

CLEVELAND PUBLIC LIBRARY  
 Minutes of the Regular Board Meeting  
 September 17, 2009  
 Trustees Room                      Louis Stokes Wing  
 12:00 Noon

Present: Ms. Butts, Mr. Corrigan, Ms. Rodriguez,  
 Mr. Hairston, Mr. Werner, Mr. Parker,  
 Mr. Seifullah (arrived 12:19 p.m.)

Absent: None

Ms. Butts called the meeting to order at 12:06 p.m.

**OATH OF OFFICE CEREMONY FOR NEW TRUSTEE**

United States District Court Judge Solomon Oliver, Jr. administered the oath of office to Anthony T. Parker, Esq. Mr. Parker was appointed by the Cleveland Board of Education to a full term on the Library Board commencing August 17, 2009 and expiring July 2, 2016.

Judge Oliver stated that Mr. Parker worked with him as an extern while he was in law school and spoke about his commitment to the community.

Mr. Corrigan thanked Judge Oliver for his hard work and commitment on the US District Court.

Mr. Parker introduced his family members who were in attendance.

Ms. Butts welcomed Mr. Parker to the Board of Trustees and thanked him for the expertise he brings with him.

**Approval of the Minutes**

Mr. Corrigan moved approval of the minutes for the 6/18/09 Regular Board Meeting; 6/16/09 Joint Finance and Human Resources Committees Meeting; and 7/16/09, 8/04/09 and 8/26/0908 Special Board Meetings. Mr. Werner seconded the motion, which passed unanimously by roll call vote.

**OATH OF OFFICE  
 FOR ANTHONY T.  
 PARKER, ESQ.  
 Administered**

**MINUTES OF REG.  
 BRD. MTG. OF  
 6/18/09; JOINT  
 FINANCE & HUMAN  
 RESOURCES COM.  
 MTG. OF 6/16/09; &  
 SPECIAL BRD.  
 MTGS. OF 7/16/09,  
 8/04/09, & 8/26/09  
 Approved**

COMMUNICATIONS

LTRS. FROM:  
JOHNNY WILLIAMS,  
ST. ANDREW'S  
ENRICHMENT  
PROGRAM; JOAN  
DICKS, DICKENS  
FELLOWSHIP  
Acknowledged

Director Thomas acknowledged the following letters from: Johnny Williams, Program Coordinator, St. Andrew's Enrichment Program, acknowledging the competent and friendly service provided by the Sterling Branch staff; and Joan Dicks, Joint Honorable General Secretary, the Dickens Fellowship, expressing appreciation for the support for hosting the 104<sup>th</sup> Dickens Fellowship conference and extending congratulations on the exhibit as well as the professionalism and enthusiasm of library staff. Director Thomas congratulated Mr. Werner as he was commended in the *Call & Post* newspaper for his important role in the community.

Ms. Butts recognized Mr. Norman Edwards, President of The Black Contractors Group, Inc. who addressed the Board Trustees regarding concerns about the lack of minority participation on Library capital improvement construction projects such as the new Rice Branch Library and the Woodland Branch mobile services unit. Mr. Edwards stated that he has met with Director Thomas and Mr. Scruggs without satisfaction and has asked for a federal probe to review contracts that were awarded for under \$25,000. Mr. Edwards stated that without minority inclusion on these projects, he would discourage the passage of future levies.

Mr. Corrigan reviewed in detail the process that the Board approved to encourage minority participation such as breaking bids into smaller pieces as well as consulting with legal counsel regarding laws and their unfortunate restrictions affecting minority hiring that did not exist on prior Library construction projects. Mr. Corrigan stated that bids were awarded to the lowest most qualified bidders. Mr. Corrigan also stated that we share in the frustration and will continue to be vigilant with the issues.

Mr. Edwards stated that there is a State and Federal mandate requiring a 16.9% minority and female hiring based on demographics. He also stated that the Board can have a 50% residency requirement on the workforce that is nondiscriminatory.

Mr. Corrigan stated that he understands that State goals exist however our ability to mandate those goals are severely limited.

Mr. Edwards stated he holds Mr. Scruggs accountable for not doing his job.

Mr. Corrigan stated that the Board does not completely agree with his facts of the law and respectfully disagrees with his assessment of Mr. Scruggs and welcomes any probe or investigation.

Mr. Hairston stated that he respects the integrity of Mr. Scruggs.

Mr. Werner stated that attacking Mr. Scruggs was not acceptable and rejects the comments made about Mr. Scruggs by Mr. Edwards.

#### FINANCE COMMITTEE REPORT

Mr. Corrigan presented the following report.

#### Gift Reports for June, July, & August

(See pages 705-707)

Mr. Corrigan moved approval of the Gift Reports. Ms. Rodriguez seconded the motion, which passed unanimously by roll call vote.

#### Change Order #9: New Rice Branch Library

(See pages 708-710)

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

WHEREAS, On September 18, 2008, the Board of Library Trustees awarded the General Trades contract for the New Rice Branch Project to East-West Construction Co. Inc., Plumbing to Harner Plumbing, HVAC to T. H. Martin, Inc. and Fire Suppression to R&M Heating and Air Conditioning; and

WHEREAS, On December 16, 2008, the Board of Library Trustees awarded the Technology contract to East-West Construction Co., Inc. and Electrical contract to Doan/Pyramid LLC; and

**GIFT REPORTS,  
JUNE, JULY,  
AUGUST**  
Approved

**CHANGE ORDER  
#9: NEW RICE  
BRANCH LIBRARY**  
Approved

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

WHEREAS, Bostwick Design Partnership has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

Contractor	Change	Amount	Description
East-West Construction Co. (General Trades)	CO-10	\$ + 2,976.80	For additional site grade and concrete work around walls and boulder plus sidewalk work.
East-West Construction Co. (General Trades)	CO-11	\$ + 2,501.64	For additional labor, material, equipment and supervision for fence removal, adding stone for entrance/exit and relocating telephone line.
Doan/Pyramid Electric (Electrical)	CO-3	\$ + 3,460.00	To install sleeves under the circular walk for lighting.
	Total	<u>\$+ 8,938.44</u>	

BE IT RESOLVED, That Change Orders itemized above be approved with the \$8,938.44 increase being charged to the Building and Repair Fund: 40177605-55300-10776.

Mr. Corrigan stated this item was discussed at length at the Finance Committee Meeting and noted that the total change orders to date was 2.5% indicating that Mr. Scruggs is to be commended for monitoring this project.

Resolution on Use of Jefferson Branch Parking Lot

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

WHEREAS, Cleveland Public Library plays a vital role in each of the neighborhoods it serves and seeks ways to work with each community to enhance the quality of life for its residents; and

WHEREAS, Jefferson Branch Library is located in Tremont, one of Cleveland's oldest neighborhoods, where the success of its commercial area has caused a shortage of street parking for its residents; and

WHEREAS, Tremont West Development Corporation has requested that the Library allow the development corporation to use the Jefferson Branch parking lot after library hours to alleviate the shortage of street parking near the library; therefore be it

RESOLVED, That the Board of Library Trustees approves the use of the Jefferson Branch parking lot after library hours for a two-year term by the Tremont West Development Corporation for a monthly fee of \$250.00 and subject to the terms of a parking lot use agreement to be drafted by library legal counsel.

Mr. Corrigan stated that we discussed this item at length at Finance Committee Meeting. With the advice of legal counsel, entering into an agreement with Tremont West Development Corporation, will alleviate the Library of liability and related concerns.

**RESOLUTION ON  
USE OF  
JEFFERSON  
BRANCH PARKING  
LOT**

Approved

**RESOLUTION TO  
ACCEPT  
PROPOSAL FOR  
STEEL SHELVING  
AND ACCESSORY  
ITEMS FOR RICE  
BRANCH LIBRARY  
PROJECT**  
Approved

Resolution to Accept Proposal for Steel Shelving and  
Accessory Items for Rice Branch Library Project

(See page 711)

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

WHEREAS, The State of Ohio provides the opportunity for public libraries to participate in contracts distributed by the State for the purchase of supplies, services, equipment and certain materials; and

WHEREAS, Library Design Associates, Inc., as the distributor for two manufacturers that have entered into purchasing agreements directly with the State of Ohio, has submitted its final proposal (Proposal No. 09-678) covering steel shelving and accessory items for the new Rice Branch Library; and

WHEREAS, Bostwick Design Partnership, Inc., has evaluated the proposal and recommends that the Library award a contract to Library Design Associates, Inc., for steel shelving and accessory items; therefore be it

RESOLVED, That Cleveland Public Library award the contract for steel shelving and accessory items to Library Design Associates, Inc., with the aggregate expenditure of \$176,004.00 being charged to Building and Repair Fund Account: 40177605-55510-10776.

Mr. Corrigan stated this item was discussed at length at the Finance Committee Meeting as this state purchase agreement system has saved the Library and other entities thousands of dollars sparing additional costs and time delays with the Library's bid process.

Ratification of Public Officials Liability Insurance

(See pages 712-718)

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

**RATIFICATION OF  
PUBLIC OFFICIALS  
LIABILITY  
INSURANCE**  
Approved

WHEREAS, The Board of Library Trustees routinely purchases public officials and employment practices liability insurance for claims primarily related to "wrongful acts" including defense costs associated with such claims; and

WHEREAS, The Library's policy with United National Insurance Company expires on September 18, 2009; and

WHEREAS, The Library has received through our insurance agent, McGowan & Company, Inc., the proposed premium quote of \$24,956.25 from the incumbent insurer, United National Insurance Company, same as last year's premium of \$24,956.25 for the same coverage as last year, liability limit of \$1,000,000 with a deductible of \$50,000 per claim; and

WHEREAS, Crain Langner & Co. has reviewed the proposal as detailed in the attached response recommending renewal with United National Insurance Company; and

WHEREAS, The Library Director and Fiscal Officer have set into motion the purchase of this renewal coverage; now therefore be it

RESOLVED, That the Board of Library Trustees ratifies the decision to purchase Public Officials Liability Insurance from United National Insurance Company for the period of September 18, 2009 through September 18, 2010 through McGowan & Company, Inc. with the \$24,956.25 expenditure being charged to General Fund: Account 11020053-53400 (Insurance).

Mr. Corrigan stated that this item was discussed at length at the Finance Committee Meeting and stated that McGowan and Company survey the market for quotes and was reviewed by Crain Langer & Co. and found that the proposal for renewal with United National Insurance Company was appropriate.

Resolution on Agreement with Board of Cuyahoga County Commissioners/Family and Children First Council

Mr. Corrigan moved approval of the following resolution. Ms. Rodriguez seconded the motion, which passed with six in favor and one abstention by Mr. Werner who explained

**RESOLUTION ON  
AGREEMENT WITH  
BOARD  
OFCUYAHOGA  
COUNTY  
COMMISSIONERS/  
FAMILY AND  
CHILDREN FIRST  
COUNCIL  
Approved**

that he serves as the Deputy County Administrator for Health and Human Services, of which Family and Children First Council is a part.

WHEREAS, Cleveland Public Library desires to work with Cuyahoga County's Family and Children First Council (FCFC) to coordinate and develop services for youth in targeted areas who are in transition from one stage of education or development to the next; and

WHEREAS, The Cuyahoga County Board of Commissioners, on behalf of FCFC, desires to enter into a one-year agreement with the Library to provide the financial support for the Library to coordinate and develop such services in collaboration with MyCom, the component of FCFC's Child Well-Being Plan for school-age and adolescent youth; and

WHEREAS, The Library, as the Lead Agency for Transitions for MyCom, will be reimbursed for expenses in an amount not to exceed \$125,000.00; therefore be it

RESOLVED, That the Board of Library Trustees authorizes the Director to complete negotiations of an agreement between Cleveland Public Library and the Board of County Commissioners, Cuyahoga County, defining the collaborative project and the reimbursement of expenses; and therefore be it further

RESOLVED, That the President of the Board of Trustees is authorized to execute any agreements, amendments, or other documents necessary or appropriate to effectuate the Agreement in accordance with the Resolution.

Mr. Corrigan stated that this item was discussed at the Finance Committee and thanked Mr. Werner for this opportunity as this interfaces well with our literacy efforts in supporting youth during their transition from one level to the next.

Mr. Werner stated that Robin Martin, Executive Director of Children & Family First Council, believed the Cleveland Public Library was the best institution in which to partner on this initiative. Mr. Werner stated that this is a good program and thanked Jan Ridgeway and Merce Robinson for their work.



Mr. Corrigan submitted the following reports.

Fiscal Officer's Reports for June, July, & August

(See pages 719-782)

Special Reports on Income and Expenditures for June, July, & August

(See pages 783-797)

Reports on Investments for June, July, & August

(See pages 798-800)

Reports on Conference and Travel Expenditures for June, July, & August

(See pages 801-807)

Purchases from \$5,000-\$25,000, 4/1/09-6/30/09

(See page 808)

Purchases Exceeding \$25,000, 4/1/09-6/30/09

(See page 809)

HUMAN RESOURCES COMMITTEE REPORT

Mr. Seifullah presented the following report.

Regular Employee Reports for June, July, & August

(See pages 810-818)

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

Retirement Recognition Citation

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

**FISCAL OFFICER'S  
REPORT, JUNE,  
JULY, AUGUST**  
Submitted

**SPECIAL REPORT  
ON INCOME &  
EXPENDITURES,  
JUNE, JULY,  
AUGUST**  
Submitted

**REPORT ON  
INVESTMENTS,  
JUNE, JULY,  
AUGUST**  
Submitted

**REPORT ON  
CONFER. &  
TRAVEL  
EXPENDITURES,  
JUNE, JULY,  
AUGUST**  
Submitted

**PURCHASES FROM  
\$5,000-\$25,000,  
4/1/09 - 6/31/09**  
Submitted

**PURCHASES  
EXCEEDING  
\$25,000,  
4/1/09 - 6/30/09**  
Submitted

**REGULAR  
EMPLOYMENT  
REPORT, JUNE,  
JULY, AUGUST**  
Approved

**RETIREMENT  
RECOGNITION  
CITATION**  
Approved

Citations have been issued for the following staff members on the occasion of their retirements:

Jose M. Colon (after 31 years of service), Carpenter, Grade G, Building Services (Carpenter Shop), retires 7/31/09

Norma Tache (after 47 years of service), Children's Librarian, South Brooklyn, Grade H, retires 7/21/09

BE IT RESOLVED, That the citations for the above staff members be presented by the Board of Trustees in appreciation of the loyal, faithful and dedicated service given to the Library by them be recorded in the minutes of this meeting, and

BE IT FURTHER RESOLVED, That the citations be sent to them forthwith if they are not present at this meeting of the Board of Trustees.

Resolution for Affordable Health Care

(See page 819)

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

WHEREAS, The Cleveland Public Library is facing significant economic challenges, and

WHEREAS, The Cleveland Public Library seeks to offer affordable health insurance to its eligible employees, and

WHEREAS, The initial renewal offer from United Health Care contained large rate increases for the Library and its employees, and

WHEREAS, The Library had its health insurance consultant Herbruck Alder, investigate the market to find health insurance at a more competitive rate which also offered employees choice in their selection of doctors, and

**RESOLUTION FOR  
AFFORDABLE  
HEALTH CARE**  
Approved

WHEREAS, The labor/management health care committee reviewed the findings of Herbruck Alder, and

WHEREAS, The Kaiser Added Choice, POS offers access to doctors from the Cleveland Clinic, University Hospitals and Metro Health, and

WHEREAS, The Kaiser Added Choice POS option rates are \$184,000 lower than the current cost, the Labor/Management health care committee chose Kaiser Added Choice POS as the better health insurance option, and therefore be it

RESOLVED, That Library management enter into a contract for Kaiser Added Choice, POS Plan.

Mr. Seifullah stated that this item was discussed at length at the Human Resources Committee Meeting with a detailed overview by Sharon Tufts, Human Resources Administrator.

Mr. Corrigan thanked the labor/management committee, Human Resources staff, and legal counsel for their work on this issue.

Mr. Seifullah submitted the following reports.

Reports on Paid Sick Time Used by the Month for June, July & August

(See pages 820-822)

Affirmative Action Plan Reports for June, July, & August

(See pages 823-825)

Insurance Summary Reports for June, July, & August

(See pages 826-828)

**REPORTS ON PAID  
SICK TIME, JUNE,  
JULY, AUGUST**  
Submitted

**AFFIRMATIVE  
ACTION PLAN  
REPORTS, JUNE,  
JULY, AUGUST**  
Submitted

**INSURANCE  
SUMMARY  
REPORTS, JUNE,  
JULY, AUGUST**  
Submitted

COMMUNITY SERVICES REPORT

Ms. Rodriguez submitted the following report.

Monthly Activity Reports for June, July, & August

(See pages 829-847)

Building Status Update

Myron Scruggs, Facility Administrator, gave a slide show of photographs of the new Rice Branch Library construction project and presented in detail the progress from groundbreaking to date.

Richard Ortmeyer, Principal, Bostwick Design Partnership, stated that information was recently received from the United States Green Building Council that twenty points have been earned for the initial design review.

Mr. Scruggs stated that Woodland Branch will close on Wednesday, October 28, 2009, and reopen to the public Friday, November 13, 2009 to allow contractors to complete the following upgrades: new ADA-accessible restrooms; ADA-accessible front doors; energy-efficient lighting; and a new HVAC system. While this work is being done, Woodland Branch must be closed to the public and staff. The community will be notified with fliers distributed to neighborhood partners, agencies, schools and closest branch libraries, news paper announcements as well as the CPL website.

Ms. Rodriguez acknowledged the work that continues at Novak Park as a result of the partnership of Cleveland Public Library, the City of Cleveland Parks and Recreation Department and Friends of Novak Park and extended an invitation for all to attend the Ribbon Cutting Ceremony scheduled for October 8, 2009.

NEW BUSINESS

Mr. Corrigan presented the following item of new business.

MONTHLY  
ACTIVITY  
REPORTS, JUNE,  
JULY, AUGUST  
Submitted

BUILDING STATUS  
UPDATE  
Presented

Resolution to Salute Lori McClung

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

WHEREAS, Lori McClung served on the Board of Library Trustees from December 17, 2005, until July 2, 2009; and

WHEREAS, Lori McClung chaired the Community Services Committee in 2008, and served on the following committees: Audit Committee (2006-08); Community Services (2006); Finance Committee (2007-08); and Human Resources Committee (2006); and

WHEREAS, Ms. McClung brought to this Board her extensive knowledge of the State's budgetary process and her ability to analyze the ever-shifting forces that influence that process; and

WHEREAS, Ms. McClung's special leadership on the Levy Task Force and the campaign for Issue 2 contributed significantly to the 65% approval vote on March 4, 2008; now, therefore be it

RESOLVED, That the Board of Library Trustees extend its collective appreciation to Lori McClung for her dedication and service to Cleveland Public Library.

Ms. Butts stated that Ms. McClung was unable to attend this meeting however she would be invited back for the presentation of the resolution and plaque.

DIRECTOR'S REPORT

Before Director Thomas presented his report, he commended the Youth Services Department staff for a successful Summer Reading Club program. The Director thanked the staff at the Ohio Library for the Blind and Physically Disabled for the smooth transition of services from Cincinnati; Bob Carterette, Automations Administrator, for the ROI study with Clevnet; Amy Palowski and David Reynolds for their work on the events calendar on the CPL homepage; and acknowledged the WOW Awardees for June, July and August: Sandy Nosse, Mike

**RESOLUTION TO  
SALUTE LORI  
McCLUNG**  
Approved

**DIRECTOR'S  
REPORT**  
Presented

Herman, Donald Smith and Christopher Busta-Peck.

Director Thomas presented the following report.

### **Monthly Statistics**

Circulation for the month of June was 557,437. This is an increase of 4% from last year's June circulation of 538,506. Circulation for the month of July was 594,211. This is an increase of 5% from last year's July circulation of 538,506. Circulation for the month of

August was 593,766. This is an increase of 8% from last year's August circulation of 549,615. Year to date, circulation has increased by 4% over 2008 numbers.

Reference transactions for the month of June were 85,697. This is an increase of almost 4% from last year's June reference transactions of 82,458. Reference transactions for the month of July were 89,878. This is an increase of almost 1% from last year's July reference transactions of 89,292. Reference transactions for the month of August were 91,645. This is an increase of almost 12% from last year's August reference transactions of 82,011. Reference transactions are up for the year by 3%.

Attendance for the month of June was 357,190. This is an increase of 3% from last year's June attendance of 345,130. Attendance for the month of July was 373,819. This is an increase of 3% from last year's July attendance of 361,989. Attendance for the month of August was 360,043. This is an increase of 2% from last year's attendance of 352,479. Attendance is up by 1% over last year's attendance.

### **Program and Outreach Highlights**

Our staff and sponsors were thrilled with the level of participation in this year's Summer Reading Program. The program attracted 4,700 participants who read over 42,000 books. Contributing sponsors and partners included Friends of Cleveland Public Library, Cleveland Metropolitan School District, Radio Disney, International House of Blues, Cleveland Botanical Garden, Wendy's, YMCA, Game Crazy, Cleveland Cavaliers, and the Lake Erie Monsters.

I was also pleased to announce that the merger between Cincinnati's Library for the Blind and Physically Handicapped and our LBPH became official on July 1, 2009. Now serving all 88 Ohio counties, we have renamed the service. It is now known as the Ohio Library for the Blind and Physically Disabled (OLBPD). Special recognition is given to **Barbara Mates**, Manager of the OLBPD, and her staff for their hard work and dedication to making this transition seamless.

Cleveland Public Library joined forces with the City of Cleveland's Department of Recreation and the Children's Hunger Alliance to serve over 20,000 free lunches to the children of Cleveland. In our second year of participation in the Summer Lunch Program, all of our libraries partnered with volunteers from the Jewish Community Federation, teens employed through Youth Opportunity Unlimited and other community volunteers to deliver the service Monday through Friday.

#### **Automation**

I want to thank **Amy Pawlowski** and **David Reynolds** for their work over the summer to introduce the new events calendar on our website. Patrons can now sign up to receive automatic email notifications about our new programs and events, set up reminders for programs they want to attend, and sign up for an RSS feed of our events. Patrons can also search events by location, age group, date range, and/or event type.

Also over the summer, the CLEVNET ROI study was released. Thanks to the outstanding work of Automation Administrator **Bob Carterette**, a study by accounting firm Driscoll and Fleeter was detailed and distributed to all CLEVNET libraries. The study found that CLEVNET libraries receive \$6.00 of value for every dollar invested in CLEVNET.

#### **Buildings Update**

The building projects for our new Rice branch and the addition to the Woodland Branch are proceeding on time and on budget.

The Buildings department has been making emergency plans during the summer for a possible outbreak projected for the H1N1 virus in the fall.

### **Meetings and Activities**

- I met with the Mayor on June 17 to discuss CPL's future goals and our role in the Mayor's Sustainable Cleveland 2019 initiative.
- I met with Dr. Eugene Sanders, Cleveland Metropolitan School District CEO on July 2 to examine ways that the two organizations could work together better. The Learning Campus, which holds the Harvey Rice school and Rice Branch Library was a major discussion topic.
- I attended the Sustainable Cleveland 2019 Summit from August 12-14.
- I attended the American Library Association annual meeting in Chicago from July 10-13.

### **Security**

While there were no attempted break-ins during the months of June and July, there were two break-ins that occurred during the month of August. The first break-in occurred at the garage of the Woodland Branch. A number of audio-visual materials were stolen but the offender was later captured and most of our materials were found. The second break-in occurred at the Lorain branch and it was determined that the alarm must have deterred the perpetrators.

### **Staff Highlights**

The Library's Work of Wonder award in June was presented to **Sandy Nosse**, Woodland Branch; in July, **Mike Herman**, Building Services; and in August, **Christopher Busta-Peck** and **Donald Smith**, Hough Branch.

### **BRANCHES AND OUTREACH SERVICES**

The Library's commitment to the community was never more evident than during the months of summer as staff stepped outside of the more traditional roles of a public library and marketed its services in take-it-to-the-people venues.



We participated in communitywide and neighborhood festivals, adding our creativity to Parade the Circle, our inventiveness to Ingenuity Festival, our commitment to diversity to the Puerto Rican Parade and Latino Festival and The Black Health Empowerment Tour: The Health Empowerment Summit; our respect for history to Novak Park's Summer Fest at Carnegie West; a shared belief in our children's education to Cleveland Metropolitan School District's Parent Round Ups; and in August, our support of literacy and leisure reading to our own Summer Reading Club Finale, as we marked the end of "Be Creative @ your Library", this year's Summer Reading Club theme, which attracted 4700 participants who read 42,000 books. Contributing sponsors and partners included Friends of Cleveland Public Library, Cleveland Metropolitan School District, Radio Disney, International House of Blues, Cleveland Botanical Garden, Wendy's, YMCA, Game Crazy, Cavaliers and the Lake Erie Monsters. The Adult Summer Reading Club continued this summer on a smaller scale.

The Library provided fun and creative learning experiences for our youth, partnering with Ingenuity Festival and Rhythm Culture to present the Big Bang Drumming Workshops - the results were part of the Ingenuity Festival's opening event at Playhouse Square; and, the 5<sup>th</sup> Annual Robotics Camp for middle schoolers at five Branches, Addison, Brooklyn, Harvard Lee, Jefferson and Sterling, in partnership with Tri C Youth Technology Academy. The final competition of young roboticists garnered a main stage presence at Playhouse Square's Idea Stream.

*Diary of a Wimpy Kid*, a popular children's series, shared its namesake with a national traveling ice cream truck that road into the parking lot of Hough Branch and served over 400 free icy treats to the neighborhood on one of the few hot days of the summer. The event lifted spirits and encouraged a spirit of neighborhood unity.

Mobile Services made 52 stops in June, 61 stops in July and 49 stops in August, in addition to representing the Library at summer festivals.

On July 1, Library for the Blind and Physically Handicapped officially became a statewide service. Cincinnati's LBPH merged with Cleveland Public Library and the name changed to the Ohio Library for the Blind

and Physically Disabled (OLBPD), now serving all 88 Ohio counties. Staff did a commendable job over the summer working to provide a seamless transition for patrons throughout the state. On August 31<sup>st</sup>, the State Librarian for Ohio toured our facility and was pleased with the outcome.

The Library became bigger than its primary mission by again joining forces with the City of Cleveland's Department of Recreation and the Children's Hunger Alliance to serve free summer lunches to Cleveland's youth. For nine weeks, our branches and Main's Youth Services Department served over 20,500 lunches, helping to reduce hunger among our youth and to fill a gap during the summer when school lunches are not available.

Thanks to volunteers from the Jewish Community Federation, teens employed with federal stimulus dollars through Youth Opportunity Unlimited, (Y.O.U.), and other community volunteers, Library Managers and Pages were able to deliver this much-needed service Monday - Friday.

The Library received a \$7,000 grant from the Youth Technology Academy to support the Robotics Camp; received notification of a \$125,000 MYCOM Lead Agency Award from the county Department of Family and Children's Services First Council to implement a Transitions Initiative for school age youth; an ALA Picturing America grant for library/school collaborations; and, a Bill and Belinda Gates Foundation Opportunity Online Grant to add a total of 87 public computers to 10 branches over a two-year period. Pending is a grant from Neighborhood Progress, Inc. and Saint Luke's Foundation for a Homework Help/Learning Center in the new Rice Branch.

Inside the organization, Managers and staff attended all Staff Informational meetings on budget and organizational changes; training, including all-staff security and MUNIS sessions; two Health, Wellness and Financial Fairs; established and piloted new cash handling procedures; launched the new Works Of Wonder (WOW!) Employee Recognition Award (Bravo! to BOS/Woodland's Sandy Nosse); attended the national American Library Association Conference in Chicago; and, began planning for the Biennial Sugarman Children's Biography Award, Celebrate with Books, Teen Summit,

Children's Book Week, Hispanic Heritage month, and a Michael Jackson: The ICON community program.

Sheba Marcus-Bey (East Team Manager) participated in the City of Cleveland's Sustainability Conference in August; Ellen Leavitt (Central Team Manager) helped to facilitate the Health, Wellness and Financial Fairs for Staff; and, Pamela Jennings was a valued committee member on the Hiring Selections Solutions Team.

Continued planning and construction kept staff engaged as we moved closer to completing the new Rice and Mobile Services facilities and upgrades for the Woodland branch. We attended the openings of the new Wade Park School and the Harvey Rice School; each will provide opportunities for collaborative experiences with neighborhood branches.

The Library's actions in response to the State of Ohio's budget crisis led to tough decisions for tough times: freezing vacant positions, reducing collections allocations, and eliminating Sunday openings for the rest of 2009, among other cuts. The Library staff became advocates - taking our message "ACT NOW/SAVE OHIO'S LIBRARIES" to Main Library's sidewalks and to branches, helping to create public awareness and to influence final outcomes at the State Capitol.

With the waning days of summer, and its many activities, came a resurgence of energy as the Library planned the transition for a major reorganization. This is the last Activity Report for Branches and Outreach Services. On September 1, Neighborhood Branches will report to a new Public Services Administrator. For the last 9½ years, we have redefined library services to neighborhoods; we have tried to meet challenges head on; and, we have remained steadfastly committed to the public good.

## MAIN LIBRARY

### PROGRAMS AND EXHIBITS

#### JUNE

Audio-Video: AV Technicians provided technical support for the Summer Reading Club Kick-off, MUNIS training, Security training, CPL rally and other branch programs.

Business: Class attendance in the Computer Learning Connection (CLC) was up 65% over June of 2008.

Fine Arts: Ms. Dawson helped photographer Herb Ascherman prepare for his talk about *Camera Work* in July. Ms. Dawson installed the final stage of the Dickens exhibit in the JGW Corridor. Copies of *Spectrum's Politics & Propaganda: Designing the President* were mailed out nationally.

History: The second Genealogy Clinic was held June 20 with sixteen participants. Department staff assembled a collection of genealogy forms; census forms, family tree charts, information for contacting agencies for military, immigration and vital statistic records.

Public Administration: Michael Ruffing and Karen Martines finalized the list of women to be featured in the exhibit commemorating Cuyahoga County's Bicentennial titled "Women's Work: Sixty Women Who Shaped Cuyahoga County."

Science: Debbie Hajzak and Diane Mathews held the "Worldwide Knit in Public Day" in the Eastman Reading Garden on June 13.

#### JULY

Audio Video: AV technicians provided technical support for the Port of Cleveland's Community meeting about the Cleveland Waterfront Development Project, in the LSW Auditorium.

Fine Arts: Approximately 33 people attended the Music at Main program featuring the Cleveland Clinic Concert Band on July 3.

Literature: Work was completed on Dickens display and brochure and final arrangements were made for the Dickens Fellowship Conference.

Social Sciences: Mark Moore attended the Education Symposium of SABR's Negro League Conference in Pittsburgh on July 16.

#### AUGUST

Audio-Video: AV Technicians provided technical support for the Friend's music program, MUNIS training, Summer

Reading Club Finale, and the Director's informational meetings.

Fine Arts: The Department hosted "Kent Shindig All-Stars" in the LSW Auditorium for an estimated audience of 60 people.

Foreign Literature: Michael Jacobs organized a French language program featuring Swiss author, Marie-Jeanne Urech, who read from her latest book.

### OUTREACH

#### JUNE

Audio-Video: A deposit collection of entertainment DVDs were sent to the Men's Homeless Shelter as part of a Literacy Office initiative.

Fine Arts: Special Collections staff gave a tour to a group from NEO-RLS with highlights from the collection, as well as a discussion of the role of special collections in the public library. Michael Dalby and Bill Anderson provided a tour/presentation about Fine Arts and Special Collections music resources to 15 Kent State School of Music students.

Foreign Literature: Photos taken by Graphics Department resources were forwarded to Shanghai Public Library for inclusion in their planned printed brochures highlighting "Window of Shanghai" partnership. On June 18, Foreign Literature hosted a tour of new ESL students from International Services Center.

General Reference: Michelle Makkos, Michelle Skrovan and Kelly Ross gave a tour of General Reference to the NEO-RLS Reference Learning Group on June 18.

Science: Carmen Harris finalized a schedule for CPL staff commitments for Y.O.U. Health Horizons Summer Academy from July 6 through August 9. Staff from SCI, SOC, BEL and the CRC will work with 15 to 20 high school students, ages 14 -17, interested in pursuing careers in the field of healthcare.

Social Sciences: Sequoia Brown is overseeing a CSU practicum student. Ms. Brown was contacted by a representative from the Spanish America Committee about

doing Spanish language foreclosure clinics. Ms. Travka is working on the Foundation Center Cooperating Collection area for CPL.

#### JULY

Fine Arts: Pam Eyerdam attended the RTA Arts-In-Transit committee meeting to select artists to interview for the new

Lee Van Aken train station. Ms. Eyerdam also met with Cleveland Metropolitan School District Arts Education Coordinator, Dr. Karen Clark Keys to discuss arts education resources through the Cleveland Public Library.

History: Map Collection Librarian Tom Edwards and History & Geography Manager Ron Burdick visited the Cuyahoga County Archives and gave a tutorial on how to use the Cleveland Public Library Image Collection to their employees. Mr. Burdick arranged with Megan Wood, Ohio's National History Day Coordinator, to send to Region 3 schools (46 schools) a packet of information on CPL's resources, assistance for teachers and students, and opportunities for tours of the library. Photograph Department employees are assisting a group representing University Circle that is working on a book, video and public program documenting the history of University Circle.

Popular: Richard Fox met Case Western Reserve University staff to discuss their CPL browsing collection. Mr. Fox also worked with Richard Brhel of Chancellor University to facilitate the design of a banner promoting the partnership between the two institutions.

Science: Carmen Harris and Rose Mary Hoge taught a one hour class on "Health Careers and Health Information Resources" to 14 high school student participants in the Youth Opportunities Unlimited (Y.O.U.) Health Horizons Summer Academy on July 20.

#### AUGUST

Fine Arts: Bruce Biddle & Pam Eyerdam attended the CMSD Teacher Orientation for Visual Arts at the Cleveland Playhouse to promote resources & services of the Fine Arts Department.

Foreign Literature: Mary Torres posted Foreign Literature Department video on YouTube and CPL's Facebook page. The department's YouTube video was given a five star rating and earned 42 views in the first few weeks.

General Reference: Kelly Ross, Cindy Lombardo, and Dan Oreskovic, gave two presentations to Baldwin-Wallace Foreign Exchange students. Tonya Jenkins created a reference handout of Fine Arts research databases for distribution at Cleveland Metropolitan School District orientation session for Fine Arts instructors.

History: History mailed 65 packets of information to schools and teachers in Ohio National History Day, Region 3. Manager Ron Burdick and Tom Edwards visited the Western Reserve Historical Society on August 7 to view some maps for sale. Mr. Burdick and Tom Edwards were asked to conduct a workshop on how to use and view and digital Maps in the Image Collections.

Science: Science provided departmental brochures to the teachers of the Marion Sterling School for a "Meet and Greet" and dog collection bookmarks were sent to the American Kennel Club.

Social Sciences: Mark Moore prepared a draft version of a sign-up card to support Social Science's e-mail outreach project. Helena Travka mailed out to downtown apartments/condos letters and bookmarks about the fall 2009 Social Sciences Book Club. Harriette Parks sent the Quarterly Education List out to branches and schools.

#### COLLECTION/REFERENCE

#### JUNE

Fine Arts: Shannon Simpson, Kent practicum student, is working on a sheet music project. Intern Sara Schmidt is investigating possible grant opportunities for digitizing projects. Ms. Lannum is assisting Lissa Waite on a special project dealing with the JGW Periodicals (re-labeling volumes so the spine title corresponds to the information).

Foreign Literature: On June 3 a water line burst on the 5th floor and water seeped through the ceiling to Foreign Literature Department. Twenty-two (22) items

were sent to Preservation for minor water damage and to check for potential mold issues. Twelve (12) phase-boxes were discarded and new boxes requested for reference items affected by splashing water.

General Reference: A task force, chaired by Pam Benjamin, has been charged with developing the criteria, methodology, and a timeline to assist Department Managers in weeding bound periodicals at the Lake Shore Facility. Grant writers have been contracted by NewsBank to assist the Cleveland Public Library, Cleveland State University and Cuyahoga County Public Library in their collaborative attempt to acquire funding to purchase the digitized *Plain Dealer* (1831-1922).

Public Administration: A local author spent time at PAL doing research for her book and stated that two of our monographs were "seminal pieces" in her research. Students from CSU College of Urban Affairs are creating a web page on Lakefront Planning in Cleveland.

Social Sciences: John Skrtic and Ann Olszewski are collaborating to prepare and preserve countless yearbooks and baseball record books.

#### JULY

Fine Arts: Michael Dalby supervised the Kent Practicum student's project to review uncataloged sheet music and produce a finding aid. Pam Eyerdam supervised Kent Practicum student Sara Schmidt in regards to identifying possible grants that would fund library digital projects - she assembled information for the Digital Committee.

General Reference: Pam Benjamin chaired an emergency meeting of the Electronic Resources Committee (ERC) on July 14. Recent budget cuts necessitated an evaluation of 3<sup>rd</sup> and 4<sup>th</sup> quarter 2009 database renewals and 1<sup>st</sup> quarter 2010 renewals. Approximately \$27,000 was saved through price renegotiations and subscription cancellations.

Government Documents: Government Documents has begun contributing documents for digitization to the Technical Report Archive & Image Library (TRAIL) project. TRAIL is a Greater Western Library Alliance initiative lead by the University of Arizona in collaboration with the



Center for Research Libraries and other interested supporting agencies to identify, digitize, archive, and provide persistent and unrestricted access to federal technical reports issued prior to 1975.

Public Administration: The public continues to find their way to PAL in person with questions for copies of specific law forms and via the telephone with the numerous issues that come with summer: overhanging branches, adjoining premises, oversize vehicle parking and animal control issues. The County Reorders Office sent several inquiries both by phone and in person for information that can only be located in the *City Record*.

Social Sciences: John Skrtic and David Furies continue to update the Yearbook collection. Lakewood High School and Cathedral Latin Alumni Association donated volumes to CPL.

#### AUGUST

Foreign Literature: On Sunday, August 30, the department experienced water damage to ceiling tiles following a break in storm water drain tiles located between the walls of the 5<sup>th</sup> floor stack area. Buildings placed plastic over book collections and cornered-off the area.

General Reference: Pam Benjamin facilitated a meeting between vendor-contracted grant writers and representatives from the Cuyahoga County Public Library and Cleveland State University, as well as, staff from the Social Sciences and History Departments. It was the first meeting to discuss the possible collaborative acquisition of the digitized *Plain Dealer* (1837-1922 + post 1922) via grant funding. Interlibrary Loan policy and fee revisions were submitted to Planning and Research to be forwarded to the Board of Trustees for consideration.

History: Map Librarian Tom Edwards and Manager Ron Burdick visited the Western Reserve Historical Society to view a large collection of maps they are offering for sale. A bid of \$6,500 was placed for the items, but was not accepted by the Society; a private dealer offered \$10,000 for the items.

Public Administration: Two former mayors have called PAL for reference services the past two months. The

department was able to provide the information needed through its holdings. Councilmen have called upon the services of PAL for what PAL believes is preparation for the upcoming election.

Science: Staff began initial discussions regarding location, size and layout of the Green Resource Center in Science and Technology. Weeding and shifting plans will be addressed to accommodate these needs.

Social Sciences: Sequoia Brown assisted the Brooklyn Branch Manager with research on foreclosure statistics. Helena Travka worked with Gloria Guzi regarding glitches in the process of items that arrive from the Foundation Center for our Cooperating Collection. Harriette Parks organized a permanent Education Display in Social Sciences.

#### STAFF/PROFESSIONAL DEVELOPMENT

##### JUNE

Business: Summer intern, Adam Grincius, joined the Department on June 8. His field of study is Intelligence Studies at Mercyhurst College.

Fine Arts: Oksana Kraus attended the New York City Book Expo and visited the Grolier Club on her own time while in New York.

General Reference: Pam Benjamin attended the June meeting of the 2009 OLC Convention and Expo Committee. On June 30, Ms. Benjamin attended the *Library Journal* sponsored webinar *Returning the Researcher to the Library*.

History: Subject Department Librarian Patrice Hamiter attended the Western CONTENTdm Users Group Meeting held at the University of Nevada at Reno, June 3-5.

Popular: Richard Fox was invited to attend a meeting of the Steering Committee for the Ohio Center for the Book on June 25 to discuss the Ohio Reads program.

Social Sciences: Helena Travka attended the Foundation Center Virtual Days training on June 4-5. John Skrtic attended the first meeting of the Public Services Team on June 17.

## JULY

Audio-Video: Carlos Latimer attended the overview meeting with Unique Management, the company who may handle the collection for delinquent patron accounts, and was added to taskforce for updating the procedures for cash register & money handling.

Business: Olivia Hoge and Susan Mullee attended a "Job and Career Sources" workshop sponsored by the State Library of Ohio. Maureen Mullin presented at the Ohio State Bar Association program "Intellectual Property Today: Why Protecting IP is More Important than Ever." Her presentation was titled "What Your Public Library Can Do for You: The Resources Available for the Intellectual Property Attorney."

Fine Arts: Amy Dawson attended the Greater Cleveland History Digital Library Consortium at Cleveland Heights Library. Lissa Waite was elected to the Negotiating Committee for upcoming contract talks.

General Reference: Staff member Michael Sparrow announced he will retire in October 2009. Pam Benjamin and Tonya Jenkins attended the CLEVNET Training SIG meeting and joint Technology SIG meeting in Huron on July 21. After serving nearly three years, Ms. Benjamin stepped down as the Co-Chair of the Training SIG to devote more attention to Library and departmental commitments. Staff member Tonya Jenkins was nominated by Ms. Benjamin and elected by the group to assume the co-chair position.

History: Manager Ron Burdick attended the American Libraries Association's Annual meeting in Chicago, July 10-14. Mr. Burdick is Chair of the RUSA History Section's Genealogy and Local History Discussion Group, and attended programs on library collaboration, marketing library services, and promoting non-digitized resources.

## AUGUST

Fine Arts: Lissa Waite attended a week of Rare Book School at the University of Virginia.

General Reference: Pam Benjamin and Ellen Leavitt were appointed co-chairs of the Library's Management Training Committee. Staff members continue to be cross-trained across General Reference areas to provide departmental flexibility in preparation for the loss of several staff members this fall.

Lending: Dan Oreskovic helped train the six pilot branches (Memorial-Nottingham, Harvard-Lee, Fleet, Broadway, West Park and Rockport) in new cash handling procedures.

Science: Science staff attended a staff meeting on August 31 with Director Thomas. The purpose of the meeting was for staff to ask questions and discuss ideas for the new CPL Green Resources Center.

#### TECHNICAL SERVICES

Patricia Lowrey spent much of the summer involved in activities associated with budget reductions. She attended the rally for Library funding at the Main Library and she attended all the Community Meetings with the public. All Technical Services managers and supervisors attended at least one of the meetings. She attended the Director's meetings with staff at the Lake Shore Auditorium.

Ms. Lowrey met with all the Neighborhood Team Managers and the Branch Managers to discuss floating collections and standardized processing. She attended the Lake Shore Security Training with most of the Technical Services staff. Ms. Lowrey and Ann Olszewski attended the Digital Projects Committee to review and approve proposals. She met with Holly Carroll, Cindy Lombardo, and Jan Ridgeway to revise the Collection Development Policy.

Ms. Lowrey attended her first Efficiencies Team meeting in August. She will be taking over the chair of this committee from Holly Carroll. Patricia Lowrey met with Steve Potash from OverDrive to discuss a possible eBook service for the patron of Ohio Library for the Blind and Physically Disabled. Ms. Lowrey and Technical Services managers attended Munis training on Budget inputting and Time Card processing. She and Alicia Naab hosted a tour of staff from the Henderson Public Library. Ms. Lowrey

was pleased to escort Trustee Rick Werner on a tour of Technical Services.

There were 93 scheduled meetings in the Lake Shore Facility over the summer. Many Technical Services staff attended the Health, Wellness, & Financial Fair, the Security Training, and the Budget Information meetings at the Lake Shore facility.

Collection Management: The main highlight of summer was the implementation of the Music Committee blog which replaced monthly meetings. Amy Pawlowski of the Automation Department did a wonderful job of constructing the blog, making it accessible for all Music Committee members and offering concise instructions of its use. Laura Mommers has taken a strong leadership role in monitoring the blog and offering links to websites enabling the committee to hear samples of suggested titles.

Mr. Welch published a number of reviews in the Cleveland *Plain Dealer*. He continues to publish his online column, Library Journal's BookSmack: The Word on Street Lit. Rollie Welch attended the American Library Association Annual Convention in Chicago. Mr. Welch serves as a member of ALA's Young Adult Library Services Association (YALSA) Best Books for Young Adults (BBYA) selection committee.

High Demand: Over the summer, the department ordered 4,502 new titles and 50,659 items; received and added 1,801 new titles and 40,575 new items. Senior Clerk Mya Warner helped out in the Acquisitions, Preservation, and Shelf/Shipping Departments. Steven Best helped out in the Acquisitions Department.

Sixteen branches are participating in the mass market paperback processing program where paperback orders are placed via 9xx/EDI. The receiving, loading, adding and invoice payment become much smoother and faster and the public is able to place holds on titles. Five staff and the director from Birchard Public Library came for a demonstration of 9XX ordering.

Catalog: A total of 42,033 items were added and 18,322 titles were cataloged over the summer including seven textbooks from the Cleveland Municipal School District.

Changes have been made to the labels printed for new non-book materials.

Rodney Lewallen added magazine holdings for the Branches and Popular Library to the online catalog. Michael Monaco worked with the Hudson Historical Society to add bibliographic records derived from archival finding tools. Dawn Grattino and Michael Monaco visited Special Collections. Thanks to Pamela Eyerdam for providing this opportunity. Andrea Johnson attended several meetings of the Hiring Selection Solutions Team.

Book Preparation: A total of 80,013 items were processed during the summer. New procedures for standardized processing for Music CD's, DVD's, and Books on CD were implemented. Theresa Stack attended the "Save Ohio Libraries Rally". Marianne Monger attended management training sessions and she continues to serve on the board of the Public Library Employee Credit Union.

Acquisitions: Sandy Jelar Elwell served on the Strategic Direction Team and she attended the "Stomp Out Negativity: Manage Unacceptable Employee Behavior" workshop sponsored by NEO-RLS. Gloria Guzi, Acquisitions Librarian- Serials, attended the ALA 2009 Annual Conference in Chicago and was a speaker in the program *Re-thinking Staff Resources in the E-Serials Environment*. Ginaya Willoughby, Acquisitions Assistant - Serials also attended the ALA Conference.

Over the summer months, Acquisitions staff ordered a total of 28,889 titles and 45,118 items, received 57,671 items, and processed a total of 6,692 invoices. The 2010 subscription renewals and cancellations for Main Library and Branch periodicals and continuations and Main Library microfilm were completed by the Serials Staff and submitted to the vendors.

Shelf/Shipping: A total of 1,747 requests were sent to Main Library over the summer. Staff from two subject departments conducted maintenance in their storage area. Warren Reid moved City Hall Photograph Collection to Main. Pages are shifting hundreds of shelves to make room for Ohio Library for the Blind and Physical Handicapped Department material. A periodical bid list was offered to the public.

A total of 4,487 telescopes of new materials were sent to public service agencies and 78,150 items were stamped, bar coded, and slipped. High Demand staff assisted Shelf/Shipping staff with distribution slipping of material. Larry Hinton, Receiving & Distribution Technician, transferred to Ohio Library for the Blind and Physical Disabled.

Preservation: Laura Wallencheck finished collation of 82 volumes of the Cleveland Board of Education proceedings, covering the years 1889-1970. Renee Pride and Lyla Chilcutt prepared scrapbook cover sets for Addison branch to use in summer reading club creative project and Ms. Pride matted and framed a letter and signed photograph of President Obama addressed to the Sterling Branch.

The Fulton Branch Readers Column sculpture, was treated and repainted and the "Walrus," sculpture at Eastman Branch was photographed. An e-book edition of the 2008 Spectrum publication was created. The Golden Gloves scrapbook set of 28 volumes documenting amateur boxing tournaments held in Cleveland from 1929 to 1961 was put in new archival boxes.

Elizabeth Bardossy attended a meeting of cultural institutions focusing on disaster preparedness. Ann Olszewski attended the American Library Association annual meeting in Chicago and she was an invited speaker at the Michigan Library Council preservation conference. Ms. Olszewski and archivist Ann Marie Wieland led the third Art and Architecture tour for the Friends of the Library. Thirty five Friends visited Glenville, Collinwood, and Memorial Nottingham branches. Ms Wieland spoke about the architecture of each branch, and Ms. Olszewski talked about the art works and local history.

#### MARKETING & COMMUNICATIONS

The marketing and promotions of numerous programs and activities heightened the activity level in the Marketing & Communications and Graphics Departments this summer. Following the "Save Ohio Libraries" rally, much activity centered around informing staff and the public of the Library's financial situation. A web presence was established to provide regular updates to patrons,

including allowed our patrons to email selected legislators using an online form. Tena Wilson, Marketing & Communications Administrator, worked very closely with the newly-established Emergency Communications Team of Cathy Poilpre, Graphics Manager; Amy Pawlowski, Web Manager; and Anastasia Diamond-Ortiz, Computer Connection Manager.

Meetings held and attended:

- American Library Association Annual Conference, Chicago, IL, July 9-14, 2009. Activities during the conference included work on the Training, Orientation and Leadership Development Committee, the Office for Literacy and Outreach Services, and the Association for Bookmobile and Outreach Services Board.
- Marketing meeting with James Keller, Queens Library Marketing Director.
- Four (4) "Committed to Our Community" meetings held at Main Library, Glenville and Rockport Branches.
- Spectrum program planning meetings with Cleveland Public Art.
- Falls Communications - new media promotional pieces, Library Card Sign-Up Month planning, Black Contractors media crisis, response to Plain Dealer's regionalism inquiry, media training for interview.
- St. Luke's Foundation, Kimberly St. John-Stevenson, planning for video presentation.
- Overdrive marketing planning meetings for Library Night with the Indians.
- Program marketing, photography and planning meetings for: Holly Carroll reception committee, Corporate Challenge Committee, Writers & Readers, General Reference for Prison Re-entry program, Social Sciences follow up to Dickens event, History & Geography, Aaron Mason for Beauty Shops program, Bob Render for Michael Jackson program, Library Card Sign-Up Month campaigns, Library Night with the Indians, WOW award presentations, Port Authority meeting publication and agenda, Hispanic Heritage Month Kickoff.
- Jamaica Kincaid event marketing, Susan Griffith, CWRU marketing department.
- VOCUS PR Management Software meetings to determine relevancy for contract renewal.



- Preparations for Staff Budget presentations and audio staff newsletter.
- State of the District Address and Emerging Leaders, Marcia Fudge, August 12 at CWRU.
- Pepi Parshall, Volunteer Services Coordinator, St. Louis Public Library, August 13.
- AMPCO, Cindy Bale, to work out parking arrangements for CPL.
- Kym Sellers Foundation annual event, August 22.
- Opening of the new Harvey Rice School, Cleveland Metropolitan School District (CMSD).
- Holly Carroll reception and retirement program.
- MUNIS training.
- St. Luke's Foundation Annual Meeting.
- Visit from State Library's Jo Budler and Missy Lodge.
- Special Board Meetings and weekly Administrative Meetings.

This summer's media opportunities included:

- Disney Radio promoted the Summer Reading Club and Finales.
- WCPN with Dan Moulthrop, July 15, Director Thomas interviewed.
- Summer Lunch Program with Dr. Eugene Sanders and Director Thomas, July 28, photographed by CMSD and St. Luke's Foundation for a CMSD newsletter and St. Luke's annual video report.
- Plain Dealer article on generational workforce at Ohio Library for the Blind & Physically Disabled.
- Rice Branch photographs continued to be updated on our CPL website.
- Library Night with the Indians on August 21.
- Black Contractors picketed CMSD and CPL. No adverse media coverage resulted.
- Plain Dealer responded to CLEVNET Return On Investment press release with questions about regionalism. Response to be incorporated into an area-wide regionalism article in September 2009.
- The Muse Magazine ran a library ad featuring Friends events and Music at Main.

Workflow through the Graphics Department, under the direction of Manager Cathy Poilpre, experienced an all-time peak in August:

- In June, 80 printed pieces were designed, printed and/or produced; July, 86; August, 209. This
- included banners, signs, flyers, booklets, forms, routing slips, reading lists, newsletters, the Dickens Exhibit, ads, notepads, brochures, bookmarks, the new Patron Guidelines, ID badges, slides for the lobby message displays, postcards, calendars, activity/coloring books, logos/branding for various programs, Friends promotional pieces, new business cards and letterhead, and street banners.
- Letters were created and applied to three (3) library vehicles.
- An activity/coloring book was designed and illustrated for Ohio Center for the Book to distribute during National Book Festival.
- PLECU newsletters were printed and distributed.
- Banners were created for Chancellor University.

The Webware team, Amy Pawlowski and David Reynolds, operated at their usual fast pace throughout the summer. Some of the highlights of their accomplishments include:

- The summer's total OverDrive/CLEVNET eMedia Collection circulation was over 12,268 downloads. We currently have over 1,200 total followers on Twitter
- Created a blog for the Corporate Challenge Committee.
- Worked with Rollie Welch, Collection Manager, to create a blog for the Music Committee.
- Completed the website to promote the Ingenuity Festival Cleveland.
- Set up page to promote the Adult Summer Reading Club program.
- Launched the new events calendars system on [www.cpl.org](http://www.cpl.org).
- Held, along with Anastasia Diamond-Ortiz, Computer Learning Connection Librarian, eight (8) training sessions on the new Summer Reading Club web-based software for Children's Librarians and Computer Aides.

- Set up online registration for the Manager and All staff training for the new Munis Time an Attendance System on the CLEVNET events calendar.
- Worked with Tena Wilson to update website with timely information regarding Governor Strickland's proposed budget cuts to the state budget.

A complete ad value report showing "CPL in the news" is available upon request.

### BUILDINGS SERVICES

The Buildings Office completed numerous branch inspections and continues to monitor utility bills. We have attended weekly constructions meetings for Rice and Woodland to insure that the construction is proceeding according to plans and moving in a timely manner. We were also invited to attend a meeting held by the N. E. Ohio Chapter of the Green Building Council titled "Downtown Green Building Blitz"; at this meeting information was presented to promote green building practices. During the summer all parking lots were repaired, sealed and striped.

Training was held for all custodians to reinforce mixing and usage of cleaning materials and sustainable cleaning practices. Hands-on demonstrations were conducted to train employees on proper cleaning procedures. The annual blood borne pathogen and OSHA training was conducted.

Maintenance Mechanics continues to maintain our buildings for the safety and comfort of our patrons and staff. Adjustments were made to the pump sequence and several light ballasts were changed at Addison. Repairs were made to the multi-purpose room A/C, and a leaking toilet in the men's restroom at Brooklyn. The thermostat and exit sign were replaced in the children's room, and lights on the high ceiling in the reading room were repaired at Carnegie West. Outdoor light fixtures were replaced at Fleet. We assisted contractors to repair a defective pipe in the ceiling at Harvard-Lee. The drinking fountain was replaced with a new one at Hough. A defective A/C compressor for the stack area was replaced and the fan motor on air handler unit #2 was replaced at Lakeshore. Energy efficient lights were installed in the workroom at West Park. A new outdoor

security light was installed over the garage door for better security during new construction at Woodland. Fan coil unit filters on all floors were changed along with the fan belts on AHU #14 and #25, also new energy efficient lights were installed in the garage at Main.

Carpenters have been busy with installing new shelving in LBPH. Painting and repairs were completed at Carnegie West, Lorain, Lakeshore, LSW, Union, LBPH and Main. The door at Broadway was replaced. New soap dispensers are being installed throughout the system. The puppet stage was taken out of service for needed repairs, and roof leaks were repaired at several branches.

The Garage continues to work hard to keep our fleet of vehicles on the road. Service has been completed on #5, #6, #8, #9, #12, #14, #15, #20, #21, #24 and #25. The repairs that were made to each vehicle are as follows: replaced wipers and taillight bulbs on #3; lights were repaired on #5 and #7; the truck bed was removed and replaced with a used one, and the rear shocks were replaced on #8; the steering column had to be removed to replace a bad part, and the right side upper ball joint had to be replaced on #12. Numerous road service calls were made on #22 (bookmobile). All weed whips, mowers and leaf blowers were serviced and repaired as needed.

E-Checks were completed on all vehicles. Starting to service snow blowers.

#### SECURITY OPERATIONS

Director's Irregularity Report Summary: Security Operations submits a monthly report to the Director summarizing all Main Library, Louis Stokes Wing, and all Branch Library Irregularities.

Security Systems: The access system in the Main Library complex, and Garden Valley is fully operational. During the month of August the access system for Lake Shore and Memorial-Nottingham is operational but unable operate the system from the computer do to the computer having to be restored due to a computer virus. The software for the access systems will need to be restored. Security Operations will contact the software vendor to have software restored.

Alarm Systems: Burglar and fire alarm systems at all branches are fully operational. Burglar and no close alarms are documented in the Security Operations Alarm Log book and followed-up on by a Security Operations Supervisor on a daily basis. Reports are also produced by Security Operations tallying the alarms and types for each branch for follow-up and training purposes.

During the month of August two break-ins occurred at the following locations one at Woodland Garage and one at the Lorain Branch. There was no reported break-ins during the month of June and July.

All duress buttons are tested on a monthly basis at all stations in the Main Library Building, The Louis Stokes Wing, Lake Shore Facility, the book mobiles and all branches.

During the month of June, fire drills were conducted at all the branches.

Closed Circuit Television: Closed circuit television systems are monitored in the Security Operations Command Center office, and at the Louis Stokes Wing security desk, Rear Dock security office, Main Library building security desk, and the Lake Shore Facility security desk.

All CCTV cameras are operational with the exception of the following cameras at this time 1-camera at the Broadway branch, 3-cameras at the Main Building, 1-camera at Brooklyn and 1-camera at the Rice branch.

Identification Cards: Security Operations continues to issue photo identification cards to new staff members and to replace lost cards.

Monthly Equipment Inspections: On a monthly basis Security Operations conducts complete equipment inspections in all branches, the Main Library, The Louis Stokes Wing, and Lake Shore. Besides safety and medical equipment, complete inspections are conducted on fire extinguishers, fire suppression systems, and fire valve systems.

3M Book Detector Alarm Systems: On a daily basis, the 3M Book detector alarms are checked in the Main and Louis Stokes Wing. The Branch Patrol Supervisors inspect the

book detector systems at the branches each time they visit. All are operational at the time of this report with the exception of one faulty detector at the Union Branch and one faulty detector at the Fleet Branch. The Branch Managers were made aware of these problems at both branches.

Lost and Found: An inventory of all lost and found items is conducted on a monthly basis at the Louis Stokes Wing Security Operations Desk. During the months of June, July and August a total of 20 items were returned to their owners; eight bags of miscellaneous items were donated to Goodwill Industries.

Branch Security: To temporarily provide a higher level of security, two Tenable guards are assigned to Hough and Carnegie West. Security Operations meets with Tenale management on a regular basis to discuss issues at the branches. Security Operations has also provided the Sterling Branch with special attention at various times during the summer.

Branch Patrol: Security Operations currently operate three Branch Patrol Units. Each Branch Patrol Unit is assigned a Security Operations Supervisor and a Security Officer. Branch Patrol Units respond to all branches when called upon by staff members and regularly patrol and visit all branches several times a week.

In addition to their regular duties, Branch Patrol supervisors continuously conduct safety and security training with branch staff at all the branches.

The Branch Patrol Security Operations Supervisors investigate all Security Irregularity Reports submitted by staff members from the branches. During the month of June, the Supervisors investigated 39 Security Irregularity Reports; they investigated 47 Security Irregularity Reports in July; and they investigated 41 Security Irregularity Reports in August. Security Operations produces internal reports each month summarizing the branch locations of each report, the type of incident, and the time and day of the incident to ensure coverage at the branches is adequate.

During the month of August the Branch Patrol Units began pickup bank deposits at 6 branches.

Training

Continuous training is conducted by the Assistant Chief of Security Operations or a Security Operations Supervisor at Roll Call with all officers.

During the month of June 15 officers of the Security Operations Department attended Security Training with the Clark Security Group LLC.

During the month of August Assistant Chief Melvin Abrams completed training on Protection Specialist. Conducted by Cultural Property Protections in Chicago

## SUMMARY OF IRREGULARITY REPORTS RECEIVED

Month	2008	2009	Change
January	102	63	-39
February	90	52	-38
March	119	76	-43
April	79	55	-24
May	59	50	-9
June	56	63	+7
July	61	60	-1
August	56	50	-6
<b>Year to Date</b>	<b>622</b>	<b>469</b>	<b>-153</b>

AUTOMATION SERVICES

CPL Projects: AT&T completed configuration of their interface to the Library's Voice Over IP system and four-digit dialing to all Library agencies is now possible.

New phone numbers were assigned to the Public Library Employees Credit Union which will be moving into the Main Library in July.

A shortcut has been added to the profiles of public PC

desktops to clear browser history, cookies and cache, improving patron privacy and online security.

Two staff PCs were replaced at Glenville due to a break-in.

Munis Web server has been installed -- waiting on Munis to configure.

Amy Pawlowski has trained the Summer Reading Committee on the new Summer Reading web-based software, presented the software at the Youth Services meeting, and held two presentations of the software for Main Library staff. Children's Librarians as well as Computer Aides will be trained in the usage of the software the first week of June, in preparation of the software's launch on June 8, 2009.

The Web 2.0 Task Force completed their recommendation and submitted the document for the Administration on May 4, 2009.

CLEVNET Projects: Barberton Public Library began using the CLEVNET system on Monday, May 11. All sections of Automation Services were involved in completing this project. The Network team moved Barberton to the CLEVNET network; the Hardware team helped install the SirsiDynix client software and assisted the Barberton technology consultant in configuring workstations and printers; and the Webware team added Barberton to all pertinent web sites, worked with vendors to establish access to electronic resources, and helped establish the Barberton web catalog presence. The greatest activity fell on the Software team: assisting in mapping data in the original Koha system to the CLEVNET system; defining and inputting policies; training staff; migrating the data; and providing opening day on-site support. The process of extracting data; translating it to fit the CLEVNET system; and loading it began on Friday, May 8, at 5:00 am, and was completed on Sunday, May 10, at 6:30 pm. Special recognition goes to Jim Benson and Hilary Prysbylla for their work in making this a successful transition.

A planned upgrade to the core SirsiDynix and Oracle servers was completed on Sunday, May 10. George Lenzer played a crucial role in preparing the new storage area network; creating necessary partitions and mount points;



regularizing the operating system version on both servers; adding additional GNU tools for efficient administration; and planning out the process of migrating the SirsiDynix system software and the Oracle databases. The plan for the migration was excellent; unfortunately, on the morning of Monday, May 11, the kill switch on the uninterruptible power supply malfunctioned, turning off all power to the computer room. All servers and network equipment was turned off suddenly. It took several hours to restore basic service, and several days to identify and repair all of the exceptions following the sudden loss of power. Use of the CLEVNET system was rationed for a couple of days while a memory issue resulting from the incident was resolved.

Amy Pawlowski facilitated a meeting with the CLEVNET Online Resources Committee to discuss the current use of CLEVNET databases and replacing an open position on the committee.

The Technology team from Medina County District Library visited Automation Services for a tour and to introduce a new technician to Hardware and Network staff.

Larry Finnegan arranged for Cisco to present a Networking Best Practices seminar for the CLEVNET technical staff.

Bill Hood and Mr. Finnegan attended the combined meeting of the CLEVNET Technology and Training SIGs at the North Ridgeville branch of Lorain Public Library.

Darren Novak and Mr. Finnegan visited the new Wayne County Public Library Doylestown branch construction site. David Tenney demonstrated the use of a WiFi router with a cellular modem to support multiple computers on their bookmobile.

Networking equipment at Medina County Public Library, Perry Public Library, and the CPL Glenville branch were upgraded.

KnowItNow: On May 28, the State Library Board unanimously approved the 2009-2010 KIN24x7 LSTA grant proposal. The proposal was presented by Don Boozer who also answered several questions from the Board. Noah Himes and Bill Martino of NEO-RLS were also in

attendance at the meeting, and Mr. Himes provided comments on the importance of 24x7 service and in support of continuing support for KnowItNow.

Mr. Boozer and Brian Leszcz spoke with Susie Whiteford and Kris Johnson, representing AskColorado, the Colorado state-wide virtual reference system. AskColorado is investigating the feasibility of becoming part of the Ohio-Oregon virtual reference partnership. Washington County Public Library (WCPL) in Marietta was the first library to implement a custom queue for their library. The new link allows patrons initiating a KIN session from the WCPL web site to be automatically routed to a WCPL librarian during regular hours. After hours, the patron will be seamlessly connected to another KIN librarian.

During the final week of May, Megan Mitchell (KIN24x7-OhioLINK liaison) recruited three new OhioLINK institutions to join the KIN Academic providers: Bowling Green State University, Owens Community College, and Southern State Community College.

Mr. Boozer hosted a QuACK (Quality Assurance Committee for KIN24x7) meeting via Webex on May 19. The committee is developing evaluation criteria and setting up June as a "test" month for evaluating KIN24x7 transcripts.

MEETINGS & PROFESSIONAL DEVELOPMENT: Ann Palomo completed the CSU Leadership Academy, attending the final two sessions: Strategic Management & Planning, and the Capstone Session.

Ms. Palomo worked with the Strategic Direction team, meeting with Dr. Paul Saliponte at the Weatherhead School of Management at CWRU, attending the Innovation Team presentations, and helping to draft the final Strategic Initiatives report.

Mr. Boozer and Mr. Leszcz presented two programs on May 8, one for the SEO Users' Group Meeting at Mohican State Park Resort in the morning, and one for the OLC Central Chapter Conference in Columbus in the afternoon.

Mr. Boozer attended a meeting of the OLC Reference & Information Services Division in Columbus on May 13.

Bob Carterette represented the Cleveland Public Library

at a meeting organized by Connect OHIO, a State level organization supporting planning for the adoption of broadband services throughout Ohio.

David Reynolds attended two COUNTER/SUSHI database statistics webinars presented by NISO.

Statistics: May's total OverDrive/CLEVNET eMedia Collection circulation was 11,735 downloads, up from 11,302 reported in April. We currently have 940 total followers on Twitter, up from 769 in April. SecondLife is currently displaying 4,114 total visitors to-date, up from 3,948 as reported in April.

Automation Services Statistics, 05/2009				
	# Cases Opened	# Cases Closed	Site Visits	TOTAL
<b>HARDWARE</b>				
CPL Main	72	56	32	160
CPL Branch	81	67	25	173
CPL Lake Shore	25	19	8	52
CLEVNET	39	30	21	90
PUBLIC				0
<b>HARDWARE TOTAL</b>	<b>217</b>	<b>172</b>	<b>86</b>	<b>475</b>
<b>SOFTWARE</b>				
CPL Main	18	18		36
CPL Branch	15	15		30
CPL Lake Shore	9	9		18
CLEVNET	67	67	3	137
PUBLIC				0
<b>SOFTWARE TOTAL</b>	<b>91</b>	<b>91</b>	<b>3</b>	<b>218</b>
<b>WEBWARE</b>				
CPL Main	19	19	2	40
CPL Branch	15	15		30
CPL Lake Shore			3	3
CLEVNET	10	10		20
PUBLIC	47	42		89
<b>WEBWARE TOTAL</b>	<b>91</b>	<b>86</b>	<b>5</b>	<b>182</b>
<b>KIN</b>				
CPL Main	9	5		14
CPL Branch	2	1		3
CPL Lake Shore	0	9		
CLEVNET	30	18		48
PUBLIC				0
KIN Library	3	3		6
OHIOLink Library	6	6		12
After Dark				0
<b>KIN TOTAL</b>	<b>50</b>	<b>42</b>	<b>0</b>	<b>83</b>
<b>GRAND TOTAL</b>	<b>449</b>	<b>391</b>	<b>94</b>	<b>964</b>

Ms. Butts adjourned the Regular Board Meeting at  
1:23 p.m.

---

Alice G. Butts  
President

---

Maritza Rodriguez  
Secretary

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee  
September 17, 2009**

**GIFT REPORT FOR JUNE 2009****LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	565	2,805
Periodicals	22	156
Publishers Gifts	115	424
Non-Print Materials	<u>174</u>	<u>833</u>
<b>TOTAL LIBRARY SERVICE MATERIALS</b>	<b>311</b>	<b>4,218</b>

**MONEY GIFTS**

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$1,087	\$2,092
Library Fund	Restricted	237	3,952
Library Fund - Oral History Project	Restricted	0	0
Young Fund	Restricted	11,778	23,556
Friends Fund	Restricted	0	0
Schweinfurth Fund	Restricted	0	16,815
Ohio Center for the Book	Restricted	0	900
Judd Fund	Restricted	58,110	116,221
Lockwood Thompson Fund	Restricted	0	0
MetLife - Fit for Life	Restricted	0	6,250
Sugarman Fund	Restricted	0	100
Founders Fund	Unrestricted	0	0
Founders Fund	Restricted	<u>2,900</u>	<u>18,600</u>
<b>TOTAL MONEY GIFTS</b>		<b>\$74,112</b>	<b>\$188,486</b>

**SUMMARY**

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	28	168	311	4,218
Money Gifts	<u>5</u>	<u>48</u>	<u>5</u>	<u>48</u>
<b>TOTAL GIFTS</b>	<b>33</b>	<b>216</b>	<b>316</b>	<b>4,266</b>

**RESOLVED, That the Gift Report for June 2009 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40 (J) of the Ohio Revised Code.**

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee  
September 17, 2009**

**GIFT REPORT FOR JULY 2009****LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	2,190	4,995
Periodicals	326	482
Publishers Gifts	119	543
Non-Print Materials	<u>13</u>	<u>846</u>
<b>TOTAL LIBRARY SERVICE MATERIALS</b>	<b>2,648</b>	<b>6,866</b>

**MONEY GIFTS**

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$1,399	\$3,491
Library Fund	Restricted	900	4,852
Library Fund - Oral History Project	Restricted	0	0
Young Fund	Restricted	0	23,556
Friends Fund	Restricted	0	0
Schweinfurth Fund	Restricted	0	16,815
Ohio Center for the Book	Restricted	0	900
Judd Fund	Restricted	0	116,221
Lockwood Thompson Fund	Restricted	88,829	88,829
MetLife - Fit for Life	Restricted	0	6,250
Sugarman Fund	Restricted	0	100
Founders Fund	Unrestricted	0	0
Founders Fund	Restricted	<u>0</u>	<u>18,600</u>
<b>TOTAL MONEY GIFTS</b>		<b>\$91,127</b>	<b>\$279,613</b>

**SUMMARY**

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	55	223	2,648	4,218
Money Gifts	<u>3</u>	<u>51</u>	<u>3</u>	<u>51</u>
<b>TOTAL GIFTS</b>	<b>58</b>	<b>274</b>	<b>2,651</b>	<b>4,269</b>

**RESOLVED**, That the Gift Report for July 2009 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40 (J) of the *Ohio Revised Code*.

## CLEVELAND PUBLIC LIBRARY

Finance Committee  
September 17, 2009

## GIFT REPORT FOR August 2009

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	1,120	6,115
Periodicals	61	543
Publishers Gifts	50	593
Non-Print Materials	<u>138</u>	<u>984</u>
<b>TOTAL LIBRARY SERVICE MATERIALS</b>	<b>1,369</b>	<b>8,235</b>

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$0	\$3,491
Library Fund	Restricted	0	4,852
Library Fund - Oral History Project	Restricted	0	0
Young Fund	Restricted	0	23,556
Friends Fund	Restricted	6,000	6,000
Schweinfurth Fund	Restricted	0	16,815
Ohio Center for the Book	Restricted	0	900
Judd Fund	Restricted	0	116,221
Lockwood Thompson Fund	Restricted	0	88,829
MetLife - Fit for Life	Restricted	0	6,250
Sugarman Fund	Restricted	0	100
Founders Fund	Unrestricted	0	0
Founders Fund	Restricted	<u>0</u>	<u>18,600</u>
<b>TOTAL MONEY GIFTS</b>		<b>\$6,000</b>	<b>\$285,613</b>

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	38	261	1,369	5,587
Money Gifts	<u>1</u>	<u>52</u>	<u>1</u>	<u>52</u>
<b>TOTAL GIFTS</b>	<b>39</b>	<b>313</b>	<b>1,370</b>	<b>5,639</b>

RESOLVED, That the Gift Report for August 2009 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40 (J) of the Ohio Revised Code.



# Cleveland Public Library

**To** Sandra Kuban  
**From** Myron Scruggs  
**Date** September 8, 2009  
**Subject** Change Order #10 & 11 (East West)  
Change Order #3 (Doan/Pyramid Electric)

## Change Order #10

This change order is needed due to the additional site grade and concrete work around the walls and boulder, and additional demo for the sidewalk on E. 116 Street. A credit (-\$1,044.98) for not removing partial sidewalk demo and not installing concrete. The total amount for this work will be \$2,976.80.

## Change Order #11

This change order is needed due to the additional cost for all labor, material, equipment, and supervision for removal of existing fence, and adding stone for entrance and exit, and relocating telephone line. The total amount for this work will be \$2,501.64

## Change Order #3 (Doan/Pyramid)

This change order is needed to install sleeves under the circular walk for lighting. The total amount for this work is \$3,460.00

Prepared By:  
Sandy Kuban

## Cleveland Public Library Rice Branch Project Tracked Change Orders

Board Meeting Date	Board Change Order #	1/22/2009	2/19/2009	2/19/2009	5/21/2009	5/21/2009	6/18/2009
		Change Order #1	Change Order #2	Change Order #3	Change Order #4	Change Order #5	Change Order #6
Contractor Name		Change Order #1 Electricity To Trailer	Change Order #2 Adhesive for Anchors	Change Order #3 Electricity To Site	Change Order #4 Foundation To Sandstone Drive	Change Order #5 Change Order #1 Toilets Hands Free	Change Order #7 Bldg Permits For Others
East West Construction Co	Original Award	4,046.43	(2,000.00)	2,961.73	7,890.00	2,141.92	14,650.83
	Architect's Estimate				6,281.42		
Harner Plumbing							
TH Martin							
R & M Heating and Air							
Doan/Pyramid							
East West Construction Co							
<b>Total</b>		<b>4,046.43</b>	<b>(2,000.00)</b>	<b>2,961.73</b>	<b>7,890.00</b>	<b>2,141.92</b>	<b>14,650.83</b>

# Cleveland Public Library

## Rice Branch Project Tracked Change Orders

Prepared By:  
Sandy Kuban

Board Meeting Date	Board Change Order #	7/16/2009	8/4/2009	9/17/2009	Total Change Orders	Change Orders As % of Original	Original Plus Change Orders To Date		
Contractor Name	Type of Contract	Architect's Estimate	Original Award	Change Order #7	Change Order #8	Change Order #9			
East West Construction Co	General Trades	3,152,926	2,560,600	Change Order #9 Excavation & Concrete For Foundation & Step Footing 12,995.50  Change Order #8 Use Existing Key System 5,538.57  Change Order #2 Low Consumption Fixtures 1,097.79	Change Order #8  Change Order #1 Central Siemens System Control 6,522.50  Change Order #2 Add Outlets for Wiring & Boxes For Security Cameras 4,105.00  Change Order #3 Add Outlets for Homework & YA areas 1,273.00	Change Order #9 Change Order #11 Add'l Cost For Fence Moving, Stonework, & Phone line 2,501.64  Change Order #10 Add'l Site Grade & Concrete Work 2,976.80	60,756.40	2.4%	2,621,356.40
Harner Plumbing	Plumbing	88,292	114,300				3,239.71	2.8%	117,539.71
TH Martin	HVAC	539,009	794,228				6,522.50	0.8%	800,750.50
R & M Heating and Air	Fire Suppression	42,225	54,000						54,000.00
Doan/Pyramid	Electrical	315,121	403,650				8,838.00	2.2%	412,488.00
East West Construction Co	Technology	157,223	91,883	Change Order #1 Thirteen Security Cameras 21,527.15			21,527.15	23.4%	113,410.15
<b>Total</b>		<b>4,294,796</b>	<b>4,018,661</b>	<b>28,163.51</b>	<b>10,627.50</b>	<b>2,976.80</b>	<b>100,883.76</b>	<b>2.5%</b>	<b>4,119,544.76</b>



**LIBRARY  
DESIGN  
ASSOCIATES,  
INC.**

P.O. Box 1110  
10046 Brewster Lane  
Powell, Ohio 43065  
Telephone (614) 923-4600  
Fax (614) 923-4601

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September 10, 2009

Mr. Timothy Diamond  
Special Assistant to the Director  
Cleveland Public Library  
325 Superior Ave.  
Cleveland, OH 44114

Re: Cleveland Public Library  
Rice Branch

Dear Mr. Diamond:

In accord with our phone conversation yesterday, I am pleased to submit the following Summary Proposal, for your consideration:

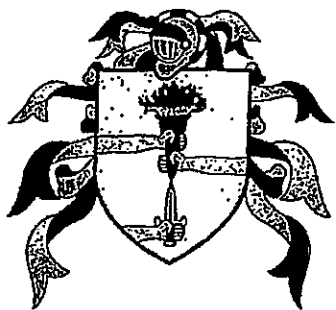
- (1) Lot library shelving, furniture and accessory items as required for the Cleveland Public Library, Rice Branch, per detailed LDA Proposal #09-678, dated 8/21/09. TOTAL COST: \$176,004.00

The opportunity to submit this proposal is indeed appreciated. Should questions arise or if further information is required, please let me know. We look forward to continuing our work together on this exciting project.

Sincerely Yours,

R.S. de Bear, Jr.  
President

RSdeB: akr



RECEIVED  
FINANCIAL SERVICES  
2009 SEP -1 AM 11:11

**McGowan**  
Private Client Group

August 28, 2009

Ms. Sandra Kuban  
Cleveland Public Library  
325 Superior Ave, NE  
Cleveland, OH 44114

**Re: Public Officials Liability**

Dear Sandy:

Please see attached the Public Officials Quote for the 9/18/09 renewal. United National, the incumbent insurer, has offered the same terms and conditions. We also approached Darwin, RSUI/Landmark, Chartis/AIG and Scottsdale. Unfortunately these carriers declined to quote, because of past claim payments and numerous EEOC filings as outlined on the application.

To finalize the renewal process, please sign & notarize The Ohio Surplus Lines Affidavit, which is also enclosed. Please return this as soon as possible in order that we can complete the filing with the Ohio Insurance Department.

If you have any questions or concerns, please contact our firm at any time.

Very truly yours,

McGowan & Company, Inc.

Colin C. Dean  
Managing Director

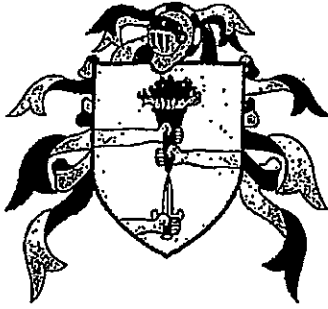
Domestic Headquarters  
Old Forge Centre  
20595 Lorain Road  
Fairview Park, OH 44126

Phone: 440.333.6300  
Wats: 800.545.1538  
Fax: 440.333.3214  
[www.mcgowanpcg.com](http://www.mcgowanpcg.com)



Domestic Headquarters

Admitted To Practice In All 50 States



# McGowar

Private Client Group

## PUBLIC OFFICIALS LIABILITY & EMPLOYMENT PRACTICES LIABILITY INSURANCE QUOTATION

**INSURED:** Cleveland Public Library

**CARRIER:** United National Insurance Company (Incumbent / Non-Admitted)

**COVERAGE:** Public Officials Liability / Employment Practices Liability

**FORM:** *Claims-Made & Reported Basis*

**EFFECTIVE DATE:** September 18, 2009

**RETRO-DATE:** Full Prior Acts

**LIMITS OF LIABILITY:** \$1,000,000 Each Claim / \$1,000,000 Policy Period Aggregate

**DEDUCTIBLE:** \$50,000 Each Claim

**DEFENSE COSTS:** Inside the Limits of Liability

### POLICY FORMS & ENDORSEMENTS:

- ◆ F327 (12/1998) Declarations
- ◆ F328 (12/1998) Forms and Endorsements Summary
- ◆ F279 (12/1998) Public Officials Policy
- ◆ F286 (12/1998) Public Officials Application
- ◆ NAA-105 (01/2003) Privacy Notice (new form)
- ◆ EXA-255 (02/2001) Indoor Air Quality Exclusion
- ◆ F368 (12/1998) Ohio Amendatory Endorsement
- ◆ F354 (12/1998) Ohio Notice (Non-Admitted Carrier)
- ◆ F260 (12/1998) Excluded Entities (As Expiring)
- ◆ F237 (12/1998) Contractual Liability Exclusion
- ◆ SC-9 (02/1998) Service of Suit

### SUBJECT TO:

- ◆ Original Notarized Ohio Surplus Lines Affidavit.

**TOTAL POLICY COST: \$24,956.25** (\$23,625 Annual Premium - Minimum & Deposit + \$150 Policy Fee + \$1,181.25 Ohio 5% Surplus Lines Tax)  
Terrorism coverage is not available.

Domestic Headquarters  
Old Forge Centre  
20595 Lorain Road  
Fairview Park, OH 44126

Phone: 440.333.6300  
Wats: 800.545.1538  
Fax: 440.333.3214  
[www.mcgowanpcg.com](http://www.mcgowanpcg.com)



Domestic Headquarters

Admitted To Practice In All 50 States

Property & Casualty  
2100 Stella Court  
Columbus, OH 43215-1087  
(614) 644-2658  
(614) 728-1280  
www.ohioinsurance.gov

Ohio Department of Insurance  
Ted Strickland - Governor  
Mary Jo Hudson - Director



Surplus Lines Affidavit of Originating Agent

PART 1. STATEMENT OF SURPLUS LINE BROKER OR ORIGINATING AGENT

COLIN DEAN acknowledges that he/she is a duly licensed full multiple line agent currently licensed with insurance companies, other than life, authorized to do business in Ohio or he/she is a duly licensed surplus line broker pursuant to Section 3905.30 of the Ohio Revised Code and that after due diligence, he/she is unable to procure the insurance policy described below from insurers authorized to do business in Ohio to which he/she is a licensed agent.

Property or risk to be insured: PUBLIC OFFICIALS LIABILITY

He/she acknowledges that he/she has complied with the applicable requirements of due diligence as set forth in Ohio Revised Code 3905.33, and has explained to the insured the meaning of the affidavits prior to binding coverage and received declinations for the reasons set forth below from the following authorized insurer(s) to which he/she is so licensed and which are known to him/her to customarily write the kind of insurance described above.

INSURERS	REASONS
1. <u>STATE AUTO</u>	<u>DOES NOT MEET GUIDELINES</u>
2. <u>WESTFIELD</u>	
3. <u>FRANKENMUTH</u>	
4. <u>HARLEYSVILLE</u>	
5. <u>SAFECO</u>	

[Signature]  
Signature of Surplus Line Broker or Originating Agent

PART 2. AFFIDAVIT OF INSURED AS REQUIRED BY SECTION 3905.33 OF THE OHIO REVISED CODE

The named insured CLEVELAND PUBLIC LIBRARY, being duly sworn, says and acknowledges that the insurance policy (other than life insurance) as described above is to be placed with an insurance company not authorized to do business in Ohio. The insured understands that the insurance company is not a member of the Ohio Insurance Guaranty Association and that Chapter 3955 of the Ohio Revised Code is not applicable to claimants or insureds of said insurance company. The surplus line broker shall collect the Ohio tax of five percent of the amount of the premium for the insurance policy at the time the insurance policy is delivered to the insured.

CLEVELAND PUBLIC LIBRARY  
Name of Insured

By: \_\_\_\_\_  
Name and Title

Sworn to before me and subscribed in my presence the \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My commission expires \_\_\_\_\_  
Signature of Notary

330/659-3142  
(FAX) 330/659-6241

**CRAIN, LANGNER & CO.**

ANALYSTS AND CONSULTANTS  
RISK AND INSURANCE MANAGEMENT  
3728 WAITLEY DRIVE  
P.O. BOX 531  
RICHFIELD, OH 44286

**VIA E-MAIL TRANSMISSION**

Hard Copy to Follow

11 September 2009

H. Sandra Kuban  
Finance Administrator  
Cleveland Public Library  
Financial Services Department  
325 Superior Avenue  
Cleveland, Ohio 44114

Re: Public Officials Insurance - RENEWAL

United National Insurance Company  
Policy No. POL B17386  
Effective 9/18/09 - 9/18/10

Dear Ms. Kuban:

We reviewed the proposal materials regarding the above-captioned Public Officials Liability insurance policy.

In sum, we recommend the purchase of coverage from United National Insurance Company as proposed by Colin Dean of McGowan & Co. Our comments follow below.

1. Renewal Marketing – Colin Dean presented one proposal from the incumbent United National Insurance Company. United National was the only insurer who proposed coverage last year as well. Colin Dean approached four other insurers this year (Darwin, RSUI/Landmark, Chartis/AIG, and Scottsdale), each of which declined to quote coverage due their inability to be price competitive and the Library's history of past claim payments and reported EEOC filings. The current policy represents the seventh consecutive year coverage has been placed by United National, with terms and conditions remaining substantially the same over that period.

United National Insurance Company is part of the United America Indemnity, Ltd. and is rated A, XI by AM Best Co.

We are pleased Mr. Dean sought competitive proposals but regret that none offered a quotation. The decision to seek competitive proposals, or not, for the 2010 renewal should be revisited early summer 2010.



**CRAIN, LANGNER & CO.**

Ms. H Sandra Kuban  
 Cleveland Public Library  
 11 September 2009  
 Page 2

2. Renewal Proposal and Terms - Expiring and proposed coverage are the same and depicted as follows:

	<b>Expiring United National Policy Period 9/18/08 - 09</b>	<b>Proposed United National Policy Period 9/18/09 - 10</b>
Limit of Liability	\$1,000,000 each claim \$1,000,000 annual aggregate	\$1,000,000 each claim \$1,000,000 annual aggregate
Deductible	\$ 50,000 each claim	\$ 50,000 each claim
Trigger	Claims-made	Claims-made
Retroactive Date	None, full prior acts	None, full prior acts
Premium	\$23,625.00	\$23,625.00
Ohio Surplus Lines Tax	\$ 1,181.25	\$ 1,181.25
Policy Fee	\$ 150.00	\$ 150.00
<b>Total</b>	<b>\$24,956.25</b>	<b>\$24,956.25</b>

United National is an excess and surplus lines insurer. Therefore, insureds covered under policies issued in Ohio pay a 5% Ohio Excess and Surplus lines tax and are not covered by the Ohio Insurance Guarantee Association (OIGA). The OIGA operates to provide up to \$300,000 of coverage per claim for claims filed against an insurer that becomes insolvent. If the insurer cannot honor its obligations the OIGA will provide some backstop coverage. However, this protection is not available to insureds whose net worth exceeds \$50,000,000. Inasmuch as the Library's net worth exceeds this amount, the OIGA protection described above would not appear to be available to the Library.

The quoted renewal reflects a flat premium which is considered a favorable outcome this year. The following chart shows account history.

<u>Insurer</u>	<u>Policy Period</u>	<u>Total Costs</u>	<u>Dollar Change</u>	<u>Percent Change</u>	<u>Limit of Liability</u>	<u>Deduct</u>
Coregis	1999/00	\$10,679	---	---	\$1M/\$1M	\$10,000
Coregis	2000/01	\$12,227	\$1,548	14%	\$1M/\$1M	\$10,000
Coregis	2001/02	\$17,359	\$5,132	42%	\$1M/\$1M	\$10,000
United Natl	2002/03	\$20,650	\$3,291	19%	\$1M/\$1M	\$25,000
United Natl	2003/04	\$22,250	\$1,600	8%	\$1M/\$1M	\$25,000
United Natl	2004/05	\$23,438	\$1,188	5%	\$1M/\$1M	\$25,000
United Natl	2005/06	\$30,265	\$5,362	23%	\$1M/\$1M	\$50,000
United Natl	2006/07	\$30,390	\$ 125	0%	\$1M/\$1M	\$50,000
United Natl	2007/08	\$24,825	-\$5,565	-18%	\$1M/\$1M	\$50,000
United Natl	2008/09	\$24,956.25	+131	.05%	\$1M/\$1M	\$50,000
<u>Proposal for 2009/10</u>						
United Natl	2009/10	\$24,956.25	+0	0%	\$1M/\$1M	\$50,000

**CRAIN, LANGNER & CO.**

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**3. Coverage Comments****a. Limit of Liability and Defense Costs**

The proposed \$1,000,000 limit of liability is significant and includes both defense and indemnity (damages) costs. The limit applies to all types of claims filed under the policy, including Employment Practices Liability claims.

**b. Deductible**

The policy has carried a \$50,000 each claim deductible since the 2005 renewal. The deductible applies to each claim without aggregate. This means that every claim will be subject to a \$50,000 deductible. Although we would prefer to see a lower deductible, we can support the continued use of a \$50,000 deductible in the program provided the Library maintains sound practices, policies and procedures regarding the actions of the board, employees and volunteers, *e.g.*, employment practices and human resource procedures. At this juncture, Mr. Dean has approached the insurer requesting an option for a lower deductible, but he has not yet received a response. We would expect that any program with a lower deductible, say \$25,000 per claim, would require a higher premium that, given on-going financial constraints, may not be practical for the Library at this time.

**c. Non-Monetary Damages**

The United National policy excludes coverage for claims seeking other than money damages, *i.e.*, non-monetary relief.

**d. Duty to Defend**

United National does not have the duty to defend any claim against the Library, although it may join the Library in the defense of a claim. Thus, the Library should retain its own counsel if a claim is filed, notice the insurer of any claim as soon as possible, obtain the insurer's written consent of the selected attorney (required by the policy), and keep the insurer informed of claim developments.

Given the \$50,000 retention, we support the Library controlling the defense of claims and having the insurer pay those defense costs on behalf of the Library. This is the arrangement found in the United National policy.

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e. Notice of Occurrence, Incident

In the past we have asked the Library's insurance agent, Colin Dean, to request that the policy be endorsed to provide that notice to a particular person must take place before knowledge of an occurrence or claim is imputed to the Library. That is, either you, the Executive Director or some other officer or director should have to have knowledge before the insurer can conclude the Library had knowledge of a circumstance or claim. This arrangement protects against a staff person learning of something, not telling anyone, and a claim arises later. The insurer could attempt to deny coverage asserting that the Library knew of the circumstance at the time the staff person knew even if senior management was never advised until much later. In the past, Mr. Dean reported that the insurer will not accommodate this request. It is recommended that the Library continue to have and use occurrence and incident reporting procedures to ensure timely notification and investigation of matters. Mr. Dean has also approached the insurer on this policy term as well. He has advised that it is not likely the insurer will accommodate this request and will report to me the insurer's response once received.

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Other questions relating to this coverage may exist or arise. This letter does not address every potential issue, and reference to the proposal and actual policy is recommended with respect to policy terms, conditions, limitations, and exclusions.

We will advise you of the insurer's responses to the deductible and notice of occurrence questions upon receipt.

We support the purchase of this coverage and remain available to answer any questions you may have.

Thank you.

Sincerely,

*Daniel C. Buser*

Daniel C. Buser

DCB/mtf  
09 dcb 0035 cpl

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CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF TREASURER TO BOARD OF LIBRARY TRUSTEES  
FOR THE PERIOD JUNE 1 - JUNE 30, 2009



FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending June 30, 2009**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Total</u>
41 Taxes	16,463,405.39	0.00	0.00	0.00	16,463,405.39
42 Intergovernmental	14,860,596.74	287,287.80	0.00	0.00	15,147,884.54
43 Fines & Fees	163,293.81	0.00	0.00	0.00	163,293.81
44 Investment Earnings	551,385.42	(12,899.84)	0.00	(4,386.12)	534,099.46
45 Charges for Services	1,378,734.73	0.00	0.00	0.00	1,378,734.73
46 Contributions & Donations	0.00	188,386.43	0.00	100.00	188,486.43
48 Miscellaneous Revenue	20,863.32	4,209.00	0.00	215.53	25,287.85
<b>Total Revenues</b>	<b>\$ 33,438,279.41</b>	<b>\$ 466,983.39</b>	<b>\$ 0.00</b>	<b>\$(4,070.59)</b>	<b>\$ 33,901,192.21</b>
51 Salaries/Benefits	20,876,951.98	158,704.59	0.00	0.00	21,035,656.57
52 Supplies	591,082.33	5,524.21	0.00	5,344.33	601,950.87
53 Purchased/Contracted Services	4,640,471.14	253,151.29	0.00	28.00	4,893,650.43
54 Library Materials	3,949,450.38	57,481.10	0.00	20,724.73	4,027,656.21
55 Capital Outlay	506,172.12	1,649.94	1,179,130.56	0.00	1,686,952.62
57 Miscellaneous Expenses	54,943.93	7,990.00	0.00	0.00	62,933.93
<b>Total Expenditures</b>	<b>\$ 30,619,071.88</b>	<b>\$ 484,501.13</b>	<b>\$ 1,179,130.56</b>	<b>\$ 26,097.06</b>	<b>\$ 32,308,800.63</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 2,819,207.53</b>	<b>\$(17,517.74)</b>	<b>\$(1,179,130.56)</b>	<b>\$(30,167.65)</b>	<b>\$ 1,592,391.58</b>
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	0.00
98 Advances	0.00	0.00	0.00	0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Total Other Sources / Uses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Revenue &amp; Other Sources Over/(Under) Expenditures &amp; Other Uses</b>	<b>\$ 2,819,207.53</b>	<b>\$(17,517.74)</b>	<b>\$(1,179,130.56)</b>	<b>\$(30,167.65)</b>	<b>\$ 1,592,391.58</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 29,074,110.06</b>	<b>\$ 10,221,024.55</b>	<b>\$ 9,499,170.43</b>	<b>\$ 2,550,244.08</b>	<b>\$ 51,344,549.12</b>
<b>Current Cash Balance</b>	<b>\$ 31,893,317.59</b>	<b>\$ 10,203,506.81</b>	<b>\$ 8,320,039.87</b>	<b>\$ 2,520,076.43</b>	<b>\$ 52,936,940.70</b>

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending June 30, 2009**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	13,164,132.00	13,164,132.00	6,376,855.60	0.00	6,787,276.40
51120 Clerical Salaries	13,348,097.00	13,348,097.00	6,329,655.23	0.00	7,018,441.77
51130 Non-Clerical Salaries	1,729,671.00	1,729,671.00	823,952.00	0.00	905,719.00
51140 Buildings Salaries	5,153,746.00	5,153,746.00	2,364,102.36	0.00	2,789,643.64
51150 Other Salaries	1,883,438.00	1,883,438.00	766,671.35	0.00	1,116,766.65
51400 OPERS	4,855,191.00	4,995,879.08	1,991,263.11	2,911,652.82	92,963.15
51610 Health Insurance	3,931,593.00	4,246,038.86	1,773,377.80	2,225,385.90	247,275.16
51620 Life Insurance	87,192.00	110,477.99	54,763.09	40,486.88	15,228.02
51630 Workers Compensation	373,594.00	373,594.00	221,232.94	0.00	152,361.06
51640 Unemployment Compensation	38,641.00	63,873.19	1,211.20	49,020.99	13,641.00
51900 Other Benefits	569,929.00	664,647.36	173,867.30	267,600.81	223,179.25
<b>Salaries/Benefits</b>	<b>45,135,224.00</b>	<b>\$ 45,733,594.48</b>	<b>\$ 20,876,951.98</b>	<b>\$ 5,494,147.40</b>	<b>\$ 19,362,495.10</b>
52110 Office Supplies	105,867.00	110,984.10	34,050.51	4,363.14	72,570.45
52120 Stationery	177,827.00	219,374.55	98,416.57	27,466.71	93,491.27
52130 Duplication Supplies	121,095.00	132,583.69	56,666.23	1,920.57	73,996.89
52140 Hand Tools	8,379.00	8,922.38	2,824.37	157.17	5,940.84
52150 Book Repair Supplies	106,572.00	118,096.69	57,701.06	14,474.65	45,920.98
52210 Janitorial Supplies	132,160.00	135,876.87	58,321.08	8,191.01	69,364.78
52220 Electrical Supplies	115,814.00	117,040.19	18,123.77	4,539.38	94,377.04
52230 Maintenance Supplies	170,072.00	180,396.34	64,410.61	10,186.26	105,799.47
52240 Uniforms	16,150.00	17,124.50	950.96	9,265.04	6,908.50
52300 Motor Vehicle Supplies	62,647.00	66,960.10	26,231.68	32,852.82	7,875.60
52900 Other Supplies	383,702.00	429,070.41	173,385.49	12,772.65	242,912.27
<b>Supplies</b>	<b>1,400,285.00</b>	<b>\$ 1,536,429.82</b>	<b>\$ 591,082.33</b>	<b>\$ 126,189.40</b>	<b>\$ 819,158.09</b>
53100 Travel/Meetings	98,914.00	110,795.66	32,332.75	77,805.80	657.11
53210 Telecommunications	434,659.00	489,043.35	285,703.43	339,379.95	(136,040.03)

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending June 30, 2009**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53230 Postage/Freight	128,896.00	141,374.63	62,465.76	69,956.89	8,951.98
53240 PR/Other Communications	280,000.00	322,564.76	66,637.97	51,578.14	204,348.65
53310 Building Repairs	201,122.00	320,296.17	169,238.12	71,178.21	79,879.84
53320 Machine Repairs	67,506.00	70,763.35	17,499.00	2,269.00	50,995.35
53330 Computer Repairs	15,000.00	16,450.00	2,688.00	3,125.00	10,637.00
53340 Building Maintenance	214,993.00	239,164.77	85,068.91	70,367.09	83,728.77
53350 Machine Maintenance	269,826.00	312,940.75	74,541.33	118,158.05	120,241.37
53360 Computer Maintenance	857,891.00	883,520.52	613,470.76	41,025.50	229,024.26
53370 Motor Vehicle Repairs	27,729.00	30,468.75	18,331.84	0.00	12,136.91
53380 Contract Security	974,879.00	1,009,679.53	413,676.40	568,760.52	27,222.61
53390 Landscaping	36,000.00	39,000.00	15,221.00	26,549.00	(2,770.00)
53400 Insurance	382,136.00	382,606.00	9,715.00	470.00	372,421.00
53510 Rent/Leases	84,959.00	104,007.33	58,157.66	45,088.98	760.69
53520 Equipment Rental	314,268.00	386,639.08	164,693.52	196,912.23	25,033.33
53610 Electricity	1,949,602.00	2,237,874.42	848,063.33	1,251,337.39	138,473.70
53620 Gas	391,513.00	407,122.63	219,729.10	161,892.30	25,501.23
53630 Chilled Water	721,610.00	761,967.44	229,572.05	485,252.81	47,142.58
53640 Water/Sewer	90,720.00	131,779.57	30,783.58	125,319.02	(24,323.03)
53710 Professional Services	1,914,515.00	2,476,100.93	726,933.45	739,575.03	1,009,592.45
53720 Auditors Fees	526,500.00	531,200.00	360,265.48	4,606.00	166,328.52
53800 Library Material Control	305,000.00	336,248.96	127,391.70	204,707.26	4,150.00
53900 Other Purchased Services	15,160.00	18,169.25	8,291.00	3,626.25	6,252.00
	<b>10,303,398.00</b>	<b>\$ 11,759,777.85</b>	<b>\$ 4,640,471.14</b>	<b>\$ 4,658,960.42</b>	<b>\$ 2,460,346.29</b>
<b>Purchased/Contracted Services</b>					
54110 Books	3,901,786.00	5,008,780.00	1,662,333.44	952,397.76	2,394,048.80
54120 Continuations	838,612.00	878,139.50	319,261.24	227,709.60	331,168.66
54210 Periodicals	1,854,238.00	1,988,307.91	118,680.41	79,385.17	1,790,242.33
54220 Microforms	309,865.00	403,623.50	50,314.14	77,457.50	275,851.86

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending June 30, 2009**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54310 Video Media	1,651,581.00	1,761,564.37	626,304.43	266,590.23	868,669.71
54320 Audio Media - Spoken	426,023.00	517,839.26	171,919.91	139,859.15	206,060.20
54325 Audio Media - Music	690,775.00	833,055.93	242,601.33	111,989.76	478,464.84
54350 Computer Media	319,800.00	434,784.71	257,859.33	59,949.68	116,975.70
54500 Database Services	1,589,121.78	1,606,957.78	381,414.52	296,546.57	928,996.69
54600 Interlibrary Loan	6,500.00	6,886.08	2,730.08	4,133.00	23.00
54710 Bookbinding	69,971.00	85,873.95	25,154.20	70,748.75	(10,029.00)
54720 Preservation Services	98,727.00	134,850.19	37,562.24	39,820.16	57,467.79
54730 Preservation Boxing	12,674.00	13,406.50	6,085.29	2,255.09	5,066.12
54790 Preservation Reformatting	65,618.00	93,228.04	47,229.82	10,343.65	35,654.57
<b>Library Materials</b>	<b>11,835,291.78</b>	<b>\$ 13,767,297.72</b>	<b>\$ 3,949,450.38</b>	<b>\$ 2,339,186.07</b>	<b>\$ 7,478,661.27</b>
55510 Furniture	141,409.00	165,646.97	37,602.52	6,354.76	121,689.69
55520 Equipment	68,629.00	84,113.00	19,671.02	10,150.00	54,291.98
55530 Computer Hardware/Software	964,437.00	964,437.00	425,343.03	23,513.90	515,580.07
55700 Motor Vehicles	37,519.00	37,519.00	23,555.55	0.00	13,963.45
<b>Capital Outlay</b>	<b>1,211,994.00</b>	<b>\$ 1,251,715.97</b>	<b>\$ 506,172.12</b>	<b>\$ 40,018.66</b>	<b>\$ 705,525.19</b>
57100 Memberships	68,278.00	71,782.00	48,280.00	2,202.00	21,300.00
57200 Taxes	1,000.00	1,652.68	191.02	1,261.66	200.00
57500 Refunds/Reimbursements	14,002.00	26,122.34	6,472.91	10,238.89	9,410.54
<b>Miscellaneous Expenses</b>	<b>83,280.00</b>	<b>\$ 99,557.02</b>	<b>\$ 54,943.93</b>	<b>\$ 13,702.55</b>	<b>\$ 30,910.54</b>
<b>Advances</b>	<b>0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
59900 Transfers Out	3,000,000.00	3,000,000.00	0.00	0.00	3,000,000.00
<b>Transfers</b>	<b>3,000,000.00</b>	<b>\$ 3,000,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 3,000,000.00</b>
<b>TOTAL</b>	<b>72,969,472.78</b>	<b>\$ 77,148,372.86</b>	<b>\$ 30,619,071.88</b>	<b>\$ 12,672,204.50</b>	<b>\$ 33,857,096.48</b>



**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending June 30, 2009**

	<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	29,074,110.06	33,438,279.41	30,619,071.88	12,672,204.50	19,221,113.09
<b>Total General Fund</b>	<b>\$ 29,074,110.06</b>	<b>\$ 33,438,279.41</b>	<b>\$ 30,619,071.88</b>	<b>\$ 12,672,204.50</b>	<b>\$ 19,221,113.09</b>
201 Anderson	189,796.30	(344.39)	5,504.71	440.60	183,506.60
202 Endowment for the Blind	1,324,960.22	(1,223.95)	0.00	0.00	1,323,736.27
203 Founders	4,222,073.59	11,193.35	46,039.25	63,105.50	4,124,122.19
204 Kaiser	39,244.59	0.00	0.00	0.00	39,244.59
205 Kraley	139,498.67	(794.81)	0.00	288.68	138,415.18
206 Library	148,268.50	6,044.47	2,440.00	0.00	151,872.97
207 Pepke	85,789.54	0.00	0.00	0.00	85,789.54
208 Wickwire	994,220.04	(2,568.93)	4,278.18	7,495.43	979,877.50
209 Wittke	59,160.11	(115.71)	1,643.94	0.00	57,400.46
210 Young	2,571,940.87	23,111.06	33,503.94	0.00	2,561,547.99
225 Friends	9,540.13	0.00	2,510.58	2,900.00	4,129.55
226 Judd	1,683.13	116,220.50	66,943.74	26,233.82	24,726.07
228 Lockwood Thompson Memorial	260,422.16	0.00	49,958.90	202,433.84	8,029.42
229 Ohio Center for the Book	1,000.00	900.00	1,300.00	492.00	108.00
230 Schweinfurth	3,895.07	16,815.00	29,480.00	2,159.54	(10,929.47)
242 Cleveland NCA Kiosk	14,617.02	0.00	971.03	1,428.97	12,217.02
244 Harvard CS Kiosk Project	8,828.87	0.00	295.11	565.35	7,968.41
251 LSTA-Library for the Blind	0.00	91,425.00	4,685.33	15,110.66	71,629.01
252 LSTA-Know It Now	134,785.74	200,071.80	225,219.85	33,634.29	76,003.40
253 MetLife-Fit for Life II	11,300.00	6,250.00	9,726.57	0.00	7,823.43
<b>Total Special Revenue Funds</b>	<b>\$ 10,221,024.55</b>	<b>\$ 466,983.39</b>	<b>\$ 484,501.13</b>	<b>\$ 356,288.68</b>	<b>\$ 9,847,218.13</b>
401 Building & Repair	9,499,170.43	0.00	1,179,130.56	3,372,364.59	4,947,675.28
<b>Total Capital Project Funds</b>	<b>\$ 9,499,170.43</b>	<b>\$ 0.00</b>	<b>\$ 1,179,130.56</b>	<b>\$ 3,372,364.59</b>	<b>\$ 4,947,675.28</b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending June 30, 2009**

	<b>Beginning Year Balance</b>	<b>Year to Date Receipts</b>	<b>Year to Date Expenditures</b>	<b>Year to Date Encumbrances</b>	<b>Unencumbered Balance</b>
501 Abel	161,156.88	(19.94)	213.75	0.00	160,923.19
502 Ambler	1,496.65	0.00	0.00	0.00	1,496.65
503 Beard	108,071.85	0.00	1,774.01	2,405.00	103,892.84
504 Klein	3,547.98	0.00	0.00	0.00	3,547.98
505 Malon/Schroeder	205,747.62	(1,123.80)	3,570.32	0.00	201,053.50
506 McDonald	122,313.03	(184.11)	0.00	0.00	122,128.92
507 Ratner	59,798.47	(24.08)	0.00	0.00	59,774.39
508 Root	26,401.27	(54.11)	0.00	0.00	26,347.16
509 Sugarman	162,670.32	(65.13)	0.00	0.00	162,605.19
510 Thompson	114,305.68	(288.36)	2,570.00	0.00	111,447.32
511 Weidenthal	4,413.61	0.00	0.00	0.00	4,413.61
512 White	1,580,320.72	(2,311.06)	17,968.98	7,695.61	1,552,345.07
<b>Total Permanent Funds</b>	<b>\$ 2,550,244.08</b>	<b>\$(4,070.59)</b>	<b>\$ 26,097.06</b>	<b>\$ 10,100.61</b>	<b>\$ 2,509,975.82</b>
<b>Total All Funds</b>	<b>\$ 51,344,549.12</b>	<b>\$ 33,901,192.21</b>	<b>\$ 32,308,800.63</b>	<b>\$ 16,410,958.38</b>	<b>\$ 36,525,982.32</b>

**Cleveland Public Library  
 Depository Balance Detail  
 For the Period Ending June 30, 2009**

<b>Balance of All Funds</b>	<b><u>\$ 52,936,940.70</u></b>
Chase-Checking	9,767.72
National City--Checking	10,000.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	(512,034.01)
KeyBank-MC/VISA	20,934.56
Fifth Third - Checking	374,688.04
Petty Cash	350.00
Charge Fund	5,100.00
KeyBank-Payroll Account (ZBA)	0.00
KeyBank-Savings Bond Acct	0.00
<b>Cash in Library Treasury</b>	<b><u>\$(91,193.69)</u></b>
National City - Investments	32,636,976.31
NCB/Allegiant Money Market	64,851.25
KeyBank - Victory Fund	1,686,441.74
STAR OHIO Investment	6,753,084.84
<b>Investments</b>	<b><u>\$ 41,141,354.14</u></b>
NCB Endowment Acct	11,886,780.25
<b>Endowment Account</b>	<b><u>\$ 11,886,780.25</u></b>
<b>Cash in Banks and On Hand</b>	<b><u>\$ 52,936,940.70</u></b>

**National City**  
National City Bank



RECEIVED  
FINANCIAL SERVICES

2009 JUL -6 AM 11:22

STATEMENT OF ACCOUNT  
FOR THE PERIOD 04/01/09 THROUGH 06/30/09

CLEVELAND PUBLIC LIBRARY ENDOWMENT  
FUND

ACCOUNT NUMBER: 01404713000

CLEVELAND PUBLIC LIBRARY  
ATTN: JOAN L. TOMKINS  
325 SUPERIOR AVENUE  
CLEVELAND, OHIO 44114-1271

RELATIONSHIP MANAGER: TIMOTHY F MCDONOUGH  
PHONE: 216-222-2576  
ADMINISTRATIVE OFFICER: ELLEN A HUGHES  
PHONE: 216-222-9982

**IMPORTANT INFORMATION ABOUT YOUR ACCOUNT**

MARKET VALUES SHOWN ON THIS STATEMENT ARE OBTAINED FROM SOURCES BELIEVED TO BE RELIABLE. HOWEVER, NATIONAL CITY AND ITS AFFILIATES CANNOT GUARANTEE THEIR ACCURACY NOR THE LIQUIDITY OF ANY INVESTMENT. FOR ASSETS NOT TRADED ON AN EXCHANGE, INCLUDING BUT NOT LIMITED TO CLOSELY-HELD SECURITIES, LIMITED PARTNERSHIPS AND HEDGE FUNDS, THE MARKET VALUE IS REPORTED BASED ON EITHER A VALUATION/ESTIMATE OR COST OR AT A NOMINAL AMOUNT. IN ANY EVENT, THE REPORTED MARKET VALUE MAY NOT BE CURRENT TRUE MARKET VALUE AND SHOULD NOT BE RELIED UPON FOR PURPOSES SUCH AS LOAN COLLATERAL.

**STATUTE OF LIMITATIONS:**

**A STATUTE OF LIMITATIONS IS THE PERIOD OF TIME WITHIN WHICH AN ACTION MUST BE FILED OR ELSE BE BARRED.** AN ACTION FOR BREACH OF TRUST BASED ON MATTERS DISCLOSED IN A TRUST ACCOUNTING OR OTHER WRITTEN REPORT OF THE TRUSTEE MAY BE SUBJECT TO A STATUTE OF LIMITATIONS PERIOD THAT COMMENCES FROM THE DATE A BENEFICIARY IS SENT OR RECEIVES THE TRUST ACCOUNTING OR OTHER WRITTEN REPORT. IN ORDER FOR THE STATUTE OF LIMITATIONS TO COMMENCE IN SOME STATES, SUCH AS FLORIDA, MICHIGAN, MISSOURI, OHIO AND PENNSYLVANIA, TRUST BENEFICIARIES MUST ALSO RECEIVE NOTICE THAT DISCLOSES THE STATUTE OF LIMITATIONS PERIOD. IN FLORIDA THIS STATUTE OF LIMITATIONS PERIOD IS SIX MONTHS FROM THE DATE SUCH AN ACCOUNTING OR REPORT IS RECEIVED. IN MICHIGAN AND MISSOURI THIS STATUTE OF LIMITATIONS PERIOD IS ONE YEAR FROM THE DATE SUCH AN ACCOUNTING OR REPORT IS SENT. IN OHIO THIS STATUTE OF LIMITATIONS PERIOD IS TWO YEARS FROM THE DATE SUCH AN ACCOUNTING OR REPORT IS SENT. IN PENNSYLVANIA, THE STATUTE OF LIMITATIONS RUNS SIX MONTHS AFTER THE TRUST BENEFICIARY RECEIVES THE FOURTH CONSECUTIVE ANNUAL TRUST ACCOUNTING OR REPORT SUBSEQUENT TO THE ANNUAL ACCOUNTING OR REPORT FOR THE YEAR IN WHICH THE TRANSACTION OCCURRED. STATUTE OF LIMITATIONS PERIODS VARY FROM STATE TO STATE, OR MAY DIFFER BASED ON ACCOUNT TYPE, AND IN SOME STATES, MORE THAN ONE STATUTE OF LIMITATIONS MAY APPLY TO AN ACTION. IF YOU HAVE QUESTIONS REGARDING ANY STATUTES OF LIMITATIONS, PLEASE CONSULT YOUR ATTORNEY.

**MUTUAL FUNDS ARE NOT INSURED OR GUARANTEED BY NATIONAL CITY OR ANY OF ITS AFFILIATES, THE FDIC OR ANY OTHER GOVERNMENT AGENCY OR GOVERNMENT-SPONSORED AGENCY.**

**COMMON TRUST FUNDS / COLLECTIVE FUNDS:**

ERNST & YOUNG COMPLETES AN ANNUAL AUDIT OF OUR COMMON AND COLLECTIVE FUNDS. IF YOUR ACCOUNT HOLDS ONE OF THESE FUNDS, A COPY OF THE MOST RECENT REPORT WILL BE PROVIDED TO YOU UPON REQUEST.

**TEMPORARY INVESTMENT PRACTICES:**

IF THIS ACCOUNT UTILIZES A MONEY MARKET SWEEP VEHICLE, AVAILABLE CASH IS AUTOMATICALLY TRANSFERRED EACH BUSINESS DAY TO A DESIGNATED MONEY MARKET FUND. NO FEE IS CHARGED FOR THIS SERVICE, UNLESS SPECIFICALLY ARRANGED BY AGREEMENT WITH YOU AND REFLECTED ON YOUR STATEMENT.

**SHAREHOLDER SERVICING FEES:**

CERTAIN MUTUAL FUND FAMILIES PAY FINANCIAL INSTITUTIONS FOR PROVIDING SHAREHOLDER SERVICES, INCLUDING BUT NOT LIMITED TO, AGGREGATING AND PROCESSING PURCHASES AND REDEMPTIONS, ALLOCATING DIVIDENDS AND DISTRIBUTING PROXY MATERIALS. PAYMENT FOR SUCH SERVICES IS NOT CHARGED TO YOUR ACCOUNT; IT IS A FUND LEVEL EXPENSE AND VARIES ACCORDING TO FUND. GENERALLY, THE ANNUAL AMOUNT RANGES BETWEEN 0.15% AND 0.40% OF THE DAILY NET ASSETS. UPON REQUEST, NATIONAL CITY WILL PROVIDE DETAILS ABOUT SUCH FEES, IF ANY, FROM MUTUAL FUNDS HELD IN YOUR ACCOUNT. NATIONAL CITY'S RECEIPT OF ANY FEES OF THIS TYPE WILL HAVE A DE MINIMUS OR NO IMPACT ON THE FUND'S YIELD. NATIONAL CITY DOES NOT RECEIVE SHAREHOLDER SERVICING FEES FOR THE ALLEGANT FUNDS AND THE BLACKROCK FUNDS HELD IN YOUR ACCOUNT.



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CLEVE PUB LIB ENDMT FD  
ACCOUNT: 01404713000

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National City Bank

ASSET SUMMARY

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

AS OF 06/30/09

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<u>ASSET CATEGORY</u>	<u>FEDERAL TAX COST</u>	<u>MARKET VALUE</u>	<u>PERCENT OF ACCOUNT</u>	<u>ESTIMATED ANNUAL INCOME</u>	<u>INCOME YIELD AT MARKET</u>
PRINCIPAL CASH	136,142.15-	136,142.15-	1.19-%		
INCOME CASH	136,142.15	136,142.15	1.19 %		
CASH EQUIVALENTS	602,822.72	602,822.72	5.26 %	0	0.00 %
FIXED INCOME SECURITIES	4,208,679.61	4,284,119.31	37.38 %	184,097	4.30 %
EQUITIES	4,242,107.15	4,415,876.92	38.53 %	77,763	1.76 %
MUTUAL FUNDS	2,389,568.45	2,157,230.08	18.82 %	30,717	1.42 %
<b>TOTAL ASSETS</b>	<b>11,443,177.93</b>	<b>11,460,049.03</b>	<b>100.00 %</b>	<b>292,577</b>	<b>2.55 %</b>

CASH/COST RECONCILIATION

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

04/01/09 THROUGH 06/30/09

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	PRINCIPAL CASH	INCOME CASH	TAX COST
BEGINNING BALANCES	67,962.68-	67,962.68	11,409,780.10
<u>ASSET RELATED ACTIVITY</u>			
PURCHASES	5,144,973.38-	0.00	5,144,973.38
SALES/MATURITIES/PRINCIPAL PAYMENTS	5,444,647.27	0.00	5,481,216.48-
CASH SWEEP ACTIVITY	362,640.93-	0.00	362,640.93
TOTAL ASSET RELATED TRANSACTIONS	69,967.04-	0.00	33,397.83
<u>INCOME</u>			
CASH EQUIVALENTS	0.00	7.04	0.00
FIXED INCOME SECURITIES	0.00	43,296.96	0.00
EQUITIES	0.00	18,617.14	0.00
MUTUAL FUNDS	0.00	14,829.48	0.00
OTHER INCOME	1,787.57	50.81-	0.00
TOTAL INCOME	1,787.57	76,699.81	0.00
<u>RECEIPTS AND DISBURSEMENTS</u>			
FEES AND OTHER EXPENSES	0.00	8,520.34-	0.00
TOTAL RECEIPTS AND DISBURSEMENTS	0.00	8,520.34-	0.00
ENDING BALANCES	136,142.15-	136,142.15	11,443,177.93



MARKET VALUE RECONCILIATION

CLEVE PUB LYB ENDMT FD  
ACCOUNT NO. 01404713000

04/01/09 THROUGH 06/30/09

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BEGINNING MARKET VALUE 10,503,645.71

ASSET RELATED ACTIVITY

REALIZED GAINS/LOSSES 36,569.21-  
UNREALIZED GAINS/LOSSES 923,005.59  
TOTAL ASSET RELATED ACTIVITY 886,436.28

INCOME  
CASH EQUIVALENTS 7.04  
FIXED INCOME SECURITIES 43,296.96  
EQUITIES 18,617.14  
MUTUAL FUNDS 14,829.48  
OTHER INCOME 1,736.76  
TOTAL INCOME 78,487.38

RECEIPTS AND DISBURSEMENTS  
FEES AND OTHER EXPENSES 8,520.34-  
TOTAL RECEIPTS AND DISBURSEMENTS 8,520.34-

ENDING MARKET VALUE 11,460,049.03

ACCRUED INCOME 45,024.12

TOTAL VALUE 11,505,143.22

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

EQUITY DIVERSIFICATION SCHEDULE

AS OF 06/30/09

PAGE 4 OF 139

COMMON STOCKS

<u>ENERGY</u>	<u>MARKET VALUE</u>	<u>PERCENT OF INDUSTRY</u>	<u>PERCENT OF STOCK</u>
ENERGY EQUIPMENT & SERVICES	177,635.57	31.04%	4.02%
OIL AND GAS	394,639.90	68.96%	8.94%
<b>TOTAL ENERGY</b>	<b>572,275.47</b>	<b>100.00%</b>	<b>12.96%</b>
<u>MATERIALS</u>			
CHEMICALS	97,979.50	65.06%	2.22%
METALS & MINING	52,615.50	34.94%	1.19%
<b>TOTAL MATERIALS</b>	<b>150,595.00</b>	<b>100.00%</b>	<b>3.41%</b>
<u>INDUSTRIALS</u>			
AEROSPACE & DEFENSE	126,085.60	29.26%	2.86%
CONSTRUCTION & ENGINEERING	95,492.80	22.16%	2.16%
MACHINERY	62,745.00	14.56%	1.42%
COMMERCIAL SERVICES & SUPPLIES	39,142.40	9.08%	0.89%
ROAD & RAIL	107,497.20	24.94%	2.43%
<b>TOTAL INDUSTRIALS</b>	<b>430,963.70</b>	<b>100.00%</b>	<b>9.76%</b>
<u>CONSUMER DISCRETIONARY</u>			
TEXTILES, APPAREL, LUXURY GOODS	44,550.80	9.06%	1.01%
HOTELS, RESTAURANTS & LEISURE	43,692.40	8.89%	0.99%
MEDIA	150,851.10	30.68%	3.42%
MULTILINE RETAIL	89,144.50	18.13%	2.02%
SPECIALTY RETAIL	163,475.80	33.25%	3.70%
<b>TOTAL CONSUMER DISCRETIONARY</b>	<b>491,694.60</b>	<b>100.00%</b>	<b>11.13%</b>
<u>CONSUMER STAPLES</u>			
FOOD & STAPLES RETAILING	69,269.20	14.65%	1.57%
BEVERAGES	160,803.10	34.01%	3.64%
FOOD PRODUCTS	39,774.20	8.41%	0.90%
HOUSEHOLD PRODUCTS	202,981.20	42.93%	4.60%
<b>TOTAL CONSUMER STAPLES</b>	<b>472,828.40</b>	<b>100.00%</b>	<b>10.71%</b>



National City Bank

EQUITY DIVERSIFICATION SCHEDULE

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

AS OF 06/30/09

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COMMON STOCKS	MARKET VALUE	PERCENT OF INDUSTRY	PERCENT OF STOCK
<u>HEALTH CARE</u>			
HEALTH CARE EQUIPMENT,SUPPLIES	211,096.90	34.54%	4.78%
HEALTH CARE PROVIDERS,SERVICES	159,283.90	26.06%	3.61%
PHARMACEUTICALS	240,728.30	39.40%	5.45%
TOTAL HEALTH CARE	611,179.10	100.00%	13.84%
<u>FINANCIALS</u>			
COMMERCIAL BANKS	39,543.80	8.00%	0.90%
THRIFTS & MORTGAGE FINANCE	49,173.00	9.95%	1.11%
DIVERSIFIED FINANCIAL SERVICES	121,261.05	24.54%	2.75%
CAPITAL MARKETS	239,850.40	48.54%	5.43%
INSURANCE	54,266.80	8.26%	1.00%
TOTAL FINANCIALS	494,095.05	100.00%	11.19%
<u>INFORMATION TECHNOLOGY</u>			
INTERNET SOFTWARE & SERVICES	92,749.80	10.13%	2.10%
IT SERVICES	73,616.40	8.04%	1.67%
SOFTWARE	217,168.05	23.73%	4.92%
COMMUNICATIONS EQUIPMENT	144,964.25	15.84%	3.28%
COMPUTERS & PERIPHERALS	203,749.50	22.26%	4.61%
ELECTRONIC EQUIP & INSTRUMENTS	100,544.80	10.99%	2.28%
SEMICONDUCTORS & EQUIPMENT	82,369.90	9.00%	1.87%
TOTAL INFORMATION TECHNOLOGY	915,153.70	100.00%	20.72%
<u>TELECOMMUNICATION SERVICES</u>			
DIVERSIFIED TELECOMM SERVICES	131,980.00	74.27%	2.99%
WIRELESS TELECOMM SERVICES	45,718.50	25.73%	1.04%
TOTAL TELECOMMUNICATION SERVICES	177,698.50	100.00%	4.02%
<u>UTILITIES</u>			
ELECTRIC UTILITIES	43,213.60	43.48%	0.98%
MULTI-UTILITIES & UNREG.POWER	56,172.80	56.52%	1.27%
TOTAL UTILITIES	99,393.40	100.00%	2.25%
TOTAL STOCK	4,415,876.92		100.00%

BOND MATURITY SCHEDULE

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

AS OF 06/30/09

PAGE 6 OF 139

	FACE VALUE	% OF TOTAL FACE VALUE	MARKET VALUE	% OF BOND MARKET VALUE
<u>INDIVIDUAL ISSUES</u>				
LESS THAN 1 YEAR	120,000.00	2.90 %	124,532.40	2.91 %
1 TO 5 YEARS	1,919,430.20	46.33 %	1,991,082.93	46.48 %
5 TO 10 YEARS	1,349,793.17	32.58 %	1,388,798.08	32.42 %
10 TO 15 YEARS	207,938.99	5.02 %	215,425.73	5.03 %
15 TO 20 YEARS	0.00	0.00 %	0.00	0.00 %
20 + YEARS	545,753.13	13.17 %	564,280.17	13.17 %
TOTAL	4,7142,915.49	100.00 %	4,284,119.31	100.00 %

National City Bank

BOND QUALITY SCHEDULE

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

AS OF 06/30/09

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MOODY'S BOND RATING	FACE VALUE	% OF TOTAL FACE VALUE	MARKET VALUE	% OF BOND MARKET VALUE
AAA	1,922,097.20	46.40 %	2,001,260.89	46.71 %
AA	415,000.00	10.02 %	423,063.35	9.88 %
A	920,000.00	22.21 %	942,642.25	22.00 %
BAA OR LOWER	0.00	0.00 %	0.00	0.00 %
NOT RATED	835,818.29	21.38 %	917,152.82	21.41 %
TOTAL	4,142,915.49	100.00 %	4,284,119.31	100.00 %



ASSET STATEMENT

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

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AS OF 06/30/09

PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (SEE TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME
	PRINCIPAL CASH	136,142.15-	136,142.15-			
	INCOME CASH	136,142.15	136,142.15			
	CASH EQUIVALENTS					
	CASH EQUIVALENTS - TAXABLE					
	PROPRIETARY MM FDS-TAXABLE					
602,822.72	ALLEGiant TREASURY MONEY MARKET FUND CUSIP: 99ARTREA5	602,822.72 1.00	602,822.72 1.000	0.00	5	0.00 %
	TOTAL CASH EQUIVALENTS	602,822.72	602,822.72	0.00	5	0.00 %
	FIXED INCOME SECURITIES					
	TAXABLE FIXED INCOME SECS					
	TREASURY					
565,000.00	UNITED STATES TREASURY NOTES DTD 08/15/03 4.25% DUE 08/15/13 CUSIP: 912828BH2 MOODY'S RATING: AAA S&P RATING: AAA	618,718.57 109.51	610,861.05 108.117	7,857.52-	9,021	3.93 %
15,000.00	UNITED STATES TREASURY NOTE DTD 05-17-04 4.75% DUE 05-15-14 CUSIP: 912828CJ7 MOODY'S RATING: AAA S&P RATING: AAA	14,533.01 96.89	16,557.50 110.250	2,004.49	91	4.31 %
120,000.00	UNITED STATES TREAS NTS DTD 2/15/00 6.50% DUE 2/15/10 CUSIP: 9128275Z1 MOODY'S RATING: AAA S&P RATING: AAA	125,109.78 104.26	126,532.40 103.777	577.38-	2,930	6.26 %

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

ASSET STATEMENT  
AS OF 06/30/09

PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (SEE TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
175,000.00	UNITED STATES TREAS NTS DTD 8/15/06 4.875% DUE 8/15/16 CUSIP: 912828FQ8 MOODY'S RATING: AAA S&P RATING: AAA	197,859.37 113.06	193,471.25 110.555	4,388.12-	3,205	4.41 %
290,000.00	US TREASURY NOTE DTD 4/15/09 1.375% DUE 4/15/12 CUSIP: 912828KK5 MOODY'S RATING: AAA S&P RATING: AAA	289,994.53 100.00	288,955.70 99.633	1,058.83-	839	1.38 %
TOTAL TREASURY		1,246,215.26	1,234,337.90	11,877.36-	16,087	3.65 %
<b>TIPS</b>						
152,667.00	US TREASURY NOTE (TIPS) DTD 1/15/08 1.625% DUE 1/15/18 CUSIP: 912828HN3 MOODY'S RATING: AAA S&P RATING: AAA	152,424.25 99.84	151,187.66 99.031	1,236.59-	1,144	1.64 %
<b>AGENCY</b>						
25,000.00	BANK OF AMERICA CORP NT FDIC GTD TLBP DTD 12/4/08 3.125% DUE 6/15/12 CUSIP: 06050BA49 MOODY'S RATING: AAA S&P RATING: AAA	25,509.75 102.04	25,783.75 103.135	274.00	35	3.03 %
40,000.00	CITIGROUP INC NT FDIC GTD TLGP DTD 12/9/08 2.875% DUE 12/9/11 CUSIP: 17313UAA7 MOODY'S RATING: AAA S&P RATING: AAA	39,900.80 99.75	41,147.60 102.869	1,246.80	70	2.79 %

ASSET STATEMENT

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (FEED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
40,000.00	FEDERAL NATL HTG ASSN DTD 2/27/09 1.75% DUE 3/23/11 CUSIP: 31398AVQ2 MOODY'S RATING: AAA S&P RATING: AAA	40,128.32 100.32	40,375.20 100.938	246.88	191	1.73 %
90,000.00	GENERAL ELEC CAP CORP FDIC GTD TLGP DTD 5/12/09 2.125% DUE 12/21/12 CUSIP: 36967HAV9 MOODY'S RATING: AAA S&P RATING: AAA	89,881.20 99.87	89,380.80 99.312	500.40-	12	0.46 %
25,000.00	GENERAL ELEC CAP CORP MED TERM SR NT FDIC GTD TLGP DTD 12/09/08 3% DUE 12/09/11 CUSIP: 36967HAD9 MOODY'S RATING: AAA S&P RATING: AAA	25,064.20 100.26	25,791.25 103.165	727.05	46	2.91 %
25,000.00	GENERAL ELEC CAP CORP MED TERM NT BOOK ENTRY FDIC GTD TLPG DTD 1/08/09 1.625% DUE 1/07/11 CUSIP: 36967HAG2 MOODY'S RATING: AAA S&P RATING: AAA	24,983.00 99.93	25,240.75 100.963	257.75	195	1.61 %
15,000.00	GOLDMAN SACHS GRP INC FDIC GTD TLGP DTD 1/21/09 1.625% DUE 7/15/11 CUSIP: 38146FAF8 MOODY'S RATING: AAA S&P RATING: AAA	14,972.60 99.86	15,081.60 100.544	102.00	108	1.62 %
10,000.00	JPMORGAN CHASE & CO FDIC GTD TLGP DTD 12/22/08 2.125% DUE 6/22/12 CUSIP: 481247AE4 MOODY'S RATING: AAA S&P RATING: AAA	9,995.00 99.95	10,037.10 100.371	42.10	5	2.12 %



ASSET STATEMENT  
AS OF 06/30/09

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (EED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME
15,000.00	STATE STREET CORP FDIC GTD TLGP DTD 3/6/09 2.15% DUE 4/30/12 CUSIP: 85748KAA1 MOODY'S RATING: AAA S&P RATING: AAA	14,978.40 99.86	15,067.80 100.452	89.40	55	2.14 %
TOTAL AGENCY		285,420.27	287,905.85	2,485.58	716	1.75 %
<b>CORPORATE</b>						
15,000.00	ABBOTT LABORATORIES NT DTD 3/3/09 5.125% DUE 4/1/19 CUSIP: 002824AU4 MOODY'S RATING: A1 S&P RATING: AA	14,935.05 99.57	15,444.45 102.963	509.40	252	4.98 %
30,000.00	ALABAMA POWER CO DTD 01-18-06 5.20% DUE 01-15-16 CUSIP: 010322ER5 MOODY'S RATING: A2 S&P RATING: A	29,930.70 99.77	30,968.40 103.228	1,037.70	719	5.04 %
20,000.00	ALLSTATE LIFE GLOBAL FDS SECD MED TERM NTS BOOK ENTRY DTD 4/30/08 5.375% DUE 4/30/13 CUSIP: 02003NBQ6 MOODY'S RATING: A1 S&P RATING: AA-	19,980.00 99.90	20,679.80 103.399	699.80	182	5.20 %
15,000.00	AMERICAN EXPRESS CORP SR NT DTD 8/28/07 6.15% DUE 8/28/17 CUSIP: 025816AX7 MOODY'S RATING: A3 S&P RATING: BBB+	14,961.30 99.74	15,834.35 92.229	1,126.95-	310	6.67 %

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

ASSET STATEMENT  
AS OF 06/30/09

PAGE 12 OF 139

PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIL	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (FEED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
25,000.00	AVON PRODUCTS INC DTD 3/03/08 4.80% DUE 3/01/13 CUSIP: 054303AT9 MOODY'S RATING: A2 S&P RATING: A	24,963.75 99.85	26,028.75 104.115	1,065.00	400	4.61 %
20,000.00	BANK NEW YORK INC MED TERM SR NTS DTD 5/12/09 4.30% DUE 5/15/14 CUSIP: 06406HBL2 MOODY'S RATING: AA2 S&P RATING: AA-	19,993.60 99.97	20,322.40 101.612	328.80	117	4.23 %
35,000.00	BEAR STEARNS CO INC DTD 10-31-05 5.30% DUE 10-30-15 CUSIP: 073902KF4 MOODY'S RATING: AA3 S&P RATING: A+	32,075.75 91.64	34,384.70 98.242	2,308.95	314	5.39 %
20,000.00	BERKSHIRE HATHAWAY FIN CORP SR NT DTD 11/15/08 4.6% DUE 5/15/13 CUSIP: 084664BD2 MOODY'S RATING: AA2 S&P RATING: AAA	20,606.60 103.03	20,742.00 103.710	135.40	118	4.44 %
50,000.00	BANK OF AMERICA CORP NTS DTD 5/2/08 5.65% DUE 5/1/18 CUSIP: 060516DX4 MOODY'S RATING: A2 S&P RATING: A	49,752.50 99.46	44,181.50 88.363	5,551.00-	471	6.39 %
10,000.00	BOEING CO DTD 3/13/09 5.00% DUE 3/15/14 CUSIP: 097023AV7 MOODY'S RATING: A2 S&P RATING: A+	9,955.80 99.56	10,528.20 105.282	572.40	150	4.75 %
15,000.00	CAMPBELL SOUP CO NT DTD 1/20/09 4.50% DUE 2/15/19 CUSIP: 134429AT6 MOODY'S RATING: A2 S&P RATING: A	14,892.75 99.28	14,746.50 98.310	146.25-	302	4.58 %

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20,000.00	CAROLINA POWER & LIGHT 1ST MTG DTD 1/15/09 5.30% DUE 1/15/19 CUSIP: 144141CZ9 MOODY'S RATING: A2 S&P RATING: A-	19,981.60 99.91	20,879.80 104.399	898.20	489	5.08 %
10,000.00	CATERPILLAR INC NT DTD 12/5/08 7.00% DUE 12/15/13 CUSIP: 149123BP5 MOODY'S RATING: A2 S&P RATING: A	10,037.45 100.37	11,034.00 110.340	996.55	31	6.34 %
30,000.00	CATERPILLAR FIN SERV CORP MTN BE DTD 02/03/05 4.75% DUE 02/17/15 CUSIP: 14912L2M2 MOODY'S RATING: A2 S&P RATING: A	29,092.00 96.97	28,984.20 96.614	107.80	530	4.92 %
10,000.00	CATERPILLAR INC DTD 8/8/06 5.7% DUE 8/15/16 CUSIP: 149123BM2 MOODY'S RATING: A2 S&P RATING: A	9,979.50 99.80	10,170.60 101.706	191.10	215	5.60 %
20,000.00	CHEVRON CORP NT DTD 3/03/09 3.95% DUE 3/03/14 CUSIP: 166751AHO MOODY'S RATING: AAL S&P RATING: AA	19,963.20 99.82	20,591.20 102.956	628.00	259	3.84 %
10,000.00	CISCO SYSTEMS INC DTD 02-22-06 5.50% DUE 02-22-16 CUSIP: 1727ERAC6 MOODY'S RATING: A1 S&P RATING: A+	10,081.80 100.82	10,593.90 105.939	512.10	197	5.19 %
75,000.00	CITIGROUP INC GLOBAL SR NT DTD 10/17/07 5.30% DUE 10/17/12 CUSIP: 172967EL1 MOODY'S RATING: A3 S&P RATING: A	75,084.75 100.11	72,342.00 96.456	2,742.75	817	5.49 %



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30,000.00	COCA-COLA CO NT DTD 11/01/07 5.35% DUE 11/15/17 CUSIP: 191216AK6 MOODY'S RATING: AA3 S&P RATING: A+	29,955.30 99.85	32,038.50 106.795	2,083.20	205	5.01 %
20,000.00	COLGATE-PALMOLIVE CO MED TERM NTS BOOK ENTRY DTD 5/12/08 4.20% DUE 5/1/13 CUSIP: 19416QDL1 MOODY'S RATING: AA3 S&P RATING: AA-	19,995.40 99.98	20,754.00 103.770	758.60	107	4.05 %
55,000.00	CONCOPHILLIPS GTD NT DTD 2/3/09 5.75% DUE 2/1/19 CUSIP: 20825CAR5 MOODY'S RATING: A1 S&P RATING: A	55,344.50 100.63	57,806.10 105.102	2,461.60	1,300	5.47 %
15,000.00	CONSOLIDATED EDISON NT DTD 9/25/06 5.5% DUE 9/15/16 CUSIP: 209111EN9 MOODY'S RATING: A3 S&P RATING: A-	14,942.25 99.62	15,704.40 104.696	762.15	243	5.25 %
15,000.00	COSTCO WHSL CORP NEW DTD 2/20/07 5.50% DUE 3/15/17 CUSIP: 22160KAC9 MOODY'S RATING: A2 S&P RATING: A	14,536.80 96.91	15,880.05 105.867	1,343.25	243	5.20 %
25,000.00	CREDIT SUISSE FIRST BOSTON USA INC DTD 08-17-05 4.875% DUE 08-15-10 CUSIP: 225411BH5 MOODY'S RATING: AA1 S&P RATING: A+	24,998.00 99.99	25,780.00 103.120	782.00	460	4.73 %

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15,000.00	DISNEY WALT CO NEW MEDIUM TERM NTS BOOK ENTRY TRANCHE # TR 00055 DTD 7/17/07 6% DUE 7/17/17 CUSIP: 25468PCG9 MOODY'S RATING: A2 S&P RATING: A	14,966.55 99.78	16,198.35 107.989	1,231.80	410	5.56 %
20,000.00	DU PONT E I DE NEMOURS & CO NT DTD 7/28/08 5.00% DUE 7/15/13 CUSIP: 263534BU2 MOODY'S RATING: A2 S&P RATING: A	19,801.60 99.01	21,032.60 105.163	1,231.00	461	4.75 %
10,000.00	DUKE ENERGY CAROLINAS LLC 1ST & REF MTG BD DTD 1/10/08 5.25% DUE 1/15/18 CUSIP: 26442CAC8 MOODY'S RATING: A2 S&P RATING: A	9,965.00 99.66	10,438.90 104.389	472.90	242	5.03 %
10,000.00	EMERSON ELEC CO NT DTD 1/21/09 4.875% DUE 10/15/19 CUSIP: 291011AY0 MOODY'S RATING: A2 S&P RATING: A	9,961.90 99.62	10,003.30 100.033	41.40	103	4.87 %
15,000.00	FLORIDA PWR & LIGHT NT DTD 10/10/07 5.55% DUE 11/01/17 CUSIP: 341081EZ6 MOODY'S RATING: AA3 S&P RATING: A	14,995.80 99.97	15,952.35 106.349	956.55	139	5.22 %
100,000.00	GENERAL ELECTRIC CO NT DTD 12/6/07 5.25% DUE 12/6/17 CUSIP: 369604BC6 MOODY'S RATING: AA2 S&P RATING: AA+	100,245.75 100.25	98,204.00 98.204	2,041.75-	365	5.35 %

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15,000.00	GOLDMAN SACHS GROUP INC DTD 10/14/03 5.25% DUE 10/15/13 CUSIP: 381416DQ4 MOODY'S RATING: A1 S&P RATING: A	12,900.00 86.00	15,308.85 102.059	2,408.85	166	5.14 %
25,000.00	GOLDMAN SACHS GROUP INC SR NT DTD 4/1/08 6.15% DUE 4/1/18 CUSIP: 381416FM1 MOODY'S RATING: A1 S&P RATING: A	24,896.55 99.59	24,339.50 97.358	557.05-	384	6.32 %
10,000.00	HEWLETT-PACKARD CO NT DTD 12/5/08 6.125% DUE 3/1/14 CUSIP: 428236AT0 MOODY'S RATING: A2 S&P RATING: A	9,956.10 99.56	11,022.70 110.227	1,066.60	204	5.56 %
10,000.00	HEWLETT-PACKARD CO DTD 2/27/07 5.40% DUE 3/1/17 CUSIP: 428236AM5 MOODY'S RATING: A2 S&P RATING: A	9,923.00 99.23	10,396.80 103.968	473.80	180	5.19 %
20,000.00	HONEYWELL INTL INC SR NT DTD 2/20/09 3.875% DUE 2/15/14 CUSIP: 438516AY2 MOODY'S RATING: A2 S&P RATING: A	19,947.20 99.74	20,435.80 102.179	488.60	282	3.79 %
15,000.00	HONEYWELL INTL NT DTD 7/27/07 5.625% DUE 8/01/12 CUSIP: 438516AV8 MOODY'S RATING: A2 S&P RATING: A	14,970.75 99.80	16,415.85 109.439	1,445.10	352	5.14 %
25,000.00	JOHN DEERE CAPITAL CORP MTN DTD 4/3/08 5.35% DUE 4/3/18 CUSIP: 24422EQR3 MOODY'S RATING: A2 S&P RATING: A	24,923.50 99.69	24,850.50 99.402	73.00-	327	5.38 %

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30,000.00	JOHNSON & JOHNSON DTD 8/16/07 5.55% DUE 8/15/17 CUSIP: 478160AQ7 MOODY'S RATING: AAA S&P RATING: AAA	50,000.00 100.00	32,607.00 108.690	2,607.00	629	5.11 %
20,000.00	JP MORGAN CHASE & CO SR NT DTD 12/20/07 6.00% DUE 1/15/18 CUSIP: 46625HG0 MOODY'S RATING: AA3 S&P RATING: A+	20,138.50 100.69	19,868.20 99.341	270.30-	553	6.04 %
20,000.00	KIMBERLY-CLARK SR NT DTD 11/04/08 7.50% DUE 11/01/18 CUSIP: 494368BD4 MOODY'S RATING: A2 S&P RATING: A	19,926.80 99.63	24,067.40 120.337	4,140.60	250	6.23 %
75,000.00	MBNA CR CARD MASTER NT TR 2005-6 NT CL A DTD 8/25/05 4.50% DUE 1/15/13 CUSIP: 55264TDE8 MOODY'S RATING: AAA S&P RATING: AAA	74,625.00 99.50	77,099.25 102.799	2,474.25	150	4.38 %
15,000.00	MCDONALDS CORP MED TERM NTS BOOK ENTRY DTD 10/18/07 5.80% DUE 10/15/17 CUSIP: 58013MEB6 MOODY'S RATING: A3 S&P RATING: A	14,969.70 99.80	16,366.20 109.108	1,396.50	184	5.32 %
10,000.00	HERRILL LYNCH & CO INC MEDIUM TERM NTS BOOK ENTRY DTD 4/25/08 6.875% DUE 4/25/18 CUSIP: 59018YN64 MOODY'S RATING: A2 S&P RATING: A	9,367.10 93.67	9,255.60 92.556	111.50-	126	7.43 %



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15,000.00	METLIFE INC SR DEB SECS DTD 8/15/08 6.817% DUE 8/15/18 SER A CUSIP: 59156RAR9 MOODY'S RATING: A2 S&P RATING: A-	15,052.50 100.35	15,106.65 100.711	54.15	386	6.77 %
10,000.00	MICROSOFT CORP DTD 5/18/09 2.95% DUE 6/1/14 CUSIP: 594918A80 MOODY'S RATING: AAA S&P RATING: AAA	9,990.20 99.90	9,927.50 99.275	62.70-	35	2.97 %
25,000.00	MIDAMERICAN ENERGY CO DTD 10/01/04 4.65% DUE 10/01/14 CUSIP: 595620AD7 MOODY'S RATING: A2 S&P RATING: A-	24,556.25 98.23	25,989.50 103.958	1,433.25	291	4.47 %
25,000.00	NATIONAL RURAL UTIL COOP NT DTD 6/30/08 5.50% DUE 7/01/13 CUSIP: 637432LH5 MOODY'S RATING: A1 S&P RATING: A+	25,001.20 100.00	26,408.50 105.634	1,407.30	688	5.21 %
20,000.00	NORTHERN TR CORP NT DTD 5/1/09 4.625% DUE 5/1/14 CUSIP: 665859AK0 MOODY'S RATING: A1 S&P RATING: AA-	20,000.00 100.00	20,552.20 102.761	552.20	154	4.50 %
10,000.00	OCCIDENTAL PETE CORP NT DTD 5/15/09 4.125% DUE 6/1/16 CUSIP: 674599BX2 MOODY'S RATING: A2 S&P RATING: A	9,929.20 99.29	9,834.80 98.348	94.40-	53	4.19 %



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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (FEED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
10,000.00	PECO ENERGY CO1ST & REF MTG BD DTD 3/3/08 5.35% DUE 3/1/18 CUSIP: 693304AL1 MOODY'S RATING: A2 S&P RATING: A-	9,983.20 99.83	10,227.90 102.279	244.70	178	5.23 %
20,000.00	PEPSICO INC SR NT DTD 5/28/08 5% DUE 6/01/18 CUSIP: 713448BH0 MOODY'S RATING: AA2 S&P RATING: A+	19,710.80 98.55	20,556.40 102.782	845.60	83	4.86 %
15,000.00	PITNEY BOWES INC GLOBAL MED TERM NTS DTD 9/11/07 5.750% DUE 9/15/17 CUSIP: 72447XAC1 MOODY'S RATING: A1 S&P RATING: A	14,662.10 97.61	15,726.75 104.845	1,084.65	254	5.48 %
10,000.00	PRINCIPAL LIFE INC FNDG DTD 11/10/05 5.20% DUE 11/15/10 CUSIP: 74254PJR4 MOODY'S RATING: AA3 S&P RATING: A+	9,995.10 99.95	10,057.60 100.576	62.50	66	5.17 %
20,000.00	PROCTER & GAMBLE CO NT DTD 12/18/08 4.60% DUE 1/15/14 CUSIP: 742718DL0 MOODY'S RATING: AA3 S&P RATING: AA-	19,995.60 99.98	21,033.60 105.168	1,038.00	493	4.37 %
15,000.00	PROCTER & GAMBLE CO NT DTD 2/6/09 4.70% DUE 2/15/19 CUSIP: 742718DN6 MOODY'S RATING: AA3 S&P RATING: AA-	14,973.60 99.82	15,212.10 101.414	238.50	284	4.63 %



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30,000.00	PUBLIC SVC ELEC GAS CO SECD MED TERM NTS BOOK ENTRY DTD 12/02/08 6.35% DUE 11/01/13 CUSIP: 74456QAT3 MOODY'S RATING: A3 S&P RATING: A-	29,990.70 99.97	32,797.80 109.326	2,807.10	317	5.79 %
15,000.00	SBC COMMUNICATIONS INC GLOBAL NT DTD 11-03-04 5.10% DUE 09-15-14 CUSIP: 78387GAP8 MOODY'S RATING: A2 S&P RATING: A	15,180.45 101.20	15,581.85 103.879	401.40	225	4.91 %
25,000.00	SBC COMMUNICATIONS INC DTD 08-18-04 5.625% DUE 06-15-16 CUSIP: 78387GAL7 MOODY'S RATING: A2 S&P RATING: A	24,940.00 99.76	25,727.50 102.910	787.50	63	5.47 %
25,000.00	SYSCO CORPORATION NT DTD 2/12/08 5.25% DUE 2/12/18 CUSIP: 871829AL1 MOODY'S RATING: A1 S&P RATING: A+	24,827.50 99.31	25,403.00 101.612	575.50	507	5.17 %
25,000.00	UNITED PARCEL SERVICE INC SR NT DTD 3/24/09 3.875% DUE 4/01/14 CUSIP: 911312AL0 MOODY'S RATING: AA3 S&P RATING: AA-	24,944.50 99.78	25,779.50 103.118	835.00	261	3.76 %
10,000.00	UNITED TECHNOLOGIES CORP NT DTD 12/18/08 6.125% DUE 2/1/19 CUSIP: 913017BQ1 MOODY'S RATING: A2 S&P RATING: A	9,983.80 99.84	11,067.90 110.679	1,084.10	328	5.53 %

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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (CFD TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME
15,000.00	VERIZON COMMUNICATIONS INC DTD 3/27/09 6.35% DUE 4/1/19 CUSIP: 92343VAV6 MOODY'S RATING: A3 S&P RATING: A	15,080.10 100.53	15,604.35 104.029	524.25	249	6.10 %
20,000.00	VERIZON COMMUNICATIONS DTD 02-15-06 5.55% DUE 02-15-16 CUSIP: 92343VAC8 MOODY'S RATING: A3 S&P RATING: A	19,839.80 99.20	20,701.20 103.506	861.40	419	5.36 %
20,000.00	WAL-MART STORES INC NT DTD 8/24/07 5.80% DUE 2/15/18 CUSIP: 931142CJ0 MOODY'S RATING: AA2 S&P RATING: AA	21,017.40 105.09	21,786.80 108.934	769.40	438	5.32 %
20,000.00	WISCONSIN ELEC PWR CO DEB DTD 10/1/08 6.00% DUE 4/1/14 CUSIP: 976656CA4 MOODY'S RATING: A1 S&P RATING: A-	19,961.20 99.81	21,973.00 109.865	2,011.80	300	5.46 %
TOTAL CORPORATE		1,442,097.35	1,485,339.35	43,242.00	20,012	5.15 %
MORTGAGE						
110,681.40	FEDERAL NATL MTG ASSN GTD MTG PASS THRU CTF POOL #902804 DTD 11/01/06 5% DUE 11/01/21 CUSIP: 31411BAD5	108,165.11 97.73	115,032.29 103.931	6,867.18	461	4.81 %
142,126.17	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #255031 DTD 11/01/03 4.50% DUE 12/01/18 CUSIP: 31371LHG7	143,014.45 100.62	147,450.22 103.746	4,435.77	533	4.34 %



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37,001.90	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #255364 DTD 08-01-04 6.00% DUE 09-01-34 CUSIP: 31371LTV1	37,976.07 102.63	38,910.46 105.158	934.39	185	5.71 %
100,691.11	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #357707 DTD 2/1/05 5.00% DUE 2/1/35 CUSIP: 31376KKU9	98,260.37 97.59	102,937.53 102.231	4,677.16	420	4.89 %
90,760.82	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #555800 DTD 09/01/03 5.50% DUE 10/01/33 CUSIP: 31385XNR4	91,682.20 101.02	94,177.96 103.765	2,495.76	416	5.30 %
24,727.31	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF PL #745257 DTD 01/01/06 6.00% DUE 01/01/36 CUSIP: 31403C5S6	24,897.82 100.69	26,043.30 105.322	1,145.48	124	5.70 %
93,908.61	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #826905 DTD 7/1/05 5.00% DUE 8/1/35 CUSIP: 31407CU62	92,323.90 98.31	95,944.55 102.168	3,620.65	391	4.89 %
87,257.59	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #838459 DTD 5/1/07 4.50% DUE 8/1/20 CUSIP: 31410GB44	85,226.13 97.67	90,390.14 103.590	5,164.01	327	4.34 %
63,660.65	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #888567 DTD 7/1/07 5.50% DUE 12/01/36 CUSIP: 31410GFG3	62,815.15 98.67	65,957.53 103.608	3,142.38	292	5.31 %
22,271.25	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #898415 DTD 10/1/06 6.00% DUE 10/1/36 CUSIP: 31410VDU1	22,488.73 100.98	23,329.58 104.752	840.85	111	5.73 %

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84,001.19	FEDERAL NATL MTG ASSN GTD MTG PASSTHRU CTF POOL #944639 DTD 7/1/07 6.00% DUE 7/1/37 CUSIP: 31413F4Y5	83,495.88 99.40	87,913.97 104.658	4,418.09	420	5.73 %
TOTAL MORTGAGE		850,345.81	888,087.53	37,741.72	3,680	4.97 %

ASSET BACKED

50,000.00	CHASE ISSUANCE TRUST SER 2005-A4 CL A4 DTD 05-31-05 4.23% DUE 01-15-13 CUSIP: 161571AL8 MOODY'S RATING: AAA S&P RATING: AAA	49,001.95 98.00	51,123.00 102.246	2,121.05	94	4.14 %
50,000.00	NISSAN AUTO RECEIVABLES OWNER TRUST SERIES 2008-A ASSET BKD CTF CL A3 DTD 1/24/08 3.89% DUE 7/15/10 CUSIP: 65475FAD7 MOODY'S RATING: AAA S&P RATING: AAA	49,994.36 99.99	50,791.00 101.582	796.64	86	3.83 %
68,172.15	USAA AUTO OWNER TRUST SER 2007-2 MTG PASSTHRU CTF CL A3 DTD 10/4/07 4.90% DUE 2/15/12 CUSIP: 90327TAC7 MOODY'S RATING: AAA S&P RATING: AAA	68,162.98 99.99	69,416.29 101.825	1,253.31	148	4.81 %
8,036.93	WFS FINL OWNER TR 2005-3 CL A4 DTD 7-27-05 4.39% DUE 5-17-13 CUSIP: 962215AE9 MOODY'S RATING: AAA S&P RATING: AAA	7,936.47 98.75	8,065.22 100.352	128.75	14	4.37 %

# National City

National City Bank



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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (SEE TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
28,221.12	WORLD OMNI AUTO RECEIVABLES TRUST 2007-B MTG PASSTHRU CTF CL ASA DTD 9/26/07 5.28% DUE 1/17/12 CUSIP: 98156DAD9 HOODY'S RATING: AAA S&P RATING: AAA	28,220.43 100.00	28,800.22 102.052	579.79	58	5.17 %
TOTAL ASSET BACKED		203,316.19	208,195.73	4,879.54	401	4.44 %
<b>CMBS</b>						
28,730.29	BANC AMER COML MTG TR 2006-3 MTG PASSTHRU CTF CL A-1 DTD 8/1/06 5.685% DUE 7/10/44 CUSIP: 059500AA6 S&P RATING: AAA	28,860.48 100.45	29,065.29 101.166	204.81	136	5.62 %
TOTAL TAXABLE FIXED INCOME SECS		4,208,679.61	4,284,119.31	75,439.70	42,176	4.30 %
TOTAL FIXED INCOME SECURITIES		4,208,679.61	4,284,119.31	75,439.70	42,176	4.30 %
<b>EQUITIES</b>						
<b>ENERGY</b>						
<b>ENERGY EQUIPMENT &amp; SERVICES</b>						
1,730.00	NOBLE CORPORATION COM CUSIP: H5833N103	63,591.62 36.76	52,332.50 30.250	11,259.12-	0	0.40 %
870.00	SCHLUMBERGER LTD COM CUSIP: 806857108	63,833.50 73.38	47,075.70 54.110	16,767.80-	183	1.55 %
1,053.00	TRANSOCEAN LTD ORD SHS CUSIP: H8817H100	70,372.40 66.83	78,227.37 74.290	7,854.97	0	0.00 %
TOTAL ENERGY EQUIPMENT & SERVICES		197,807.52	177,635.57	20,171.95-	183	0.53 %

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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (CED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
<u>OIL AND GAS</u>						
2,720.00	EXXON MOBIL CORP COM CUSIP: 302316102	197,095.58 72.46	190,155.20 69.910	6,940.38-	0	2.40 %
1,280.00	OCCIDENTAL PETE CORP COM CUSIP: 674599105	77,504.00 60.55	84,236.80 65.810	6,732.80	422	2.01 %
2,890.00	TALISMAN ENERGY INC COM CUSIP: 87425E103	45,104.18 15.61	41,298.10 14.290	3,806.08-	0	1.31 %
2,070.00	XTO ENERGY INC CUSIP: 98385X106	84,952.80 41.04	78,949.80 38.140	6,003.00-	259	1.31 %
	TOTAL OIL AND GAS	404,656.56	394,639.90	10,016.66-	681	1.99 %
	TOTAL ENERGY	602,464.08	572,275.47	30,188.61-	864	1.53 %
<u>MATERIALS</u>						
<u>CHEMICALS</u>						
2,330.00	CELANESE CORP DEL COM SER A CUSIP: 150870103	50,498.23 21.67	55,337.50 23.750	4,839.27	0	0.67 %
600.00	PRAXAIR INC COM CUSIP: 74005P104	45,609.90 76.02	42,642.00 71.070	2,967.90-	0	2.25 %
	TOTAL CHEMICALS	96,108.13	97,979.50	1,871.37	0	1.36 %

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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (FEED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
<b>METALS &amp; MINING</b>						
1,050.00	FREEPORT-MCMORAN COPPER & GOLD INC CL B CUSIP: 35671D857	60,682.06 57.79	52,615.50 50.110	8,066.56-	0	0.00 %
<b>TOTAL MATERIALS</b>		156,790.19	150,595.00	6,195.19-	0	0.89 %
<b>INDUSTRIALS</b>						
<b>AEROSPACE &amp; DEFENSE</b>						
480.00	LOCKHEED MARTIN CORP COM CUSIP: 539830109	41,304.77 86.05	38,712.00 80.650	2,592.77-	0	2.83 %
980.00	NORTHROP GRUMMAN CORP COM CUSIP: 666807102	47,590.45 48.56	44,766.40 45.680	2,824.05-	0	3.77 %
820.00	UNITED TECHNOLOGIES CORP COM CUSIP: 915017109	35,615.21 43.43	42,607.20 51.960	6,991.99	0	2.96 %
<b>TOTAL AEROSPACE &amp; DEFENSE</b>		124,510.43	126,085.60	1,575.17	0	3.21 %
<b>CONSTRUCTION &amp; ENGINEERING</b>						
1,220.00	AECOM TECHNOLOGY CORP CUSIP: 00766T100	37,479.51 30.72	39,040.00 32.000	1,560.49	0	0.00 %
1,140.00	URS CORP NEW COM CUSIP: 903236107	58,063.39 50.93	56,452.80 49.520	1,610.59-	0	0.00 %
<b>TOTAL CONSTRUCTION &amp; ENGINEERING</b>		95,542.90	95,492.80	50.10-	0	0.00 %



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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (SEED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME
<b>MACHINERY</b>						
1,410.00	ITT INDUSTRIES INC COM CUSIP: 450911102	65,438.66 46.41	62,745.00 44.500	2,693.66-	0	1.91 %
<b>COMMERCIAL SERVICES &amp; SUPPLIES</b>						
1,390.00	WASTE MANAGEMENT INC NEW COM CUSIP: 94106L109	39,696.95 28.56	39,142.40 28.160	554.55-	0	4.12 %
<b>ROAD &amp; RAIL</b>						
1,210.00	CSX CORP COM CUSIP: 126408103	39,626.71 32.75	41,902.30 34.630	2,275.59	0	2.54 %
1,260.00	UNION PAC CORP CO COM CUSIP: 907818108	67,963.52 53.94	65,595.60 52.060	2,367.92-	0	2.07 %
<b>TOTAL ROAD &amp; RAIL</b>		107,590.23	107,497.90	92.33-	0	2.26 %
<b>TOTAL INDUSTRIALS</b>		432,779.17	430,963.70	1,815.47-	0	2.15 %
<b>CONSUMER DISCRETIONARY</b>						
<b>TEXTILES, APPAREL, LUXURY GOODS</b>						
860.00	NIKE INC CL B CUSIP: 654106103	47,712.48 55.48	44,530.80 51.780	3,181.68-	475	1.93 %
<b>HOTELS, RESTAURANTS &amp; LEISURE</b>						
760.00	MCDONALDS CORP COM CUSIP: 580135101	41,592.06 54.73	43,692.40 57.490	2,100.34	0	3.48 %

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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (SEED TO MKTD)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
<b>MEDIA</b>						
2,820.00	DISCOVERY COMMUNICATIONS NEW COM SER A CUSIP: 25470F104	63,046.85 22.36	63,478.20 22.510	431.35	0	0.00 %
1,590.00	MCGRAW-HILL COS INC COM CUSIP: 580645109	51,094.75 32.14	47,874.90 30.110	3,219.85-	0	2.99 %
1,740.00	VIACOM INC NEW CL B CUSIP: 92553P201	40,863.55 23.48	39,498.00 22.700	1,365.55-	0	0.00 %
TOTAL MEDIA		155,005.15	150,851.10	4,154.05-	0	0.95 %
<b>MULTILINE RETAIL</b>						
970.00	DOLLAR TREE STORES INC CUSIP: 256746108	42,993.60 44.32	40,837.00 42.100	2,156.60-	0	0.00 %
1,130.00	KOHL'S CORP COM CUSIP: 500255104	52,800.73 46.73	48,307.50 42.750	4,493.23-	0	0.00 %
TOTAL MULTILINE RETAIL		95,794.33	89,144.50	6,649.83-	0	0.00 %
<b>SPECIALTY RETAIL</b>						
240.00	AUTOZONE INC COM CUSIP: 05332102	37,986.86 158.28	36,266.40 151.110	1,720.46-	0	0.00 %
1,110.00	BEST BUY INC COM CUSIP: 086516101	41,478.04 37.37	37,173.90 33.490	4,304.14-	0	1.67 %
1,850.00	HOME DEPOT INC COM CUSIP: 437076102	44,367.44 23.98	43,715.50 23.630	651.94-	0	3.81 %

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PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (FEED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME YIELD AT MARKET
1,200.00	ROSS STORES INC COM CUSIP: 778296103	48,468.53 40.39	46,320.00 38.600	2,148.53-	0	1.14 %
	TOTAL SPECIALTY RETAIL	172,300.87	163,475.80	8,825.07-	0	1.72 %
	TOTAL CONSUMER DISCRETIONARY	512,404.89	491,694.60	20,710.29-	475	1.35 %
	CONSUMER STAPLES					
	FOOD & STAPLES RETAILING					
1,430.00	WAL MART STORES INC COM CUSIP: 931142103	81,109.48 56.72	69,269.20 48.440	11,840.28-	0	2.25 %
	BEVERAGES					
1,610.00	COCA-COLA CO COM CUSIP: 191216100	79,859.86 49.60	77,263.90 47.990	2,595.96-	660	3.42 %
1,520.00	PEPSICO INC COM CUSIP: 713448108	67,589.32 44.47	83,539.20 54.960	15,949.88	0	3.28 %
	TOTAL BEVERAGES	147,449.18	160,803.10	13,553.92	660	3.34 %
	FOOD PRODUCTS					
710.00	GENERAL MILLS INC COM CUSIP: 370334104	40,638.46 57.24	39,774.20 56.020	864.26-	0	3.07 %
	HOUSEHOLD PRODUCTS					
1,050.00	CLOROX CO COM CUSIP: 189054109	55,845.73 53.19	58,621.50 55.850	2,775.77	0	3.58 %

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1,210.00	COLGATE-PALMOLIVE CO COM CUSIP: 194162103	55,109.76 45.55	85,595.40 70.740	30,485.64	0	2.49 %
1,150.00	PROCTER & GAMBLE CO COM CUSIP: 742718109	61,595.96 53.56	58,765.00 51.100	2,830.96-	0	3.44 %
	TOTAL HOUSEHOLD PRODUCTS	172,551.45	202,981.90	30,430.45	0	3.08 %
	TOTAL CONSUMER STAPLES	441,748.57	472,828.40	31,079.83	660	3.05 %
	<u>HEALTH CARE</u>					
	<u>HEALTH CARE EQUIPMENT, SUPPLIES</u>					
1,330.00	BAXTER INTL INC COM CUSIP: 071813109	77,171.62 58.02	70,436.80 52.960	6,734.82-	346	1.96 %
1,010.00	BECTON DICKINSON & CO COM CUSIP: 075887109	67,985.02 67.31	72,023.10 71.310	4,038.08	0	1.85 %
1,670.00	ST JUDE MEDICAL INC COM CUSIP: 790849103	67,278.91 40.29	68,637.00 41.100	1,358.09	0	0.00 %
	TOTAL HEALTH CARE EQUIPMENT, SUPPLIES	212,435.55	211,096.90	1,338.65-	346	1.29 %
	<u>HEALTH CARE PROVIDERS, SERVICES</u>					
1,160.00	MCKESSON CORP COM (N/C FROM MCKESSON HBOC INC) CUSIP: 58155Q103	48,437.89 41.76	51,040.00 44.000	2,602.11	139	1.09 %
1,130.00	MEDCO HEALTH SOLUTIONS INC COM CUSIP: 58405U102	50,810.22 44.96	51,539.30 45.610	729.08	0	0.00 %
2,270.00	UNITEDHEALTH GROUP INC COM CUSIP: 91324P102	61,198.97 26.96	56,704.60 24.980	4,494.37-	0	0.12 %

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<b>TOTAL HEALTH CARE PROVIDERS, SERVICES</b>						
		160,447.08	159,283.90	1,163.18-	139	0.39 %
<b>PHARMACEUTICALS</b>						
1,220.00	ALLERGAN INC COM CUSIP: 018490102	55,120.15 45.18	58,047.60 47.580	2,927.45	0	0.42 %
1,570.00	BRISTOL MYERS SQUIBB CO COM CUSIP: 110122108	31,316.16 19.95	31,886.70 20.310	570.54	0	6.11 %
1,980.00	JOHNSON & JOHNSON COM CUSIP: 478160104	124,877.57 63.07	112,464.00 56.800	12,413.57-	0	3.45 %
2,560.00	PFIZER INC COM CUSIP: 717081103	37,301.25 14.57	38,400.00 15.000	1,098.75	0	4.27 %
<b>TOTAL PHARMACEUTICALS</b>		248,615.13	240,798.30	7,816.83-	0	3.20 %
<b>TOTAL HEALTH CARE</b>		621,497.76	611,179.10	10,318.66-	485	1.81 %
<b>FINANCIALS</b>						
<b>COMMERCIAL BANKS</b>						
1,630.00	WELLS FARGO & CO NEW COM CUSIP: 949746101	40,780.97 25.02	39,543.80 24.260	1,237.17-	0	0.82 %
<b>THRIFTS &amp; MORTGAGE FINANCE</b>		47,748.55 12.90	49,173.00 13.290	1,424.65	0	4.51 %

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<b>DIVERSIFIED FINANCIAL SERVICES</b>						
3,555.00	JPMORGAN CHASE & CO COM CUSIP: 46625H100	101,741.92 28.62	121,261.05 34.110	19,519.13	0	0.59 %
<b>CAPITAL MARKETS</b>						
750.00	GOLDMAN SACHS GROUP INC COM CUSIP: 38141G104	59,813.46 79.75	110,580.00 147.440	50,766.54	0	0.95 %
1,120.00	PRIDE T ROWE GROUP INC COM CUSIP: 74144T108	46,916.81 41.89	46,670.40 41.670	246.41-	0	2.40 %
1,750.00	STATE STR CORP COM CUSIP: 857477103	81,710.45 46.69	82,600.00 47.200	889.55	18	0.08 %
<b>TOTAL CAPITAL MARKETS</b>		188,440.72	239,850.40	51,409.68	18	0.93 %
<b>INSURANCE</b>						
1,110.00	CHUBB CORP COM CUSIP: 171232101	45,649.97 41.13	44,266.80 39.880	1,383.17-	389	3.51 %
<b>TOTAL FINANCIALS</b>		424,361.93	494,095.05	69,733.12	406	1.43 %
<b>INFORMATION TECHNOLOGY</b>						
<b>INTERNET SOFTWARE &amp; SERVICES</b>						
220.00	GOOGLE INC CL A CUSIP: 38259P508	89,126.84 405.12	92,749.80 421.590	3,622.96	0	0.00 %

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<b>II SERVICES</b>						
440.00	MASTERCARD INC COM CUSIP: 57636Q104	73,712.98 167.53	73,616.40 167.310	96.58-	0	0.36 %
<b>SOFTWARE</b>						
3,405.00	MICROSOFT CORP COM CUSIP: 594918104	36,582.45 10.74	30,936.85 23.770	44,354.40	0	2.19 %
6,360.00	ORACLE CORP COM CUSIP: 68389X105	127,534.40 20.05	136,231.20 21.420	8,696.80	0	0.93 %
<b>TOTAL SOFTWARE</b>		<b>164,116.85</b>	<b>217,168.05</b>	<b>53,051.20</b>	<b>0</b>	<b>1.40 %</b>
<b>COMMUNICATIONS EQUIPMENT</b>						
3,265.00	DISCO SYS INC COM CUSIP: 17275R102	41,817.92 12.81	60,892.25 18.650	19,074.33	0	0.00 %
1,860.00	QUALCOMM INC COM CUSIP: 747525103	84,002.18 45.16	84,072.00 45.200	69.82	0	1.50 %
<b>TOTAL COMMUNICATIONS EQUIPMENT</b>		<b>125,820.10</b>	<b>144,964.25</b>	<b>19,144.15</b>	<b>0</b>	<b>0.87 %</b>
<b>COMPUTERS &amp; PERIPHERALS</b>						
910.00	APPLE INC CUSIP: 037833100	63,148.76 69.39	129,611.30 142.430	66,462.54	0	0.00 %
710.00	INTERNATIONAL BUSINESS MACHS CORP COM CUSIP: 459200101	76,774.15 108.13	74,138.20 104.420	2,635.95-	0	2.11 %
<b>TOTAL COMPUTERS &amp; PERIPHERALS</b>		<b>139,922.91</b>	<b>203,749.50</b>	<b>63,826.59</b>	<b>0</b>	<b>0.77 %</b>



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<b>ELECTRONIC EQUIP &amp; INSTRUMENTS</b>						
1,540.00	AMPHENOL CORP NEW CL A CUSIP: 032095101	51,962.37 33.74	48,725.60 31.640	3,236.77-	23	0.19 %
1,390.00	DOLBY LABORATORIES INC - CL A COM CUSIP: 25659T107	52,700.60 37.91	51,819.20 37.280	881.40-	0	0.00 %
	<b>TOTAL ELECTRONIC EQUIP &amp; INSTRUMENTS</b>	<b>104,662.97</b>	<b>100,544.80</b>	<b>4,118.17-</b>	<b>23</b>	<b>0.09 %</b>
<b>SEMICONDUCTORS &amp; EQUIPMENT</b>						
1,660.00	BROADCOM CORP CL A CUSIP: 111320107	42,910.83 25.85	41,151.40 24.790	1,759.43-	0	0.00 %
2,490.00	INTEL CORP COM CUSIP: 458140100	38,970.16 15.65	41,209.50 16.550	2,239.34	0	3.38 %
	<b>TOTAL SEMICONDUCTORS &amp; EQUIPMENT</b>	<b>81,880.99</b>	<b>82,360.90</b>	<b>479.91</b>	<b>0</b>	<b>1.69 %</b>
	<b>TOTAL INFORMATION TECHNOLOGY</b>	<b>779,243.64</b>	<b>915,153.70</b>	<b>135,910.06</b>	<b>23</b>	<b>0.85 %</b>
<b>TELECOMMUNICATION SERVICES</b>						
<b>DIVERSIFIED TELECOMM SERVICES</b>						
2,740.00	AT & T INC COM CUSIP: 00206R102	67,347.01 24.58	68,061.60 24.840	714.59	0	6.60 %
2,080.00	VERIZON COMMUNICATIONS COM CUSIP: 92343V104	61,831.82 29.73	63,918.40 30.730	2,086.58	0	5.99 %
	<b>TOTAL DIVERSIFIED TELECOMM SERVICES</b>	<b>129,178.83</b>	<b>131,980.00</b>	<b>2,801.17</b>	<b>0</b>	<b>6.30 %</b>



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<b>WIRELESS TELECOMM SERVICES</b>						
1,450.00	AMERICAN TOWER CORP CL A CUSIP: 029912201	43,847.93 30.24	45,718.50 31.530	1,870.57	0	0.00 %
	<b>TOTAL TELECOMMUNICATION SERVICES</b>	<b>173,026.76</b>	<b>177,698.50</b>	<b>4,671.74</b>	<b>0</b>	<b>4.68 %</b>
<b>UTILITIES</b>						
<b>ELECTRIC UTILITIES</b>						
760.00	FPL GROUP INC COM CUSIP: 502571104	42,092.98 55.39	43,213.60 56.860	1,120.62	0	3.32 %
<b>MULTI-UTILITIES &amp; UNREG. POWER</b>						
1,380.00	WISCONSIN ENERGY CORP COM CUSIP: 976657106	55,697.18 40.36	56,179.80 40.710	482.62	0	3.32 %
	<b>TOTAL UTILITIES</b>	<b>97,790.16</b>	<b>99,393.40</b>	<b>1,603.24</b>	<b>0</b>	<b>3.32 %</b>
	<b>TOTAL EQUITIES</b>	<b>4,242,107.15</b>	<b>4,415,876.92</b>	<b>173,769.77</b>	<b>2,913</b>	<b>1.76 %</b>
<b>MUTUAL FUNDS</b>						
<b>LARGE CAP</b>						
	<b>LC - VALUE PRPTY</b>					
51,435.816	ALLEGIAN T LARGE CAP VALUE FD CLASS I #412 CUSIP: 01748V742	699,529.00 13.60	544,190.93 10.580	155,338.07-	0	2.52 %



ASSET STATEMENT  
AS OF 06/30/09

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

PAR VALUE OR SHARES	ASSET DESCRIPTION	FED TAX COST COST PER UNIT	MARKET VALUE MARKET PRICE	UNREALIZED GAIN/LOSS (FEED TO MKT)	ACCRUED YIELD AT INCOME MARKET	INCOME
<u>SMALL CAP</u>						
<u>SC - CORE PRPTY</u>						
103,439.965	ALLEGiant SMALL CAP CORE FD CLASS I #426 CUSIP: 01748V585	895,551.00 8.66	789,246.93 7.630	106,304.07-	0	0.13 %
<u>DEVELOPED INTL HF'S &amp; ETF'S</u>						
<u>IM - CORE PRPTY</u>						
75,232.166	ALLEGiant INTERNATIONAL EQUITY FD CLASS I #409 CUSIP: 01748E120	794,488.45 10.56	823,792.22 10.950	29,503.77	0	1.94 %
<u>TOTAL MUTUAL FUNDS</u>		<u>2,389,568.45</u>	<u>2,157,230.08</u>	<u>232,338.37-</u>	<u>0</u>	<u>1.42 %</u>
<u>TOTAL ASSETS</u>		<u>11,443,177.93</u>	<u>11,460,049.03</u>	<u>16,871.10</u>	<u>45,094</u>	<u>2.55 %</u>

National City Bank

CLEVE PUB LIB ENDMT FD  
ACCOUNT NO. 01404713000

PENDING TRADES

AS OF 06/30/09

PAGE 37 OF 139

PAR VALUE OR SHARES	ASSET DESCRIPTION	TRADE DATE SETTLE DATE	TRADE VALUE TRADE PRICE	END OF MONTH MARKET VALUE MARKET PRICE	MARKET VALUE ADJUSTMENT
15,000	UNITED STATES TREAS NTS DTD 8/15/06 4.875% DUE 8/15/16 912828FQ8	06/26/09 07/01/09	16,585.02 110.567	16,583.25 110.555	1.77-
TOTAL PENDING ACQUISITIONS			16,585.02	16,583.25	1.77-

CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF TREASURER TO BOARD OF LIBRARY TRUSTEES  
FOR THE PERIOD JULY 1 - JULY 31, 2009

*H. Sandra Kuban*

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending July 31, 2009**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Total</u>
41 Taxes	28,642,251.55	0.00	0.00	0.00	28,642,251.55
42 Intergovernmental	16,843,567.93	337,287.80	0.00	0.00	17,180,855.73
43 Fines & Fees	190,050.20	0.00	0.00	0.00	190,050.20
44 Investment Earnings	606,223.47	(12,899.84)	0.00	(4,386.12)	588,937.51
45 Charges for Services	1,600,089.58	0.00	0.00	0.00	1,600,089.58
46 Contributions & Donations	0.00	279,513.43	0.00	100.00	279,613.43
48 Miscellaneous Revenue	21,164.51	4,209.00	0.00	215.53	25,589.04
<b>Total Revenues</b>	<b>\$ 47,903,347.24</b>	<b>\$ 608,110.39</b>	<b>\$ 0.00</b>	<b>\$(4,070.59)</b>	<b>\$ 48,507,387.04</b>
51 Salaries/Benefits	24,435,258.72	190,594.14	0.00	0.00	24,625,852.86
52 Supplies	677,027.75	16,729.78	0.00	7,749.33	701,506.86
53 Purchased/Contracted Services	5,433,309.78	347,126.47	0.00	28.00	5,780,464.25
54 Library Materials	4,735,787.46	83,121.17	0.00	33,661.58	4,852,570.21
55 Capital Outlay	520,054.82	5,672.31	1,268,933.13	0.00	1,794,660.26
57 Miscellaneous Expenses	58,410.16	7,990.00	0.00	0.00	66,400.16
<b>Total Expenditures</b>	<b>\$ 35,859,848.69</b>	<b>\$ 651,233.87</b>	<b>\$ 1,268,933.13</b>	<b>\$ 41,438.91</b>	<b>\$ 37,821,454.60</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 12,043,498.55</b>	<b>\$(43,123.48)</b>	<b>\$(1,268,933.13)</b>	<b>\$(45,509.50)</b>	<b>\$ 10,685,932.44</b>
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	0.00
98 Advances	0.00	0.00	0.00	0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Total Other Sources / Uses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Revenue &amp; Other Sources Over/(Under) Expenditures &amp; Other Uses</b>	<b>\$ 12,043,498.55</b>	<b>\$(43,123.48)</b>	<b>\$(1,268,933.13)</b>	<b>\$(45,509.50)</b>	<b>\$ 10,685,932.44</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 29,074,110.06</b>	<b>\$ 10,221,024.55</b>	<b>\$ 9,499,170.43</b>	<b>\$ 2,550,244.08</b>	<b>\$ 51,344,549.12</b>
<b>Current Cash Balance</b>	<b>\$ 41,117,608.61</b>	<b>\$ 10,177,901.07</b>	<b>\$ 8,230,237.30</b>	<b>\$ 2,504,734.58</b>	<b>\$ 62,030,481.56</b>

Cleveland Public Library  
**Appropriation, Expenditures and Balances**  
 General Fund  
 For the Period Ending July 31, 2009

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	13,164,132.00	13,164,132.00	7,341,881.28	0.00	5,822,250.72
51120 Clerical Salaries	13,348,097.00	13,348,097.00	7,283,478.92	0.00	6,064,618.08
51130 Non-Clerical Salaries	1,729,671.00	1,729,671.00	964,530.70	0.00	765,140.30
51140 Buildings Salaries	5,153,746.00	5,153,746.00	2,708,537.55	0.00	2,445,208.45
51150 Other Salaries	1,883,438.00	1,883,438.00	882,107.85	0.00	1,001,330.15
51400 OPERS	4,855,191.00	4,995,879.08	2,347,963.35	2,553,522.57	94,393.16
51610 Health Insurance	3,931,593.00	4,246,038.86	2,413,898.35	1,611,289.29	220,851.22
51620 Life Insurance	87,192.00	110,477.99	61,060.82	34,174.85	15,242.32
51630 Workers Compensation	373,594.00	373,594.00	221,098.28	0.00	152,495.72
51640 Unemployment Compensation	38,641.00	63,873.19	1,650.24	48,581.95	13,641.00
51900 Other Benefits	569,929.00	664,647.36	209,051.38	232,305.39	223,290.59
<b>Salaries/Benefits</b>	<b>45,135,224.00</b>	<b>\$ 45,733,594.48</b>	<b>\$ 24,435,258.72</b>	<b>\$ 4,479,874.05</b>	<b>\$ 16,818,461.71</b>
52110 Office Supplies	105,867.00	110,984.10	37,997.86	7,411.36	65,574.88
52120 Stationery	177,827.00	219,374.55	123,095.88	6,395.04	89,883.63
52130 Duplication Supplies	121,095.00	127,455.08	60,634.16	8,100.16	58,720.76
52140 Hand Tools	8,379.00	8,922.38	2,977.73	170.68	5,773.97
52150 Book Repair Supplies	106,572.00	118,096.69	71,930.59	19,361.58	26,804.52
52210 Janitorial Supplies	132,160.00	135,876.87	66,067.36	7,670.40	62,139.11
52220 Electrical Supplies	115,814.00	72,040.19	29,018.34	2,834.98	40,186.87
52230 Maintenance Supplies	170,072.00	175,396.34	72,423.70	9,992.45	92,980.19
52240 Uniforms	16,150.00	17,124.50	950.96	9,265.04	6,908.50
52300 Motor Vehicle Supplies	62,647.00	54,960.10	34,176.08	25,149.05	(4,365.03)
52900 Other Supplies	383,702.00	406,199.02	177,755.09	28,777.41	199,666.52
<b>Supplies</b>	<b>1,400,285.00</b>	<b>\$ 1,446,429.82</b>	<b>\$ 677,027.75</b>	<b>\$ 125,128.15</b>	<b>\$ 644,273.92</b>
53100 Travel/Meetings	98,914.00	65,795.66	47,495.11	62,643.44	(44,342.89)
53210 Telecommunications	434,659.00	489,043.35	332,895.92	292,117.33	(135,969.90)

**WISCONSIN PUBLIC LIBRARY**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending July 31, 2009**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53230	128,896.00	141,374.63	73,748.93	58,673.72	8,951.98
53240	280,000.00	322,564.76	91,373.92	37,837.04	193,353.80
53310	201,122.00	290,296.17	178,162.52	102,806.21	9,327.44
53320	67,506.00	60,763.35	18,017.57	4,636.56	38,109.22
53330	15,000.00	16,450.00	3,538.00	0.00	12,912.00
53340	214,993.00	229,164.77	94,709.09	60,317.91	74,137.77
53350	269,826.00	312,940.75	101,885.44	162,416.33	48,638.98
53360	857,891.00	783,520.52	622,063.19	35,111.68	126,345.65
53370	27,729.00	30,468.75	20,228.19	270.09	9,970.47
53380	974,879.00	1,009,679.53	482,755.53	499,701.39	27,222.61
53390	36,000.00	39,000.00	16,605.76	25,164.24	(2,770.00)
53400	382,136.00	382,606.00	9,715.00	470.00	372,421.00
53510	84,959.00	104,007.33	68,701.56	34,545.08	760.69
53520	314,268.00	386,639.08	189,595.02	160,329.03	36,715.03
53610	1,949,602.00	2,131,874.42	1,125,586.30	973,814.42	32,473.70
53620	391,513.00	407,122.63	227,588.14	166,133.26	13,401.23
53630	721,610.00	687,967.44	330,825.91	383,998.95	(26,857.42)
53640	90,720.00	131,779.57	34,428.58	121,674.02	(24,323.03)
53710	1,914,515.00	1,986,100.93	844,013.42	656,552.98	485,534.53
53720	526,500.00	531,200.00	381,997.08	3,337.00	145,865.92
53800	305,000.00	336,248.96	128,773.60	203,325.36	4,150.00
53900	15,160.00	18,169.25	8,606.00	3,891.25	5,672.00
	<b>10,303,398.00</b>	<b>\$ 10,894,777.85</b>	<b>\$ 5,433,309.78</b>	<b>\$ 4,049,767.29</b>	<b>\$ 1,411,700.78</b>
<b>Purchased/Contracted Services</b>					
54110	3,901,786.00	4,731,580.60	2,029,775.66	910,257.43	1,791,547.51
54120	838,612.00	794,922.10	372,605.96	198,994.43	223,321.71
54210	1,854,238.00	1,680,089.41	138,693.06	62,963.95	1,478,432.40
54220	309,865.00	359,306.00	50,682.53	81,101.22	227,522.25

Cleveland Public Library  
**Appropriation, Expenditures and Balances**  
 General Fund  
 For the Period Ending July 31, 2009

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54310 Video Media	1,651,581.00	1,571,541.17	785,531.48	201,686.77	584,322.92
54320 Audio Media - Spoken	426,023.00	471,845.06	211,640.80	110,740.19	149,464.07
54325 Audio Media - Music	690,775.00	733,051.53	319,192.50	101,061.62	312,797.41
54350 Computer Media	319,800.00	427,190.71	276,599.00	65,149.88	85,441.83
54500 Database Services	1,589,121.78	1,500,004.38	402,668.02	615,189.18	482,147.18
54600 Interlibrary Loan	6,500.00	6,886.08	3,055.28	3,807.80	23.00
54710 Bookbinding	69,971.00	85,873.95	26,373.85	69,529.10	(10,029.00)
54720 Preservation Services	98,727.00	134,850.19	60,597.79	17,777.47	56,474.93
54730 Preservation Boxing	12,674.00	13,406.50	7,125.68	1,250.09	5,030.73
54790 Preservation Reformatting	65,618.00	93,228.04	51,245.85	14,466.00	27,516.19
<b>Library Materials</b>	<b>11,835,291.78</b>	<b>\$ 12,603,775.72</b>	<b>\$ 4,735,787.46</b>	<b>\$ 2,453,975.13</b>	<b>\$ 5,414,013.13</b>
55510 Furniture	141,409.00	165,370.02	37,602.52	7,464.32	120,303.18
55520 Equipment	68,629.00	84,389.95	30,539.72	10,605.90	43,244.33
55530 Computer Hardware/Software	964,437.00	719,371.00	428,357.03	30,770.14	260,243.83
55700 Motor Vehicles	37,519.00	37,519.00	23,555.55	0.00	13,963.45
<b>Capital Outlay</b>	<b>1,211,994.00</b>	<b>\$ 1,006,649.97</b>	<b>\$ 520,054.82</b>	<b>\$ 48,840.36</b>	<b>\$ 437,754.79</b>
57100 Memberships	68,278.00	71,782.00	50,210.00	272.00	21,300.00
57200 Taxes	1,000.00	1,652.68	415.25	1,037.43	200.00
57500 Refunds/Reimbursements	14,002.00	26,122.34	7,784.91	8,866.89	9,470.54
<b>Miscellaneous Expenses</b>	<b>83,280.00</b>	<b>\$ 99,557.02</b>	<b>\$ 58,410.16</b>	<b>\$ 10,176.32</b>	<b>\$ 30,970.54</b>
<b>Advances</b>	<b>0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
59900 Transfers Out	3,000,000.00	3,000,000.00	0.00	0.00	3,000,000.00
<b>Transfers</b>	<b>3,000,000.00</b>	<b>\$ 3,000,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 3,000,000.00</b>
<b>TOTAL</b>	<b>72,969,472.78</b>	<b>\$ 74,784,784.86</b>	<b>\$ 35,859,848.69</b>	<b>\$ 11,167,761.30</b>	<b>\$ 27,757,174.87</b>



**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending July 31, 2009**

	<b>Beginning Year Balance</b>	<b>Year to Date Receipts</b>	<b>Year to Date Expenditures</b>	<b>Year to Date Encumbrances</b>	<b>Unencumbered Balance</b>
101 General Fund	29,074,110.06	47,903,347.24	35,859,848.69	11,167,761.30	29,949,847.31
<b>Total General Fund</b>	<b>\$ 29,074,110.06</b>	<b>\$ 47,903,347.24</b>	<b>\$ 35,859,848.69</b>	<b>\$ 11,167,761.30</b>	<b>\$ 29,949,847.31</b>
201 Anderson	189,796.30	(344.39)	5,856.71	55.00	183,540.20
202 Endowment for the Blind	1,324,960.22	(1,223.95)	0.00	0.00	1,323,736.27
203 Founders	4,222,073.59	11,193.35	65,212.61	65,929.48	4,102,124.85
204 Kaiser	39,244.59	0.00	0.00	0.00	39,244.59
205 Kraley	139,498.67	(794.81)	0.00	288.68	138,415.18
206 Library	148,268.50	8,342.97	2,440.00	0.00	154,171.47
207 Pepke	85,789.54	0.00	0.00	0.00	85,789.54
208 Wickwire	994,220.04	(2,568.93)	6,009.56	11,993.05	973,648.50
209 Wittke	59,160.11	(115.71)	1,643.94	0.00	57,400.46
210 Young	2,571,940.87	23,111.06	37,535.60	0.00	2,557,516.33
225 Friends	9,540.13	0.00	5,410.58	0.00	4,129.55
226 Judd	1,683.13	116,220.50	79,684.66	18,350.98	19,867.99
228 Lockwood Thompson Memorial	260,422.16	88,828.50	86,859.93	186,638.30	75,752.43
229 Ohio Center for the Book	1,000.00	900.00	1,300.00	492.00	108.00
230 Schweinfurth	3,895.07	16,815.00	30,785.00	31,009.54	(41,084.47)
242 Cleveland NCA Kiosk	14,617.02	0.00	1,162.11	1,237.89	12,217.02
244 Harvard CS Kiosk Project	8,828.87	0.00	354.12	506.34	7,968.41
251 LSTA-Library for the Blind	0.00	91,425.00	29,401.03	8,485.60	53,538.37
252 LSTA-Know It Now	134,785.74	250,071.80	287,851.45	8,267.40	88,738.69
253 MetLife-Fit for Life II	11,300.00	6,250.00	9,726.57	0.00	7,823.43
<b>Total Special Revenue Funds</b>	<b>\$ 10,221,024.55</b>	<b>\$ 608,110.39</b>	<b>\$ 651,233.87</b>	<b>\$ 333,254.26</b>	<b>\$ 9,844,646.81</b>
401 Building & Repair	9,499,170.43	0.00	1,268,933.13	4,886,589.67	3,343,647.63
<b>Total Capital Project Funds</b>	<b>\$ 9,499,170.43</b>	<b>\$ 0.00</b>	<b>\$ 1,268,933.13</b>	<b>\$ 4,886,589.67</b>	<b>\$ 3,343,647.63</b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending July 31, 2009**

	<b>Beginning Year Balance</b>	<b>Year to Date Receipts</b>	<b>Year to Date Expenditures</b>	<b>Year to Date Encumbrances</b>	<b>Unencumbered Balance</b>
501 Abel	161,156.88	(19.94)	213.75	0.00	160,923.19
502 Ambler	1,496.65	0.00	0.00	0.00	1,496.65
503 Beard	108,071.85	0.00	4,179.01	0.00	103,892.84
504 Klein	3,547.98	0.00	0.00	0.00	3,547.98
505 Malon/Schroeder	205,747.62	(1,123.80)	3,570.32	0.00	201,053.50
506 McDonald	122,313.03	(184.11)	0.00	0.00	122,128.92
507 Ratner	59,798.47	(24.08)	0.00	0.00	59,774.39
508 Root	26,401.27	(54.11)	0.00	0.00	26,347.16
509 Sugarman	162,670.32	(65.13)	0.00	0.00	162,605.19
510 Thompson	114,305.68	(288.36)	2,570.00	0.00	111,447.32
511 Weidenthal	4,413.61	0.00	0.00	0.00	4,413.61
512 White	1,580,320.72	(2,311.06)	30,905.83	6,986.40	1,540,117.43
<b>Total Permanent Funds</b>	<b>\$ 2,550,244.08</b>	<b>\$(4,070.59)</b>	<b>\$ 41,438.91</b>	<b>\$ 6,986.40</b>	<b>\$ 2,497,748.18</b>
<b>Total All Funds</b>	<b>\$ 51,344,549.12</b>	<b>\$ 48,507,387.04</b>	<b>\$ 37,821,454.60</b>	<b>\$ 16,394,591.63</b>	<b>\$ 45,635,889.93</b>

**Cleveland Public Library  
 Depository Balance Detail  
 For the Period Ending July 31, 2009**

<b>Balance of All Funds</b>	<b><u>\$ 62,030,481.56</u></b>
Chase-Checking	9,767.72
National City-Checking	10,000.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	(1,051,826.20)
KeyBank-MC/MISA	22,464.87
Fifth Third - Checking	359,745.81
Petty Cash	350.00
Change Fund	5,100.00
KeyBank-Payroll Account (ZBA)	0.00
KeyBank-Savings Bond Acct	0.00
<b>Cash in Library Treasury</b>	<b><u>\$(644,397.80)</u></b>
National City - Investments	32,634,038.81
NCB/Allegiant Money Market	121,262.04
KeyBank - Victory Fund	8,278,369.25
STAR OHIO Investment	9,754,429.01
<b>Investments</b>	<b><u>\$ 50,788,099.11</u></b>
NCB Endowment Acct	11,886,780.25
<b>Endowment Account</b>	<b><u>\$ 11,886,780.25</u></b>
<b>Cash in Banks and On Hand</b>	<b><u>\$ 62,030,481.56</u></b>

CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF TREASURER TO BOARD OF LIBRARY TRUSTEES

FOR THE PERIOD AUGUST 1 - AUGUST 31, 2009

*H. Sandra Huber*

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending August 31, 2009**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Total</u>
41 Taxes	28,642,251.55	0.00	0.00	0.00	28,642,251.55
42 Intergovernmental	18,264,768.30	641,341.06	0.00	0.00	18,906,109.36
43 Fines & Fees	215,715.21	0.00	0.00	0.00	215,715.21
44 Investment Earnings	623,311.45	(12,899.84)	0.00	(4,386.12)	606,025.49
45 Charges for Services	1,845,456.98	0.00	0.00	0.00	1,845,456.98
46 Contributions & Donations	0.00	285,513.43	0.00	100.00	285,613.43
48 Miscellaneous Revenue	31,782.75	4,209.00	0.00	215.53	36,207.28
<b>Total Revenues</b>	<b>\$ 49,623,286.24</b>	<b>\$ 918,163.65</b>	<b>\$ 0.00</b>	<b>\$(4,070.59)</b>	<b>\$ 50,537,379.30</b>
51 Salaries/Benefits	27,681,141.64	220,096.60	0.00	0.00	27,901,238.24
52 Supplies	747,508.49	19,903.70	0.00	7,749.33	775,161.52
53 Purchased/Contracted Services	6,534,609.29	383,645.81	0.00	28.00	6,918,283.10
54 Library Materials	5,248,072.57	89,391.17	0.00	34,482.14	5,371,945.88
55 Capital Outlay	541,816.21	6,837.54	1,836,208.34	0.00	2,384,862.09
57 Miscellaneous Expenses	59,930.25	7,990.00	0.00	0.00	67,920.25
<b>Total Expenditures</b>	<b>\$ 40,813,078.45</b>	<b>\$ 727,864.82</b>	<b>\$ 1,836,208.34</b>	<b>\$ 42,259.47</b>	<b>\$ 43,419,411.08</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 8,810,207.79</b>	<b>\$ 190,298.83</b>	<b>\$(1,836,208.34)</b>	<b>\$(46,330.06)</b>	<b>\$ 7,117,968.22</b>
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	0.00
98 Advances	0.00	0.00	0.00	0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	0.00
<b>Total Other Sources / Uses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Revenue &amp; Other Sources Over/(Under) Expenditures &amp; Other Uses</b>	<b>\$ 8,810,207.79</b>	<b>\$ 190,298.83</b>	<b>\$(1,836,208.34)</b>	<b>\$(46,330.06)</b>	<b>\$ 7,117,968.22</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 29,074,110.06</b>	<b>\$ 10,221,024.55</b>	<b>\$ 9,499,170.43</b>	<b>\$ 2,550,244.08</b>	<b>\$ 51,344,549.12</b>
<b>Current Cash Balance</b>	<b>\$ 37,884,317.85</b>	<b>\$ 10,411,323.38</b>	<b>\$ 7,662,962.09</b>	<b>\$ 2,503,914.02</b>	<b>\$ 58,462,517.34</b>

Cleveland Public Library  
 Appropriation, Expenditures and Balances  
 General Fund  
 For the Period Ending August 31, 2009

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	13,164,132.00	13,064,132.00	8,295,659.65	0.00	4,768,472.35
51120 Clerical Salaries	13,348,097.00	12,923,097.00	8,229,877.11	0.00	4,693,219.89
51130 Non-Clerical Salaries	1,729,671.00	1,729,671.00	1,103,768.59	0.00	625,902.41
51140 Buildings Salaries	5,153,746.00	4,953,746.00	3,050,557.70	0.00	1,903,188.30
51150 Other Salaries	1,883,438.00	1,758,438.00	998,706.02	0.00	759,731.98
51400 OPERS	4,855,191.00	4,876,879.08	2,705,788.09	2,194,267.82	(23,176.83)
51610 Health Insurance	3,931,593.00	4,246,038.86	2,758,057.29	1,293,315.97	194,665.60
51620 Life Insurance	87,192.00	110,477.99	67,371.25	27,850.12	15,256.62
51630 Workers Compensation	373,594.00	373,594.00	220,984.90	0.00	152,609.10
51640 Unemployment Compensation	38,641.00	63,873.19	2,962.92	47,269.27	13,641.00
51900 Other Benefits	569,929.00	664,647.36	247,408.12	196,837.31	220,401.93
<b>Salaries/Benefits</b>	<b>45,135,224.00</b>	<b>\$ 44,764,594.48</b>	<b>\$ 27,681,141.64</b>	<b>\$ 3,759,540.49</b>	<b>\$ 13,323,912.35</b>
52110 Office Supplies	105,867.00	108,484.10	44,924.67	5,657.19	57,902.24
52120 Stationery	177,827.00	218,529.55	126,255.13	18,711.09	73,563.33
52130 Duplication Supplies	121,095.00	127,455.08	68,876.53	0.00	58,578.55
52140 Hand Tools	8,379.00	8,922.38	3,238.41	62.46	5,621.51
52150 Book Repair Supplies	106,572.00	123,241.69	86,525.97	4,702.93	32,012.79
52210 Janitorial Supplies	132,160.00	135,876.87	72,246.66	4,572.58	59,057.63
52220 Electrical Supplies	115,814.00	72,040.19	33,919.45	1,101.34	37,019.40
52230 Maintenance Supplies	170,072.00	175,396.34	75,497.03	11,110.97	88,788.34
52240 Uniforms	16,150.00	17,124.50	950.96	9,265.04	6,908.50
52300 Motor Vehicle Supplies	62,647.00	54,960.10	37,791.90	21,651.71	(4,483.51)
52900 Other Supplies	383,702.00	404,399.02	197,281.78	14,042.69	193,074.55
<b>Supplies</b>	<b>1,400,285.00</b>	<b>\$ 1,446,429.82</b>	<b>\$ 747,508.49</b>	<b>\$ 90,878.00</b>	<b>\$ 608,043.33</b>
53100 Travel/Meetings	98,914.00	65,795.66	51,456.45	13,682.10	657.11
53210 Telecommunications	434,659.00	489,043.35	384,341.65	248,640.36	(143,938.66)

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending August 31, 2009**

	<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
53230 Postage/Freight	128,896.00	141,374.63	84,950.26	47,472.39	8,951.98
53240 PR/Other Communications	280,000.00	322,564.76	96,793.32	36,184.02	189,587.42
53310 Building Repairs	201,122.00	290,296.17	191,524.28	86,657.71	12,114.18
53320 Machine Repairs	67,506.00	60,763.35	21,527.52	5,675.10	33,560.73
53330 Computer Repairs	15,000.00	16,450.00	3,538.00	0.00	12,912.00
53340 Building Maintenance	214,993.00	229,164.77	106,683.38	48,956.12	73,525.27
53350 Machine Maintenance	269,826.00	312,940.75	130,053.26	133,463.51	49,423.98
53360 Computer Maintenance	857,891.00	783,520.52	664,567.82	43,095.01	75,857.69
53370 Motor Vehicle Repairs	27,729.00	30,468.75	20,940.61	2,936.10	6,592.04
53380 Contract Security	974,879.00	1,009,679.53	601,291.11	381,165.81	27,222.61
53390 Landscaping	36,000.00	39,000.00	18,504.76	23,265.24	(2,770.00)
53400 Insurance	382,136.00	382,606.00	377,662.50	38,940.50	(33,997.00)
53510 Rent/Leases	84,959.00	104,007.33	70,552.56	32,694.08	760.69
53520 Equipment Rental	314,268.00	386,639.08	208,758.01	141,158.21	36,722.86
53610 Electricity	1,949,602.00	2,131,874.42	1,311,114.77	734,227.61	86,532.04
53620 Gas	391,513.00	407,122.63	230,037.88	163,683.52	13,401.23
53630 Chilled Water	721,610.00	687,967.44	437,022.41	227,802.45	23,142.58
53640 Water/Sewer	90,720.00	131,779.57	43,408.21	112,694.39	(24,323.03)
53710 Professional Services	1,914,515.00	1,986,100.93	913,806.81	610,953.25	461,340.87
53720 Auditors Fees	526,500.00	531,200.00	390,373.17	18,252.91	122,573.92
53800 Library Material Control	305,000.00	336,248.96	166,879.55	165,219.41	4,150.00
53900 Other Purchased Services	15,160.00	18,169.25	8,821.00	3,176.25	6,172.00
	<b>10,303,398.00</b>	<b>\$ 10,894,777.85</b>	<b>\$ 6,534,609.29</b>	<b>\$ 3,319,996.05</b>	<b>\$ 1,040,172.51</b>
<b>Purchased/Contracted Services</b>					
54110 Books	3,901,786.00	4,731,580.60	2,264,062.59	918,833.83	1,548,684.18
54120 Continuations	838,612.00	794,922.10	404,146.09	325,999.58	64,776.43
54210 Periodicals	1,854,238.00	1,680,089.41	143,143.61	1,036,066.45	500,879.35
54220 Microforms	309,865.00	359,306.00	50,658.75	257,117.96	51,529.29

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending August 31, 2009**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54310 Video Media	1,651,581.00	1,571,541.17	864,056.91	206,654.35	500,829.91
54320 Audio Media - Spoken	426,023.00	471,845.06	230,501.61	87,229.55	154,113.90
54325 Audio Media - Music	690,775.00	733,051.53	354,789.80	111,107.49	267,154.24
54350 Computer Media	319,800.00	427,190.71	287,641.65	63,576.96	75,972.10
54500 Database Services	1,589,121.78	1,500,004.38	485,976.90	683,366.88	330,660.60
54600 Interlibrary Loan	6,500.00	6,886.08	3,248.38	3,564.70	73.00
54710 Bookbinding	69,971.00	85,873.95	28,110.35	67,792.60	(10,029.00)
54720 Preservation Services	98,727.00	134,850.19	62,351.54	21,250.57	51,248.08
54730 Preservation Boxing	12,674.00	13,406.50	7,979.93	436.19	4,990.38
54790 Preservation Reformatting	65,618.00	93,228.04	61,404.46	13,388.56	18,435.02
<b>Library Materials</b>	<b>11,835,291.78</b>	<b>\$ 12,603,775.72</b>	<b>\$ 5,248,072.57</b>	<b>\$ 3,796,385.67</b>	<b>\$ 3,559,317.48</b>
55510 Furniture	141,409.00	165,370.02	44,019.21	2,580.30	118,770.51
55520 Equipment	68,629.00	84,389.95	31,588.76	10,361.03	42,440.16
55530 Computer Hardware/Software	964,437.00	719,371.00	442,652.69	47,547.38	229,170.93
55700 Motor Vehicles	37,519.00	37,519.00	23,555.55	0.00	13,963.45
<b>Capital Outlay</b>	<b>1,211,994.00</b>	<b>\$ 1,006,649.97</b>	<b>\$ 541,816.21</b>	<b>\$ 60,488.71</b>	<b>\$ 404,345.05</b>
57100 Memberships	68,278.00	71,782.00	50,232.00	250.00	21,300.00
57200 Taxes	1,000.00	1,652.68	415.25	1,037.43	200.00
57500 Refunds/Reimbursements	14,002.00	26,122.34	9,283.00	7,368.80	9,470.54
<b>Miscellaneous Expenses</b>	<b>83,280.00</b>	<b>\$ 99,557.02</b>	<b>\$ 59,930.25</b>	<b>\$ 8,656.23</b>	<b>\$ 30,970.54</b>
<b>Advances</b>	<b>0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
59900 Transfers Out	3,000,000.00	3,000,000.00	0.00	0.00	3,000,000.00
<b>Transfers</b>	<b>3,000,000.00</b>	<b>\$ 3,000,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 3,000,000.00</b>
<b>TOTAL</b>	<b>72,969,472.78</b>	<b>\$ 73,815,784.86</b>	<b>\$ 40,813,078.45</b>	<b>\$ 11,035,945.15</b>	<b>\$ 21,966,761.26</b>



**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending August 31, 2009**

	<b>Beginning Year Balance</b>	<b>Year to Date Receipts</b>	<b>Year to Date Expenditures</b>	<b>Year to Date Encumbrances</b>	<b>Unencumbered Balance</b>
101 General Fund	29,074,110.06	49,623,286.24	40,813,078.45	11,035,945.15	26,848,372.70
<b>Total General Fund</b>	<b>\$ 29,074,110.06</b>	<b>\$ 49,623,286.24</b>	<b>\$ 40,813,078.45</b>	<b>\$ 11,035,945.15</b>	<b>\$ 26,848,372.70</b>
201 Anderson	189,796.30	(344.39)	5,856.71	55.00	183,540.20
202 Endowment for the Blind	1,324,960.22	(1,223.95)	0.00	0.00	1,323,736.27
203 Founders	4,222,073.59	11,193.35	65,212.61	64,176.98	4,103,877.35
204 Kaiser	39,244.59	0.00	0.00	0.00	39,244.59
205 Kralley	139,498.67	(794.81)	0.00	288.68	138,415.18
206 Library	148,268.50	8,342.97	2,440.00	0.00	154,171.47
207 Pepke	85,789.54	0.00	0.00	0.00	85,789.54
208 Wickwire	994,220.04	(2,568.93)	7,158.31	10,844.30	973,648.50
209 Wittke	59,160.11	(115.71)	1,643.94	0.00	57,400.46
210 Young	2,571,940.87	23,111.06	41,567.26	0.00	2,553,484.67
225 Friends	9,540.13	6,000.00	5,410.58	0.00	10,129.55
226 Judd	1,683.13	116,220.50	91,076.32	11,761.44	15,065.87
228 Lockwood Thompson Memorial	260,422.16	88,828.50	87,659.93	185,838.30	75,752.43
229 Ohio Center for the Book	1,000.00	900.00	1,300.00	492.00	108.00
230 Schweinfurth	3,895.07	16,815.00	37,055.00	854.54	(17,199.47)
242 Cleveland NCA Kiosk	14,617.02	0.00	1,353.61	1,046.39	12,217.02
244 Harvard CS Kiosk Project	8,828.87	0.00	413.22	447.24	7,968.41
251 LSTA-Library for the Blind	0.00	291,425.00	42,342.62	9,900.82	239,181.56
252 LSTA-Know It Now	134,785.74	354,125.06	327,448.14	298,754.95	(137,292.29)
253 MetLife-Fit for Life II	11,300.00	6,250.00	9,926.57	0.00	7,623.43
<b>Total Special Revenue Funds</b>	<b>\$ 10,221,024.55</b>	<b>\$ 918,163.65</b>	<b>\$ 727,864.82</b>	<b>\$ 584,460.64</b>	<b>\$ 9,826,862.74</b>
401 Building & Repair	9,499,170.43	0.00	1,836,208.34	4,420,411.64	3,242,550.45
<b>Total Capital Project Funds</b>	<b>\$ 9,499,170.43</b>	<b>\$ 0.00</b>	<b>\$ 1,836,208.34</b>	<b>\$ 4,420,411.64</b>	<b>\$ 3,242,550.45</b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending August 31, 2009**

	<b>Beginning Year Balance</b>	<b>Year to Date Receipts</b>	<b>Year to Date Expenditures</b>	<b>Year to Date Encumbrances</b>	<b>Unencumbered Balance</b>
501 Abel	161,156.88	(19.94)	213.75	0.00	160,923.19
502 Ambler	1,496.65	0.00	0.00	0.00	1,496.65
503 Beard	108,071.85	0.00	4,179.01	0.00	103,892.84
504 Klein	3,547.98	0.00	0.00	0.00	3,547.98
505 Malon/Schroeder	205,747.62	(1,123.80)	3,570.32	0.00	201,053.50
506 McDonald	122,313.03	(184.11)	0.00	0.00	122,128.92
507 Ratner	59,798.47	(24.08)	0.00	0.00	59,774.39
508 Root	26,401.27	(54.11)	0.00	600.00	25,747.16
509 Sugarman	162,670.32	(65.13)	0.00	0.00	162,605.19
510 Thompson	114,305.68	(288.36)	2,570.00	0.00	111,447.32
511 Weidenthal	4,413.61	0.00	0.00	0.00	4,413.61
512 White	1,580,320.72	(2,311.06)	31,726.39	5,833.38	1,540,449.89
<b>Total Permanent Funds</b>	<b>\$ 2,550,244.08</b>	<b>\$(4,070.59)</b>	<b>\$ 42,259.47</b>	<b>\$ 6,433.38</b>	<b>\$ 2,497,480.64</b>
<b>Total All Funds</b>	<b>\$ 51,344,549.12</b>	<b>\$ 50,537,379.30</b>	<b>\$ 43,419,411.08</b>	<b>\$ 16,047,250.81</b>	<b>\$ 42,415,266.53</b>

**Cleveland Public Library  
 Depository Balance Detail  
 For the Period Ending August 31, 2009**

<b>Balance of All Funds</b>	<b><u>\$ 58,462,517.34</u></b>
Chase-Checking	9,767.72
National City-Checking	10,000.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	(1,340,658.53)
KeyBank-MC/MISA	12,016.00
Fifth Third - Checking	341,973.42
Petty Cash	350.00
Charge Fund	5,100.00
KeyBank-Payroll Account (ZBA)	0.00
KeyBank-Savings Bond Acct	0.00
<b>Cash in Library Treasury</b>	<b><u>\$(961,451.39)</u></b>
National City - Investments	32,634,038.81
NCB/Allegiant Money Market	136,512.78
KeyBank - Victory Fund	2,010,400.63
STAR OHIO Investment	12,756,236.26
<b>Investments</b>	<b><u>\$ 47,537,188.48</u></b>
NCB Endowment Acct	11,886,780.25
<b>Endowment Account</b>	<b><u>\$ 11,886,780.25</u></b>
<b>Cash in Banks and On Hand</b>	<b><u>\$ 58,462,517.34</u></b>

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON GENERAL FUND INCOME AND EXPENDITURES**  
**AND ON STRATEGIC PLAN EXPENDITURES**  
**THROUGH JUNE 30, 2009**

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
**For the Period Ended**  
**June 30, 2009**

<b>General Fund - Receipts</b>						
	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year	
PLF - Public Library Fund	24,625,428	12,086,826	12,538,602	49%	53%	
General Property Tax	29,400,248	16,463,405	12,936,843	56%	55%	
Rollback, Homestead, CAT	6,489,423	2,306,164	4,183,259	36%	34%	
Federal Grants	0	0	0	0%	0%	
State Aid	960,000	467,607	492,393	49%	58%	
Fines & Fees	323,500	163,294	160,206	50%	49%	
Investment Earnings	1,600,000	551,385	1,048,615	34%	58%	
Services to Others-Clevnet	2,800,000	1,378,735	1,421,265	49%	61%	
Miscellaneous	410,000	20,863	389,137	5%	23%	
Advances & Transfers	0	0	0	0%	0%	
<b>TOTALS</b>	<b>66,608,599</b>	<b>33,438,279</b>	<b>33,170,320</b>	<b>50%</b>	<b>52%</b>	

Note (1): Certificate from Cuyahoga County Budget Commission dated January 15, 2009.

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
**For the Period Ended**  
**June 30, 2009**

<b>General Fund - Expenditures</b>						
	Appropriation	Expended/ (2) Encumbered	Balance	Percent To Date (3)	Percent Prior Year	
Salaries/Benefits	45,733,594	26,371,099	19,362,495	58%	60%	
Supplies	1,536,430	717,272	819,158	47%	46%	
Purchased Services	11,759,778	9,299,432	2,460,346	79%	72%	
Library Materials	13,767,298	6,288,636	7,478,661	46%	49%	
Capital Outlay	1,251,716	546,191	705,525	44%	47%	
Other	99,557	68,646	30,911	69%	71%	
<b>SUBTOTAL</b>	<b>74,148,373</b>	<b>43,291,276</b>	<b>30,857,097</b>	<b>58%</b>	<b>60%</b>	
Advances/Transfers	3,000,000	0	3,000,000	0%	0%	
<b>TOTALS</b>	<b>77,148,373</b>	<b>43,291,276</b>	<b>33,857,097</b>	<b>56%</b>	<b>58%</b>	

Note (2): Appropriation of \$72,969,473 plus carried forward encumbrance of \$4,178,900.  
Note (3): Subtotal includes 40% expended and 16% encumbered.

**CLEVELAND PUBLIC LIBRARY  
SPECIAL REPORT ON INCOME AND EXPENDITURES  
For the Period Ended  
June 30, 2009**

	Year 1 - 2004		Year 2 - 2005		Year 3 - 2006		Year 4 - 2007		Year 5 - 2008		Year 6 - 2009		5 Year Budget To Date	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended
Salaries/Benefits	0.797	0.797	2.199	1.868	3.097	2.546			3.622	3.425	0.000	1.461	13.064	13.180
Library Materials	0.385	0.385	0.373	0.373	0.118	0.118			0.029	0.033	0.000	0.000	0.925	0.931
Capital Projects (4)	3.000	0.000	3.000	0.236	3.000	0.845			3.000	1.163	0.000	0.953	15.000	3.632
<b>TOTALS</b>	<b>4.182</b>	<b>1.182</b>	<b>5.572</b>	<b>2.477</b>	<b>6.215</b>	<b>3.509</b>			<b>6.651</b>	<b>4.622</b>	<b>0.000</b>	<b>2.414</b>	<b>28.990</b>	<b>17.743</b>

	Year 4 - 2007	Year 5 - 2008	Year 6 - 2009	5 Year Budget To Date
	Budget	Expended	Budget	Expended
Salaries/Benefits	3.349	3.083		
Library Materials	0.021	0.021		
Capital Projects (4)	3.000	0.435		
<b>TOTALS</b>	<b>6.370</b>	<b>3.539</b>	<b>6.651</b>	<b>4.622</b>

Strategic Plan commitment to Cleveland's neighborhoods is to expend 1 mill of levy revenue for service improvements. One mill is estimated to generate \$5.643 million per year times 5 years for a total commitment of approximately \$28.213 million.

Note (4): \$3,000,000 was transferred to Building and Repair Fund on each December 31 - 2004, 2005, 2006 and 2007.

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
 For the Period Ended  
 June 30, 2009

<b>Strategic Plan Capital Projects - In Dollars</b>					
	Budget	Expended Through 2008	Expended 2009	Encumbered	Balance
Branch Security Cameras	464,000	427,406	0	35,771	823
Fulton Branch Exterior	562,000	684,104	0	0	(122,104)
Collinwood Teen Center	20,000	3,588	0	0	16,412
Jefferson	134,420	113,000	0	0	21,420
Lorain	152,010	447,170	10,538	29,930	(335,629)
Woodland - Land	21,000	21,192	0	0	(192)
Woodland - Expansion/Parking	1,200,000	117,290	3,914	17,426	1,061,370
Rice	5,300,000	438,010	939,018	3,133,086	789,886
South Brooklyn	96,000	77,522	0	0	18,478
Garden Valley	285,000	350,019	0	2,124	(67,143)
<b>Totals</b>	<b>8,234,430</b>	<b>2,679,301</b>	<b>953,470</b>	<b>3,218,337</b>	<b>1,383,322</b>



**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON GENERAL FUND INCOME AND EXPENDITURES**  
**AND ON STRATEGIC PLAN EXPENDITURES**  
**THROUGH JULY 31, 2009**

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
 For the Period Ended  
 July 31, 2009

<b>General Fund - Receipts</b>						
	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year	
PLF - Public Library Fund	24,625,428	14,069,797	10,555,631	57%	62%	
General Property Tax	29,400,248	28,642,252	757,996	97%	99%	
Rollback, Homestead, CAT	6,489,423	2,306,164	4,183,259	36%	34%	
Federal Grants	0	0	0	0%	0%	
State Aid	960,000	467,607	492,393	49%	58%	
Fines & Fees	323,500	190,050	133,450	59%	56%	
Investment Earnings	1,600,000	606,223	993,777	38%	63%	
Services to Others-Clevnet	2,800,000	1,600,090	1,199,910	57%	66%	
Miscellaneous	410,000	21,165	388,835	5%	25%	
Advances & Transfers	0	0	0	0%	0%	
<b>TOTALS</b>	<b>66,608,599</b>	<b>47,903,347</b>	<b>18,705,251</b>	<b>72%</b>	<b>75%</b>	

Note (1): Certificate from Cuyahoga County Budget Commission dated January 15, 2009.

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
**For the Period Ended**  
**July 31, 2009**

<b>General Fund - Expenditures</b>						
	Appropriation (2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year	
Salaries/Benefits	45,733,594	28,915,133	16,818,462	63%	66%	
Supplies	1,446,430	802,156	644,274	55%	50%	
Purchased Services	10,894,778	9,483,077	1,411,701	87%	74%	
Library Materials	12,603,776	7,189,763	5,414,013	57%	57%	
Capital Outlay	1,006,650	568,895	437,755	57%	50%	
Other	99,557	68,586	30,971	69%	71%	
<b>SUBTOTAL</b>	<b>71,784,785</b>	<b>47,027,610</b>	<b>24,757,175</b>	<b>66%</b>	<b>65%</b>	
Advances/Transfers	3,000,000	0	3,000,000	0%	0%	
<b>TOTALS</b>	<b>74,784,785</b>	<b>47,027,610</b>	<b>27,757,175</b>	<b>63%</b>	<b>63%</b>	

Note (2): Appropriation of \$72,969,473 plus carried forward encumbrance of \$4,178,900.

Note (3): Subtotal includes 48% expended and 15% encumbered.

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
**For the Period Ended**  
**July 31, 2009**

	Year 1 - 2004		Year 2 - 2005		Year 3 - 2006		Year 4 - 2007		Year 5 - 2008		Year 6 - 2009		5 Year Budget To Date	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended
Salaries/Benefits	0.797	0.797	2.199	1.868	3.097	2.546			3.622	3.425	0.000	1.461	13.064	13.180
Library Materials	0.385	0.385	0.373	0.373	0.118	0.118			0.029	0.033	0.000	0.000	0.925	0.931
Capital Projects (4)	3.000	0.000	3.000	0.236	3.000	0.845			3.000	1.163	0.000	1.022	15.000	3.701
<b>TOTALS</b>	<b>4.182</b>	<b>1.182</b>	<b>5.572</b>	<b>2.477</b>	<b>6.215</b>	<b>3.509</b>			<b>6.651</b>	<b>4.622</b>	<b>0.000</b>	<b>2.483</b>	<b>28.990</b>	<b>17.811</b>
Strategic Plan commitment to Cleveland's neighborhoods is to expend 1 mill of levy revenue for service improvements. One mill is estimated to generate \$5.643 million per year times 5 years for a total commitment of approximately \$28.213 million.														
<b>Note (4): \$3,000,000 was transferred to Building and Repair Fund on each December 31 - 2004, 2005, 2006 and 2007.</b>														

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
**For the Period Ended**  
**July 31, 2009**

<b>Strategic Plan Capital Projects - In Dollars</b>					
	Budget	Expended Through 2008	Expended 2009	Encumbered	Balance
Branch Security Cameras	464,000	427,406	0	35,771	823
Fulton Branch Exterior	562,000	684,104	0	0	(122,104)
Collinwood Teen Center	20,000	3,588	0	0	16,412
Jefferson	134,420	113,000	0	0	21,420
Lorain	152,010	447,170	10,538	29,930	(335,629)
Woodland - Land	21,000	21,192	0	0	(192)
Woodland - Expansion/Parking	1,200,000	117,290	35,374	1,556,166	(508,830)
Rice	5,300,000	438,010	975,978	3,129,953	756,059
South Brooklyn	96,000	77,522	0	0	18,478
Garden Valley	285,000	350,019	0	2,124	(67,143)
<b>Totals</b>	<b>8,234,430</b>	<b>2,679,301</b>	<b>1,021,890</b>	<b>4,753,944</b>	<b>(220,706)</b>

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON GENERAL FUND INCOME AND EXPENDITURES**  
**AND ON STRATEGIC PLAN EXPENDITURES**  
**THROUGH AUGUST 31, 2009**

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
 For the Period Ended  
 August 31, 2009

General Fund - Receipts						
	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year	
PLF - Public Library Fund	21,692,840	15,490,460	6,202,380	71%	70%	
General Property Tax	29,400,248	28,642,252	757,996	97%	102%	
Rollback, Homestead, CAT	6,489,423	2,306,702	4,182,721	36%	34%	
Federal Grants	0	0	0	0%	0%	
State Aid	960,000	467,607	492,393	49%	73%	
Fines & Fees	323,500	215,715	107,785	67%	63%	
Investment Earnings	1,200,000	623,311	576,689	52%	69%	
Services to Others-Clevnet	2,800,000	1,845,457	954,543	66%	80%	
Miscellaneous	410,000	31,783	378,217	8%	46%	
Advances & Transfers	0	0	0	0%	0%	
<b>TOTALS</b>	<b>63,276,011</b>	<b>49,623,286</b>	<b>13,652,725</b>	<b>78%</b>	<b>81%</b>	

Note (1): Certificate from Cuyahoga County Budget Commission dated August 4, 2009.

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
**For the Period Ended**  
**August 31, 2009**

<b>General Fund - Expenditures</b>						
	Appropriation (2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year	
Salaries/Benefits	44,764,594	31,440,682	13,323,912	70%	72%	
Supplies	1,446,430	838,386	608,043	58%	56%	
Purchased Services	10,894,778	9,854,605	1,040,173	90%	78%	
Library Materials	12,603,776	9,044,458	3,559,317	72%	69%	
Capital Outlay	1,006,650	602,305	404,345	60%	52%	
Other	99,557	68,586	30,971	69%	77%	
					%	
<b>SUBTOTAL</b>	<b>70,815,785</b>	<b>51,849,024</b>	<b>18,966,761</b>	<b>73%</b>	<b>72%</b>	
Advances/Transfers	3,000,000	0	3,000,000	0%	0%	
<b>TOTALS</b>	<b>73,815,785</b>	<b>51,849,024</b>	<b>21,966,761</b>	<b>70%</b>	<b>69%</b>	

Note (2): Appropriation of \$72,969,473 plus carried forward encumbrance of \$846,312.

Note (3): Subtotal includes 55% expended and 15% encumbered.



**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
 For the Period Ended  
 August 31, 2009

<b>Strategic Plan Expenditures - In Millions</b>														
	Year 1 - 2004		Year 2 - 2005		Year 3 - 2006		Year 4 - 2007		Year 5 - 2008		Year 6 - 2009		5 Year Budget To Date	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended
Salaries/Benefits	0.797	0.797	2.199	1.868	3.097	2.546			3.622	3.425	0.000	1.461	13.064	13.180
Library Materials	0.385	0.385	0.373	0.373	0.118	0.118			0.029	0.033	0.000	0.000	0.925	0.931
Capital Projects (4)	3.000	0.000	3.000	0.236	3.000	0.845			3.000	1.163	0.000	1.576	15.000	4.255
<b>TOTALS</b>	<b>4.182</b>	<b>1.182</b>	<b>5.572</b>	<b>2.477</b>	<b>6.215</b>	<b>3.509</b>			<b>6.651</b>	<b>4.622</b>	<b>0.000</b>	<b>3.037</b>	<b>28.990</b>	<b>18.365</b>
<p>Strategic Plan commitment to Cleveland's neighborhoods is to expend 1 mill of levy revenue for service improvements. One mill is estimated to generate \$5.643 million per year times 5 years for a total commitment of approximately \$28.213 million.</p> <p>Note (4): \$3,000,000 was transferred to Building and Repair Fund on each December 31 - 2004, 2005, 2006 and 2007.</p>														

**CLEVELAND PUBLIC LIBRARY**  
**SPECIAL REPORT ON INCOME AND EXPENDITURES**  
**For the Period Ended**  
**August 31, 2009**

<b>Strategic Plan Capital Projects - In Dollars</b>					
	Budget	Expended Through 2008	Expended 2009	Encumbered	Balance
Branch Security Cameras	464,000	427,406	11,520	24,251	824
Fulton Branch Exterior	562,000	684,104	0	0	(122,104)
Collinwood Teen Center	20,000	3,588	0	0	16,412
Jefferson	134,420	113,000	0	0	21,420
Lorain	152,010	447,170	10,538	29,930	(335,629)
Woodland - Land	21,000	21,192	0	0	(192)
Woodland - Expansion/Parking	1,200,000	117,290	230,436	1,361,104	(508,830)
Rice	5,300,000	438,010	1,334,698	2,873,340	653,953
South Brooklyn	96,000	77,522	0	0	18,478
Garden Valley	285,000	350,019	0	2,124	(67,143)
<b>Totals</b>	<b>8,234,430</b>	<b>2,679,301</b>	<b>1,587,192</b>	<b>4,290,748</b>	<b>(322,811)</b>

## CLEVELAND PUBLIC LIBRARY

## Finance Committee

## REPORT ON INVESTMENTS – June 2009

## 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. Collected active fund balances are invested in a federal money market fund at the Library's lead bank. Other balances are invested in US Treasury and Agency issues as managed by United American Capital Corporation, STAR Ohio, and a federal money market fund.

Following is a description of interim deposit earnings for the period June 1, 2009 through June 30, 2009.

<u>Investment Period</u>	<u>No. of Days</u>	<u>Amount</u>	<u>Bank</u>	<u>Interest Rate</u>	<u>Investment Income</u>	<u>Investment Form</u>
06/01/09 - 06/30/09	30	Various	Key Bank	Various	\$ 21.28	Sweep Money Market
06/01/09 - 06/30/09	30	Various	STAR Ohio	Various	1,300.14	Investment Pool
06/01/09 - 06/30/09	30	Various	National City Bank	Various	7.99	Sweep Money Market
06/27/08 - 06/22/09	361	1,000,000	Federal Home Loan Mort Crp	2.880%	28,800.00	Federal Agency
12/10/08 - 06/10/09	183	1,000,000	Fed Natl Mort Assn	3.400%	17,000.00	Federal Agency
12/10/08 - 06/10/09	183	1,000,000	Federal Home Loan Bank	3.000%	15,000.00	Federal Agency
12/10/08 - 06/10/09	183	750,000	Federal Home Loan Bank	3.375%	12,656.25	Federal Agency
12/11/08 - 06/11/09	183	2,000,000	Federal Home Loan Bank	3.000%	30,000.00	Federal Agency
12/11/08 - 06/11/09	183	1,000,000	Federal Home Loan Bank	3.000%	15,000.00	Federal Agency
12/12/08 - 06/11/09	182	1,000,000	Federal Farm Credit Bank	2.000%	9,944.44	Federal Agency
12/30/08 - 06/30/09	183	1,500,000	Federal Home Loan Mort Crp	2.000%	15,000.00	Federal Agency
02/23/09 - 06/30/09	128	1,000,000	Federal Home Loan Bank	1.120%	3,951.11	Federal Agency
04/28/09 - 06/29/09	63	250,000	Federal Home Loan Bank	1.200%	1,583.33	Federal Agency
					\$ 150,264.54	Earned Interest June 2009
					\$ 551,385.42	Earned Interest Year To Date

**CLEVELAND PUBLIC LIBRARY**

**Finance Committee**

**REPORT ON INVESTMENTS – July 2009**

**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. Collected active fund balances are invested in a federal money market fund at the Library's lead bank. Other balances are invested in US Treasury and Agency issues as managed by United American Capital Corporation, STAR Ohio, and a federal money market fund.

Following is a description of interim deposit earnings for the period July 1, 2009 through July 31, 2009.

<u>Investment Period</u>	<u>No. of Days</u>	<u>Amount</u>	<u>Bank</u>	<u>Interest Rate</u>	<u>Investment Income</u>	<u>Investment Form</u>
07/01/09 - 07/31/09	31	Various	Key Bank	Various	\$ 20.59	Sweep Money Market
07/01/09 - 07/31/09	31	Various	STAR Ohio	Various	1,344.17	Investment Pool
07/01/09 - 07/31/09	31	Various	National City Bank	Various	4.54	Sweep Money Market
03/04/09 - 07/17/09	136	1,000,000	Federal Farm Credit Bank	2.000%	7,388.89	Federal Agency
01/20/09 - 07/20/09	182	2,000,000	Federal Home Loan Mort Crp	2.000%	20,000.00	Federal Agency
01/22/09 - 07/21/09	181	1,000,000	Federal Home Loan Bank	1.625%	8,079.86	Federal Agency
01/28/09 - 07/28/09	182	2,000,000	Fed Natl Mort Assn	1.500%	15,000.00	Federal Agency
01/29/09 - 07/29/09	182	250,000	Federal Farm Credit Bank	2.400%	3,000.00	Federal Agency

Earned Interest July 2009      \$    54,838.05  
 Earned Interest Year To Date    \$   606,223.47

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – August 2009

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. Collected active fund balances are invested in a federal money market fund at the Library's lead bank. Other balances are invested in US Treasury and Agency issues as managed by United American Capital Corporation, STAR Ohio, and a federal money market fund.

Following is a description of interim deposit earnings for the period August 1, 2009 through August 31, 2009.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
08/01/09 - 08/31/09	31	Various	Key Bank	Various	\$ 29.99	Sweep Money Market
08/01/09 - 08/31/09	31	Various	STAR Ohio	Various	1,807.25	Investment Pool
08/01/09 - 08/31/09	31	Various	National City Bank	Various	0.74	Sweep Money Market
02/12/09 - 08/12/09	182	1,000,000	Federal Home Loan Mort Crp	3.050%	15,250.00	Federal Agency

Earned Interest August 2009 \$ 17,087.98  
 Earned Interest Year To Date \$ 623,311.45

**CLEVELAND PUBLIC LIBRARY****Finance Committee  
September 17, 2009****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JUNE 2009**

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

<b>ITEM</b>	<b>DATE</b>	<b>TRUSTEE/STAFF MEMBER</b>	<b>AMOUNT</b>
Environmental Systems Research Institute Creating Effective Web Maps Indianapolis, Indiana	5/27/09	Thomas Edwards	37.40
Northeast Ohio Regional Library System Black Belt Librarian Seminar Akron, Ohio	6/1/09	Christine Feczkanin	24.42
Online Computer Library Center Content DM Users Group Meeting Reno, Nevada	6/2/09 - 6/5/09	Patrice Hamiter	761.66
Corporate College Microsoft Office 2007: New Features Warrensville Heights, Ohio	6/17/09	Olivia Hoge	145.00
Northern Ohio Technical Services Librarians Board Meeting Uniontown, Ohio	6/5/09	Regina Houseman	47.30
Book Expo America Book Expo America 2009 Conference New York, New York	5/28/09 - 5/30/09	Carlos Latimer	375.40
Urban Libraries Council The Future of Public Funding Cleveland, Ohio	3/11/09	Cindy Lombardo	150.00
Book Expo America Book Expo America 2009 Conference New York, New York	5/27/09 - 5/31/09	Patricia Lowery	800.00
American Library Association Pride and Passion Grant Training Cooperstown, New York	5/6/09 - 5/8/09	Mark Moore	563.22
Cuyahoga County Department of Senior Services Annual Community Forum Cleveland, Ohio	5/18/09	Carolyn Neal	44.00

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Northeast Ohio Regional Library System Black Belt Librarian Seminar Akron, Ohio	6/1/09	Marilyn Nichols	11.70
National Library Service Western/Midlands Joint Conference Springfield, Illinois	6/3/09 - 6/5/09	William Reed	586.25
Northeast Ohio Regional Library System Continuing Education Voucher Program Cleveland, Ohio	7/1/09 - 6/30/10	Various Staff	10,000.00
Northeast Ohio Regional Library System Youth Symposium Huron, Ohio	5/14/09 - 5/15/09	Helen Zaluckyj	110.04
<b>TOTAL</b>			<b>\$13,656.39</b>

**SUMMARY**

FUND	JUNE	YEAR TO DATE
General	\$12,331.51	\$32,332.75
Judd Fund	0.00	0.00
Founders Fund	563.22	563.22
Lockwood Thompson	761.66	5,846.13
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	0.00	3,215.82
<b>TOTAL</b>	<b>\$13,656.39</b>	<b>\$41,957.92</b>

**CLEVELAND PUBLIC LIBRARY****Finance Committee  
September 17, 2009****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JULY 2009**

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

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Tyler Technologies Ohio Munis User Group Meeting Mansfield, Ohio	5/28/09	Lunette Baldwin	\$104.31
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/13/09	Don Boozer	1,071.16
State Library of Ohio Board Meeting Columbus, Ohio	5/28/09	Don Boozer	152.21
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Ronald Burdick	800.00
American Library Association Annual Conference Chicago, Illinois	7/9/09 - 7/12/09	Alice Butts	442.57
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Holly Carroll	793.64
Urban & Regional Information Systems GIS Technology Update Columbus, Ohio	7/23/09	Thomas Edwards	149.91
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Elizabeth Gaughan	800.00
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Pamela Jennings	800.00



ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Northeast Ohio Regional Library System Manage Unacceptable Behavior Seminar Cleveland, Ohio	6/23/09	Kenneth Knape	12.65
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Oksana Kraus	500.00
Ohio Treasurers Office Investment Seminar Akron, Ohio	6/24/09	Carrie Krenicky	100.00
Ohio Treasurers Office Investment Seminar Akron, Ohio	6/24/09	Sandra Kuban	135.38
O'Reilly School of Technology Introduction to Database Administration Cleveland Ohio	6/5/09	Brian Leszcz	427.85
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Cindy Lombardo	495.97
State Library of Ohio Consumer Advisory Meeting Columbus, Ohio	6/23/09	Barbara Mates	149.05
Society for American Baseball Research Education Symposium Pittsburgh, Pennsylvania	7/16/09	Mark Moore	174.00
Association of Energy Engineers Ohio Energy Education Conference Cleveland, Ohio	6/5/09	Timothy Murdock	40.00
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/13/09	Ann Olsezewski	800.00
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/13/09	William Reed IV	800.00
American Library Association Annual Conference Chicago, Illinois	7/11/09 - 7/14/09	Mercier Robinson	800.00

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Cleveland Leadership Center Leadership Cleveland Program Cleveland, Ohio	9/10/09 - 12/31/09	Felton Thomas	5,000.00
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/13/09	Deva Walker	664.88
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Rollie Welch	800.00
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/14/09	Mary Callaghan Zunt	800.00
<b>TOTAL</b>			<b>\$16,813.58</b>

**SUMMARY**

FUND	JULY	YEAR TO DATE
General	\$15,162.36	\$47,495.11
Judd Fund	0.00	0.00
Founders Fund	0.00	563.22
Lockwood Thompson	0.00	5,846.13
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	1,651.22	4,867.04
<b>TOTAL</b>	<b>\$16,813.58</b>	<b>\$58,771.50</b>

**CLEVELAND PUBLIC LIBRARY****Finance Committee  
September 17, 2009****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR AUGUST 2009**

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

<b>ITEM</b>	<b>DATE</b>	<b>TRUSTEE/STAFF MEMBER</b>	<b>AMOUNT</b>
Center of Science and Industry Teacher Resource Fair Columbus, Ohio	8/4/09	Donald Boozer	\$153.83
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/12/09	Ali Boyd	726.34
Urban Library Council Leadership Breakfast Chicago, Illinois	7/11/09	Alice Butts	35.00
American Library Association Annual Conference Chicago, Illinois	7/10/09 - 7/13/09	Gloria Guzi	800.00
American Library Association Annual Conference Chicago, Illinois	7/8/09 - 7/15/09	Carolyn Neal	800.00
Puppeteers of America National Puppertry Festival Atlanta, Georgia	7/14/09 - 7/19/09	Noreen Bobersky	800.00
American Library Association Annual Conference Chicago, Illinois	7/9/09 - 7/15/09	Crystal Carr Jeter	800.00
American Library Association Annual Conference Chicago, Illinois	7/9/09 - 7/15/09	Felton Thomas	800.00
<b>TOTAL</b>			<b>\$4,915.17</b>

**SUMMARY**

<b>FUND</b>	<b>AUGUST</b>	<b>YEAR TO DATE</b>
General	\$3,961.34	\$51,456.45
Judd Fund	0.00	0.00
Founders Fund	0.00	563.22
Lockwood Thompson	800.00	6,646.13
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	153.83	5,020.87
<b>TOTAL</b>	<b>\$4,915.17</b>	<b>\$63,686.67</b>

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

September 17, 2009

**PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE  
PERIOD APRIL 1 THOURGH JUNE 30, 2009**

In accordance with Board Policy amended by resolution on April 18, 1996, a description of expenditures from \$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>
04/07/09	Computer Equipment	Automation	Neteam & Comstor	\$ 8,755.00
04/13/09	Shop Wipes, Paper Towels, Jiffy Bags	Stockroom	Ris Paper Company, Inc.	6,256.05
04/16/09	Reserve Routing Slips	Stockroom	Keystone Copy/Printing	10,680.00
04/20/09	2009 Chevrolet Impala	Garage	Spitzer Chevrolet	20,558.55
05/04/09	DS-B2-N Security Strips	Stockroom	3M Safety & Security	8,700.00
05/14/09	DCD2 Security Strips	Stockroom	3M Safety & Security	11,032.00
05/15/09	Computer Equipment	Automation	Business Smarts, Inc.	13,380.00
05/18/09	Computer Equipment	Automation	Business Smarts, Inc.	21,216.00
05/26/09	Special Books for "On the Road to Reading" Project	Mobile Services	Borders Express	5,000.00
05/27/09	Custom OHLBPH Mailing Labels	OHLBPH	BFC Print Network, Inc.	19,300.00
06/02/09	Copier Paper & Jiffy Bags	Stockroom	Ris Paper Company, Inc.	6,213.50
06/04/09	Computer Equipment	Automation	Business Smarts, Inc.	7,395.00
06/17/09	Zebra Printer & Ribbons	OHLBPH	Current Directions, Inc.	6,844.40
06/18/09	CD Albums & Sleeves	Book Prep.	Blackbourn Media Pkg.	6,675.00

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**

September 17, 2009

**PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD**  
**APRIL 1 THROUGH JUNE 30, 2009**

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 SERVICES MATERIALS

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
06/30/09	Information Handling Services (IHS) – DVD Subscriptions	MLO	Information Handling Services (IHS)	\$ 216,232.57
06/30/09	Information Handling Services (IHS) – Online	MLO	Information Handling Services (IHS)	25,728.62

AUTOMATED-RELATED GOOD AND SERVICES

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
04/06/09	Cisco Smartnet Maintenance Renewal – CLEVNET	Automation	Neteam & Comstor	\$ 44,528.62
04/06/09	WebFeat Smart Usage Tracker Maintenance Renewal – CPL	Automation	Proquest Information &	30,672.00

OTHERS SERVICES

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
04/24/09	Annual Lease for 40 Copiers @ Branches & Main Library	CPL	Xerox Corporation	\$ 70,976.00
04/29/09	Annual Munis/Tyler Software Support	Finance	Tyler Technologies, Inc.	36,739.00
04/30/09	2008 Workers' Comp	Human Resources	OH Bur. Workers' Comp.	221,963.63

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

**CLEVELAND PUBLIC LIBRARY****Human Resources Committee Report**

July 16, 2009

The following report covers the period June 1, 2009 through June 30, 2009.

**Resignation:**

Barkdull, Joan (personal reasons), Children's Librarian, grade H, Eastman Branch, 6/15/09

**Retirement:**

Cseplo, Kathryn (after 43 years of service), Subject Dept. Librarian, grade H, Science &amp; Tech. 6/30/09

**APPOINTMENTS, PROMOTIONS AND CHANGES IN RATE:****Promotions:**

Name	Position	Salary and Rate	Effective	Assignment
Mills, Kiel	Shipping Clerk (ptr)	\$ 17.84 B	6/07/09	OLBPD
	From Custodian I	33,993 A		
Rogers, Jeanette	Acct. Specialist	48,988 E	6/07/09	Accounting
	From Account Clerk	47,936 D		

**Return from Leave:**

Straka, Paula (FMLA), Children's Librarian, grade H, Lorain Branch, 6/22/09

Winstead, Lakeisha (FMLA), Library Assistant (Youth), grade F. Woodland Branch, 6/08/09

**ANNUAL INCREMENTS:**

	<u>Salary – 6/06/09</u>			<u>Salary – 6/07/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Barkdull, Joan	\$ 59,660	H	5	\$ 62,047	H	6	Eastman
Benson, James	57,923	H	5	60,240	H	6	Automation Services
Burks, Leonard	49,407	F	5	51,384	F	6	Garden Valley
Clark-Bey, Lawrence	45,680	F	3	47,507	F	4	Hough
Declet, Jaime	58,311	J	1	60,644	J	2	South
Fulton, Rhonda	59,660	H	5	62,047	H	6	Mobile Services
Harper, Yvonne	33,442	B	3	34,780	B	4	Addison
Jaeckel, Linda	73,808	K	4	76,761	K	5	Eastman
Jenkins, Tonya	55,159	H	3	57,365	H	4	Gen. Reference
Mack, Lucille	18.55	B	5	19.29	B	6	South
Marks, Erica	34,780	B	4	36,171	B	5	Memorial/Nott.
Matlock, Michael	21.03	F	1	21.87	F	2	Branch Substitutes
Smith, Norma	21.66	F	1	22.52	F	2	Mobile Services

	<u>Salary – 6/20/09</u>			<u>Salary – 6/21/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Bartel, Kevin	\$ 31,429	A	3	\$ 32,685	A	4	Book Preparation
Beavers, Keith	22.52	F	2	23.43	F	3	Hough
Colston, Mary	33,112	C	1	34.437	C	2	Security Operations

**ANNUAL INCREMENTS:** continued

	<u>Salary – 6/20/09</u>			<u>Salary – 6/21/09</u>			<u>Assignment</u>
	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	
Bartel, Kevin	\$ 31,429	A	3	\$ 32,685	A	4	Book Preparation
Beavers, Keith	22.52	F	2	23.43	F	3	Hough
Colston, Mary	33,112	C	1	34,437	C	2	Security Operations
London, Peter	22.52	F	2	23.43	F	3	Audio-Video
Minter, Kelli	22.52	F	2	23.43	F	3	Addison
Patton, James	43,923	F	2	45,680	F	3	Build. Maintenance
Pittman, Catherine	33,442	B	3	34,780	B	4	East 131
Smith, Joseph	33,112	C	1	34,437	C	2	Security Operations
Torres, Marianita	59,660	H	5	62,047	H	6	Foreign Literature

**Longevity**

	<u>Salary – 2/14/09</u>			<u>Salary – 2/15/09</u>			<u>Assignment</u>
	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	
Harris, Stephen	\$ 42,752	C	9	\$ 43,607	C	10	Security Operations

	<u>Salary – 6/06/09</u>			<u>Salary – 6/07/09</u>			<u>Assignment</u>
	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	
Hillbery, Janet	\$ 53,459	F	8	\$ 54,529	F	9	Rockport
Johnson, Joe	39,138	B	8	39,921	B	9	Hough
Parsons, Johnny	73,436	I	9	74,906	I	10	Catalog
Rucker, Tom	39,138	B	8	39,921	B	9	Garden Valley
Strazek, Brian	38,371	B	7	39,138	B	8	Fulton
Williams, Marcie	62,047	H	6	63,287	H	7	Jefferson

	<u>Salary – 6/20/09</u>			<u>Salary – 6/21/09</u>			<u>Assignment</u>
	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	<u>Rate</u>	<u>Grade</u>	<u>Step</u>	
Easley, Rosalyn	\$ 45,172	D	8	\$ 46,074	D	9	High Demand
Hollingsworth, Shirley	72,363	J	7	73,811	J	8	Harvard-Lee
Marn, Blasé	41,914	C	8	42,752	C	9	Security Operations
Yarrow, Janice	65,844	H	9	67,161	H	10	Fulton

**Page Appointments & Date Effective****\$9.15 per hour**

Barrett, Rebecca	Shelf Division (Main)	6/02/09
Brown, Johnathan	South	6/15/09
Clark, Kimberly	Shelf Division (Main)	6/16/09
Eng, Winston	Youth Services	6/15/09
Farmer, Angelo	Mt. Pleasant	6/15/09
Garner, Thomas	MLK	6/15/09
Bennett, Garrett	Collinwood	6/15/09
Hall, Jervon	Broadway	6/15/09
Jackson, Tashiana	Sterling	6/15/09
Jaenke, Adam	Shelf Division (Main)	6/22/09
Kidd, Earlee	Addison	6/15/09
Lattimore, Allante	East 131	6/15/09
Lawler, Yai-Jahnee	Glenville	6/15/09
Maggard, Jessica	Fleet	6/15/09



**Increase in Page Rate in accordance with pay plan in effect:****\$9.60 hour**

Arroyo, Isaiah	Shelf Division (Main)	6/21/09
Baker, Michael	Shelf Division (Main)	6/21/09
Cherry, Bryan	Shelf Division (Main)	6/07/09
Conwell, Krystina	Shelf Division (Main)	6/07/09
Jones, Marianne	Rockport	6/21/09
Schumann, Adele	Brooklyn	6/21/09
Takemoto, Aki	Shelf Division (Main)	6/21/09

**CLEVELAND PUBLIC LIBRARY****Human Resources Committee Report**

August 20, 2009

The following report covers the period July 1, 2009 through July 31, 2009.

**Resignation:**

Salem, Sahar (personal reasons), Branch Clerk, grade B, Lorain Branch, 7/3/09

Winans, Sara (never returned to work), LA (adult), grade F, Branch Substitutes, 12/27/08

**Pages:**

<b>Name</b>	<b>Reason for Leaving</b>	<b>Department</b>	<b>Date effective</b>
Alexander, Hitachi	(college)	Union	7/24/09
Fruits, Hassan	(another position)	Broadway	7/15/09
Fruits, Jahad	(personal reasons)	Broadway	7/27/09
Hunt, Elizabeth	(college)	West Park	7/30/09
Lee, Junchol	(another position)	Carnegie West	7/24/09
Moree, Da'Milo	(discharged)	Harvard-Lee	7/08/09
Shahadeh, Hadeal	(another position)	Shelf Division (Main)	7/02/09
Smith, Narvelle	(another position)	Youth Services	5/29/09
Vana, Leah	(discharged)	Shelf/Shipping	7/08/09
Winstead, Ramone	(personal reasons)	Shelf Division (Main)	7/25/09

**Retirement:**

Colon, Jose (after 31 years of service), Carpenter, grade G, Building Services, 7/31/09

Tache, Norma (after 47 years of service), Children's Librarian, South Brooklyn, grade H, 7/21/09

**Leave of Absence:**

Bailey, Frankie (FMLA), Custodian I, grade A, Custodial-C, 7/24/09

Kern, Bennie (FMLA), Custodian I, grade B, Custodial-A, 7/28/09

McCormick, Julie (FMLA), Lib. Asst. (Subject Dept.), grade F, Social Sciences, 7/24/09

**APPOINTMENTS, PROMOTIONS AND CHANGES IN RATE:****ANNUAL INCREMENTS:**

	<b><u>Salary – 7/04/09</u></b>			<b><u>Salary – 7/05/09</u></b>			<b>Assignment</b>
	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	
Elder, Phillip	\$ 22.52	F	2	\$ 23.43	F	3	South
Pless, Darryl	31,429	A	3	32,685	A	4	Book Preparation
Render, Robert	22.52	F	2	23.43	F	3	MLK
Thomas, Kymberlee	32,468	B	3	33,767	B	4	Human Resources
	<b><u>Salary – 7/18/09</u></b>			<b><u>Salary – 7/19/09</u></b>			<b>Assignment</b>
	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	
Furyes, David	\$ 49,407	F	5	\$ 51,384	F	6	Social Sciences
Lawson, Brandon	33,442	B	3	34,780	B	4	Custodial-A
McCarter, Melanie	42,233	F	1	43,923	F	2	General Reference
Milich, Danilo	45,680	F	3	47,507	F	4	Photograph Collec.
Odum, Jessica	15.86	B	1	16.49	B	2	Walz
Pultorak, Leslie	50,998	H	1	53,037	H	2	Acquisitions
Redd, Kenneth	21.03	F	1	21.87	F	2	Branch Substitutes
Wolford, Shawn	29,057	A	1	30,220	A	2	Book Preparation

**APPOINTMENTS, PROMOTIONS AND CHANGES IN RATE:** continued**Longevity**

	<u>Salary – 7/04/09</u>			<u>Salary – 7/05/09</u>			<b>Assignment</b>
	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	
Green, Rhonda	\$ 47,936	D	11	\$ 48,895	D	12	Fine Arts
Johnson, Dakari	38,371	B	7	39,138	B	8	Lorain
Lanton, Anarie	46,887	B	10	47,936	D	12	High Demand
Russell, Vilray	53,459	F	8	54,529	F	9	PAL
Smith, Daniel	51,384	F	6	52,411	F	7	History & Geog.
Zunt, Mary	72,363	J	7	73,811	J	8	Jefferson

	<u>Salary – 7/18/09</u>			<u>Salary – 7/19/09</u>			<b>Assignment</b>
	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	<b>Rate</b>	<b>Grade</b>	<b>Step</b>	
Bowers, Thermutis	\$ 79,831	K	6	\$ 81,428	K	7	MLK
Hankins, Catherine	53,459	F	8	54,529	F	9	Carnegie West
Jenkins, Richard	38,267	A	10	39,921	B	9	Bldgs. Lakeshore
McShane, Laura	63,287	H	7	64,553	H	8	Brooklyn

**Page Appointments & Date Effective****\$9.15 per hour**

Fruits, Jahad	Broadway	7/22/09
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**Increase in Page Rate in accordance with pay plan in effect:****\$9.60 hour**

Ali, Haneen Shaker	South Brooklyn	7/04/09
Kemp, Earlaina	Shelf Division (Main)	7/19/09
Ronney, Drulawni	Shelf Division (Main)	7/05/09

**CLEVELAND PUBLIC LIBRARY****Human Resources Committee Report**

September 17, 2009

The following report covers the period August 1, 2009 through August 31, 2009.

**Resignation:**

Truitt, Opal (returned to school), Branch Clerk (ptr), grade B, Collinwood, 8/15/09

Williams, Kyle (another position), Lib. Asst. (Comp. Emph.), grade F, Sterling, 8/29/09

**Retirement:**

Carroll, Holly (after 5 years of service), Deputy Director, Dep. Dir. Office, 8/29/09

**Pages:**

<b>Name</b>	<b>Reason for Leaving</b>	<b>Department</b>	<b>Date effective</b>
Acree, Milas	(personal reasons)	Shelf Division (Lakeshore)	8/19/09
Agustin, Kathleen	(college)	Shelf Division (Main)	8/15/09
Baker, Michael	(college)	Shelf Division(Main)	8/19/09
Becherer, Samuel	(college)	Shelf Division (Main)	8/20/09
Bindernagle, Maxwell	(college)	Shelf Division (Main)	8/20/09
Campiri, Monica	(school)	Shelf Division (Main)	8/05/09
Clark, Kimberly	(school)	Shelf Division (Main)	8/11/09
Cobbins, Moses	(college)	Shelf Division (Main)	8/20/09
Crespo, Eduardo	(college)	Shelf Division (Main)	8/20/09
Cruz, Carolyn	(college)	Walz	8/04/09
Gass, Jason	(college)	Shelf Division (Main)	8/20/09
Jones, Aleshia	(discharged)	Shelf Division (Main)	6/24/09
Kemp, Earlaina	(college)	Shelf Division (Main)	8/07/09
Kormos, Alex	(college)	Shelf Division (Main)	8/13/09
Luong, Mi	(moved away)	Shelf Division (Main)	8/14/09
Musser, Samantha	(college)	Shelf Division (Main)	8/14/09
Reaves, Troy	(college)	Memorial/Nottingham	8/05/09
Riley, Sharleen	(school)	Shelf Division (Main)	8/07/09
Rohena, Ariel	(personal reasons)	Collinwood	8/15/09
Schumann, Adele	(college)	Brooklyn	8/22/09
Wootan, Angela	(college)	Brooklyn	8/21/09

**Pages: Y.O.U. Program ended**

<b>Name</b>	<b>Department</b>	<b>Date effective</b>
Bennett, Garrett	Collinwood	8/15/09
Brown, Johnathan	South	"
Farmer, Angelo	Mt. Pleasant	"
Garner, Thomas	MLK	"
Hall, Jervon	Broadway	"
Jackson, Tashiana	Sterling	"
Kidd, Earlee	Addison	"
Lattimore, Allante	East 131st	"
Lawler, Yai-Jahnee	Glenville	"
Maggard, Jessica	Fleet	"
Patton, Andre	Eastman	"
Pronty, Tyler	Rice	"
Wimbley, Jennifer	Langston Hughes	"

**APPOINTMENTS, PROMOTIONS AND CHANGES IN RATE:****Promotions:**

Name	Position	Salary and Rate	Effective	Assignment
Barone, Christopher	Clerk II (ptr)	\$ 15.86 B	08/02/09	OLBPD
	From Page (pt)	9.60 -		
Diamond, Timothy	Act. Spec Asst/Dir. (temp)	111,709 O	08/30/09	Plan. & Res.
	From Plan. & Res. Admin.	101,780 L		
Goldberg, Aaron	Shipping Clerk (ptr)	15.86 B	08/02/09	OLBPD
	From Page (pt)	9.60 -		

**Change of Status:**

Name	Position	Salary and Rate	Effective	Assignment
Rudzinski, Monica	LA Comp Emp (ptr)	\$ 23.43 F	08/02/09	Mem/Nott
	From High Demand Lib. (pt)	26.15 H		

**Leave of Absence:**

Hamilton, Yvette (FMLA), Children's Librarian, grade H, East 131<sup>st</sup>, 8/10/09

**Return from Leave:**

Bailey, Frankie (FMLA), Custodian I, grade A, Custodial-C, 8/3/09

**Rate Increase & Title Change:**

Lombardo, Cynthia	PS Administrator	\$135,911	O	08/30/09	Pub. Serv. Office
	From ML Administrator	116,178	O		

**Rate Increase for MLS:**

	<u>Salary – 8/29/09</u>			<u>Salary – 8/30/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Willingham, Donna	\$ 53,459	F	8	\$ 54,529	F	9	Youth Services

**ANNUAL INCREMENTS:**

	<u>Salary – 8/01/09</u>			<u>Salary – 8/02/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Anala, Ivy	\$ 29,057	A	1	\$ 30,220	A	2	Lending
Antonucci, Ronald	70,969	K	3	73,808	K	4	Literature
Blair, Nathaniel	32,156	B	2	33,442	B	3	MLK
Guinther, Angela	59,660	H	5	62,047	H	6	South Brooklyn
Hoge, Olivia	53,037	H	2	55,159	H	3	Bus. & Econ.
Osaze, Rhashida	55,159	H	3	57,365	H	4	MLK
Palma, Lindsay	16.49	B	2	17.15	B	3	Carnegie West

	<u>Salary – 8/15/09</u>			<u>Salary – 8/16/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Blackwell, Joslyn	\$ 30,220	A	2	\$ 31,429	A	3	Lending
Boyd, Ali	63,069	J	3	65,592	J	4	Rice
Dickerson, Dale	55,159	H	3	57,365	H	4	High Demand
Infante, Nathaniel	40,142	D	4	41,747	D	5	Acquisitions
Lewis, Isaiah	24.36	F	4	25.34	F	5	Jefferson
Lykiins, Forrest	22.52	F	2	23.43	F	3	West Park
Malone, Derrick	33,442	B	3	34,780	B	4	Carnegie West

**APPOINTMENTS, PROMOTIONS AND CHANGES IN RATE:** continued**ANNUAL INCREMENTS:**

	<u>Salary – 8/15/09</u>			<u>Salary – 8/16/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Nunez, Frank	\$ 47,968	F	5	\$ 49,887	F	6	Security Operations
Prevo, Deborah	16.49	B	2	17.15	B	3	Rice
Simone, Rosa	21.87	F	2	22.74	F	3	Branch Substitutes
Washington, David	41,003	F	1	42,643	F	2	Security Operations
Woods, LeRoyce	22.74	F	3	23.65	F	4	Branch Substitutes
Young, Sonia	49,407	F	5	51,384	F	6	Social Sciences

	<u>Salary – 8/29/09</u>			<u>Salary – 8/30/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Diamond-Ortiz, A.	\$ 61,519	I	3	\$ 63,980	I	4	Bus. & Econ.
Jackson, Ricardo	22.52	F	2	23.43	F	3	Union
Phelps, Sandra	30,220	A	2	31,429	A	3	Custodial-C
Robinson, Tristan	33,442	B	3	34,780	B	4	Glenville
Salem, Eanas	22.52	F	2	23.43	F	3	Eastman
Smith, Louise	18.55	B	5	19.29	B	6	East 131 <sup>st</sup>
Smith, Roszita	38,973	D	4	40,531	D	5	Payroll
Snowden, Audrey	59,660	H	5	62,047	H	6	South

**Longevity:**

	<u>Salary – 8/01/09</u>			<u>Salary – 8/02/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Dimarco, Peter	\$ 53,459	F	8	\$ 54,529	F	9	South
English, Ron	51,384	F	6	52,411	F	7	Langston Hughes
Kowalczyk, Lisa	67,161	H	10	68,505	H	11	West Park
Reed, William	69,201	I	6	70,585	I	7	OLBPD

	<u>Salary – 8/15/09</u>			<u>Salary – 8/16/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Adorno-Rodriguez, M.	\$ 38,371	B	7	\$ 39,138	B	8	Book Preparation
Bobik, Robert	62,360	G	9	63,607	G	10	Automation Services
Grattino, Dawn	70,585	I	7	71,997	I	8	Catalog
Hatton, Kya	38,267	A	10	39,033	A	11	Acquisitions
Hill, Diane	37,618	B	6	38,371	B	7	Union
Massey, Gloria	40,286	C	6	41,093	C	7	Preservation
Nelson, Clark	38,371	B	7	39,138	B	8	Custodial-A
Smith, Benjie	41,534	B	11	42,365	B	12	Audio-Video

	<u>Salary – 8/29/09</u>			<u>Salary – 8/30/09</u>			Assignment
	Rate	Grade	Step	Rate	Grade	Step	
Chancellor, Monita	\$ 38,371	B	7	\$ 39,138	B	8	Harvard-Lee
Dowdin, Lacy	40,286	C	6	41,093	C	7	Security Operations
Spiegner, Robin	86,412	K	10	88,140	K	11	Gov. Documents
Travka, Helena	65,844	H	9	67,161	H	10	Social Science
Yee, Doris	51,384	F	6	52,411	F	7	Mobile Services

**APPOINTMENTS, PROMOTIONS AND CHANGES IN RATE:** continued**Increase in Page Rate in accordance with pay plan in effect:****\$9.60 hour**

King, LaWanna	West Park	8/01/09
Perozeni, Samantha	Rockport	8/16/09
Petranek, John	Fleet	8/30/09
Rivera, Joanna	Rockport	8/30/09
Scruggs, Gregory	Youth Services	8/30/09

**Cleveland Public Library  
Total Plan Cost Analysis**

	<u>UHC PPO</u>		<u>Kaiser HMO</u>		<u>Delta Dental</u>	
Employee	116	\$515.76	243	\$370.86	260	\$25.87
Family	90	\$1,340.99	110	\$971.13	203	\$66.74
	206		353		463	
Monthly Total		\$180,517		\$196,943		\$20,274
Annual Total		\$2,166,207		\$2,363,319		\$243,293
<b>Total Annual Cost</b>				<b>\$4,772,820</b>		
<b>% change vs Current</b>						
<b>\$ change vs Current</b>						

	<u>Kaiser Advantage</u>		<u>Kaiser HMO</u>		<u>Delta</u> <i>2 year rate</i>	
Employee	116	\$456.18	243	\$379.78	260	\$25.87
Family	90	\$1,194.55	110	\$994.49	203	\$66.74
	206		353		463	
Monthly Total		\$160,426		\$201,680		\$20,274
Annual Total		\$1,925,117		\$2,420,165		\$243,293
		-11.13%		2.41%		0.00%
<b>Total Annual Cost</b>				<b>\$4,588,575</b>		
<b>% change vs Current</b>				<b>-3.86%</b>		
<b>\$ change vs Current</b>				<b>(\$184,245)</b>		

**Kaiser as a Full Replacement, offering two (2) plans - Kaiser Advantage POS and Kaiser HMO. Kaiser Advantage POS allows access to University Hospitals and the Cleveland Clinic through the Emerald Health Network. Delta Dental plan changes to the Delta Passive PPO POS which will give a greater discount on claims when a member uses a Delta PPO provider.**



**CLEVELAND PUBLIC LIBRARY****Human Resources Committee Report**  
July 16, 2009**Report on Paid Sick Time Used by the Month**  
**Hours Used Per Each Two Pay Periods**

<b>MONTH</b>	<b>2008</b>	<b>2009</b>
January	4,663.53	3,990.42
February	4,578.13	3,984.28
March	4,671.99	4,362.18
April	4,429.51	3,948.74
May	6,528.18*	*4,903.71
June	3,956.25	1,653.70
July	4,632.69	
August	4,306.01	
September	4,136.02	
October	*5,809.41	
November	4,329.96	
December	3,990.42	

**\*Covers three pay periods**

**CLEVELAND PUBLIC LIBRARY****Human Resources Committee Report**  
August 20, 2009**Report on Paid Sick Time Used by the Month**  
**Hours Used Per Each Two Pay Periods**

<b>MONTH</b>	<b>2008</b>	<b>2009</b>
January	4,663.53	3,990.42
February	4,578.13	3,984.28
March	4,671.99	4,362.18
April	4,429.51	3,948.74
May	6,528.18*	*4,903.71
June	3,956.25	1,653.70
July	4,632.69	3,396.99
August	4,306.01	
September	4,136.02	
October	*5,809.41	
November	4,329.96	
December	3,990.42	

**\*Covers three pay periods**

**CLEVELAND PUBLIC LIBRARY****Human Resources Committee Report**  
August 20, 2009**Report on Paid Sick Time Used by the Month**  
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September	4,136.02	
October	*5,809.41	
November	4,329.96	
December	3,990.42	

**\*Covers three pay periods**

# Human Resources Committee Report

July 16, 2009

Payroll Period Ending June 20, 2009

	FULL-TIME				PART-TIME				Total	%Min.				
	FEMALE		MALE		FEMALE		MALE							
	White	Other	White	Black	White	Black	White	Black						
Management/ Supervisory <sup>1</sup>	31	23	0	23	9	2	88	38.6	1	0	0	0	1	0
Professional <sup>2</sup>	44	15	6	20	1	1	87	26.4	5	2	0	2	0	9
Support Staff	47	120	15	31	45	4	262	69.9	22	41	8	12	39	124
Maintenance & Security	2	3	0	28	48	4	85	64.7	0	0	0	0	0	0
Pages	0	0	0	0	0	0	0	0	35	48	13	22	56	180
Total	124	161	21	102	103	11	*522	56.7	63	91	21	36	95	314

FULL TIME EQUIVALENT (FTE): 522

FULL TIME TURNOVER RATE: 1.7%

FULL TIME EQUIVALENT (FTE) FOR PART TIME: 152.4

PART TIME TURNOVER RATE: 4.5%

<sup>1</sup> Includes 60 Librarians  
<sup>2</sup> Includes 87 Librarians

\*INCLUDES  
 2 LEAVES OF ABSENCE

# Human Resources Committee Report

August 20, 2009

Payroll Period Ending July 18, 2009

	FULL-TIME				PART-TIME				%Min.	Total	%Min.				
	FEMALE		MALE		FEMALE		MALE								
	White	Black	Other	White	Black	Other	White	Black							
Management/Supervisory <sup>1</sup>	31	23	0	23	9	2	2	88	38.6	1	0	0	0	1	0
Professional <sup>2</sup>	42	15	6	20	1	1	1	85	26.4	5	2	0	2	9	22.2 <sup>2</sup>
Support Staff	47	119	15	31	45	4	4	261	70.1	22	41	8	13	39	72.2
Maintenance & Security	2	3	0	28	48	4	4	85	64.7	0	0	0	0	0	0
Pages	0	0	0	0	0	0	0	0	0	35	49	10	24	65	69.4
Total	122	160	21	102	103	11	11	*519	56.8	63	92	18	39	104	68.9

FULL TIME EQUIVALENT (FTE): 519

FULL TIME TURNOVER RATE: 2.3%

FULL TIME EQUIVALENT (FTE) FOR PART TIME: 159.1

PART TIME TURNOVER RATE: 7.3%

\*INCLUDES  
LEAVES OF ABSENCE

<sup>1</sup> Includes 60 Librarians

<sup>2</sup> Includes 85 Librarians

Human Resources Committee Report

September 17, 2009

Payroll Period Ending August 29, 2009

	FULL-TIME					PART-TIME									
	FEMALE		MALE			FEMALE		MALE							
	White	Black	Other	White	Black	Other	White	Black	Other	Total	%Min.				
Management/ Supervisory <sup>1</sup>	30	23	0	23	9	2	2	87	39.1	1	0	0	0	1	0
Professional <sup>2</sup>	42	15	6	20	1	1	85	26.4	5	2	0	2	0	9	22.2
Support Staff	47	119	15	31	45	4	261	70.1	22	8	13	38	3	124	71.8
Maintenance & Security	2	3	0	28	48	4	85	64.7	0	0	0	0	0	0	0
Pages	0	0	0	0	0	0	0	0	0	33	10	24	62	186	69.4
Total	121	160	21	102	103	11	*518	56.9	61	18	39	100	12	320	68.8

FULL TIME EQUIVALENT (FTE): 518

FULL TIME TURNOVER RATE: 2.5%

FULL TIME EQUIVALENT (FTE) FOR PART TIME: 137.52

PART TIME TURNOVER RATE: 17.2%

\*INCLUDES  
2 LEAVES OF ABSENCE

<sup>1</sup> Includes 59 Librarians

<sup>2</sup> Includes 85 Librarians

**INSURANCE REPORT  
FOR THE MONTH OF**

**JUNE  
2009**

Human Resources Committee Report  
Sept 17, 2009

**Staff Enrollments-Health Care/Dental**

	Single	Family	Total
United Healthcare	107	93	200
Kaiser	225	105	330
Delta Dental	261	204	465

**Workers' Compensation Lost Time Report**

	Dept/Location	Date of Injury	Total days missed during report month
Librarian	Lorain Branch	4/28/2009	22

**INSURANCE REPORT  
FOR THE MONTH OF**

**JULY  
2009**

Human Resources Committee Report  
Sept 17, 2009

**Staff Enrollments-Health Care/Dental**

	Single	Family	Total
United Healthcare	107	93	200
Kaiser	223	105	328
Delta Dental	260	205	465

**Workers' Compensation Lost Time Report**

Classification	Dept/Location	Date of Injury	Total days missed during report month
No Lost Time Claims for the Month of July			



**INSURANCE REPORT  
FOR THE MONTH OF  
AUGUST  
2009**

Human Resources Committee Report  
Sept 17, 2009

**Staff Enrollments-Health Care/Dental**

	Single	Family	Total
United Healthcare	107	92	199
Kaiser	226	104	330
Delta Dental	262	203	465

**Workers' Compensation Lost Time Report**

Classification	Dept/Location	Date of Injury	Total days missed during report month
No Lost Time Claims for the Month of August			

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR JUNE 2009**

CIRCULATION ACTIVITY	Monthly Total		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	161,799	158,513	6,223	6,341	986,577	950,758	3.8%
Branches & Mobile Units	360,808	337,345	13,877	13,494	2,115,606	2,021,502	4.7%
Library for the Blind	34,830	42,648	1,583	2,031	215,665	257,884	-16.4%
<b>TOTAL CIRCULATION</b>	<b>557,437</b>	<b>538,506</b>			<b>3,317,848</b>	<b>3,230,144</b>	<b>2.7%</b>

REFERENCE TRANSACTIONS	Reference		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	31,051	30,486	1,194	1,219	217,206	224,222	-3.1%
Branches & Mobile Unit	53,148	50,467	2,044	2,019	311,941	298,348	4.6%
Library for the Blind	1,498	1,505	68	72	9,581	9,110	5.2%
<b>TOTAL QUESTIONS</b>	<b>85,697</b>	<b>82,458</b>			<b>538,728</b>	<b>531,680</b>	<b>1.3%</b>

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use	
			2009	2008	2009	2008
Main Library	67	48 minutes	13,561	13,647	10,876	10,579
Branches	225	31 minutes	72,272	76,128	37,062	37,251
<b>TOTAL USAGE</b>	<b>292</b>		<b>85,833</b>	<b>89,775</b>	<b>47,938</b>	<b>47,830</b>

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

WALK-IN COUNT	Monthly Total		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	59,158	58,336	2,275	2,333	353,126	352,161	0.3%
Branches	296,854	285,918	11,417	11,437	1,725,865	1,712,970	0.8%
Mobile Unit	1,178	876			4,745	4,736	0.2%
<b>TOTAL VISITS</b>	<b>357,190</b>	<b>345,130</b>			<b>2,083,736</b>	<b>2,069,867</b>	<b>0.7%</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT DIRECT & TOTAL CIRCULATION FOR JUNE 2009**

BRANCH	a Branch Circulation	b Sent from Other Branches	c Sent from Main	d Sent from Other CLEVNET Systems	e Manual Circulation	f Total Direct Circulation (a+b+c+d+e)	g Sent to Other CLEVNET Systems	h Total Circulation (f+g)
Addison	12,505	1,051	748	1,004	0	15,308	1,301	16,609
Broadway	2,980	168	82	132	2	3,364	343	3,707
Brooklyn	7,713	627	364	689	58	9,451	1,037	10,488
Carnegie West	8,758	792	900	1,173	0	11,623	847	12,470
Collinwood	9,372	483	423	718	0	10,996	1,278	12,274
East 131st	4,310	357	219	259	0	5,145	469	5,614
Eastman	14,575	1,189	1,102	1,567	0	18,433	1,169	19,602
Fleet	11,548	905	805	1,277	0	14,535	1,078	15,613
Fulton	7,590	594	474	784	0	9,442	942	10,384
Garden Valley	3,255	175	139	104	0	3,673	434	4,107
Glenville	6,651	728	367	1,089	50	8,885	675	9,560
Harvard-Lee	7,584	589	393	777	0	9,343	867	10,210
Hough	5,785	504	320	470	0	7,079	578	7,657
Jefferson	8,325	699	656	912	250	10,842	888	11,730
Langston Hughes	4,798	550	320	470	35	6,173	641	6,814
Lorain	10,372	594	435	737	376	12,514	1,042	13,556
Martin Luther King, Jr.	6,638	444	831	972	217	9,102	975	10,077
Memorial-Nottingham	14,038	886	1,045	1,999	302	18,270	1,762	20,032
Mt. Pleasant	6,494	460	266	549	0	7,769	787	8,556
Rice	6,294	343	221	460	0	7,318	966	8,284
Rockport	16,759	1,416	1,189	1,810	60	21,234	2,335	23,569
South	8,370	502	300	516	0	9,688	1,342	11,030
South Brooklyn	18,773	1,011	1,255	2,845	0	23,884	2,721	26,605
Sterling	5,520	535	332	634	18	7,039	531	7,570
Union	5,988	707	318	729	0	7,742	654	8,396
Walz	12,727	1,203	1,075	1,654	0	16,659	1,604	18,263
West Park	20,300	1,546	2,327	3,159	10	27,342	3,596	30,938
Woodland	9,621	660	354	511	0	11,146	1,093	12,239
<b>BRANCH TOTAL</b>	<b>257,643</b>	<b>19,718</b>	<b>17,260</b>	<b>28,000</b>	<b>1,378</b>	<b>323,999</b>	<b>31,955</b>	<b>355,954</b>
<b>Mobile Units</b>	<b>3,949</b>	<b>166</b>	<b>315</b>	<b>356</b>	<b>0</b>	<b>4,786</b>	<b>68</b>	<b>4,854</b>
<b>TOTAL</b>	<b>261,592</b>	<b>19,884</b>	<b>17,575</b>	<b>28,356</b>	<b>1,378</b>	<b>328,785</b>	<b>32,023</b>	<b>360,808</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT TOTAL CIRCULATION COMPARATIVE FOR JUNE 2009**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2009	2008	2009	2008		
Addison	16,609	14,576	91,159	91,294	-135	-0.1%
Broadway	3,707	4,387	23,965	23,379	586	2.5%
Brooklyn	10,488	9,774	59,771	53,981	5,790	10.7%
Carnegie West	12,470	11,206	77,516	69,599	7,917	11.4%
Collinwood	12,274	12,604	74,381	74,257	124	0.2%
East 131st	5,614	5,375	32,791	29,335	3,456	11.8%
Eastman	19,602	17,063	110,466	104,712	5,754	5.5%
Fleet	15,613	11,974	81,560	69,564	11,996	17.2%
Fulton	10,384	10,896	57,715	59,655	-1,940	-3.3%
Garden Valley	4,107	5,114	26,815	26,646	169	0.6%
Glenville	9,560	8,584	57,728	51,360	6,368	12.4%
Harvard-Lee	10,210	10,054	60,572	60,844	-272	-0.4%
Hough	7,657	7,163	43,098	41,351	1,747	4.2%
Jefferson	11,730	11,238	76,741	70,046	6,695	9.6%
Langston Hughes	6,814	8,000	41,543	47,840	-6,297	-13.2%
Lorain	13,556	13,385	80,844	82,611	-1,767	-2.1%
Martin Luther King, Jr.	10,077	9,572	55,739	57,335	-1,596	-2.8%
Memorial-Nottingham	20,032	20,062	116,736	116,218	518	0.4%
Mt. Pleasant	8,556	8,614	50,523	47,518	3,005	6.3%
Rice	8,284	9,617	51,582	53,410	-1,828	-3.4%
Rockport	23,569	21,558	143,205	135,765	7,440	5.5%
South	11,030	9,326	66,510	56,181	10,329	18.4%
South Brooklyn	26,605	24,102	151,942	149,495	2,447	1.6%
Sterling	7,570	5,889	43,948	33,225	10,723	32.3%
Union	8,396	7,166	48,576	46,993	1,583	3.4%
Walz	18,263	14,617	102,839	92,456	10,383	11.2%
West Park	30,938	28,832	178,697	175,770	2,927	1.7%
Woodland	12,239	10,562	74,185	61,078	13,107	21.5%
<b>BRANCH TOTAL</b>	<b>355,954</b>	<b>331,310</b>	<b>2,081,147</b>	<b>1,981,918</b>	<b>99,229</b>	<b>5.0%</b>
<b>Mobile Units</b>	<b>4,854</b>	<b>6,035</b>	<b>34,459</b>	<b>39,584</b>	<b>-5,125</b>	<b>-12.9%</b>
<b>TOTAL</b>	<b>360,808</b>	<b>337,345</b>	<b>2,115,606</b>	<b>2,021,502</b>	<b>94,104</b>	<b>4.7%</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT ATTENDANCE JUNE 2009**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2009	2008	2009	2008		
Addison	8,767	10,398	51,417	62,979	-11,562	-18.4%
Broadway	2,549	3,011	13,346	14,415	-1,069	-7.4%
Brooklyn	5,673	5,399	28,117	28,752	-635	-2.2%
Carnegie West	22,702	20,381	139,074	126,995	12,079	9.5%
Collinwood	9,468	9,307	55,033	58,485	-3,452	-5.9%
East 131st	6,797	8,172	40,072	44,335	-4,263	-9.6%
Eastman	14,210	13,178	81,418	84,219	-2,801	-3.3%
Fleet	12,378	10,853	69,168	67,992	1,176	1.7%
Fulton	7,691	8,191	41,393	42,879	-1,486	-3.5%
Garden Valley <sup>1</sup>	7,020	7,906	41,263	32,301	8,962	27.7%
Glenville	9,965	9,111	55,832	54,408	1,424	2.6%
Harvard-Lee	11,150	11,765	77,911	73,711	4,200	5.7%
Hough	20,268	18,968	98,804	109,481	-10,677	-9.8%
Jefferson	10,280	9,915	55,269	57,431	-2,162	-3.8%
Langston Hughes	7,160	7,552	41,020	46,070	-5,050	-11.0%
Lorain	8,843	8,462	57,030	51,783	5,247	10.1%
Martin Luther King, Jr.	7,721	6,717	45,006	44,263	743	1.7%
Memorial-Nottingham	9,728	10,703	55,532	60,412	-4,880	-8.1%
Mt. Pleasant	8,867	10,253	56,751	58,371	-1,620	-2.8%
Rice	6,707	6,460	36,075	38,555	-2,480	-6.4%
Rockport	11,990	10,548	76,196	71,324	4,872	6.8%
South	9,210	9,103	59,665	58,422	1,243	2.1%
South Brooklyn	17,397	14,993	104,606	101,084	3,522	3.5%
Sterling	13,723	12,664	72,322	71,667	655	0.9%
Union	11,316	9,633	72,376	62,549	9,827	15.7%
Walz	11,283	10,579	69,184	64,313	4,871	7.6%
West Park	13,557	12,534	77,080	77,452	-372	-0.5%
Woodland	10,434	9,162	54,905	48,322	6,583	13.6%
<b>BRANCH TOTAL</b>	<b>296,854</b>	<b>285,918</b>	<b>1,725,865</b>	<b>1,712,970</b>	<b>12,895</b>	<b>0.8%</b>
<b>Mobile Unit</b>	<b>1,178</b>	<b>876</b>	<b>4,745</b>	<b>4,736</b>	<b>9</b>	<b>0.2%</b>
<b>TOTAL</b>	<b>298,032</b>	<b>286,794</b>	<b>1,730,610</b>	<b>1,717,706</b>	<b>12,904</b>	<b>0.8%</b>

<sup>1</sup> Garden Valley Branch provided service at 7100 Kinsman Road through February 15, 2008; the Branch reopened in its current location in Bridgeport Place Plaza on February 18, 2008.

**CLEVELAND PUBLIC LIBRARY  
BRANCH RANKINGS JUNE 2009**

Branch		Total Circulation	Branch	Attendance	Population*	
					2009	2000
1	West Park	30,938	1 Carnegie West	22,702	31,511	34,217
2	South Brooklyn	26,605	2 Hough	20,268	27,822	34,598
3	Rockport	23,569	3 South Brooklyn	17,397	27,291	29,398
4	Memorial-Nottingham	20,032	4 Eastman	14,210	23,686	25,873
5	Eastman	19,602	5 Sterling	13,723	22,240	25,893
6	Walz	18,263	6 West Park	13,557	20,026	22,575
7	Addison	16,609	7 Fleet	12,378	19,553	22,598
8	Fleet	15,613	8 Rockport	11,990	19,404	21,467
9	Lorain	13,556	9 Union	11,316	18,834	21,246
10	Carnegie West	12,470	10 Walz	11,283	17,982	21,224
11	Collinwood	12,274	11 Harvard-Lee	11,150	17,317	20,302
12	Woodland	12,239	12 Woodland	10,434	16,558	18,497
13	Jefferson	11,730	13 Jefferson	10,280	16,270	19,377
14	South	11,030	14 Glenville	9,965	16,169	19,263 <sup>o</sup>
15	Brooklyn	10,488	15 Memorial-Nottingham	9,728	15,658	18,007 <sup>o</sup>
16	Fulton	10,384	16 Collinwood	9,468	15,212	15,483
17	Harvard-Lee	10,210	17 South	9,210	14,724	17,155
18	Martin Luther King, Jr.	10,077	18 Mt. Pleasant	8,867	13,233	14,589
19	Glenville	9,560	19 Lorain	8,843	10,549	11,716
20	Mt. Pleasant	8,556	20 Addison	8,767	10,316	12,603
21	Union	8,396	21 Martin Luther King, Jr.	7,721	8,046	8,712
22	Rice	8,284	22 Fulton	7,691	7,492	7,213
23	Hough	7,657	23 Langston Hughes	7,160	7,009	7,729
24	Sterling	7,570	24 Garden Valley	7,020	6,197	7,845
25	Langston Hughes	6,814	25 East 131st	6,797	5,419	6,430
26	East 131st	5,614	26 Rice	6,707	3,587	3,987
27	Garden Valley	4,107	27 Brooklyn	5,673	2,857	3,220
28	Broadway	3,707	28 Broadway	2,549	1,687	1,966
		355,954		296,854	416,649	473,177

\*Prepared By: Northern Ohio Data and Information Service - NODIS,  
Maxine Goodman Levin College of Urban Affairs, Cleveland State  
University

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR JUNE 2009**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
CLEVNET	69,053	60,793	423,560	361,696	17.1%	17.1%
MORE	1,671	1,183	9,368	7,494	25.0%	25.0%
Other Libraries	635	596	3,750	4,186	-10.4%	-10.4%
<b>TOTAL</b>	<b>71,359</b>	<b>62,572</b>	<b>436,678</b>	<b>373,376</b>	<b>17.0%</b>	<b>17.0%</b>

\*Totals included in Main Library and Branch circulation counts.

PHOTODUPLICATION Items copied	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
Prints	168	155	1,089	1,213	-10.2%	-10.2%
	3,631	3,427	18,324	19,605	-6.5%	-6.5%

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
Projected (Mon - Sat)	22,756	23,118	150,464	154,407	-2.6%	-2.6%
KnowlNow Web Reference*	617	1,026	15,588	23,005	-32.2%	-32.2%
Research Correspondence	1,667	1,369	8,827	7,887	11.9%	11.9%
Inferlibrary Loan Requests	6,011	4,973	36,806	33,654	9.4%	9.4%
Sunday Count	n/a	n/a	5,521	5,269	4.8%	4.8%
<b>TOTAL</b>	<b>31,051</b>	<b>30,486</b>	<b>217,206</b>	<b>224,222</b>	<b>-3.1%</b>	<b>-3.1%</b>

\*Questions taken by CPL staff only. From the time the service went statewide, CPL staff handled a disproportionate share of the question load. Since then some OhioLINK libraries have come on board to monitor some of the subject queues; hence, the decline in CPL transactions.

CHANGES IN PERMANENT COLLECTION	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
New Titles Added	6,667	9,076	39,444	55,702	-29.2%	-29.2%
Total Items Added	23,225	33,019	155,834	204,636	-23.8%	-23.8%

PERMANENT CARDS ISSUED	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
	6,078	7,580	32,191	41,010	-21.5%	-21.5%

DAYS OPEN Main Library Branches	2009	2008
		26.0
	26.0	25.0

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR JULY 2009**

CIRCULATION ACTIVITY	Monthly Total		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	172,107	167,663	6,620	6,449	1,158,684	1,118,421	3.6%
Branches & Mobile Units	368,539	356,637	14,175	13,717	2,484,145	2,378,139	4.5%
Library for the Blind	53,565	42,548	2,329	1,934	269,230	300,432	-10.4%
<b>TOTAL CIRCULATION</b>	<b>594,211</b>	<b>566,848</b>			<b>3,912,059</b>	<b>3,796,992</b>	<b>3.0%</b>

REFERENCE TRANSACTIONS	Reference		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	35,866	36,182	1,379	1,392	253,072	260,405	-2.8%
Branches & Mobile Unit	52,903	51,289	2,035	1,973	364,844	349,637	4.3%
Library for the Blind	1,109	1,821	48	83	10,690	10,931	-2.2%
<b>TOTAL QUESTIONS</b>	<b>89,878</b>	<b>89,292</b>			<b>628,606</b>	<b>620,973</b>	<b>1.2%</b>

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use	
			2009	2008	2009	2008
Main Library	67	49 minutes	13,410	13,529	10,908	10,348
Branches	221	31 minutes	73,600	81,486	37,906	39,488
<b>TOTAL USAGE</b>	<b>288</b>		<b>87,010</b>	<b>95,015</b>	<b>48,814</b>	<b>49,836</b>

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

WALK-IN COUNT	Monthly Total		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	62,401	63,441	2,400	2,440	415,527	415,602	0.0%
Branches	310,147	297,589	11,929	11,446	2,036,012	2,010,559	1.3%
Mobile Unit	1,271	959			6,016	5,695	5.6%
<b>TOTAL VISITS</b>	<b>373,819</b>	<b>361,989</b>			<b>2,457,555</b>	<b>2,431,856</b>	<b>1.1%</b>



**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT DIRECT & TOTAL CIRCULATION FOR JULY 2009**

BRANCH	a Branch Circulation	b Sent from Other Branches	c Sent from Main	d Sent from Other CLEVNET Systems	e Manual Circulation	f Total Direct Circulation (a+b+c+d+e)	g Sent to Other CLEVNET Systems	h Total Circulation (f+g)
Addison	12,500	857	695	995	0	15,047	1,407	16,454
Broadway	3,308	144	72	186	0	3,710	356	4,066
Brooklyn	6,902	569	382	578	34	8,465	915	9,380
Carnegie West	9,039	734	778	1,069	0	11,620	939	12,559
Collinwood	10,301	598	393	736	0	12,028	1,354	13,382
East 131st	4,902	245	202	267	0	5,616	446	6,062
Eastman	14,712	1,380	1,255	1,679	0	19,026	1,406	20,432
Fleet	12,140	894	850	1,176	0	15,060	1,100	16,160
Fulton	7,748	727	576	794	0	9,845	904	10,749
Garden Valley	4,154	137	143	98	0	4,532	425	4,957
Glenville	6,264	686	431	1,116	61	8,558	633	9,191
Harvard-Lee	8,275	719	498	873	0	10,365	832	11,197
Hough	5,794	629	527	767	0	7,717	472	8,189
Jefferson	8,430	694	760	1,013	200	11,097	888	11,985
Langston Hughes	5,593	441	377	467	57	6,935	629	7,564
Lorain	10,270	630	405	687	407	12,399	960	13,359
Martin Luther King, Jr.	6,946	526	703	946	282	9,403	973	10,376
Memorial-Nottingham	15,013	907	1,224	2,015	517	19,676	1,790	21,466
Mt. Pleasant	6,304	504	269	498	0	7,575	662	8,237
Rice	6,904	484	292	719	0	8,399	897	9,296
Rockport	17,383	1,367	1,060	1,923	0	21,733	2,321	24,054
South	8,377	460	243	466	0	9,546	1,214	10,760
South Brooklyn	18,635	1,097	1,453	2,597	0	23,782	2,720	26,502
Sterling	4,887	441	253	443	28	6,052	496	6,548
Union	6,505	609	290	562	0	7,966	600	8,566
Walz	12,519	958	1,013	1,530	0	16,020	1,587	17,607
West Park	21,072	1,608	2,350	3,062	300	28,392	3,484	31,876
Woodland	9,583	630	332	605	0	11,150	985	12,135
<b>BRANCH TOTAL</b>	<b>264,460</b>	<b>19,675</b>	<b>17,826</b>	<b>27,867</b>	<b>1,886</b>	<b>331,714</b>	<b>31,395</b>	<b>363,109</b>
<b>Mobile Units</b>	<b>4,155</b>	<b>242</b>	<b>529</b>	<b>395</b>	<b>0</b>	<b>5,321</b>	<b>109</b>	<b>5,430</b>
<b>TOTAL</b>	<b>268,615</b>	<b>19,917</b>	<b>18,355</b>	<b>28,262</b>	<b>1,886</b>	<b>337,035</b>	<b>31,504</b>	<b>368,539</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT TOTAL CIRCULATION COMPARATIVE FOR JULY 2009**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2009	2008	2009	2008		
Addison	16,454	15,709	107,613	107,003	610	0.6%
Broadway	4,066	4,117	28,031	27,496	535	1.9%
Brooklyn	9,380	10,714	69,151	64,695	4,456	6.9%
Carnegie West	12,559	12,459	90,075	82,058	8,017	9.8%
Collinwood	13,382	13,368	87,763	87,625	138	0.2%
East 131st	6,062	5,068	38,853	34,403	4,450	12.9%
Eastman	20,432	18,101	130,898	122,813	8,085	6.6%
Fleet	16,160	12,428	97,720	81,992	15,728	19.2%
Fulton	10,749	11,015	68,464	70,670	-2,206	-3.1%
Garden Valley	4,957	5,720	31,772	32,366	-594	-1.8%
Glenville	9,191	9,527	66,919	60,887	6,032	9.9%
Harvard-Lee	11,197	11,066	71,769	71,910	-141	-0.2%
Hough	8,189	7,727	51,287	49,078	2,209	4.5%
Jefferson	11,985	11,670	88,726	81,716	7,010	8.6%
Langston Hughes	7,564	7,874	49,107	55,714	-6,607	-11.9%
Lorain	13,359	13,786	94,203	96,397	-2,194	-2.3%
Martin Luther King, Jr.	10,376	9,854	66,115	67,189	-1,074	-1.6%
Memorial-Nottingham	21,466	20,201	138,202	136,419	1,783	1.3%
Mt. Pleasant	8,237	8,611	58,760	56,129	2,631	4.7%
Rice	9,296	9,908	60,878	63,318	-2,440	-3.9%
Rockport	24,054	23,286	167,259	159,051	8,208	5.2%
South	10,760	10,678	77,270	66,859	10,411	15.6%
South Brooklyn	26,502	25,690	178,444	175,185	3,259	1.9%
Sterling	6,548	6,904	50,496	40,129	10,367	25.8%
Union	8,566	7,826	57,142	54,819	2,323	4.2%
Walz	17,607	16,326	120,446	108,782	11,664	10.7%
West Park	31,876	30,423	210,573	206,193	4,380	2.1%
Woodland	12,135	11,894	86,320	72,972	13,348	18.3%
<b>BRANCH TOTAL</b>	<b>363,109</b>	<b>351,950</b>	<b>2,444,256</b>	<b>2,333,868</b>	<b>110,388</b>	<b>4.7%</b>
<b>Mobile Units</b>	<b>5,430</b>	<b>4,687</b>	<b>39,889</b>	<b>44,271</b>	<b>-4,382</b>	<b>-9.9%</b>
<b>TOTAL</b>	<b>368,539</b>	<b>356,637</b>	<b>2,484,145</b>	<b>2,378,139</b>	<b>106,006</b>	<b>4.5%</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT ATTENDANCE JULY 2009**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2009	2008	2009	2008		
Addison	9,300	11,107	60,717	74,086	-13,369	-18.0%
Broadway	2,785	2,703	16,131	17,118	-987	-5.8%
Brooklyn	5,659	5,470	33,776	34,222	-446	-1.3%
Carnegie West	22,690	21,557	161,764	148,552	13,212	8.9%
Collinwood	10,392	9,975	65,425	68,460	-3,035	-4.4%
East 131st	7,674	7,713	47,746	52,048	-4,302	-8.3%
Eastman	15,047	13,330	96,465	97,549	-1,084	-1.1%
Fleet	13,140	11,695	82,308	79,687	2,621	3.3%
Fulton	8,631	9,098	50,024	51,977	-1,953	-3.8%
Garden Valley <sup>1</sup>	7,552	7,939	48,815	40,240	8,575	21.3%
Glenville	11,116	9,770	66,948	64,178	2,770	4.3%
Harvard-Lee	10,949	12,796	88,860	86,507	2,353	2.7%
Hough	20,022	19,193	118,826	128,674	-9,848	-7.7%
Jefferson	10,305	10,172	65,574	67,603	-2,029	-3.0%
Langston Hughes	7,655	7,051	48,675	53,121	-4,446	-8.4%
Lorain	8,957	9,203	65,987	60,986	5,001	8.2%
Martin Luther King, Jr.	7,374	6,178	52,380	50,441	1,939	3.8%
Memorial-Nottingham	11,065	10,621	66,597	71,033	-4,436	-6.2%
Mt. Pleasant	9,285	10,101	66,036	68,472	-2,436	-3.6%
Rice	7,150	7,073	43,225	45,628	-2,403	-5.3%
Rockport	12,766	11,242	88,962	82,566	6,396	7.7%
South	9,501	9,753	69,166	68,175	991	1.5%
South Brooklyn	16,724	16,455	121,330	117,539	3,791	3.2%
Sterling	14,157	12,715	86,479	84,382	2,097	2.5%
Union	12,863	9,655	85,239	72,204	13,035	18.1%
Walz	12,061	11,209	81,245	75,522	5,723	7.6%
West Park	14,977	13,167	92,057	90,619	1,438	1.6%
Woodland	10,350	10,648	65,255	58,970	6,285	10.7%
<b>BRANCH TOTAL</b>	<b>310,147</b>	<b>297,589</b>	<b>2,036,012</b>	<b>2,010,559</b>	<b>25,453</b>	<b>1.3%</b>
<b>Mobile Unit</b>	<b>1,271</b>	<b>959</b>	<b>6,016</b>	<b>5,695</b>	<b>321</b>	<b>5.6%</b>
<b>TOTAL</b>	<b>311,418</b>	<b>298,548</b>	<b>2,042,028</b>	<b>2,016,254</b>	<b>25,774</b>	<b>1.3%</b>

<sup>1</sup> Garden Valley Branch provided service at 7100 Kinsman Road through February 15, 2008; the Branch reopened in its current location in Bridgeport Place Plaza on February 18, 2008.

**CLEVELAND PUBLIC LIBRARY  
BRANCH RANKINGS JULY 2009**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	31,876	1 Carnegie West	22,690	1 South Brooklyn	31,511
2 South Brooklyn	26,502	2 Hough	20,022	2 Fleet	27,822
3 Rockport	24,054	3 South Brooklyn	16,724	3 West Park	27,291
4 Memorial-Nottingham	21,466	4 Eastman	15,047	4 Eastman	23,686
5 Eastman	20,432	5 West Park	14,977	5 Rice	22,240
6 Walz	17,607	6 Sterling	14,157	6 Fulton	20,026
7 Addison	16,454	7 Fleet	13,140	7 Memorial-Nottingham	19,553
8 Fleet	16,160	8 Union	12,863	8 Rockport	19,404
9 Collinwood	13,382	9 Rockport	12,766	9 Harvard-Lee	18,834
10 Lorain	13,359	10 Walz	12,061	10 Langston Hughes	17,982
11 Carnegie West	12,559	11 Glenville	11,116	11 Glenville	17,317
12 Woodland	12,135	12 Memorial-Nottingham	11,065	12 Walz	16,558
13 Jefferson	11,985	13 Harvard-Lee	10,949	13 Collinwood	16,270
14 Harvard-Lee	11,197	14 Collinwood	10,392	14 Addison	16,169
15 South	10,760	15 Woodland	10,350	15 East 131st	15,658
16 Fulton	10,749	16 Jefferson	10,305	16 Martin Luther King, Jr.	15,212
17 Martin Luther King, Jr.	10,376	17 South	9,501	17 Mt. Pleasant	14,724
18 Brooklyn	9,380	18 Addison	9,300	18 Lorain	13,233
19 Rice	9,296	19 Mt. Pleasant	9,285	19 Carnegie West	10,549
20 Glenville	9,191	20 Lorain	8,957	20 Union	10,316
21 Union	8,566	21 Fulton	8,631	21 Sterling	8,046
22 Mt. Pleasant	8,237	22 East 131st	7,674	22 Woodland	7,492
23 Hough	8,189	23 Langston Hughes	7,655	23 South	7,009
24 Langston Hughes	7,564	24 Garden Valley	7,552	24 Hough	6,197
25 Sterling	6,548	25 Martin Luther King, Jr.	7,374	25 Brooklyn	5,419
26 East 131st	6,062	26 Rice	7,150	26 Jefferson	3,587
27 Garden Valley	4,957	27 Brooklyn	5,659	27 Garden Valley	2,857
28 Broadway	4,066	28 Broadway	2,785	28 Broadway	1,687
	363,109		310,147		416,649
					473,177

\*Prepared By: Northern Ohio Data and Information Service - NODIS,  
Maxine Goodman Levin College of Urban Affairs, Cleveland State  
University

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR JULY 2009**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
CLEVNET	70,455	66,094	494,015	427,790		15.5%
MORE	1,605	1,294	10,973	8,788		24.9%
Other Libraries	729	700	4,479	4,886		-8.3%
<b>TOTAL</b>	<b>72,789</b>	<b>68,088</b>	<b>509,467</b>	<b>441,464</b>		<b>15.4%</b>

\*Totals included in Main Library and Branch circulation counts.

PHOTODUPLICATION Items copied Prints	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
	148	206	1,237	1,419		-12.8%
	3,303	3,463	21,627	23,068		-6.2%

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD Projected (Mon - Sat)	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
KnowitNow Web Reference*	27,553	28,060	178,017	182,468		-2.4%
Research Correspondence	543	831	16,131	23,836		-32.3%
Interlibrary Loan Requests	808	1,360	9,635	9,247		4.2%
Sunday Count	6,962	5,931	43,768	39,585		10.6%
	n/a	n/a	5,521	5,269		4.8%
<b>TOTAL</b>	<b>35,866</b>	<b>36,182</b>	<b>253,072</b>	<b>260,405</b>		<b>-2.8%</b>

\*Questions taken by CPL staff only. From the time the service went statewide, CPL staff handled a disproportionate share of the question load. Since then some OhioLINK libraries have come on board to monitor some of the subject queues; hence, the decline in CPL transactions.

CHANGES IN PERMANENT COLLECTION New Titles Added Total Items Added	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
	7,761	7,736	47,205	63,438		-25.6%
	32,627	29,602	188,461	234,238		-19.5%

PERMANENT CARDS ISSUED	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
	7,309	8,455	39,500	49,465		-20.1%

DAYS OPEN Main Library Branches	2009	2008
		26.0
	26.0	26.0

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR AUGUST 2009**

CIRCULATION ACTIVITY	Monthly Total		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	172,601	165,557	6,639	6,368	1,331,285	1,283,978	3.7%
Branches & Mobile Units Library for the Blind	365,711	345,768	14,066	13,299	2,849,856	2,723,907	4.6%
	55,454	38,290	2,641	1,915	324,684	338,722	-4.1%
<b>TOTAL CIRCULATION</b>	<b>593,766</b>	<b>549,615</b>			<b>4,505,825</b>	<b>4,346,607</b>	<b>3.7%</b>

REFERENCE TRANSACTIONS	Reference		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	33,577	33,917	1,291	1,305	286,650	294,323	-2.6%
Branches & Mobile Unit Library for the Blind	56,403	46,334	2,169	1,782	421,247	395,971	6.4%
	1,665	1,760	79	88	12,355	12,691	-2.6%
<b>TOTAL QUESTIONS</b>	<b>91,645</b>	<b>82,011</b>			<b>720,252</b>	<b>702,985</b>	<b>2.5%</b>

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use	
			2009	2008	2009	2008
Main Library	67	50 minutes	14,301	14,074	11,818	10,937
Branches	224	31 minutes	72,110	80,668	37,479	39,395
<b>TOTAL USAGE</b>	<b>291</b>		<b>86,411</b>	<b>94,742</b>	<b>49,297</b>	<b>50,332</b>

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

WALK-IN COUNT	Monthly Total		Average Daily		Year-to-Date		YTD Gain/Loss
	2009	2008	2009	2008	2009	2008	
Main Library	62,002	62,211	2,385	2,393	477,529	477,813	-0.1%
Branches	297,416	289,424	11,439	11,132	2,333,428	2,299,983	1.5%
Mobile Unit	625	844			6,641	6,539	1.6%
<b>TOTAL VISITS</b>	<b>360,043</b>	<b>352,479</b>			<b>2,817,598</b>	<b>2,784,335</b>	<b>1.2%</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT DIRECT & TOTAL CIRCULATION FOR AUGUST 2009**

BRANCH	a	b	c	d	e	f	g	h
	Branch Circulation	Sent from Other Branches	Sent from Main	Sent from Other CLEVNET Systems	Manual Circulation	Total Direct Circulation (a+b+c+d+e)	Sent to Other CLEVNET Systems	Total Circulation (f+g)
Addison	12,934	866	752	964	0	15,516	1,541	17,057
Broadway	2,810	148	74	178	3	3,213	395	3,608
Brooklyn	7,163	612	382	593	0	8,750	1,075	9,825
Carnegie West	9,061	920	911	1,172	0	12,064	1,068	13,132
Collinwood	9,635	646	544	877	0	11,702	1,384	13,086
East 131st	4,464	345	157	357	0	5,323	516	5,839
Eastman	13,994	1,489	1,504	1,890	0	18,877	1,499	20,376
Fleet	11,271	916	887	1,160	0	14,234	1,182	15,416
Fulton	6,743	610	374	787	0	8,514	1,073	9,587
Garden Valley	4,026	140	64	93	0	4,323	471	4,794
Glenville	5,689	673	389	891	50	7,692	705	8,397
Harvard-Lee	8,118	593	421	856	0	9,988	979	10,967
Hough	5,484	602	265	494	0	6,845	603	7,448
Jefferson	8,103	862	778	1,076	350	11,169	955	12,124
Langston Hughes	5,583	505	303	541	0	6,932	718	7,650
Lorain	10,063	647	486	845	375	12,416	1,155	13,571
Martin Luther King, Jr.	6,408	482	773	1,286	414	9,363	983	10,346
Memorial-Nottingham	14,519	906	1,179	1,882	438	18,924	2,227	21,151
Mt. Pleasant	6,673	511	253	544	0	7,981	622	8,603
Rice	7,290	657	465	696	0	9,108	1,049	10,157
Rockport	16,248	1,433	1,135	2,055	0	20,871	2,561	23,432
South	9,284	650	290	443	0	10,667	1,363	12,030
South Brooklyn	18,443	1,140	1,334	2,345	0	23,262	3,051	26,313
Sterling	5,068	393	341	452	53	6,307	536	6,843
Union	6,577	653	384	793	0	8,407	713	9,120
Walz	12,398	904	853	1,348	0	15,503	1,687	17,190
West Park	19,925	1,724	2,408	3,236	60	27,353	3,851	31,204
Woodland	9,189	466	258	634	16	10,563	1,201	11,764
<b>BRANCH TOTAL</b>	<b>257,163</b>	<b>20,493</b>	<b>17,964</b>	<b>28,488</b>	<b>1,759</b>	<b>325,867</b>	<b>35,163</b>	<b>361,030</b>
<b>Mobile Units</b>	<b>3,656</b>	<b>150</b>	<b>438</b>	<b>358</b>	<b>0</b>	<b>4,602</b>	<b>79</b>	<b>4,681</b>
<b>TOTAL</b>	<b>260,819</b>	<b>20,643</b>	<b>18,402</b>	<b>28,846</b>	<b>1,759</b>	<b>330,469</b>	<b>35,242</b>	<b>365,711</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT TOTAL CIRCULATION COMPARATIVE FOR AUGUST 2009**

BRANCH	Monthly Total			Year-to-Date		YTD Gain/Loss	YTD %G/L
	2009	2008	2008	2009	2008		
Addison	17,057	16,345	124,670	123,348	1,322	1.1%	
Broadway	3,608	4,137	31,639	31,633	6	0.0%	
Brooklyn	9,825	9,533	78,976	74,228	4,748	6.4%	
Carnegie West	13,132	12,136	103,207	94,194	9,013	9.6%	
Collinwood	13,086	12,970	100,849	100,595	254	0.3%	
East 131st	5,839	5,415	44,692	39,818	4,874	12.2%	
Eastman	20,376	17,447	151,274	140,260	11,014	7.9%	
Fleet	15,416	12,095	113,136	94,087	19,049	20.2%	
Fulton	9,587	10,273	78,051	80,943	-2,892	-3.6%	
Garden Valley	4,794	5,945	36,566	38,311	-1,745	-4.6%	
Glenville	8,397	8,785	75,316	69,672	5,644	8.1%	
Harvard-Lee	10,967	10,714	82,736	82,624	112	0.1%	
Hough	7,448	7,322	58,735	56,400	2,335	4.1%	
Jefferson	12,124	11,301	100,850	93,017	7,833	8.4%	
Langston Hughes	7,650	7,118	56,757	62,832	-6,075	-9.7%	
Lorain	13,571	13,329	107,774	109,726	-1,952	-1.8%	
Martin Luther King, Jr.	10,346	8,923	76,461	76,112	349	0.5%	
Memorial-Nottingham	21,151	19,563	159,353	155,982	3,371	2.2%	
Mt. Pleasant	8,603	8,846	67,363	64,975	2,388	3.7%	
Rice	10,157	10,115	71,035	73,433	-2,398	-3.3%	
Rockport	23,432	22,619	190,691	181,670	9,021	5.0%	
South	12,030	9,809	89,300	76,668	12,632	16.5%	
South Brooklyn	26,313	24,431	204,757	199,616	5,141	2.6%	
Sterling	6,843	6,611	57,339	46,740	10,599	22.7%	
Union	9,120	8,134	66,262	62,953	3,309	5.3%	
Walz	17,190	15,574	137,636	124,356	13,280	10.7%	
West Park	31,204	29,576	241,777	235,769	6,008	2.5%	
Woodland	11,764	11,027	98,084	83,999	14,085	16.8%	
<b>BRANCH TOTAL</b>	<b>361,030</b>	<b>340,093</b>	<b>2,805,286</b>	<b>2,673,961</b>	<b>131,325</b>	<b>4.9%</b>	
<b>Mobile Units</b>	<b>4,681</b>	<b>5,675</b>	<b>44,570</b>	<b>49,946</b>	<b>-5,376</b>	<b>-10.8%</b>	
<b>TOTAL</b>	<b>365,711</b>	<b>345,768</b>	<b>2,849,856</b>	<b>2,723,907</b>	<b>125,949</b>	<b>4.6%</b>	



**CLEVELAND PUBLIC LIBRARY  
BRANCH AND MOBILE UNIT ATTENDANCE AUGUST 2009**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2009	2008	2009	2008		
Addison	9,422	11,241	70,139	85,327	-15,188	-17.8%
Broadway	2,430	2,589	18,561	19,707	-1,146	-5.8%
Brooklyn	5,247	5,413	39,023	39,635	-612	-1.5%
Carnegie West	21,255	20,756	183,019	169,308	13,711	8.1%
Collinwood	10,310	10,048	75,735	78,508	-2,773	-3.5%
East 131st	6,977	7,573	54,723	59,621	-4,898	-8.2%
Eastman	14,791	12,872	111,256	110,421	835	0.8%
Fleet	11,885	11,300	94,193	90,987	3,206	3.5%
Fulton	8,888	8,430	58,912	60,407	-1,495	-2.5%
Garden Valley <sup>1</sup>	6,914	8,549	55,729	48,789	6,940	14.2%
Glennville	10,496	9,194	77,444	73,372	4,072	5.5%
Harvard-Lee	11,035	11,988	99,895	98,495	1,400	1.4%
Hough	19,183	17,442	138,009	146,116	-8,107	-5.5%
Jefferson	8,622	9,019	74,196	76,622	-2,426	-3.2%
Langston Hughes	7,327	7,489	56,002	60,610	-4,608	-7.6%
Lorain	9,251	10,302	75,238	71,288	3,950	5.5%
Martin Luther King, Jr.	7,444	6,680	59,824	57,121	2,703	4.7%
Memorial-Nottingham	10,654	9,842	77,251	80,875	-3,624	-4.5%
Mt. Pleasant	9,451	9,261	75,487	77,733	-2,246	-2.9%
Rice	7,737	7,101	50,962	52,729	-1,767	-3.4%
Rockport	12,464	11,726	101,426	94,292	7,134	7.6%
South	9,509	9,175	78,675	77,350	1,325	1.7%
South Brooklyn	16,716	16,538	138,046	134,077	3,969	3.0%
Sterling	14,502	12,032	100,981	96,414	4,567	4.7%
Union	9,986	9,880	95,225	82,084	13,141	16.0%
Walz	12,194	10,703	93,439	86,225	7,214	8.4%
West Park	13,171	12,055	105,228	102,674	2,554	2.5%
Woodland	9,555	10,226	74,810	69,196	5,614	8.1%
<b>BRANCH TOTAL</b>	<b>297,416</b>	<b>289,424</b>	<b>2,333,428</b>	<b>2,299,983</b>	<b>33,445</b>	<b>1.5%</b>
<b>Mobile Unit</b>	<b>625</b>	<b>844</b>	<b>6,641</b>	<b>6,539</b>	<b>102</b>	<b>1.6%</b>
<b>TOTAL</b>	<b>298,041</b>	<b>290,268</b>	<b>2,340,069</b>	<b>2,306,522</b>	<b>33,547</b>	<b>1.5%</b>

<sup>1</sup> Garden Valley Branch provided service at 7100 Kinsman Road through February 15, 2008; the Branch reopened in its current location in Bridgeport Place Plaza on February 18, 2008.

**CLEVELAND PUBLIC LIBRARY  
BRANCH RANKINGS AUGUST 2009**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	31,204	1 Carnegie West	21,255	1 South Brooklyn	31,511
2 South Brooklyn	26,313	2 Hough	19,183	2 Fleet	27,822
3 Rockport	23,432	3 South Brooklyn	16,716	3 West Park	27,291
4 Memorial-Nottingham	21,151	4 Eastman	14,791	4 Eastman	23,686
5 Eastman	20,376	5 Sterling	14,502	5 Rice	22,240
6 Walz	17,190	6 West Park	13,171	6 Fulton	20,026
7 Addison	17,057	7 Rockport	12,464	7 Memorial-Nottingham	19,553
8 Fleet	15,416	8 Walz	12,194	8 Rockport	19,404
9 Lorain	13,571	9 Fleet	11,885	9 Harvard-Lee	18,834
10 Carnegie West	13,132	10 Harvard-Lee	11,035	10 Langston Hughes	17,982
11 Collinwood	13,086	11 Memorial-Nottingham	10,654	11 Glenville	17,317
12 Jefferson	12,124	12 Glenville	10,496	12 Walz	16,558
13 South	12,030	13 Collinwood	10,310	13 Collinwood	16,270
14 Woodland	11,764	14 Union	9,986	14 Addison	16,169
15 Harvard-Lee	10,967	15 Woodland	9,555	15 East 131st	15,658
16 Martin Luther King, Jr.	10,346	16 South	9,509	16 Martin Luther King, Jr.	15,212
17 Rice	10,157	17 Mt. Pleasant	9,451	17 Mt. Pleasant	14,724
18 Brooklyn	9,825	18 Addison	9,422	18 Lorain	13,233
19 Fulton	9,587	19 Lorain	9,251	19 Carnegie West	10,549
20 Union	9,120	20 Fulton	8,888	20 Union	10,316
21 Mt. Pleasant	8,603	21 Jefferson	8,622	21 Sterling	8,046
22 Glenville	8,397	22 Rice	7,737	22 Woodland	7,492
23 Langston Hughes	7,650	23 Martin Luther King, Jr.	7,444	23 South	7,009
24 Hough	7,448	24 Langston Hughes	7,327	24 Hough	6,197
25 Sterling	6,843	25 East 131st	6,977	25 Brooklyn	5,419
26 East 131st	5,839	26 Garden Valley	6,914	26 Jefferson	3,587
27 Garden Valley	4,794	27 Brooklyn	5,247	27 Garden Valley	2,857
28 Broadway	3,608	28 Broadway	2,430	28 Broadway	1,687
	361,030		297,416		416,649
					473,177

\*Prepared By: Northern Ohio Data and Information Service - NODIS,  
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**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR AUGUST 2009**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
CLEVNET	75,323	62,963	569,338	490,753	16.0%	16.0%
MORE	1,807	1,435	12,780	10,223	25.0%	25.0%
Other Libraries	622	703	5,101	5,589	-8.7%	-8.7%
<b>TOTAL</b>	<b>77,752</b>	<b>65,101</b>	<b>587,219</b>	<b>506,565</b>	<b>15.9%</b>	<b>15.9%</b>

\*Totals included in Main Library and Branch circulation counts.

PHOTODUPLICATION Items copied	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
Prints	131	172	1,368	1,591	-14.0%	-14.0%
	2,877	2,478	24,504	25,546	-4.1%	-4.1%

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
Projected (Mon - Sat)	24,901	25,895	202,919	208,364	-2.6%	-2.6%
KnowItNow Web Reference*	590	944	16,721	24,780	-32.5%	-32.5%
Research Correspondence	1,383	1,566	11,018	10,813	1.9%	1.9%
Interlibrary Loan Requests	6,703	5,512	50,471	45,097	11.9%	11.9%
Sunday Count	n/a	n/a	5,521	5,269	4.8%	4.8%
<b>TOTAL</b>	<b>33,577</b>	<b>33,917</b>	<b>286,650</b>	<b>294,323</b>	<b>-2.6%</b>	<b>-2.6%</b>

\*Questions taken by CPL staff only. From the time the service went statewide, CPL staff handled a disproportionate share of the question load. Since then some OhioLINK libraries have come on board to monitor some of the subject queues; hence, the decline in CPL transactions.

CHANGES IN PERMANENT COLLECTION	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
New Titles Added	6,192	7,653	53,397	71,091	-24.9%	-24.9%
Total Items Added	27,181	25,023	215,642	259,261	-16.8%	-16.8%

PERMANENT CARDS ISSUED	Monthly Total		Year-to-Date		YTD	
	2009	2008	2009	2008	Gain/Loss	Gain/Loss
	6,108	6,581	45,608	56,046	-18.6%	-18.6%

**DAYS OPEN**  
Main Library  
Branches

<b>2009</b>	26.0	<b>2008</b>	26.0
<b>2009</b>	26.0	<b>2008</b>	26.0

**CLEVELAND PUBLIC LIBRARY  
ANALYSIS OF OUTPUT MEASURES SUMMER 2009**

