

CLEVELAND PUBLIC LIBRARY
Joint Finance, Human Resources & Community Services Committee Meeting
April 16, 2024
Trustees Room Louis Stokes Wing
12:00 Noon

Present: Ms. Butts, Ms. Shakarian, Mr. Corrigan, Ms. Rodriguez, Ms. Fryer, Mr. Parker

Absent: None

Mr. Corrigan called the Joint Finance, Human Resources & Community Services Committee Meeting to order at 12:10 p.m.

Finance Committee Meeting (Mr. Corrigan, Chair)

Present: Melanie Shakarian, Thomas Corrigan, Anthony Parker

Absent: None

Resolution to Accept Gifts for the Month of March

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

Resolution Authorizing Agreement with Tec, Inc. for Criteria Architect Services for the Main Library and Louis Stokes Wing Fire Alarm System Replacement Project

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

John Lang, Chief Operating Officer, stated that the Board approved the selection of TEC in March, and we have spent the last two months negotiating scope and fee. The 3D laser modeling to develop the asphalt images for the building are critical to the success of the project, and was incorporated into the scope of work for the Criteria Architect services.

Mr. Corrigan added that we have the benefit of using that for any other future projects we may have.

Resolution to Amend Design Services Agreement with Bostwick Design Partnership for Main Library Consolidation Project

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

Mr. Corrigan shared that Jean Piety is one of the most important science librarians this library ever had in terms of her looking out for us staying cutting edge and having all the right resources that a city like Cleveland deserves. The gift from the Jean Z. Piety Trust enables us to use expenditures in connection with the development and expansion of a MakerSpace on the first floor of LSW.

John Lang, Chief Operating Officer, explained that internally we are referring to this as the Tech Central 2.0 project. Although this is not a total renovation of the Tech Central space, it is a partial reimagining as the demand for Desktop computing continues to reduce as the demand for all the makerspace equipment in the space increases. This will rebalance the layout and will add capacity for makerspace equipment, as well as providing office space and reservable technology and recording rooms. This renovation and deferred maintenance will repair the flooring system, expand floor boxes for electrical and data, and provide new energy efficient lighting and new furniture.

Mr. Lang emphasized that this investment in the raised floor back when we built this building was worth making. This will make it easier to rerun the cableways rather than if we had to trench a concrete floor.

In closing, Mr. Lang stated that Bostwick was the original architect of record. This is why we selected them as an amendment to the initial contract rather than as a new call for architects.

Resolution Authorizing Acquisition of Real Property for the Rice Branch

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

In response to Ms. Rodriguez' inquiry, Bryan Szalewski, Director of Legal Affairs, shared the location of the parcel and stated that this piece of property is roughly 160 by 50 feet and has been owned by STL Development LLC, which is a subsidiary of Cleveland Neighborhood Progress. STL Development LLC held on to it from the time they initially amassed all of the property when the new library branch and Harvey Rice School were constructed.

Mr. Szalewski stated that although he was unsure why STL Development LLC held on to this property, they did reach out to the Library this year and indicated that they were interested in transferring it for a nominal fee. The Library completed its due diligence to ensure that there were no potential environmental or title concerns and found no issues.

Resolution Authorizing Competitive Bidding for Eastman Reading Garden Lighting Project

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

John Lang, Chief Operating Officer, stated that this is a fairly large project that will cost approximately \$692,000. We are working with Carrie Krenicky's team to determine the procurement system within the Ohio Revised Code, since there is a specific lighting system we

want to buy. This was in our 2024 vision but had not been presented to the Board previously. Therefore, we wanted to make the Board aware before we proceed to bidding as we will be back to the Board to approve any contract.

As she spoke to the artistic vision, Tiffany Graham Charkosky, Director of Arts + Culture, stated that we are charged with bringing more visitors through the garden and making the space more visible to people staying in the hotels who are in town for conferences and other downtown visitors. Although the garden is open to the public, it is not clear to everyone that it is part of the Library and it's not well lit at night. We also have a fountain designed by Maya Lin, which many people do not realize we have and would be a major attraction for people visiting the space.

Ms. Graham Charkosky added that we worked with Ron Friedman Lighting Design, who did the design for the Terminal Tower lighting. He has come up with a lighting system for the Library consisting of LED lights that are able to be pre-programmed to bring attention to various awareness months and holidays, communicate with our city around things like sporting events. These lights will be able to conveniently change color with an integrated system. We would be able to make changes, plan it in advance, and to make the space feel as beautiful and active as possible.

As she continued, Ms. Graham Charkosky, stated that we have been working with a lighting designer and hope to take it out to bid this summer.

Mr. Corrigan reminded the Board that one of the major features of the Louis Stokes Wing is that the part that faces the wonderful grand old library is 80% permeated with glass so that from every floor you get to see the garden and the beautiful main library as opposed to the side facing Federal Reserve Bank, which is 80% stone.

Mr. Corrigan expressed that this is a great modernization and a good reminder of how important the garden is. This is also a remembrance of Linda Eastman who was probably the second most important library person in the history of this library after John G. White and William Brett.

In closing, Ms. Graham Charkosky shared additional benefits of this lighting and stated that she would share some renderings with the Board that Ron Friedman's team has put together and noted that it would be able to be changed in the same way with the same technology as the Terminal Tower.

Resolution Authorizing Expenditures for a Proper Public Purpose

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

Bryan Szalewski, Director of Legal Affairs, explained that we are proposing a staff amenity that would not be available for the public's use. However, we do believe that it is nonetheless a proper public purpose to expend funds to this end because the goal is to give staff the opportunity to exercise and in so doing improve their health and be able to return from a break

perhaps more energized to complete their work, which in turn will benefit the public that we serve.

Mr. Szalewski further explained that although this is similar to our efforts through the Library's Fit Committee as a public purpose, it is slightly different from some of the other expenditures that we have made we wanted to bring this to the board for your consideration and ultimately a declaration that these funds are being expended for a proper public purpose.

Expressing his support for this item, Mr. Corrigan stated that the overall staff break room redesign is less than 10%.

In response to Ms. Butts' inquiry, John Lang, Chief Operating Officer, stated that the completion of this project is expected in late summer.

Ms. Shakarian inquired regarding whether this constituted an amenity or a benefit for collective bargaining purposes. Mr. Szalewski stated that it is not a taxable benefit to employees because it's an on-site gym, whereas membership, for instance, provided to the YMCA would be taxable. Mr. Szalewski stated that if needed, he would report back to the Board at the Regular Board Meeting.

Resolution to Renew the Maintenance Agreement with Tyler Technologies, Inc. for Support and to Update Licensing of the MUNIS ERP System

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

Carrie Krenicky, Chief Financial Officer, explained that this is a 5% increase over our expiring term and will get us through next year. We just issued an RFP for our ERP system and it is due back May 14th. Our goal per the ERP and our schedule is to bring a vendor selection before the board in September. Therefore, we will need this through May.

In response to Mr. Corrigan's inquiry, Ms. Krenicky confirmed that Tyler has been working with us on Munis since 2006 and Payroll since 2009. Our experience has been very satisfactory.

Resolution Ratifying Agreements for Leased Vehicles with Enterprise FM Trust

Mr. Corrigan motioned that this item would go to the full Board for approval. Ms. Shakarian seconded the motion, which passed unanimously by roll call vote.

Resolution to Accept Grant from the Best Buy Foundation for the Best Buy Teen Tech Center at the Rockport Branch

Mr. Corrigan motioned that this item would go to the full Board for approval. Ms. Shakarian seconded the motion, which passed unanimously by roll call vote.

Mr. Corrigan stated that the Best Buy Tech Center has been a real achievement, and we are grateful to have Best Buy's continuing support.

Dr. Shenise Johnson Thomas, Chief of External Relations and Development, expressed her gratitude for this investment.

In response to Ms. Rodriguez' inquiry, Dr. Johnson Thomas stated that we are required to provide updates on the funding and what we are doing. This is a testament to the fact that we are moving in the right direction, evidenced by continued investments.

Ms. Rodriguez stated that with the video that they can see where their investment is going and can use that as advertisement for themselves.

Resolution to Accept Grant from Cleveland Public Library Foundation for Early Literacy Programming

Mr. Corrigan motioned that this item would go to the full Board for approval. Ms. Shakarian seconded the motion, which passed unanimously by roll call vote.

Dr. Shenise Johnson Thomas, Chief of External Relations and Development, was available to answer any questions the Board may have had regarding the funding.

In response to Mr. Corrigan's inquiry, Jacqueline Lamb, Director of Youth and Family Engagement, explained that \$10,000 of the fund is going to be used to help revamp some spaces, at the Youth Services department in Main Library. For children from zero to eight years old and their families who come to the Main Library and visit Youth Services, they will have some manipulative that could stimulate different senses such as touching and lighting. We want to make sure we open up the space to allow all learners to come with their families and learn. We are going to open up the space more to meet the needs of our community.

Fourth Amendment to the Year 2024 Appropriation

Mr. Corrigan motioned that this item would go to the full Board for approval. Ms. Shakarian seconded the motion, which passed unanimously by roll call vote.

Carrie Krenicky, Chief Financial Officer, stated that in the general fund, we are moving funds between Supplies and Purchased/Contracted Services for the Special Projects and Collections department. Funds were originally budgeted in their Supply category, but they are rather needed in Purchased/Contracted Services.

As she continued, Ms. Krenicky stated that we are appropriating funds in the Special Revenue funds mainly for the grants that are coming before the board. We also received an notice of increase in revenue in our Lockwood Thompson and Judd funds, which is more than our original projection. Lastly, we are also appropriating the Tec, Inc. architect fees for the Main Library fire panel system replacement in our Building & Repair fund.

In response to Mr. Corrigan's inquiry, Ms. Krenicky stated that in the Judd fund, we originally projected \$260,000 in revenue, but we received notification from the Cleveland Foundation that we are getting \$275, 738. In the Lockwood Thompson fund, we originally projected \$210,000 in revenue and we will be getting \$217,872. Therefore, we are appropriating that difference in each fund.

Mr. Corrigan noted that the larger amount reflects an increase in what the Foundation has had because of the market changes.

Ms. Krenicky stated that annually we do not know the exact amount until March.

Human Resources Committee Meeting (Ms. Shakarian, Chair)

Present: Alice Butts, Melanie Shakarian, Thomas Corrigan, Anthony Parker

Absent: None

Regular Employment Report

Ms. Shakarian motioned that this item would go to the full Board for approval. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Retirement Recognition Citation

After acknowledging Ron Hill, Property Management Supervisor, for his 34 years of service with the Library, Ms. Shakarian motioned that this item would go to the full Board for approval. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Community Services Committee Meeting (Mr. Parker, Chair)

Present: Alice Butts, Melanie Shakarian, Thomas Corrigan, Jasmine Fryer,
Anthony Parker

Absent: None

Presentation: Operating with Excellence: Enhanced Services - Amiya Hutson, Senior Director,
Public Services - Branches

Before Amiya Hutson, Senior Director, Public Services, shared her presentation on Enhanced Services, stated that we have spoken a great deal on the strategic plan on the first three of our priorities. The fourth priority is operating with excellence, and we generally do not bring it to Board because it is an expectation for every day. However, we are hoping to bring enhanced services over the life of the strategic plan, the 2030.

As he continued, Director Thomas stated that we are expecting our new buildings to be in place by the end of 2030. Although we will be looking at different services, we have also been reaching out to our community and asking them what are the things that they would really like to see us do. While recognizing that we may not currently have the resources, our Public Services

team has looked deeper at how we might provide services right now in incremental movements ultimately by 2030.

Ms. Hutson gave a PowerPoint presentation on Enhanced Services that included but was not limited to the following:

Increased Meeting Space Hours

Public access to meeting rooms available 8-10 a.m. and 6-8 p.m. at select branches.

- District 1: West Park, Eastman
- District 2: South
- District 3: Hough, Woodland
- District 4: Fleet/Newburgh, Harvard-Lee
- District 5: Memorial Nottingham

More Book Lockers

12-hour material pick-up (8 a.m.-8 p.m.) via book lockers.

- District 1: West Park, Eastman
- District 2: South (Summer 2024)
- District 3: Hough, Woodland
- District 4: Fleet/Newburgh, Harvard-Lee (Summer 2024)
- District 5: Memorial Nottingham (Summer 2024)

Saturday Family Programming

- With a full staff, branches can
 - Provide more robust programming.
 - Participate in other outreach and community opportunities.

Summer Sundays at Main Library

- June 2 – July 28 from 12-4 p.m.
- Access to Brett Hall/The Archive
- Minimal staff required

After lengthy discussion, Ms. Hutson remained available to answer any questions the Board may have had.

Mr. Corrigan adjourned the Joint Finance, Human Resources & Community Services Committee Meeting at 1:04 p.m.