

CLEVELAND PUBLIC LIBRARY
 Minutes of the Regular Board Meeting
 September 16, 2010
 Trustees Room Louis Stokes Wing
 12:00 Noon

Present: Mr. Corrigan, Ms. Butts, Mr. Seifullah,
 Ms. Rodriguez, Mr. Werner (arrived, 12:18 p.m.)

Absent: Mr. Hairston, Mr. Parker

Mr. Corrigan called the meeting to order at 12:13 p.m.

OATH OF OFFICE
 FOR ALAN
 SEIFULLAH
 Administered

OATH OF OFFICE CEREMONY FOR REAPPOINTED TRUSTEE

Mr. Stanley Miller, Executive Director, Cleveland Branch-NAACP, administered the oath of office to Alan Seifullah. Mr. Seifullah was reappointed by the Cleveland Board of Education to a full term on the Library Board commencing June 22, 2010 and expiring August 17, 2017.

Mr. Corrigan thanked Mr. Miller for his leadership and acknowledged the important work of the Cleveland Branch-NAACP.

REG. BRD. MTG.
 OF 5/20/10;
 FINANCE
 COMMITTEE
 MEETING OF
 06/15/10
 Approved

Approval of the Minutes

Ms. Butts moved approval of the minutes for the 6/17/10 Regular Board Meeting and the 06/15/10 Finance Committee Meeting. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

EMAIL FROM:
 BEVERLY CAIN,
 STATE LIBRARIAN
 OF OHIO; LETTERS
 FROM: JENNIFER
 BRUNER, OHIO
 SECRETARY OF
 STATE; VARIOUS
 FOREIGN
 LITERATURE
 DEPARTMENT
 PATRONS; MARCIA
 L. FUDGE, MEMBER
 OF CONGRESS;
 JAYNE K. KERR
 Acknowledged

COMMUNICATIONS

Before presenting his report, Director Thomas introduced Cleveland City Councilman Joe Cimperman who presented a proclamation on behalf of Mayor Frank Jackson and a resolution on behalf of Cleveland City Council acknowledging the 100th Anniversary Celebration of the Carnegie West Branch Library.

Director Thomas acknowledged the following communications: email from Beverly Cain, State Librarian of Ohio and letter from Jennifer Bruner, Ohio Secretary of State, congratulating Cleveland Public Library for being recognized as a "Top Innovator" by the Urban Libraries Council; letters from: various patrons expressing appreciation for Foreign Literature Department staff Victoria Kabo for the quality service she provides; and Marcia L. Fudge, Member of Congress, extending appreciation for the library's participation with the Healthy Nutrition, Healthy Weight, Childhood Obesity Forum; and Jayne K. Kerr, expressing gratitude to the Ohio Library for the Blind and Physically Disabled and its significant impact on the life of her late father, Edward Sunderman.

FINANCE COMMITTEE REPORT

Ms. Rodriguez presented the following report.

Gift Reports for June, July, August

(See pages 820-822)

Ms. Rodriguez moved approval of the Gift Report.
Ms. Butts seconded the motion, which passed unanimously by roll call vote.

Fourth Amendment to the Year 2010 Appropriation

(See pages 823-826)

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

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

WHEREAS, It is now deemed necessary to amend the Year 2010 Appropriation Measure to comply with the attached August 30, 2010 Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission; and

GIFT REPORTS,
JUNE, JULY,
AUGUST

Approved

FOURTH
AMENDMENT TO
THE YEAR 2010
APPROPRIATION

Approved

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

RESOLVED, That the sums indicated on the attached Fourth Amendment to the Year 2010 Appropriation Schedule be approved.

Ms. Rodriguez stated that this item was discussed at length at Finance Committee Meeting.

Bids for Bookbinding

(See pages 827-831)

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

WHEREAS, Three (3) sealed bids were received as advertised by the deadline of 12:00 Noon (Local Time), Wednesday, August 25, 2010 for binding and rebinding library service materials; and

WHEREAS, The bids were evaluated by appropriate library personnel as to their compliance with bid specifications; and

WHEREAS, The documents and samples included with the bids met the specifications, and the prices quoted by The HF Group represented the lowest bid in the total projected cost of binding the Library's materials as summarized in the attached report; and

WHEREAS, The HF Group is in compliance with the Library's Fair Employment Policy; and

WHEREAS, The Library Administration recommends that the bid submitted by The HF Group be accepted; now therefore be it

RESOLVED, That The HF Group be awarded a one-year contract effective November 1, 2010, to bind Cleveland Public Library material with an option to continue the contract for four one-year renewal periods, and that

BIDS FOR
BOOKBINDING
Approved

expenditures be charged to General Fund Account 101-54710: (Bookbinding).

Ms. Rodriguez stated that this item was discussed at length at Finance Committee Meeting.

Ratification of Public Officials Liability Insurance

(See pages 832-837)

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

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, 2010; and

WHEREAS, The Library has received through our insurance agent, McGowan & Company, Inc., the proposed premium quote of \$25,445.00 from Darwin National Insurance Company, slightly more than last year's premium of \$24,956.25 for the same coverage amount as last year, liability limit of \$1,000,000 with a deductible of \$50,000 per claim, and some additional more favorable policy language in this new policy; and

WHEREAS, The Darwin National Insurance Company offers at an additional premium of \$2,625.00, an option to provide defense costs outside the limit; and

WHEREAS, Crain Langner & Co. has reviewed the proposal as detailed in the attached response, recommending renewal with Darwin National Insurance Company and the purchase of the optional defense coverage; 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

RATIFICATION OF
PUBLIC OFFICIALS
LIABILITY
INSURANCE
Approved

Insurance from Darwin National Insurance Company for The period of September 18, 2010 through September 18, 2011 through McGowan & Company, Inc. with the \$28,070.00 expenditure being charged to General Fund: Account 11020053-53400 (Insurance).

Sandy Kuban, Finance Administrator, stated that one of the options of this policy is to provide additional defense cost coverage outside of the limits which covers defense costs and damage liability cost are inclusive within the same deductible.

Resolution To Extend Agreement With Board of Cuyahoga County Commissioners/Family and Children First Council

RESOLUTION TO
EXTEND
AGREEMENT WITH
BOARD OF
CUYAHOGA
COUNTY
COMMISSIONERS/
FAMILY AND
CHILDREN FIRST
COUNCIL

Approved

Ms. Rodriguez moved approval of the following resolution. Mr. Corrigan seconded the motion, which passed with four in favor and one abstention by Mr. Werner who explained 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 extend it's one-year agreement with the Library from October 1 through December 31, 2010 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; therefore be it

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

RESOLVED, That the President of the Library 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.

Ms. Rodriguez stated that this item was discussed at length at Finance Committee Meeting and that this project has an evaluation component facilitated by Kent

State University. Evaluations will be shared with the Board of Trustees upon availability.

Merce Robinson, Grants & Development Coordinator, introduced Nicole Dubose, Project Manager, Family and Children First Council who stated that the MyCom Initiative is budgeted through 2011 and will continue through the County government reform transition period.

Resolution For Tutoring Services Provided By Cleveland State University's College of Education

Ms. Rodriguez moved approval of the following resolution. Mr. Seifullah seconded the motion, which passed with four in favor and one abstention by Mr. Werner who explained that he serves as the Deputy County Administrator for Health and Human Services, of which Family and Children First Council is a part.

WHEREAS, The Library, under an agreement with the Cuyahoga County Commissioners' Family and Children First Council, is the MyCom Lead Agency for Transitions and provides programs for youth pre-K to 12 that help youth transition from pre-school to kindergarten, 3rd grade to 4th grade, middle to high school and high school to adulthood; and

WHEREAS, The Cleveland Foundation has made available to the Library grant funds in order to provide educational support for third grade students with tutoring in Cleveland MyCom neighborhood branches; and

WHEREAS, The Cleveland Foundation funds of \$31,590 will be used to pay Cleveland State University's College of Education for student wages and operational expenses creating the opportunity for students from the College of Education to work as tutors in the Cleveland Public Library branches in six MyCom neighborhoods; and

RESOLUTION FOR
TUTORING
SERVICES
PROVIDED BY
CLEVELAND STATE
UNIVERSITY'S
COLLEGE OF
EDUCATION
Approved

WHEREAS, The College of Education at Cleveland State University will employ undergraduate and graduate students as tutors providing them with work experience instructing third grade students during their crucial academic transition stage; now therefore be it

RESOLVED, The Cleveland Public Library Board of Trustees agrees to use grant monies from the Cleveland Foundation to provide tutoring services provided by the Cleveland State University's College of Education for the MyCom Initiative.

Ms. Rodriguez stated that this item was discussed at length at Finance Committee Meeting.

Resolution for Teen/Parent Retreat Series Provided By Cuyahoga Community College's Pathway Programs

Ms. Rodriguez moved approval of the following resolution. Mr. Seifullah seconded the motion, which passed with four in favor and one abstention by Mr. Werner who explained that he serves as the Deputy County Administrator for Health and Human Services, of which Family and Children First Council is a part.

WHEREAS, The Library, under an agreement with the Cuyahoga County Commissioners' Family and Children First Council, is the MyCom Lead Agency for Transitions and provides programs for youth pre-K to 12 that help youth transition from pre-school to kindergarten, 3rd grade to 4th grade, middle to high school and high school to adulthood; and

WHEREAS, The Cleveland Foundation has made available to the Library grant funds in order to provide program support for high school students as they enter adulthood; and

WHEREAS, The Cleveland Foundation funds of \$32,000 will be used to operate a four-week teen/parent workshop series to assist 11th and 12th graders and their families prepare for successful entry into the workforce or college; and

WHEREAS, Cuyahoga Community College's College Pathway Programs staff are qualified to present a program consisting of career exploration, college admissions,

RESOLUTION FOR
TEEN/PARENT
RETREAT SERIES
PROVIDED BY
CUYAHOGA
COUNTY
COMMUNITY
COLLEGE'S
PATHWAY
PROGRAMS
Approved

financial aid, youth entrepreneurship and summer youth employment, to teens and their families residing in the Cleveland MyCom neighborhoods; now therefore be it

RESOLVED, The Cleveland Public Library Board of Trustees agrees to use grant monies from the Cleveland Foundation for the MyCom Initiative, to present a parent/teen workshop series provided by Cuyahoga Community College's College Pathway Programs.

Ms. Rodriguez stated that this item was discussed at length at Finance Committee.

Resolution Ratifying the Purchase of Natural Gas

(See pages 838-840)

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

WHEREAS, Deregulation of the natural gas industry in Ohio allows Dominion East Ohio Gas customers to select a natural gas supplier; and

WHEREAS, The PUCO-East Ohio Energy Choice Program provides listings of participating suppliers which the Facilities Department reviews; and

WHEREAS, The Library purchases natural gas for 29 locations at an annual cost of over \$300,000.00; and

WHEREAS, Interstate Gas Supply, Inc. is offering one-year contract pricing of \$5.99 per thousand cubic feet for a savings of \$2.00 per thousand cubic feet compared to the price we are currently paying; now therefore be it

RESOLVED, That the Board of Library Trustees ratify a one-year agreement for the purchase of natural gas covering the Library's 29 locations with Interstate Gas Supply, Inc.

Ms. Rodriguez stated that this item was discussed at length at Finance Committee Meeting.

RESOLUTION
RATIFYING THE
PURCHASE OF
NATURAL GAS
Approved

Myron Scruggs, Facilities Administrator, shared photographs and identified areas affected resulting in this change order.

Mr. Corrigan stated that at Finance Committee it was discussed that this is part of a continuing claims analysis for the work performed at the Woodland Branch which project costs have exceeded the minimum budgeted amount.

Ms. Rodriguez submitted the following reports.

Fiscal Officer's Reports for June, July & August

(See pages 846-908)

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

(See pages 909-923)

Report on Investments for June, July & August

(See pages 924-926)

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

(See pages 927-931)

Mr. Corrigan stated that he and Mr. Seifullah attended the American Library Association Annual Conference held in Washington, DC, in June where they received the Urban Libraries Council Top Innovator Award for Cleveland Public Library. Some costs for the trip were reimbursable by the Urban Libraries Council.

Purchases from \$5,000-\$25,000, 4/1/10-6/30/10

(See page 932)

Purchases Exceeding \$25,000, 4/1/10-6/30/10

(See page 933)

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
CONFERENCE &
TRAVEL
EXPENDITURES,
JUNE, JULY,
AUGUST
Submitted

PURCHASES FROM
\$5,000-\$25,000,
4/1/10-6/30/10
Submitted

PRUCHASES
EXCEEDING
\$25,000, 4/1/10-
6/30/10
Submitted

HUMAN RESOURCES COMMITTEE REPORT

Mr. Seifullah presented the following report.

Regular Employee Reports for June, July & August

(See pages 934-947)

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

Mr. Corrigan stated that involuntary layoffs were reflected as two employees were laid off as the library does not have an agreement with Teamsters Local 244, the union representing library security officers.

Retirement Recognition Citation

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

A citation has been issued for the following staff members on the occasion of their retirement:

Stephen Biel (after 29 years of service), Custodian II, Grade B, Facilities (Jefferson Branch), retires 6/30/10

Janie Doss (after 22 years of service), Subject Department Clerk, Grade B, Public Services (Audio-Video), retires 9/3/10

Michael Herman (after 24 years of service), Supervisor of Custodial Services, Grade E, Facilities, retires 9/3/10

Vicky Irizarry (after 30 years of service), Technical Services Associate, Grade D, Technical Services (Acquisitions), retires 7/30/10

Oksana Kraus (after 15 years of services), Subject Department Librarian, Grade H, Public Services (Fine Arts & Special Collections), retires 9/30/10

Carol Matelski (after 10 years of service) Subject Department Clerk, Grade B, Public Services (Social Sciences) retires 8/31/10

REGULAR
EMPLOYMENT
REPORTS, JUNE,
JULY, AUGUST
Approved

RETIREMENT
RECOGNITION
CITATION
Approved

Be it resolved that the citation 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.

Ms. Kraus reflected on her years of service and experiences at Cleveland Public Library. Various attendees including staff and Trustees extended their congratulations and well-wishes to Ms. Kraus.

Proposed Revisions to the Human Resources Manual

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

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

(See page 948 for full report)

Mr. Seifullah stated that this item was discussed at length at the Human Resources Committee Meeting.

Sharon Tufts, Human Resources Administrator, stated as a result of New Years Eve in 2010, the library is open four days and operating on a three day schedule.

Mr. Corrigan stated that this does not effect employee pay or work time.

Mr. Seifullah submitted the following reports.

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

(See pages 949-951)

Affirmative Action Plan Reports for June, July & August

(See pages 952-954)

PROPOSED
REVISIONS TO THE
HUMAN
RESOURCES
MANUAL
Approved

REPORT ON PAID
SICK TIME, JUNE,
JULY, AUGUST
Submitted

AFFIRMATIVE
ACTION PLAN
REPORTS, JUNE,
JULY, AUGUST
Submitted

INSURANCE
SUMMARY
REPORTS, JUNE,
JULY, AUGUST
Submitted

Insurance Summary Reports for June, July & August

(See pages 955-957)

COMMUNITY SERVICES REPORT

Mr. Werner presented the following report.

Approval of Fines and Fees Schedule

(See pages 958-959)

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

WHEREAS, The State Auditor requires that the fines and fees assessed by Cleveland Public Library be approved by the Board of Library Trustees; and

WHEREAS, The Fines and Fees Schedule is revised and updated, as needed, to provide greater clarity and definition to library operations and services; and

WHEREAS, The Library's Administration recommends revisions and additions to the current schedule in the interest of providing a consistent level of service excellence to the community; now therefore be it

RESOLVED, That the Board of Library Trustees approves the revised Fines and Fees Schedule, as attached, to be effective October 1, 2010.

Mr. Werner stated that this item was discussed at length at Community Services Committee Meeting.

Policy on Internet and Computer Use

(See pages 960-961)

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

WHEREAS, The Board of Library Trustees adopted a policy on Internet Access on June 20, 1996, that was expanded

APPROVAL OF
FINES AND FEES
SCHEDULE
Approved

POLICY ON
INTERNET AND
COMPUTER USE
Approved

on June 17, 2004, to include computer use; and

WHEREAS, Board policies are revised and updated, as needed, to provide greater clarity and definition to library operations and services; and

WHEREAS, The Library's Administration recommends revisions and additions to the current Policy on Internet and Computer Use in the interest of providing a consistent level of service excellence to the community; now therefore be it

RESOLVED, That the Board of Library Trustees adopt the revised Policy on Internet and Computer Use, as attached, to be effective October 1, 2010.

Mr. Werner stated that this item was discussed at length at Community Services Committee Meeting.

Mr. Werner submitted the following reports.

Monthly Activity Reports for June, July & August

(See pages 962-980)

Building Status Update

Myron Scruggs, Facilities Administrator, gave a brief update on punch list items for Woodland Branch and Mobile Services Construction and Improvement Project.

DIRECTOR'S REPORT

Before presenting his report, Director Thomas gave a brief highlight on the following: circulation and attendance trends during the summer months; Summer Reading Club program; new website chosen as a top ten website by TopSite.Com; burglaries at Addison, Langston Hughes and Glenville and security precautions; and summer Works Of Wonders awardees, Felicia Ramsey, Rodney Llewallen and James Sutherland.

Monthly Statistics

Circulation for the month of June was 566,195, an increase of 1% from last year's June circulation of 557,437. Circulation for the month of July was 581,147,

MONTHLY
ACTIVITY
REPORTS, JUNE,
JULY, AUGUST
Submitted

BUILDING STATUS
UPDATE
Presented

DIRECTOR'S
REPORT
Presented

a decrease of 2% from last year's July circulation of 594,211. Circulation for the month of August was 563,505, a decrease of 5% from last year's August circulation of 593,766. Year to date, circulation is still up from last year's numbers.

Computer sessions for the month of June were 83,547, a decrease of almost 3% from last year's June computer sessions of 85,833. Computer sessions for the month of July were 88,131, an increase of almost 1% from last year's July computer sessions of 87,543. Computer sessions for the month of August were 93,385, an increase of almost 8% from last year's August computer sessions of 86,411. Year to date, computer sessions have increased by more than 19%.

Attendance for the month of June was 318,556, a decrease of 11% from last year's June attendance of 357,190. Attendance for the month of July was 333,640, a decrease of 11% from last year's July attendance of 373,819. Attendance for the month of August was 338,336, a decrease of 5% from last year's attendance of 357,924. Attendance has decreased by about 6%.

Program and Outreach Highlights

The Summer Reading program was a huge success this year. The program attracted over 6,000 participants who read over 53,000 books. This was a 26% increase in the number of titles read and a 28% increase in the number of participants from last year. Congratulations to all of our staff in Youth Services for their efforts. Also a big thank you must go to the Friends of Cleveland Public Library for their financial support. Contributing sponsors and partners were 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.

The CPL joined forces again with the City of Cleveland's Department of Recreation and the Children's Hunger Alliance to serve nearly 19,000 free lunches to the children of Cleveland. In our third year of participation, 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.

On August 28, Cleveland Public Library celebrated the 100th anniversary of the Carnegie West Branch at the 1900 Fulton location. I want to thank all of the staff who helped to make it a wonderful experience for over 200 community members from the Ohio City neighborhood.

Special thanks must go to **Bill Bradford**, Branch Manager of Carnegie West, and **Tena Wilson**, Marketing and Communications Administrator, for their careful planning and hard work on the well-attended community event.

Automation

CPL's new web site was launched on July 6, 2010, with the hard work of many staff members. However, it was the leadership of Automation Administrator **Bob Carterette** and Web Applications Manager **Amy Pawlowski** that has led to CPL's website being named a top 10 website for Cleveland by Topsite.com. The new site features the promotion of books and reading. A weekly process creates a listing of new materials added to the collection and a listing of the 25 most popular titles of the previous week. Throughout the work day, a listing of recently returned titles is generated every five minutes. Patrons can place holds without having to go into the catalog as the result of using the newly available SirsiDynix web services. Public services staff members also create and maintain pathfinders for popular research topics, including selected titles from the collection, databases, and Internet resources. With special areas for adults, children, teens, and seniors, the new site provides timely information and resources for all ages. Throughout the remainder of the summer, Automation staff continued to work on converting aspects of the old site, such as online exhibits, to the new format, and resolving issues and problems.

An increase in computer usage can be tied to two major projects that are currently underway in the Automation department. First, 46 Gates Grant computers were installed in ten branches: East 131st, Fleet, Glenville, Fulton, Hough, Walz, Carnegie-West, Langston Hughes, Woodland, and Fleet. Second, sign up stations for the SAM PC management system were installed in twelve branches: Mt. Pleasant, Eastman, East 131st, Fleet, Sterling, Collinwood, Rice, South, Martin Luther King, Carnegie West, Garden Valley, and Woodland. Both

projects have been well received by our patrons and the staff.

Meetings and Activities

- I attended the American Library Association annual meeting in Washington, D.C., along with Library Board of Trustees Thomas Corrigan and Alan Seifullah from June 24-27. My conference participation included a presentation for the Library Leadership and Management Association.
- I am serving as a cabinet member of the United Way Eastern Marketing group.
- I was nominated and selected as a new board member to the Sisters of Charity Foundation board.
- On August 9, I spoke at the "Right to Literacy" rally that was held in the Eastman Reading Garden and sponsored by the Literacy Cooperative.
- I met with East Cleveland's new Director Ernestine Hawkins to discuss her new role.

Security

While there were no attempted break-ins during the month of June, there were three break-ins that occurred during the summer months. The first break-in occurred at the Addison Branch on June 24. Two computer monitors were taken and approximately 100 compact discs. On August 2, two computers were stolen from the Langston Hughes Branch, and on August 6, one computer monitor was taken from the Glenville Branch. In response to the break-ins, Security Operations arranged for a contract security officer to be posted in the parking lots of the three branches nightly for a two-week period. To date, there have been no further break-ins at any of the branches.

Staff Highlights

The CPL's "Work of Wonder" ("WOW!") award for June was presented to **Felicia Ramsey**, Lending Department. July's "Work of Wonder" ("WOW!") was awarded to **Rodney Lewallen**, Technical Services, and August's "Work of Wonder" ("WOW!") award was given to **James Southerland**, Security.

PUBLIC SERVICES

The focus of Public Services during the summer of 2010 was on providing support for enhanced customer service at the branches, in particular the dyads, as well as evaluating the condition of branch collections and the consistency of Library procedures and processes across the system. In addition, preparation of a draft "idea" staff complement for both branches as well as Main

Library departments was developed and agreed upon by management and union leadership. As Library staff continues to shrink via retirements and attrition Public Services administrators have worked with Human Resources to fill vacant position via the use of transfers.

MAIN LIBRARY

Programs/Exhibits:

- Audio-Video technicians set up equipment for Ohio Ethics Commission and the Cuyahoga County Prosecutors office as well as for various workshops and meetings throughout the Cleveland Public Library system. AV techs distributed Wii game consoles and Wii software to area branches for various Children's' Summer Activities, provided audio reinforcement support for a magic show given by Children's' Literature Department on July 20, and provided audio assistance and LCD projection equipment for the Cuyahoga Next Advisors on July 28 in Louis Stokes Auditorium.
- Book displays were presented in Fine Arts on Thomas Jefferson's architecture and the Library of Congress. *Music at Main* hosted Chelsea Coyne singer (Opera to Broadway) June 19. Manager Pam Eyerdam worked with Graphics to develop bookmarks and signs for the Eastman Garden that promote the *Watership Down* art installation.
- Special Collections hosted the spring meeting of the *Western Reserve Architectural Historians*. Eighteen people attended a lecture about the Charles Schweinfurth Collection given by Tony Hiti, Chair of the Schweinfurth Committee.
- Foreign Literature Department displayed calligraphic works by artist Jingjing Luo.

- On July 31 Caroline Han hosted a meeting of the ALA/CALA-sponsored "Family Literacy Focus Project."
- The final History and Geography Genealogy Clinic before the summer break was held on Saturday June 12. Clinics will begin again on September 11 and will be held each second Saturday, September through December.
- Ron Antonucci from Literature met with Tena Wilson to discuss arrangements for the upcoming Anisfield-Wolf program and the 2010-2011 Writers & Readers series.
- Popular Library book displays prepared by April Lancaster and Sarah Moore in June included Grilling and Barbeque and film biographies.
- World Wide Knit in Public Day on June 12 went very well. Thirty-eight attendees visited, and nine new people learned how to knit.
- Several meetings were held with DigiKnow and RGI regarding preparations for the Sports Research Center.

Outreach:

- Business, Economics, and Labor Manager Michael Ruffing met with Melanie Shakarian, legal counsel at the Legal Aid Society, and John Seydlitz, senior planning analyst at KeyBank, to begin a discussion about how the Library might work with these organizations to provide programs and services to its patron base.
- PhD candidate Brian Coughlan (Ireland) re-visited the History Department and Map Collection on June 30 to wrap up his Cleveland area research.
- Map Librarian Tom Edwards, Automation Head Bob Carterette, Public Services Manager of History & Geography Ron Burdick and Civil Engineer Soren Hansen met with Director Felton Thomas on July 12 to discuss the possibilities of Cleveland Public Library becoming a repository/archive for historical GIS data, with further discussion on the idea on July 26.
- On June 4 Richard Fox attended a luncheon meeting with the Friends of the Cleveland State University Libraries to celebrate a successful year of book discussions and plan for the 2010-11 year.

- The borrowing part of Interlibrary Loan transferred to Science and Technology from General Reference on August 16. The staff of ILL/Photoduplication, notably Marilyn Nichols, did a superb job of learning a whole new system and integrating it into current duties and procedures.
- Mark Moore attended a subcommittee meeting on June 3 to assist in the planning of the Sustainable Cleveland 2019 conference to occur in 2010.

Collections/Reference:

- Amy Dawson trained Graduate Practicum students Cheryl Stadler, Crystal Matjesic, and Susan Hardy. Staff also prepared 52 *Arabian Knights* items to send to Preservation.
- Librarian Oksana Kraus worked on Autograph Collection File (Helen Keller letter); shelved in box.
- Staff member Ardella Primm was transferred to FASC and began to be trained on working the Special Collection Desk.
- During the summer Foreign Literature staff added 46 new patrons to their mail/email listserv and assisted 23 homebound patrons with deliveries of 123 requested items.
- Brett Hall became the telephone reception desk for the Main Library starting July 2010 and all General Reference staff received telephone skills training.
- Subject Department Librarian Michael Ruffing has laid out a detailed plan for moving selected microfilm from the Microform Center to History and Geography.
- A digital projects proposal form representing a sampling of Parks Maps material was submitted by Pam Benjamin and Elaine Herroon to the Digital Project Committee for consideration.
- New and replacement Urban titles were received and greatly bolstered the circulation In Popular Library the department circulated over 22,000 items during June.
- David Furies and Ms. Parks of the Social Sciences Department worked to acquire multiple yearbooks from South High School and investigated additional acquisitions from other high school institutions.

Staff/Professional Development:

- Michael Ruffing became Acting Manager of the Business, Economics, and Labor Department on August 30.
- Three Fine Arts librarians (Bill Anderson, Michael Dalby, Bruce Biddle) attended training for the new CPL Website. Dalby will be trained separately to maintain the CPL Podcast page for *Music at Main*; SpC will eventually have its own webpage so SpC librarians will be trained separately as well.
- Oksana Kraus attended ALA as member of the ALCTS Program Committee. Bruce Biddle became the Department Supervisor of Pages as of June 2010 (replacing Dalby).
- Carlos Latimer attended the Manager's professional development training on leadership, organizational change, attitude, and accountability, team building and a webinar on improving the customer experience in a library. He also participated with the Circulation Task force, training workshops for circulation clerks and the system-wide training and branch visits for the Start Fresh and Library Card Sign-up Campaign. He was appointed to the board for the ICan Charter schools in Cleveland, Ohio, and participated in cooperate challenge, basketball.
- Beginning August 1 Public Services Manager Ron Burdick will Chair the Electronics Resources Committee (ERC).
- BEL clerk Eugene McCormick left the department on June 4 to take a position with the Buildings Department. Senior Clerk Debbie Nunez was transferred to Literature and began work on July 7.
- Carol Matelski, Subject Department Clerk, retired on August 31 after 10 years of service.
- Youth Services meetings were attended by Sandy Nosse, Tatiana Shneyder, and Christine Feczkanin. Nosse attended managers meetings and staff meetings conducted in July and August. Jen attended the Summer Symposium through NEO-RLS. Tia Pearson attended a Corporate Challenge Meeting.

WEST TEAM

- Fourteen branches spread across Cleveland's west, central, and south-east neighborhoods joined to become the "West Team" on June 1, 2010. Dyad

branches in the West Team include Brooklyn/Fulton, Broadway/Fleet, Jefferson/South, and Lorain/Walz.

- In the wake of ongoing changes, such as transfers and new branch hours, managers were informed of the Library's new vision statement. Managers in turn relayed the information to their staff members via individual conversations.
- West Team Branches participated in the Summer Lunch Program.
- The West Team Manager, along with Branch Managers Jaime Declet and Cheryl Diamond, worked the Parade the Circle event on June 12.
- The West Team Manager attended the West Side Summer Reading Club Finale at Rockport on August 20. More than 100 youth and family members participated in the event and were treated to story telling, Radio Disney, crafts, refreshments, and games. Despite the lower turnout at Memorial-Nottingham, the Rockport Finale was well received by patrons and their families.
- The West Team Manager participated in the centennial celebration of Carnegie West Branch Library on August 28.
- The Bill and Melinda Gates Foundation Grant brought computers to West Team Branches, further raising the number of available computers to the public in branches such as Fleet and Carnegie West. Sam Sign Up stations were placed in branches to support consistent access to computers.
- All West Team Managers attended several training sessions, i.e. Attitude and Accountability in Tough Times, Organizational Change, and Summer Lunch Training, etc.

EAST TEAM

- In addition to the movement of Branch Managers, the summer was filled with a plethora of wonderful programs and activities for the Cleveland community. The Summer Reading Programs for children of all ages were exciting and fun-filled. The libraries were filled with children participating in all planned events.
- Throughout the summer, the Library continued to reach out into the community. A Customer Appreciation Day was held in early June. Many staff members participated in Parade the Circle. In an

effort to enhance customer service, SAM Sign-Up stations have been and continue to be installed in the branches. Access to computers and technology is continually being upgraded and is fulfilling a major need in the community.

- Two hundred and forty-three children participated in the Summer Reading Program at the Addison Branch. Summer programming included a David Johnson Puppet Show and a Ronald McDonald Magic Show.
- The Collinwood Page Turners Book Club continued to meet during the summer. Branch Clerk Elizabeth Brown-Patterson led the book discussions.
- One hundred and ten participants attended the "Read Green Puppet Show" at the Garden Valley Branch.
- Glenville Branch Manager Carol Johnson and Tonya Jenkins represented the Library at the Glenville Festival at Sam Miller's Park.
- Several new staff members have been added at the Langston Hughes Branch Library. Christopher Busta-Peck is the new Children's Librarian, Heidi Landskroener is the new Library Assistant, Computer Emphasis, and Kevin Bartel is the new full-time Clerk.
- The entire Fatima Camp participated in all of the summer activities at the Martin Luther King, Jr. Branch. The children were also involved in research projects during the summer.
- Knitting classes for children ages 10-14 were conducted at the Memorial-Nottingham Branch. 12 children participated in this program.
- The Mt. Pleasant Branch Library added two new staff members. Ginaya Willoughby is the new Children's Librarian and Marcie Fowlkes is the new Library Assistant, Computer Emphasis.
- The Rice Branch Library welcomed two students (Vilmarie Galarza and Glorian Rivera) for the summer from the West Side Ecumenical Ministry.

OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

- The FY 2011 (7/1/10-6/30/11) contract for the Ohio Library for the Blind and Physically Disabled was approved by the State Library Board. The State Library Board approved both the state and federal subsidies.

- OLBDP participated in the Cleveland Sight Center's 5th Annual White Cane Walk to help increase awareness of the White Cane Law. Sequoia Brown staffed an information table and spoke to visitors about OLBDP.
- Don Boozer and Will Reed collaborated on an article for the State Library's July online newsletter highlighting how instant messaging services provide access to KnowItNow24x7 for the visually impaired, the experiences of OLBDP in providing this service, and feedback from OLBDP patrons. The article is available at <http://www.library.ohio.gov/Marketing/Newsletters/TheNews>.
- Will Reed attended the State Library of Ohio Talking Book Program consumer advisory meeting in Columbus on June 21. Consumers from across the state shared their excitement about the new digital book service, their satisfaction on how quickly digital machines and talking books are being added and delivered to readers, and concerns about the increasing amounts of damaged cassette books. Consumers asked State Library to investigate the potential to start a statewide Friends group for the Braille and talking book program.
- On June 23, Reed met with Marsha McDevitt-Stredney who is the State Library Marketing & Communications Director and discussed promotional opportunities to increase awareness of OLBDP in Ohio public libraries, and how to obtain more participation from OLBDP in State Library reading club programs.
- On June 25, Michael Pride visited a blind and low vision support group at the Independence Senior Center to discuss the OLBDP program and the new digital talking book service. Some patrons who were skeptical about the new digital player quickly warmed up to them after having an opportunity to try them out.
- On June 28, Fran Collins visited the Euclid Senior Center to present a program about OLBDP services.
- OLBDP distributed patron satisfaction surveys in the June edition of the OLBDP Dimensions newsletter. Returned surveys will provide valuable feedback from patrons on how well OLBDP is satisfying their reading needs since the statewide merger a year ago. OLBDP is also required to

- conduct patron surveys every three years as part of our contract with the State Library of Ohio (SLO).
- OLBDP has finished spending the remaining balance of LSTA VIII-7-09 for the statewide merger of Braille and talking book service. The grant was extended to June 30, 2010 by SLO. The financial and narrative reports were submitted to SLO.
 - OLBDP welcomed Sarah Steimle as a student worker this summer. Sarah is a sophomore at Valley Forge High School, and is working as part of a student vocational cooperative program offered through Linking Employment, Abilities, and Potential (LEAP). Sarah is interested in becoming a librarian. She will spend her five weeks at OLBDP by working with patrons on the phone, helping add Braille labels to the sensory garden, and helping promote OLBDP services to community agencies by calling and sharing information about the service.
 - OLBDP has been working with Marketing & Communications on planning Family Fun & Learning Day on Wednesday, September 15, 2010. A static graphic will be used to promote the event on the CPL web site. Ideas on hosting Family Fun Day outside under a tent in the Memorial-Nottingham parking lot are being considered.
 - OLBDP is currently working on its State Library Board FY 2012-2012 Biennial Budget Request for submission in September. OLBDP will be requesting \$1,274,194 in FY 2012 and FY 2013 to operate the statewide Braille and talking book service. OLBDP will also make a request asking the State Library to continue providing Federal LSTA grant funds of \$223,892 in FY 2012 and FY 2013.
 - OLBDP Family Fun and Learning Day will take place on September 15, 2010. This year's event will highlight all the changes to the Braille and talking book service over the past year, including the launch of the digital talking book machine and flash memory cartridge library service, and the introduction of the OHIO-BARD book download where patrons can now download books and listen to them on their new digital talking book machine. Beverly Cain, the new State Librarian, will be the keynote speaker.
 - OLBDP completed its initial installation of a digital talking book duplication workstation. The workstation will be used to make copies of digital

talking book cartridges for titles needing repair or supplemental copies for high demand books.

- OLBPD has been working with Tena Wilson and Cathy Poilpre on branding a logo for OLBPD to be used on marketing and promotional materials about the service. Ken Redd assembled a promotional kit for distribution that includes a table-top display, brochures, and applications for service. Mr. Redd is also working on compiling a contact list targeting potential locations and services to promote our service and where OLBPD could set up a small display publicizing our service.
- Ken Redd will staff an exhibitors table at the East/West Eye Conference 2010 put on by the Ohio Optometric Association (OOA). The conference will be held at the Cleveland Convention Center from October 7-10, 2010. The OOA has kindly waived the exhibitor's fee for OLBPD (\$1,650). We hope to use this conference to reach out to eye doctors across the State of Ohio and inform them about the OLBPD service, where they can advocate and promote the service to eligible readers, and register readers for the service.
- Sequoia Brown resigned as OLBPD Librarian effective June 15, 2010.
- A proposal is being drafted to not replace the vacated OLBPD Librarian position, and use the money budgeted for the position to address other key critical needs of the department.
- OLBPD is going to proceed on a plan to not replace the vacant OLBPD Librarian position. OLBPD will use monies budgeted for this position to supplement hours to present critical part-time positions, replace a vacated Page position, and hire a PT Duplication Technician.

MOBILE SERVICES DEPARTMENT

On the Road to Reading--June

- 47 pediatric and WIC sites were visited with 177 contacts at these sites, 3 daycare classes were visited with a total of in 77 people in attendance, and 66 items were circulated in three deposit kits)
- Rhonda Fulton has been conducting field visits to assess parking at daycares for the fall schedule. She is also working on the deposit collection bags
-

for the upcoming year of service beginning in September.

- Fulton taught a workshop for teen parents on early literacy for Nurturing Independence and Aspirations (NIA) which works in conjunction with the YWCA. These teen parents are working on regaining custody of their children. 7 persons attended this workshop.

On the Road to Reading--July

- 65 pediatric and WIC sites were visited with 437 people contacts at these sites. 1 daycare classes were visited with a total of 11 in attendance.
- Rhonda Fulton is working on content for workshops for new daycares which will take place in August.

On the Road to Reading--August

- 39 pediatric and WIC sites were visited with 241 people contacts at these sites. During the summer months all pediatric/WIC sites were visited weekly, instead of bi-monthly as in the past. Due to this increase in outreach many more parents and caregivers had the opportunity to be exposed to "Every Child Ready to Read" skills and CPL in general.
- At the above visits, a free book is given to the parent/caregiver. In the past these have been paid for with various grant funding. Currently, Merce Robinson worked to attain \$2500 in Friends funding for these books. Rhonda is currently working with Borders at Tower City and with Merce to order the books.
- OTTR staff participated in a Heads Start Festival on August 6. They spoke to 15 persons at the festival.
- The fall service schedule is nearly complete. Service begins to all new sites on September 7 for the school year 2010/2011.
- The deposit bags reorganization is nearing completion.
- Rhonda Fulton presented 5 workshops for 21 teachers at new daycares during the week of August 23.

Bookmobile Activities--June

- June began with a few days off the road to finish organizing the new Mobile Services space. More last-minute organization took place before our opening reception on June 17. Staff members who

attended the reception were very impressed with the new space. Buildings assisted with cleaning and with adding extras such as pictures on the wall, clocks and other features. John Marshall framed the Department's WOW award photo.

- There are still issues remaining to be resolved with the new building. The driveways and parking lot are not complete. We lack a refrigerator and Microwave for the staff room. But in general, employees are finding the new building with its increased space and greatly enhanced workflow an incredible improvement over our former workspace.
- New stops (added in June) were well attended:
 - Scranton Castle 9 persons-3 used the wheelchair lift
 - Cornerstone Apartment 14 persons
 - St. Martin de Porres Senior Center 11 persons
 - Inner City Tennis Camp at Thurgood Marshall 9 persons
 - Inner City Tennis Camp Jefferson Park 36 persons
 - Impett Park-3 visits, 4 persons, 4 persons, 8 persons
- Over 200 children are participating in Summer Reading Club through the bookmobile, mainly through daycares at Murtis Taylor, Friendly Inn, and at the Asian Services in Action after school site. Some children were also registered through the Inner City Tennis Camps.
- Staff illness and injury created staffing challenges during June.

Bookmobile Activities-July

- The bookmobile remained busy at new stops in July. Impett Park is a little hit and miss depending on weather, but the rest are steady. Planning is underway for the bookmobile's participation in the Puerto Rican festival August 7 and 8.
- With the return of Kelli Newsom to almost full-time, many projects that were set aside during her leave have been accomplished. She produced new lists of upcoming DVDs for the public to peruse, updated holds boards, completed holds stats and clean-up in a timely manner and gave the Manager time to catch up on other duties.
- The Manager completed discretionary ordering and submitted the fall/spring bookmobile schedule to Graphics. We await a proof so it can be printed and

distributed to patrons as the summer schedule ends. The Manager also re-did the bulletin boards on the bookmobile with a late summer theme (sailing, barbeques, and picnics).

Bookmobile Activities—August

- The three regular stops added to the bookmobile's schedule over the summer (Cornerstone, Scranton, and St. Martin de Porres) all continue to have strong activity. Impett Park (summer recreation stop) was not successful during August, averaging 2 persons per visit. The bookmobile did not see much activity at the Puerto Rican festival either, welcoming only 75 persons over 2 days of the event. The fall/spring bookmobile schedule was printed in record time by Graphics and is currently being distributed to patrons. Kelli Newsom sent confirmation letters to each site with the dates of their visits from September through May.
- Doris Yee is working with Asian Services in Action to register many new students for library cards.
- The bookmobile was off road from August 30 to September 6 for repairs and maintenance. Some collections have been rehabbed on the bus while it was off the road. In addition, Linda completed several weeding projects this month: multiple copies of DVDs, Adult Fiction (completed with Ellen Leavitt to share with Harvard-Lee) and GED/test preparation materials (sent to Rice, as they have demand.) A CD weeding project using non-circulated items reports from Rollie is currently under way.
- The vacant 20 hour bookmobile clerk position will soon be posted. Linda worked with HR to book interview times and refine the posted list of essential duties. Linda met with staff twice (8/31 and 9/1) regarding the amnesty program so all staff are able to present a consistent message about the program to patrons. Rhonda Fulton assisted in the meeting by presenting notes from the Clerk Training which she, Kelli and Mike attended during the week of August 23.
- The driveways at the front and rear of the new building are complete and may be driven on. The bookmobile can be pulled through the garage, which puts it right at the shoreline and positions the doors on the right for easy loading. The same applies to the OTTR van, which is pulled through with its sliding door on the right for easy

loading. This is a dramatic improvement in efficiency for the Department.

OUTREACH SERVICES

Programs and Exhibits:

- In June, Aaron Mason, Programming and Scheduling Services Manager, took over the supervision of Programming Specialists Annisha Jeffries, Elizabeth Gaughan, and Vicki Beggiani. This group met during the first weeks of June to discuss coordination of the 2010 summer reading club program, coordination of the system-wide Accelerated Reader program, organization of the library information table and outreach booth activities, and staffing for Parade the Circle event. Chrystal Carr Jeter participated in the Rap and Read Ohio event with author Jacqueline Woodson.
- Chrystal Carr Jeter and substitute Diane Russell worked closely with the Graphics Staff and Marketing and Communications to coordinate, proof, and produce the three-month program guide for the "Read Green and Grow" summer reading theme and related neighborhood activities.

Outreach:

- In mid-June, Chrystal Carr Jeter began her new responsibilities as Outreach Services Manager and moved to the Mobile Services Unit at the Woodland Branch. Regular meetings at Main Library were helpful in completing the transition of responsibilities. The ongoing collaboration of Outreach Services and Programming and Scheduling Services is essential.
- An Open House was held on June 17 to introduce and unveil the renovated and expanded Mobile Services site. Linda Sperry implemented a new service stop at Scranton Castle and the Library received positive publicity from a local newspaper about the provision of Library services to residents.
- Chrystal Carr Jeter completed the update of the Community Awareness Campaign report and organized requests for CPL appearances at community events during the summer months. She and Tonya Jenkins staffed the CPL info booth at the Senior Jamboree

- event held at the Brookside Reservation. Other significant community outreach events included the Puerto Rican Festival, Steelyard Commons Night against Crime, CEOGC Early Childhood Fair, Ward 5 Community Fair, Reach Out and Read community events with Congresswoman Marcia Fudge, Ward 1 Community Fair, and many others.
- Bob Render and Chrystal Carr Jeter attended the community meetings held to plan the citywide promotion for the *Soul Soldiers Exhibit* now open at the Western Reserve Historical Society.

Literacy:

- Mercier Robinson introduced Chrystal Carr Jeter to the members of the Senior Book Group at the J. Glenn Center. This group meets monthly on the 2nd Fridays.
- A transition meeting for the Help Me Grow program helped to clarify the needs of the project. Issues about fines and fees for Help Me Grow clients will be sent to Dan Oreskovic in Lending for resolution.
- Chrystal Carr Jeter represents the Library on the board of Cleveland Reads.
- Transitional meetings with the CSU America Reads program staff was also held during the summer and Chrystal Carr Jeter will begin to coordinate the tutoring program for CPL.

TECHNICAL SERVICES

Patricia Lowrey visited her 3 assigned branches, Collinwood, Glenville, and Memorial Nottingham several times during the summer. New Branch Managers have been assigned to all three locations. Staff from every Technical Services Department helped out the Memorial Nottingham Branch "Customer Appreciation Day". In July, Ms Lowrey and the Technical Services Managers provided ice cream treats and punch for Technical Services staff to show their appreciation for all the hard work, and flexibility, and good spirits during the past few months.

In August, Rodney Lewallen was given a WOW award by Library Director Felton Thomas for his efforts to develop a crafts group that contributes to Library

fundraising and provides programming for the Memorial Nottingham Branch.

All Technical Services Managers attended training on "Attitude and Accountability in Tough Times" and on "Organizational Change." Ms Lowrey and Ann Olszewski attended the annual evaluation meeting of the Digital Projects committee on July 21. Seven projects were approved for 2010-2011, including Phase Two for the High School Yearbooks and the Cleveland Town Topics projects.

Ms. Lowrey attended the retirement party for Security Chief Mike Janero. She attended the east-side Summer Reading Celebration at the Lake Shore Facility and the 100th Anniversary of the Carnegie West Branch.

Acquisitions: Staff ordered 30,483 titles; they received 34,639 items and paid 6,380 invoices during the summer. They also received 8,321 periodical issues for the Main Library and added and processed 4,197 paperback books for the Branches. Staff members from several Technical Services departments continue to help out with the workload.

Gloria Guzi, Acquisitions Librarian - Serials, and Nathaniel Infante, Technical Services Associate, completed the 2011 subscription renewals and cancellations for the Main Library Branches. Sandy Jelar Elwell and Ms. Guzi participated in a webex demo of software that automates the collection and reporting of usage statistics for databases and electronic journals.

Ginaya Willoughby, Acquisitions Assistant - Serials, accepted a position as a Children's Librarian at Mt. Pleasant Branch. Vicky Irizarry, Technical Services Associate, retired after 30 years of service. Ms. Irizarry spent almost her entire career at CPL working in the Acquisitions Department.

Alicia Naab participated in a conference call with other members of the Ohio Library Council (OLC) Membership Committee and she attended Kent State University's School of Library and Information Science (SLIS) Student Orientation on behalf of OLC. Ms. Naab volunteered along with other CPL employees to help sort and repack food at the Cleveland Foodbank.

Book Preparation: Staff completed work on 76,640 items during the summer months. The workflow for items with reserves was adjusted to assure that items with holds moved through Materials Processing as quickly as possible.

Theresa Stack and Elizabeth Hegstrom, as part of the In Stitches group, have helped teach young people how to knit at the Memorial-Nottingham branch. Kevin Bartel was promoted to Branch Clerk at the Langston Hughes Branch.

Catalog: Michael Monaco and Andrea Johnson met with OCLC staff, continuing their efforts to reduce or defray OCLC cataloging costs. John Parsons completed reclassifying titles from the Martin Luther King Branch Black World collection for the Literature Department. Catalog Department staff began sending title control numbers of original non-roman bibliographic records to Foreign Literature Department for assistance with quality control.

Regina Houseman and Larisa Povitsky continued to volunteer in Acquisitions. Shirley Jones, YoLanda Lawler, Rodney Lewallen, Mr. Parsons, and Paula Stout participated in Corporate Challenge events. Mr. Monaco was elected to the Ohio Library Council Technical Services Division Action Council, which plans programming for OLC conferences. Enerel Dambiinyam resigned to relocate with her family. Staff cataloged 13,355 titles and added 43,032 items.

Collection Management: Bonnie Bolton, Laura Mommers and Pam Pressly continued to help out the short-handed Shelf/Shipping and Acquisitions Departments. Ms. Bolton assisted staff at the Fleet Branch in weeding the juvenile collection. Special thanks to Hilary Prisbylla and Jim Benson for all their expertise in creating weeding reports for the public service materials collections throughout the summer. Ms Pressly handled the branch magazine subscription lists for the upcoming year.

Rollie Welch attended the American Library Association's Annual Convention held in Washington, D.C. He is currently serving on a Young Adult Library Services Association committee which selects the best young adult book based on literary merit. Mr. Welch continues to

represent the library by his street lit column byline appearing in *Library Journal's* Booksmack! online newsletter and he continues to publish reviews in the *Cleveland Plain Dealer*. Ms. Mommers continues to represent Technical Services as the lead figure for Cleveland Public Library's teams competing in the Corporate Challenge.

High Demand: Over the summer the staff ordered 8,472 titles and 55, 213 items; they added 1,594 titles and 41,854 items; and paid 1,602 invoices for over \$601,875. All staff also helped out in Acquisitions and Shelf/Shipping.

Carole Brachna participated in a program on knitting for 10-14 year olds at the Memorial Nottingham Branch. She attended the *Attitude and Accountability in Hard Times* NEORLS workshop and the final Corporate Challenge event.

Preservation: The Glenville High School yearbooks digitalization project was completed and the Rhodes High School yearbooks were prepared and shipped to the vendor for scanning. Digital files for the Collinwood, Central, John Adams, and Commerce High yearbooks were received. Facsimile copies of the earliest Central High school yearbooks were also produced from the scanned files. Gloria Massey began digital editing of the files for the first of the Mears Baseball Scrapbooks, a new project selected by the Digital Projects committee.

Conservation treatment of the McVey relief sculpture from the old Rice branch was completed. The bronze elements were remounted on a new wooden backing and set in a matching frame. The appearance of the work is strikingly improved. Ann Olszewski and the Cleveland Park Plans Task Force met to assess materials. Elizabeth Bardossy completed treating *The Popish Plot*, a collection of eighty-six rare pamphlets, broadsides, and poems from Special Collections. The Los Angeles Museum of the Holocaust requested a photo from the Chess portraits collection and the North Carolina Humanities project requested two portraits of Charles Chesnutt.

Preservation staff gave a tour of the department on July 13 for 3 KSU practicum students and new Special Collections staff member Kelly Ross. Preservation staff continued to assist in other departments: Lyla Chilkcutt and Laura Wallencheck volunteered to help in the

Acquisitions department while Elizabeth Bardossy, Laura Wallencheck, and Gloria Massey share mail delivery duty.

Shelf/Shipping: Staff and volunteers from other Technical Services Departments unpacked 81,630 items. A total for 2,074 items from storage were retrieved and sent to the Main Library. Almost 3,900 telescopes of finished new materials were sent out to the Main Library and Branches.

Michelle Makkos of the Periodical Center and several other Main Library staff members conducted maintenance in their storage area.

MARKETING & COMMUNICATIONS

A summer that began quietly with a furlough day was anything but inactive. Summer lunches, reading clubs, used book sales and book clubs dominated programming; while library restructuring, completion of the 2009 annual report, the launch of a new website, Corporate Challenge team-building activities, the launch of a branch-by-branch signage project, and the tooling of the "Start Fresh" campaign went on behind the scenes. The "My Place" campaign was launched, promoting the Cleveland Public Library as "My Place to Dream. Create. Grow." The summer ended with Summer Reading Club finales and a well-attended 100th Anniversary celebration at Carnegie West Branch.

Meetings held and attended:

- Marketing and Communications Department weekly meetings with Graphics, and Programming and Scheduling Services
- Weekly Administrative and Executive Council meetings
- David Fitz, Strategy Design Partners
- Eileen Petridis and Sue Lesko of Falls Communications (2009 annual report)
- Multiple meetings with representatives from local media outlets
- Pat Kearney, Greater Cleveland RTA (diversity project for Writers and Readers)
- Beth Lockman, Target Corporation (literacy grant opportunity)
- Cleveland Food Bank (photograph staff volunteers)

- Case Western Reserve University Mandel Center's Earned Income workshop with Cindy Lombardo and Debbie Hajzak
- Glenda Thornton, Director of the Michael Schwartz Library at Cleveland State University; Bonne de Blas, Director of Arts Book Cleveland (planning Octavofest, October 2010)
- Ryan Gerber, RGI International (CPL Sports Research Center planning)
- Multiple meetings with library staff to plan and implement events and programs
- Robert Rua, Assistant Marketing Director, Cuyahoga County Public Library; Dean Schnurr, Marketing and Community Relations Manager, Cleveland Heights-University Heights Library; Andrea Fisher, Lakewood Public Library; Elaine Willis, Public Relations Associate, Westlake Porter Public Library; Kitty Sommers, Director or Marketing and Development, Rocky River Public Library; Margaret Clarke Simon, Public Relations Coordinator, Shaker Heights Public Library; and Judy Carey, Foundation Development Director, Cuyahoga County Public Library (countywide "Libraries Work" campaign)

Graphics Department staff, under the direction of Manager Cathy Poilpre, designed, printed and distributed 419 pieces. In addition to the creation of promotional pieces for Library events and services, ads were created for *The Plain Dealer*, *Muse Magazine*, *Call and Post Newspaper*, *Kaleidoscope Magazine*, *Cleveland Browns Yearbook*, Buckeye Development newsletter, *Catholic Universe Bulletin*, The Lit's "All Lit Up" program, and the Help Resources program. Thirteen staff newsletters were designed, printed and distributed this summer.

To promote the "My Place" campaign, ads, hand fans, mugs, street banners, and tote bags were purchased by the Library and the Friends of the Library. The drive-up window at Main Library received an eye-catching flag to promote the new hours. To promote the "Start Fresh" campaign, ads and spots were purchased, interviews were booked, and print pieces were distributed to prepare patrons for the September 1 launch.

Programming and Scheduling Services staff, under the direction of Acting Manager Aaron Mason, planned and implemented special programs throughout the Library.

Considerable efforts were applied to drafting procedures for programming and reserving meeting rooms. The rights to reproduce illustrations by David Diaz from *Sharing the Seasons* were granted from Simon and Schuster, Incorporated. Program guides were produced for adults, teens and children, listing all programming throughout the neighborhood Branches and Main Library. During the leave of absence of Outreach Manager, Chrystal Carr Jeter, Programming staff assumed outreach duties. Aaron Mason attended or held numerous meetings including:

- Craig Dorn and Khadija Guy of Youth Opportunities Unlimited regarding a Prime Time program that targets children in the Fairfax neighborhood
- Hispanic Heritage Month focus group planning meetings
- Mercier Robinson, Development office of Cleveland Public Library, regarding multicultural programming through a Cuyahoga Arts and Culture grant
- George Coulter of Center for Community Solutions to host a series of health related programs in neighborhood branches
- Cleveland Scholarship Program, CMSD, and the City of Cleveland Parks and Recreation Department to plan a series of program in eight neighborhoods that center on OGT testing and college preparation (October 2010 - April 2011)
- Cleveland Chautauqua at Lake Shore Facility
- Sandy Nosse, Youth Services Manager, regarding procedures for tours of Main Library
- Staff planning meetings for Pet Pals reading project, Art Books journaling, and early childhood music education

The Webware team, Amy Pawlowski and David Reynolds, launched the new Library website. Marketing posted an editorial calendar for use by the Webware team for the purpose of the timely addition and removal of graphics from website pages.

The Library was featured in print and electronic media during the summer of 2010 for an ad value that exceeded \$185,000. A complete clipping file and monthly ad value reports are available in the Marketing and Communications Department.

BUILDINGS SERVICES

The Buildings Office completed numerous branch inspections and continues to monitor utility bills. We have attended weekly construction meeting for Woodland to insure that the construction is proceeding according to plans and moving in a timely manner.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. Inspection of the boilers in the branches was started and should be completed by the end of September. Power outlets for patron's laptop computers were installed at Fleet, Fulton, Memorial-Nottingham, MLK and South Brooklyn. A/C units were serviced and repaired at Addison, Brooklyn, East 131, Eastman, Fulton, Harvard-Lee, Langston Hughes, Lake Shore, LSW, Main, Rice, Sterling and West Park. A new hot water tank was installed at Lake Shore. A new sink and plumbing was installed at Sterling in the meeting room.

The Carpenters and Painters removed all furniture and shelving from old Mobile Services area in order to prepare it for the Carpenters shop to move back into this area. Shelving and computer tables were moved and carpeting repaired at Collinwood, General Reference and East 131. On going patching and painting was done at Carnegie West, Collinwood, LSW, Main, Memorial-Nottingham and Union.

The Garage serviced vehicles 1, 2, 3, 8, 11, 13, 14, 16, 18, 19, 20, 21 and 26. The tractors at Lake Shore were also serviced.

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, Lake Shore Facility and Garden Valley is fully operational.

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.

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 and July, fire drills were conducted at all the branches

Main Complex will conduct their fire drill during the month of September.

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

CCTV cameras were installed on the 10th floor lobby area. Cameras software to monitor the 10th floor cameras were also installed on staff computers

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 14 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, Rice and Carnegie West and. Security Operations meets with Tenable management on a regular basis to discuss issues at the branches.

Security Operations Assistant Chief Abrams met with branch Managers and Department Managers at the Main complex to discuss any security concerns

Branch Patrol: Security Operations currently operate two 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.

Security Operations: Two security Officers were laid off during the month of June.

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 42 Security Irregularity Reports; they investigated 26 Security Irregularity Reports in July; and they investigated 50 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.

SUMMARY OF IRREGULARITY REPORTS RECEIVED

Month	2009	2010	Change
January	63	50	-13
February	52	40	-12
March	76	63	-13
April	55	52	-03
May	50	37	-13
June	63	42	-21
July	60	26	-34
August	59	50	-19
Year to Date	478	360	-118

AUTOMATION SERVICES

CPL Projects:

A new web site was launched on July 6, 2010. Staff throughout the Library was involved in creating content for the new site. Automation services created a streamlined method for creating book listings. The site features the promotion of books and reading. A weekly process creates a listing of new materials added to the collection and a listing of the 25 most popular titles of the previous week. Throughout the work day, a listing of recently returned titles is generated every five minutes. Patrons can place holds without having to go into the catalog as the result of using the newly available SirsiDynix web services. Public services staff also creates and maintain pathfinders for popular research topics, including selected titles from the collection, databases, and Internet resources. With special areas for adults, children, teens, and seniors, the new site provides timely information and resources for all ages. Throughout the remainder of the summer Automation staff continued to work on converting aspects of the old site, such as online exhibits, to the new format, and resolving issues and problems.

Amy Pawlowski left for maternity leave on July 10 and gave birth to a beautiful baby girl, Adella. David Reynolds did an exceptional job in filling in for Ms. Pawlowski and managing the aftermath of the launch of the new web site.

Sign up stations for the SAM PC management system were installed in: Mt. Pleasant, Eastman, East 131st, Fleet, Sterling, Collinwood, Rice, South, Martin Luther King, Carnegie West, Garden Valley, and Woodland.

Substantial changes were made to the Comprise SAM PC management system to accommodate more sign up stations, to insure that lost cards would not be usable, and to prepare for policy changes that will be put into effect on October 1. As sign up stations were increased, the performance of the system progressively degraded. George Lenzer devoted himself to diagnosing the problem and working with Comprise and Library staff to resolve the problem.

Work on merging the Cleveland News Index and the Cleveland Necrology file was completed. This will allow researchers to search all death notices in one database, as well as eliminating the need for obsolete equipment and software. The Cleveland Necrology file was put online in 2001 and includes 807,900 death notices and copies of death records from 1802 through 1975. Work is currently proceeding on the user interface.

Gates Grant computers were installed in: East 131st, Fleet, Glenville, Fulton, Hough, Walz, Carnegie-West, Langston Hughes, Woodland, and Fleet. To comply with grant requirements an inventory survey was completed for the State Library of Ohio.

The Accelerated Reader plug-in, provided by CMSD, was installed on Public PCs at branches and Youth Services so children could practice reading skills over the summer.

Working with Neighborhood Team Managers and Facilities staff, Larry Finnegan has been visiting branches to review computer installations and to work toward improving wiring and network infrastructure. Over half of the branches were reviewed over the summer.

Three older servers that have reached end-of-life were replaced with one new physical server hosting virtual copies of the three servers. Virtualizing servers reduces hardware requirements and power utilization.

Weeding reports were sent to most branches on request. A weeding report was also developed for Government Documents after evaluating their special requirements. Information was added to the Discarded Items data sent to Planning & Research so discards done by staff could be separated from items globally discarded by Automation.

A script was developed to change Home Location on floating CDs received in Main Library. Popular types of music are labeled as Popular Library while others are put in Fine Arts. This alleviates shelving problems in Popular Library and provides better overall access for patrons.

The pull-list report was modified for the Audio-Video and Popular Library Departments to improve efficiency.

A collection development report was created for Science and Technology to list titles related to surgery, gynecology, obstetrics, pediatrics, geriatrics, and experimental medicine owned by CLEVNET libraries, but not in the Main Library collection.

The Software team globally removed indicators of the pay plan, which ended in August, from patron records.

A new section was added to the Staff Center: "Ask Public Services."

CLEVNET

There was a 66% increase in the use of downloadable eMedia over last year. In 2009 the total summer use of the CLEVNET OverDrive collection was 36,820. This year the total use was 61,147. The predominant format is the eAudiobook.

A CLEVNET Directors meeting was held on July 30. Major items of discussion included Lost and Paid; changes in US Cargo contract; handling of bibliographic records for rental vs. retail DVD editions; and issues relating to debt collection.

At the beginning of July a problem with keyword indexing was identified. The keyword index was rebuilt over night, but the following morning, a Saturday, keyword searching was not working. Automation Staff worked with SirsiDynix critical care staff to correct the problem and searching was working again by early afternoon.

The OPLIN line connecting CLEVNET to the Internet was increased to 500 megabits/second, from 200 megabits/second, reflecting the high level of Internet use throughout CLEVNET.

The database page on the CLEVNET public site was enhanced to list links to database listings of libraries that have additional, locally funded resources (Cleveland, Barberton, Bellevue, Euclid, Hudson, and Willoughby-Eastlake).

An ongoing project to help Willoughby-Eastlake standardize their staff and public computers was started after the technology person left the staff. Automation staff is also helping Sandusky Library review current PC installations and plan for the future.

A large computer lab was added to Ritter Public Library as part of a large renovation; as a result OPLIN is now providing a 10mb fiber link from Vermilion to Cleveland. The Network team upgraded the networking infrastructure to accommodate the changes.

Other network support included: assisting Twinsburg and Medina with domain controllers; installing new firewalls and access points at Elyria South and Lagrange branches; configuring quality of service at Twinsburg; helping Cleveland Heights prepare for public network printing; and advising Shaker Heights on a planned remodeling project.

Several debt collection projects with Unique Management moved forward: Bellevue, Elyria, Cleveland Heights, and Euclid all went live on the system over the summer. Testing was started for Shaker Heights and Perry. Wayne County has used Unique Management for several years as a manual process; extensive work has been done to load the manual records into the SirsiDynix system.

A portion of Sandusky Library's children's collection was damaged by water. The Software team globally marked

the affected materials discarded and provided a valuation list for insurance purposes.

The Software team consulted with Cleveland Heights on issues related to closing the Noble branch for renovation, and the Medina Collection Development team on reports.

Policy file changes were done for: Cleveland Heights, Twinsburg, Willoughby-Eastlake, Ritter, Burton, and Elyria. Cleveland Heights started floating DVDs among its branches.

Software completed a project to globally withdraw all Madison videocassettes from the automated system.

Business Smarts presented a virtualization seminar for CLEVNET technicians. The seminar was attended by Sandusky, Lorain, Twinsburg, Medina, Ritter, Shaker, Euclid, Willoughby, Barberton, Wayne and CPL automation staff.

All reports sent out as spreadsheets were modified to use Times New Roman, which uses less ink than most other fonts. Custom reports were provided to Ritter and Elyria.

KnowItNow

A dramatic change was made to the structure of KnowItNow queues to improve and streamline the user experience. The specialty queues were removed and all questions now go directly into the routing system. Examining user sessions over time revealed that most questions did not require a subject specialist and that many users selected subject queues that were not appropriate for their question. All staff now handles a broader range of questions, but can transfer any difficult question to a subject specialist.

Ohio Dominican University became a KnowItNow provider, using a local queue. Staff was trained in August.

The KnowItNow team began an investigation to determine the best way to include texting (SMS) as a way people can communicate with the virtual reference service. They investigated SourceN's suggestion, adapting the current CLEVNET texting notification service, and a commercial product called Mosio. Oregon's LNET service

has done some work on integrating Mosio with the KnowItNow platform.

A Pathfinder Editorial Committee (PECK) was established. The group will see what the most common user questions are and develop guides to the best resources.

Meetings of the PECK and the Quality Assurance Committee (QuACK) were held by Don Boozer.

Brian Leszcz upgraded the KIN24x7 Provider site to the latest Drupal version (6.17) and updated various modules as well.

Meetings and Professional Development

Mr. Carterette and Mr. Finnegan attended a seminar on Hewlett Packard's new "converged infrastructure."

Mr. Finnegan attended several meetings of the City's "Old Brooklyn Connected" wi-fi project, including the kickoff ceremony at Estrabrook Community Center. Mr. Finnegan also attended monthly Connect Ohio meetings over the summer.

Mr. Carterette met with and welcomed Jimmie Epling, the new director at Wayne County.

Amy Pawlowski wrote a chapter, "E-Books in Public Libraries," published in No Shelf Required, edited by Sue Polanka, American Library Association, 2011.

Don Boozer chaired a phone conference and a meeting of the OLC Reference & Information Services Division (RISD) Action Council; attended online meetings of the Collaborative Virtual Reference Meeting; attended the 2010 American Library Association Annual Conference in Washington, DC; and delivered a program at the 2010 Reference Renaissance Conference in Denver, Colorado, with Brian Leszcz and Caleb Tucker-Raymond: "Software, Service and Synergy: The Ohio - Oregon Virtual Reference Collaboration and What It Can Mean For You."

Statistics

	June-Aug 2009	June - Aug 2010
OverDrive Downloads	36,820	61,147
Twitter Followers	1,132	1,841
Facebook Fans	Not yet implemented	2,229

Automation Services Statistics, 06 - 08/2010				
	# Cases Opened	# Cases Closed	Site Visits	TOTAL
HARDWARE				
CPL Main	226	181	80	487
CPL Branch	330	286	127	743
CPL Lake Shore	57	44	16	117
CLEVNET	139	136	25	300
PUBLIC	1			1
HARDWARE TOTAL	753	647	248	1648
SOFTWARE				
CPL Main	61	60		121
CPL Branch	41	41		82
CPL Lake Shore	31	32		63
CLEVNET	122	132		254
PUBLIC	14	14		28
SOFTWARE TOTAL	269	279	0	548
WEBWARE				
CPL Main	69	69	6	144
CPL Branch	22	22		44
CPL Lake Shore	2	2		4
CLEVNET	12	12		24
PUBLIC	201	201		402
WEBWARE TOTAL	306	306	6	618
KIN				
CPL Main	42	33		75
CPL Branch	25	14		39
CLEVNET	34	27		61
PUBLIC	2	2		4
KIN Library	38	37		75
OHIOlink Library	14	14		28
After Dark	3	3		6
KIN TOTAL	158	130	0	288
GRAND TOTAL	1,486	1,362	254	3,102

Mr. Corrigan moved to adjourn into Executive Session to provide a legal update on issues involving the Library and Cleveland Thermal. Ms. Butts seconded the motion, which passed unanimously by roll call vote.

The Board adjourned into Executive Session at 1:30 pm

Mr. Corrigan stated that the record should clearly reflect that in all Executive Sessions no decisions are made, only discussions held.

The Regular Board Meeting resumed at 1:52 pm

Mr. Corrigan adjourned to the meeting at 1:53 p.m.

Thomas D. Corrigan
President

Alan Seifullah
Secretary

CLEVELAND PUBLIC LIBRARY

**Finance Committee
September 16, 2010**

GIFT REPORT FOR JUNE 2010**LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	447	2,961
Periodicals	98	592
Publishers Gifts	0	46
Non-Print Materials	<u>42</u>	<u>229</u>
TOTAL LIBRARY SERVICE MATERIALS	587	3,828

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$ 635	\$ 5,192
Library Fund	Restricted	227	4,534
Library Fund - Oral History Project	Restricted	0	0
Young Fund	Restricted	9,765	19,529
Friends Fund	Restricted	0	3,500
Schweinfurth Fund	Restricted	15,065	34,789
Ohio Center for the Book	Restricted	0	0
Judd Fund	Restricted	55,328	110,657
Lockwood Thompson Fund	Restricted	84,796	84,796
MetLife - Fit for Life	Restricted	0	0
MyCom Fund	Restricted	42,306	53,296
Founders Fund	Unrestricted	0	1,645
Founders Fund	Restricted	<u>0</u>	<u>0</u>
TOTAL MONEY GIFTS		\$ 208,120	\$ 317,938

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	11	91	587	3,828
Money Gifts	<u>11</u>	<u>44</u>	<u>11</u>	<u>44</u>
TOTAL GIFTS	22	135	598	3,872

RESOLVED, That the Gift Report for June 2010 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 16, 2010**

GIFT REPORT FOR JULY 2010**LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	4,048	7,009
Periodicals	57	649
Publishers Gifts	56	102
Non-Print Materials	<u>38</u>	<u>267</u>
TOTAL LIBRARY SERVICE MATERIALS	4,199	8,027

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$ (850)	\$ 4,342
Library Fund	Restricted	0	4,534
Library Fund - Oral History Project	Restricted	0	0
Young Fund	Restricted	0	19,529
Friends Fund	Restricted	0	3,500
Schweinfurth Fund	Restricted	0	34,789
Ohio Center fo the Book	Restricted	0	0
Judd Fund	Restricted	0	110,657
Lockwood Thompson Fund	Restricted	0	84,796
MetLife - Fit for Life	Restricted	0	0
MyCom Fund	Restricted	(16,796)	36,500
Founders Fund	Unrestricted	0	1,645
Founders Fund	Restricted	<u>0</u>	<u>0</u>
TOTAL MONEY GIFTS		\$ (17,646)	\$ 300,292

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	11	102	4,199	8,027
Money Gifts	<u>11</u>	<u>55</u>	<u>11</u>	<u>55</u>
TOTAL GIFTS	22	157	4,210	8,082

RESOLVED, That the Gift Report for July 2010 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 16, 2010**

GIFT REPORT FOR AUGUST 2010**LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	266	7,275
Periodicals	155	804
Publishers Gifts	0	102
Non-Print Materials	<u>11</u>	<u>278</u>
TOTAL LIBRARY SERVICE MATERIALS	432	8,459

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$ -	\$ 4,342
Library Fund	Restricted	735	5,269
Library Fund - Oral History Project	Restricted	0	0
Young Fund	Restricted	0	19,529
Friends Fund	Restricted	0	3,500
Schweinfurth Fund	Restricted	1,945	36,734
Ohio Center fo the Book	Restricted	0	0
Judd Fund	Restricted	0	110,657
Lockwood Thompson Fund	Restricted	0	84,796
MetLife - Fit for Life	Restricted	0	0
MyCom Fund	Restricted	0	36,500
Founders Fund	Unrestricted	0	1,645
Founders Fund	Restricted	<u>0</u>	<u>0</u>
TOTAL MONEY GIFTS		\$ 2,680	\$ 302,972

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	8	110	432	8,459
Money Gifts	<u>8</u>	<u>63</u>	<u>8</u>	<u>63</u>
TOTAL GIFTS	16	173	440	8,522

RESOLVED, That the Gift Report for August 2010 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40 (J) of the *Ohio Revised Code*.

**CLEVELAND PUBLIC LIBRARY
2010 APPROPRIATION: FOURTH AMENDMENT
SEPTEMBER 16, 2010**

GENERAL FUND CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
Cash January 1	24,665,941.40	0.00	24,665,941.40 (3)
Taxes - General Property	27,738,384.02	0.00	27,738,384.02
PLF	19,726,367.80	0.00	19,726,367.80
State Rollbacks	6,627,349.00	0.00	6,627,349.00
Federal Aid	4,998.00	0.00	4,998.00
State Aid	800,000.00	0.00	800,000.00
Fines and Fees	300,000.00	0.00	300,000.00
Earned Interest	300,000.00	0.00	300,000.00
Services	2,400,000.00	0.00	2,400,000.00
Miscellaneous	200,000.00	0.00	200,000.00
Return of Advances	0.00	0.00	0.00
TOTAL RESOURCES	82,763,040.22	0.00	82,763,040.22

GENERAL FUND APPROPRIATION	Prior Appropriation	Increase/ Decrease	Amended Appropriation
Salaries/Benefits	37,100,000.00	0.00	37,100,000.00
Supplies	1,144,379.00	0.00	1,144,379.00
Purchased/Contracted Services	9,424,458.00	0.00	9,424,458.00
Library Materials/ Information	10,674,635.00	0.00	10,674,635.00
Capital Outlay	824,959.00	0.00	824,959.00
Other Objects	80,000.00	0.00	80,000.00
SUBTOTAL OPERATING	59,248,431.00	0.00	59,248,431.00
Transfers/Advances		0.00	
TOTAL APPROPRIATION	59,248,431.00	0.00	59,248,431.00

(1) Certificate dated May 21, 2009

(2) Certificate dated June 11, 2009

(3) \$24,665,941 unencumbered cash carried forward (plus \$5,140,315 encumbered cash)

**CLEVELAND PUBLIC LIBRARY
2010 APPROPRIATION: FOURTH AMENDMENT
SEPTEMBER 16, 2010**

SPECIAL REVENUE FUNDS	Prior Fund Balance	Increase/ Decrease	Amended Fund Balance
Anderson	160,848.57	0.00	160,848.57
Endowment for the Blind	1,286,477.12	0.00	1,286,477.12
Founders	1,594,575.80	0.00	1,594,575.80
Kaiser	38,266.75	0.00	38,266.75
Kraley	137,003.76	0.00	137,003.76
Library	160,078.66	0.00	160,078.66
Pepke	85,361.57	0.00	85,361.57
Wickwire	953,375.83	0.00	953,375.83
Wittke	56,631.04	0.00	56,631.04
Young	2,552,945.90	0.00	2,552,945.90
Friends	23,230.27	0.00	23,230.27
Judd	221,313.00	0.00	221,313.00
Lockwood Thompson	337,709.42	0.00	337,709.42
Ohio Center for the Book	1,908.00	0.00	1,908.00
Schweinfurth	52,090.53	0.00	52,090.53
Cleveland NCA Kiosks	12,217.02	0.00	12,217.02
Bill & Melinda Gates	119,600.00	0.00	119,600.00
Harvard Kiosk	7,968.41	0.00	7,968.41
LSTA-Service to Youth	0.00	0.00	0.00
MetLife-Fit for Life	6,677.45	0.00	6,677.45
LBPH - LSTA	136,118.84	0.00	136,118.84
KnowItNow-LSTA	204,987.95	537,614.00	742,601.95
MyCom Grant	125,000.00	73,000.00	198,000.00
TOTAL SPECIAL REVENUE	8,274,385.89	610,614.00	8,884,999.89 (4)

CAPITAL PROJECTS FUNDS	Prior Fund Balance	Increase/ Decrease	Amended Fund Balance
BUILDING & REPAIR	5,890,210.76	0.00	5,890,210.76 (5)

(4) \$9,838,547 unencumbered cash carried forward (plus \$406,221 encumbered cash.) \$1,538,510 additional revenue. Non-expendable principal amounts of \$2,492,057.50 in Anderson, Founders and Wickwire Funds are included in the certified fund balances but are not included in appropriated amounts.
(\$9,838,547 + \$1,538,510 - \$2,492,058 = \$8,884,999)

(5) \$5,890,211 unencumbered cash carried forward (plus \$1,663,560 encumbered cash.) \$-0- additional revenue.

**CLEVELAND PUBLIC LIBRARY
2010 APPROPRIATION: FOURTH AMENDMENT
SEPTEMBER 16, 2010**

PERMANENT FUNDS	Prior Fund Balance	Increase/ Decrease	Amended Fund Balance
Abel	145,285.11	0.00	145,285.11
Ambler	1,257.48	0.00	1,257.48
Beard	93,110.50	0.00	93,110.50
Klein	2,955.59	0.00	2,955.59
Malon/Schroeder	88,839.74	0.00	88,839.74
McDonald	111,641.87	0.00	111,641.87
Ratner	54,976.64	0.00	54,976.64
Root	19,419.21	0.00	19,419.21
Sugarman	12,610.43	0.00	12,610.43
Thompson	66,314.67	0.00	66,314.67
Weidenthal	3,799.70	0.00	3,799.70
White	1,134,069.24	0.00	1,134,069.24
TOTAL PERMANENT	1,734,280.18	0.00	1,734,280.18 (6)

(6) \$2,415,735 unencumbered cash carried forward (plus \$10,433 encumbered cash.) \$35,580 additional revenue. Non-expendable principal amounts (\$717,035) are not included in either the certified fund balances or the appropriated amounts.
 $(\$2,415,735 + \$35,580 - \$717,035 = \$1,734,280)$

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

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES
Based on 84.10% current collection of current levy for previous tax year.
Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.

Cleveland, Ohio

August 30, 2010

To the Board of Library Trustees of the: **Cleveland Library**

The following is the amended official certificate of estimated resources for the fiscal year beginning January 1st, 2010, as revised by the Budget Commission of said County, which shall govern the total of appropriations made at any time during such fiscal year:

Fund	Unencumbered Balance Jan. 1, 2010	General Property Tax	PLF	Other Sources	Total
General Fund	24,665,941.40	29,738,384.02	19,726,367.80	8,632,347.00	82,763,040.22
Special Revenue	9,838,547.39			1,538,510.00	11,377,057.39
Capital	5,890,210.76			0.00	5,890,210.76
Permanent	1,698,700.18			35,580.00	1,734,280.18
Totals/Subtotals	42,093,399.73	29,738,384.02	19,726,367.80	10,206,437.00	101,764,588.55

<i>Frank Russo</i>	Budget	<i>James P. ...</i>
<i>Vanessa Smith</i>	Commission	

**Cleveland Public
Library—Technical
Services**

Memo

To: Mr. Felton Thomas, Jr., Director
From: Patricia Lowrey, Technical Services Administrator
CC: Sandy Kuban, Financial Services Administrator
Date: August 27, 2010
Re: Awarding of Contract for Binding

General Instructions and Specifications for bidding on a 5-year contract for the binding of Cleveland Public Library materials were sent to six bindery companies. All companies are members of the Library Binding Institute.

Three sealed bids were received by the deadline on August 25, 2010. One bid was from the Library's current binder, The HF Group of Chesterland, OH, one bid was from the Bridgeport National Bindery of Agawam, MA and one bid was from the Wallaceburg Bookbinding of Marine City, MI. The samples provided by all bidders were of good quality and the companies are well-known, respected binders.

Summaries of the bids are attached. The companies submitted quotes for many types of bindings and for different sizes of materials that the Library typically uses. The HF G submitted the lowest bid in each category. The quotes were multiplied by the actual number of items of each type that were bound in 2009 which enabled the Library to reasonably project the annual cost of the contract.

The total projected annual cost for the HF Group bid is \$38,991.40; the annual projected cost for the Wallaceburg Bookbinding bid is \$46,373.44; the annual projected cost for the Bridgeport National Bindery bid is \$49,876.40.

I recommend that the contract be awarded to the low bidder The HF Group.

BID COMPARISON BY COMMERCIAL BINDER

8/25/2010

PRICE QUOTE BY COMMERCIAL BINDERY	GROUP A - MONOGRAPHS		GROUP B - PERIODICALS/SERIALS		GROUP C - RECASING AND NEW COVERS		GROUP D - PAPERBACK BOOKS		GROUP E - MUSIC BOOKS	
Bridgeport National Bindery	\$8.50	\$10.15	\$12.00	\$6.90	\$8.75					
Grimm Book Bindery	NO BID WAS SUBMITTED									
HF Group	\$6.95	\$7.95	\$6.95	\$5.40	\$6.95					
Houchen Bindery	NO BID WAS SUBMITTED									
Wallaceberg Bookbinding	\$7.49	\$9.75	\$7.49	\$6.40	\$7.99					
Wert Bookbinding	NO BID WAS SUBMITTED									
Total Bid Bridgeport National Bindery										
Total Bid HF Group										
Total Bid Wallaceberg Bookbinding										
										\$49,876.40
										\$38,991.40
										\$46,373.44

CLEVELAND PUBLIC LIBRARY
COMMERCIAL BINDERY BID OPENING

8/25/2010

LIBRARY BINDERS NAME: Bridgeport National Bindery

BINDING STYLE	QUANTITY OF VOLUMES BOUND 2009	BID QUOTE	TOTAL COST
GROUP A - MONOGRAPHS	509	\$8.50	\$4,326.50
GROUP B - PERIODICALS/SERIALS	1896	\$10.15	\$19,244.40
GROUP C - RECASING AND NEW COVERS	87	\$12.00	\$1,044.00
GROUP D - PAPERBACK BOOKS	3585	\$6.90	\$24,736.50
GROUP E - MUSIC BOOKS	60	\$8.75	\$525.00
TOTAL	6137		\$49,876.40

CLEVELAND PUBLIC LIBRARY
COMMERCIAL BINDERY BID OPENING

8/25/2010

LIBRARY BINDERS NAME: HF Group

BINDING STYLE	QUANTITY OF VOLUMES BOUND 2009	BID QUOTE	TOTAL COST
GROUP A - MONOGRAPHS	509	\$6.95	\$3,537.55
GROUP B - PERIODICALS/SERIALS	1896	\$7.95	\$15,073.20
GROUP C - RECASING AND NEW COVERS	87	\$6.95	\$604.65
GROUP D - PAPERBACK BOOKS	3585	\$5.40	\$19,359.00
GROUP E - MUSIC BOOKS	60	\$6.95	\$417.00
TOTAL	6137		\$38,991.40

CLEVELAND PUBLIC LIBRARY
COMMERCIAL BINDERY BID OPENING

8/25/2010

LIBRARY BINDERS NAME: Wallaceberg Bookbinding

BINDING STYLE	QUANTITY OF VOLUMES BOUND 2009	BID QUOTE	TOTAL COST
GROUP A - MONOGRAPHS	509	\$7.49	\$3,812.41
GROUP B - PERIODICALS/SERIALS	1896	\$9.75	\$18,486.00
GROUP C - RECASING AND NEW COVERS	87	\$7.49	\$651.63
GROUP D - PAPERBACK BOOKS	3585	\$6.40	\$22,944.00
GROUP E - MUSIC BOOKS	60	\$7.99	\$479.40
TOTAL	6137		\$46,373.44

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

September 7, 2010

H. Sandra Kuban
Fiscal Officer
Cleveland Public Library
325 Superior Avenue
Cleveland, Ohio 44114

Re: Public Officials Liability Insurance
Marketing and Renewal Results
Effective 9/18/10 - 9/18/11

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 Darwin Select Insurance Company as proposed by Colin Dean of McGowan & Co. Our comments follow below.

1. Renewal Marketing – Colin Dean of McGowan & Co. presented three proposals:

<u>Insurer and Group</u>	<u>AM Best Rating</u>
Darwin Select Insurance Company Part of Allied World Assurance Company Holdings, Ltd	A (FSC XV)
Illinois National Insurance Company Part of Chartis (formally American International Group)	A (FSC XV)
United National Insurance Company United National Group	A (FSC XI)

The proposals received at this year's renewal compared to last year when one proposal from the incumbent carrier, United National Insurance Company was received. While the current policy represents the eighth consecutive year coverage has been placed through United National, with terms and conditions remaining substantially the same over that period, the proposals received from Darwin Select and Illinois National reflect broader coverage terms and conditions and more aggressive pricing.

CRAIN, LANGNER & CO.

Ms. H Sandra Kuban
Cleveland Public Library
7 September 2010
Page 2

2. Renewal Proposal and Terms – The attached spreadsheet presents various details of the proposals. Red highlights represent more restrictive terms, while green highlights represent more favorable terms compared to the other options as presented.

Darwin Select and United National are excess and surplus lines insurers. 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). Illinois National is an admitted carrier and not subject to the 5% tax. 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 is understood to exceed this amount, the OIGA protection described above would not be available to the Library.

While the Darwin Select costs \$ 1,700 more than the Illinois National proposal, we believe the Darwin Select proposal's conditions are more favorable to the Library by including, among other things, Third Party Employment Practices Liability, limiting the Knowledge of Occurrence to the top three executives, covering Non-Monetary claims for both defense and indemnity and including the Library's input on the selection of defense.

Darwin has offered an option to provide defense costs outside the limit for the additional cost of \$2,625. To the extent that it is financially feasible and the Library's financials support it, the Library should consider purchasing this additional coverage.

The quoted renewal from United National reflects a 43% increase in premium (compared to expiring) which is inconsistent with what we have seen for other insureds where the renewals have been mostly flat.

The following chart shows the Library's account history.

Insurer	Policy Period	Total Costs	Dollar Change	Percent Change	Limit of Liability	Deductible
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
United Natl	2009/10	\$24,956.25	\$0	0%	\$1M/\$1M	\$50,000

Proposals for 2010-11

Darwin Select	2010/11	\$25,445	\$489	2%	\$1M/\$1M	\$50,000	Recommended
Illinois Natl	2010/11	\$23,745	-\$1,211	-5%	\$1M/\$1M	\$50,000	
United Natl	2010/11	\$35,640	\$10,684	43%	\$1M/\$1M	\$50,000	

CRAIN, LANGNER & CO.

Ms. H Sandra Kuban
 Cleveland Public Library
 7 September 2010
 Page 3

3. Loss Control and Loss Prevention – We repeat prior year's remarks regarding the Library's continued attention to sound policies and procedures relating to board activities and employment practices, *e.g.*, supervisors training and employment manuals. We continue to encourage the Library to use Colin Dean's office and the chosen insurance carrier as resources in this regard. Insurers and law firms will often offer free educational seminars for employees and/or management where they review general principles and codes of conduct relating to reasonable employment practices. We understand the Library maintains and implements relevant practices and procedures, and insurers welcome knowing their insureds conduct themselves in this fashion. For an example, a seminar addressing discrimination could be extended to non-employment situations given the Library's tremendous contact with a diverse customer population. Should the Library change insurers as recommended, then the new insurer may well offer useful training which could benefit the Library.

4. Coverage Comments

a. Limit of Liability - All proposals came in with a \$1,000,000 limit of liability which is shared between the Public Officials Liability coverage part and the Employment Practices Liability coverage part.

b. Defense Costs - The United National and Darwin National proposals include defense costs within their limit of liability. The Illinois National proposal's defense costs are outside of the limit of liability, as quoted, and Darwin has offered the coverage as an option for additional premium. In a case where defense costs are outside the limit, the costs incurred to defend the Library do not reduce the amount of insurance available to pay damages. It is preferable to have defense cost outside the limit of liability, if financially feasible.

c. Deductible - All proposals quoted a \$50,000 each claim deductible without aggregate. This means that every claim will be subject to a \$50,000 deductible. The Library has carried this deductible since the 2005 renewal. 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.

d. Non-Monetary Damages - The Darwin National proposal includes a \$50,000 per claim limit subject to a \$100,000 aggregate. However, defense costs must be first paid by the Library and then will be reimbursed by Darwin National. The Illinois National proposal only covers defense costs for non-monetary relief (*i.e.*, injunctive relief) subject to a \$100,000 aggregate limit. The United National policy excludes coverage for claims seeking other than money damages, *i.e.*, non-monetary relief.

e. Duty to Defend - United National's policy 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.

The Darwin National and Illinois National proposals have the duty to defend language in their proposals. Darwin has offered to review the Library's preferred law firm(s) to be added to the carrier's approved list. We recommend the Library provide this list to the agent.

CRAIN, LANGNER & CO.

Ms. H Sandra Kuban
Cleveland Public Library
7 September 2010
Page 4

f. Knowledge 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 be required 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. The proposals we received from Darwin Select and Illinois National have endorsed their policy language to limit the knowledge of occurrence to the positions referred to above. The incumbent carrier, United National, would not accommodate this request. We consider this feature in the Darwin Select and Illinois National proposals to be favorable.

It is recommended that the Library continue to have and use occurrence and incident reporting procedures to ensure timely notification and investigation of matters.

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

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
10 jss 0061.cpl

The information contained in this E-mail message is confidential, may be privileged, and is intended for the use of the individual or entity named above. If you, the reader of this message, are not the intended recipient, the agent, or employee responsible for delivering this transmission to the intended recipient, you are expressly prohibited from copying, disseminating, distributing, or in any other way using any of the information contained in this E-mail message.

**PUBLIC OFFICIALS LIABILITY & EMPLOYMENT PRACTICES LIABILITY
REVISED OPTIONAL INSURANCE QUOTE**

INSURED: Cleveland Public Library

CARRIER: Darwin Select Insurance Company (Non-Admitted)

COVERAGE: Public Officials Liability / Employment Practices Liability

FORM: *Claims-Made Basis*

EFFECTIVE DATE: September 18, 2010

RETRO-DATE: Full Prior Acts

LIMITS OF LIABILITY: \$1,000,000 Each Claim / \$1,000,000 Policy Aggregate / Shared Limits

SUPPLEMENTARY: Non-Monetary Payments - \$50,000 Each Claim / \$100,000 Policy Aggregate

DEDUCTIBLE: \$50,000 Each Claim Including Defense Costs

DEFENSE COSTS: Inside the Limits of Liability

POLICY FORMS & ENDORSEMENTS:

- ◆ DRWN POL 1005 (10/2006) Public Officials Professional Liability Policy Declarations
- ◆ SAA-100 (8/1998) Schedule of Policy Forms and Endorsements
- ◆ DRWN POL 1000 (10/2006) Public Officials Professional and Employment Practices Liability Policy
- ◆ PGU 1052 (7/2007) Minimum Earned Premium
- ◆ PGU 1096 (3/2008) Amend Law Enforcement Exclusion
- ◆ PGU 1089 (1/2009) Spouses and Domestic Partners
- ◆ PGU 1075 (6/2008) Amend Insured Vs. Insured Exclusion, EPLI Carveback for Officials
- ◆ PGU 1045 (4/2007) Defense Within the Limits ** (Not Applicable to Defense Outside Option)
- ◆ S1006 DSI (4/2005) Service of Suit
- ◆ MANU Amend Claim Notice Provision – Top 3 Executives (need list from insured)

SUBJECT TO:

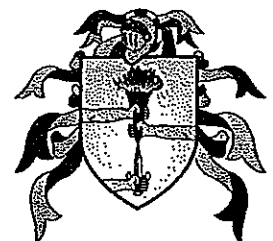
- ◆ Updated, Re-signed, and Re-dated Application
- ◆ Original Notarized Ohio Surplus Lines Affidavit
- ◆ Greater of \$1,500 or 25% Minimum-Earned Premium – No Flat Cancellation

OPTIONAL QUOTES:

Defense Within the Limits of Liability – **TOTAL POLICY COST: \$25,445**
(\$24,000 Annual Premium - Minimum & Deposit + \$245 Policy Fee + \$1,200 Ohio 5% Surplus Lines Tax)

Defense Outside the Limits of Liability – **TOTAL POLICY COST: \$28,070**
(\$26,500 Annual Premium - Minimum & Deposit + \$245 Policy Fee + \$1,325 Ohio 5% Surplus Lines Tax)

Terrorism coverage is not available.



Cleveland Public Library

To Sandra Kuban
From Myron Scruggs
Date August 31, 2010
Subject Natural Gas Supplier

After researching natural gas prices I find that Interstate Gas Supply's one (1) year fix rate of \$5.99/MCF is the most economical plan.

V4CH-IND Amendment

**Attention: Interstate Gas Supply, Inc. ("Seller")
Industrial/Commercial Sales Division**

IGS Fax #: 614-923-1010

Company Name Cleveland Public Library ("Buyer")

Contact Name Myron Scruggs **Tel** 216-623-2800 **Fax** _____

Amendment to V4CH-IND Contract signed on: 10/1/09

Dominion East Ohio ("NGDC") **Account Number/s** See Exhibit A

Price Options:

Option 1 **Variable Price:**

Beginning with the _____ billing cycle through the _____ billing cycle the price per MCF for all gas delivered to the burner tip will be determined monthly by 100% of the applicable _____ (depending on your billing cycle), plus \$ _____ which shall include all interstate transportation, pipeline and distribution shrinkage, BTU conversion and pooling fees and excluding all applicable taxes and NGDC distribution and transportation charges. After the Price Expiration Date, the pricing will be as described under Renewal Variable Pricing in V4CH-IND Terms and Conditions. Subject to Credit Approval, Buyer shall have the option to request the Fixed Price option at a mutually agreeable price, which shall be effective only upon written acceptance by Seller of a new Confirmation.

Option 2 **Fixed Price:**

Beginning with the December 2010 billing cycle through the November 2011 billing cycle, the price per MCF for all gas delivered to the burner tip will be fixed at \$5.99 per MCF, plus all applicable taxes and NGDC distribution and transportation charges. After the Price Expiration Date, the pricing will be as described under Renewal Variable Pricing in V4CH-IND Terms and Conditions.

Option 3 **Partial Fixed Price:**

Beginning with the _____ billing cycle through the _____ billing cycle, the price per MCF delivered to the burner tip for all gas described under "Partial Fixed Volumes" listed below, without regard for Monthly Tolerance will be fixed at \$ _____, plus all applicable taxes and NGDC distribution and transportation charges. The price per MCF delivered to the burner tip for the Reported Volumes in excess of the Partial Fixed Volumes shall be determined using the Variable Price described in Option 1 above. After the Price Expiration Date, the pricing will be as described under Renewal Variable Pricing in V4CH-IND Terms and Conditions.

MCF Volumes at Burnertip: ("Full Contract Volumes") ("Partial Fixed Volumes")

Month	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
Full Volumes	4038	4038	3691	1639	1208	365	365	365	625	1203	2071	3678
Partial Volumes												
Partial Vols Year												

Amendment: All other terms and conditions of original referenced Agreement continue to apply unless specifically revised herein.

Accepted by Buyer: Myron Scruggs PROPERTY MANAGEMENT 8/25/10
Name Title Date

Agreed to by Seller: Scott Smith Director of Sales 8/27/10
Name Title Date

Exhibit A				
LDC Account Number	Service Address	City	State	Zip
9500033259589	6901 Superior Ave	Cleveland	OH	44103
9441300128461	5417 Broadway Ave	Cleveland	OH	44127
5440100134456	3706 Pearl	Cleveland	OH	44109
1441200117751	1900 Fulton Rd	Cleveland	OH	44113
5440100134480	856 E 152 St	Cleveland	OH	44110
5441200134469	3830 E 131 St	Cleveland	OH	44120
0441300126508	11601 Lorain Ave	Cleveland	OH	44111
4500034001378	7200 Broadway Ave	Cleveland	OH	44105
9440100134533	3545 Fulton Ave	Cleveland	OH	44109
9442000134540	11900 St. Clare Ave	Cleveland	OH	44108
8441400134563	16918 Harvard Ave	Cleveland	OH	44128
9440500128428	1525 Crawford Ave	Cleveland	OH	44106
6440400134412	850 Jefferson Ave	Cleveland	OH	44113
9440200128439	17001 Lake Shore	Cleveland	OH	44110
5441200134473	8216 Lorain Ave	Cleveland	OH	44102
5440600134497	1962 Stokes Blvd	Cleveland	OH	44106
5440100401530	15212 Lake Shore Blvd	Cleveland	OH	44110
5441400134434	14000 Kinsman Rd	Cleveland	OH	44120
9441800128459	4421 W 140th St	Cleveland	OH	44135
5442000128370	3096 Scranton Ave	Cleveland	OH	44113
5440300134441	4303 Pearl Rd	Cleveland	OH	44109
5440600134500	2200 E 30th St	Cleveland	OH	44115
9441200134526	3463 E 93 St	Cleveland	OH	44104
9440900128412	7910 Detroit Ave	Cleveland	OH	44102
8441800118115	3805 W 157 St	Cleveland	OH	44111
4441100128402	5806 Woodland Ave	Cleveland	OH	44104
4441100128399	5806 Woodland Ave	Cleveland	OH	44104
5500035872369	7201 Kinsman Suite 101	Cleveland	OH	44104
4500042167332	11535 Shaker Blvd	Cleveland	OH	44120

Cleveland Public Library

To Sandra Kuban
From Myron Scruggs
Date August 31, 2010
Subject Change Order #30 (Sterling Professional Group) Woodland

Change Order #30

This change order is needed to rework the front and rear aprons to accommodate the bookmobile so that it does not bottom out as it enters and exits the driveway. The total amount for this work is \$27,093.00.


AIA Document G701™ – 2001

Change Order

PROJECT: <i>(Name and address)</i> WOODLAND BRANCH LIBRARY BOOK MOBILE GARAGE ADD & LIBRA 5806 WOODLAND AVENUE CLEVELAND, OHIO 44104	CHANGE ORDER NUMBER: 30	OWNER <input type="checkbox"/>
TO CONTRACTOR: <i>(Name and address)</i> Sterling Professional Group, LLC 5531 Turney Road Garfield Heights, Ohio 44125	DATE: 07/15/2010	ARCHITECT <input type="checkbox"/>
	ARCHITECT'S PROJECT NUMBER:	CONTRACTOR <input type="checkbox"/>
	CONTRACT DATE: 07/03/2009	FIELD <input type="checkbox"/>
	CONTRACT FOR: All Work	OTHER <input type="checkbox"/>

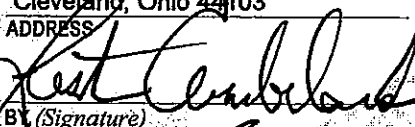
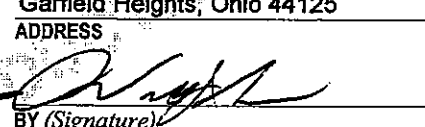
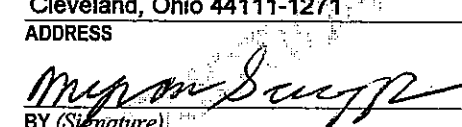
The Contract is changed as follows:

<i>(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)</i>	
REWORK FRONT APRON ACCORDING TO DRAWING ASK 06	\$10,930.00
REWORK REAR APRON ACCORDING TO DRAWING ASK 03	\$11,040.00
ADD 2'3" X 87' TO EXISTING PARKING LOT	\$ 2,859.00
REVISE FRONT WALK HANDICAP RAMP DUE TO CITY CODE	\$ 1,475.00
SUBTOTAL	\$26,304.00
3% BOND	\$ 789.00
TOTAL	\$27,093.00

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 1,500,200.00
The net change by previously authorized Change Orders	\$ 368,338.03
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 1,868,538.03
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$ 27,093.00
The new (Contract Sum) (Guaranteed Maximum Price), including this Change Order, will be	\$ 1,895,631.03
The Contract Time will be (increased) (decreased) (unchanged) by 0 () days.	
The date of Substantial Completion as of the date of this Change Order, therefore, is Unchanged	

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

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

Moody-Nolan, Inc.	Sterling Professional Group, LLC	Cleveland Public Library
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
4415 Euclid Avenue, Suite 100	5531 Turney Road	325 Superior Avenue
Cleveland, Ohio 44103	Garfield Heights, Ohio 44125	Cleveland, Ohio 44111-1271
ADDRESS	ADDRESS	ADDRESS
		
BY <i>(Signature)</i>	BY <i>(Signature)</i>	BY <i>(Signature)</i>
LESTER COMBERLANDER	William J. Snodgrass, President	MYRON SCHUGES
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
DATE 8/13/10	DATE 7/22/10	DATE

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

	WOODLAND LIBRARY						7/7/2010
	ADD 2'3 X 87' TO EXISTING PARKING LOT						
3300	POUR AND FINISH NEW CONCRETE						\$2,859
	LABOR 35 MAN HRS @ \$55/HR					\$1,925	
	EQUIP OPERATOR 4 MAN HRS @ \$55/HR					\$220	
	6 TON STONE @ \$24/TON					\$144	
	CONCRETE 6 CU/YDS 8" CONC 6YDS @ \$95					\$570	
						TOTAL	\$2,859
						3% BOND	\$86
						GRAND TOTAL	\$2,945

	WOODLAND LIBRARY				7/15/2010	
	REVISED FRONT WALK HANDICAP RAMP					
3300	POUR AND FINISH NEW CONCRETE					\$1,519
	LABOR 15 MAN HRS @ \$55/HR				\$825	
	EQUIP OPERATOR 2 MAN HRS @ \$55/HR				\$110	
	ADA TILE				\$200	
	CUT TO GRADE HAUL AWAY SPOILS				\$150	
	CONCRETE 2 CU/YDS 8"CONC 2YDS @ \$95				\$190	
				TOTAL	\$1,475	
				3% BOND	\$44	
				GRAND TOTAL	\$1,519	

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JUNE 1 – JUNE 30, 2010

H. Sandra Kuban
FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending June 30, 2010

	General Fund	Special Revenue	Capital Projects	Permanent	Total
41 Taxes	15,261,113.69	0.00	0.00	0.00	15,261,113.69
42 Intergovernmental	13,500,698.08	199,572.36	0.00	0.00	13,700,270.44
43 Fines & Fees	220,628.09	0.00	0.00	0.00	220,628.09
44 Investment Earnings	448,901.31	10,299.43	0.00	3,396.77	462,597.51
45 Charges for Services	1,290,670.68	0.00	0.00	0.00	1,290,670.68
46 Contributions & Donations	0.00	317,938.29	0.00	0.00	317,938.29
48 Miscellaneous Revenue	20,718.86	33,968.11	0.00	0.00	54,686.97
Total Revenues	\$ 30,742,730.71	\$ 561,778.19	\$ 0.00	\$ 3,396.77	\$ 31,307,905.67
51 Salaries/Benefits	19,347,796.22	130,856.47	0.00	0.00	19,478,652.69
52 Supplies	434,948.54	7,647.65	0.00	2,294.00	444,890.19
53 Purchased/Contracted Services	4,896,949.94	291,185.89	0.00	2,332.47	5,190,468.30
54 Library Materials	3,920,223.38	41,355.10	0.00	13,173.71	3,974,752.19
55 Capital Outlay	218,381.24	106,030.85	1,926,497.60	0.00	2,250,909.69
57 Miscellaneous Expenses	83,698.63	8,973.50	0.00	0.00	92,672.13
Total Expenditures	\$ 28,901,997.95	\$ 586,049.46	\$ 1,926,497.60	\$ 17,800.18	\$ 31,432,345.19
Revenue Over/(Under) Expenditures	\$ 1,840,732.76	\$(24,271.27)	\$(1,926,497.60)	\$(14,403.41)	\$(124,439.52)
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
Total Other Sources / Uses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 1,840,732.76	\$(24,271.27)	\$(1,926,497.60)	\$(14,403.41)	\$(124,439.52)
Beginning Year Cash Balance	\$ 29,806,256.19	\$ 10,234,794.92	\$ 7,553,771.11	\$ 2,426,168.38	\$ 50,020,990.60
Current Cash Balance	\$ 31,646,986.95	\$ 10,210,523.65	\$ 5,627,273.51	\$ 2,411,764.97	\$ 49,896,549.08

Cleveland Public City
Appropriation, Expenditures and Balances
General Fund
For the Period Ending June 30, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	13,139,001.00	13,579,864.80	6,473,498.06	4,083.49	7,102,283.25
51120 Clerical Salaries	9,819,992.00	9,628,304.68	4,885,545.99	27,946.67	4,714,812.02
51130 Non-Clerical Salaries	464,799.00	955,032.60	655,308.93	3,708.84	296,014.83
51140 Buildings Salaries	3,574,445.00	3,701,771.36	1,848,612.70	17,351.63	1,835,807.03
51150 Other Salaries	1,707,991.00	1,766,099.08	852,839.55	3,448.83	909,810.70
51180 Severance Pay	0.00	53,622.48	165,403.04	0.00	(111,780.56)
51190 Non-Base Pay	208,805.00	214,891.16	100,649.92	64.60	114,176.64
51400 OPERS	4,036,260.00	4,246,578.87	2,065,630.31	8,402.49	2,172,546.07
51610 Health Insurance	3,505,479.00	3,505,479.00	1,836,548.18	7,110.14	1,661,820.68
51620 Life Insurance	73,430.00	73,430.00	22,507.90	99.00	50,823.10
51630 Workers Compensation	241,887.00	491,887.00	255,337.70	0.00	236,549.30
51640 Unemployment Compensation	0.00	11,507.66	10,202.79	8,688.44	(7,383.57)
51650 Medicare - ER	327,911.00	334,911.00	170,646.74	726.41	163,537.85
51900 Other Benefits	0.00	3,027.26	5,064.41	3,362.85	(5,400.00)
Salaries/Benefits	37,100,000.00	\$ 38,566,406.95	\$ 19,347,796.22	\$ 84,993.39	\$ 19,133,617.34
52110 Office Supplies	73,980.00	81,816.36	23,919.23	6,244.35	51,652.78
52120 Stationery	170,260.00	212,892.00	59,801.49	9,985.89	143,104.62
52130 Duplication Supplies	104,410.00	110,364.06	35,038.71	5,415.45	69,909.90
52140 Hand Tools	4,800.00	5,469.80	1,011.43	2,957.32	1,501.05
52150 Book Repair Supplies	111,211.00	113,927.04	25,046.03	14,829.67	74,051.34
52210 Janitorial Supplies	121,347.00	125,146.62	42,741.67	10,146.89	72,258.06
52220 Electrical Supplies	48,814.00	53,403.71	23,935.93	16,932.76	12,535.02
52230 Maintenance Supplies	111,985.00	133,245.70	79,511.78	26,474.99	27,258.93
52240 Uniforms	12,550.00	13,625.00	0.00	9,000.00	4,625.00
52300 Motor Vehicle Supplies	57,700.00	67,149.00	41,381.28	24,657.50	1,110.22
52900 Other Supplies	327,322.00	371,661.49	102,560.99	80,526.33	188,574.17
Supplies	1,144,379.00	\$ 1,286,700.78	\$ 434,948.54	\$ 207,171.15	\$ 646,581.09

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund

For the Period Ending June 30, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53100	41,609.00	48,189.00	8,226.14	39,962.86	0.00
53210	449,894.00	486,552.18	236,520.07	324,888.19	(74,856.08)
53230	140,100.00	147,242.84	66,344.71	76,121.25	4,776.88
53240	270,600.00	279,885.14	73,552.65	24,170.63	182,161.86
53310	155,890.00	189,740.36	34,067.88	38,056.34	117,616.14
53320	55,725.00	62,037.42	14,682.56	2,175.46	45,179.40
53330	10,000.00	10,000.00	0.00	0.00	10,000.00
53340	143,700.00	162,629.34	76,020.73	59,171.24	27,437.37
53350	280,627.00	362,320.26	99,074.22	57,761.43	205,484.61
53360	811,532.00	822,719.70	676,876.83	32,729.72	113,113.15
53370	24,400.00	26,853.40	15,763.59	0.00	11,089.81
53380	909,473.00	1,030,421.60	494,469.73	517,780.52	18,171.35
53390	30,000.00	48,300.00	15,689.00	4,671.00	27,940.00
53400	448,300.00	448,300.00	2,724.00	0.00	445,576.00
53510	115,372.00	138,832.43	57,883.51	44,669.92	36,279.00
53520	272,960.00	308,998.90	144,915.36	183,596.03	(19,512.49)
53610	1,903,000.00	2,080,755.78	1,025,190.92	1,034,912.29	20,652.57
53620	396,950.00	422,476.49	201,685.66	123,734.23	97,056.60
53630	663,554.00	740,787.71	268,476.29	619,282.91	(146,971.49)
53640	125,314.00	136,787.69	28,560.48	67,211.83	41,015.38
53710	1,129,140.00	1,562,074.00	432,228.33	486,901.75	642,943.92
53720	700,000.00	707,919.17	775,770.21	24,801.34	(92,652.38)
53800	332,818.00	438,202.19	124,409.57	144,123.43	169,669.19
53900	13,500.00	24,481.58	23,817.50	2,515.00	(1,850.92)
	9,424,458.00	\$ 10,686,507.16	\$ 4,896,949.94	\$ 3,909,237.37	\$ 1,880,319.87
54110	3,660,300.00	4,470,358.77	1,586,937.55	843,721.16	2,039,700.06
54120	755,167.00	869,487.74	271,069.40	439,719.18	158,699.16

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending June 30, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54210	1,529,822.00	1,819,889.63	104,385.06	224,717.03	1,490,787.54
54220	264,669.00	381,037.50	79,496.86	36,835.97	264,704.67
54310	1,588,354.00	1,757,800.12	711,283.80	210,960.28	835,556.04
54320	263,586.00	373,494.89	144,370.57	53,109.79	176,014.53
54325	643,847.00	687,371.12	210,153.08	80,284.31	396,933.73
54350	296,500.00	361,768.71	173,601.68	64,659.78	123,507.25
54500	1,404,016.00	1,785,654.86	572,815.97	378,374.39	834,464.50
54600	6,500.00	9,788.18	3,444.49	3,830.96	2,512.73
54710	85,874.00	132,224.65	12,089.40	34,260.25	85,875.00
54720	100,000.00	125,570.72	32,296.17	29,002.27	64,272.28
54730	10,000.00	10,969.53	4,276.18	6,140.44	552.91
54790	65,000.00	87,071.85	14,003.17	21,419.72	51,648.96
54900	1,000.00	1,000.00	0.00	0.00	1,000.00
Library Materials	10,674,635.00	\$ 12,873,488.27	\$ 3,920,223.38	\$ 2,427,035.53	\$ 6,526,229.36
55510	84,435.00	124,184.29	20,981.83	20,688.90	82,513.56
55520	129,326.00	147,626.66	19,940.79	8,405.00	119,280.87
55530	555,200.00	568,790.77	177,458.62	29,569.26	361,762.89
55700	51,000.00	50,100.00	0.00	0.00	50,100.00
Capital Outlay	819,961.00	\$ 890,701.72	\$ 218,381.24	\$ 58,663.16	\$ 613,657.32
57100	59,500.00	59,500.00	39,714.00	19,940.00	(154.00)
57200	1,500.00	2,075.77	1,010.79	500.00	564.98
57500	19,000.00	21,365.12	42,973.84	12,593.26	(34,201.98)
Miscellaneous Expenses	80,000.00	\$ 82,940.89	\$ 83,698.63	\$ 33,033.26	\$(33,791.00)
Advances	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
59900	3,000,000.00	0.00	0.00	0.00	0.00
Transfers	3,000,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	62,243,433.00	\$ 64,388,745.79	\$ 28,901,997.95	\$ 6,720,133.86	\$ 28,766,613.98

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending June 30, 2010

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	29,806,256.19	30,742,730.71	28,901,997.95	6,720,133.86	24,926,855.09
Total General Fund	\$ 29,806,256.19	\$ 30,742,730.71	\$ 28,901,997.95	\$ 6,720,133.86	\$ 24,926,855.09
201 Anderson	178,391.08	0.00	0.00	0.00	178,391.08
202 Endowment for the Blind	1,286,477.12	8,513.32	0.00	0.00	1,294,990.44
203 Founders	4,046,670.54	1,645.48	50,627.00	44,747.66	3,952,941.36
204 Kaiser	37,706.75	121.36	0.00	0.00	37,828.11
205 Kralley	135,692.44	0.00	375.00	1,572.74	133,744.70
206 Library	154,761.46	9,726.27	584.90	1,000.00	162,902.83
207 Pepke	83,531.57	174.09	1,105.44	0.00	82,600.22
208 Wickwire	949,604.55	399.97	3,652.96	3,907.04	942,444.52
209 Wittke	55,831.04	28.83	0.00	0.00	55,859.87
210 Young	2,485,473.78	54,559.25	0.00	0.00	2,540,033.03
225 Friends	11,655.02	3,500.00	4,486.31	3,663.70	7,005.01
226 Judd	8,159.84	110,656.50	72,860.71	34,839.94	11,125.69
228 Lockwood Thompson Memorial	334,708.11	84,795.50	56,948.57	75,236.02	287,319.02
229 Ohio Center for the Book	1,500.00	0.00	2,342.00	0.00	(842.00)
230 Schweinfurth	11,370.07	34,789.00	17,010.00	19,239.54	9,909.53
242 Cleveland NCA Kiosk	12,306.51	0.00	582.90	1,817.10	9,906.51
243 Gates Foundation	119,600.00	0.00	99,918.78	0.00	19,681.22
244 Harvard CS Kiosk Project	8,179.65	0.00	178.99	740.23	7,260.43
251 LSTA-Library for the Blind	136,118.84	0.00	12,292.36	37,751.37	86,075.11
252 LSTA-Know It Now	170,379.10	199,572.36	244,971.81	20,260.20	104,719.45
253 MetLife-Fit for Life II	6,677.45	0.00	0.00	0.00	6,677.45
Total Special Revenue Funds	\$ 10,234,794.92	\$ 508,481.93	\$ 567,927.73	\$ 244,775.54	\$ 9,930,573.58
401 Building & Repair	7,553,771.11	0.00	1,926,497.60	180,503.36	5,446,770.15
Total Capital Project Funds	\$ 7,553,771.11	\$ 0.00	\$ 1,926,497.60	\$ 180,503.36	\$ 5,446,770.15

Cleveland Public
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2010

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
501 Abel	153,045.11	318.47	2,000.00	0.00	151,363.58
502 Ambler	1,457.48	0.00	0.00	0.00	1,457.48
503 Beard	102,790.43	160.46	2,294.00	0.00	100,656.89
504 Klein	3,455.59	0.00	0.00	0.00	3,455.59
505 Malon/Schroeder	196,359.74	0.00	0.00	0.00	196,359.74
506 McDonald	118,873.47	0.00	0.00	0.00	118,873.47
507 Ratner	58,116.64	287.39	282.47	0.00	58,111.56
508 Root	25,659.21	26.29	600.00	0.00	25,085.50
509 Sugarman	158,947.87	(78.98)	2,040.00	0.00	156,828.89
510 Thompson	108,568.42	142.47	0.00	0.00	108,710.89
511 Weidenthal	4,299.70	0.00	0.00	0.00	4,299.70
512 White	1,494,594.72	2,540.67	10,573.71	1,560.14	1,485,001.54
Total Permanent Funds	\$ 2,426,168.38	\$ 3,396.77	\$ 17,800.18	\$ 1,560.14	\$ 2,410,204.83
254 MyCom	0.00	53,296.26	18,121.73	57,957.08	(22,782.55)
Others	\$ 0.00	\$ 53,296.26	\$ 18,121.73	\$ 57,957.08	\$ (22,782.55)
Total All Funds	\$ 50,020,990.60	\$ 31,307,905.67	\$ 31,432,345.19	\$ 7,204,929.98	\$ 42,691,621.10

Cleveland Public Library
Depository Balance Detail
For the Period Ending June 30, 2010

Balance of All Funds	<u><u>\$ 49,896,549.08</u></u>
Chase-Checking	9,188.09
National City-Checking	10,000.00
KeyBank-Concentration Acct	232.48
KeyBank-Checking (ZBA)	1,751,732.67
KeyBank-MC/MISA	30,967.54
Fifth Third - Checking	298,953.16
Petty Cash	330.00
Change Fund	5,420.00
KeyBank-Payroll Account (ZBA)	0.00
KeyBank-Savings Bond Acct	0.00
Cash in Library Treasury	<u><u>\$ 2,106,823.94</u></u>
National City - Investments	32,201,987.49
NCB/Allegiant Money Market	1,381,501.42
KeyBank - Victory Fund	62,207.10
STAR OHIO Investment	2,661,864.35
Investments	<u><u>\$ 36,307,560.36</u></u>
NCB Endowment Acct	11,482,164.78
Endowment Account	<u><u>\$ 11,482,164.78</u></u>
Cash in Banks and On Hand	<u><u>\$ 49,896,549.08</u></u>

Cleveland Public Library

Summary as of 6/30/10

Asset Allocation

	Market Value	Current Allocation	Permitted Range
Equities	\$7,709,574	61.6%	50%-70%
Core	\$5,019,262	40.2%	
International	\$708,646	5.7%	
Large Value	\$681,175	5.5%	
Small Core	\$1,290,502	10.3%	
Fixed Income	\$4,629,358	37.0%	30%-50%
Cash	\$165,187	1.3%	0%-10%
Total Market Value	\$12,504,120	100.0%	

Performance

	Qtr	YTD	1 Yr	3 Yr	5 Yr
Total Portfolio	-5.96%	-2.60%	10.38%	-3.63%	1.44%
Benchmark*	-5.78%	-2.09%	12.31%	-3.94%	1.95%
Equities-Total	-11.09%	-6.71%	12.61%	-10.97%	-1.77%
S&P 500	-11.42%	-6.66%	14.43%	-9.81%	-0.79%
Core Stocks	-11.07%	-7.13%	13.06%	-10.80%	-2.11%
International	-12.75%	-10.68%	10.16%	-11.47%	2.68%
MSCI EAFE	-13.97%	-13.23%	5.92%	-13.38%	0.88%
Large Value	-13.96%	-10.89%	4.98%	-14.19%	-2.00%
Russell 1000V	-11.15%	-5.12%	16.92%	-12.32%	-1.64%
Small Core	-8.58%	0.00%	21.49%	-10.39%	
Russell 2000	-9.92%	-1.95%	21.48%	-8.60%	
Fixed Income	3.31%	4.70%	8.10%	7.77%	5.80%
Barclays IGC	2.97%	4.55%	8.28%	6.98%	5.26%

* S&P 500 / Barclays Intermediate Govt/Credit (60/40). Returns shown gross of fees.

Performance of your portfolio is compared against benchmark indexes which are not available for direct investment. The performance of an index assumes no taxes, transaction costs, management fees or other expenses.

Economic Summary

- U.S. domestic growth decelerated as the quarter came to a close. Nearly every housing market indicator (new and existing sales, pending sales, new starts, and purchase mortgage applications) weakened by quarter end as the homebuyers' tax credit expired in April. Retail sales retrenched by over one percent in May, automobile sales downshifted in June by nearly five percent and the employment figures have been especially disappointing with both initial unemployment claims stalled at the same level since early Spring and private sector job growth unable to maintain airspeed in the past two months.
- The manufacturing sector has continued to expand with the export sector still showing strength at the moment despite the recent strength of the dollar vis-à-vis the euro. Unfortunately, the inventory rebuild, which has powered much of the growth spurt in the past few quarters, is coming to an end. Indeed, the manufacturing workweek declined by 1/2 hour in the most recent employment release and other manufacturing indicators, while still expanding, indicate a softer tone.
- We look for domestic economic growth in the 2 - 3% range during 2010. However, the economy needs to generate more jobs than what we are currently witnessing in order to have a self-sustaining recovery. The economy needs a combination of greater investment spending and a moderate increase in consumption in order to achieve a decent 'airspeed'. Should they not be extended, the expiration of the Bush era tax cuts is starting to loom over aggregate demand expectations for 2011. With the core inflation rate tracking near 1%, a meaningful economic slowdown might send the inflation rate into a deflationary mode - a situation Japan has been dealing with for well over a decade.

Performance Analysis

- The rally in equity markets that had been in place since March 2009 collapsed in the last two months of the second quarter, with most major indices posting double-digit losses.
- Trailing one-year equity returns remain strong for domestic markets, though developed international markets have struggled.
- Small and mid cap stocks edged out large caps for the second quarter and remain firmly ahead for the one year period.
- Value outperformed growth in large and mid cap indices, but within small caps, growth led.
- All sectors posted negative returns in the second quarter, but defensive sectors including Utilities (-3.7%), Telecomm (-4.2%), and Consumer Staples (-8.1%) outperformed the benchmark S&P 500 Index.
- With the exception of High Yield, all fixed income sectors posted positive returns in the second quarter, benefitting from the "risk off" trade.
- With renewed concern about risks to the economy, the Barclay's Capital U.S. Credit Index option-adjusted yield spread moved wider by over 40bps, thus contributing to its underperformance relative to the Treasury market.
- While new originations have fallen off, refinancing of outstanding mortgages for credit worthy borrowers is ramping up. By quarter end, the Mortgage Bankers Association refinancing index jumped higher from April levels as the ten year Treasury yield fell below 3.5%. Indeed, the market may be in for a mini-refinancing boom, increasing prepayment speeds in what has generally been a slow prepay environment.

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William Mitchner 216-222-3374



CLEVE PUB LIB ENDMT FD ROLLUP CONSOLIDATED ACCOUNT STATEMENT

Account number 21-75-501-4453893
May 1, 2010 - June 30, 2010

Total portfolio value

Total portfolio value on June 30	\$12,494,123.39
Total portfolio value on May 1	13,499,228.97
Total change in value	-\$1,005,099.58

www.pnc.com

Your Relationship Managers

Barry F Lenahan
PNC
200 Public Sq 5TH FL
Cleveland, OH 44114
(216) 222-3665
barry.lenahan@pnc.com

Bulletin board

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Timothy Mcdonough
PNC
1900 E 9TH ST
Cleveland, OH 44114
(216) 222-2576
timothy.mcdonough@pnc.com

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CLEVELAND PUBLIC LIBRARY
ATTN JOAN L TOMKINS
325 SUPERIOR AVE
CLEVELAND OHIO 44114-1271





CLEVE PUB LIB ENDMT FD ROLLUP
CONSOLIDATED ACCOUNT STATEMENT

Account number 21-75-501-4453893
May 1, 2010 - June 30, 2010

Investment policy and market outlook

Investment objective:

After the dismal stock market returns in May, the old market adage "sell in May and go away" comes to mind. But what does the future hold after May is over? In looking at S&P 500 losses of more than 5% in May since 1938, there have been eight episodes prior to this year. Interestingly, in seven of those instances stocks subsequently rebounded for the remainder of the year. While this type of historical analysis should not be used to project future returns, it does lay to rest the concern that a difficult May automatically portends a poor remainder of the year.

We believe that stocks provide an attractive risk versus reward for investors with a sufficient investment holding period and ability to withstand the market volatility. Our current recommended allocation attempts to balance the relative attractiveness of stocks and other risk assets, given the improvement we expect in the global economy, with the downside risks to our forecast.

About your account

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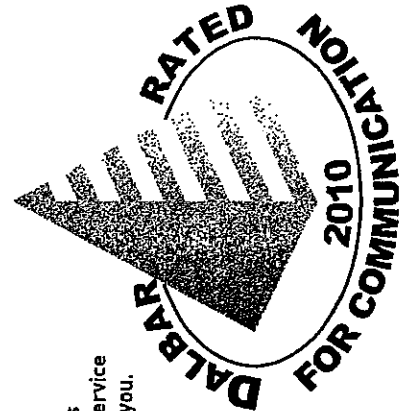
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CLEVE PUB LIB ENDMT FD ROLLUP
 CONSOLIDATED ACCOUNT STATEMENT
 Account number 21-75-501-4453893
 May 1, 2010 - June 30, 2010

Summary

Portfolio value

	Income	Principal	Total
Income on June 30	\$130,760.16	Principal on June 30	\$12,363,369.23
Income on May 1	103,619.14	Principal on May 1	13,395,609.83
Change in value	\$27,141.02	Change in value	-\$1,032,240.60
			Total
			Total portfolio value on June 30
			13,499,228.97
			Total portfolio value on May 1
			-\$1,005,099.58

Portfolio value by asset class

	Income	Cash equivalents	Principal	Total
Income				
Cash equivalents				
Principal				
Cash equivalents				
Fixed income				
Equities				
Total				

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



Summary

Change in account value

Beginning account value	\$13,533,400.86	From May 1, 2010 \$13,533,400.86
Additions		
Asset contributions	\$378.46	\$378.46
Investment income	36,465.34	36,465.34
Disbursements		
Fees and charges	-\$9,247.68	-\$9,247.68
Change in value of investments	- 1,032,695.70	- 1,032,695.70
Net accrued income	12,459.23	12,459.23
Ending account value	\$12,540,760.51	\$12,540,760.51

Gain/loss summary

	Net realized gain/loss	Net unrealized gain/loss*
	This period	From May 1, 2010
Fixed income	\$8,632.84	\$8,632.84
Equities	33,636.19	33,636.19
Total	\$42,269.03	\$42,269.03
		Since acquisition
		\$229,744.45
		445,564.53
		\$675,308.98

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

Accrued income summary

Accrued income on June 30	\$46,631.12
Accrued income on May 01	34,171.89
Net accrued income	\$12,459.23

Investment income summary

	Estimated annual income	Accrued income this period
	This period	From May 1, 2010
Income-cash equivalents	\$5.42	\$5.42
Interest-fixed income	19,243.78	19,243.78
Dividends-equities	17,216.14	17,216.14
Total	\$36,465.34	\$36,465.34
		\$259,295.40
		\$46,631.12

Summary

Transaction summary - measured by cash balance

	Income		Principal	
	This period	From May 1, 2010	This period	From May 1, 2010
Beginning cash balance	- \$8,408.47	- \$8,408.47	\$8,408.47	\$8,408.47
Additions				
Investment income	\$36,388.70	\$36,388.70	\$76.64	\$76.64
Sales and maturities	-	-	1,016,168.49	1,016,168.49
Disbursements				
Purchases	- \$36,387.60	- \$36,387.60	-	-
Fees and charges	- 9,247.68	- 9,247.68	-	-
Ending cash balance	\$17,655.05	\$17,655.05	\$17,655.05	\$17,655.05
Change in cash	-\$9,246.58	-\$9,246.58	\$9,246.58	\$9,246.58

Transaction summary - measured by tax cost

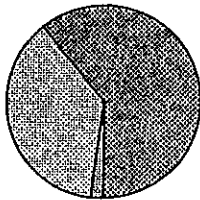
Beginning tax cost	\$11,749,410.36	From May 1, 2010	\$11,749,410.36
Additions			
Purchases	\$1,043,386.15		\$1,043,386.15
Securities received	152,424.25		152,424.25
Disbursements			
Sales	- \$973,899.46		- \$973,899.46
Securities delivered	- 152,500.89		- 152,500.89
Change in cash			
Ending tax cost	\$11,818,820.41		\$11,818,820.41



Analysis

Asset allocation

	Jun. 30, 2010
Cash equivalents	2.51 %
Mutual funds	2.51 %
Fixed income	36.97 %
Corporate	16.00 %
US treasury	15.42 %
Agency	5.44 %
Mortgages	0.11 %
Equities	60.52 %
Stock	39.07 %
Mutual funds	21.45 %



Equity sectors

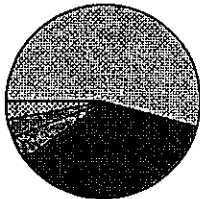
	Market value	% of equities	% of total portfolio
Industrials	\$590,791.40	12.10 %	4.73 %
Consumer discretionary	609,786.35	12.49 %	4.88 %
Consumer staples	535,448.20	10.97 %	4.29 %
Energy	465,330.40	9.53 %	3.72 %
Financial	731,562.35	14.99 %	5.85 %
Materials	103,960.82	2.13 %	0.83 %
Information technology	1,028,779.50	21.08 %	8.23 %
Utilities	131,714.20	2.70 %	1.05 %
Health care	561,220.29	11.50 %	4.49 %
Telecommunication services	122,241.40	2.51 %	0.98 %
Total	\$4,880,834.91	100.00 %	39.05 %

Analysis

Bond analysis

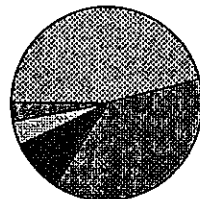
Bond rating

	Market Value	% of bonds	% of total portfolio
Moody's Aaa	\$2,504,579.91	54.22 %	20.05 %
Moody's Aa1	98,326.10	2.13 %	0.79 %
Moody's Aa2	152,678.80	3.31 %	1.22 %
Moody's Aa3	204,445.35	4.43 %	1.64 %
Other	1,659,337.98	35.92 %	13.28 %



Maturity schedule

Market value	(% of bonds maturing in)	% of bonds	Corporate	US treasury and agency	Municipal	Other
Less than 1 year	3.70 %		\$35,257.40 (20.64 %)	\$135,548.10 (79.36 %)	-	-
1 - 5 years	46.01 %		1,086,662.78 (51.13 %)	1,038,716.90 (48.87 %)	-	-
6 - 10 years	37.79 %		872,576.90 (49.99 %)	873,019.71 (50.01 %)	-	-
11 - 15 years	3.35 %		5,032.00 (3.25 %)	149,610.58 (96.75 %)	-	-
16 or more years	9.16 %		-	409,073.04 (96.72 %)	-	-
						13,870.73 (3.28 %)





CLEVE PUB LIB ENDMT FD ROLLUP
 CONSOLIDATED ACCOUNT STATEMENT
 Account number 21-75-501-4453893
 May 1, 2010 - June 30, 2010

Detail

Portfolio - income

Cash equivalents

Cash

Description	Market value last period	Current market value		Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit					
UNINVESTED CASH	- 17,655.050	- \$17,655.05	\$1,000	- \$17,655.05				

Mutual funds - money market

Description	Market value last period	Current market value		Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit					
PNC TREASURY MONEY MARKET FUND #431	\$40,604.78	\$57,745.44	\$1,000	\$57,745.44		0.02 %	\$5.78	\$0.41
21-75-073-4453877								
PNC TREASURY MONEY MARKET FUND #431	71,422.83	90,669.77	1,000	90,669.77		0.02 %	9.07	0.70
21-75-073-4453869	90,669.770	1,000		1,000				

Total mutual funds - money market

\$148,415.21 \$148,415.21 1.19 % \$14.85 \$1.11

Total cash equivalents

\$130,760.16 \$130,760.16 1.05 % \$14.85 \$1.11

Detail

Portfolio - principal

Cash equivalents

Cash

Description	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
UNINVESTED CASH	17,655.050		\$17,655.05	\$1.0000	0.15 %	\$17,655.05	\$1.00				

Mutual funds - money market

Description	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
PNC TREASURY MONEY MARKET FUND #431	\$31,338.43	24,866.890	\$24,866.89	\$1.0000	0.20 %	\$24,866.89	\$1.00		0.02 %	\$2.49	\$0.20
21-75-073-4453877											
PNC TREASURY MONEY MARKET FUND #431	25,020.12	15,773.540	15,773.54	1.0000	0.13 %	15,773.54	1.00		0.02 %	1.58	0.20
21-75-073-4453885											
PNC TREASURY MONEY MARKET FUND #431	146,909.12	124,546.460	124,546.46	1.0000	1.00 %	124,546.46	1.00		0.02 %	12.46	0.85

Total mutual funds - money market \$165,186.89 1.32 % \$165,186.89 0.01 % \$16.53 \$1.25

Total cash equivalents

\$182,841.94 1.46 % \$182,841.94 0.01 % \$16.53 \$1.25



Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current	price per unit					
AT&T INC	27,199.25	\$28,074.50		\$28,074.50	0.23 %	\$1,478.00	5.17 %	\$1,450.00	\$547.78
NOTES	25,000			\$112.2980		\$106.39			
05.800% DUE 02/15/2019									
RATING: A2									
(00206RAR3)									
21-75-073-4453869									
ABBOTT LABORATORIES	16,077.90		16,712.55		0.14 %	1,777.50	4.60 %	788.75	192.19
SR UNSEC	15,000		111.4170			99.57			
05.125% DUE 04/01/2019									
RATING: A1									
(002824AU4)									
21-75-073-4453869									
ALABAMA POWER CO	32,662.80		33,375.00		0.27 %	3,444.30	4.68 %	1,560.00	719.33
SR NOTES SERIES FF	30,000		111.2500			99.77			
05.200% DUE 01/15/2016									
RATING: A2									
(010392ER5)									
21-75-073-4453869									
ALLSTATE LIFE GLOBAL FN TRUST	21,948.60		21,908.40		0.18 %	1,928.40	4.91 %	1,075.00	182.15
NOTES SERIES MNT	20,000		109.5420			99.90			
05.375% DUE 04/30/2013									
RATING: A1									
(02003MBQ6)									
21-75-073-4453869									
AVON PRODUCTS INC	26,705.25		26,913.50		0.22 %	1,949.75	4.46 %	1,200.00	400.00
BONDS	25,000		107.6540			99.86			
04.800% DUE 03/01/2013									
RATING: A2									
(054303AT9)									
21-75-073-4453869									

Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period	Current market value		Quantity	% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current	price per unit								
BP CAPITAL MARKETS PKC ISIN US055650BL14 03.625% DUE 05/08/2014 RATING: A2 [055650BL1]	25,000	21,437.50	85.7500	25,000	0.18 %	24,765.05	99.06	- 3,327.55	4.23 %	906.25	586.55
BANK OF AMERICA CORP FDIC GUARANTEED 03.125% DUE 06/15/2012 RATING: AAA [06050BAA9]	25,987.25	26,126.25	104.5050	25,000	0.21 %	25,509.75	102.04	616.50	3.00 %	781.25	34.72
BANK OF AMERICA NOTES 05.650% DUE 05/01/2018 RATING: A2 [06051GDY4]	40,458.40	30,745.20	102.4840	30,000	0.25 %	29,769.95	99.23	975.25	5.52 %	1,695.00	282.50
BANK OF AMERICA CORP SR NTS 06.500% DUE 08/01/2016 RATING: A2 [06051GEA3]	5,380.35	5,416.20	108.3240	5,000	0.05 %	5,400.65	108.01	15.55	6.01 %	325.00	135.42
BANK OF AMERICA CORP RATING: A2 21-75-073-4453869 05.625% DUE 07/01/2020 RATING: A2 [06051GEC9]	5,000	5,032.00	100.6400	5,000	0.05 %	4,982.10	99.64	49.90	5.59 %	281.25	7.03
21-75-073-4453869											

86 51



Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current	price per unit					
BANK OF NEW YORK MELLON	21,222.80	21,545.00	21,545.00	107.7250	0.18 %	1,551.40	4.00 %	860.00	109.89
04.300% DUE 05/15/2014	20,000								
RATING: AA2									
(06406HBL2)									
21-75-073-4453869									
BANK OF NOVA SCOTIA	10,122.40	10,342.80	10,342.80	103.4280	0.09 %	355.60	3.29 %	340.00	150.17
ISIN U5064149A641 SEDOL B3NV5Y8	10,000								
03.400% DUE 01/22/2015									
RATING: AA1									
(064149A64)									
21-75-073-4453869									
BERKSHIRE HATHWAY INC	20,371.80	20,564.40	20,564.40	102.8220	0.17 %	581.00	3.12 %	640.00	248.89
SR UNSEC	20,000								
03.200% DUE 02/11/2015									
RATING: AA2									
(084670AV0)									
21-75-073-4453869									
CAMPBELL SOUP CO	15,537.45	16,291.95	16,291.95	108.6130	0.14 %	1,399.20	4.15 %	675.00	255.00
SR UNSECURED	15,000								
04.500% DUE 02/15/2019									
RATING: A2									
(134429AT6)									
21-75-073-4453869									
PROGRESS ENERGY CAROLINA	21,495.40	22,492.20	22,492.20	112.4610	0.19 %	2,510.60	4.72 %	1,060.00	488.78
1ST MTG	20,000								
05.300% DUE 01/15/2019									
RATING: A1									
(144141CZ9)									
21-75-073-4453869									

Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Current market value		% of total Portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued Income
	Quantity	price per unit	Current price per unit	Current							
CATERPILLAR FIN SERV CRP	16,140.00	16,527.00	11,339.20	11,339.20	0.10 %	14,239.30	94.93	2,287.70	4.32 %	712.50	265.21
NTS SERIES MTNF	15,000	110.1800									
04.750% DUE 02/17/2015											
RATING: A2											
(14912L2M2)											
21-75-073-4453869											
CATERPILLAR FINANCIAL SE	11,288.70	113.3920	11,339.20	11,068.90	0.10 %	11,068.90	110.69	270.30	5.41 %	612.50	227.99
SR UNSEC	10,000	113.3920									
06.125% DUE 02/17/2014											
RATING: A2											
(14912L4F5)											
21-75-073-4453869											
CATERPILLAR INC	11,047.00	113.9150	11,391.50	9,979.50	0.10 %	9,979.50	99.80	1,412.00	5.01 %	570.00	215.33
NTS	10,000	113.9150									
05.700% DUE 08/15/2016											
RATING: A2											
(149123BM2)											
21-75-073-4453869											
CHEVRON CORP	21,232.80	21.383.40	21,383.40	19,943.20	0.18 %	19,943.20	99.82	1,420.20	3.70 %	790.00	258.94
NT	20,000	106.9170									
03.950% DUE 03/03/2014											
RATING: AA1											
(166751AH0)											
21-75-073-4453869											
CISCO SYSTEMS	11,259.60	115.3420	11,534.20	10,081.80	0.10 %	10,081.80	100.82	1,452.40	4.77 %	550.00	197.08
NTS	10,000	115.3420									
05.500% DUE 02/22/2016											
RATING: A1											
(17275RAC6)											
21-75-073-4453869											



Detail

**Fixed income
Corporate bonds**

Description (Cusip.)	Market value last period		Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current							
CITIGROUP INC	36,816.15	36.358	103.890	35,039.55	0.30 %	100.11	1,318.45	5.11 %	1,855.00	381.31	
SR NOTES	35,000										
05.300% DUE 10/17/2012											
RATING: A3											
(172967EL1)											
21-75-073-4453869											
CITIGROUP INC	41,215.20	41.279	103.198	39,900.80	0.34 %	99.75	1,378.40	2.79 %	1,150.00	70.28	
FDIC GUARANTEED	40,000										
02.875% DUE 12/09/2011											
RATING: AAA											
(17313UAA7)											
21-75-073-4453869											
COCA COLA CO	33,251.10	34.324	114.415	29,955.30	0.28 %	99.85	4,369.20	4.68 %	1,605.00	205.08	
SR NTS	30,000										
05.350% DUE 11/15/2017											
RATING: AA3											
(191216AK6)											
21-75-073-4453869											
COLGATE PALMOLIVE CO	21,445.40	21.604	108.022	19,995.40	0.18 %	99.98	1,609.00	3.89 %	840.00	107.33	
SR UNSECURED SER MTN	20,000										
04.200% DUE 05/15/2013											
RATING: AA3											
(19416QDL1)											
21-75-073-4453869											
CONOCOPHILLIPS	60,919.65	62.823	114.224	55,344.50	0.51 %	100.63	7,478.70	5.04 %	3,162.50	1,317.71	
NOTES	55,000										
05.750% DUE 02/01/2019											
RATING: A1											
(20825CAR5)											
21-75-073-4453869											

Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
CONSO LIDATED EDISON NTS 05.500% DUE 09/15/2016 RATING: A3 (209111EN9)	16,644.45	111.8110	15,000	16,771.65	111.8110	0.14 %	14,942.25	99.62	1,829.40	4.92 %	825.00	242.92
21-75-073-4453869 COSTCO WHOLESALE CORP SR NTS	16,717.35	114.7550	15,000	17,213.25	114.7550	0.14 %	14,536.80	96.91	2,676.45	4.80 %	825.00	242.92
05.500% DUE 03/15/2017 RATING: A2 (22160KAC9)	25,304.00	100.4580	25,000	25,114.50	100.4580	0.21 %	24,998.00	99.99	116.50	4.86 %	1,218.75	460.42
21-75-073-4453869 CREDIT SUISSE FB USA INC NTS	26,985.50	112.5890	25,000	28,147.25	112.5890	0.23 %	24,923.50	99.69	3,223.75	4.76 %	1,337.50	326.94
04.875% DUE 08/15/2010 RATING: AA1 (22541LBH5)	25,058.25	100.7570	20,000	20,151.40	100.7570	0.17 %	19,965.40	99.83	186.00	3.43 %	690.00	174.42
21-75-073-4453869 DEUTSCHE BANK AG NOTES ISIN US2515A0U761 RATING: AA3 (2515A0U76)	21-75-073-4453869											



Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current price per unit	Current							
E I DU PONT DE NEMOURS BONDS	21,854.20 20,000	22,012.60 110.0630	19,801.60 99.01	0.18 %	19,801.60 99.01	2,211.00	4.55 %	1,000.00	461.11	
05.00% DUE 07/15/2013 RATING: A2 (263534BU2)										
21-75-073-4453869										
DUKE ENERGY CAROLINAS 1ST MORTGAGE	10,778.40 10,000	11,226.10 112.2610	9,966.00 99.66	0.09 %	9,966.00 99.66	1,260.10	4.68 %	525.00	242.08	
05.250% DUE 01/15/2018 RATING: A1 (26442CAC8)										
21-75-073-4453869										
EMERSON ELECTRIC CO NOTES	10,584.80 10,000	11,147.50 111.4750	9,961.90 99.62	0.09 %	9,961.90 99.62	1,185.60	4.38 %	487.50	102.92	
04.875% DUE 10/15/2019 RATING: A2 (291011AY0)										
21-75-073-4453869										
EXPORT DEVELOPMENT CANADA	45,000	45,483.30 101.0740	44,913.15 99.81	0.37 %	44,913.15 99.81	570.15	2.23 %	1,012.50	92.81	
ISIN US30216BCD29 SEDOL B50T0Z6										
02.250% DUE 05/28/2015 RATING: AAA (30216BCD2)										
21-75-073-4453869										
GENERAL ELECTRIC CO SR UNSECURED	37,105.95 35,000	38,157.35 109.0210	35,060.55 100.17	0.31 %	35,060.55 100.17	3,096.80	4.82 %	1,837.50	127.60	
05.250% DUE 12/06/2017 RATING: AA2 (369604BC6)										
21-75-073-4453869										

Detail

**Fixed income
Corporate bonds**

Description [Cusip]	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current price per unit	Current							
GENERAL ELEC CAP CORP	31,251.90	15,864.15	15,000	105.7610	15,864.15	0.13 %	15,388.50	102.59	475.65	5.21 %	825.00	396.46
SR UNSEC 05.500% DUE 01/08/2020												
RATING: AA2 [36962G4J0]												
21-75-073-4453869	25,833.00	25,854.50	25,000	103.4180	25,064.20	0.21 %	25,064.20	100.26	790.30	2.91 %	750.00	45.83
GENERAL ELEC CAP CORP												
FDIC GUARANTEED												
03.000% DUE 12/09/2011												
RATING: AAA [36967HAD9]												
21-75-073-4453869	91,458.00	92,403.00	90,000	102.6700	89,881.20	0.74 %	89,881.20	99.87	2,521.80	2.07 %	1,912.50	53.12
GENERAL ELEC CAP CORP												
FDIC GUARANTEED												
02.125% DUE 12/21/2012												
RATING: AAA [36967HAV9]												
21-75-073-4453869	41,540.00	41,931.60	40,000	104.8290	39,813.00	0.34 %	39,813.00	99.53	2,118.60	5.87 %	2,460.00	615.00
GOLDMAN SACHS GROUP INC												
SR NOTES												
06.150% DUE 04/01/2018												
RATING: A1 [381416FM1]												
21-75-073-4453869	15,171.75	15,181.95	15,000	101.2130	14,979.60	0.13 %	14,979.60	99.86	202.35	1.61 %	243.75	112.40
GOLDMAN SACHS GROUP INC												
FDIC GTD												
01.625% DUE 07/15/2011												
RATING: AAA [38146FAF8]												
21-75-073-4453869												



Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current	price per unit							
HEWLETT PACKARD CO	10,883.50	11,453.40	11,445.80	11,453.40	0.10 %	9,923.00	99.23	1,530.40	4.72 %	540.00	180.00
SR UNSEC 05.400% DUE 03/01/2017 RATING: A2 (428236AM5)	10,000	114.5340									
HEWLETT PACKARD CO	11,336.90	11,445.80	11,445.80	114.4580	0.10 %	9,956.10	99.56	1,489.70	5.36 %	612.50	204.17
NOTES 06.125% DUE 03/01/2014 RATING: A2 (428236AT0)	10,000										
HONDA AUTO REC OWNER T	50,000	50,196.50	50,196.50	100.3930	0.41 %	49,993.90	99.99	202.60	1.34 %	670.00	24.19
SERIES 2010-2 CLASS A3 01.340% DUE 03/18/2014 RATING: AAA (43812KAC7)											
HONEYWELL INTERNATIONAL	16,362.45	16,368.00	16,368.00	109.1200	0.14 %	14,970.75	99.81	1,397.25	5.16 %	843.75	351.56
NTS 05.625% DUE 09/01/2012 RATING: A2 (438516AV8)	15,000										
HONEYWELL INTERNATIONAL	21,066.80	21,530.60	21,530.60	107.6530	0.18 %	19,947.20	99.74	1,583.40	3.60 %	775.00	292.78
SR NTS 03.875% DUE 02/15/2014 RATING: A2 (438516AY2)	20,000										
21-75-073-4453869											

Detail

**Fixed income
Corporate bonds**

Description (Cusip.)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Price per unit		Current price per unit	Current price per unit							
JP MORGAN CHASE & CO NOTES	53,682.00	55,255.50	50,000	110,511.00	52,407.20	0.45 %	52,407.20	105.21	2,648.30	5.43 %	3,000.00	1,383.33
06.000% DUE 01/15/2018 RATING: AA3 (46625HGY0)												
21-75-073-4453869 JOHNSON & JOHNSON NTS	33,739.20	34,967.70	30,000	116,559.00	30,000.00	0.28 %	30,000.00	100.00	4,967.70	4.77 %	1,665.00	629.00
05.550% DUE 08/15/2017 RATING: AAA (478160AQ7)												
21-75-073-4453869 JPMORGAN CHASE & CO FDIC GUARANTEED	10,199.50	10,258.80	10,000	102,588.00	9,995.00	0.09 %	9,995.00	99.95	263.80	2.08 %	212.50	5.31
02.125% DUE 06/22/2012 RATING: AAA (481247AE4)												
21-75-073-4453869 JPMORGAN CHASE & CO FDIC GTD	96,620.70	97,598.25	95,000	102,735.00	96,461.10	0.79 %	96,461.10	101.54	1,137.15	2.07 %	2,018.75	28.04
02.125% DUE 12/26/2012 RATING: AAA (481247AM6)												
21-75-073-4453869 KIMBERLY-CLARK SR NTS	24,815.80	25,496.80	20,000	127,484.00	19,926.80	0.21 %	19,926.80	99.63	5,570.00	5.89 %	1,500.00	250.00
07.500% DUE 11/01/2018 RATING: A2 (494368BD4)												
21-75-073-4453869												



Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current market value					
LOWES COMPANIES INC NTS	15,377.40	14,166.85	16,166.85	107,779.00	0.13 %	1,194.15	4.30 %	693.75	146.46
04.625% DUE 04/15/2020 RATING: A1 (548661C08)									
21-75-073-4453869									
MBNA CREDIT CARD MASTER NOTE TR SERIES 2005-A6 CLASS A6	75,937.00	75,315.00	75,315.00	74,625.00	0.61 %	690.00	4.49 %	3,375.00	150.00
04.500% DUE 01/15/2013 RATING: AAA (55264TDE8)	75,000	100.4200	100.4200	99.50					
21-75-073-4453869									
MCDONALD'S, CORP. SR UNSEC	16,969.50	17,554.80	17,554.80	14,969.70	0.15 %	2,585.10	4.96 %	870.00	183.67
05.800% DUE 10/15/2017 RATING: A3 (58013MEB6)	15,000	117.0320	117.0320	99.80					
21-75-073-4453869									
METLIFE INC SR UNSEC SERIES A	16,924.05	16,914.75	16,914.75	15,052.50	0.14 %	1,862.25	6.05 %	1,022.55	386.30
06.817% DUE 08/15/2018 RATING: A3 (59156RAR9)	15,000	112.7650	112.7650	100.35					
21-75-073-4453869									
MIDAMERICAN ENERGY CO SR UNSEC	26,906.00	27,361.25	27,361.25	24,556.25	0.22 %	2,805.00	4.25 %	1,162.50	290.62
04.650% DUE 10/01/2014 RATING: A2 (595620AD7)	25,000	109.4450	109.4450	98.23					
21-75-073-4453869									

Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current	price per unit							
NATIONAL RURAL UTIL COOP NOTES	27,543.00	27,646.75	110,587.0	25,001.20	0.23 %	100.01	2,645.55	4.98 %	1,375.00	687.50	
05.500% DUE 07/01/2013 RATING: A1 (637432LM5)											
21-75-073-4453869											
NISSAN AUTO RECEIVABLES OWNER TR SERIES 2008-A CLASS A3	16,187.30	8,996.87	100,166.0	8,980.95	0.08 %	99.99	15.92	3.89 %	349.40	15.53	
03.890% DUE 08/15/2011 RATING: AAA (65475FAD7)											
21-75-073-4453869											
NOVARTIS SECS INVEST LTD ISIN US66989GAA85 SEDOL BAWX4B3	10,724.10	11,165.30	111,653.0	10,571.60	0.09 %	105.72	593.70	4.60 %	512.50	200.73	
05.125% DUE 02/10/2019 RATING: AA2 (66989GAA8)											
21-75-073-4453869											
OCCIDENTAL PETROLEUM CORP SR UNSEC	10,558.70	10,775.20	107,752.0	9,929.20	0.09 %	99.29	846.00	3.83 %	412.50	34.37	
04.125% DUE 06/01/2016 RATING: A2 (674599BX2)											
21-75-073-4453869											
ORACLE CORP SR UNSEC	21,283.60	22,234.80	111,174.0	19,925.40	0.18 %	99.63	2,309.40	4.50 %	1,000.00	480.56	
05.000% DUE 07/08/2019 RATING: A2 (68389XAG0)											
21-75-073-4453869											





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CLEVE PUB LIB ENDMT FD ROLLUP
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Account number 21-75-501-4453893
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Detail

Fixed income
Corporate bonds

Description [Cusip]	Market value last period		Quantity	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current Yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current price per unit	Current							
PECO ENERGY CO	10,786.40	11,097.40	10,000	11,097.40	110.9740	0.09%	9,983.20	99.83	1,114.20	4.83%	535.00	178.33
1ST REF MORT												
05.350% DUE 03/01/2018												
RATING: A2												
[693304AL1]												
21-75-073-4453869												
PEPSICO INC	18,890.70	19,449.75	15,000	129.6650		0.16%	18,346.60	123.64	903.15	6.10%	1,185.00	197.50
SR UNSECURED												
07.900% DUE 11/01/2018												
RATING: AA3												
[713448BJ6]												
21-75-073-4453869												
PRINCIPAL LIFE INC FDG	10,230.90	10,142.90	10,000	101.4290		0.09%	9,995.10	99.95	147.80	5.13%	520.00	66.44
SR SEC												
05.200% DUE 11/15/2010												
RATING: AA3												
[74254PJR4]												
21-75-073-4453869												
PROCTER & GAMBLE CO	15,700.95	16,491.15	15,000	109.9410		0.14%	14,973.60	99.82	1,517.55	4.28%	705.00	266.33
NTS												
04.700% DUE 02/15/2019												
RATING: AA3												
[742718DN6]												
21-75-073-4453869												
PUBLIC SVC ELEC & GAS	34,042.50	34,286.10	30,000	114.2870		0.28%	29,990.70	99.97	4,295.40	5.54%	1,899.00	316.50
1ST MORTGAGE												
06.330% DUE 11/01/2013												
RATING: A2												
[74456QAT3]												
21-75-073-4453869												

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current price per unit	Current							
SHELL INTERNATIONAL FIN COMP GUAR 04.300% DUE 09/22/2019 RATING: AA1 (82258ZAJ1)	20,213.40 20,000	20,581.60 102.9080	19,978.40 99.89	0.17 %	603.20	4.18 %	860.00	236.50		
21-75-073-4453869 STATE STREET CAPITAL TRU FDIC GUARANTEED 02.150% DUE 04/30/2012 RATING: AAA (85748KAA1)	15,316.35 15,000	15,377.55 102.5170	14,978.40 99.86	0.13 %	399.15	2.10 %	322.50	54.65		
21-75-073-4453869 SYSCO CORPORATION SR UNSECURED 05.250% DUE 02/12/2018 RATING: A1 (871829AL1)	10,784.90 10,000	11,215.20 112.1520	9,931.00 99.31	0.09 %	1,284.20	4.69 %	525.00	202.71		
21-75-073-4453869 USAA AUTO OWNER TRUST SERIES 2007-2 CLASS A3 04.90 02/15/2012 RATING: AAA (90327TAC7)	16,231.04 7,529.710	7,540.18 100.1390	7,528.70 99.99	0.07 %	11.48	4.90 %	366.96	16.40		
21-75-073-4453869 USAA AUTO OWNER TRUST SERIES 2009-1 CLASS A3 03.020% DUE 06/17/2013 RATING: AAA (90327XAC8)	50,000	50,619.50 101.2390	50,669.92 101.34	0.41 %	-50.42	2.99 %	1,510.00	67.11		
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CLEVE PUB LIB ENDMT FD ROLLUP
 CONSOLIDATED ACCOUNT STATEMENT
 Account number 21-75-501-4453893
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Fixed income
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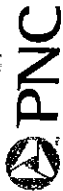
Description [Cusip]	Market value last period	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit							
US BANK NA SUB NTS	21,606.20	21,807.80	109.0390	0.18 %	21,132.00	105.66	675.80	4.41 %	960.00	202.67
04.800% DUE 04/15/2015 RATING: AA2 [9033WAC2]	26,424.50	27,025.75	108.1030	0.22 %	24,944.50	99.78	2,081.25	3.59 %	968.75	242.19
UNITED PARCEL SERVICE SR UNSEC	25,000	11,920.50	119.2050	0.10 %	9,983.80	99.84	1,936.70	5.14 %	612.50	255.21
03.875% DUE 04/01/2014 RATING: AA3 [911312AL0]	11,457.40	11,920.50	119.2050	0.10 %	9,983.80	99.84	1,936.70	5.14 %	612.50	255.21
21-75-073-4453869 UNITED TECHNOLOGIES CORP SR UNSEC	20,495.80	21,658.60	108.2930	0.18 %	19,900.20	99.50	1,758.40	4.16 %	900.00	312.50
06.125% DUE 02/01/2019 RATING: A2 [913017BQ1]	20,000	22,060.60	110.3030	0.18 %	21,277.20	106.39	783.40	4.99 %	1,100.00	415.56
21-75-073-4453869 UNITED TECHNOLOGIES CORP SR UNSEC	20,000	22,060.60	110.3030	0.18 %	21,277.20	106.39	783.40	4.99 %	1,100.00	415.56
04.500% DUE 04/15/2020 RATING: A2 [913017BR9]	21,378.80	22,060.60	110.3030	0.18 %	21,277.20	106.39	783.40	4.99 %	1,100.00	415.56
21-75-073-4453869 VERIZON COMMUNICATIONS BONDS	20,000	22,060.60	110.3030	0.18 %	21,277.20	106.39	783.40	4.99 %	1,100.00	415.56
05.500% DUE 02/15/2018 RATING: A3 [92343VAL8]	21,378.80	22,060.60	110.3030	0.18 %	21,277.20	106.39	783.40	4.99 %	1,100.00	415.56
21-75-073-4453869										

Detail

**Fixed income
Corporate bonds**

Description [Cusip]	Market value last period	Current market value		% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit						
VERIZON COMMUNICATIONS 06:359% DUE 04/01/2019 RATING: A3 (92343VAV6)	16,828.65 15,000	17,467.95 116,4530		0.14 %	15,080.10 100.53	2,387.85	5.46 %	952.50	238.12
21-75-073-4453869 WACHOVIA CORP SUB NTS	21,429.60 20,000	21,434.40 107.1720		0.18 %	21,051.00 105.26	383.40	5.25 %	1,125.00	237.50
05:625% DUE 10/15/2016 RATING: A2 (929903CH3)	22,755.60 20,000	23,574.80 117.8740		0.19 %	21,017.40 105.09	2,557.40	4.93 %	1,160.00	438.22
21-75-073-4453869 WAL-MART STORES INC SR NOTES	15,418.20 15,000	15,440.70 102.9380		0.13 %	14,975.55 99.84	465.15	3.65 %	562.50	140.62
03:750% DUE 10/01/2014 RATING: A1 (94974BET3)	20,841.00 20,000	20,903.80 104.5190		0.17 %	20,587.60 102.94	316.20	4.02 %	840.00	289.33
21-75-073-4453869 WETPAC BANKING CORP ISIN US961214BH54 SEDOL B41R9X3	04:200% DUE 02/27/2015 RATING: AA1 (961214BH5)								
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CLEVE PUB LIB ENDMT FD ROLLUP
CONSOLIDATED ACCOUNT STATEMENT
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Fixed income

Corporate bonds

Description [Cusip]	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	Current							
WISCONSIN ELEC PWR NOTES	22,479.20	22,829.40	20,000	114.1470	22,829.40	0.19 %	19,961.20	99.81	2,868.20	5.26 %	1,200.00	300.00
06.000% DUE 04/01/2014												
RATING: A1												
[976656CA4]												
21-75-073-4453869												
WORLD OMNI AUTO REC TR	9,189.07	5,698.38		5,698.38		0.05 %	5,664.87		33.51	5.25 %	299.11	13.29
SERIES 2007-B CLASS A3A	5,665.010	100.8890		100.8890			100.00					
05.280% DUE 01/17/2012												
RATING: AAA												
[98156DAD9]												
21-75-073-4453869												
Total corporate bonds				\$1,999,529.08		16.00 %	\$1,875,952.54		\$123,576.54	4.16 %	\$83,136.52	\$21,895.41

Treasury bonds

Description [Cusip]	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	Current							
US TREASURY NOTES	477,259.20	\$483,516.00	440,000	\$109,8900	\$483,516.00	3.87 %	\$476,645.63	\$108.33	\$6,870.37	3.87 %	\$18,700.00	\$7,064.44
04.250 % DUE 08/15/2013												
RATING: AAA												
[912828BH2]												
21-75-073-4453869												
USA TREASURY NOTE	26,343.75	26,199.00	25,000	104,7960	26,199.00	0.21 %	26,762.70		-563.70	4.66 %	1,218.75	511.20
04.875% DUE 07/31/2011												
RATING: AAA												
[912828FN5]												
21-75-073-4453869												

Detail

Treasury bonds

Description (Cusip)	Market value last period	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	0.75 %						
USA TREASURY NOTE 04.875% DUE 08/15/2016 RATING: AAA (912828F08)	89,412.00	92,662.40		88,448.37	110.56	4,214.03	4.21 %	3,900.00	1,473.33
21-75-073-4453869		115.8280							
USA TREASURY NOTES TREASURY INFLATION PROTECTN SECS 01.625% 01/15/2018 RATING: AAA (912828HN3)	162,350.41	164,621.43	1.32 %	152,424.25	101.62	12,197.18	1.49 %	2,437.50	1,124.48
21-75-073-4453869		109.7476							
USA TREASURY NOTES 1.250% DUE 11/30/2010 RATING: AAA (912828JS0)	135,716.85	135,548.10	1.09 %	136,019.93	100.76	- 471.83	1.25 %	1,687.50	147.95
21-75-073-4453869		100.4060							
USA TREASURY NOTES 02.750% DUE 02/15/2019 RATING: AAA (912828KD1)	94,218.00	124,647.50	1.00 %	116,817.97	93.45	7,829.53	2.76 %	3,437.50	1,280.82
21-75-073-4453869		99.7180							
USA TREASURY NOTES 02.375% DUE 03/31/2016 RATING: AAA (912828KT6)	341,904.50	370,642.90	2.97 %	357,327.15	97.90	13,315.75	2.34 %	8,668.75	2,191.27
21-75-073-4453869		101.5460							
USA TREASURY NOTES 01.000% DUE 07/31/2011 NOT RATED (912828LG3)	25,132.75	25,156.25	0.21 %	25,131.84	100.53	24.41	1.00 %	250.00	104.86
21-75-073-4453869		100.6250							
USA TREASURY NOTES 01.375% DUE 01/15/2013 RATING: AAA (912828MG2)	290,089.90	314,163.30	2.52 %	308,928.91	99.65	5,234.39	1.36 %	4,262.50	1,965.49
21-75-073-4453869		101.3430							



Detail

Treasury bonds

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current							
USA TREASURY NOTES	159,424.00	189,682.35	183,229.10	99.04	1.52 %	183,229.10	6,453.25	2.20 %	4,162.50	1,710.62	
02.250% DUE 01/31/2015	185,000	102.5310									
RATING: AAA											
(912828MH0)											
21-75-073-4453869											
Total treasury bonds		\$1,926,839.23		\$1,871,735.85	15.42 %		\$55,103.38	2.53 %	\$48,725.00	\$17,574.46	

Agency bonds

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current							
FEDERAL NATL MTG ASSN	\$123,126.86	\$120,445.48	\$113,458.15	\$100.63	0.97 %	\$113,458.15	\$6,987.33	4.22 %	\$5,073.90	\$436.92	
POOL #255031	112,753.440	\$106.8220									
04.500% DUE 12/01/2018											
NOT RATED											
(31371LHG7)											
21-75-073-4453869											
FEDERAL NATL MTG ASSN	33,608.56	31,466.10	29,371.47	102.63	0.26 %	29,371.47	2,094.63	5.46 %	1,717.08	147.86	
POOL #255364	28,618.030	109.9520									
06.000% DUE 09/01/2034											
NOT RATED											
(31371LTV1)											
21-75-073-4453869											
FEDERAL NATL MTG ASSN	90,784.04	90,421.36	82,971.61	97.59	0.73 %	82,971.61	7,499.75	4.70 %	4,248.65	365.86	
POOL #357707	84,972.900	106.4120									
05.000% DUE 02/01/2035											
NOT RATED											
(31376KKU9)											
21-75-073-4453869											

Detail

Agency bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit							
FEDERAL NATL MTG ASSN POOL #555800	78,280.86	75,724.65	108,041.0	0.61 %	70,800.34	101.02	4,924.31	5.10 %	3,854.88	331.95
05.500% DUE 10/01/2033 NOT RATED (31385XNR4)										
21-75-073-4453869										
FEDERAL NATL MTG ASSN POOL #745257	22,405.58	20,639.38	109,630.0	0.17 %	18,956.21	100.69	1,683.17	5.48 %	1,129.58	97.27
06.000% DUE 01/01/2036 NOT RATED (31403C556)	18,826.400									
21-75-073-4453869										
FEDERAL NATL MTG ASSN POOL #826905	84,825.53	79,359.36	106,193.0	0.63 %	72,544.37	98.31	5,814.99	4.71 %	3,689.48	317.71
05.000% DUE 08/01/2035 NOT RATED (31407CU62)	73,789.570									
21-75-073-4453869										
FEDERAL NATL MTG ASSN POOL # 898459	74,865.65	72,677.56	106,447.0	0.59 %	66,686.28	97.67	5,991.28	4.23 %	3,072.41	264.57
04.500% DUE 08/01/2020 NOT RATED (31410GB44)	68,275.820									
21-75-073-4453869										
FEDERAL NATL MTG ASSN POOL #888567	54,008.30	49,429.67	107,689.0	0.40 %	45,290.76	98.67	4,138.91	5.11 %	2,524.52	217.39
05.500% DUE 12/01/2036 NOT RATED (31410GFG3)	45,900.390									
21-75-073-4453869										
FEDERAL NATL MTG ASSN POOL #898415	14,629.85	13,362.09	108,795.0	0.11 %	12,401.84	100.98	960.25	5.52 %	736.91	63.46
06.000% DUE 10/01/2036 NOT RATED (31410VDU1)	12,281.900									
21-75-073-4453869										



Detail

Agency bonds

Description (Cusip)	Market value last period		Quantity	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
FEDERAL NATL MTG ASSN	71,992.85		79,792.85	76,933.02		0.62 %	70,317.97		6,615.05	4.68 %	3,597.69	309.80
POOL # 902804	71,953.820			106.9200			97.73					
05.000% DUE 11/01/2021												
NOT RATED												
(31411BAD5)												
21-75-073-4453869												
FEDERAL NATL MTG ASSN	55,812.09		45,707.580	49,670.43		0.40 %	45,432.62		4,237.81	5.53 %	2,742.45	236.16
POOL #944639				108.6700			99.40					
06.000% DUE 07/01/2037												
NOT RATED												
(31413F4Y5)												
21-75-073-4453869												
Total agency bonds				\$679,129.10		5.44 %	\$628,181.62		\$50,947.48	4.77 %	\$32,387.55	\$2,788.95

Mortgages

Description (Cusip)	Market value last period		Quantity	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
BANC OF AMERICA COMM MTG INC	13,691.640		16,331.88	\$13,870.73		0.12 %	\$13,753.68		\$117.05	5.62 %	\$778.37	\$64.86
SERIES 2006-3 CLASS A1				\$101.3080			\$100.45					
05.685% DUE 07/10/2044												
NOT RATED												
(059500AA6)												
21-75-073-4453869												
Total fixed income				\$4,619,368.14		36.97 %	\$4,389,623.69		\$229,744.45	3.57 %	\$165,027.44	\$42,323.68

Detail

Equities
Stocks
Consumer discretionary

Description [Symbol]	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
AMAZON COM INC (AMZN)	60,324.00	\$48,074.40	440	69,298.80	\$109,260.00	0.39%	\$52,402.68	\$119.10	- \$4,328.28	1.65%	1,137.60	284.40
COACH INC (COH)	79,158.00	69,298.80	1,896	36,550.00	\$19,298.80	0.56%	51,205.42	27.01	18,093.38	1.65%	1,137.60	284.40
DOLLAR TREE INC (DLTR)	58,898.40	60,571.65	1,455	41,630.00	\$28,341.65	0.49%	42,993.60	29.55	17,578.05			
FORD MOTOR COMPANY (F)	58,069.20	44,956.80	4,460	10,080.00	\$22,876.80	0.36%	52,858.58	11.85	- 7,901.78	1.99%	892.00	
JOHNSON CONTROLS INC (JCI)	91,700.70	79,355.10	2,730	26,870.00	\$26,870.00	0.59%	67,749.79	24.82	5,405.31	1.94%	1,419.60	354.90
LIMITED BRANDS INC (LTD)	2,890	69,782.30	2,890	22,070.00	\$75,852.30	0.52%	72,253.76	25.00	- 8,471.46	2.72%	1,734.00	800.00
MATTEL INC (MAT)	3,370	71,309.20	3,370	21,160.00	\$75,469.20	0.58%	72,970.95	21.65	- 1,661.75	3.55%	2,527.50	800.00
ROSS STORES INC (ROST)	67,200.00	63,948.00	1,200	53,290.00	\$44,738.00	0.52%	48,468.53	40.39	15,479.47	1.21%	768.00	
STARBUCKS CORP (SBUX)	2,220	53,946.00	2,220	24,300.00	\$24,300.00	0.44%	61,613.44	27.75	- 7,667.44	1.65%	888.00	
VIACOM INC CLASS B WI (VIAB)	68,186.90	60,544.10	1,930	31,370.00	\$31,370.00	0.49%	46,107.55	23.89	14,436.55	1.92%	1,158.00	289.50
Total consumer discretionary		\$609,786.35				4.88%	\$568,624.30		\$41,162.05	1.73%	\$10,524.70	\$928.80

Consumer staples

Description [Symbol]	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
GENERAL MILLS INC (GIS)	91,084.80	\$90,931.20	2,560	\$35,520.00	\$35,520.00	0.73%	\$78,373.62	\$30.62	\$12,557.58	3.16%	\$2,867.20	
THE HERSHEY COMPANY (HSY)	1,870	89,629.10	1,870	47,930.00	\$47,930.00	0.72%	89,744.96	47.99	- 115.86	2.68%	2,393.60	



Detail

Consumer staples

Description (Symbol)	Market value last period	Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
			Current price per unit	Current market value							
PEPSICO INC (PEP)	105,656.40	1,620	98,739.00	60,950.00	0.80 %	73,645.32	45.46	25,093.68	3.16 %	3,110.40	
PROCTER & GAMBLE CO (PG)	123,698.40	1,990	119,360.20	59,980.00	0.96 %	114,132.59	57.35	5,227.61	3.22 %	3,834.73	
JM SMUCKER CO/THE-NEW COM WI (SJM)	69,009.10	1,130	68,048.60	60,220.00	0.55 %	70,567.28	62.45	- 2,518.68	2.66 %	1,808.00	
WAL-MART STORES INC (WMT)	76,705.20	1,430	68,740.10	48,070.00	0.56 %	81,109.48	56.72	- 12,369.38	2.52 %	1,730.30	
Total consumer staples			\$535,448.20		4.29 %	\$507,573.25		\$27,874.95	2.94 %	\$15,744.23	

Energy

Description (Symbol)	Market value last period	Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
			Current price per unit	Current market value							
CORE LABORATORIES N V (CLB)	340	114,988.80	\$50,187.40	\$147,610.00	0.41 %	\$46,223.03	\$135.95	\$3,944.37			
APACHE CORPORATION (APA)	1,130	84,190.00	95,134.70	84,190.00	0.77 %	99,103.10	87.70	- 3,968.40	0.72 %	678.00	
EXXON MOBIL CORP (XOM)	156,568.70	2,310	131,831.70	57,070.00	1.06 %	166,057.88	71.89	- 34,226.18	3.09 %	4,065.60	
HESS CORPORATION (HES)	820	41,278.80	50,340.00	50,340.00	0.34 %	50,956.60	62.14	- 9,677.80	0.80 %	328.00	
OCCIDENTAL PETROLEUM CORP (OXY)	113,484.80	1,280	98,752.00	77,150.00	0.80 %	77,504.00	60.55	21,248.00	1.98 %	1,945.60	486.40
SCHLUMBERGER LTD (SLB)	62,135.40	870	48,145.80	55,340.00	0.39 %	63,843.50	73.38	- 15,697.70	1.52 %	730.80	182.70
SEDOL 2779201 ISIN AN8068571086											
Total energy			\$465,330.40		3.72 %	\$503,688.11		-\$38,357.71	1.67 %	\$7,748.00	\$669.10

Detail

Financial

Description (Symbol)	Market value last period	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current	price per unit							
AMERICAN EXPRESS CO (AXP)	Quantity \$58,111.20	Current \$50,022.00	price per unit \$39.7000	0.41 %	\$52,241.87		-\$2,219.87	1.82 %	\$907.20	\$226.80
AMERIPRISE FINANCIAL INC-W/I (AMP)	63,049.60	49,136.80		0.40 %	\$41.46		-3,212.86	2.00 %	979.20	
BANK OF AMERICA CORP (BAC)	1,360	36,1300		0.52 %	38.49		-9,702.76	0.28 %	180.40	
CAPITAL ONE FINANCIAL CORP (COF)	58,304.10	64,808.70		0.64 %	74,511.46		-5,578.43	0.50 %	392.00	
CHUBB CORP (CB)	4,510	14,3700		0.45 %	16.52		9,861.13	2.96 %	1,642.80	410.70
CITIGROUP INC (C)	55,998.90	78,988.00		0.60 %	84,566.43		-9,844.04	3.25 %	1,512.00	378.00
EQUITY RESIDENTIAL (EQR)	58,485.70	55,511.10		0.38 %	43.15		-4,074.38	0.55 %	711.00	
SH BEN INT REIT	1,110	50,0100		0.34 %	45,649.97		2,025.97	1.96 %	821.40	
JPMORGAN CHASE & CO (JPM)	19,900	74,824.00		0.40 %	84,668.04		2,799.99	2.44 %	1,209.60	
METLIFE INC. (MET)	1,120	3,7600		0.72 %	4.26		-3,259.66	0.79 %	702.00	
PRICE T ROWE GROUP INC (TROW)	151,371.90	130,148.55		5.86 %	101,741.92		\$5,201.72	1.24 %	\$9,057.60	\$1,015.50
WELLS FARGO & COMPANY (WFC)	3,555	36,6100		0.53 %	28.62		-\$13,098.49	1.80 %	\$1,173.60	
Total financial	50,593.80	41,913.60			39,887.63					
	1,110	37,7600			35.94					
	64,444.80	49,716.80			46,916.81					
	1,120	44,3900			41.89					
	116,216.10	89,856.00			93,115.66					
	3,510	25,6000			26.53					
		\$731,562.35			\$726,360.63					

Health care

Description (Symbol)	Market value last period	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Current	price per unit							
COVIDIEN PLC (COV)	Quantity \$78,223.70	Current \$65,493.40	price per unit \$40.1800	0.53 %	\$78,591.89		-\$13,098.49	1.80 %	\$1,173.60	
SEDOL-B3QN1M2	1,630	\$40.1800			\$48.22					
ISIN:IE00B3QN1M21										
21-75-073-4453877										



Detail

Health care

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit								
ALLERGAN INC (AGN)	77,701.80	71,077.20	71,077.20	0.57%	55,120.15	45.18	15,957.05	0.35%	244.00	
21-75-073-4453877	1,220	58,260	58,260							
AMERISOURCEBERGEN CORP (ABC)	82,338.65	84,740.75	84,740.75	0.68%	75,733.60	28.38	9,007.15	1.01%	854.08	
21-75-073-4453877	2,669	31,750	31,750							
AMGEN INC (AMGN)	40,117.00	36,820.00	36,820.00	0.30%	43,707.58	62.44	-6,887.58			
21-75-073-4453877	700	52,600	52,600							
JOHNSON & JOHNSON (JNJ)	72,016.00	66,147.20	66,147.20	0.55%	65,497.51	58.48	649.69	3.66%	2,419.20	
21-75-073-4453877	1,120	59,060	59,060							
MERCK & CO INC (MRK)	48,355.20	48,258.60	48,258.60	0.39%	51,762.83	37.51	-3,504.23	4.33%	2,097.60	524.40
21-75-073-4453877	1,380	34,970	34,970							
PFIZER INC (PFE)	82,095.20	70,016.60	70,016.60	0.57%	79,703.83	16.23	-9,687.23	5.05%	3,535.20	
21-75-073-4453877	4,910	14,260	14,260							
SHIRE PLC (SHPGY)	58,136.72	54,198.54	54,198.54	0.44%	58,918.07	66.73	-4,719.53	0.56%	301.99	
SPONSORED ADR	883	61,380	61,380							
21-75-073-4453877										
UNITEDHEALTH GROUP INC (UNH)	68,803.70	64,468.00	64,468.00	0.52%	61,198.97	26.96	3,269.03	1.77%	1,135.00	
21-75-073-4453877	2,270	28,400	28,400							
Total health care		\$561,220.29	\$561,220.29	4.49%	\$570,234.43		-\$9,014.14	2.10%	\$11,760.67	\$524.40

Industrials

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit								
COOPER INDUSTRIES PLC (CBE)	\$66,776.00	\$59,340.00	\$59,340.00	0.48%	\$57,138.90	\$42.01	\$2,701.10	2.46%	\$1,468.80	\$367.20
21-75-073-4453877	1,360	\$44,000	\$44,000							
CUMMINS INC (CMI)	85,231.40	76,853.40	76,853.40	0.62%	62,108.77	52.64	14,744.63	1.08%	826.00	
21-75-073-4453877	1,180	65,130	65,130							
EMERSON ELECTRIC CO (EMR)	57,766.38	48,321.14	48,321.14	0.39%	53,107.47	48.02	-4,786.33	3.07%	1,482.04	
21-75-073-4453877	1,106	43,690	43,690							
GENERAL ELECTRIC CO (GE)	73,176.80	68,927.60	68,927.60	0.56%	80,996.29	16.95	-12,068.69	2.78%	1,912.00	478.00
21-75-073-4453877	4,780	14,420	14,420							

Detail

Industrials

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit								
PARKER HANIFIN CORP (PH)	61,224.30	49,082.10	49,082.10	0.40 %	51,890.91	-2,808.81	1.88 %	920.40		
ROCKWELL AUTOMATION INC (ROK)	885	55,460.00	55,460.00	0.53 %	58.63	10,153.63	2.86 %	1,876.00		
3M COMPANY (MMM)	1,340	65,780.60	65,780.60	0.63 %	41.51	7,921.93	2.66 %	2,079.00		
UNION PACIFIC CORP (UNP)	990	78,200.10	78,200.10	0.55 %	70.99	-4,752.32	1.90 %	1,288.32	322.08	
UNITED TECHNOLOGIES CORP (UTX)	57,955.56	67,841.76	67,841.76	0.61 %	72,594.08	19,655.83	2.62 %	1,989.00		
Total Industrials	87,691.50	75,944.70	75,944.70	4.73 %	56,288.87	\$30,760.97	2.34 %	\$13,841.56	\$1,167.28	

Information technology

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit								
APPLE INC (AAPL)	211,482.90	\$203,739.30	\$203,739.30	1.64 %	\$54,150.75	\$149,588.55				
BROADCOM CORP (BRCM)	810	\$251,530.00	\$251,530.00	0.51 %	\$66.85	12,288.14	0.98 %	608.00		
CISCO SYSTEMS INC (CSCO)	1,900	62,643.00	62,643.00	0.64 %	26.50	26,751.78				
DOLBY LABORATORIES INC (DLB)	99,506.35	78,740.45	78,740.45	0.70 %	51,988.67	34,438.50				
EMC CORP (EMC)	1,390	87,139.10	87,139.10	0.61 %	14.07	5,018.72				
GOOGLE INC-CL A (GOOG)	4,110	18,300.00	18,300.00	0.79 %	17.08	8,762.16				
HEWLETT-PACKARD CO (HPQ)	115,652.90	97,869.00	97,869.00	0.47 %	405.12	-5,888.71	0.74 %	425.60		
INTEL CORP (INTC)	220	444,950.00	444,950.00	0.48 %	63,451.11	9,531.46	3.24 %	1,908.90		
Total Information technology	69,205.20	58,933.50	58,933.50	4.73 %	49,402.04	\$13,841.56	2.34 %	\$1,167.28	\$1,167.28	



Detail

Information technology

Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
INTERNATIONAL BUSINESS MACHS (IBM) CORP	103,200.00	800	98,784.00	123.4800	0.80 %	87,717.56	109.65	11,066.44	2.11 %	2,080.00	
21-75-073-4453877											
MICROSOFT CORP (MSFT)	158,018.63	5,175	119,076.75	23.0100	0.96 %	85,940.32	16.61	33,136.43	2.26 %	2,691.00	
21-75-073-4453877											
ORACLE CORP (ORCL)	107,348.05	4,150	89,059.00	21.4600	0.72 %	77,778.46	18.74	11,280.54	0.94 %	830.00	
21-75-073-4453877											
Total information technology			\$1,028,779.50		8.23 %	\$732,805.49		\$295,974.01	0.83 %	\$8,543.50	

Materials

Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
CELANESE CORP-SERIES A (CE)	\$54,383.00	2,180	\$54,303.80	\$24.9100	0.44 %	\$49,085.91	\$22.52	\$5,217.89	0.65 %	\$368.80	
21-75-073-4453877											
PPG INDUSTRIES INC (PPG)	57,844.14	822	49,657.02	60.4100	0.40 %	52,272.87	63.59	-2,615.85	3.58 %	1,775.52	
21-75-073-4453877											
Total materials			\$103,960.82		0.83 %	\$101,358.78		\$2,602.04	2.04 %	\$2,124.32	

Telecommunication services

Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
AT&T INC (T)	\$71,404.40	2,740	\$66,280.60	\$24.1900	0.54 %	\$67,347.01	\$24.38	-\$1,066.41	6.95 %	\$4,603.20	
21-75-073-4453877											
CENTURYLINK INC (CTL)		1,680	55,960.80	33.3100	0.45 %	56,970.65	33.91	-1,009.85	8.71 %	4,872.00	
21-75-073-4453877											
Total telecommunication services			\$122,241.40		0.98 %	\$124,317.66		-\$2,076.26	7.75 %	\$9,475.20	

Detail

Utilities

Description (Symbol)	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
AMERICAN ELECTRIC POWER INC (AEP)	\$65,513.00	1,910	\$61,693.00	0.50 %	\$63,798.90	\$33.40	-\$2,105.90	5.21 %	\$3,208.80	
WISCONSIN ENERGY CORP (WEC)	72,463.80	1,380	70,021.20	0.57 %	55,697.18	40.36	14,324.02	3.16 %	2,208.00	
Total utilities			\$131,714.20	1.05 %	\$119,496.08		\$12,218.12	4.11 %	\$5,416.80	
Total stocks			\$4,880,834.91	39.07 %	\$4,514,489.16		\$366,345.75	1.93 %	\$94,236.58	\$4,305.08

Mutual funds - equity

Description (Symbol)	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
PNC INTERNATIONAL EQUITY FUND (PIUX) CLASS I	\$803,328.66	58,808.833	\$708,646.44	5.68 %	\$548,138.46	\$9.32	\$160,507.98			
21-75-073-4453885			\$12.0500							
PNC SMALL CAP CORE FUND (PPCIX) CLASS I	1,484,008.06	139,212.764	1,290,502.32	10.33 %	1,216,433.00	8.74	74,069.32			
21-75-073-4453885			9.2700							
PNC LARGE CAP VALUE FUND (PLVIX) CLASS I	798,447.45	62,378.707	681,175.48	5.46 %	836,534.00	13.41	-155,358.52			
21-75-073-4453885			10.9200							
Total mutual funds - equity			\$2,680,324.24	21.45 %	\$2,601,105.46		\$79,218.78			
Total equities			\$7,561,159.15	60.52 %	\$7,115,594.62		\$445,564.53	1.25 %	\$94,236.58	\$4,305.08

Total portfolio	\$12,494,127.39	100.00 %	\$11,818,820.41	\$675,306.98	2.08 %	\$359,295.40	\$46,631.12
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CLEVE PUB LIB ENDMT FD ROLLUP
 CONSOLIDATED ACCOUNT STATEMENT
 Account number 21-75-501-4453893
 May 1, 2010 - June 30, 2010

Detail

Pending Trades

Purchases

Description	Trade date	Settle date	Quantity	Price per unit	Cash
WAL-MART STORES INC	06/30/10	07/08/10	10,000	\$99,9080	-\$9,990.80
SR UNSEC					
03.625% DUE 07/08/2020					
Net pending trades					-\$9,990.80

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JULY 1 – JULY 31, 2010

Hi Sacha Kubson

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending July 31, 2010

	General Fund	Special Revenue	Capital Projects	Permanent	Total
41 Taxes	26,979,564.05	0.00	0.00	0.00	26,979,564.05
42 Intergovernmental	15,383,293.69	287,919.38	0.00	0.00	15,671,213.07
43 Fines & Fees	255,551.51	0.00	0.00	0.00	255,551.51
44 Investment Earnings	478,592.07	10,299.43	0.00	3,396.77	492,288.27
45 Charges for Services	1,521,420.65	0.00	0.00	0.00	1,521,420.65
46 Contributions & Donations	0.00	300,292.03	0.00	0.00	300,292.03
48 Miscellaneous Revenue	24,882.45	33,966.11	0.00	0.00	58,850.56
Total Revenues	\$ 44,643,304.42	\$ 632,478.95	\$ 0.00	\$ 3,396.77	\$ 45,279,180.14
51 Salaries/Benefits	22,153,032.28	149,312.72	0.00	0.00	22,302,345.00
52 Supplies	513,713.06	30,107.86	0.00	2,294.00	546,114.92
53 Purchased/Contracted Services	5,784,728.75	324,867.84	0.00	2,332.47	6,111,929.06
54 Library Materials	4,824,546.03	55,323.27	0.00	13,173.71	4,893,043.01
55 Capital Outlay	245,474.40	118,282.74	2,062,093.62	0.00	2,425,850.76
57 Miscellaneous Expenses	99,511.29	8,973.50	0.00	0.00	108,484.79
Total Expenditures	\$ 33,621,005.81	\$ 686,867.93	\$ 2,062,093.62	\$ 17,800.18	\$ 36,387,767.54
Revenue Over/(Under) Expenditures	\$ 11,022,298.61	\$(54,388.98)	\$(2,062,093.62)	\$(14,403.41)	\$ 8,891,412.60
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
Total Other Sources / Uses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 11,022,298.61	\$(54,388.98)	\$(2,062,093.62)	\$(14,403.41)	\$ 8,891,412.60
Beginning Year Cash Balance	\$ 29,806,256.19	\$ 10,234,794.92	\$ 7,553,771.11	\$ 2,426,168.38	\$ 50,020,990.60
Current Cash Balance	\$ 40,828,554.80	\$ 10,180,405.94	\$ 5,491,677.49	\$ 2,411,764.97	\$ 58,912,403.20

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending July 31, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	13,139,001.00	13,579,864.80	7,433,531.39	0.00	6,146,333.41
51120 Clerical Salaries	9,819,992.00	9,628,304.68	5,605,557.42	0.00	4,022,747.26
51130 Non-Clerical Salaries	464,799.00	955,032.60	758,055.39	0.00	196,977.21
51140 Buildings Salaries	3,574,445.00	3,701,771.36	2,142,409.12	0.00	1,559,362.24
51150 Other Salaries	1,707,991.00	1,766,099.08	966,203.29	0.00	799,895.79
51180 Severance Pay	0.00	53,622.48	175,115.41	0.00	(121,492.93)
51190 Non-Base Pay	208,805.00	214,891.16	108,183.45	0.00	106,707.71
51400 OPERS	4,036,260.00	4,246,578.87	2,374,115.92	203.13	1,872,259.82
51610 Health Insurance	3,505,479.00	3,505,479.00	2,096,046.29	0.00	1,409,432.71
51620 Life Insurance	73,430.00	73,430.00	26,588.70	0.00	46,841.30
51630 Workers Compensation	241,887.00	491,887.00	255,337.70	0.00	236,549.30
51640 Unemployment Compensation	0.00	11,507.66	10,202.79	8,688.44	(7,383.57)
51650 Medicare - ER	327,911.00	334,911.00	195,732.30	0.00	139,178.70
51900 Other Benefits	0.00	3,027.26	5,953.11	2,474.15	(5,400.00)
Salaries/Benefits	37,100,000.00	\$ 38,566,406.95	\$ 22,153,032.28	\$ 11,365.72	\$ 16,402,008.95
52110 Office Supplies	73,980.00	81,816.36	29,208.36	4,053.43	48,554.57
52120 Stationery	170,260.00	212,892.00	59,885.18	10,895.68	142,111.14
52130 Duplication Supplies	104,410.00	110,364.06	38,648.33	8,535.44	63,180.29
52140 Hand Tools	4,800.00	5,469.80	1,057.42	2,911.33	1,501.05
52150 Book Repair Supplies	111,211.00	113,927.04	38,891.52	8,235.07	66,800.45
52210 Janitorial Supplies	121,347.00	125,146.62	50,980.98	7,663.01	66,502.63
52220 Electrical Supplies	48,814.00	53,403.71	29,572.50	14,082.99	9,748.22
52230 Maintenance Supplies	111,985.00	133,245.70	87,315.10	22,536.85	23,393.75
52240 Uniforms	12,550.00	13,625.00	0.00	9,000.00	4,625.00
52300 Motor Vehicle Supplies	57,700.00	67,149.00	46,228.95	28,149.51	(7,229.46)
52900 Other Supplies	327,322.00	371,661.49	131,924.72	67,729.96	172,006.81
Supplies	1,144,379.00	\$ 1,288,700.78	\$ 513,713.06	\$ 183,793.27	\$ 591,194.45

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund

For the Period Ending July 31, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53100	41,609.00	48,189.00	17,491.16	30,697.84	0.00
53210	449,894.00	486,552.18	332,997.55	233,786.07	(80,231.44)
53230	140,100.00	147,242.84	86,771.75	73,694.21	(13,223.12)
53240	270,600.00	279,885.14	76,069.70	25,657.65	178,157.79
53310	155,890.00	189,740.36	43,215.99	70,630.67	75,893.70
53320	55,725.00	62,037.42	16,578.19	6,115.83	39,343.40
53330	10,000.00	10,000.00	0.00	0.00	10,000.00
53340	143,700.00	162,629.34	81,058.01	49,751.46	31,819.87
53350	280,627.00	362,320.26	115,284.74	113,683.36	133,352.16
53360	811,532.00	822,719.70	684,636.83	51,064.06	87,018.81
53370	24,400.00	26,853.40	15,823.90	129.95	10,899.55
53380	909,473.00	1,030,421.60	534,031.87	464,718.38	31,671.35
53390	30,000.00	48,300.00	17,492.00	7,868.00	22,940.00
53400	448,300.00	448,300.00	2,724.00	0.00	445,576.00
53510	115,372.00	138,832.43	61,451.49	41,101.94	36,279.00
53520	272,960.00	308,998.90	169,837.76	159,015.11	(19,853.97)
53610	1,903,000.00	2,080,755.78	1,299,894.37	1,038,308.84	(257,447.43)
53620	396,950.00	422,476.49	204,026.06	97,393.83	121,056.60
53630	663,554.00	740,787.71	388,358.61	499,400.59	(146,971.49)
53640	125,314.00	136,787.69	32,508.83	48,898.48	55,380.38
53710	1,129,140.00	1,560,223.00	664,514.57	302,621.36	593,087.07
53720	700,000.00	707,919.17	791,403.24	11,429.63	(94,913.70)
53800	332,818.00	438,202.19	124,235.63	142,446.43	171,520.13
53900	13,500.00	26,332.58	24,322.50	2,010.00	0.08
	9,424,458.00	\$ 10,686,507.18	\$ 5,784,728.75	\$ 3,470,423.69	\$ 1,431,354.74
54110	3,660,300.00	4,470,358.77	1,953,672.74	809,035.98	1,707,650.05
54120	755,167.00	869,487.74	322,708.12	426,406.82	120,372.80

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending July 31, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54210	1,529,822.00	1,819,889.63	134,852.81	196,254.59	1,488,782.23
54220	264,669.00	381,037.50	79,630.57	36,835.97	264,570.96
54310	1,588,354.00	1,757,800.12	837,265.66	151,944.04	768,590.42
54320	263,586.00	373,494.89	167,295.86	51,983.50	154,215.53
54325	643,847.00	687,371.12	247,953.09	73,859.69	365,558.34
54350	296,500.00	361,768.71	174,421.07	63,879.80	123,467.84
54500	1,404,016.00	1,785,654.86	826,924.90	118,662.60	840,067.36
54600	6,500.00	9,788.18	4,237.58	3,017.87	2,532.73
54710	85,874.00	132,224.65	13,046.35	33,303.30	85,875.00
54720	100,000.00	125,570.72	40,431.00	21,012.44	64,127.28
54730	10,000.00	10,969.53	5,747.70	4,668.92	552.91
54790	65,000.00	87,071.85	16,358.58	19,252.59	51,460.68
54900	1,000.00	1,000.00	0.00	0.00	1,000.00
Library Materials	10,974,635.00	\$ 12,873,488.27	\$ 4,824,546.03	\$ 2,010,118.11	\$ 6,038,824.13
55510	84,435.00	124,184.29	21,331.83	33,871.66	68,980.80
55520	129,326.00	147,626.66	20,163.27	20,022.33	107,441.06
55530	555,200.00	568,790.77	203,979.30	5,322.48	359,488.99
55700	51,000.00	50,100.00	0.00	0.00	50,100.00
Capital Outlay	819,961.00	\$ 890,701.72	\$ 245,474.40	\$ 59,216.47	\$ 586,010.85
57100	59,500.00	59,500.00	54,382.00	6,050.00	(932.00)
57200	1,500.00	2,075.77	1,248.58	262.21	564.98
57500	19,000.00	21,365.12	43,880.71	11,665.50	(34,181.09)
Miscellaneous Expenses	80,000.00	\$ 82,940.89	\$ 99,511.29	\$ 17,977.71	\$(34,548.11)
Advances	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
59900	3,000,000.00	0.00	0.00	0.00	0.00
Transfers	3,000,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	62,243,433.00	\$ 64,388,745.79	\$ 33,621,005.81	\$ 5,752,894.97	\$ 25,014,845.01

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending July 31, 2010

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	29,806,256.19	44,643,304.42	33,621,005.81	5,752,894.97	35,075,659.83
Total General Fund	\$ 29,806,256.19	\$ 44,643,304.42	\$ 33,621,005.81	\$ 5,752,894.97	\$ 35,075,659.83
201 Anderson	178,391.08	0.00	0.00	0.00	178,391.08
202 Endowment for the Blind	1,286,477.12	8,513.32	0.00	0.00	1,294,990.44
203 Founders	4,046,670.54	1,645.48	50,627.00	47,747.66	3,949,941.36
204 Kaiser	37,706.75	121.36	0.00	0.00	37,828.11
205 Kralej	135,692.44	0.00	648.78	1,307.00	133,736.66
206 Library	154,761.46	8,876.27	584.90	0.00	163,052.83
207 Pepke	83,531.57	174.09	1,105.44	0.00	82,600.22
208 Wickwire	949,604.55	399.97	4,815.34	2,884.66	942,304.52
209 Wittke	55,831.04	28.83	0.00	0.00	55,859.87
210 Young	2,485,473.78	54,559.25	0.00	0.00	2,540,033.03
225 Friends	11,655.02	3,500.00	7,696.31	453.70	7,005.01
226 Judd	8,159.84	110,656.50	85,096.05	28,865.65	4,854.64
228 Lockwood Thompson Memorial	334,708.11	84,795.50	59,242.96	72,774.62	287,486.03
229 Ohio Center for the Book	1,500.00	0.00	2,342.00	0.00	(842.00)
230 Schweinfurth	11,370.07	34,789.00	28,410.00	5,259.54	12,489.53
242 Cleveland NCA Kiosk	12,306.51	0.00	1,166.79	1,233.21	9,906.51
243 Gates Foundation	119,600.00	0.00	99,918.78	0.00	19,681.22
244 Harvard CS Kiosk Project	8,179.65	0.00	358.93	560.29	7,260.43
251 LSTA-Library for the Blind	136,118.84	0.00	38,512.84	22,055.23	75,550.77
252 LSTA-Know It Now	170,379.10	249,572.36	267,994.79	10,260.18	141,696.49
253 MetLife-Fit for Life II	6,677.45	0.00	0.00	0.00	6,677.45
Total Special Revenue Funds	\$ 10,234,794.92	\$ 557,631.93	\$ 648,520.91	\$ 193,401.74	\$ 9,950,504.20
401 Building & Repair	7,553,771.11	0.00	2,062,093.62	269,828.89	5,221,848.60
Total Capital Project Funds	\$ 7,553,771.11	\$ 0.00	\$ 2,062,093.62	\$ 269,828.89	\$ 5,221,848.60

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending July 31, 2010

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
501 Abel	153,045.11	318.47	2,000.00	0.00	151,363.58
502 Ambler	1,457.48	0.00	0.00	0.00	1,457.48
503 Beard	102,790.43	160.46	2,294.00	0.00	100,656.89
504 Klein	3,455.59	0.00	0.00	0.00	3,455.59
505 Maloni/Schroeder	196,359.74	0.00	0.00	0.00	196,359.74
506 McDonald	118,873.47	0.00	0.00	0.00	118,873.47
507 Ratner	58,116.64	287.39	292.47	0.00	58,111.56
508 Root	25,659.21	26.29	600.00	0.00	25,085.50
509 Sugarman	158,947.87	(78.98)	2,040.00	0.00	156,828.89
510 Thompson	108,568.42	142.47	0.00	0.00	108,710.89
511 Weidenthal	4,299.70	0.00	0.00	0.00	4,299.70
512 White	1,494,594.72	2,540.67	10,573.71	6,329.59	1,480,232.09
Total Permanent Funds	\$ 2,426,168.38	\$ 3,396.77	\$ 17,800.18	\$ 6,329.59	\$ 2,405,435.38
254 MyCom	0.00	74,847.02	38,347.02	72,731.79	(36,231.79)
Others	\$ 0.00	\$ 74,847.02	\$ 38,347.02	\$ 72,731.79	\$(36,231.79)
Total All Funds	\$ 50,020,990.60	\$ 45,279,180.14	\$ 36,387,767.54	\$ 6,295,186.98	\$ 52,617,216.22

Cleveland Public Library
 Depository Balance Detail
 For the Period Ending July 31, 2010

Balance of All Funds	<u><u>\$ 58,912,403.20</u></u>
Chase-Checking	9,188.09
National City-Checking	10,000.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	1,777,266.99
KeyBank-MC/VISA	32,430.22
Fifth Third - Checking	388,680.97
Petty Cash	330.00
Change Fund	5,420.00
KeyBank-Payroll Account (ZBA)	0.00
KeyBank-Savings Bond Acct	0.00
Cash in Library Treasury	<u><u>\$ 2,223,316.27</u></u>
National City - Investments	31,201,823.60
NCB/Allegiant Money Market	2,410,963.84
KeyBank - Victory Fund	8,932,021.45
STAR OHIO Investment	2,662,113.26
Investments	<u><u>\$ 45,206,922.15</u></u>
NCB Endowment Acct	11,482,164.78
Endowment Account	<u><u>\$ 11,482,164.78</u></u>
Cash in Banks and On Hand	<u><u>\$ 58,912,403.20</u></u>

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD AUGUST 1 - AUGUST 31, 2010

H. Sandra Kurlson

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending August 31, 2010

	General Fund	Special Revenue	Capital Projects	Permanent	Total
41 Taxes	26,979,564.05	0.00	0.00	0.00	26,979,564.05
42 Intergovernmental	17,052,118.18	491,398.33	0.00	0.00	17,543,516.51
43 Fines & Fees	286,523.87	0.00	0.00	0.00	286,523.87
44 Investment Earnings	513,935.46	10,299.43	0.00	3,396.77	527,631.66
45 Charges for Services	1,735,058.14	0.00	0.00	0.00	1,735,058.14
46 Contributions & Donations	0.00	302,972.03	0.00	0.00	302,972.03
48 Miscellaneous Revenue	25,387.43	39,763.11	0.00	0.00	65,150.54
Total Revenues	\$ 46,592,587.13	\$ 844,432.90	\$ 0.00	\$ 3,396.77	\$ 47,440,416.80
51 Salaries/Benefits	24,930,675.33	168,978.81	0.00	0.00	25,099,654.14
52 Supplies	608,012.68	31,460.51	0.00	2,294.00	641,767.19
53 Purchased/Contracted Services	6,747,145.98	348,531.25	0.00	2,332.47	7,098,009.70
54 Library Materials	5,199,676.27	59,890.17	0.00	15,673.37	5,275,239.81
55 Capital Outlay	255,847.06	118,282.74	2,163,036.63	0.00	2,537,166.43
57 Miscellaneous Expenses	103,344.06	28,059.76	0.00	0.00	131,403.82
Total Expenditures	\$ 37,844,701.38	\$ 755,203.24	\$ 2,163,036.63	\$ 20,299.84	\$ 40,783,241.09
Revenue Over/(Under) Expenditures	\$ 8,747,885.75	\$ 89,229.66	\$(2,163,036.63)	\$(16,903.07)	\$ 6,657,175.71
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
Total Other Sources / Uses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 8,747,885.75	\$ 89,229.66	\$(2,163,036.63)	\$(16,903.07)	\$ 6,657,175.71
Beginning Year Cash Balance	\$ 29,806,256.19	\$ 10,234,794.92	\$ 7,553,771.11	\$ 2,426,168.38	\$ 50,020,990.60
Current Cash Balance	\$ 38,554,072.71	\$ 10,324,024.58	\$ 5,390,734.48	\$ 2,409,265.31	\$ 56,678,097.08

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending August 31, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	13,139,001.00	13,579,864.80	8,380,849.23	0.00	5,199,015.57
51120 Clerical Salaries	9,819,992.00	9,628,304.68	6,314,224.40	0.00	3,314,080.28
51130 Non-Clerical Salaries	464,799.00	955,032.60	856,678.16	0.00	98,354.44
51140 Buildings Salaries	3,574,445.00	3,701,771.36	2,448,942.12	0.00	1,252,829.24
51150 Other Salaries	1,707,991.00	1,766,099.08	1,065,827.96	0.00	700,271.12
51180 Severance Pay	0.00	53,622.48	176,890.07	0.00	(123,267.59)
51190 Non-Base Pay	208,805.00	214,891.16	115,777.93	0.00	99,113.23
51400 OPERS	4,036,260.00	4,246,578.87	2,679,158.82	0.00	1,567,420.05
51610 Health Insurance	3,505,479.00	3,505,479.00	2,351,241.24	0.00	1,154,237.76
51620 Life Insurance	73,430.00	73,430.00	30,624.29	0.00	42,805.71
51630 Workers Compensation	241,887.00	491,887.00	259,581.70	0.00	232,305.30
51640 Unemployment Compensation	0.00	11,507.66	12,309.93	6,581.30	(7,383.57)
51650 Medicare - ER	327,911.00	334,911.00	220,474.30	0.00	114,436.70
51900 Other Benefits	0.00	3,027.26	18,095.18	2,135.48	(17,203.40)
Salaries/Benefits	37,100,000.00	\$ 38,566,406.95	\$ 24,930,675.33	\$ 8,716.78	\$ 13,627,014.84
52110 Office Supplies	73,980.00	81,816.36	32,726.13	4,138.70	44,951.53
52120 Stationery	170,260.00	212,892.00	65,922.31	13,011.15	133,958.54
52130 Duplication Supplies	104,410.00	110,364.06	46,388.83	5,674.38	58,300.85
52140 Hand Tools	4,800.00	5,469.80	1,236.36	2,812.29	1,421.15
52150 Book Repair Supplies	111,211.00	113,927.04	43,536.16	8,847.57	61,543.31
52210 Janitorial Supplies	121,347.00	125,146.62	56,128.43	17,079.69	51,938.50
52220 Electrical Supplies	48,814.00	53,403.71	35,474.58	11,118.63	6,810.50
52230 Maintenance Supplies	111,985.00	133,245.70	98,448.99	15,492.14	19,304.57
52240 Uniforms	12,550.00	13,225.00	0.00	9,000.00	4,225.00
52300 Motor Vehicle Supplies	57,700.00	67,149.00	55,524.99	19,881.36	(8,257.35)
52900 Other Supplies	327,322.00	372,061.49	172,625.90	41,653.94	157,781.65
Supplies	1,144,379.00	\$ 1,288,700.78	\$ 608,012.68	\$ 148,709.85	\$ 531,978.25

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund

For the Period Ending August 31, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53100	41,609.00	48,189.00	15,383.83	30,290.06	2,515.11
53210	449,894.00	486,552.18	373,062.03	193,721.59	(80,231.44)
53230	140,100.00	152,542.84	93,783.71	72,172.25	(13,413.12)
53240	270,600.00	279,885.14	81,253.56	26,129.94	172,501.64
53310	155,890.00	193,740.36	53,089.98	62,252.67	78,397.71
53320	55,725.00	60,587.42	20,030.66	4,998.71	35,558.05
53330	10,000.00	10,000.00	0.00	0.00	10,000.00
53340	143,700.00	162,629.34	91,438.00	56,253.97	14,937.37
53350	280,627.00	359,770.26	144,205.77	85,652.25	129,912.24
53360	811,532.00	817,419.70	724,612.91	20,237.50	72,569.29
53370	24,400.00	26,853.40	16,612.41	129.95	10,111.04
53380	909,473.00	1,030,421.60	660,600.26	369,821.34	0.00
53390	30,000.00	48,300.00	19,179.00	6,181.00	22,940.00
53400	448,300.00	448,300.00	372,659.25	34,530.75	41,110.00
53510	115,372.00	138,832.43	61,951.49	40,601.94	36,279.00
53520	272,960.00	308,998.90	194,899.09	133,953.78	(19,853.97)
53610	1,903,000.00	2,080,755.78	1,493,018.01	845,185.20	(257,447.43)
53620	396,950.00	422,476.49	206,020.23	95,399.66	121,056.60
53630	663,554.00	740,787.71	388,358.61	499,400.59	(146,971.49)
53640	125,314.00	136,787.69	35,011.91	46,665.40	55,110.38
53710	1,129,140.00	1,560,223.00	736,117.80	289,191.59	534,913.61
53720	700,000.00	707,919.17	801,132.32	1,700.55	(94,913.70)
53800	332,818.00	438,202.19	140,187.65	125,364.41	172,650.13
53900	13,500.00	26,332.58	24,537.50	1,795.00	0.08
	9,424,458.00	\$ 10,686,507.18	\$ 6,747,145.98	\$ 3,041,630.10	\$ 897,731.10
54110	3,660,300.00	4,470,358.77	2,161,563.23	950,043.49	1,358,752.05
54120	755,167.00	869,487.74	322,482.78	509,187.86	37,817.10

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund

For the Period Ending August 31, 2010

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54210	1,529,822.00	1,819,889.63	140,945.73	1,314,696.91	364,246.99
54220	264,669.00	381,037.50	79,817.17	212,484.82	88,735.51
54310	1,588,354.00	1,757,800.12	910,140.04	194,395.85	653,264.23
54320	263,586.00	373,494.89	187,023.43	56,414.02	130,057.44
54325	643,847.00	687,371.12	270,897.06	109,998.82	306,475.24
54350	296,500.00	361,768.71	191,700.16	109,592.26	60,476.29
54500	1,404,016.00	1,785,654.86	846,104.72	229,412.55	710,137.59
54600	6,500.00	9,788.18	4,881.08	2,374.37	2,532.73
54710	85,874.00	132,224.65	14,269.05	32,080.60	85,875.00
54720	100,000.00	125,570.72	45,372.20	35,443.38	44,755.14
54730	10,000.00	10,969.53	6,937.40	3,779.22	252.91
54790	65,000.00	87,071.85	17,542.22	27,222.02	42,307.61
54900	1,000.00	1,000.00	0.00	0.00	1,000.00
Library Materials	10,674,635.00	\$ 12,873,488.27	\$ 5,199,676.27	\$ 3,787,126.17	\$ 3,886,685.83
55510	84,435.00	126,584.29	24,727.33	33,568.66	68,288.30
55520	129,326.00	145,226.66	24,316.60	15,869.00	105,041.06
55530	555,200.00	568,790.77	206,803.13	14,810.28	347,177.36
55700	51,000.00	50,100.00	0.00	0.00	50,100.00
Capital Outlay	819,961.00	\$ 890,701.72	\$ 255,847.06	\$ 64,247.94	\$ 570,606.72
57100	59,500.00	59,500.00	56,866.20	3,565.80	(932.00)
57200	1,500.00	2,075.77	1,248.58	262.21	564.98
57500	19,000.00	21,365.12	45,229.28	10,316.93	(34,181.09)
Miscellaneous Expenses	80,000.00	\$ 82,940.89	\$ 103,344.06	\$ 14,144.94	\$(34,548.11)
Advances	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
59900	3,000,000.00	0.00	0.00	0.00	0.00
Transfers	3,000,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	62,243,433.00	\$ 64,388,745.79	\$ 37,844,701.38	\$ 7,064,575.78	\$ 19,479,468.63

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending August 31, 2010

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	29,806,256.19	46,592,587.13	37,844,701.38	7,064,575.78	31,489,566.16
Total General Fund	\$ 29,806,256.19	\$ 46,592,587.13	\$ 37,844,701.38	\$ 7,064,575.78	\$ 31,489,566.16
201 Anderson	178,391.08	0.00	0.00	0.00	178,391.08
202 Endowment for the Blind	1,286,477.12	8,513.32	0.00	0.00	1,294,990.44
203 Founders	4,046,670.54	1,645.48	64,627.00	38,247.66	3,945,441.36
204 Kaiser	37,706.75	121.36	0.00	0.00	37,828.11
205 Kraley	135,692.44	0.00	1,751.03	284.84	133,656.57
206 Library	154,761.46	9,611.27	584.90	0.00	163,787.83
207 Pepke	83,531.57	174.09	1,105.44	0.00	82,600.22
208 Wickwire	949,604.55	399.97	5,672.59	2,027.41	942,304.52
209 Wittke	55,831.04	28.83	0.00	0.00	55,859.87
210 Young	2,485,473.78	54,559.25	0.00	0.00	2,540,033.03
225 Friends	11,655.02	3,500.00	7,696.31	453.70	7,005.01
226 Judd	8,159.84	110,656.50	97,670.02	23,168.77	(2,022.45)
228 Lockwood Thompson Memorial	334,708.11	84,795.50	61,111.85	201,150.73	157,241.03
229 Ohio Center for the Book	1,500.00	0.00	2,342.00	0.00	(842.00)
230 Schweinfurth	11,370.07	36,734.00	30,990.00	23,614.54	(6,500.47)
242 Cleveland NCA Kiosk	12,306.51	0.00	1,360.92	1,039.08	9,906.51
243 Gates Foundation	119,600.00	0.00	99,918.78	0.00	19,681.22
244 Harvard CS Kiosk Project	8,179.65	0.00	418.69	500.53	7,260.43
251 LSTA-Library for the Blind	136,118.84	200,000.00	39,280.79	31,347.03	265,491.02
252 LSTA-Know It Now	170,379.10	255,367.36	302,325.90	7,804.33	115,616.23
253 MetLife-Fit for Life II	6,677.45	0.00	0.00	0.00	6,677.45
Total Special Revenue Funds	\$ 10,234,794.92	\$ 766,106.93	\$ 716,856.22	\$ 329,638.62	\$ 9,954,407.01
401 Building & Repair	7,553,771.11	0.00	2,163,036.63	227,524.63	5,163,209.85
Total Capital Project Funds	\$ 7,553,771.11	\$ 0.00	\$ 2,163,036.63	\$ 227,524.63	\$ 5,163,209.85

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2010

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
501 Abel	153,045.11	318.47	2,000.00	0.00	151,363.58
502 Ambler	1,457.48	0.00	0.00	0.00	1,457.48
503 Beard	102,790.43	160.46	2,294.00	0.00	100,656.89
504 Klein	3,455.59	0.00	0.00	0.00	3,455.59
505 Malon/Schroeder	196,359.74	0.00	0.00	0.00	196,359.74
506 McDonald	118,873.47	0.00	0.00	0.00	118,873.47
507 Ratner	58,116.64	287.39	292.47	0.00	58,111.56
508 Root	25,659.21	26.29	600.00	0.00	25,085.50
509 Sugarman	158,947.87	(78.98)	2,040.00	0.00	156,828.89
510 Thompson	108,568.42	142.47	0.00	0.00	108,710.89
511 Weidenthal	4,299.70	0.00	0.00	0.00	4,299.70
512 White	1,494,594.72	2,540.67	13,073.37	11,557.80	1,472,504.22
Total Permanent Funds	\$ 2,426,168.38	\$ 3,396.77	\$ 20,299.84	\$ 11,557.80	\$ 2,397,707.51
254 MyCom	0.00	78,325.97	38,347.02	72,731.79	(32,752.84)
Others	\$ 0.00	\$ 78,325.97	\$ 38,347.02	\$ 72,731.79	\$(32,752.84)
Total All Funds	\$ 50,020,990.60	\$ 47,440,416.80	\$ 40,783,241.09	\$ 7,706,028.62	\$ 48,972,137.69

Cleveland Public Library
 Depository Balance Detail
 For the Period Ending August 31, 2010

Balance of All Funds	<u><u>\$ 56,678,097.08</u></u>
Chase-Checking	9,188.09
National City-Checking	10,000.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	2,438,091.99
KeyBank-MC/VISA	34,862.53
Fifth Third - Checking	362,799.67
Petty Cash	330.00
Change Fund	5,420.00
KeyBank-Payroll Account (ZBA)	0.00
KeyBank-Savings Bond Acct	0.00
Cash in Library Treasury	<u><u>\$ 2,860,692.28</u></u>
National City - Investments	33,451,505.82
NCB/Allegiant Money Market	195,772.83
KeyBank - Victory Fund	1,025,020.95
STAR OHIO Investment	7,662,940.42
Investments	<u><u>\$ 42,335,240.02</u></u>
NCB Endowment Acct	11,482,164.78
Endowment Account	<u><u>\$ 11,482,164.78</u></u>
Cash in Banks and On Hand	<u><u>\$ 56,678,097.08</u></u>

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON GENERAL FUND INCOME AND EXPENDITURES
AND ON STRATEGIC PLAN EXPENDITURES
THROUGH JUNE 30, 2010

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
 For the Period Ended
 June 30, 2010

General Fund - Receipts						
	Certified	Income	Balance	Percent	Percent	Percent
	Revenue (1)	To Date		To Date	Prior	Year
PLF- Public Library Fund	19,726,368	10,341,522	9,384,846	52%		49%
General Property Tax	27,738,384	15,261,114	12,477,270	55%		56%
Rollback, Homestead, CAT	6,627,349	2,405,136	4,222,213	36%		36%
Federal Grants	4,998	4,998	0	100%		0%
State Aid	800,000	749,042	50,958	94%		49%
Fines & Fees	300,000	220,628	79,372	74%		50%
Investment Earnings	300,000	448,901	(148,901)	150%		34%
Services to Others-Clevnet	2,400,000	1,290,671	1,109,329	54%		49%
Miscellaneous	200,000	20,719	179,281	10%		5%
Advances & Transfers	0	0	0	0%		0%
TOTALS	58,097,099	30,742,731	27,354,368	53%		50%

Note (1): Certificate from Cuyahoga County Budget Commission dated April 15, 2010.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
June 30, 2010

General Fund - Expenditures						
	Appropriation (2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year	
Salaries/Benefits	38,566,407	19,360,053	19,206,354	50%	58%	
Supplies	1,288,701	632,440	656,261	49%	47%	
Purchased Services	10,686,507	8,806,187	1,880,320	82%	79%	
Library Materials	12,873,488	6,347,259	6,526,229	49%	46%	
Capital Outlay	890,702	277,044	613,657	31%	44%	
Other	82,941	116,732	(33,791)	141%	69%	
SUBTOTAL	64,388,746	35,539,715	28,849,031	55%	58%	
Advances/Transfers	0	0	0	0%	0%	
TOTALS	64,388,746	35,539,715	28,849,031	55%	56%	

Note (2): Appropriation of \$62,243,433 plus carried forward encumbrance of \$2,145,312.

Note (3): Subtotal includes 45% expended and 10% encumbered.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
June 30, 2010

Strategic Plan Expenditures - In Millions

	Year 1 - 2004		Year 2 - 2005		Year 3 - 2006		Year 4 - 2007	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended
Salaries/Benefits	0.797	0.797	2.199	1.868	3.097	2.546	3.349	3.083
Library Materials	0.385	0.385	0.373	0.373	0.118	0.118	0.021	0.021
Capital Projects (4)	3.000	0.000	3.000	0.236	3.000	0.845	3.000	0.435
TOTALS	4.182	1.182	5.572	2.477	6.215	3.509	6.370	3.539
	Year 5 - 2008		Year 6 - 2009		Year 7 - 2010		5 Year	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended To Date
Salaries/Benefits	3.622	3.425	0.000	1.461	0.000	0.000	13.064	13.180
Library Materials	0.029	0.033	0.000	0.000	0.000	0.000	0.925	0.931
Capital Projects (4)	3.000	1.163	0.000	4.627	0.000	1.911	15.000	9.217
TOTALS	6.651	4.622	0.000	6.088	0.000	1.911	28.990	23.328

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, 2007 and 2009.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
June 30, 2010

Strategic Plan Capital Projects - In Dollars					
	Budget	Expended Through 2009	Expended 2010	Encumbered	Balance
Branch Security Cameras	464,000	442,247	0	20,929	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	483,533	5,813	0	(337,336)
Woodland - Land	21,000	21,292	176	0	(468)
Woodland - Expansion/Parking	1,200,000	952,320	1,092,264	66,552	(911,136)
Rice	5,300,000	4,179,223	812,791	45,696	262,290
South Brooklyn	96,000	77,522	0	0	18,478
Garden Valley	285,000	350,019	0	2,124	(67,143)
Totals	8,234,430	7,306,848	1,911,043	135,301	(1,118,763)

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON GENERAL FUND INCOME AND EXPENDITURES
AND ON STRATEGIC PLAN EXPENDITURES
THROUGH JULY 31, 2010

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
July 31, 2010

General Fund - Receipts						
	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent	
					Prior Year	Year
PLF- Public Library Fund	19,726,368	12,224,117	7,502,250	62%		57%
General Property Tax	27,738,384	26,979,564	758,820	97%		97%
Rollback, Homestead, CAT	6,627,349	2,405,136	4,222,213	36%		36%
Federal Grants	4,998	4,998	0	100%		0%
State Aid	800,000	749,042	50,958	94%		49%
Fines & Fees	300,000	255,552	44,448	85%		59%
Investment Earnings	300,000	478,592	(178,592)	160%		38%
Services to Others-Clevnet	2,400,000	1,521,421	878,579	63%		57%
Miscellaneous	200,000	24,882	175,118	12%		5%
Advances & Transfers	0	0	0	0%		0%
TOTALS	58,097,099	44,643,304	13,453,794	77%		72%

Note (1): Certificate from Cuyahoga County Budget Commission dated April 15, 2010.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
July 31, 2010

General Fund - Expenditures					
	Appropriation	Expended/	Balance	Percent	Percent
	(2)	Encumbered		To Date (3)	Prior
					Year
Salaries/Benefits	38,566,407	22,164,398	16,402,009	57%	63%
Supplies	1,288,701	697,506	591,194	54%	55%
Purchased Services	10,686,507	9,255,152	1,431,355	87%	87%
Library Materials	12,873,488	6,834,664	6,038,824	53%	57%
Capital Outlay	890,702	304,691	586,011	34%	57%
Other	82,941	117,489	(34,548)	142%	69%
SUBTOTAL	64,388,746	39,373,901	25,014,845	61%	66%
Advances/Transfers	0	0	0	0%	0%
TOTALS	64,388,746	39,373,901	25,014,845	61%	63%

Note (2): Appropriation of \$62,243,433 plus carried forward encumbrance of \$2,145,312.

Note (3): Subtotal includes 52% expended and 9% encumbered.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
July 31, 2010

Strategic Plan Expenditures - In Millions

	Year 1 - 2004		Year 2 - 2005		Year 3 - 2006		Year 4 - 2007	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended
Salaries/Benefits	0.797	0.797	2.199	1.868	3.097	2.546	3.349	3.083
Library Materials	0.385	0.385	0.373	0.373	0.118	0.118	0.021	0.021
Capital Projects (4)	3.000	0.000	3.000	0.236	3.000	0.845	3.000	0.435
TOTALS	4.182	1.182	5.572	2.477	6.215	3.509	6.370	3.539
	Year 5 - 2008		Year 6 - 2009		Year 7 - 2010		5 Year	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended To Date
Salaries/Benefits	3.622	3.425	0.000	1.461	0.000	0.000	13.064	13.180
Library Materials	0.029	0.033	0.000	0.000	0.000	0.000	0.925	0.931
Capital Projects (4)	3.000	1.163	0.000	4.627	0.000	2.029	15.000	9.335
TOTALS	6.651	4.622	0.000	6.088	0.000	2.029	28.990	23.445

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, 2007 and 2009.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
July 31, 2010

Strategic Plan Capital Projects - In Dollars					
	Budget	Expended Through 2009	Expended 2010	Encumbered	Balance
Branch Security Cameras	464,000	442,247	0	20,929	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	483,533	5,813	0	(337,336)
Woodland - Land	21,000	21,292	176	0	(468)
Woodland - Expansion/Parking	1,200,000	952,320	1,194,174	149,767	(1,096,260)
Rice	5,300,000	4,179,223	828,405	33,595	258,777
South Brooklyn	96,000	77,522	0	0	18,478
Garden Valley	285,000	350,019	0	2,124	(67,143)
Totals	8,234,430	7,306,848	2,028,567	206,415	(1,307,400)

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON GENERAL FUND INCOME AND EXPENDITURES
AND ON STRATEGIC PLAN EXPENDITURES
THROUGH AUGUST 31, 2010

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
August 31, 2010

General Fund - Receipts						
	Certified	Income	Balance	Percent	Percent	
	Revenue (1)	To Date		To Date	Prior	Year
PLF- Public Library Fund	19,726,368	13,718,420	6,007,948	70%		71%
General Property Tax	27,738,384	26,979,564	758,820	97%		97%
Rollback, Homestead, CAT	6,627,349	2,405,136	4,222,213	36%		36%
Federal Grants	4,998	4,998	0	100%		0%
State Aid	800,000	923,564	(123,564)	115%		49%
Fines & Fees	300,000	286,524	13,476	96%		67%
Investment Earnings	300,000	513,935	(213,935)	171%		52%
Services to Others-Clevnet	2,400,000	1,735,058	664,942	72%		66%
Miscellaneous	200,000	25,387	174,613	13%		8%
Advances & Transfers	0	0	0	0%		0%
TOTALS	58,097,099	46,592,587	11,504,512	80%		78%

Note (1): Certificate from Cuyahoga County Budget Commission dated April 15, 2010.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
 For the Period Ended
 August 31, 2010

General Fund - Expenditures						
	Appropriation (2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year	
Salaries/Benefits	38,566,407	24,939,392	13,627,015	65%	70%	
Supplies	1,288,701	756,723	531,978	59%	58%	
Purchased Services	10,686,507	9,788,776	897,731	92%	90%	
Library Materials	12,873,488	8,986,802	3,886,686	70%	72%	
Capital Outlay	890,702	320,095	570,607	36%	60%	
Other	82,941	117,489	(34,548)	142%	69%	
SUBTOTAL	64,388,746	44,909,277	19,479,469	70%	73%	
Advances/Transfers	0	0	0	0%	0%	
TOTALS	64,388,746	44,909,277	19,479,469	70%	70%	

Note (2): Appropriation of \$62,243,433 plus carried forward encumbrance of \$2,145,312.

Note (3): Subtotal includes 59% expended and 11% encumbered.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
August 31, 2010

Strategic Plan Expenditures - In Millions

	Year 1 - 2004		Year 2 - 2005		Year 3 - 2006		Year 4 - 2007	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended
Salaries/Benefits	0.797	0.797	2.199	1.868	3.097	2.546	3.349	3.083
Library Materials	0.385	0.385	0.373	0.373	0.118	0.118	0.021	0.021
Capital Projects (4)	3.000	0.000	3.000	0.236	3.000	0.845	3.000	0.435
TOTALS	4.182	1.182	5.572	2.477	6.215	3.509	6.370	3.539
	Year 5 - 2008		Year 6 - 2009		Year 7 - 2010		5 Year Budget To Date	
	Budget	Expended	Budget	Expended	Budget	Expended	Budget	Expended
Salaries/Benefits	3.622	3.425	0.000	1.461	0.000	0.000	13.064	13.180
Library Materials	0.029	0.033	0.000	0.000	0.000	0.000	0.925	0.931
Capital Projects (4)	3.000	1.163	0.000	4.627	0.000	2.130	15.000	9.435
TOTALS	6.651	4.622	0.000	6.088	0.000	2.130	28.990	23.546

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, 2007 and 2009.

CLEVELAND PUBLIC LIBRARY
SPECIAL REPORT ON INCOME AND EXPENDITURES
For the Period Ended
August 31, 2010

Strategic Plan Capital Projects - In Dollars					
	Budget	Expended Through 2009	Expended 2010	Encumbered	Balance
Branch Security Cameras	464,000	442,247	0	20,929	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	483,533	5,813	0	(337,336)
Woodland - Land	21,000	21,292	176	0	(468)
Woodland - Expansion/Parking	1,200,000	952,320	1,291,078	107,462	(1,150,860)
Rice	5,300,000	4,179,223	832,444	33,595	254,738
South Brooklyn	96,000	77,522	0	0	18,478
Garden Valley	285,000	350,019	0	2,124	(67,143)
Totals	8,234,430	7,306,848	2,129,511	164,110	(1,366,039)

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS - June 2010

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, 2010 through June 30, 2010.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment		Investment Form
					Income		
06/01/10 - 06/30/10	30	Various	Key Bank	Various	\$	7.38	Sweep Money Market
06/01/10 - 06/30/10	30	Various	STAR Ohio	Various		321.37	Investment Pool
06/01/10 - 06/30/10	30	Various	PNC	Various		14.23	Sweep Money Market
12/08/09 - 06/08/10	183	500,000	Federal Home Loan Bank	1.890%		4,725.00	Federal Agency
12/10/09 - 06/10/10	183	1,000,000	Federal Home Loan Bank	3.000%		15,000.00	Federal Agency
12/10/09 - 06/10/10	183	750,000	Federal Home Loan Bank	3.375%		12,656.25	Federal Agency
12/10/09 - 06/10/10	183	1,000,000	Fed Natl Mort Assn	3.400%		23,710.00	Federal Agency
12/11/09 - 06/11/10	183	2,000,000	Federal Home Loan Bank	3.000%		33,520.00	Federal Agency
12/11/09 - 06/11/10	183	1,000,000	Federal Home Loan Bank	3.000%		21,350.00	Federal Agency
12/11/09 - 06/11/10	183	1,000,000	Federal Farm Credit Bank	2.000%		10,000.00	Federal Agency
12/21/09 - 06/21/10	183	750,000	Fed Natl Mort Assn	1.800%		7,125.00	Federal Agency
12/30/09 - 06/29/10	182	2,000,000	Fed Natl Mort Assn	1.500%		16,416.67	Federal Agency
12/31/09 - 06/30/10	182	1,000,000	Federal Home Loan Bank	1.120%		6,670.00	Federal Agency
04/08/10 - 06/17/10	71	1,000,000	Federal Home Loan Mort Crp	1.700%		3,258.33	Federal Agency
04/26/10 - 06/18/10	54	250,000	Federal Farm Credit Bank	1.670%		603.06	Federal Agency

Earned Interest June 2010 \$ 155,377.29
 Earned Interest Year To Date \$ 448,901.31

REPORT ON INVESTMENTS - July 2010

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, 2010 through July 31, 2010.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment		Investment Form
					Income		
07/01/10 - 07/31/10	31	Various	Key Bank	Various	\$	143.32	Sweep Money Market
07/01/10 - 07/31/10	31	Various	STAR Ohio	Various		248.91	Investment Pool
07/01/10 - 07/31/10	31	Various	PNC	Various		17.42	Sweep Money Market
01/17/10 - 07/17/10	182	1,000,000	Federal Farm Credit Bank	2.000%		10,000.00	Federal Agency
01/21/10 - 07/21/10	182	1,000,000	Federal Home Loan Bank	1.625%		8,125.00	Federal Agency
01/29/10 - 07/29/10	182	250,000	Federal Farm Credit Bank	2.400%		3,000.00	Federal Agency
02/03/10 - 07/06/10	154	1,000,000	Federal Farm Credit Bank	1.090%		5,132.50	Federal Agency
05/26/10 - 07/30/10	66	500,000	Federal Home Loan Bank	1.200%		1,516.67	Federal Agency
05/28/10 - 07/30/10	64	500,000	Federal Home Loan Bank	1.750%		1,506.94	Federal Agency

Earned Interest July 2010 \$ 29,690.76
 Earned Interest Year To Date \$ 478,592.07

REPORT ON INVESTMENTS - August 2010

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, 2010 through August 31, 2010.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment	
					Income	Form
08/01/10 - 08/31/10	31	Various	Key Bank	Various	\$ 25.02	Sweep Money Market
08/01/10 - 08/31/10	31	Various	STAR Ohio	Various	827.16	Investment Pool
08/01/10 - 08/31/10	31	Various	PNC	Various	16.21	Sweep Money Market
02/05/10 - 08/05/10	182	500,000	Fed Natl Mort Assn	1.800%	4,500.00	Federal Agency
02/10/10 - 08/10/10	182	2,000,000	Fed Natl Mort Assn	1.500%	15,000.00	Federal Agency
02/16/10 - 08/16/10	182	1,000,000	Fed Natl Mort Assn	1.500%	7,500.00	Federal Agency
02/22/10 - 08/22/10	182	500,000	Federal Home Loan Bank	1.800%	4,500.00	Federal Agency
05/24/10 - 08/24/10	93	1,000,000	Federal Farm Credit Bank	1.190%	2,975.00	Federal Agency

Earned Interest August 2010 \$ 35,343.39
 Earned Interest Year To Date \$ 513,935.46

CLEVELAND PUBLIC LIBRARY**Finance Committee
September 16, 2010****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JUNE 2010**

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

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
American Library Association Annual Conference Washington, D.C	6/24/10 - 6/28/10	Thomas Corrigan	402.45
Cleveland State University Arts Education Summit Cleveland, Ohio	6/7/10	Pamela Eyerdam	25.00
American Payroll Association June Meeting Independence, Ohio	6/17/10	Ronelle Miller-Hood	30.00
State Library of Ohio Connecting to Collections Symposium Dublin, Ohio	5/7/10	Ann Olszewski	149.00
American Library Association Annual Conference Washington, D.C	6/24/10 - 6/28/10	Alan Seifullah	25.00
TOTAL			\$631.45

SUMMARY

FUND	JUNE	YEAR TO DATE
General	\$631.45	\$8,226.14
Judd Fund	0.00	0.00
Lockwood Thompson	0.00	3,707.88
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	0.00	1,445.20
TOTAL	\$631.45	\$13,379.22

CLEVELAND PUBLIC LIBRARY**Finance Committee
September 16, 2010****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JULY 2010**

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

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Center for the Book Annual Conference Washington, D.C	6/28/10 - 6/29/10	Ron Antonucci	640.39
American Library Association Annual Conference Washington, D.C.	6/25/10 - 6/29/10	Don Boozer	1,361.93
Ohio Library Council Trustee Dinner Independence, Ohio	4/22/10	Alice Butts	35.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/30/10	Chrystal Carr-Jeter	430.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/28/10	Thomas Corrigan	947.60
Ohio Library Council Trustee Dinner Independence, Ohio	4/22/10	Thomas Corrigan	35.00
Ohio Library Council Trustee Dinner Independence, Ohio	4/22/10	Timothy Diamond	35.00
Ohio Library Council Trustee Dinner Independence, Ohio	4/22/10	John Hairston	35.00
American Library Association Annual Conference Washington, D.C.	6/26/10	Oksana Kraus	187.00
American Library Association Annual Conference Washington, D.C.	6/26/10	Carolyn Neal	260.00

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Online Computer Library Center Webjunction Werninar Cleveland, Ohio	6/15/10	Marilyn Nichols	35.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/28/10	William Reed	1,375.75
State Library of Ohio Consumer Advisory Meeting Columbus, Ohio	6/21/10	William Reed	132.00
Ohio Library Council Trustee Dinner Independence, Ohio	4/22/10	Alan Seifullah	35.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/28/10	Alan Seifullah	976.09
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/28/10	Felton Thomas	1,000.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/28/10	Rollie Welch	1,000.00
American Library Association Annual Conference Washington, D.C.	6/25/10 - 6/28/10	Ginaya Willoughby	1,000.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/28/10	Tena Wilson	1,000.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/29/10	Mary Callaghan Zunt	150.00
TOTAL			\$10,670.76

SUMMARY

FUND	JULY	YEAR TO DATE
General	\$9,308.83	\$17,534.97
Judd Fund	0.00	0.00
Lockwood Thompson	0.00	3,707.88
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	1,361.93	2,807.13
TOTAL	\$10,670.76	\$24,049.98

CLEVELAND PUBLIC LIBRARY**Finance Committee
September 16, 2010****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR AUGUST 2010**

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

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
BCR/LYRISIS Virtual Reference Coordinators Meeting Denver, Colorado	8/7/10 8/11/10	Don Boozer	1,146.52
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Ali Boyd	20.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Thomas Corrigan	20.00
American Library Association Annual Conference Washington, D.C.	6/24/10 - 6/28/10	Thomas Corrigan	164.00
Kent State University Donor Relations Workshop Kent, Ohio	7/30/10 - 7/31/10	Amy Dawson	434.24
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Anastasia Diamond-Ortiz	20.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Maria Estrella	20.00
Case Western Reserve University Earned Income Boot Camp Seminar Cleveland, Ohio	8/5,9/9 & 9/30/10	Deborah Hajak	100.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Valerie Johnson	20.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Carlos Latimer	20.00

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
BCR/LYRASIS Virtual Reference Coordinators Meeting Denver, Colorado	8/7/10 8/11/10	Brian Leszcz	1,120.33
Case Western Reserve University Earned Income Boot Camp Seminar Cleveland, Ohio	8/5,9/9 & 9/30/10	Cindy Lombardo	100.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Michael Pride	20.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	John Skrtic	20.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Felton Thomas	20.00
Ohio Library Council Legislative Day Columbus, Ohio	3/16/10	Tena Wilson	20.00
Case Western Reserve University Earned Income Boot Camp Seminar Cleveland, Ohio	8/5,9/9 & 9/30/10	Tena Wilson	350.00
TOTAL			\$3,615.09

SUMMARY

FUND	AUGUST	YEAR TO DATE
General	\$364.00	\$15,383.83
Judd Fund	0.00	0.00
Lockwood Thompson	984.24	4,692.12
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	2,266.85	5,073.98
TOTAL	\$3,615.09	\$25,149.93

CLEVELAND PUBLIC LIBRARY**FINANCE COMMITTEE**

September 16, 2010

**PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE PERIOD
APRIL 1 THROUGH JUNE 30, 2010**

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

<u>DATE</u>	<u>ITEM DESCRIPTION</u>	<u>AGENCY</u>	<u>SUPPLIER</u>	<u>AMOUNT</u>
5/20/10	Copier Paper	Stockroom	Ris Paper Company	\$ 5,104.60
6/24/10	Magazine Covers	Book Prep	Kapco	5,556.18
4/08/10	Copier Paper	Stockroom	Ris Paper Company	5,318.76
5/13/10	A/C Unit	Main Bldg	Cleve Hermetic	5,840.00
4/15/10	Maintenance Supplies	Buildings	Jacco	7,527.69
4/15/10	Security Strips	Stockroom	Ohionet	9,693.39
5/02/10	Computer Equipment	Automation	MCPC Technology	17,920.95
4/22/10	Computer Equipment	Automation	Business Smarts	7,085.56
5/27/10	Computer Equipment	Automation	Business Smarts	10,639.08
6/10/10	Computer Equipment	Automation	Paragon Data	5,264.07
6/24/10	Computer Equipment	Automation	Business Smarts	29,802.19
5/20/10	Computer Equipment	Automation	Business Smarts	96,828.28

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 16, 2010

PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD
APRIL 1 THROUGH JUNE 30,2010

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>
06/30/10	Alldata Online	MLO	Ohionet	\$ 84,550.00
06/30/10	Heritage Quest Online	MLO	Ohionet	48,266.40

CLEVNET-RELATED GOOD AND SERVICES

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
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None reported

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

**CLEVELAND PUBLIC LIBRARY
HUMAN RESOURCES DEPARTMENT
LIBRARY BOARD OF TRUSTEES
TERMINATION REPORT
6/01/2010 TO 6/30/2010**

**Human Resources Committee Report
September 16, 2010**

<u>EMPLOYEE NAME</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>	<u>TERMINATE DATE</u>	<u>REASON</u>
RESIGNATIONS				
BROWN, SEQUOIA C	LIBRARY FOR THE BLIND	LIBRARIAN LBPH	06/15/2010	PERSONAL REASONS
TAKEMOTO, AKI	SHELF PAGES	PAGE	06/10/2010	PERSONAL REASONS
VARELA, FRANKLYN	FULTON	BRANCH MANAGER (LARGE)	06/03/2010	PERSONAL REASONS
RETIREMENTS				
BIEL, STEPHEN	JEFFERSON	CUSTODIAN II (DAYS/BRANCHES)	06/30/2010	RETIREMENT
DOSS, JANIE A	AUDIO VIDEO	SUBJECT DEPARTMENT CLERK	06/26/2010	RETIREMENT
GADSON, ANTHONY D	HUMAN RESOURCES	RECEPTIONIST	06/30/2010	RETIREMENT
OTHER TERMINATIONS				
COLSTON, MARY J	SECURITY	SECURITY OFFICER	06/06/2010	INVOLUNTARY LAYOFF
SMITH, JOSEPH E	SECURITY	SECURITY OFFICER	06/06/2010	INVOLUNTARY LAYOFF

**CLEVELAND PUBLIC LIBRARY
 HUMAN RESOURCES DEPARTMENT
 LIBRARY BOARD OF TRUSTEES
 TERMINATION REPORT
 6/01/2010 TO 6/30/2010**

**Human Resources Committee Report
 September 16, 2010**

EMPLOYEE NAME	DEPARTMENT	JOB TITLE	TERMINATE DATE	REASON
RESIGNATIONS				
BROWN, SEQUOIA C	LIBRARY FOR THE BLIND	LIBRARIAN LBPH	06/15/2010	PERSONAL REASONS
TAKEMOTO, AKI	SHELF PAGES	PAGE	06/10/2010	PERSONAL REASONS
VARELA, FRANKLYN	FULTON	BRANCH MANAGER (LARGE)	06/03/2010	PERSONAL REASONS
RETIREMENTS				
BIEL, STEPHEN	JEFFERSON	CUSTODIAN II (DAYS/BRANCHES)	06/30/2010	RETIREMENT
DOSS, JANIE A	AUDIO VIDEO	SUBJECT DEPARTMENT CLERK	06/26/2010	RETIREMENT
GADSON, ANTHONY D	HUMAN RESOURCES	RECEPTIONIST	06/30/2010	RETIREMENT
OTHER TERMINATIONS				
COLSTON, MARY J	SECURITY	SECURITY OFFICER	06/06/2010	INVOLUNTARY LAYOFF
SMITH, JOSEPH E	SECURITY	SECURITY OFFICER	06/06/2010	INVOLUNTARY LAYOFF

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 06/01/2010 TO 06/30/2010**

Human Resources Committee Report

September 16, 2010

EMPLOYEE: DOOMS, DARIUS R
JOB TITLE: PAGE

CURRENT GRADE: Z EFFECTIVE DATE 06/20/2010
CURRENT STEP: 0 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
NEW HIRE	0.00	7.30	Y.O.U. PAGE SUMMER PROGRAM

EMPLOYEE: HUTSON, AMIYA P
JOB TITLE: LIBRARY ASSISTANT-ADULT

CURRENT GRADE: F EFFECTIVE DATE 06/06/2010
CURRENT STEP: 3 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	23279.36	24210.68	MLIS STEP PER UNION CONTRACT

EMPLOYEE: JACKSON, DAWNTAE L
JOB TITLE: HR ASST.-MUNIS COORD

CURRENT GRADE: J EFFECTIVE DATE 06/06/2010
CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	52,748.02	58,311.24	TO ACTING TEMP POSITION

EMPLOYEE: JACKSON, TASHIANA C
JOB TITLE: PAGE

CURRENT GRADE: Z EFFECTIVE DATE 06/20/2010
CURRENT STEP: 0 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
REHIRE EE IN SYSTEM	0.00	7.30	Y.O.U. SUMMER PROGRAM

EMPLOYEE: JORDAN, DARCELL L
JOB TITLE: PAGE

CURRENT GRADE: Z EFFECTIVE DATE 06/20/2010
CURRENT STEP: 0 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
NEW HIRE	0.00	7.30	Y.O.U. SUMMER PROGRAM

EMPLOYEE: KIDD, EARLEE
JOB TITLE: PAGE

CURRENT GRADE: Z EFFECTIVE DATE 06/20/2010
CURRENT STEP: 0 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
REHIRE EE IN SYSTEM	0.00	7.30	Y.O.U. SUMMER PROGRAM

CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 06/01/2010 TO 06/30/2010

Human Resources Committee Report
September 16, 2010

EMPLOYEE: MCCORMICK, EUGENE
JOB TITLE: CUSTODIAN I (NIGHTS)
CURRENT GRADE: A EFFECTIVE DATE 06/06/2010
CURRENT STEP: 12 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
TRANSFER	41,534.48	39,813.54	RECLASSIFICATION

EMPLOYEE: NEAL, CAROLYN V
JOB TITLE: ADMINISTRATIVE ASSISTANT
CURRENT GRADE: F EFFECTIVE DATE 06/06/2010
CURRENT STEP: 12 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
TRANSFER	70,944.38	56,181.06	RECLASSIFICATION

EMPLOYEE: PATTON, ANDRE J
JOB TITLE: PAGE
CURRENT GRADE: Z EFFECTIVE DATE 06/20/2010
CURRENT STEP: 0 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
REHIRE EE IN SYSTEM ,	0.00	7.30	Y.O.U. SUMMER PROGRAM

EMPLOYEE: RAY, KEVIN M
JOB TITLE: CHILDRENS LIBRARIAN
CURRENT GRADE: H EFFECTIVE DATE 06/20/2010
CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	24,210.68	50,998.74	PROMOTION

EMPLOYEE: RUDZINSKI, MONICA A
JOB TITLE: CHILDRENS LIBRARIAN
CURRENT GRADE: H EFFECTIVE DATE 06/20/2010
CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	24,210.68	50,998.74	PROMOTION

EMPLOYEE: SCRUGGS, GREGORY
JOB TITLE: PAGE
CURRENT GRADE: Z EFFECTIVE DATE 06/14/2010
CURRENT STEP: 2 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
REHIRE EE IN SYSTEM ,	0.00	9.45	MILITARY

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 06/01/2010 TO 06/30/2010**

Human Resources Committee Report
September 16, 2010

EMPLOYEE: SCRUGGS, MYRON
JOB TITLE: PROPERTY MGMT ADMINISTRATOR

CURRENT GRADE: N EFFECTIVE DATE 06/20/2010
CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	124,360.86	132,046.98	PROMOTION

EMPLOYEE: SHIELDS, JAMES
JOB TITLE: PAGE

CURRENT GRADE: Z EFFECTIVE DATE 06/20/2010
CURRENT STEP: 0 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
NEW HIRE	0.00	7.30	Y.O.U. SUMMER PROGRAM

EMPLOYEE: WILLINGHAM, DONNA V
JOB TITLE: CHILDRENS LIBRARIAN

CURRENT GRADE: H EFFECTIVE DATE 06/20/2010
CURRENT STEP: 4 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	55,619.72	57,365.88	PROMOTION

EMPLOYEE: WILLOUGHBY, GINAYA D
JOB TITLE: CHILDRENS LIBRARIAN

CURRENT GRADE: H EFFECTIVE DATE 06/20/2010
CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	47,507.46	50,998.74	PROMOTION

**CLEVELAND PUBLIC LIBRARY
HUMAN RESOURCES DEPARTMENT
LIBRARY BOARD OF TRUSTEES
TERMINATION REPORT
7/01/2010 TO 7/31/2010**

**Human Resources Committee Report
September 16, 2010**

EMPLOYEE NAME	DEPARTMENT	JOB TITLE	TERMINATE DATE	REASON
RESIGNATIONS				
ARNWINE, SHAWN R	SHELF PAGES	PAGE	07/09/2010	ANOTHER JOB
CRUZ, NATALIE	WALZ	PAGE	07/23/2010	RETURN TO SCHOOL
DAMBIINYAM, ENEREL	CATALOG	CATALOG LIBRARIAN	07/12/2010	MOVING
FORTE, DEMETRIUS	FULTON	PAGE	07/31/2010	RETURN TO SCHOOL
HAYES, RAYSHAWN	UNION	LIBRARY ASST-COMP EMPH	07/27/2010	PERSONAL REASONS
LEWIS, SUMMIERE D	SHELF PAGES	PAGE	07/09/2010	TERMINATION INVOLUNTARY
WILEY, ANTOINETTE M	SHELF PAGES	PAGE	07/02/2010	ANOTHER JOB
RETIREMENTS				
IRIZARRY, VICKY D	AQUISITIONS	TECHNICAL SERVICES ASSOCIATE	07/30/2010	RETIREMENT
OTHER TERMINATIONS				
DOOMS, DARIUS R	SHELF PAGES	PAGE	07/30/2010	Y.O.U. PROGRAM ENDED
JACKSON, TASHIANA C	SHELF PAGES	PAGE	07/29/2010	Y.O.U. PROGRAM ENDED
JORDAN, DARCELL L	SHELF PAGES	PAGE	07/30/2010	Y.O.U. PROGRAM ENDED
ODOM, DANIEL E	SHELF PAGES	PAGE	07/29/2010	TERMINATION INVOLUNTARY
PATTON, ANDRE J	SHELF PAGES	PAGE	07/30/2010	Y.O.U. PROGRAM ENDED
SCOTT, SHERRIE	MEMORIAL NOTTINGHAM	PAGE	07/14/2010	TERMINATION INVOLUNTARY

EMPLOYEE NAME	DEPARTMENT	JOB TITLE	TERMINATE DATE	REASON
SHIELDS, JAMES	SHELF PAGES	PAGE	07/30/2010	Y.O.U. PROGRAM ENDED
WILLIAMS, JUSTIN C	MARTIN LUTHER KING	PAGE	07/15/2010	TERMINATION INVOLUNTARY

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**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2010 TO 07/31/2010**

EMPLOYEE: JACKSON, ANTONIO
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B EFFECTIVE DATE 07/04/2010
CURRENT STEP: 2 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	31,429.06	32,156.80	PROMOTION

EMPLOYEE: KERN, DELOREAN
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B EFFECTIVE DATE 07/09/2010
CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	30,220.58	30,919.72	PROMOTION

EMPLOYEE: LEWIS, JEFFREY D
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B EFFECTIVE DATE 07/04/2010
CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	36,059.92	36,171.46	PROMOTION

EMPLOYEE: MCCORMICK, EUGENE
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B EFFECTIVE DATE 07/04/2010
CURRENT STEP: 9 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	39,813.54	39,921.70	PROMOTION

EMPLOYEE: MCINTOSH, SHAWN
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B EFFECTIVE DATE 07/04/2010
CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	30,220.58	30,919.72	PROMOTION

EMPLOYEE: MONCRIEF, PASHA D
JOB TITLE: LIBRARY ASST-COMP EMPH

CURRENT GRADE: F EFFECTIVE DATE 07/04/2010
CURRENT STEP: 3 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	23279.36	24210.68	MLIS STEP PER UNION CONTRACT

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CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2010 TO 07/31/2010

EMPLOYEE: PATTERSON, RHASHIED K
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B EFFECTIVE DATE 07/04/2010
CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	35,352.98	36,171.46	PROMOTION

EMPLOYEE: PHELPS, SANDRA
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B EFFECTIVE DATE 07/04/2010
CURRENT STEP: 2 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	31,429.06	32,156.80	PROMOTION

EMPLOYEE: SCURKA, LORI J
JOB TITLE: LIBRARY ASSISTANT-YOUTH

CURRENT GRADE: F EFFECTIVE DATE 07/04/2010
CURRENT STEP: 7 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	51384.32	52411.58	MLIS STEP PER UNION CONTRACT

EMPLOYEE: SPIVEY, MANISHA J
JOB TITLE: CHILDRENS LIBRARIAN

CURRENT GRADE: H EFFECTIVE DATE 07/04/2010
CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE	24,210.68	50,998.74	PROMOTION

**CLEVELAND PUBLIC LIBRARY
HUMAN RESOURCES DEPARTMENT
LIBRARY BOARD OF TRUSTEES
TERMINATION REPORT
8/01/2010 TO 8/31/2010**

**Human Resources Committee Report
September 16, 2010**

EMPLOYEE NAME	DEPARTMENT	JOB TITLE	TERMINATE DATE	REASON
RESIGNATIONS				
BUFORD, SHANETTE D	SHELF PAGES	PAGE	08/26/2010	ANOTHER JOB
COOPER, KRISTEN	WALZ	PAGE	08/06/2010	RETURN TO SCHOOL
PENGRYN, MARK P	SOUTH BROOKLYN	PAGE	08/09/2010	ANOTHER JOB
PHILLIPS, STACIE	GLENVILLE	PAGE	08/14/2010	MILITARY
RAMSEY, BREANNE	LS SHIPPING AND SHELF	PAGE	08/06/2010	RETURN TO SCHOOL
SIMMONS, JEFFREY	RICE	LIBRARY ASSISTANT-YOUTH	08/27/2010	MOVING
SMITH, KEVIN B	SHELF PAGES	PAGE	08/12/2010	RETURN TO SCHOOL

RETIREMENTS
MATELSKI, CAROL A

SOCIAL SCIENCE SUBJECT DEPARTMENT CLERK 08/31/2010 RETIREMENT

CLEVELAND PUBLIC LIBRARY
HUMAN RESOURCES DEPARTMENT
LIBRARY BOARD OF TRUSTEES
TERMINATION REPORT
8/01/2010 TO 8/31/2010

Human Resources Committee Report
September 16, 2010

EMPLOYEE NAME	DEPARTMENT	JOB TITLE	TERMINATE DATE	REASON
RESIGNATIONS				
BUFORD, SHANETTE D	SHELF PAGES	PAGE	08/26/2010	ANOTHER JOB
COOPER, KRISTEN	WALZ	PAGE	08/06/2010	RETURN TO SCHOOL
PENGRYN, MARK P	SOUTH BROOKLYN	PAGE	08/09/2010	ANOTHER JOB
PHILLIPS, STACIE	GLENVILLE	PAGE	08/14/2010	MILITARY
RAMSEY, BREANNE	LS SHIPPING AND SHELF	PAGE	08/06/2010	RETURN TO SCHOOL
SIMMONS, JEFFREY	RICE	LIBRARY ASSISTANT-YOUTH	08/27/2010	MOVING
SMITH, KEVIN B	SHELF PAGES	PAGE	08/12/2010	RETURN TO SCHOOL
RETIREMENTS				
MATELSKI, CAROL A	SOCIAL SCIENCE	SUBJECT DEPARTMENT CLERK	08/31/2010	RETIREMENT

CLEVELAND PUBLIC LIBRARY

Human Resources Committee Report
September 16, 2010

PROPOSED REVISIONS TO THE HUMAN RESOURCES MANUAL

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

Section 386 – Special Library Closings**Section 386.6 – Reads:**

The Library will close at 5:00 pm on New Year's Eve. All employees regularly scheduled to work 7-1/2 hours on that day will work 6-1/2 hours and be paid for 7-1/2 hours.

Change to: The Library will be closed on New Year's Eve in 2010 as a special closing. Thereafter, the Library Board of Trustees will determine the hours of the Library on New Year's Eve annually.

Section 386.7 – Reads:

Holiday	On Sunday	On Weekday	On Saturday
New Year's Eve December 31	Library closed	Library open until 5:00 p.m.	Library open until 5:00p.m.

Change to:

Holiday	On Sunday	On Weekday	On Saturday
New Year's Eve December 31	Library closed	Library closed 2010 3 day schedule	To be Determined

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

CLEVELAND PUBLIC LIBRARY**Human Resources Committee Report
September 16, 2010****Report on Paid Sick Time Used by the Month
Hours Used Per Each Two Pay Periods**

MONTH	2009	2010
January	3,990.42	4,309.46
February	3,984.28	4,744.26
March	4,362.18	3,919.62
April	3,948.74	*6,568.48
May	*4,903.71	4,156.24
June	1,653.70	2814.38
July	3,396.99	
August	3,743.54	
September	3,845.37	
October	*7,752.20	
November	5,093.24	
December	4,244.91	

*Covers three pay periods

CLEVELAND PUBLIC LIBRARY

Human Resources Committee Report
 September 16, 2010

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

MONTH	2009	2010
January	3,990.42	4,309.46
February	3,984.28	4,744.26
March	4,362.18	3,919.62
April	3,948.74	*6,568.48
May	*4,903.71	4,156.24
June	1,653.70	2,814.38
July	3,396.99	4,615.48
August	3,743.54	
September	3,845.37	
October	*7,752.20	
November	5,093.24	
December	4,244.91	

***Covers three pay periods**

CLEVELAND PUBLIC LIBRARY**Human Resources Committee Report**
September 16, 2010**Report on Paid Sick Time Used by the Month**
Hours Used Per Each Two Pay Periods

MONTH	2009	2010
January	3,990.42	4,309.46
February	3,984.28	4,744.26
March	4,362.18	3,919.62
April	3,948.74	*6,568.48
May	*4,903.71	4,156.24
June	1,653.70	2,814.38
July	3,396.99	4,615.48
August	3,743.54	3,178.79
September	3,845.37	
October	*7,752.20	
November	5,093.24	
December	4,244.91	

***Covers three pay periods**

CLEVELAND PUBLIC LIBRARY
June 1, 2010-June 3, 2010
EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

Human Resources Committee Report
September 16, 2010

Totals Job Category	Male						Female					
	A	B	C	D	E	F	G	H	I	J	K	
Officials/Administrators	75	23	8	1			26	17				
Professionals	92	18	2		1		50	16	2	3		
Technicians	21	10	3	1			6	1				
Protective Service	19	10	8	1								
Para-Professionals	139	18	42		1		31	38	6	3		
Administrative Support	323	28	81	3	5		51	136	18	1		
Skilled Craft	11	7	2		1			1				
Served Maintenance	51	11	34	1			2	3				
Grand Total	731	125	180	7	8	0	166	212	26	7	0	

A= Total Column
B= White **C=Black** **D=Hispanic** **E=Asian/Pacific**
G=White **H=Black** **I=Hispanic** **J=Asian/Pacific**
F= American Indian/Alaskan Native
K=American Indian/Alaskan Native

CLEVELAND PUBLIC LIBRARY
July 1, 2010-July 31, 2010
EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

Human Resources Committee Report
September 16, 2010

Totals	Male											Female				
	A	B	C	D	E	F	G	H	I	J	K					
Officials/Administrators	75	23	8	1			26	17								
Professionals	91	18	2		1		50	16	2	2						
Technicians	21	10	3	1			6	1								
Protective Service	19	10	8	1												
Para-Professionals	138	18	41		1		31	38	6	3						
Administrative Support	308	27	73	3	5		51	131	17	1						
Skilled Craft	11	7	2		1			1								
Served Maintenance	51	11	34	1			2	3								
Grand Total	714	124	171	7	8	0	166	207	25	6	0					

A= Total Column
B= White **C=Black** **D=Hispanic** **E=Asian/Pacific**
G=White **H=Black** **I=Hispanic** **J=Asian/Pacific**
F= American Indian/Alaskan Native
K=American Indian/Alaskan Native

CLEVELAND PUBLIC LIBRARY
Aug 1, 2010- Aug 31, 2010
EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

Human Resources Committee Report
September 16, 2010

Totals	Male						Female					
	A	B	C	D	E	F	G	H	I	J	K	
Officials/Administrators	75	23	8	1			26	17				
Professionals	91	18	2		1		50	16	2	2		
Technicians	21	10	3	1			6	1				
Protective Service	19	10	8	1								
Para-Professionals	137	18	40		1		31	38	6	3		
Administrative Support	304	26	71	3	5		51	130	17	1		
Skilled Craft	11	7	2		1			1				
Served Maintenance	51	11	34	1			2	3				
Grand Total	709	123	168	7	8	0	166	206	25	6	0	

A = Total Column
B = White **C = Black** **D = Hispanic** **E = Asian/Pacific**
G = White **H = Black** **I = Hispanic** **J = Asian/Pacific**
F = American Indian/Alaskan Native
K = American Indian/Alaskan Native

**INSURANCE REPORT
FOR THE MONTH OF
JUNE
2010**

Human Resources Committee Report
September 16, 2010

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Kaiser POS	95	77	172
Kaiser HMO	205	93	298
Delta Dental	250	170	420

Workers' Compensation Lost Time Report

	Dept/Location	Date of Injury	Total days missed during report month
Classification			
Guard	Security	4/6/2010	15
Clerk	Mobile Services	4/30/2010	30

**INSURANCE REPORT
FOR THE MONTH OF**

**JULY
2010**

Human Resources Committee Report
September 16, 2010

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Kaiser POS	95	77	172
Kaiser HMO	205	93	298
Delta Dental	245	169	414

Workers' Compensation Lost Time Report

	Dept/Location	Date of Injury	Total days missed during report month
Classification			
Clerk	Mobile Services	4/30/2010	6

**INSURANCE REPORT
FOR THE MONTH OF
AUGUST
2010**

Human Resources Committee Report
September 16, 2010

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Kaiser POS	95	77	172
Kaiser HMO	205	93	298
Delta Dental	169	243	412

Workers' Compensation Lost Time Report

<i>Classification</i>	<i>Dept/Location</i>	<i>Date of Injury</i>	<i>Total days missed during report month</i>
THERE ARE NO LOST FOR THIS MONTH			

CLEVELAND PUBLIC LIBRARY

FINES AND FEES SCHEDULE: PART A

OVERDUE FINES

ADULT MATERIALS

Circulating Items \$0.10 per day/item

Except:

No Hold or New DVD \$1.00 per day/item

No Hold or New Videocassette \$1.00 per day/item

Reference Items \$1.00 per day/item

CHILDREN'S MATERIALS No overdue fines

YOUNG ADULT MATERIALS No overdue fines

MATERIALS @UNIVERSITY/COLLEGE LIBRARIES . No overdue fines

PATRONS WITH PROFILE CPL-GB (age 60 & over) . No overdue fines

PATRONS WITH PROFILE CPL-DISABLD No overdue fines

PATRONS WITH PROFILE CPL-HOMBD No overdue fines

OVERDUE FINE LIMITS

Circulating Items \$3.00/item

BILL THRESHOLD \$25.00

REPLACEMENT PRICES

Borrower pays list price for material as shown online. If database shows no list price, patron is charged as follows:

Hardcover Book \$20.00

Paperback \$5.00

Audiocassette \$20.00

Comic Book \$1.50

Compact Disc \$17.00

DVD \$25.00

Interlibrary Loan Material \$100.00

LeapFrog Equipment \$65.00

Magazine \$3.00

Pamphlet \$1.00

Reference Material Value of item

Self-Playing Device \$40.00

Software/CD-ROM \$40.00

Videocassette \$25.00

Misc. uncataloged material \$1.00/item

LOST OR STOLEN LIBRARY CARD \$1.00

DAMAGE FINES

Major Replacement price

CLEVELAND RESEARCH CENTER FEES

Research (15 minute minimum) \$60.00 per hour

Rush Requests \$90.00 per hour

Online Searches Rates vary according to database

INTERLIBRARY LOAN FEES

FEES CHARGED TO LIBRARIES

Ohio Libraries No charge

Out-of-State Libraries \$10.00 per item

Foreign Libraries \$20.00 per item

FEES CHARGED TO INDIVIDUAL BORROWERS

Loans No charge

Photocopies \$5.00 per item

PHOTODUPLICATION OFFICE FEES

See Fines & Fees Schedule: Part B

COPY FEES

Copies from Computer Printers:

8½" x 11" B&W \$0.10 per page

8½" x 11" Color \$0.50 per page

Copies from Microform:

8½" x 11" \$0.10 per page

18" x 24" \$1.00 per page

Photocopies:

8½" x 11" through 11" x 17" B&W \$0.10 per page

8½" x 11" through 11" x 17" in color \$1.00 per page

18" x 24" B&W \$1.00 per page

Plotter printer B&W \$0.10 per linear inch

Plotter printer in color \$0.20 per linear inch

NewspaperDirect Print-on-Demand \$1.40 per issue

MEETING ROOM/AUDITORIUM/FACILITY FEES

ACTIVITIES CO-SPONSORED BY LIBRARY No charge

ACTIVITIES NOT CO-SPONSORED BY THE LIBRARY:

BRANCHES

Library open No charge

Library closed \$25.00 per hour

LAKE SHORE FACILITY

Auditorium (648 seats) \$500.00 per 4 hours

Other Fees:

For each hour over 4 20% surcharge

Rehearsal and/or set-up \$50.00 per hour

Clean-up, if food served \$50.00

Security/Custodial when closed \$50.00 per hour

Meeting Rooms (for library-related activities only)

Rooms 1A, 1B, 4 \$50.00 per day per room

Rooms 1A + 1B \$100.00 per day

Room 3 (Computer Training) \$250.00 per day

MAIN LIBRARY

Stokes Wing Auditorium (218 seats; Maximum Capacity 315)

Library open \$500.00 inclusive per four hours

Stokes Wing (Auditorium, LL Lobby & First Floor) and Garden

Library closed:

Nonprofit Groups \$2,000.00 inclusive per four hours

All others \$3,000.00 inclusive per four hours

Stokes Wing Meeting Room 218 (Cap. 116; can be sub-divided)

Only available when Library is open No charge

FEES FOR PHOTOGRAPHING/TAPING/FILMING ON LIBRARY PROPERTY

Security and/or Custodial Staff \$100.00 per hour

MISCELLANEOUS

Tote Bags (non-complimentary) \$0.10 per bag

SALES TAX

Ohio sales tax added when required.

CLEVELAND PUBLIC LIBRARY**FINES AND FEES SCHEDULE: PART B****PHOTODUPLICATION OFFICE FEES****PHOTOCOPIES**

Service Fee (first 25 pages)	\$5.00/item
Copy Service Fee (each additional 25 pages).....	\$5.00
Standard (8½" x 11" through 11" x 17" B&W).....	\$0.10/page
Oversize (18" x 24" B&W)	\$1.00/page
Color (8½" x 11" through 11" x 17")	\$1.00/page
Fax	\$0.25/page
Rush (24-hour turnaround).....	\$10.00/item
Special Handling (fragile, etc.)	\$20.00/order

PLOTTER-PRINTER

B&W	\$0.10/linear inch
Color.....	\$0.20/linear inch

DIGITAL SCANS

Service Fee (first 25 pages)	\$5.00/item
Copy Service Fee (each additional 25 pages or scans).....	\$5.00
Desktop Text Scanner (8½" x 11")	\$0.25/scan
Photo-Quality Scanner	\$5.00 for first 25 scans
CD-ROM	\$2.50/disc
Digital Camera (8½" x 11")	\$0.10/print
Special Handling (camera set-up, etc.).....	\$20.00/item
Email (8½" x 11")	\$0.25/page

PHOTOGRAPHS

Service Fee.....	\$5.00/print
B&W (8" x 10" glossy or matte)	\$22.00/print
B&W (11" x 14" glossy or matte)	\$30.00/print
B&W (16" x 20" glossy or matte)	\$42.00/print
Color.....	Current lab price
Posters	Current lab price
Slides	Current lab price
Delivery Fee.....	\$9.00/order
Rush (24-hour turnaround)	Double price + \$10.00/print

USE FEES FOR PUBLICATION OR DISPLAY

For Profit	\$5.00/image; \$250 max/project
Not for Profit.....	\$5.00/image; \$50 max/project

MICROFILM

Service Fee.....	\$5.00/item
Positive/Original (35mm)	\$275.00
Special Handling/Original/Preservation Fee	\$20.00
Duplicate (35mm)	\$29.40

MICROFICHE

Service Fee.....	\$5.00/item
Light and Dark Exposures	\$5.00/fiche

SHIPPING FEES**STANDARD SIZE**

1-10	\$1.25
11-15	\$1.50
16-20	\$1.75
21-99	\$0.10/page
100+	\$10.00

OVERSIZED

1-10	\$2.50
11-20	\$3.50

INTERNATIONAL..... Fees vary according to USPS rates

SALES TAX

Ohio sales tax added when required.

WARNING CONCERNING COPYRIGHT RESTRICTIONS

The copyright law of the United States (Title 17 United States Code) governs the making of photocopies or other reproductions of copyrighted material.

Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of the specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of copyright law.



CLEVELAND PUBLIC LIBRARY
Policy on Internet and Computer Use

Computer Use

"Computer use" shall include using library computers for any purpose, including without limitation, word processing purposes, or for Internet and electronic mail use. Use of Library computers is subject to the Library's Policy on Patron Guidelines.

1. A patron must have a library card in good standing to use the public computers managed by the Library's reservation software.
2. Persons using the computers, and accompanied by children six and under, may not leave the children unattended.
3. The Library employs reservation software to maximize the number of patrons who are able to access the Library's public computers. To that end, patrons are limited to two hours of use per day on the public computers managed by reservation software, regardless of the number of library cards used or Cleveland Public Library locations visited. The Library reserves the right to limit the amount of time an individual user can devote to a single computer session. The last computer session of the day ends 5 minutes before the Library closes. Patrons must not attempt to disable or circumvent the Library's reservation software.
4. Patrons may make same day reservations in person or by telephone on a first-come first-serve basis. Reservations, where available, will be held no longer than 5 minutes past the scheduled reservation time.
5. Headphones are permitted, but volume must be kept low to not disturb others.
6. Only two persons may share a single workstation. Staff, in their discretion, may approve or disapprove requests for study group accommodations.
7. Workstations equipped with adaptive software and hardware such as ZoomText, JAWS and Braille printers may be used only by patrons in need of adaptive technology.
8. Patrons may not use library computers for any activity that is patently offensive, intrusive, disruptive, harassing, or creates an intimidating or hostile environment to staff and/or to other patrons.
9. There is a charge for printing from the Library's computers that are managed by the Library's reservation software. Printing must be completed within a user's time limit and collected before the Library closes.
10. While staff are available to assist users with the equipment and available software, staff cannot provide in-depth training. Users who need individual training should attend the Library's free computer classes or schedule an individual appointment. The Library does not provide technical support for personal computers and other hardware owned by patrons.
11. Work saved to the Library's computers is automatically erased when a patron logs off. To save a document, the patron must copy it to his/her personal media or online data storage during the computer session. Staff are unable to recover data once a computer session ends. The Library is not responsible for time or data lost due to computer failure or failure to save data during a computer session.

(continued)

CLEVELAND PUBLIC LIBRARY

Policy on Internet and Computer Use

(continued from page 1)

12. The Library is not responsible for any loss or liability that may occur as a result of the disclosure of financial or other personal information over the Library's public computer services, including Internet and electronic mail use. Users should be aware that use of public computers is not a private or secure medium, and that third parties may be able to obtain information regarding user's activities. Users should also be aware that Library staff may monitor use of the computers for the limited purpose of ensuring compliance with this Policy, and hereby consent to such monitoring.
13. Patrons may not utilize the Library's computers in violation of any local, state, or federal ordinances, regulations, or laws, including copyright laws. Users engaged in illegal activities involving library computers may be subject to prosecution. The Library reserves the right to terminate a computer session and/or suspend library privileges of anyone who violates the Library's computer use policies.
14. Users may be liable for alterations or damage they cause to library hardware or software. Patrons are not permitted to install software of any kind, or to download plug-ins without consultation with Library staff. Patrons should report any computer problems to Library staff.
15. Users must not make any attempt to access or modify passwords or data belonging to others, or seek unauthorized access to the Library's or any other computer system.
16. Whether or not they are in use, the Library reserves the right to designate computers for the exclusive use of children aged 17 and under and their accompanying caregivers.
17. By using a library computer, the user agrees to conform to all regulations contained in this Policy. All users of library computers agree to indemnify and hold the Library harmless for any claims, losses, damages, obligations, or liabilities arising out of the use of the Library's computers.

Internet Use: Generally

1. In keeping with the Cleveland Public Library's objective to make accessible the broadest range of information in a variety of formats, the Library provides public access to the Internet. The Internet enables the Library to provide information beyond the confines of its own collection. However, the Library cannot control and is not responsible for the content of information obtained through the Internet, and does not warrant that information accessed through the Internet is accurate, reliable, legal or complete.
2. Parents, guardians and caregivers are encouraged to work with their children to develop acceptable rules of Internet use. It is their responsibility to set family standards and guidelines and to decide which library resources and Internet websites or resources are appropriate for their children. Library staff are available to assist parents and their children with using the Internet and to help identify appropriate Internet sites. However, Library staff are not responsible for monitoring information accessed by children from the Internet, and the Library will not act in loco parentis nor assume the functions of a parent's or legal guardian's authority with regard to the behavior of their children in the Library.
3. Patrons may not send, receive, print, disseminate, or display text or graphics which may be construed as obscene or "harmful to juveniles" under Chapter 2907 of the Ohio Revised Code.

Pending approval by the Board of Library Trustees

CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JUNE 2010

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	2010	2009	
Main Library	166,176	161,799	831	691	975,520	986,211	-1.1%
Branches & Mobile Units	339,216	360,808	1,612	1,473	2,038,699	2,115,606	-3.6%
Library for the Blind	60,803	34,830	362	198	353,086	215,665	63.7%
TOTAL CIRCULATION	566,195	557,437			3,367,305	3,317,482	1.5%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
eBook	1,581	770	8,030	4,414	81.9%
eAudioBook	1,601	1,100	9,313	6,610	40.9%
eMusic	19	18	192	225	-14.7%
eVideo	17	23	190	400	-52.5%
TOTAL eCIRCULATION	3,218	1,911	17,725	11,649	52.2%

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2010	2009	2010	2009	
Main Library	74	43 minutes	13,020	13,561	9,413	10,876	-13.5%
Branches	316	33 minutes	70,527	72,272	38,773	37,062	4.6%
TOTAL USAGE	390		83,547	85,833	48,186	47,938	0.5%

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 Hourly		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	2010	2009	
Main Library	52,441	59,158	262	253	338,233	353,126	-4.2%
Branches	265,237	296,854	1,261	1,212	1,624,991	1,725,865	-5.8%
Mobile Unit	878	1,178			4,521	4,745	-4.7%
TOTAL VISITS	318,556	357,190			1,967,745	2,083,736	-5.6%

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT DIRECT & TOTAL CIRCULATION FOR JUNE 2010**

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	10,125	799	812	857	0	12,593	1,533	14,126
Broadway	2,828	157	90	167	0	3,242	310	3,552
Brooklyn	5,657	641	406	646	0	7,350	710	8,060
Carnegie West	9,450	1,021	983	1,199	0	12,653	1,081	13,734
Collinwood	7,689	518	401	659	0	9,267	1,063	10,330
East 131st	3,332	390	219	333	0	4,274	408	4,682
Eastman	15,264	1,377	1,173	1,855	0	19,669	1,958	21,627
Fleet	10,241	542	662	816	0	12,261	1,361	13,622
Fulton	9,258	711	555	878	0	11,402	1,087	12,489
Garden Valley	3,922	209	123	152	0	4,406	329	4,735
Glenville	5,146	593	387	891	0	7,017	502	7,519
Harvard-Lee	7,204	498	409	667	4	8,782	1,031	9,813
Hough	4,300	471	310	539	0	5,620	487	6,107
Jefferson	7,010	549	699	778	0	9,036	823	9,859
Langston Hughes	5,484	426	309	422	0	6,641	724	7,365
Lorain	9,186	749	398	737	0	11,070	1,020	12,090
Martin Luther King, Jr.	5,540	396	620	1,008	405	7,969	899	8,868
Memorial-Nottingham	13,498	826	1,110	1,957	0	17,391	1,991	19,382
Mt. Pleasant	5,003	548	257	480	0	6,288	607	6,895
Rice	10,043	629	592	605	0	11,869	1,279	13,148
Rockport	17,168	1,510	1,228	1,628	3	21,537	2,102	23,639
South	7,307	487	305	474	0	8,573	872	9,445
South Brooklyn	17,581	1,083	1,303	2,209	0	22,176	2,770	24,946
Sterling	4,607	366	215	330	0	5,518	449	5,967
Union	3,803	558	366	496	0	5,223	503	5,726
Walz	13,176	753	1,043	1,223	0	16,195	1,418	17,613
West Park	18,932	1,464	2,065	3,131	98	25,690	3,108	28,798
Woodland	8,504	465	285	361	0	9,615	696	10,311
BRANCH TOTAL	241,258	18,736	17,325	25,498	510	303,327	31,121	334,448
Mobile Units	3,642	281	404	308	66	4,701	67	4,768
TOTAL	244,900	19,017	17,729	25,806	576	308,028	31,188	339,216

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT TOTAL CIRCULATION COMPARATIVE FOR JUNE 2010**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2010	2009	2010	2009		
Addison	14,126	16,609	88,508	91,159	-2,651	-2.9%
Broadway	3,552	3,707	21,029	23,965	-2,936	-12.3%
Brooklyn	8,060	10,488	50,166	59,771	-9,605	-16.1%
Carnegie West	13,734	12,470	76,553	77,516	-963	-1.2%
Collinwood	10,330	12,274	67,616	74,381	-6,765	-9.1%
East 131st	4,682	5,614	28,039	32,791	-4,752	-14.5%
Eastman	21,627	19,602	124,871	110,466	14,405	13.0%
Fleet	13,622	15,613	89,112	81,560	7,552	9.3%
Fulton	12,489	10,384	66,944	57,715	9,229	16.0%
Garden Valley	4,735	4,107	28,415	26,815	1,600	6.0%
Glenville	7,519	9,560	45,308	57,728	-12,420	-21.5%
Harvard-Lee	9,813	10,210	60,157	60,572	-415	-0.7%
Hough	6,107	7,657	38,963	43,098	-4,135	-9.6%
Jefferson	9,859	11,730	68,740	76,741	-8,001	-10.4%
Langston Hughes	7,365	6,814	45,231	41,543	3,688	8.9%
Lorain	12,090	13,556	80,386	80,844	-458	-0.6%
Martin Luther King, Jr.	8,868	10,077	55,513	55,739	-226	-0.4%
Memorial-Nottingham	19,382	20,032	118,457	116,736	1,721	1.5%
Mt. Pleasant	6,895	8,556	41,680	50,523	-8,843	-17.5%
Rice*	13,148	8,284	79,279	51,582	27,697	53.7%
Rockport	23,639	23,569	139,927	143,205	-3,278	-2.3%
South	9,445	11,030	59,390	66,510	-7,120	-10.7%
South Brooklyn	24,946	26,605	148,876	151,942	-3,066	-2.0%
Sterling	5,967	7,570	39,695	43,948	-4,253	-9.7%
Union	5,726	8,396	36,390	48,576	-12,186	-25.1%
Walz	17,613	18,263	108,686	102,839	5,847	5.7%
West Park	28,798	30,938	174,805	178,697	-3,892	-2.2%
Woodland**	10,311	12,239	21,793	74,185	-52,392	-70.6%
BRANCH TOTAL	334,448	355,954	2,004,529	2,081,147	-76,618	-3.7%
Mobile Units	4,768	4,854	34,170	34,459	-289	-0.8%
TOTAL	339,216	360,808	2,038,699	2,115,606	-76,907	-3.6%

*The old Rice Branch building closed January 9, 2010; the new building opened January 23, 2010.

**Woodland Branch closed 10/28/2009 - 04/23/2010 for ADA accessibility renovation, asbestos abatement, and roof repair.

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT ATTENDANCE JUNE 2010**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2010	2009	2010	2009		
Addison	6,657	8,767	40,900	51,417	-10,517	-20.5%
Broadway	1,874	2,549	10,000	13,346	-3,346	-25.1%
Brooklyn	4,938	5,673	25,690	28,117	-2,427	-8.6%
Carnegie West	18,542	22,702	117,429	139,074	-21,645	-15.6%
Collinwood	7,970	9,468	50,969	55,033	-4,064	-7.4%
East 131st	6,735	6,797	38,019	40,072	-2,053	-5.1%
Eastman	12,533	14,210	80,931	81,418	-487	-0.6%
Fleet	10,387	12,378	64,397	69,168	-4,771	-6.9%
Fulton	8,265	7,691	43,647	41,393	2,254	5.4%
Garden Valley	6,528	7,020	42,654	41,263	1,391	3.4%
Glenville	9,222	9,965	51,836	55,832	-3,996	-7.2%
Harvard-Lee	9,048	11,150	61,380	77,911	-16,531	-21.2%
Hough	14,834	20,268	83,196	98,804	-15,608	-15.8%
Jefferson	8,578	10,280	53,942	55,269	-1,327	-2.4%
Langston Hughes	7,031	7,160	40,553	41,020	-467	-1.1%
Lorain	7,686	8,843	46,953	57,030	-10,077	-17.7%
Martin Luther King, Jr.	6,456	7,721	40,173	45,006	-4,833	-10.7%
Memorial-Nottingham	9,596	9,728	54,751	55,532	-781	-1.4%
Mt. Pleasant	8,229	8,867	52,431	56,751	-4,320	-7.6%
Rice*	14,205	6,707	91,436	36,075	55,361	153.5%
Rockport	10,887	11,990	70,726	76,196	-5,470	-7.2%
South	8,408	9,210	59,065	59,665	-600	-1.0%
South Brooklyn	15,606	17,397	105,681	104,606	1,075	1.0%
Sterling	12,289	13,723	71,376	72,322	-946	-1.3%
Union	7,517	11,316	69,045	72,376	-3,331	-4.6%
Walz	10,884	11,283	63,683	69,184	-5,501	-8.0%
West Park	12,145	13,557	76,297	77,080	-783	-1.0%
Woodland*	8,187	10,434	17,831	54,905	-37,074	-67.5%
BRANCH TOTAL	265,237	296,854	1,624,991	1,725,865	-100,874	-5.8%
Mobile Unit	878	1,178	4,521	4,745	-224	-4.7%
TOTAL	266,115	298,032	1,629,512	1,730,610	-101,098	-5.8%

*See footnote p. 3

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS JUNE 2010**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	28,798	1 Carnegie West	18,542	1 South Brooklyn	31,511
2 South Brooklyn	24,946	2 South Brooklyn	15,606	2 Fleet	27,822
3 Rockport	23,639	3 Hough	14,834	3 West Park	27,291
4 Eastman	21,627	4 Rice	14,205	4 Eastman	23,686
5 Memorial-Nottingham	19,382	5 Eastman	12,533	5 Rice	22,240
6 Walz	17,613	6 Sterling	12,289	6 Fulton	20,026
7 Addison	14,126	7 West Park	12,145	7 Memorial-Nottingham	19,553
8 Carnegie West	13,734	8 Rockport	10,887	8 Rockport	19,404
9 Fleet	13,622	9 Walz	10,884	9 Harvard-Lee	18,834
10 Rice	13,148	10 Fleet	10,387	10 Langston Hughes	17,982
11 Fulton	12,489	11 Memorial-Nottingham	9,596	11 Glenville	17,317
12 Lorain	12,090	12 Glenville	9,222	12 Walz	16,558
13 Collinwood	10,330	13 Harvard-Lee	9,048	13 Collinwood	16,270
14 Woodland	10,311	14 Jefferson	8,578	14 Addison	16,169
15 Jefferson	9,859	15 South	8,408	15 East 131st	15,658
16 Harvard-Lee	9,813	16 Fulton	8,265	16 Martin Luther King, Jr.	15,212
17 South	9,445	17 Mt. Pleasant	8,229	17 Mt. Pleasant	14,724
18 Martin Luther King, Jr.	8,868	18 Woodland	8,187	18 Lorain	13,233
19 Brooklyn	8,060	19 Collinwood	7,970	19 Carnegie West	10,549
20 Glenville	7,519	20 Lorain	7,686	20 Union	10,316
21 Langston Hughes	7,365	21 Union	7,517	21 Sterling	8,046
22 Mt. Pleasant	6,895	22 Langston Hughes	7,031	22 Woodland	7,492
23 Hough	6,107	23 East 131st	6,735	23 South	7,009
24 Sterling	5,967	24 Addison	6,657	24 Hough	6,197
25 Union	5,726	25 Garden Valley	6,528	25 Brooklyn	5,419
26 Garden Valley	4,735	26 Martin Luther King, Jr.	6,456	26 Jefferson	3,587
27 East 131st	4,682	27 Brooklyn	4,938	27 Garden Valley	2,857
28 Broadway	3,552	28 Broadway	1,874	28 Broadway	1,687
	334,448		265,237		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 2010**

OTHER TRANSACTIONS
Loans* to:

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
CLEVNET	78,075	69,053	461,472	423,560	9.0%
MORE	850	1,671	5,231	9,368	-44.2%
Other Libraries	631	635	3,882	3,750	3.5%
TOTAL	79,556	71,359	470,585	436,678	7.8%

*Totals included in Main Library and Branch circulation counts.

PHOTODUPLICATION

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
Items copied	117	168	907	1,089	-16.7%
Prints	1,993	3,631	14,820	18,324	-19.1%

**ANALYSIS OF MAIN LIBRARY
REFERENCE QUESTION LOAD**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
Projected (Mon - Sat)	26,550	22,756	152,245	150,464	1.2%
KnowItNow Web Reference*	550	617	8,393	15,588	-46.2%
Research Correspondence	1,360	1,667	6,419	9,193	-30.2%
Interlibrary Loan Requests	3,663	6,011	23,081	36,806	-37.3%
Sunday Count	0	0	**	5,521	-100.0%
TOTAL	32,123	31,051	190,138	217,572	-12.6%

*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.

**Main Library closed on Sundays in 2010 due to cuts in State funding.

**CHANGES IN PERMANENT
COLLECTION**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
New Titles Added	7,019	6,667	38,962	39,444	-1.2%
Total Items Added	30,291	23,225	178,555	155,834	14.6%

**PERMANENT CARDS
ISSUED**

	Monthly Total		Year-to-Date	
	2010	2009	2010	2009
	2,357	*	12,258	*

*Reliable comparative data not available now that Greater Access Card registrations from Cuyahoga County Public Library are being transferred irregularly, making 2010 figures appear unusually low.

HOURS OPEN

Main Library	200.0	234.0
Branches (average)	210.4	245.0

Hours reduced June 2, 2010, due to cuts in State funding.

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JULY 2010**

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	2010	2009	
Main Library	173,390	171,387	834	732	1,148,910	1,157,598	-0.8%
Branches & Mobile Units	342,601	368,539	1,597	1,512	2,381,581	2,484,145	-4.1%
Library for the Blind	65,156	53,565	388	304	418,242	269,230	55.3%
TOTAL CIRCULATION	581,147	593,491			3,948,733	3,910,973	1.0%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
eBook	1,765	785	9,795	5,199	88.4%
eAudioBook	1,590	1,161	10,903	7,771	40.3%
eMusic	25	11	217	236	-8.1%
eVideo	48	38	238	438	-45.7%
TOTAL eCIRCULATION	3,428	1,995	21,153	13,644	55.0%

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2010	2009	2010	2009	
Main Library	72	43 minutes	13,383	13,943	9,566	11,324	-15.5%
Branches	327	36 minutes	74,748	73,600	44,405	37,906	17.1%
TOTAL USAGE	399		88,131	87,543	53,971	49,230	9.6%

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 Hourly		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	2010	2009	
Main Library	55,190	62,401	265	267	393,423	415,527	-5.3%
Branches	277,704	310,147	1,295	1,273	1,902,695	2,036,012	-6.5%
Mobile Unit	746	1,271			5,267	6,016	-12.5%
TOTAL VISITS	333,640	373,819			2,301,385	2,457,555	-6.4%

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT DIRECT & TOTAL CIRCULATION FOR JULY 2010**

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	10,525	763	746	802	150	12,986	1,364	14,350
Broadway	3,023	184	120	116	0	3,443	307	3,750
Brooklyn	6,022	616	427	589	0	7,654	704	8,358
Carnegie West	10,005	855	1,053	978	0	12,891	989	13,880
Collinwood	7,784	446	347	689	0	9,266	1,051	10,317
East 131st	3,551	421	289	296	0	4,557	426	4,983
Eastman	16,241	1,618	1,170	1,660	0	20,689	1,917	22,606
Fleet	10,390	730	760	1,016	0	12,896	1,209	14,105
Fulton	8,914	549	485	889	0	10,837	1,090	11,927
Garden Valley	4,363	273	174	144	0	4,954	348	5,302
Glenville	5,125	540	404	715	0	6,784	492	7,276
Harvard-Lee	7,400	549	353	708	17	9,027	955	9,982
Hough	4,584	503	359	471	0	5,917	531	6,448
Jefferson	7,173	573	588	683	0	9,017	853	9,870
Langston Hughes	5,598	374	435	542	0	6,949	647	7,596
Lorain	9,188	584	441	666	0	10,879	963	11,842
Martin Luther King, Jr.	5,859	395	806	1,076	502	8,638	837	9,475
Memorial-Nottingham	15,189	819	1,006	1,694	223	18,931	1,919	20,850
Mt. Pleasant	5,263	467	332	566	0	6,628	582	7,210
Rice	10,894	561	486	605	0	12,546	1,143	13,689
Rockport	17,066	1,448	1,256	1,645	3	21,418	2,005	23,423
South	6,484	493	297	292	0	7,566	820	8,386
South Brooklyn	16,453	1,225	1,505	2,044	0	21,227	2,831	24,058
Sterling	4,541	386	286	303	200	5,716	438	6,154
Union	3,609	587	289	418	0	4,903	554	5,457
Walz	13,369	893	993	1,226	0	16,481	1,402	17,883
West Park	19,379	1,523	2,097	2,774	79	25,852	3,164	29,016
Woodland	8,356	495	309	314	0	9,474	823	10,297
BRANCH TOTAL	246,348	18,870	17,813	23,921	1,174	308,126	30,364	338,490
Mobile Units	3,264	253	289	225	0	4,031	80	4,111
TOTAL	249,612	19,123	18,102	24,146	1,174	312,157	30,444	342,601

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT TOTAL CIRCULATION COMPARATIVE FOR JULY 2010**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2010	2009	2010	2009		
Addison	14,350	16,454	102,858	107,613	-4,755	-4.4%
Broadway	3,750	4,066	24,779	28,031	-3,252	-11.6%
Brooklyn	8,358	9,380	58,524	69,151	-10,627	-15.4%
Carnegie West	13,880	12,559	90,433	90,075	358	0.4%
Collinwood	10,317	13,382	77,933	87,763	-9,830	-11.2%
East 131st	4,983	6,062	33,022	38,853	-5,831	-15.0%
Eastman	22,606	20,432	147,477	130,898	16,579	12.7%
Fleet	14,105	16,160	103,217	97,720	5,497	5.6%
Fulton	11,927	10,749	78,871	68,464	10,407	15.2%
Garden Valley	5,302	4,957	33,717	31,772	1,945	6.1%
Glenville	7,276	9,191	52,584	66,919	-14,335	-21.4%
Harvard-Lee	9,982	11,197	70,139	71,769	-1,630	-2.3%
Hough	6,448	8,189	45,411	51,287	-5,876	-11.5%
Jefferson	9,870	11,985	78,610	88,726	-10,116	-11.4%
Langston Hughes	7,596	7,564	52,827	49,107	3,720	7.6%
Lorain	11,842	13,359	92,228	94,203	-1,975	-2.1%
Martin Luther King, Jr.	9,475	10,376	64,988	66,115	-1,127	-1.7%
Memorial-Nottingham	20,850	21,466	139,588	138,202	1,386	1.0%
Mt. Pleasant	7,210	8,237	48,890	58,760	-9,870	-16.8%
Rice*	13,689	9,296	92,968	60,878	32,090	52.7%
Rockport	23,423	24,054	163,350	167,259	-3,909	-2.3%
South	8,386	10,760	67,776	77,270	-9,494	-12.3%
South Brooklyn	24,058	26,502	172,934	178,444	-5,510	-3.1%
Sterling	6,154	6,548	45,849	50,496	-4,647	-9.2%
Union	5,457	8,566	41,847	57,142	-15,295	-26.8%
Walz	17,883	17,607	126,569	120,446	6,123	5.1%
West Park	29,016	31,876	203,821	210,573	-6,752	-3.2%
Woodland**	10,297	12,135	32,090	86,320	-54,230	-62.8%
BRANCH TOTAL	338,490	363,109	2,343,300	2,444,256	-100,956	-4.1%
Mobile Units	4,111	5,430	38,281	39,889	-1,608	-4.0%
TOTAL	342,601	368,539	2,381,581	2,484,145	-102,564	-4.1%

*The old Rice Branch building closed January 9, 2010; the new building opened January 23, 2010.

**Woodland Branch closed 10/28/2009 - 04/23/2010 for ADA accessibility renovation, asbestos abatement, and roof repair.

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT ATTENDANCE JULY 2010**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2010	2009	2010	2009		
Addison	7,263	9,300	48,163	60,717	-12,554	-20.7%
Broadway	1,948	2,785	11,948	16,131	-4,183	-25.9%
Brooklyn	5,086	5,659	30,776	33,776	-3,000	-8.9%
Carnegie West	20,036	22,690	137,465	161,764	-24,299	-15.0%
Collinwood	7,740	10,392	58,709	65,425	-6,716	-10.3%
East 131st	6,708	7,674	44,727	47,746	-3,019	-6.3%
Eastman	13,760	15,047	94,691	96,465	-1,774	-1.8%
Fleet	11,162	13,140	75,559	82,308	-6,749	-8.2%
Fulton	8,613	8,631	52,260	50,024	2,236	4.5%
Garden Valley	6,614	7,552	49,268	48,815	453	0.9%
Glenville	8,709	11,116	60,545	66,948	-6,403	-9.6%
Harvard-Lee	8,859	10,949	70,239	88,860	-18,621	-21.0%
Hough	16,001	20,022	99,197	118,826	-19,629	-16.5%
Jefferson	7,952	10,305	61,894	65,574	-3,680	-5.6%
Langston Hughes	8,211	7,655	48,764	48,675	89	0.2%
Lorain	8,619	8,957	55,572	65,987	-10,415	-15.8%
Martin Luther King, Jr.	6,536	7,374	46,709	52,380	-5,671	-10.8%
Memorial-Nottingham	10,787	11,065	65,538	66,597	-1,059	-1.6%
Mt. Pleasant	8,507	9,285	60,938	66,036	-5,098	-7.7%
Rice*	14,649	7,150	106,085	43,225	62,860	145.4%
Rockport	11,353	12,766	82,079	88,962	-6,883	-7.7%
South	7,545	9,501	66,610	69,166	-2,556	-3.7%
South Brooklyn	15,815	16,724	121,496	121,330	166	0.1%
Sterling	14,155	14,157	85,531	86,479	-948	-1.1%
Union	7,813	12,863	76,858	85,239	-8,381	-9.8%
Walz	11,876	12,061	75,559	81,245	-5,686	-7.0%
West Park	12,640	14,977	88,937	92,057	-3,120	-3.4%
Woodland*	8,747	10,350	26,578	65,255	-38,677	-59.3%
BRANCH TOTAL	277,704	310,147	1,902,695	2,036,012	-133,317	-6.5%
Mobile Unit	746	1,271	5,267	6,016	-749	-12.5%
TOTAL	278,450	311,418	1,907,962	2,042,028	-134,066	-6.6%

*See footnote p. 3

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS JULY 2010**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	29,016	1 Carnegie West	20,036	1 South Brooklyn	31,511
2 South Brooklyn	24,058	2 Hough	16,001	2 Fleet	27,822
3 Rockport	23,423	3 South Brooklyn	15,815	3 West Park	27,291
4 Eastman	22,606	4 Rice	14,649	4 Eastman	23,686
5 Memorial-Nottingham	20,850	5 Sterling	14,155	5 Rice	22,240
6 Walz	17,883	6 Eastman	13,760	6 Fulton	20,026
7 Addison	14,350	7 West Park	12,640	7 Memorial-Nottingham	19,553
8 Fleet	14,105	8 Walz	11,876	8 Rockport	19,404
9 Carnegie West	13,880	9 Rockport	11,353	9 Harvard-Lee	18,834
10 Rice	13,689	10 Fleet	11,162	10 Langston Hughes	17,982
11 Fulton	11,927	11 Memorial-Nottingham	10,787	11 Glenville	17,317
12 Lorain	11,842	12 Harvard-Lee	8,859	12 Walz	16,558
13 Collinwood	10,317	13 Woodland	8,747	13 Collinwood	16,270
14 Woodland	10,297	14 Glenville	8,709	14 Addison	16,169
15 Harvard-Lee	9,982	15 Lorain	8,619	15 East 131st	15,658
16 Jefferson	9,870	16 Fulton	8,613	16 Martin Luther King, Jr.	15,212
17 Martin Luther King, Jr.	9,475	17 Mt. Pleasant	8,507	17 Mt. Pleasant	14,724
18 South	8,386	18 Langston Hughes	8,211	18 Lorain	13,233
19 Brooklyn	8,358	19 Jefferson	7,952	19 Carnegie West	10,549
20 Langston Hughes	7,596	20 Union	7,813	20 Union	10,316
21 Glenville	7,276	21 Collinwood	7,740	21 Sterling	8,046
22 Mt. Pleasant	7,210	22 South	7,545	22 Woodland	7,492
23 Hough	6,448	23 Addison	7,263	23 South	7,009
24 Sterling	6,154	24 East 131st	6,708	24 Hough	6,197
25 Union	5,457	25 Garden Valley	6,614	25 Brooklyn	5,419
26 Garden Valley	5,302	26 Martin Luther King, Jr.	6,536	26 Jefferson	3,587
27 East 131st	4,983	27 Brooklyn	5,086	27 Garden Valley	2,857
28 Broadway	3,750	28 Broadway	1,948	28 Broadway	1,687
	338,490		277,704		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 2010**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD	
	2010	2009	2010	2009	Gain/Loss	Gain/Loss
CLEVNET	78,520	70,455	539,992	494,015		9.3%
MORE	823	1,605	6,054	10,973		-44.8%
Other Libraries	495	729	4,377	4,479		-2.3%
TOTAL	79,838	72,789	550,423	509,467		8.0%

*Totals included in Main Library and Branch circulation counts.

PHOTODUPLICATION Items copied	Monthly Total		Year-to-Date		YTD	
	2010	2009	2010	2009	Gain/Loss	Gain/Loss
Prints	1,795	3,303	16,615	21,627		-23.2%

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD	
	2010	2009	2010	2009	Gain/Loss	Gain/Loss
Projected (Mon - Sat)	28,782	27,553	181,027	178,017		1.7%
KnowtNow Web Reference*	394	543	8,787	16,131		-45.5%
Research Correspondence	1,598	1,528	8,017	10,721		-25.2%
Interlibrary Loan Requests	3,570	6,962	26,651	43,768		-39.1%
Sunday Count**	0	0	**	5,521	#VALUE!	
TOTAL	34,344	36,586	224,482	254,158		-11.7%

*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.

**Main Library closed on Sundays in 2010 due to cuts in State funding.

CHANGES IN PERMANENT COLLECTION	Monthly Total		Year-to-Date		YTD	
	2010	2009	2010	2009	Gain/Loss	Gain/Loss
New Titles Added	6,488	7,761	45,450	47,205		-3.7%
Total Items Added	27,370	32,627	205,925	188,461		9.3%

**PERMANENT CARDS
ISSUED**

PERMANENT CARDS ISSUED	Monthly Total		Year-to-Date	
	2010	2009	2010	2009
	2,161	*	14,419	*

*Reliable comparative data not available now that Greater Access Card registrations from Cuyahoga County Public Library are being transferred irregularly, making 2010 figures appear unusually low.

HOURS OPEN	2010	2009
	Main Library	208.0
Branches (average)	214.5	243.7

Hours reduced June 2, 2010, due to cuts in State funding.

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR AUGUST 2010**

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	2010	2009	
Main Library	169,428	172,601	815	738	1,318,338	1,330,199	-0.9%
Branches & Mobile Units	330,450	365,711	1,500	1,505	2,712,031	2,849,856	-4.8%
Library for the Blind	63,627	55,454	362	330	481,869	324,684	48.4%
TOTAL CIRCULATION	563,505	593,766			4,512,238	4,504,739	0.2%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
eBook	1,652	884	11,447	6,083	88.2%
eAudioBook	1,786	1,294	12,689	9,065	40.0%
eMusic	43	46	260	282	-7.8%
eVideo	46	30	284	468	-39.3%
TOTAL eCIRCULATION	3,527	2,254	24,680	15,898	55.2%

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2010	2009	2010	2009	
Main Library	72	43 minutes	14,161	14,301	10,145	11,818	-14.2%
Branches	333	37 minutes	79,224	72,110	48,632	37,479	29.8%
TOTAL USAGE	405		93,385	86,411	58,777	49,297	19.2%

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 Hourly		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	2010	2009	
Main Library	54,554	62,002	262	265	447,977	477,529	-6.2%
Branches	283,031	295,297	1,285	1,215	2,185,726	2,331,309	-6.2%
Mobile Unit	751	625			6,018	6,641	-9.4%
TOTAL VISITS	338,336	357,924			2,639,721	2,815,479	-6.2%

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT DIRECT & TOTAL CIRCULATION FOR AUGUST 2010**

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	9,525	747	728	808	0	11,808	1,209	13,017
Broadway	2,779	166	119	148	0	3,212	322	3,534
Brooklyn	5,940	564	445	518	0	7,467	663	8,130
Carnegie West	9,224	751	1,072	951	0	11,998	987	12,985
Collinwood	7,504	499	506	655	0	9,164	1,032	10,196
East 131st	3,056	406	261	390	0	4,113	443	4,556
Eastman	15,667	1,381	1,099	1,405	0	19,552	1,816	21,368
Fleet	10,226	632	805	1,005	0	12,668	1,052	13,720
Fulton	9,350	599	466	721	0	11,136	967	12,103
Garden Valley	4,289	182	128	112	0	4,711	370	5,081
Glennville	5,416	562	404	660	0	7,042	586	7,628
Harvard-Lee	6,873	479	443	696	0	8,491	793	9,284
Hough	4,380	492	313	480	0	5,665	483	6,148
Jefferson	6,914	542	627	737	0	8,820	812	9,632
Langston Hughes	6,088	394	446	510	0	7,438	661	8,099
Lorain	9,501	752	501	801	0	11,555	881	12,436
Martin Luther King, Jr.	5,628	435	708	836	0	7,607	794	8,401
Memorial-Nottingham	13,911	744	1,182	1,574	0	17,411	1,723	19,134
Mt. Pleasant	4,199	501	291	442	0	5,433	588	6,021
Rice	10,964	581	538	585	0	12,668	1,073	13,741
Rockport	16,543	1,368	1,131	1,520	2	20,564	1,807	22,371
South	6,625	456	264	312	0	7,657	819	8,476
South Brooklyn	15,931	915	1,457	1,870	0	20,173	2,640	22,813
Sterling	4,628	374	248	440	0	5,690	413	6,103
Union	4,101	558	346	440	0	5,445	557	6,002
Walz	12,780	822	867	1,285	0	15,754	1,245	16,999
West Park	17,847	1,504	2,270	2,694	204	24,519	2,998	27,517
Woodland	8,616	462	346	383	0	9,807	792	10,599
BRANCH TOTAL	238,505	17,868	18,011	22,978	206	297,568	28,526	326,094
Mobile Units	3,481	246	322	233	0	4,282	74	4,356
TOTAL	241,986	18,114	18,333	23,211	206	301,850	28,600	330,450

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT TOTAL CIRCULATION COMPARATIVE FOR AUGUST 2010**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2010	2009	2010	2009		
Addison	13,017	17,057	115,875	124,670	-8,795	-7.1%
Broadway	3,534	3,608	28,313	31,639	-3,326	-10.5%
Brooklyn	8,130	9,825	66,654	78,976	-12,322	-15.6%
Carnegie West	12,985	13,132	103,418	103,207	211	0.2%
Collinwood	10,196	13,086	88,129	100,849	-12,720	-12.6%
East 131st	4,556	5,839	37,578	44,692	-7,114	-15.9%
Eastman	21,368	20,376	168,845	151,274	17,571	11.6%
Fleet	13,720	15,416	116,937	113,136	3,801	3.4%
Fulton	12,103	9,587	90,974	78,051	12,923	16.6%
Garden Valley	5,081	4,794	38,798	36,566	2,232	6.1%
Glennville	7,628	8,397	60,212	75,316	-15,104	-20.1%
Harvard-Lee	9,284	10,967	79,423	82,736	-3,313	-4.0%
Hough	6,148	7,448	51,559	58,735	-7,176	-12.2%
Jefferson	9,632	12,124	88,242	100,850	-12,608	-12.5%
Langston Hughes	8,099	7,650	60,926	56,757	4,169	7.3%
Lorain	12,436	13,571	104,664	107,774	-3,110	-2.9%
Martin Luther King, Jr.	8,401	10,346	73,389	76,461	-3,072	-4.0%
Memorial-Nottingham	19,134	21,151	158,722	159,353	-631	-0.4%
Mt. Pleasant	6,021	8,603	54,911	67,363	-12,452	-18.5%
Rice*	13,741	10,157	106,709	71,035	35,674	50.2%
Rockport	22,371	23,432	185,721	190,691	-4,970	-2.6%
South	8,476	12,030	76,252	89,300	-13,048	-14.6%
South Brooklyn	22,813	26,313	195,747	204,757	-9,010	-4.4%
Sterling	6,103	6,843	51,952	57,339	-5,387	-9.4%
Union	6,002	9,120	47,849	66,262	-18,413	-27.8%
Walz	16,999	17,190	143,568	137,636	5,932	4.3%
West Park	27,517	31,204	231,338	241,777	-10,439	-4.3%
Woodland**	10,599	11,764	42,689	98,084	-55,395	-56.5%
BRANCH TOTAL	326,094	361,030	2,669,394	2,805,286	-135,892	-4.8%
Mobile Units	4,356	4,681	42,637	44,570	-1,933	-4.3%
TOTAL	330,450	365,711	2,712,031	2,849,856	-137,825	-4.8%

*The old Rice Branch building closed January 9, 2010; the new building opened January 23, 2010.

**Woodland Branch closed 10/28/2009 - 04/23/2010 for ADA accessibility renovation, asbestos abatement, and roof repair.

**CLEVELAND PUBLIC LIBRARY
BRANCH AND MOBILE UNIT ATTENDANCE AUGUST 2010**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2010	2009	2010	2009		
Addison	7,390	9,303	55,553	70,020	-14,467	-20.7%
Broadway	1,942	2,433	13,890	18,564	-4,674	-25.2%
Brooklyn	4,928	5,267	35,704	39,043	-3,339	-8.6%
Carnegie West	20,271	21,315	157,736	183,079	-25,343	-13.8%
Collinwood	7,681	10,173	66,390	75,598	-9,208	-12.2%
East 131st	6,366	6,873	51,093	54,619	-3,526	-6.5%
Eastman	13,723	14,704	108,414	111,169	-2,755	-2.5%
Fleet	11,226	11,820	86,785	94,128	-7,343	-7.8%
Fulton	8,601	8,655	60,861	58,679	2,182	3.7%
Garden Valley	7,183	7,022	56,451	55,837	614	1.1%
Glenville	9,619	10,200	70,164	77,148	-6,984	-9.1%
Harvard-Lee	9,340	10,755	79,579	99,615	-20,036	-20.1%
Hough	16,129	18,780	115,326	137,606	-22,280	-16.2%
Jefferson	8,055	8,626	69,949	74,200	-4,251	-5.7%
Langston Hughes	8,610	7,268	57,374	55,943	1,431	2.6%
Lorain	8,537	9,202	64,109	75,189	-11,080	-14.7%
Martin Luther King, Jr.	6,411	7,301	53,120	59,681	-6,561	-11.0%
Memorial-Nottingham	10,310	10,542	75,848	77,139	-1,291	-1.7%
Mt. Pleasant	7,457	9,250	68,395	75,286	-6,891	-9.2%
Rice*	15,922	7,618	122,007	50,843	71,164	140.0%
Rockport	11,678	12,281	93,757	101,243	-7,486	-7.4%
South	8,742	9,459	75,352	78,625	-3,273	-4.2%
South Brooklyn	16,431	17,029	137,927	138,359	-432	-0.3%
Sterling	15,062	14,567	100,593	101,046	-453	-0.4%
Union	8,583	9,883	85,441	95,122	-9,681	-10.2%
Walz	11,681	11,997	87,240	93,242	-6,002	-6.4%
West Park	12,036	13,354	100,973	105,411	-4,438	-4.2%
Woodland*	9,117	9,620	35,695	74,875	-39,180	-52.3%
BRANCH TOTAL	283,031	295,297	2,185,726	2,331,309	-145,583	-6.2%
Mobile Unit	751	625	6,018	6,641	-623	-9.4%
TOTAL	283,782	295,922	2,191,744	2,337,950	-146,206	-6.3%

*See footnote p. 3

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS AUGUST 2010**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	27,517	1 Carnegie West	20,271	1 South Brooklyn	31,511
2 South Brooklyn	22,813	2 South Brooklyn	16,431	2 Fleet	27,822
3 Rockport	22,371	3 Hough	16,129	3 West Park	27,291
4 Eastman	21,368	4 Rice	15,922	4 Eastman	23,686
5 Memorial-Nottingham	19,134	5 Sterling	15,062	5 Rice	22,240
6 Walz	16,999	6 Eastman	13,723	6 Fulton	20,026
7 Rice	13,741	7 West Park	12,036	7 Memorial-Nottingham	19,553
8 Fleet	13,720	8 Walz	11,681	8 Rockport	19,404
9 Addison	13,017	9 Rockport	11,678	9 Harvard-Lee	18,834
10 Carnegie West	12,985	10 Fleet	11,226	10 Langston Hughes	17,982
11 Lorain	12,436	11 Memorial-Nottingham	10,310	11 Glenville	17,317
12 Fulton	12,103	12 Glenville	9,619	12 Walz	16,558
13 Woodland	10,599	13 Harvard-Lee	9,340	13 Collinwood	16,270
14 Collinwood	10,196	14 Woodland	9,117	14 Addison	16,169
15 Jefferson	9,632	15 South	8,742	15 East 131st	15,658
16 Harvard-Lee	9,284	16 Langston Hughes	8,610	16 Martin Luther King, Jr.	15,212
17 South	8,476	17 Fulton	8,601	17 Mt. Pleasant	14,724
18 Martin Luther King, Jr.	8,401	18 Union	8,583	18 Lorain	13,233
19 Brooklyn	8,130	19 Lorain	8,537	19 Carnegie West	10,549
20 Langston Hughes	8,099	20 Jefferson	8,055	20 Union	10,316
21 Glenville	7,628	21 Collinwood	7,681	21 Sterling	8,046
22 Hough	6,148	22 Mt. Pleasant	7,457	22 Woodland	7,492
23 Sterling	6,103	23 Addison	7,390	23 South	7,009
24 Mt. Pleasant	6,021	24 Garden Valley	7,183	24 Hough	6,197
25 Union	6,002	25 Martin Luther King, Jr.	6,411	25 Brooklyn	5,419
26 Garden Valley	5,081	26 East 131st	6,366	26 Jefferson	3,587
27 East 131st	4,556	27 Brooklyn	4,928	27 Garden Valley	2,857
28 Broadway	3,534	28 Broadway	1,942	28 Broadway	1,687
	326,094		283,031		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 AUGUST 2010**

OTHER TRANSACTIONS
Loans* to:

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
CLEVNET	76,019	75,323	616,011	569,338	8.2%
MORE	829	1,807	6,883	12,780	-46.1%
Other Libraries	520	622	4,897	5,101	-4.0%
TOTAL	77,368	77,752	627,791	587,219	6.9%

*Totals included in Main Library and Branch circulation counts.

PHOTODUPLICATION

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
Items copied	133	131	1,182	1,368	-13.6%
Prints	2,013	2,877	18,628	24,504	-24.0%

**ANALYSIS OF MAIN LIBRARY
REFERENCE QUESTION LOAD**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
Projected (Mon - Sat)	31,395	24,901	212,422	202,919	4.7%
KnowItNow Web Reference*	476	590	9,263	16,721	-44.6%
Research Correspondence	1,276	1,387	9,293	12,108	-23.2%
Interlibrary Loan Requests	3,884	6,703	30,535	50,471	-39.5%
Sunday Count**	0	0	**	5,521 #VALUE!	
TOTAL	37,031	33,581	261,513	287,740	-9.1%

*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.

**Main Library closed on Sundays in 2010 due to cuts in State funding.

**CHANGES IN PERMANENT
COLLECTION**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2010	2009	2010	2009	
New Titles Added	7,958	6,192	53,408	53,397	0.0%
Total Items Added	28,890	27,181	234,815	215,642	8.9%

**PERMANENT CARDS
ISSUED**

	Monthly Total		Year-to-Date	
	2010	2009	2010	2009
	2,201	*	16,620	*

*Reliable comparative data not available now that Greater Access Card registrations from Cuyahoga County Public Library are being transferred irregularly, making 2010 figures appear unusually low.

	2010	2009
HOURS OPEN		
Main Library	208.0	234.0
Branches (average)	220.3	243.0

Hours reduced June 2, 2010, due to cuts in State funding.

**CLEVELAND PUBLIC LIBRARY
ANALYSIS OF OUTPUT MEASURES SUMMER 2010**

