
| CALL 06/15/2023 @ 100,000 COGT | 20,000 | | 99,1900 | | | 99.32 | | | | | |
| 01.875% DUE 08/15/2023 | | | | | | | | | | | |
| RATING: A2 | | | | | | | | | | | |
| [369550AW8] | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| GENERAL ELEC CAP CORP | | | 39,876.20 | | 0.19 % | 38,517.25 | | 1,358.95 | 4.09 % | 1,627.50 | 741.42 |
| SR UNSEC | 40,080.95 | | 113,9320 | | | 110.05 | | | | | |
| 04.450% DUE 10/17/2021 | | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | | |
| [3696265J9] | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| GENERAL ELEC CAP CORP | | | 21,262.00 | | 0.10 % | 20,095.80 | | 1,166.20 | 2.97 % | 630.00 | 42.00 |
| SR UNSEC | 21,463.80 | | 106,3100 | | | 100.48 | | | | | |
| 03.150% DUE 09/07/2022 | | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | | |
| [3696266F6] | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| GEORGIA POWER COMPANY | | | 21,362.20 | | 0.10 % | 22,065.80 | | -703.60 | 5.06 % | 1,080.00 | 360.00 |
| NOTES | 21,598.00 | | 106,8110 | | | 110.33 | | | | | |
| 05.400% DUE 06/01/2018 | | | | | | | | | | | |
| RATING: A3 | | | | | | | | | | | |
| [373334JK8] | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--------------------------------|--------------------------|----------------|----------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | Current | price per unit | | | | | | | |
| INTEL CORP | 15,693.00 | 15,662.70 | 15,000 | 15,662.70 | 104,4180 | 0.08 % | 14,202.00 | 94.68 | 1,460.70 | 2.59 % | 405.00 | 119.25 |
| SR UNSECD | | | | | | | | | | | | |
| 02.700% DUE 12/15/2022 | | | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | | | |
| (458140AM2) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| JPMORGAN CHASE & CO | 44,513.20 | 44,297.20 | 40,000 | 110,7430 | | 0.21 % | 45,404.20 | 113.51 | - 1,107.00 | 4.18 % | 1,850.00 | 724.58 |
| NOTES | | | | | | | | | | | | |
| 04.625% DUE 05/10/2021 | | | | | | | | | | | | |
| RATING: A3 | | | | | | | | | | | | |
| (46625HHZ6) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| JOHNSON & JOHNSON | 67,265.90 | 66,800.50 | 65,000 | 102,7700 | | 0.31 % | 64,908.35 | 99.86 | 1,892.15 | 2.39 % | 1,592.50 | 132.71 |
| CALL 12/01/2025 @ 100.000 UNSC | | | | | | | | | | | | |
| 02.450% DUE 03/01/2026 | | | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | | | |
| (478160BY9) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| LOWE'S COS INC | 30,052.50 | 30,068.40 | 30,000 | 100,2280 | | 0.14 % | 29,844.90 | 99.48 | 223.50 | 1.12 % | 335.01 | 19.54 |
| UNSC | | | | | | | | | | | | |
| VAR % DUE 09/10/2019 | | | | | | | | | | | | |
| RATING: A3 | | | | | | | | | | | | |
| (548661DB0) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| MASTERCARD INC | 16,254.15 | 16,170.90 | 15,000 | 107,8060 | | 0.08 % | 15,023.55 | 100.16 | 1,147.95 | 3.14 % | 506.25 | 253.13 |
| UNSC | | | | | | | | | | | | |
| 03.375% DUE 04/01/2024 | | | | | | | | | | | | |
| RATING: A2 | | | | | | | | | | | | |
| (57636QAB0) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |

Detail

Fixed income
 Corporate bonds

| Description (Cusip) | Quantity | Market value last period | Current market value | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--------------------------------|-----------|--------------------------|----------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| NBCUNIVERSAL MEDIA LLC | 28,014.25 | 27,817.25 | 27,817.25 | 0.13 % | 26,912.50 | 107.65 | 904.75 | 3.94 % | 1,093.75 | 546.87 |
| WI SR UNSEC | 25,000 | 111.2690 | 111.2690 | | | | | | | |
| 04.375% DUE 04/01/2021 | | | | | | | | | | |
| RATING: A3 | | | | | | | | | | |
| [63946BAE0] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| NEXEN INC | 16,632.00 | 16,677.90 | 16,677.90 | 0.08 % | 18,672.75 | 124.49 | -1,994.85 | 5.58 % | 930.00 | 157.58 |
| ISJN US65334HAK86 | 15,000 | 111.1860 | 111.1860 | | | | | | | |
| 06.200% DUE 07/30/2019 | | | | | | | | | | |
| RATING: AA3 | | | | | | | | | | |
| [65334HAK8] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| ORACLE CORP | 30,000 | 30,005.40 | 30,005.40 | 0.14 % | 29,887.20 | 99.62 | 118.20 | 2.65 % | 795.00 | 185.50 |
| CALL 04/15/2026 @ 100.000 UNSC | | | | | | | | | | |
| 02.650% DUE 07/15/2026 | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | |
| [68389XBM6] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| PECO ENERGY CO | 10,688.00 | 10,592.10 | 10,592.10 | 0.05 % | 9,983.20 | 99.83 | 598.90 | 5.06 % | 535.00 | 44.58 |
| 1ST REF MORT | 10,000 | 105.8210 | 105.8210 | | | | | | | |
| 05.350% DUE 03/01/2018 | | | | | | | | | | |
| RATING: AA3 | | | | | | | | | | |
| [693306AL1] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| PACIFICORP | 27,476.25 | 27,410.50 | 27,410.50 | 0.13 % | 27,752.65 | 111.01 | -342.15 | 3.52 % | 962.50 | 283.40 |
| 1ST MTG CALL 03/15/21 @ 100 | | | | | | | | | | |
| 03.850% DUE 06/15/2021 | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | |
| [695114CM8] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT
Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current Yield | Estimated annual income | Accrued income |
|--------------------------------|--------------------------|----------------|----------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | Current | price per unit | | | | | | | |
| SANTANDER UK PLC | 30,169.20 | 30,309.90 | 30,000 | 30,309.90 | 101.0330 | 0.15 % | 30,180.30 | 129.60 | 2.33 % | 705.00 | 235.00 | |
| SEDOL BYG867 ISIN US80283LAH69 | | | | | | | 100.60 | | | | | |
| RATING: A1 | | | | | | | | | | | | |
| (80283LAH6) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| SHELL INTERNATIONAL FIN | 30,618.90 | 30,452.70 | 30,000 | 30,452.70 | 101.5090 | 0.15 % | 29,936.40 | 516.30 | 2.10 % | 637.50 | 247.92 | |
| SEDOL ISIN US82582BG61 | | | | | | | 99.79 | | | | | |
| RATING: AA2 | | | | | | | | | | | | |
| (82582BG61) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| SHERWIN-WILLIAMS CO | 31,178.70 | 31,415.10 | 30,000 | 31,415.10 | 104.7170 | 0.15 % | 30,030.30 | 1,384.80 | 3.30 % | 1,035.00 | 172.50 | |
| CALL 05/01/2025 @ 100.000 UNSC | | | | | | | 100.10 | | | | | |
| RATING: A3 | | | | | | | | | | | | |
| (824348AR7) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| SIMON PROPERTY GROUP LP | 32,178.90 | 31,859.70 | 30,000 | 31,859.70 | 106.1990 | 0.15 % | 29,908.20 | 1,951.50 | 3.18 % | 1,012.50 | 506.25 | |
| UNSC | | | | | | | 99.69 | | | | | |
| RATING: A2 | | | | | | | | | | | | |
| (828807CS4) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| SOUTHERN CAL EDISON | 32,841.00 | 32,699.70 | 30,000 | 32,699.70 | 108.9990 | 0.16 % | 30,138.10 | 2,561.60 | 3.22 % | 1,050.00 | 525.00 | |
| SER C CALL 07/01/23 @100 MORT | | | | | | | 100.46 | | | | | |
| RATING: AA3 | | | | | | | | | | | | |
| (842400FY4) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |

Detail

Fixed income
 Corporate bonds

| Description (Cusip) | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|----------------------------------|--------------------------|----------------|----------|------------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | Current price per unit | Current price per unit | | | | | | | |
| US BANCORP | 15,609.60 | 15,626.85 | 15,000 | 15,626.85 | 104.1790 | 0.08 % | 14,181.60 | 94.54 | 1,445.25 | 2.84 % | 442.50 | 93.42 |
| SER MTN CALL 06/15/22 @ 100 | | | | | | | | | | | | |
| 02.950% DUE 07/15/2022 | | | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | | | |
| (91159JAA4) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| VIRGINIA ELEC & POWER CO | 16,107.45 | 15,964.50 | 15,000 | 106.4300 | | 0.08 % | 16,708.55 | 111.36 | - 739.05 | 5.08 % | 810.00 | 339.75 |
| SR UNSECURED | | | | | | | | | | | | |
| 05.400% DUE 04/30/2018 | | | | | | | | | | | | |
| RATING: A2 | | | | | | | | | | | | |
| (927804FF6) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| VISA INC | 21,099.80 | 20,966.60 | 20,000 | 104.8330 | | 0.10 % | 19,998.80 | 99.99 | 967.80 | 2.68 % | 560.00 | 166.44 |
| SER 7YR CALL 10/14/22 @ 100 UNSC | | | | | | | | | | | | |
| 02.800% DUE 12/14/2022 | | | | | | | | | | | | |
| RATING: A1 | | | | | | | | | | | | |
| (92826CAC6) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| WAL-MART STORES INC | 21,871.80 | 21,656.80 | 20,000 | 108.2840 | | 0.11 % | 21,129.30 | 105.65 | 527.50 | 3.35 % | 725.00 | 167.15 |
| SR UNSEC | | | | | | | | | | | | |
| 03.625% DUE 07/08/2020 | | | | | | | | | | | | |
| RATING: AA2 | | | | | | | | | | | | |
| (931142CU5) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |
| WELLS FARGO & COMPANY | 32,088.30 | 31,828.20 | 30,000 | 106.0940 | | 0.15 % | 30,623.85 | 102.08 | 1,204.35 | 3.87 % | 1,230.00 | 403.17 |
| SER MTN SUB | | | | | | | | | | | | |
| 04.100% DUE 06/03/2026 | | | | | | | | | | | | |
| RATING: A3 | | | | | | | | | | | | |
| (94974BFY1) | | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | | |

Detail

Treasury bonds

| Description (Cusip) | Market value last period | | Current market value | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------|----------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | | | | | | | |
| USA TREASURY NOTES 02.375% DUE 08/15/2024 RATING: AAA (912828D56) | 43,056.40 | 42,618.80 | 106,5470 | 0.20 % | 40,046.05 | 100.12 | 2,572.75 | 2.23 % | 950.00 | 121.99 |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| USA TREASURY NOTES 02.250% DUE 11/15/2024 RATING: AAA (912828G38) | 74,670.40 | 89,744.70 | 105,5820 | 0.42 % | 87,390.43 | 102.81 | 2,354.27 | 2.14 % | 1,912.50 | 726.33 |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| USA TREASURY NOTE 01.625% DUE 12/31/2019 RATING: AAA (912828G95) | 41,048.00 | 408,608.00 | 102,1520 | 1.90 % | 399,464.95 | 99.87 | 9,143.15 | 1.60 % | 6,500.00 | 1,651.64 |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| USA TREASURY NOTES 02.250% DUE 11/15/2025 RATING: AAA (912828M56) | 85,350.40 | 116,119.30 | 105,5630 | 0.54 % | 114,612.69 | 104.19 | 1,506.61 | 2.14 % | 2,475.00 | 939.96 |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| USA TREASURY NOTES 02.625% DUE 08/15/2020 RATING: AAA (912828NT3) | 283,300.90 | 280,672.10 | 105,9140 | 1.30 % | 279,293.55 | 103.39 | 1,378.55 | 2.48 % | 6,956.25 | 888.43 |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| USA TREASURY NOTES 02.625% DUE 11/15/2020 RATING: AAA (912828PC8) | 166,068.55 | 164,548.00 | 106,1600 | 0.77 % | 160,809.80 | 103.75 | 3,738.20 | 2.48 % | 4,068.75 | 1,536.84 |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| USA TREASURY NOTES 02.125% DUE 08/15/2021 RATING: AAA (912828RC6) | 347,763.90 | 407,277.00 | 104,4300 | 1.89 % | 405,729.48 | 104.03 | 1,547.52 | 2.04 % | 8,287.50 | 1,058.46 |
| PNC CAPITAL ADVISORS | | | | | | | | | | |

Detail

Treasury bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------------------|--------------------------|----------------------|-----------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|--------------------|
| | | Quantity | price per unit | | | | | | | |
| USA TREASURY NOTES | 264,072.50 | 310,000 | 324,095.70 | 1.50 % | 315,330.27 | 101.72 | 8,765.43 | 2.04 % | 6,587.50 | 2,501.81 |
| 02.125% DUE 05/15/2025 | | | 104.5470 | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| Total treasury bonds | | | \$2,816,503.80 | 13.03 % | \$2,770,957.59 | | \$45,546.21 | 1.90 % | \$53,606.25 | \$12,440.38 |

Agency bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|------------------------|--------------------------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | price per unit | | | | | | | |
| FEDERAL NATL MTG ASSN | | 20,000 | \$19,945.80 | 0.10 % | \$19,919.00 | \$99.60 | \$26.80 | 1.26 % | \$250.00 | \$30.56 |
| 01.250% DUE 08/17/2021 | | | \$99.7290 | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| (3135G0N82) | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| FEDERAL NATL MTG ASSN | | 40,000 | 39,799.60 | 0.19 % | 39,746.80 | 99.37 | 52.80 | 1.89 % | 750.00 | 8.33 |
| UNSC | | | 99.4990 | | | | | | | |
| 01.875% DUE 09/24/2026 | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| (3135G0Q22) | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| FEDERAL NATL MTG ASSN | | 69,933.50 | 69,584.45 | 0.33 % | 64,406.55 | 99.09 | 5,177.90 | 2.46 % | 1,706.25 | 118.49 |
| BND | | 65,000 | 107.0530 | | | | | | | |
| 02.625% DUE 09/06/2024 | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| (3135G0ZR7) | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885

July 1, 2016 - September 30, 2016

Detail

Agency bonds

| Description [Cusip] | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|----------------|------------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | Price per unit | | Quantity | Price per unit | | | | | | | |
| FEDERAL NATL MTG ASSN POOL #MA1003 03.500% DUE 08/01/2042 RATING: N/A (31418ADH8) PNC CAPITAL ADVISORS | 47,965.26 | 45,188.68 | 42,683.986 | 105.8680 | 0.21 % | 43,437.63 | 1,751.05 | 101.77 | 1,493.94 | 3.31 % | 128.64 | |
| Total agency bonds | | | | | 1.83 % | | | | | | | |

\$395,050.01 \$378,782.23 \$16,267.78 3.01 % \$11,905.88 \$949.57

Mortgages

| Description [Cusip] | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------|-----------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | Price per unit | | Quantity | Price per unit | | | | | | | |
| GS MTG SEC CORP SERIES 2011-6C5 CLASS A2 VAR% DUE 08/10/2044 RATING: AAA (36191YAZ1) PNC CAPITAL ADVISORS | \$6,126.85 | \$1,367.03 | 1,367.670 | \$99.9530 | 0.01 % | \$1,390.91 | \$101.70 | | -\$23.88 | 3.01 % | \$41.02 | \$3.42 |

Asset backed

| Description [Cusip] | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|----------------|----------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | Price per unit | | Quantity | Price per unit | | | | | | | |
| AMERICAN EXPRESS CREDIT ACCOUN SERIES 2014 3 CLASS A 01.490% DUE 04/15/2020 RATING: AAA (02582JGU8) PNC CAPITAL ADVISORS | \$100,769.00 | \$100.4180 | 100,000 | \$100.4180 | 0.47 % | \$100,703.12 | \$100.70 | | -\$285.12 | 1.49 % | \$1,490.00 | \$66.22 |

Detail

Asset backed

| 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 | price per unit | | | | | | | |
| FORD CREDIT AUTO OWNER TRUST | 92,019.28 | 74,003.71 | 74,003.71 | 0.35 % | 73,965.66 | 38.05 | 1.06 % | 784.00 | 34.84 |
| SERIES 2014 C CLASS A3 | 73,962.290 | 100.0560 | 100.0560 | | 100.01 | | | | |
| 01.060% DUE 05/15/2019 | | | | | | | | | |
| RATING: N/A | | | | | | | | | |
| [34530PAD4] | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | |
| FORD CREDIT AUTO OWNER TRUST | 20,080.20 | 20,044.00 | 20,044.00 | 0.10 % | 19,998.41 | 45.59 | 1.28 % | 256.00 | 11.38 |
| SERIES 2015 A CLASS A3 | 20,000 | 100.2200 | 100.2200 | | 99.99 | | | | |
| 01.280% DUE 09/15/2019 | | | | | | | | | |
| RATING: AAA | | | | | | | | | |
| [34530QAD2] | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | |
| GE CAPITAL CREDIT CARD MASTER | 100,253.00 | 100,198.00 | 100,198.00 | 0.47 % | 99,961.14 | 236.86 | 1.36 % | 1,360.00 | 60.44 |
| SERIES 2012-6 CLASS A | 100,000 | 100.1980 | 100.1980 | | 99.96 | | | | |
| 01.360% DUE 08/17/2020 | | | | | | | | | |
| NOT RATED | | | | | | | | | |
| [36159JDH1] | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | |
| HONDA AUTO RECEIVABLES OWNER T | 20,000 | 19,976.00 | 19,976.00 | 0.10 % | 19,995.11 | -19.11 | 1.34 % | 266.00 | 9.61 |
| SERIES 2016 3 CLASS A4 | | 99.8800 | 99.8800 | | 99.98 | | | | |
| 01.330% DUE 11/18/2022 | | | | | | | | | |
| RATING: AAA | | | | | | | | | |
| [438124AD1] | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | |
| HONDA AUTO RECEIVABLES OWNER T | 18,941.74 | 13,980.91 | 13,980.91 | 0.07 % | 13,982.29 | -1.38 | 0.89 % | 123.07 | 5.47 |
| SERIES 2014 3 CLASS A3 | 13,984.970 | 99.9710 | 99.9710 | | 99.98 | | | | |
| 00.880% DUE 06/15/2018 | | | | | | | | | |
| RATING: N/A | | | | | | | | | |
| [43814HAC2] | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | |
| HONDA AUTO RECEIVABLES OWNER T | 15,023.70 | 14,300.31 | 14,300.31 | 0.07 % | 14,294.06 | 6.25 | 1.05 % | 150.10 | 6.67 |
| SERIES 2015 1 CLASS A3 | 14,295.160 | 100.0360 | 100.0360 | | 99.99 | | | | |
| 01.050% DUE 10/15/2018 | | | | | | | | | |
| RATING: AAA | | | | | | | | | |
| [43814KAC5] | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

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 | price per unit | | | | | | | |
| MERCEDES-BENZ AUTO RECEIVABLES | | | | | | | | | | |
| SERIES 2016 1 CLASS A3 | 20,000 | 20,046.40 | 100,2320 | 0.10 % | 19,997.56 | 99.99 | 48.84 | 1.26 % | 252.00 | 11.90 |
| 01.260% DUE 02/16/2021 | | | | | | | | | | |
| RATING: N/A | | | | | | | | | | |
| [58769BAD6] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| MERCEDES-BENZ AUTO RECEIVABLES | | | | | | | | | | |
| SERIES 2015 1 CLASS A2 | 55,118.88 | 37,982.43 | 99,99860 | 0.18 % | 37,987.01 | 100.00 | - 4.58 | 0.83 % | 306.58 | 13.63 |
| 00.000% DUE 06/15/2018 | | | | | | | | | | |
| RATING: N/A | | | | | | | | | | |
| [58772PAB4] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| NISSAN AUTO RECEIVABLES OWNER | | | | | | | | | | |
| SERIES 2015 C CLASS A3 | 25,138.50 | 25,089.50 | 100,3580 | 0.12 % | 24,996.82 | 99.99 | 92.68 | 1.37 % | 342.50 | 15.22 |
| 01.370% DUE 05/15/2020 | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| [65478AAD5] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| TOYOTA AUTO RECEIVABLES OWNER | | | | | | | | | | |
| SERIES 2015 C CLASS A3 | 50,231.00 | 50,149.00 | 100,2980 | 0.24 % | 50,123.05 | 100.25 | 25.95 | 1.34 % | 670.00 | 29.78 |
| 01.440% DUE 06/17/2019 | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| [89231TAD2] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |
| TOYOTA AUTO RECEIVABLES OWNER | | | | | | | | | | |
| SERIES 2016 B CLASS A3 | 30,137.10 | 30,045.90 | 100,1530 | 0.14 % | 29,998.47 | 100.00 | 47.43 | 1.30 % | 390.00 | 17.33 |
| 01.300% DUE 06/15/2020 | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | |
| [89231UAD9] | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Asset backed

| Description [Cusip] | Market value last period | Quantity | Current market value | Current price per unit | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------------------|--------------------------|----------|----------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|-----------------|
| VOLKSWAGEN AUTO LEASE TRUST | 29,999.70 | 30,000 | 29,992.50 | 99.9750 | 0.14 % | 30,007.47 | 100.03 | - 14.97 | 1.26 % | 375.00 | 11.46 |
| SERIES 2015 A CLASS A3 | | | | | | | | | | | |
| 01.250% DUE 12/20/2017 | | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | | |
| (92867VAD2) | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| Total asset backed | | | \$977,892.80 | | 4.53 % | \$976,885.35 | | \$1,007.45 | 1.31 % | \$12,838.97 | \$559.80 |

Other fixed income assets

| Description [Cusip] | Market value last period | Quantity | Current market value | Current price per unit | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------|-----------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|--------------------|
| INTL BK RECON & DEVELOP | | | | | | | | | | | |
| SER EMTN UNSC | | | | | | | | | | | |
| 01.375% DUE 09/20/2021 | | | | | | | | | | | |
| RATING: AAA | | | | | | | | | | | |
| (459058FP3) | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| PROVINCE OF QUEBEC | | | | | | | | | | | |
| SEDOL BD39V56 ISIN US748149AJ05 | 20,590.44 | 20,000 | 20,556.00 | 102.7800 | 0.10 % | 19,940.20 | 99.70 | 615.80 | 2.44 % | 500.00 | 473.61 |
| 02.500% DUE 04/20/2026 | | | | | | | | | | | |
| RATING: AA2 | | | | | | | | | | | |
| (748149AJ0) | | | | | | | | | | | |
| (MARKET VALUE AS OF 09/29/16) | | | | | | | | | | | |
| PNC CAPITAL ADVISORS | | | | | | | | | | | |
| Total other fixed income assets | | | \$85,609.30 | | 0.40 % | \$84,836.85 | | \$772.45 | 1.63 % | \$1,393.75 | \$500.92 |
| Total fixed income | | | \$6,419,591.64 | | 29.71 % | \$6,313,614.16 | | \$105,977.48 | 2.18 % | \$139,799.59 | \$30,895.08 |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Equities

Stocks
Consumer discretionary

| Description (Symbol) | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------------------------|--------------------------|----------------|------------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | Current | price per unit | | | | | | | |
| BURLINGTON STORES INC (BURL) | 1,030 | \$83,450.60 | 1,030 | \$81,020.00 | 0.39 % | \$83,917.62 | \$81.47 | - \$467.02 | | | | |
| PCA LCC ADVANTAGE | | | | | 0.41 % | | 82,805.57 | 4,231.03 | 1.32 % | 1,144.80 | 286.20 | |
| CBS CORP CLASS B W/ (CBS) | 1,590 | 54,740.00 | 1,590 | 54,740.00 | 0.81 % | 76,342.26 | 52.08 | 97,468.54 | 1.66 % | 2,882.00 | | |
| PCA LCC ADVANTAGE | | | | | 0.36 % | | 29.14 | | | | | |
| COMCAST CORPORATION CL A (CMCSA) | 170,797.80 | 173,810.80 | 170,797.80 | 173,810.80 | 0.67 % | 80,376.10 | 59.98 | - 4,371.30 | 1.07 % | 810.70 | | |
| PCA LCC ADVANTAGE | | | | | 0.76 % | | 80,985.08 | 62,019.32 | 1.53 % | 2,186.80 | | |
| DICK'S SPORTING GOODS, INC. (DKS) | 1,340 | 143,004.40 | 1,340 | 143,004.40 | 0.76 % | 74,652.76 | 52.59 | 87,484.04 | 2.15 % | 3,477.60 | | |
| PCA LCC ADVANTAGE | | | | | 0.39 % | | 59.25 | | | | | |
| DISNEY WALT CO (DIS) | 150,642.80 | 162,136.80 | 150,642.80 | 162,136.80 | 0.49 % | 87,399.25 | 213.17 | - 5,259.85 | | | | |
| PCA LCC ADVANTAGE | | | | | 0.61 % | | 114,949.45 | - 10,702.45 | 1.22 % | 1,267.20 | 316.80 | |
| HOME DEPOT INC (HD) | 160,889.40 | 128,680.00 | 160,889.40 | 128,680.00 | 0.40 % | 87,399.25 | 66.13 | | | | | |
| PCA LCC ADVANTAGE | | | | | 5.23 % | | \$880,907.36 | \$248,757.14 | 1.27 % | \$14,329.10 | \$603.00 | |
| MOHAWK INDS INC (MHK) | 1,260 | 82,139.40 | 1,260 | 82,139.40 | 0.72 % | 90,232.24 | \$36.98 | \$64,048.96 | 3.86 % | \$5,953.60 | \$1,488.40 | |
| PCA LCC ADVANTAGE | | | | | 0.57 % | | 70,495.79 | 50,530.61 | 1.92 % | 2,312.00 | | |
| PCA LCC ADVANTAGE | | | | | | | 51.84 | | | | | |
| NIKE INC (NKE) | 109,296.00 | 104,247.00 | 109,296.00 | 104,247.00 | | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |
| O REILLY AUTOMOTIVE INC (ORLY) | 127,417.00 | 131,651.70 | 127,417.00 | 131,651.70 | | | | 16,813.00 | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |
| WYNDHAM WORLDWIDE CORP (WYNI) | 91,174.40 | 86,182.40 | 91,174.40 | 86,182.40 | | | | 1,541.83 | 2.98 % | 2,560.00 | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |
| Total consumer discretionary | | \$1,129,664.50 | | \$1,129,664.50 | | | | | | | | |

Consumer staples

| Description (Symbol) | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|------------------------------|--------------------------|----------------|------------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | Current | price per unit | | | | | | | |
| ALTRIA GROUP INC (MO) | 2,440 | \$154,281.20 | 2,440 | \$63,230.00 | 0.72 % | \$90,232.24 | \$36.98 | \$64,048.96 | 3.86 % | \$5,953.60 | \$1,488.40 | |
| PCA LCC ADVANTAGE | | | | | 0.57 % | | 70,495.79 | 50,530.61 | 1.92 % | 2,312.00 | | |
| CVS HEALTH CORPORATION (CVS) | 130,206.40 | 121,026.40 | 130,206.40 | 121,026.40 | | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Consumer staples

| Description (Symbol) | Quantity | Market value last period | Current market value | | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------------------------|------------|--------------------------|----------------------|---------------------|------------------------|----------------|----------------------|---------------|-------------------------|-------------------|
| | | | Quantity | price per unit | | | | | | |
| CONSTELLATION BRANDS INC (STZ) | 176,978.00 | 178,144.30 | 176,978.00 | 178,144.30 | 86,643.11 | 80.98 | 91,501.19 | 0.97% | 1,712.00 | |
| PCA LCC ADVANTAGE | 1,070 | 166,490.00 | 1,070 | 166,490.00 | | | | | | |
| DR PEPPER SNAPPLE GROUP INC (DPS) | 165,237.30 | 156,140.10 | 165,237.30 | 156,140.10 | 113,793.01 | 66.55 | 42,347.09 | 2.33% | 3,625.20 | 906.30 |
| PCA LCC ADVANTAGE | 1,710 | 91,310.00 | 1,710 | 91,310.00 | | | | | | |
| KRAFT HEINZ CO/THE (KHC) | 82,369.20 | 82,369.20 | 82,369.20 | 82,369.20 | 81,119.90 | 88.17 | 1,229.30 | 2.69% | 2,208.00 | |
| PCA LCC ADVANTAGE | 920 | 89,510.00 | 920 | 89,510.00 | | | | | | |
| PEPSICO INC (PEP) | 84,840.60 | 84,840.60 | 84,840.60 | 84,840.60 | 79,440.96 | 101.85 | 5,399.64 | 2.77% | 2,347.80 | |
| PCA LCC ADVANTAGE | 780 | 108,770.00 | 780 | 108,770.00 | | | | | | |
| TYSON FOODS INC (TSN) | 76,140.60 | 85,123.80 | 76,140.60 | 85,123.80 | 76,966.82 | 67.53 | 8,136.98 | 0.81% | 684.00 | |
| CLASS A | 1,140 | 74,670.00 | 1,140 | 74,670.00 | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | |
| Total consumer staples | | | \$861,905.60 | \$861,905.60 | \$598,711.83 | | \$263,193.77 | 2.19% | \$18,842.60 | \$2,394.70 |

Energy

| Description (Symbol) | Quantity | Market value last period | Current market value | | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------------------|------------|--------------------------|----------------------|---------------------|------------------------|----------------|----------------------|---------------|-------------------------|-------------------|
| | | | Quantity | price per unit | | | | | | |
| DEVON ENERGY CORP NEW (DVN) | 1,990 | \$87,778.90 | 1,990 | \$44,110.00 | \$81,744.86 | \$41.08 | \$6,034.04 | 0.55% | \$477.60 | |
| PCA LCC ADVANTAGE | 1,230 | 87,280.00 | 1,230 | 87,280.00 | | | | | | |
| EXXON MOBIL CORP (XOM) | 147,171.80 | 107,354.40 | 147,171.80 | 107,354.40 | 94,365.49 | 76.72 | 12,988.91 | 3.44% | 3,690.00 | |
| PCA LCC ADVANTAGE | 1,230 | 87,280.00 | 1,230 | 87,280.00 | | | | | | |
| SCHLUMBERGER LTD (SLB) | 157,369.20 | 127,396.80 | 157,369.20 | 127,396.80 | 141,585.04 | 87.40 | -14,188.24 | 2.55% | 3,240.00 | 995.00 |
| SEDOL 2779201 | 1,620 | 78,640.00 | 1,620 | 78,640.00 | | | | | | |
| ISIN AN8068571086 | | | | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | |
| TOTAL SA (TOT) | 159,692.00 | 158,364.00 | 159,692.00 | 158,364.00 | 165,119.97 | 49.74 | -6,755.97 | 4.83% | 7,642.64 | 2,278.85 |
| PCA LCC ADVANTAGE | 3,320 | 47,700.00 | 3,320 | 47,700.00 | | | | | | |
| Total energy | | | \$480,894.10 | \$480,894.10 | \$482,815.36 | | -\$1,921.26 | 3.13% | \$15,050.24 | \$3,273.85 |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Financial

| Description (Symbol) | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|------------------------------------|--------------------------|----------------|----------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | Current | price per unit | | | | | | | |
| BANK NEW YORK MELLON CORP COM (BK) | 1,880 | \$74,974.40 | 1,880 | \$39,880.00 | 0.35% | \$75,419.02 | \$40.12 | -\$444.62 | 1.91% | \$1,428.80 | | |
| PCA LCC ADVANTAGE | 215,936.50 | 231,400.25 | 3,475 | 66,590.00 | 1.08% | 121,871.16 | 35.07 | 109,529.09 | 2.89% | 6,672.00 | | |
| JPMORGAN CHASE & CO (JPM) | 108,666.40 | 111,503.60 | 1,640 | 67,990.00 | 0.52% | 116,646.46 | 71.13 | -5,142.86 | 2.24% | 2,492.80 | 623.20 | |
| NORTHERN TRUST CORP (NTRS) | 117,986.00 | 139,216.00 | 1,100 | 126,560.00 | 0.65% | 119,643.40 | 108.77 | 19,572.60 | 1.14% | 1,584.00 | | |
| S&P GLOBAL INC (SPGI) | 1,800 | 125,334.00 | 1,800 | 69,630.00 | 0.58% | 126,898.03 | 70.50 | -1,564.03 | 2.19% | 2,736.00 | 684.00 | |
| PCA LCC ADVANTAGE | 117,570.36 | 125,355.60 | 2,862 | 43,800.00 | 0.59% | 118,383.78 | 41.36 | 6,971.82 | 2.38% | 2,976.48 | | |
| SUNTRUST BANKS INC (STI) | 97,904.40 | 109,164.00 | 1,320 | 82,700.00 | 0.51% | 51,995.86 | 39.39 | 57,168.14 | 0.68% | 739.20 | | |
| PCA LCC ADVANTAGE | 164,708.40 | 91,216.80 | 2,060 | 44,280.00 | 0.43% | 52,751.14 | 25.61 | 38,465.66 | 3.44% | 3,131.20 | | |
| WELLS FARGO & COMPANY (WFC) | | | | | 4.67% | \$783,608.85 | | \$224,555.80 | 2.16% | \$21,760.48 | \$1,307.20 | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |
| Total financial | | | | | | | | | | | | |

Health care

| Description (Symbol) | Market value last period | | Quantity | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--------------------------------|--------------------------|----------------|----------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | | Current | price per unit | | | | | | | |
| ABBOTT LABORATORIES INC (ABT) | 2,050 | \$86,694.50 | 2,050 | \$42,290.00 | 0.41% | \$78,458.61 | \$38.37 | \$8,035.89 | 2.46% | \$2,132.00 | | |
| PCA LCC ADVANTAGE | 92,818.80 | 87,742.00 | 760 | 115,450.00 | 0.41% | 46,816.25 | 61.60 | 40,925.75 | 0.87% | 760.00 | | |
| AETNA INC NEW (AET) | 159,757.50 | 175,150.50 | 1,050 | 166,810.00 | 0.82% | 124,141.43 | 118.23 | 51,009.07 | 2.40% | 4,200.00 | | |
| AMGEN INC (AMGN) | 340 | 106,430.20 | 340 | 313,030.00 | 0.50% | 109,176.96 | 321.11 | -2,746.76 | | | | |
| PCA LCC ADVANTAGE | 103,719.20 | 125,382.40 | 1,060 | 120,560.00 | 0.59% | 69,015.86 | 66.36 | 56,366.54 | | | | |
| EDWARDS LIFESCIENCES CORP (EW) | | | | | | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885

July 1, 2016 - September 30, 2016

Detail

Health care

| Description (Symbol) | Market value last period | | Current market value | | Quantity | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-------------------------------------|--------------------------|-----------------------|------------------------|---------------------|----------|------------------------|----------------|----------------------|--------------------|-------------------------|-----------------|
| | Quantity | price per unit | Current price per unit | Current | | | | | | | |
| JOHNSON & JOHNSON (JNJ) | 186,802.00 | 220,903.10 | 186,802.00 | 220,903.10 | 1,870 | 133,744.86 | 87,158.24 | 2.71 % | 5,984.00 | | |
| PCA LCC ADVANTAGE | 174,641.60 | 118.1300 | 167,995.20 | 118.1300 | 4,960 | 71.52 | 1,685.83 | 3.55 % | 5,952.00 | | |
| PFIZER INC (PFE) | 103,432.00 | 33.8700 | 111,342.00 | 33.8700 | 700 | 93,087.77 | 18,254.23 | 0.38 % | 420.00 | 105.00 | |
| PCA LCC ADVANTAGE | 77,778.00 | 159.0600 | 71,467.60 | 159.0600 | 580 | 132.98 | -10,221.69 | 0.33 % | 232.00 | | |
| UNIVERSAL HEALTH SERVICES INC (UHS) | | 71.467.60 | | 71.467.60 | | 81,689.29 | | | | | |
| PCA LCC ADVANTAGE | | 123.2200 | | 123.2200 | | 140.84 | | | | | |
| Total health care | | \$1,153,107.50 | | \$902,640.40 | | \$250,467.10 | | 1.71 % | \$19,680.00 | | \$105.00 |

Industrials

| Description (Symbol) | Market value last period | | Current market value | | Quantity | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------|--------------------------|----------------|------------------------|-------------|----------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | Current price per unit | Current | | | | | | | |
| INGERSOLL-RAND PLC (IR) | \$76,416.00 | \$81,528.00 | \$76,416.00 | \$81,528.00 | 1,200 | \$79,807.80 | \$1,720.20 | 1.89 % | \$1,536.00 | | |
| SEDOL: B433030 | | \$67.9400 | | \$67.9400 | | \$66.51 | | | | | |
| ISIN: IE00B630302 | | | | | | | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | | |
| BERRY PLASTICS GROUP INC (BERY) | | 82,438.00 | | 82,438.00 | | 84,236.28 | -1,798.28 | | | | |
| PCA LCC ADVANTAGE | | 43.8500 | | 43.8500 | | 44.81 | | | | | |
| CINTAS CORP (CTAS) | 147,195.00 | 106,970.00 | 147,195.00 | 106,970.00 | 950 | 76,350.17 | 30,619.83 | 0.94 % | 997.50 | | |
| PCA LCC ADVANTAGE | | 112.6000 | | 112.6000 | | 80.37 | | | | | |
| EQUIFAX INC (EFX) | 83,331.60 | 87,342.42 | 83,331.60 | 87,342.42 | 669 | 79,740.87 | 7,601.55 | 0.99 % | 856.68 | | |
| PCA LCC ADVANTAGE | | 134.5900 | | 134.5900 | | 122.87 | | | | | |
| GENERAL DYNAMICS CORP (GD) | 108,607.20 | 121,024.80 | 108,607.20 | 121,024.80 | 780 | 109,579.78 | 11,445.02 | 1.96 % | 2,371.20 | | |
| PCA LCC ADVANTAGE | | 155.1600 | | 155.1600 | | 160.69 | | | | | |
| GENERAL ELECTRIC CO (GE) | 83,736.80 | 78,789.20 | 83,736.80 | 78,789.20 | 2,660 | 44,039.85 | 34,749.35 | 3.11 % | 2,447.20 | 611.80 | |
| PCA LCC ADVANTAGE | | 29.6200 | | 29.6200 | | 16.56 | | | | | |
| HONEYWELL INTL INC (HON) | 160,521.60 | 123,585.40 | 160,521.60 | 123,585.40 | 1,060 | 106,487.78 | 17,097.62 | 2.05 % | 2,522.80 | | |
| PCA LCC ADVANTAGE | | 116.5900 | | 116.5900 | | 100.46 | | | | | |
| ILLINOIS TOOL WORKS INC (ITW) | 97,910.40 | 112,649.60 | 97,910.40 | 112,649.60 | 940 | 88,818.69 | 23,830.91 | 2.17 % | 2,444.00 | 611.00 | |
| PCA LCC ADVANTAGE | | 119.8400 | | 119.8400 | | 94.69 | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
July 1, 2016 - September 30, 2016

Detail

Industrials

| Description (Symbol) | Market value last period | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|------------------------------------|--------------------------|----------------------|----------------|----------------------|------------------------|---------------------|----------------------|--------------------|-------------------------|-------------------|
| | | Quantity | price per unit | | | | | | | |
| LOCKHEED MARTIN CORP (LMT) | 104,231.40 | 420 | 239.7200 | 0.47 % | 59,348.12 | 41,334.28 | 3.04 % | 3,057.60 | | |
| PCA LCC ADVANTAGE | | | | | 141.31 | | | | | |
| NORTHROP GRUMMAN CORPORATION (NOC) | 126,699.60 | 570 | 213.9500 | 0.57 % | 94,834.58 | 27,116.92 | 1.69 % | 2,052.00 | | |
| PCA LCC ADVANTAGE | | | | | 166.38 | | | | | |
| RAYTHEON COMPANY (RTN) | 81,570.00 | 600 | 136.1300 | 0.38 % | 76,368.83 | 5,309.17 | 2.16 % | 1,758.00 | | |
| PCA LCC ADVANTAGE | | | | | 127.28 | | | | | |
| Total Industrials | | | | 5.08 % | \$899,612.75 | \$199,026.57 | 1.82 % | \$20,042.98 | | \$1,222.80 |

Information technology

| Description (Symbol) | Market value last period | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------|--------------------------|----------------------|----------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | price per unit | | | | | | | |
| ACCENTURE PLC CLASS A (ACN) | \$94,030.70 | 830 | \$101.401.10 | 0.47 % | \$83,508.79 | \$17,892.31 | 1.99 % | \$2,008.60 | | |
| ISIN IE00B4BNMY34 SEDOL B4BNMY3 | | | | | \$100.61 | | | | | |
| PCA LCC ADVANTAGE | | | | | | | | | | |
| ALPHABET INC/CA-CL A (GOOGL) | 218,094.30 | 310 | 804.0600 | 1.16 % | 153,411.62 | 95,846.98 | | | | |
| PCA LCC ADVANTAGE | | | | | 494.88 | | | | | |
| APPLE INC (AAPL) | 177,816.00 | 1,860 | 113.0500 | 0.98 % | 18,132.33 | 192,140.67 | 2.02 % | 4,240.80 | | |
| PCA LCC ADVANTAGE | | | | | 9.75 | | | | | |
| APPLIED MATERIALS INC (AMAT) | | 4,240 | 127.836.00 | 0.60 % | 109,980.30 | 17,855.70 | 1.33 % | 1,696.00 | | |
| PCA LCC ADVANTAGE | | | | | 30.1500 | | | | | |
| CISCO SYSTEMS INC (CSCO) | 65,700.10 | 2,290 | 31.7200 | 0.34 % | 43,332.10 | 29,306.70 | 3.28 % | 2,381.60 | | |
| PCA LCC ADVANTAGE | | | | | 25.94 | | | | | |
| FACEBOOK INC A (FB) | 196,561.60 | 1,700 | 128.2740 | 1.03 % | 18.92 | 25,805.84 | | | | |
| PCA LCC ADVANTAGE | | | | | 113.27 | | | | | |
| INTEL CORP (INTC) | | 2,370 | 89.467.50 | 0.42 % | 83,641.47 | 5,826.03 | 2.76 % | 2,464.80 | | |
| PCA LCC ADVANTAGE | | | | | 35.29 | | | | | |
| LAM RESEARCH CORP (LRCX) | 116,843.40 | 1,390 | 94.7100 | 0.61 % | 113,687.28 | 17,959.62 | 1.27 % | 1,668.00 | | |
| PCA LCC ADVANTAGE | | | | | 81.79 | | | | | |
| MICROSOFT CORP (MSFT) | 80,081.05 | 1,565 | 57.4000 | 0.42 % | 13,436.98 | 76,707.02 | 2.71 % | 2,441.40 | | |
| PCA LCC ADVANTAGE | | | | | 8.59 | | | | | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885

July 1, 2016 - September 30, 2016

Detail

Information technology

| Description (Symbol) | Market value last period | Current market value | | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-------------------------------------|--------------------------|----------------------|-----------------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | price per unit | | | | |
| TEXAS INSTRUMENTS INC (TXN) | 122,794.00 | 1,960 | 137,552.80 | 25,577.24 | 2.17 % | 2,979.20 | |
| PCA LCC ADVANTAGE | | 81,504.00 | 81,028.80 | 1,878.12 | | | |
| VANTIV INC CLASS A (VNTV) | | 1,440 | 56,270.00 | | | | |
| PCA LCC ADVANTAGE | | | | | | | |
| Total information technology | | | \$1,511,871.90 | \$506,796.23 | 1.32 % | \$19,880.40 | |

Materials

| Description (Symbol) | Market value last period | Current market value | | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------|--------------------------|----------------------|---------------------|----------------------|---------------|-------------------------|-----------------|
| | | Quantity | price per unit | | | | |
| DOW CHEMICAL CO (DOW) | \$103,893.70 | 1,530 | \$79,299.90 | \$430.96 | 3.56 % | \$2,815.20 | \$703.80 |
| PCA LCC ADVANTAGE | | 99,984.00 | 64,083.20 | | | | |
| PPG INDUSTRIES INC (PPG) | | 620 | 103,360.00 | -9,035.63 | 1.55 % | 992.00 | |
| PCA LCC ADVANTAGE | | | | | | | |
| VULCAN MATERIALS CO (VMC) | | 690 | 78,473.70 | -7,782.99 | 0.71 % | 552.00 | |
| PCA LCC ADVANTAGE | | | | | | | |
| Total materials | | | \$221,856.80 | -\$16,387.66 | 1.97 % | \$4,359.20 | \$703.80 |

Real estate

| Description (Symbol) | Market value last period | Current market value | | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--------------------------------|--------------------------|----------------------|---------------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | price per unit | | | | |
| PUBLIC STORAGE (PSA) | \$117,571.40 | 460 | \$102,644.40 | \$9,412.01 | 3.23 % | \$3,312.00 | |
| PCA LCC ADVANTAGE | | | | | | | |
| SIMON PROPERTY GROUP INC (SPG) | 94,591.00 | 390 | 80,733.90 | 640.75 | 3.12 % | 2,515.50 | |
| PCA LCC ADVANTAGE | | | | | | | |
| Total real estate | | | \$183,378.30 | \$10,052.76 | 3.18 % | \$5,827.50 | |



INSTITUTIONAL
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885

July 1, 2016 - September 30, 2016

Detail

Telecommunication services

| Description (Symbol) | Market value last period | Quantity | Current market value | Current price per unit | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------|--------------------------|----------|----------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| VERIZON COMMUNICATIONS INC (VZ) | \$165,844.80 | 2,970 | \$154,380.60 | \$51.9800 | 0.72 % | \$155,657.67 | \$52.41 | -\$1,277.07 | 4.45 % | \$6,860.70 | |
| PCA LCC ADVANTAGE | | | | | | | | | | | |

Utilities

| Description (Symbol) | Market value last period | Quantity | Current market value | Current price per unit | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------------------------|--------------------------|----------|----------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| AMERICAN ELECTRIC POWER INC (AEP) | \$92,518.80 | 1,320 | \$84,757.20 | \$64.2100 | 0.40 % | \$77,071.62 | \$58.39 | \$7,685.58 | 3.49 % | \$2,956.80 | |
| AMERICAN WATER WORKS CO INC (AWK) | 99,721.80 | 1,180 | 74,840.00 | 64.56 | 0.41 % | 76,156.77 | 64.56 | 12,154.43 | 2.01 % | 1,770.00 | |
| PCA LCC ADVANTAGE | | | | | | | | | | | |
| WEC ENERGY GROUP INC (WEC) | 170,433.00 | 2,610 | 156,286.80 | 59.8800 | 0.73 % | 52,667.65 | 20.18 | 103,619.15 | 3.31 % | 5,167.80 | |
| PCA LCC ADVANTAGE | | | | | | | | | | | |

| | | | | | | | | | | | |
|-----------------|----------------|--|----------------|--|---------|----------------|--|----------------|--------|--------------|------------|
| Total utilities | \$329,355.20 | | \$329,355.20 | | 1.52 % | \$205,896.04 | | \$123,459.16 | 3.00 % | \$9,894.60 | |
| Total stocks | \$8,133,218.47 | | \$8,133,218.47 | | 37.64 % | \$6,326,495.93 | | \$1,806,722.54 | 1.93 % | \$156,527.80 | \$9,610.35 |

Etf - equity

| Description (Symbol) | Market value last period | Quantity | Current market value | Current price per unit | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-------------------------------|--------------------------|----------|----------------------|------------------------|----------------------|------------------------|----------------|----------------------|---------------|-------------------------|----------------|
| ISHARES RUSSELL MID-CAP (IWR) | \$2,088,768.00 | 12,240 | \$174,320.00 | \$14.2400 | 9.88 % | \$1,526,539.37 | \$124.72 | \$607,137.43 | 1.67 % | \$35,544.96 | |
| ETF | | | | | | | | | | | |

21-75-073-4453885

Detail

Mutual funds - equity

| Description (Symbol) | Market value last period | | Current market value | | % of total portfolio | Avg. tax cost per unit | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------------|--------------------------|----------------|------------------------|----------------------|----------------------|------------------------|----------------|-----------------------|---------------|-------------------------|--------------------|
| | Quantity | Price per unit | Current price per unit | Current market value | | | | | | | |
| PNC INTERNATIONAL EQUITY FUND (PIUX) | 1,444,257.49 | \$1,569,565.70 | \$1,569,565.70 | | 7.27 % | \$948,138.46 | \$11.80 | \$621,427.24 | 1.90 % | \$29,800.86 | |
| CLASS I FUND 409 | 80,325,778 | \$19,5400 | \$19,5400 | | | | | | | | |
| PNC SMALL CAP FUND (PPCIX) | 1,846,473.23 | 1,969,926.70 | 1,969,926.70 | | 9.12 % | 656,479.44 | | 1,313,447.26 | 0.14 % | 2,735.52 | |
| CLASS I | 88,815,451 | 22,1800 | 22,1800 | | | 7.39 | | | | | |
| FUND #426 | | | | | | | | | | | |
| 21-75-073-4453885 | | | | | | | | | | | |
| T ROWE PRICE REAL ESTATE FUND (TRREX) | 766,713.31 | 755,356.60 | 755,356.60 | | 3.50 % | 622,664.15 | | 132,690.45 | 2.19 % | 16,521.77 | 3,872.29 |
| FD # 122 | 25,815,263 | 29,2600 | 29,2600 | | | 24.12 | | | | | |
| 21-75-073-4453885 | | | | | | | | | | | |
| Total mutual funds - equity | | | \$4,294,847.00 | | 19.88 % | \$2,227,282.05 | | \$2,067,564.95 | 1.14 % | \$49,058.15 | \$3,872.29 |
| Total equities | | | \$14,561,742.27 | | 67.39 % | \$10,080,317.35 | | \$4,481,424.92 | 1.66 % | \$241,130.91 | \$13,482.64 |
| Total portfolio | | | \$21,609,610.06 | | 100.00 % | \$17,022,207.66 | | \$4,587,402.60 | 1.76 % | \$380,980.11 | \$44,434.86 |

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS -- September 2016

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 September 1, 2016 through September 30, 2016.

| Investment Period | No. of Days | Amount | Bank | Interest Rate | Investment Income | Investment Form |
|---------------------|-------------|-----------|----------------------------------|---------------|-------------------|--------------------------------|
| 09/01/16 - 09/30/16 | 30 | Various | STAR Ohio | Various | 4,951.26 | Investment Pool |
| 09/01/16 - 09/30/16 | 30 | Various | STAR Plus | Various | 0.00 | Bank Deposit Program |
| 09/01/16 - 09/30/16 | 30 | Various | PNC | Various | 7.10 | Sweep Money Market |
| 09/01/16 - 09/30/16 | 30 | Various | PNC | Various | 0.41 | Money Market |
| 03/20/16 - 09/21/16 | 186 | 2,500,000 | Federal Home Loan Bank | 0.625% | 15,075.86 | Federal Agency |
| 03/27/16 - 09/27/16 | 185 | 1,000,000 | Federal Home Loan Mortgage Corp. | 1.000% | 5,000.00 | Federal Agency |
| 03/12/16 - 09/12/16 | 185 | 1,000,000 | Federal Farm Credit Bank | 1.125% | 5,625.00 | Federal Agency |
| 03/14/16 - 09/14/16 | 185 | 500,000 | Federal Home Loan Bank | 1.125% | 2,812.50 | Federal Agency |
| 03/13/16 - 09/13/16 | 185 | 325,000 | Federal Home Loan Bank | 1.375% | 2,234.38 | Federal Agency |
| 03/08/16 - 09/04/16 | 181 | 1,000,000 | Federal Farm Credit Bank | 1.250% | 6,111.11 | Federal Agency |
| 06/30/16 - 09/30/16 | 93 | 500,000 | Federal Home Loan Mortgage Corp. | 1.250% | 1,562.50 | Federal Agency |
| | | | | | \$ 43,380.12 | Earned Interest September 2016 |
| | | | | | \$ 311,249.23 | Earned Interest Year To Date |

CLEVELAND PUBLIC LIBRARY

REPORT C**Finance Committee**

October 18, 2016

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR SEPTEMBER 2016

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 |
|--|-----------------------|-------------------------|----------|
| Library Juice Academy Assessing and Improving Your Library's Social Media Presence Cleveland, Ohio | 8/1/2016 - 8/26/2016 | Jorge Arganza | 175.00 |
| Academic Library Association of Ohio Streamlining Technical Services Workflows with MarcEdit Akron, Ohio | 8/12/2016 | James Benson | 35.00 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | Derrick Brown | 139.00 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | Joseph Bulejski | 139.00 |
| Northeast Ohio Regional Library System A Day for Circ Staff Wooster, Ohio | 8/31/2016 | Desma Cooley | 15.00 |
| Federal Mediation and Conciliation Service Labor Management Conference Chicago, Illinois | 8/17/2016 - 8/19/2016 | Madeline Corchado | 1,240.83 |
| Ohio Library Council Convention and Expo Sandusky, Ohio | 9/28/2016 - 9/30/2016 | Madeline Corchado | 145.00 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | David Dial | 139.00 |
| Ogletree Deakins Empowering Frontline Managers Independence, Ohio | 8/18/2016 | Sarah Dobransky | 17.98 |
| Hispanic Alliance Incorporated Leadership Development Initiative Cleveland, Ohio | 8/18/2016 - 4/21/2017 | Maria Estrella | 350.00 |
| Northeast Ohio Regional Library System The Best School Year Ever: Staying Safe Hudson, Ohio | 8/18/2016 | Cassandra Feliciano | 16.90 |

| ITEM | DATE | TRUSTEE/STAFF MEMBER | AMOUNT |
|--|-----------------------|----------------------|--------|
| Northeast Ohio Regional Library System A Day for Circ Staff Wooster, Ohio | 8/31/2016 | Felicia File | 75.16 |
| Northeast Ohio Regional Library System The Best School Year Ever: Staying Safe Hudson, Ohio | 8/18/2016 | Adela Garcia | 37.26 |
| Maker Faire Milwaukee Maker Faire Milwaukee, Wisconsin | 9/22/2016 - 9/26/2016 | Deborah Hajzak | 630.17 |
| Northeast Ohio Regional Library System A Day for Circ Staff Wooster, Ohio | 8/31/2016 | Crystal Hammond | 15.00 |
| Academic Library Association of Ohio Streamlining Technical Services Workflows with MarcEdit Akron, Ohio | 8/12/2016 | Regina Houseman | 74.31 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | Larry Houston | 139.00 |
| Academic Library Association of Ohio Streamlining Technical Services Workflows with MarcEdit Akron, Ohio | 8/12/2016 | Amei Hu | 72.58 |
| Academic Library Association of Ohio Streamlining Technical Services Workflows with MarcEdit Akron, Ohio | 8/12/2016 | Perry Huang | 78.20 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | Dakari Johnson | 139.00 |
| Government Finance Officers Association Annual Governmental GAAP Update Cleveland, Ohio | 11/3/2016 | Carrie Krenicky | 135.00 |
| Government Finance Officers Association Better Budgeting Webinar Cleveland, Ohio | 1/12/2017 | Carrie Krenicky | 70.00 |
| Ohio Government Finance Officers Association Annual Conference and Membership Meeting Columbus, Ohio | 9/21/2016 - 9/23/2016 | Carrie Krenicky | 599.14 |
| Cleveland State University Meeting the Challenge of Inclusive Excellence Cleveland, Ohio | 9/19/2016 - 9/20/2016 | Cynthia Lombardo | 125.00 |
| Ogletree Deakins Empowering Frontline Managers Independence, Ohio | 8/18/2016 | Forrest Lykins | 18.30 |

| ITEM | DATE | TRUSTEE/STAFF MEMBER | AMOUNT |
|--|-----------|----------------------|-------------------|
| Ohio Library Council Ohio History Day 101 Webinar Cleveland, Ohio | 8/11/2016 | Terrence Metter | 20.00 |
| American Payroll Association Chapter Meeting Independence, Ohio | 8/11/2016 | Ronelle Miller-Hood | 30.00 |
| Stark County Library Ohio Bookmobile and Outreach Discussion Group Canton, Ohio | 8/26/2016 | Rhonda Pai | 46.72 |
| Northeast Ohio Regional Library System Finance Committee Meeting Hudson, Ohio | 8/16/2016 | Gregory Parker | 32.02 |
| Academic Library Association of Ohio Streamlining Technical Services Workflows with MarcEdit Akron, Ohio | 8/12/2016 | John Pas | 80.85 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | Oliver Reyes | 139.00 |
| Ogletree Deakins Empowering Frontline Managers Independence, Ohio | 8/18/2016 | Rachel Senese | 17.50 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | Johnnie Session | 139.00 |
| Training Services International Asbestos Operations and Maintenance Refresher Cleveland, Ohio | 9/16/2016 | Michael Ucic | 139.00 |
| TOTAL | | | \$5,264.92 |

SUMMARY

| FUND | SEPTEMBER | YEAR TO DATE |
|---|-------------------|--------------------|
| General | \$3,309.10 | \$62,551.24 |
| Lockwood Thompson | 1,839.97 | 15,138.41 |
| Endowment for the Blind Fund (OLBPD) | 0.00 | 2,735.43 |
| Library for the Blind and Physically Disabled | 0.00 | 136.08 |
| CLEVNET | 115.85 | 7,930.21 |
| TOTAL | \$5,264.92 | \$88,491.37 |

REPORT D**CLEVELAND PUBLIC LIBRARY**

Finance Committee
October 18, 2016

PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE PERIOD
JULY 1 THROUGH SEPTEMBER 30, 2016

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> |
|--------------------|---------------------------------|--------------------------------------|-----------------------------|----------------------|
| 07/01/16 | Summer Reading Club Stickers | OPS | Janway Company | 5,614.00 |
| 07/29/16 | Equipment | Human Resources | Ace Imaging Solutions | 7,700.00 |
| 07/29/16 | Computer Hardware | IT/CLEVNET | Business Smarts | 7,539.00 |
| 07/29/16 | Computer Hardware | IT/CLEVNET | CDWG | 5,490.00 |
| 07/29/16 | Summer Reading Club | OPS | Janway Company | 6,620.65 |
| 08/19/16 | Computer Hardware | IT/CLEVNET | CDWG | 10,400.00 |
| 08/26/16 | Furniture | Center for Local & Global History | World Micrographics, Inc. | 5,908.00 |
| 09/02/16 | Radios and Accessories | Security | Motorola Solutions | 14,195.25 |
| 09/09/16 | Security Strips | Stockroom | Ohionet | 10,340.00 |
| 09/30/16 | Sharepoint Development | Planning & Research | CDWG | 21,177.50 |
| 09/30/16 | Maintenance Supplies | Prop Mgmt. | Cleveland Hermetic & Supply | 6,977.30 |
| 09/30/16 | Maintenance Supplies | Prop Mgmt. | Sutton Industrial Hardware | 9,087.41 |
| 09/30/16 | Refrigerant | Prop Mgmt. | United Refrigeration, Inc. | 20,360.00 |
| 09/30/16 | Hospitality Items | OPS | Dave's Supermarket | 5,413.55 |
| 09/30/16 | Gas for Vehicles | Prop Mgmt. | BP Oil Co. | 13,875.75 |

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

REPORT E**CLEVELAND PUBLIC LIBRARY****Finance Committee**

October 18, 2016

**PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD
JULY 1 THROUGH SEPTEMBER 30, 2016**

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> |
|-------------|------------------------|---------------|-----------------|---------------|
| 07/01/16 | Database Subscriptions | IT/CLEVNET | EBSCO | 65,976.00 |
| 08/26/16 | Database Subscriptions | IT/CLEVNET | Gale/Cengage | 38,587.50 |
| 08/26/16 | Database Subscriptions | IT/CLEVNET | InfoGroup | 168,310.00 |
| 09/30/16 | Database Subscriptions | IT/CLEVNET | Ohionet | 58,951.00 |

CLEVNET-RELATED GOODS AND SERVICES

| <u>Date</u> | <u>Description</u> | <u>Agency</u> | <u>Supplier</u> | <u>Amount</u> |
|-------------|-----------------------|---------------|-----------------|---------------|
| 07/29/16 | Professional Services | IT/CLEVNET | SirsiDynix | 25,910.00 |
| 08/19/16 | Professional Services | IT/CLEVNET | SirsiDynix | 35,920.00 |
| 08/19/16 | Computer Maintenance | IT/CLEVNET | Centracomm | 62,500.00 |

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

REPORT FCLEVELAND PUBLIC LIBRARY

Finance Committee
October 18, 2016

FEES PAID FOR LEGAL ADVICE AND SERVICES TO OGLETREE, DEAKINS,
NASH, SMOAK & STEWART, PC. ("Ogletree")
JULY 1 THROUGH SEPTEMBER 30, 2016

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 | \$ 17,316.00 |
| General Labor & Miscellaneous Matters | 3,634.78 |
| FMLA Compliance | 0.00 |
| EEOC | 0.00 |
| 3rd Quarter Total | <u>\$ 20,950.78</u> |
| Year to Date Total | <u>\$ 65,622.68</u> |

CLEVELAND PUBLIC LIBRARY

Finance Committee

October 18, 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, any change order in excess of \$50,000 would be submitted to the Board for approval, which increase the GMP (2), is hereby submitted:

For the Period Ending September 30, 2016

\$250,000.00 (1)

| <u>Date</u> | <u>Vendor</u> | <u>PO</u> | <u>Description</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 | - | 9,708.00 |
| 3/29/2016 | | 151965-1 | Add'l repairs needed that were covered on (2) smaller rugs by bookcases | - | 810.00 |
| 12/31/2015 | Barrie Projects, LLC | 151998 | To assist in the transformation of Brett Hall into a state-of-the-art gallery facility | 1,000.00 | 20,000.00 |
| 3/1/2016 | Barrie Projects, LLC | 151998-1 | 1st Amendment-work with design and fabrication to assure timely delivery, fabrication and installation of exhibit systems in Brett Hall.. | - | 25,000.00 |
| 2/24/2016 | The Ohio Desk Company | 160447 | Thread Power Distribution System | - | 30,305.19 |
| 6/28/2016 | Plantscaping | 161103 | Indoor plants | - | 71,408.04 |
| 9/16/2016 | Ohio Desk | 161414 | Recover Lending chairs | 816.56 | |
| 9/16/2016 | IPS | 161419 | People Counting, 3 entrances at Main | 12,474.26 | |
| 9/29/2016 | Ohio Desk | 161465 | Partitions to reconfigure OPS LSW2 | 16,790.51 | |
| 9/30/2016 | Karen Skunta & Company | 161479 | Design and installation of the Andrew J. Venable, Jr. exhibit | 10,685.00 | |
| | | | | 41,766.33 | 190,854.09 |
| | | | | Available Balance | \$17,379.58 |

\$250,000.00 (2)

| Date | Change Order | PO | Description | Amount | |
|--|--------------|--------|---|--------------------------|----------------------------|
| 2/5/2016 | 1 | 151476 | AV owner increase | 11,789.38 | |
| 2/5/2016 | 2 | 151476 | Added power in Security | 741.47 | |
| 2/5/2016 | 3 | 151476 | Added door hardware in Security | 1,425.34 | |
| 2/5/2016 | 4 | 151476 | Added millwork | 1,900.47 | |
| 2/25/2016 | 8 | 151476 | Roof Access Ladder | 5,719.84 | |
| 2/25/2016 | 9 | 151476 | Millwork and Security Desk | 2,823.56 | |
| 3/3/2016 | 7 | 151476 | Millwork Shops Revisions | 5,096.51 | |
| 3/3/2016 | 11 | 151476 | New door frame | 508.32 | |
| 3/22/2016 | 14 | 151476 | Added under counter organizer | 988.36 | |
| 4/13/2016 | 15 | 151476 | New security desk for LSW | 38,650.59 | |
| 4/13/2016 | 16 | 151476 | Design assist adds | 66,771.46 | |
| 4/13/2016 | 17 | 151476 | Electrical work for th Thread system | 5,154.66 | |
| 4/22/2016 | 18 | 151476 | Paint tickets | 1,108.81 | |
| 4/22/2016 | 19 | 151476 | Extra wall protection | 7,415.25 | |
| 4/22/2016 | 20 | 151476 | Water pump move Extra time for Owner adds | 5,233.09 | |
| 4/22/2016 | 21 | 151476 | Extend contract 30 days Power and lighting for | - | |
| 5/3/2016 | 22 | 151476 | Welcome Room | 7,528.96 | |
| 6/6/2016 | 23 | 151476 | Added wayfinding signs | 3,990.53 | |
| 6/19/2019 | 24 | 151476 | Added sink on LSW 2 | 7,199.80 | |
| | | | | Available Balance | \$75,953.60 |
| Executed Guaranteed Maximum Price (GMP) - Approved by the Board 11/19/15: | | | | \$ | 3,356,247.00 |
| Change Orders paid from Contingency Fund | | | | \$ | 174,046.40 5.19% |
| Updated GMP as of June 30, 2016: | | | | \$ | <u>3,530,293.40</u> |

Additionally, within the same resolution, the Board authorized the Executive Director, CEO or his designees, to make expenditures and enter into contracts in excess of \$25,000 for the purchase of furniture for the Project (an allowance of \$535,000 was granted).

\$535,000.00

| Date | Vendor | PO | Description | Encumbered | Expended |
|----------|------------------------------|--------|--|--------------------------|---------------------|
| 4/7/2016 | Environments 4 Business, LLC | 160670 | For LSW2, Front Lending, LSW Entry Lobby | - | 34,098.67 |
| 4/5/2016 | Contract Source, Inc. | 160665 | For LSW2, Security, Front Lending, LSW Entry Lobby | (0.00) | 209,136.62 |
| 4/5/2016 | Ohio Desk | 160658 | For LSW2, Indoor Garden, LSW Conference 1 | - | 73,078.79 |
| | | | | (0.00) | 316,314.08 |
| | | | | Available Balance | \$218,685.92 |

In accordance with the Board resolution adopted on February 18, 2016, the Board of Trustees authorized the Executive Director to make expenditures and enter into agreements in excess of \$25,000 each in a combined amount not to exceed \$300,000 for the purchase of exhibit furniture and equipment for Brett Hall from the lowest and best exhibit furniture vendors. A report of such expenditures is hereby submitted:

\$300,000.00

| Date | Vendor | PO | Description | Encumbered | Expended |
|-----------|---------------------------|--------|----------------------------------|--------------------------|---------------------|
| 4/26/2016 | Benchmark Craftsman, Inc. | 160768 | Exhibit Furniture for Brett Hall | 1,900.00 | 167,870.00 |
| | | | | 1,900.00 | 167,870.00 |
| | | | | Available Balance | \$130,230.00 |

CLEVELAND PUBLIC LIBRARY
Regular Employment Report
9/01/2016 TO 9/30/2016

EXHIBIT 9

| <u>EMPLOYEE NAME</u> | <u>DEPARTMENT</u> | <u>JOB TITLE</u> | <u>TERM/INACT DATE</u> |
|---------------------------|----------------------|--------------------------------|------------------------|
| RESIGNATIONS | | | |
| BLASCO, AMY R | | SAFETY&PROTECTIVE SVC OFFICER | 09/20/2016 |
| GHRABAT, SUMYIAH F | Youth Services | PAGE | 09/29/2016 |
| HAGGERTY, SAMANTHA C | Security | SAFETY&PROTECTIVE SVC OFFICER | 09/24/2016 |
| JACKSON, JACQUELYN | Shelf Pages | PAGE | 09/03/2016 |
| KINDS, SOLOMON M | Sterling | PAGE | 09/02/2016 |
| PETRI, CHRISTOPHER D | | PAGE | 09/17/2016 |
| RETIREMENTS | | | |
| REILLY, DAVID | Bldgs Maintenance Me | MAINTENANCE MECHANIC (INCUMBEN | 09/30/2016 |
| OTHER TERMINATIONS | | | |
| WILLIAMS, NAKIA L | Rockport | BRANCH CLERK | 09/01/2016 |

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 09/01/2016 TO 09/30/2016**

EMPLOYEE: CSIA, ANDREA **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-------------------------|---------------------------|--------------------------|--------------------------|
| REHIRE EE IN SYSTEM ALF | 15,308.02 | 53,328.34 | |

EMPLOYEE: SPENCER, WILLIAM F **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIBRARIAN SUBSTITUTE **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|---------------------------|--------------------------|--------------------------|
| SALARY AFFECTS BASE W | 25.59 | 27.08 | PROMOTION |

**CLEVELAND PUBLIC LIBRARY
NEW HIRE REPORT
FROM 9/01/2016 TO 9/30/2016**

| | | | | | |
|-------------------|------------------------------|-----------------------|-----------|---------------------|-----------|
| EMPLOYEE: | CSIA, ANDREA | CURRENT GRADE: | H | HIRE DATE: | 9/18/2016 |
| JOB TITLE: | CHILDRENS LIBRARIAN | CURRENT STEP: | 1 | | |
| LOCATION: | STERLING | SALARY: | 53,328.34 | HOURLY RATE: | 27.35 |
| EMPLOYEE: | FULEIHAN, LAYAN S | CURRENT GRADE: | F | HIRE DATE: | 9/11/2016 |
| JOB TITLE: | LIBRARY ASST SUBSTITUTE | CURRENT STEP: | 1 | | |
| LOCATION: | BRANCH SUBSTITUTES | SALARY: | 21,426.34 | HOURLY RATE: | 22.42 |
| EMPLOYEE: | GEAGHAN, OLIVIA | CURRENT GRADE: | H | HIRE DATE: | 9/18/2016 |
| JOB TITLE: | CHILDRENS LIBRARIAN | CURRENT STEP: | 1 | | |
| LOCATION: | HARVARD LEE | SALARY: | 53,328.34 | HOURLY RATE: | 27.35 |
| EMPLOYEE: | HATMAKER, JASON | CURRENT GRADE: | B | HIRE DATE: | 9/04/2016 |
| JOB TITLE: | CUSTODIAN II (DAYS/BRANCHES) | CURRENT STEP: | 1 | | |
| LOCATION: | CUSTODIALA | SALARY: | 32,332.04 | HOURLY RATE: | 16.58 |

CLEVELAND PUBLIC LIBRARY

REPORT H

Human Resources Committee Report
 Meeting Date: October 20, 2016
 Report Period: September 2016

Report on Paid Sick Time Used by the Month
 Hours Used Per Each Two Pay Periods

| MONTH | 2015 SICK LEAVE HOURS USED | 2016 SICK LEAVE HOURS USED | 2016 TOTAL HOURS |
|--------------|---|---|-----------------------------|
| January | 4,564.09 | 3,679.06 | 98,023.38 |
| February | 3,605.82 | 4,071.17 | 93,936.09 |
| March | 3,202.84 | 3,109.32 | 94,816.27 |
| April | 3,809.46 | 3,657.15 | 94,683.73 |
| May | 3,615.00 | 3,883.60 | 94,543.84 |
| June | 3,229.18 | 2,939.22 | 93,738.87 |
| July * | 5,098.30 | 5,035.66 | 142,543.97 |
| August | 4,176.95 | 3,271.22 | 93,706.81 |
| September | 3,736.86 | 3,728.05 | 91,485.65 |
| October | 3,865.35 | | |
| November | 3,198.85 | | |
| December * | 5,348.30 | | |
| | | | |
| | | | |
| | | | |
| | | | |

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY
September 1, 2016- September 30, 2016
EMPLOYEE DEMOGRAPHICS (EE0-4) REPORT
FULL/PART-TIME EMPLOYEES

REPORT I**Human Resources Committee Report**

October 20, 2016

| Totals Job Category | Male | | | | | | Female | | | | |
|--------------------------|------------|------------|------------|-----------|----------|----------|------------|------------|-----------|----------|----------|
| | A | B | C | D | E | F | G | H | I | J | K |
| Officials/Administrators | 76 | 22 | 9 | 1 | | | 27 | 16 | 1 | | |
| Professionals | 79 | 16 | 1 | | | 1 | 39 | 15 | 4 | 3 | |
| Technicians | 18 | 9 | 2 | 1 | | | 4 | 1 | 1 | | |
| Protective Service | 20 | 9 | 10 | 1 | | | | 0 | | | |
| Para-Professionals | 131 | 23 | 31 | 2 | 2 | | 36 | 28 | 7 | 2 | |
| Administrative Support | 312 | 39 | 57 | 4 | 3 | 1 | 50 | 139 | 17 | 1 | 1 |
| Skilled Craft | 13 | 7 | 3 | 1 | 1 | | | 1 | | | |
| Service Maintenance | 47 | 7 | 31 | 1 | | | 2 | 5 | 1 | | |
| Grand Total | 696 | 132 | 144 | 11 | 7 | 1 | 158 | 205 | 31 | 6 | 1 |

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 September 2016

Human Resources Committee Report
October 20, 2016

Staff Enrollments-Health Care/Dental

| | Single | Family | Total |
|---|----------------------|-----------------------|--|
| Basic | 5 | 1 | 6 |
| Essential | 28 | 6 | 34 |
| Standard | 252 | 145 | 397 |
| Standard with OAD | | 1 | 1 |
| Total MMO | 285 | 153 | 438 |
| | | | |
| Dental Insurance | 287 | 181 | 468 |
| | | | |
| Vision Employee | | | 249 |
| Vision Children | | | 39 |
| Vision Spouse | | | 47 |
| Vision Family | | | 77 |
| Total Vision | | | 412 |
| Workers' Compensation Lost Time Report | | | |
| | | | <i>Total days missed during report month</i> |
| <i>Classification</i> | <i>Dept/Location</i> | <i>Date of Injury</i> | |

CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR SEPTEMBER 2016

| CIRCULATION ACTIVITY | Monthly Total | | Average Hourly | | Year-to-Date | | YTD Gain/Loss |
|--------------------------|----------------|----------------|----------------|-------|------------------|------------------|---------------|
| | 2016 | 2015 | 2016 | 2015 | 2016 | 2015 | |
| Main Library | 111,491 | 122,911 | 557 | 615 | 1,058,702 | 1,119,150 | -5.4% |
| Branches | 260,119 | 267,119 | 1,227 | 1,260 | 2,331,816 | 2,436,454 | -4.3% |
| Mobile Units* | 3,271 | 5,200 | | | 15,939 | 45,134 | -64.7% |
| Library for the Blind | 46,230 | 48,336 | | | 431,152 | 442,158 | -2.5% |
| OLBPD BARD | 11,186 | 9,345 | | | 105,905 | 99,123 | 6.8% |
| eMedia | 29,717 | 25,565 | | | 269,828 | 208,696 | 29.3% |
| TOTAL CIRCULATION | 462,014 | 478,476 | | | 4,213,342 | 4,350,715 | -3.2% |

| ELECTRONIC MEDIA CIRCULATION | Monthly Total | | Year-to-Date | | YTD Gain/Loss | |
|------------------------------|---------------|---------------|----------------|----------------|---------------|--------------|
| | 2016 | 2015 | 2016 | 2015 | 2016 | 2015 |
| eBook | 17,166 | 11,347 | 152,906 | 132,419 | | 15.5% |
| eAudiobook | 8,759 | 11,529 | 82,778 | 58,072 | | 42.5% |
| eMusic | 398 | 118 | 2,525 | 538 | | 369.3% |
| eVideo | 678 | 450 | 4,879 | 2,645 | | 84.5% |
| eMagazines | 2,716 | 2,121 | 26,740 | 15,022 | | 78.0% |
| TOTAL eCIRCULATION | 29,717 | 25,565 | 269,828 | 208,696 | | 29.3% |

Included in circulation activity.

| COMPUTER USAGE | Number of Computers | | Average Session | | Number of Sessions | | Hours in Use | | YTD Gain/Loss |
|--------------------|---------------------|------|-----------------|----------------|--------------------|----------------|--------------|------|---------------|
| | 2016 | 2015 | 45 minutes | 40 minutes | 2016 | 2015 | 2016 | 2015 | |
| Main Library | 100 | 45 | 94,553 | 101,738 | 73,492 | 73,376 | | | 0.2% |
| Branches | 526 | 40 | 709,720 | 719,504 | 480,161 | 474,621 | | | 1.2% |
| TOTAL USAGE | 626 | | 804,273 | 821,242 | 563,653 | 547,997 | | | 1.0% |

Sessions less than 5 minutes excluded. Hours in use does not include grace periods computers are held for patrons.

| WIRELESS SESSIONS | Monthly Total | | Year-to-Date | | YTD Gain/Loss | |
|-----------------------|----------------|-----------|----------------|-----------|---------------|-----------|
| | 2016 | 2015 | 2016 | 2015 | 2016 | 2015 |
| TOTAL SESSIONS | 120,935 | NA | 736,099 | NA | NA | NA |

Each session represents a unique user of public wireless internet.

| WALK-IN COUNT | Monthly Total | | Average Hourly | | Year-to-Date | | YTD Gain/Loss |
|---------------------|----------------|----------------|----------------|-------|------------------|------------------|---------------|
| | 2016 | 2015 | 2016 | 2015 | 2016 | 2015 | |
| Main Library | 37,542 | 39,445 | 188 | 197 | 341,724 | 366,194 | -6.7% |
| Branches | 174,111 | 220,170 | 821 | 1,039 | 1,887,320 | 2,059,702 | -8.4% |
| Mobile Unit* | 0 | 458 | | | 0 | 4,515 | -100.0% |
| TOTAL VISITS | 211,653 | 260,073 | | | 2,229,044 | 2,430,411 | -8.3% |

REPORT K

*Bookmobile is providing lobby stops as of November 2015. This changes the way the Library measures use.

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR SEPTEMBER 2016**

| 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 | 6,458 | 560 | 555 | 869 | 8,442 | 486 | 8,928 |
| Brooklyn | 3,401 | 323 | 301 | 443 | 4,468 | 370 | 4,838 |
| Carnegie West | 7,714 | 729 | 1,295 | 1,390 | 11,128 | 939 | 12,067 |
| Collinwood | 5,017 | 326 | 353 | 700 | 6,396 | 563 | 6,959 |
| East 131st | 3,273 | 290 | 226 | 357 | 4,146 | 279 | 4,425 |
| Eastman | 11,907 | 1,091 | 1,487 | 2,339 | 16,824 | 1,762 | 18,586 |
| Fleet* | 8,799 | 610 | 800 | 1,231 | 11,440 | 698 | 12,138 |
| Fulton | 7,766 | 539 | 804 | 1,029 | 10,138 | 690 | 10,828 |
| Garden Valley | 3,358 | 245 | 155 | 244 | 4,002 | 184 | 4,186 |
| Glenville | 4,427 | 270 | 230 | 660 | 5,587 | 350 | 5,937 |
| Harvard-Lee | 6,146 | 413 | 682 | 935 | 8,176 | 663 | 8,839 |
| Hough | 4,139 | 338 | 305 | 425 | 5,207 | 258 | 5,465 |
| Jefferson | 4,849 | 598 | 915 | 1,051 | 7,413 | 451 | 7,864 |
| Langston Hughes | 5,673 | 465 | 648 | 958 | 7,744 | 436 | 8,180 |
| Lorain | 6,218 | 493 | 739 | 974 | 8,424 | 621 | 9,045 |
| Martin Luther King, Jr. | 6,017 | 439 | 768 | 978 | 8,202 | 591 | 8,793 |
| Memorial-Nottingham | 8,240 | 744 | 1,278 | 1,709 | 11,971 | 953 | 12,924 |
| Mt. Pleasant | 2,846 | 264 | 221 | 363 | 3,694 | 220 | 3,914 |
| Rice | 8,168 | 581 | 769 | 1,097 | 10,615 | 590 | 11,205 |
| Rockport | 11,794 | 907 | 1,289 | 1,770 | 15,760 | 1,327 | 17,087 |
| South | 6,139 | 612 | 484 | 890 | 8,125 | 606 | 8,731 |
| South Brooklyn | 10,542 | 1,001 | 1,696 | 1,969 | 15,208 | 1,493 | 16,701 |
| Sterling | 3,706 | 247 | 311 | 594 | 4,858 | 296 | 5,154 |
| Union | 3,539 | 379 | 313 | 378 | 4,609 | 319 | 4,928 |
| Walz | 9,219 | 823 | 989 | 1,526 | 12,557 | 924 | 13,481 |
| West Park | 10,572 | 1,290 | 2,676 | 3,612 | 18,150 | 1,743 | 19,893 |
| Woodland | 6,631 | 522 | 428 | 948 | 8,529 | 494 | 9,023 |
| TOTAL | 176,558 | 15,099 | 20,717 | 29,439 | 241,813 | 18,306 | 260,119 |

*Fleet branch circulation includes remaining circulation generated by Broadway branch items

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR SEPTEMBER 2016**

| BRANCH | Monthly Total | | Year-to-Date | | YTD Gain/Loss | YTD %G/L |
|------------------------|----------------|----------------|------------------|------------------|------------------|--------------|
| | 2016 | 2015 | 2016 | 2015 | | |
| Addison | 8,928 | 9,041 | 74,983 | 85,803 | -10,820 | -12.6% |
| Brooklyn | 4,838 | 5,026 | 49,695 | 53,000 | -3,305 | -6.2% |
| Carnegie West | 12,067 | 12,998 | 110,814 | 115,155 | -4,341 | -3.8% |
| Collinwood | 6,959 | 7,310 | 63,825 | 70,752 | -6,927 | -9.8% |
| East 131st | 4,425 | 4,636 | 36,580 | 39,722 | -3,142 | -7.9% |
| Eastman | 18,586 | 19,199 | 174,299 | 177,598 | -3,299 | -1.9% |
| Fleet | 12,138 | 12,173 | 105,166 | 108,311 | -3,145 | -2.9% |
| Fulton | 10,828 | 10,651 | 127,083 | 96,807 | 30,276 | 31.3% |
| Garden Valley | 4,186 | 3,473 | 30,119 | 29,137 | 982 | 3.4% |
| Glenville | 5,937 | 6,467 | 55,428 | 59,691 | -4,263 | -7.1% |
| Harvard-Lee | 8,839 | 10,230 | 81,582 | 78,767 | 2,815 | 3.6% |
| Hough | 5,465 | 4,278 | 44,944 | 39,973 | 4,971 | 12.4% |
| Jefferson | 7,864 | 7,576 | 62,271 | 67,199 | -4,928 | -7.3% |
| Langston Hughes | 8,180 | 6,947 | 58,572 | 61,568 | -2,996 | -4.9% |
| Lorain | 9,045 | 10,643 | 82,228 | 90,764 | -8,536 | -9.4% |
| Marin Luther King, Jr. | 8,793 | 8,162 | 74,046 | 85,750 | -11,704 | -13.6% |
| Memorial-Nottingham | 12,924 | 12,457 | 112,704 | 111,564 | 1,140 | 1.0% |
| Mt. Pleasant | 3,914 | 4,686 | 34,740 | 41,214 | -6,474 | -15.7% |
| Rice | 11,205 | 11,868 | 94,061 | 108,206 | -14,145 | -13.1% |
| Rockport | 17,087 | 18,343 | 153,088 | 167,955 | -14,867 | -8.9% |
| South | 8,731 | 7,915 | 75,912 | 75,830 | 82 | 0.1% |
| South Brooklyn | 16,701 | 18,731 | 158,705 | 167,159 | -8,454 | -5.1% |
| Sterling | 5,154 | 5,082 | 40,193 | 45,418 | -5,225 | -11.5% |
| Union | 4,928 | 6,637 | 53,560 | 59,513 | -5,953 | -10.0% |
| Walz | 13,481 | 13,619 | 122,952 | 127,621 | -4,669 | -3.7% |
| West Park | 19,893 | 19,674 | 178,943 | 187,873 | -8,930 | -4.8% |
| Woodland | 9,023 | 9,297 | 75,323 | 84,104 | -8,781 | -10.4% |
| TOTAL | 260,119 | 267,119 | 2,331,816 | 2,436,454 | -104,638 | -4.3% |

*Fleet branch circulation includes remaining circulation generated by Broadway branch items

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE SEPTEMBER 2016**

| BRANCH | Monthly Total | | Year-to-Date | | YTD Gain/Loss | YTD %G/L |
|-------------------------|----------------|----------------|------------------|------------------|------------------|--------------|
| | 2016 | 2015 | 2016 | 2015 | | |
| Addison | 4,296 | 5,468 | 46,933 | 51,012 | -4,079 | -8.0% |
| Brooklyn | 3,380 | 3,496 | 35,719 | 33,826 | 1,893 | 5.6% |
| Carnegie West | 7,771 | 12,716 | 92,380 | 139,297 | -46,917 | -33.7% |
| Collinwood | 5,868 | 7,927 | 65,577 | 62,746 | 2,831 | 4.5% |
| East 131st | 5,536 | 8,293 | 65,954 | 70,729 | -4,775 | -6.8% |
| Eastman | 8,825 | 9,908 | 94,457 | 99,746 | -5,289 | -5.3% |
| Fleet | 7,781 | 10,187 | 88,962 | 96,618 | -7,656 | -7.9% |
| Fulton | 7,138 | 7,613 | 74,453 | 71,281 | 3,172 | 4.4% |
| Garden Valley | 3,492 | 4,848 | 37,789 | 42,435 | -4,646 | -10.9% |
| Glenville | 5,088 | 9,847 | 56,360 | 72,127 | -15,767 | -21.9% |
| Harvard-Lee | 6,621 | 8,051 | 69,147 | 73,797 | -4,650 | -6.3% |
| Hough | 5,975 | 10,238 | 63,837 | 102,917 | -39,080 | -38.0% |
| Jefferson | 4,652 | 7,193 | 48,649 | 64,283 | -15,634 | -24.3% |
| Langston Hughes | 7,959 | 6,091 | 67,178 | 65,719 | 1,459 | 2.2% |
| Lorain | 5,012 | 7,464 | 62,507 | 68,944 | -6,437 | -9.3% |
| Martin Luther King, Jr. | 6,749 | 8,348 | 68,864 | 68,656 | 208 | 0.3% |
| Memorial-Nottingham | 5,188 | 5,367 | 51,436 | 50,666 | 770 | 1.5% |
| Mt. Pleasant | 4,044 | 5,621 | 48,442 | 56,602 | -8,160 | -14.4% |
| Rice | 9,852 | 12,174 | 101,388 | 116,084 | -14,696 | -12.7% |
| Rockport | 8,480 | 9,892 | 90,164 | 89,461 | 703 | 0.8% |
| South | 5,137 | 6,328 | 55,627 | 66,299 | -10,672 | -16.1% |
| South Brooklyn | 12,614 | 14,339 | 128,612 | 120,668 | 7,944 | 6.6% |
| Sterling | 8,319 | 8,772 | 92,605 | 84,442 | 8,163 | 9.7% |
| Union | 4,602 | 6,185 | 52,579 | 61,300 | -8,721 | -14.2% |
| Walz | 6,764 | 8,036 | 76,894 | 75,939 | 955 | 1.3% |
| West Park | 6,299 | 8,027 | 84,834 | 85,193 | -359 | -0.4% |
| Woodland | 6,669 | 7,741 | 65,973 | 68,915 | -2,942 | -4.3% |
| TOTAL | 174,111 | 220,170 | 1,887,320 | 2,059,702 | -172,382 | -8.4% |

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS SEPTEMBER 2016**

| Branch | Total Circulation | Branch | Attendance | Branch | Population |
|----------------------------|-------------------|----------------------------|------------|----------------------------|------------|
| 1 West Park | 19,893 | 1 South Brooklyn | 12,614 | 1 South Brooklyn | 32,043 |
| 2 Eastman | 18,586 | 2 Rice | 9,852 | 2 West Park | 27,814 |
| 3 Rockport | 17,087 | 3 Eastman | 8,825 | 3 Fleet** | 26,727 |
| 4 South Brooklyn | 16,701 | 4 Rockport | 8,480 | 4 Eastman | 23,674 |
| 5 Walz | 13,481 | 5 Sterling | 8,319 | 5 Rockport | 19,896 |
| 6 Memorial-Nottingham | 12,924 | 6 Langston Hughes | 7,959 | 6 Fulton | 19,647 |
| 7 Fleet | 12,138 | 7 Fleet | 7,781 | 7 Rice | 19,462 |
| 8 Carnegie West | 12,067 | 8 Carnegie West | 7,771 | 8 Memorial-Nottingham | 19,271 |
| 9 Rice | 11,205 | 9 Fulton | 7,138 | 9 Harvard-Lee | 17,655 |
| 10 Fulton | 10,828 | 10 Walz | 6,764 | 10 Walz | 16,063 |
| 11 Lorain | 9,045 | 11 Martin Luther King, Jr. | 6,749 | 11 Collinwood | 14,769 |
| 12 Woodland | 9,023 | 12 Woodland | 6,669 | 12 Langston Hughes | 14,439 |
| 13 Addison | 8,928 | 13 Harvard-Lee | 6,621 | 13 Glenville | 14,006 |
| 14 Harvard-Lee | 8,839 | 14 West Park | 6,299 | 14 Addison | 13,603 |
| 15 Martin Luther King, Jr. | 8,793 | 15 Hough | 5,975 | 15 East 131st | 13,025 |
| 16 South | 8,731 | 16 Collinwood | 5,868 | 16 Mt. Pleasant | 12,792 |
| 17 Langston Hughes | 8,180 | 17 East 131st | 5,536 | 17 Lorain | 12,588 |
| 18 Jefferson | 7,864 | 18 Memorial-Nottingham | 5,188 | 18 Martin Luther King, Jr. | 12,392 |
| 19 Collinwood | 6,959 | 19 South | 5,137 | 19 Carnegie West | 10,487 |
| 20 Glenville | 5,937 | 20 Glenville | 5,088 | 20 Union | 8,416 |
| 21 Hough | 5,465 | 21 Lorain | 5,012 | 21 Sterling | 8,267 |
| 22 Sterling | 5,154 | 22 Jefferson | 4,652 | 22 Woodland | 7,946 |
| 23 Union | 4,928 | 23 Union | 4,602 | 23 South | 6,325 |
| 24 Brooklyn | 4,838 | 24 Addison | 4,296 | 24 Hough | 5,667 |
| 25 East 131st | 4,425 | 25 Mt. Pleasant | 4,044 | 25 Brooklyn | 5,524 |
| 26 Garden Valley | 4,186 | 26 Garden Valley | 3,492 | 26 Jefferson | 3,515 |
| 27 Mt. Pleasant | 3,914 | 27 Brooklyn | 3,380 | 27 Garden Valley | 2,310 |
| | 260,119 | | 174,111 | 28 Broadway** | 1,966 |
| | | | | | 388,323 |
| | | | | | 473,177 |

**Broadway and Fleet services areas merged

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**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR SEPTEMBER 2016**

| OTHER TRANSACTIONS Loans* to: | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|----------------------------------|---------------|---------------|----------------|----------------|------------------|
| | 2016 | 2015 | 2016 | 2015 | |
| CLEVNET | 66,244 | 74,548 | 659,827 | 674,355 | -2.2% |
| MORE | 443 | 455 | 3,447 | 3,638 | -5.3% |
| Other Libraries | 522 | 388 | 4,229 | 3,178 | 33.1% |
| TOTAL | 67,209 | 75,391 | 667,503 | 681,171 | -2.0% |

*Totals included in Main Library and Branch circulation counts.

| ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|---|---------------|---------------|----------------|----------------|------------------|
| | 2016 | 2015 | 2016 | 2015 | |
| Projected | 16,481 | 16,064 | 177,892 | 179,195 | -0.7% |
| KnowItNow Web Reference* | 0 | 74 | 0 | 976 | -100.0% |
| Mail and Email Reference | 287 | 180 | 1,914 | 1,167 | |
| Interlibrary Loan Requests | 965 | 843 | 7,676 | 6,816 | 12.6% |
| TOTAL | 17,733 | 17,161 | 187,482 | 188,154 | -0.4% |

*KnowItNow statewide reference service ceased on 12/31/2015.

| CHANGES IN PERMANENT COLLECTION | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|------------------------------------|---------------|--------|--------------|---------|------------------|
| | 2016 | 2015 | 2016 | 2015 | |
| New Titles Added | 6,123 | 5,011 | 49,056 | 48,963 | 0.2% |
| Total Items Added | 28,805 | 25,452 | 201,924 | 186,420 | 8.3% |

| HOURS OPEN | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|--------------|---------------|-------|--------------|--------|------------------|
| | 2016 | 2015 | 2016 | 2015 | |
| Main Library | 200 | 200 | 1,824 | 1,815 | 0.5% |
| Branches | 5,724 | 5,724 | 52,245 | 52,005 | 0.5% |

| OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD) | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|---|---------------|-------|--------------|--------|------------------|
| | 2016 | 2015 | 2016 | 2015 | |
| Downloads | 11,186 | 9,345 | 105,905 | 99,123 | 6.8% |
| Users | 621 | 604 | 5,786 | 5,510 | 5.0% |

Included in circulation activity