

CLEVELAND PUBLIC LIBRARY
 Minutes of the Regular Board Meeting
 September 15, 2011
 Trustees Room Louis Stokes Wing
 12:00 Noon

Present: Mr. Corrigan, Ms. Butts, Mr. Seifullah,
 Ms. Rodriguez, Mr. Werner (departed, 12:45
 p.m.)

Absent: None

Mr. Corrigan called the meeting to order at 12:11 p.m.

Allison Wallace, President, Friends of Cleveland Public Library attended to encourage corporate solicitation support and attendance at the upcoming annual fundraiser Night at the Library: Backstage! on Saturday, November 5, 2011. Ms. Wallace also stated that Director Thomas and Mr. Corrigan recommended that the Friends consider forming a foundation. Ms. Wallace requested that a committee be formed consisting of two or three Library Trustees join with designated Friends Trustees as well Friends Director Mary Scelsi to advance the formation of the foundation.

Mr. Corrigan thanked Ms. Wallace for her leadership and expressed appreciation for the important work of the Friends of Cleveland Public Library.

Approval of the Minutes

Mr. Werner moved approval of the minutes for the 6/16/11 Regular Board Meeting; the 6/09/11 and 7/19/11 Ad Hoc Committee on Inclusion and Community Engagement Meetings; and the 7/19/11 Special Board Meeting. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

COMMUNICATIONS

Director Thomas acknowledged the following communications: letters from Deborah McHamm, President & CEO, A Cultural Exchange expressing appreciation for

MINUTES OF REG.
 BRD. MTG. OF
 6/16/11; AD HOC
 COMMITTEE ON
 INCLUSION AND
 COMMUNITY
 ENGAGEMENT
 MTGS OF 6/09/11 &
 7/19/11; SPECIAL
 BOARD MEETING
 OF 7/19/11
 Approved

LTRS. FROM:
DEBORAH
McHAMM, A
CULTURAL
EXCHANGE;
CHARLENE A.
REED-MUNDELL,
SUNBEAM SCHOOL
Acknowledged

hosting the Read, Baby, Read! Program at Cleveland Public Library; and Charlene A. Reed-Mundell, Librarian, Sunbeam School, expressing appreciation for another year of service from the Mobile Unit and staff.

FINANCE COMMITTEE REPORT

Ms. Rodriguez presented the following report.

Gift Reports for June, July, August

(See pages 653-655)

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

Resolution Approving Wayfinding, Multimedia and
Miscellaneous Budgets for Main Library Consolidation
Project Phase 1: Tech Central

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

WHEREAS, At its June 17, 2010, meeting the Library Board of Trustees accepted the Library Administrative Team's recommendation for the development of a reconfiguration plan for the Main Library that would reduce costs of operation, enhance public service, make the Main Library a destination experience, and strengthen the Main Library's research reputation and services; and

WHEREAS, At its January 20, 2011, meeting the Library Board of Trustees authorized the Director to move forward in taking the steps necessary to work with Bostwick Design Partnership to create Tech Central as the first phase of the Main Library Consolidation Project; and

WHEREAS, Library administrators and representatives met weekly with Bostwick Design Partnership from April 22 to June 30, 2011, to develop a design concept for Tech Central; and

RESOLUTION
APPROVING
WAYFINDING,
MULTIMEDIA AND
MISCELLANEOUS
BUDGETS FOR
MAIN LIBRARY
CONSOLIDATION
PROJECT PHASE 1:
TECH CENTRAL
Approved

WHEREAS, The design concept for Tech Central was substantially completed by the June 30 meeting; and

WHEREAS, Bostwick Design Partnership has prepared wayfinding, multimedia, and miscellaneous budgets based on the decisions made in these meetings; now therefore be it

RESOLVED, That the Library Board of Trustees approves the Tech Central wayfinding budget of \$34,200.00, the multimedia budget of \$132,600.00, and a miscellaneous budget of \$29,400.00 for a total of \$196,200.00 to be charged to Building & Repair Fund Account: 40190105-55300-10901; and be it further

RESOLVED, That the Board of Library Trustees authorizes the Director to proceed with soliciting wayfinding, multimedia, and miscellaneous bids for Tech Central.

Mr. Corrigan stated that this item was discussed at length at Finance Committee Meeting with a detailed presentation by Bostwick Design Partnership. He noted the increase in the budget was above the original estimate as some actual costs for messaging and wayfinding that were slated for Phase 2 have been advanced to Phase 1. The project remains on schedule.

Resolution for Agreement with Cuyahoga County Public Library to Produce 8th-9th Grade Transition Application

Ms. Rodriguez moved approval of the following resolution. Ms. Rodriguez seconded the motion, which passed with six in favor and one abstention by Mr. Werner who explained 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, under an agreement with the Cuyahoga County's Family and Children First Council (FCFC), is the MyCom Lead Agency for Transitions and provides programs 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, For several years Cuyahoga County Public Library has had development experience in mobile applications for key library services; and

RESOLUTION FOR AGREEMENT WITH CUYAHOGA COUNTY PUBLIC LIBRARY TO PRODUCE 8th.9th GRADE TRANSITION APPLICATION
Approved

WHEREAS, The Library will enter into a four month agreement with Cuyahoga County Public Library, ending on December 31, 2011 to plan and coordinate the production and distribution of transition information for 8th grade students to guide and prepare them for the high school experience via a mobile web application; and

WHEREAS, Cuyahoga County's FCFC will reimburse the Library in the amount of \$30,000.00 for expenses incurred by Cuyahoga County Public Library to produce the mobile web application; therefore be it

RESOLVED, That the Board of Library Trustees authorizes the Director to complete negotiations of an agreement amendment between Cleveland Public Library and Cuyahoga County Public Library, defining the collaborative project and the reimbursement of expenses.

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

Resolution on Agreement with Starting Point

Ms. Rodriguez moved approval of the following resolution. Ms. Rodriguez seconded the motion, which passed with six in favor and one abstention by Mr. Werner who explained 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 has entered into an agreement with the Cuyahoga County on behalf of the Family and Children First Council (FCFC) to act as a Lead Agency for Transitions for MyCom, the component of FCFC for school-age and adolescent youth; and

WHEREAS, The Library will develop services for youth in targeted areas who are in transition from one stage of education or development to the next using local service providers and provide general support for the MyCom Initiative; and

WHEREAS, Starting Point, a lead agency with MyCom offers a wide range of activities after school, on the weekends, and during the summer to engage kids in fun, positive experiences; and

RESOLUTION ON
AGREEMENT WITH
STARTING POINT
Approved

WHEREAS, At the request of the FCFC, the Library will enter into an agreement from September 15 until December 31, 2011 with Starting Point for the purpose of a data collection and evaluation project for the MyCom Initiative; and

WHEREAS, Cuyahoga County's FCFC will reimburse the Library in the amount of \$107,000.00 for expenses incurred by Starting Point; therefore be it

RESOLVED, That the Board of Library Trustees authorizes the Director to complete negotiations of an agreement between Cleveland Public Library and Starting Point necessary or appropriate to effectuate the Agreement in accordance with this Resolution.

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

Resolution To Accept George Gund Foundation Grant for Octavofest 2011

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

WHEREAS, Octavofest, is a Cleveland-area, month-long celebration of books and books arts, first held in 2009, devoted to advancing the appreciation of book and paper arts; and

WHEREAS, The collaborative organization presenting Octavofest has members that include librarians, book artists, binders, conservators, calligraphers, printers, and papermakers; and

WHEREAS, The event continues to draw new collaborators who, by combining their energies have leveraged their own venues, audiences, expertise, staff and other resources to build the programming; and

WHEREAS, Octavofest demonstrates the potential to promote the Cleveland area's strengths, both in the book and paper arts and in the successful co-creation of community among institutions, organizations, artists, and entrepreneurs; and

RESOLUTION TO
ACCEPT GEORGE
GUND
FOUNDATION
GRANT FOR
OCTAVOFEST 2011
Approved

WHEREAS, Cleveland Public Library has agreed to act as fiscal agent for the George Gund Foundation grant funds obtained by the Octavofest 2011 collaborative; now therefore be it

RESOLVED, The Cleveland Public Library Board of Trustees accepts the \$5,000.00 grant from the George Gund Foundation to be used for marketing and other expenses of Octavofest 2011.

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

Mr. Corrigan stated that Octavofest highlights the benefits of collaboration between arts and cultural institutions.

Resolution on Agreement with Spectrum Energy Concepts, Inc., to Create Bid Packages for Steam Conversion and Demand Control Ventilation Projects

(See pages 656-683)

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

WHEREAS, The Cleveland Public Library engaged Spectrum Energy Concepts, Inc., to determine the cost savings inherent in switching from the present electrical resistance heating system to a retro-fit steam system; and

WHEREAS, Spectrum Energy Concepts' steam conversion analysis and report recommends that the Cleveland Public Library implement the demand control ventilation, and the electric heating to steam heating conversion projects; and

WHEREAS, The concurrent implementation of these projects is expected to return a savings of about \$1,260,000, over the next ten years, additionally, these projects have ancillary benefits that will be obtained by dramatically improving the humidity control in the Main and Louis Stokes buildings; now therefore be it

RESOLVED, The Cleveland Public Library Board of Trustees authorizes the Director to execute an agreement with

RESOLUTION ON AGREEMENT WITH SPECTRUM ENERGY CONCEPTS, INC., TO CREATE BID PACKAGES FOR STEAM CONVERSION AND DEMAND CONTROL VENTILATION PROJECTS
Approved

Spectrum Energy Concepts, Inc., to provide the balance of the analysis and to help create a bid-able document at a cost not to exceed \$11,200.

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

Mr. Corrigan stated that this resolution is a result of the Cleveland Thermal settlement agreement over the chilled water tariff rate increase. The dispute has since been settled and included charitable contributions to the Library.

Resolution Restating the December 31 General Fund Balance

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

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

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

WHEREAS, The December 31, 2010 General Fund cash balance was stated with the transfer and advances approved January 20, 2011 as follows:

General Fund Balance - Dec. 31, 2010	\$ 35,273,231.06
Transfer - Building and Repair Fund	- 5,000,000.00
Temporary Advance - Schweinfurth Fund	- 50,000.00
Temporary Advance - LSTA KnowItNow Fund	- 110,000.00
Temporary Advance - Mycom Grant Fund	- 50,000.00
	<u>\$ 30,063,231.06</u>
Reserve for Encumbrances	- 6,311,374.77
Unencumbered Balance	<u>\$ 23,751,856.29</u>

WHEREAS, Based on the guidance received from the Auditor of State's Accounting & Auditing (A&A) Support Division during the 2010 audit, transfers and advances should be recorded in the year they are approved; now therefore be it

RESOLUTION
 RESTATING THE
 DECEMBER 31
 GENERAL FUND
 BALANCE
 Approved

RESOLVED, That the Unencumbered General Fund Balance of \$23,751,856.29 be restated to \$28,961,856.29 and be carried forward for 2011 operating expenses; that the annual set aside of \$5,000,000.00 for capital projects be transferred to the Building & Repair Fund; that \$50,000.00 be temporarily advanced to the Schweinfurth Fund; that \$110,000.00 be temporarily advanced to the LSTA-KnowItNow Fund and that \$50,000.00 be temporarily advanced to the MyCom Grant Fund in the year 2011.

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

Mr. Corrigan stated that this change accommodates the request from the State Auditors Office that transfers and advances should be recorded in the year they are approved.

FIFTH AMENDMENT
TO THE YEAR 2011
APPROPRIATION
Approved

Fifth Amendment to the Year 2011 Appropriation

(See pages 684-688)

Ms. Rodriguez moved approval of the following resolution. Mr. Seifullah 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 2011 Appropriation Measure to comply with the attached July 26, 2011 Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission; and

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

RESOLVED, That the sums indicated on the attached Fifth Amendment to the Year 2011 Appropriation Schedule be approved.

Ms. Rodriguez stated that this item was discussed at

length at Finance Committee.

Ratification of Public Officials Liability Insurance

(See pages 689-690)

Ms. Rodriguez moved 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 Darwin Select Insurance Company expires on September 18, 2011; and

WHEREAS, The Library has received through our insurance agent, McGowan & Company, Inc., the proposed premium quote of \$28,070.00 from Darwin Select Insurance Company, with no increase in premium for the same coverage amount as last year, liability limit of \$1,000,000 with a deductible of \$50,000 per claim; and

WHEREAS, McGowan & Company, Inc. did a full-blown market study last year and moved coverage to Darwin Select insurance Company. Marketing is not customarily done every year with nice premium savings. McGowan & Company, Inc. does not recommend switching carriers on this renewal given incumbent carrier's flat pricing; and

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

RESOLVED, That the Board of Library Trustees ratifies the decision to purchase Public Officials Liability Insurance from Darwin Select Insurance Company for the period of September 18, 2011 through September 18, 2012 through McGowan & Company, Inc. with the \$28,070.00 expenditure being charged to General Fund; Account 11020053-53400 (Insurance).

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

RATIFICATION OF
PUBLIC OFFICIALS
LIABILITY
INSURANCE
Approved

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

Ms. Rodriguez submitted the following reports.

Fiscal Officer's Reports for June, July & August

(See pages 691-759)

Report on Investments for June, July & August

(See pages 760-762)

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

(See pages 763-767)

REPORT ON
INVESTMENTS,
JUNE, JULY &
AUGUST
Submitted

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

PURCHASES FROM
\$5,000-\$25,000,
4/1/11-6/30/11,
JUNE, JULY &
AUGUST
Submitted

Purchases from \$5,000-\$25,000, 4/1/11-6/30/11

(See pages 768)

Purchases Exceeding \$25,000, 4/1/11-6/30/11

(See pages 769)

PRUCHASES
EXCEEDING
\$25,000, 4/1/11-
6/30/11, JUNE,
JULY, & AUGUST
Submitted

HUMAN RESOURCES COMMITTEE REPORT

Mr. Seifullah presented the following report.

Regular Employee Reports for June, July & August

(See pages 770-780)

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

REGULAR
EMPLOYMENT
REPORTS, JUNE,
JULY, AUGUST
Approved

RETIREMENT
RECOGNITION
CITATION
Approved

Retirement Recognition Citation

Mr. Seifullah moved approval of the following resolution. Mr. Hairston 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:

Floyd Garrett (after 6 years of service),
Security Operations Supervisor, Grade F, Security,
retires 08/13/2011

Jimmie Dean Smith (after 32 years of service), Library
Assistant, Grade F, Foreign Literature, retires
08/31/2011

Robert Taylor (after 5 years of service), Custodial II,
Grade B, Sterling, retires 08/23/2011

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.

Floyd Garrett and Jimmie Dean Smith gave remarks
reflecting on their years of service at Cleveland Public
Library. Various Trustees, Administrators and staff
expressed congratulations and well wishes to the
retirees.

Resolution to Make Acting Appointments Permanent

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

WHEREAS, The last three years have placed great
financial strain on the Library, causing among other
things a salary freeze and furlough days for all
employees, and more particularly a hiring freeze; and

WHEREAS, During the hiring freeze over thirty non-union
employees, the vast majority of whom were supervisors,
left the employment of the Library and could not be
replaced by permanent appointments; and

WHEREAS, Out of necessity the open positions created by
the departures were filled with acting appointments; and

RESOLUTION TO
MAKE ACTING
APPOINTMENTS
PERMANENT
Approved

WHEREAS, The budgetary concerns are continuing for the foreseeable future and further attrition critical to operations is projected through mid-2012 due to additional staff resigning and retiring from the Library; and

WHEREAS, Since May of 2010 the Library has experienced a loss of 185 employees whose positions were critical to operations, of which 36 were assigned as acting positions to ensure effective and efficient continuous service in these critical vacancies; and

WHEREAS, To now open these positions for bidding would interfere with the operations of the Library and cost the Library substantial money in time and resources; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby makes an exception to the Library's usual promotion procedures that will permit the Director to make, at his discretion, permanent appointments of any non-union employee given an acting appointment between May 1, 2010 and May 31, 2012 who has satisfactorily performed in his/her position for a period of a least six months; and be it further

RESOLVED, It is the intent of this Board to make this authority a one-time exception to the usual promotion procedures due to the extraordinary circumstances set forth in this Resolution, and not to set a precedent upon which future promotion decisions may be made;

RESOLVED, That a revision to HR Manual Policy 354 Acting Department Heads, Branch Librarians or Division Heads be drafted and presented to the Board of Trustees for review, input, and approval prior to July 2012.

Mr. Corrigan stated that this item was discussed with legal counsel and the Board understands this action to be sui generis and the exemplary performance those appointed to the acting positions make this resolution appropriate on an exceptional basis. Mr. Corrigan stated that this one-time only action is not an abandonment of the traditional process.

Resolution to Approve Health Care Consultant

(See page 781)

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

WHEREAS, The Library is required by its labor contracts and Human Resources Manual to provide health insurance; and

WHEREAS, Library Management requested proposals and interviewed four firms; and

WHEREAS, The Library has benefited from lower insurance rates due to the actuarial services and negotiation skills of Gallagher Benefit Services, Inc.; and

WHEREAS, The Library Administration recommends that the services of Gallagher Benefit Service, Inc. be engaged for a fifth year to provide consulting including the negotiation of current health plan renewals, to provide actuarial services for benchmarking purposes including evaluation of health plans at the time of renewal and mid-year, and to provide customer service support and provide support for insurance issues in labor negotiations for a reduced fee of \$33,600 for a one-year contract; now therefore be it,

RESOLVED, That the Board of Trustees authorize the Library Director to sign an agreement with Gallagher Benefit Services, Inc. with the expenditures being charged to General Fund Account 53710: Professional Services.

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

Resolution for Ratification of Agreement with District 1199 SEIU

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

WHEREAS, Current economic conditions have reduced funding to the Library from both the Public Library Fund (state funding) and Property Tax revenues (local funding); and

RESOLUTION FOR
RATIFICATION OF
AGREEMENT WITH
DISTRICT 1199
SEIU
Approved

WHEREAS, The Library and District 1199 negotiated through the use of a modified version of Interest-Based Bargaining to reach an agreement; and

WHEREAS, The Cleveland Public Library and District 1199 Service Employees International Union (SEIU) have arrived at a tentative agreement; and

WHEREAS, The tentative agreement was ratified by the District 1199 SEIU membership on September 14, 2011; and

WHEREAS, This agreement amends the existing collective bargaining agreement and provides: (1) no general increases; (2) no step increments; (3) Presidents' Day, Memorial Day, Columbus Day, Labor Day, and Veteran's Day as unpaid furlough days on which the Library is closed in 2012; (4) on January 1, April 8, and July 1, 2012 sick leave payments on retirement will be reduced; (5) the ING short-term disability plan is eliminated as of October 15, 2011; (6) the health insurance increase was reduced by 6.3 %; (7) a resignation/retirement incentive to be in effect from October 1, 2011 to December 15, 2011 for a one-time \$5,000 separation payment for up to 40 bargaining unit employees with an effective resignation/retirement date on or before December 31, 2011, that would be paid on the first pay date following the pay period that includes the employee's last day paid or compensated; and (8) a good attendance incentive program goes into effect August 28, 2011; and

WHEREAS, The Cleveland Public Library Board of Trustees expresses its gratitude for the hard work performed by parties on both sides of the negotiating table to reach this agreement; therefore now be it

RESOLVED, That the Cleveland Public Library Board of Trustees ratifies this agreement by the parties; and be it further

RESOLVED, That such amendment to the collective bargaining agreement be in effect upon this ratification.

Director Thomas thanked Bob Carterette and Debbie Hajzack and members of the negotiation teams for their hard work on this agreement.

Mr. Corrigan thanks Library employees for providing excellent customer service and expressed appreciation for their sacrifices during these challenging times.

Resolution for Staff Not Covered by the Collective Bargaining Agreement

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

WHEREAS, Current economic conditions have reduced funding to the Library from both the Public Library Fund (state funding) and Property Tax revenues (local funding); and

WHEREAS, There will be no general increases and no step increments in 2012, the ING short-term disability plan will terminate October 15, 2011, and the health insurance increase was reduced by 6.3%; and

WHEREAS, Presidents' Day, Memorial Day, Columbus Day, Labor Day, and Veteran's Day 2012, are to be designated as unpaid furlough days on which the Library is to be closed in 2012, and the pay rate for substitute and Page employees will be adjusted to reflect the equivalent of five furlough days; and

WHEREAS, Section 241.3 of the Human Resources Manual is to be amended to require 10 years of CPL service for sick leave payments on retirement, the payout is to be reduced on January 1, 2012 to 30% of unused sick time on an 825 hour cap, to be reduced again on April 8, 2012 to 25% of unused sick time on a 750 hour cap, and to be reduced again on July 1, 2012 to 25% of unused sick time on a 500 hour cap; and

WHEREAS, A resignation/retirement incentive will be made available for up to fifteen (15) full time employees who resign or retire between October 1, 2011 and December 15, 2011 with an effective date on or before December 31, 2011. A \$5,000 separation payment will be paid on the first pay date following the pay period that includes the employee's last day paid or compensated; and

WHEREAS, An Attendance Incentive Program will be implemented whereby employees who use three or less sick

RESOLUTION FOR
STAFF NOT
COVERED BY THE
COLLECTIVE
BARGAINING
AGREEMENT
Approved

days between August 28, 2011 and December 31, 2011 earn two bonus days (taken from sick leave balance) that must be used in 2012 or will be lost. Bonus days are not subject to payout on separation. Each year thereafter employees who use five sick days or less will earn three bonus days (taken from sick leave balance) for the next year; now therefore be it

RESOLVED, That such changes to salaries and benefits be in effect beginning September 15, 2011; and be it further

RESOLVED, That the sick retirement separation payment be reduced on January 1, April 8, and July 1, 2012; and be it further

RESOLVED, That the Attendance Incentive begin on August 28, 2011, and that the resignation incentive be in effect October 1, 2011 to December 15, 2011.

Mr. Corrigan stated that this resolution is the companion to the Ratification Agreement with District 1199 SEIU.

Mr. Seifullah submitted the following reports.

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

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

(See pages 782-784)

AFFIRMATIVE ACTION PLAN REPORT, JUNE, JULY, AUGUST Submitted

Affirmative Action Plan Reports for June, July & August

(See pages 785-787)

INSURANCE SUMMARY REPORT, JUNE, JULY, AUGUST Submitted

Insurance Summary Reports for June, July & August

(See pages 788-790)

COMMUNITY SERVICES REPORT

On behalf Mr. Werner, Mr. Corrigan presented the following report.

Monthly Activity Reports for June, July & August

(See pages 791-809)

Building Status Update

Myron Scruggs, Facilities Administrator, stated that punch list items for Woodland Branch and Mobile Services Construction and Improvement Project have been completed.

NEW BUSINESS

Ms. Rodriguez presented the following item of New Business.

Resolution to Salute Thomas D. Corrigan for Years of Service

Ms. Rodriguez moved approval of the following resolution. Ms. Butts seconded the motion, which passed with five in favor and one abstention by Mr. Corrigan.

WHEREAS, The Cleveland Board of Education, at its meeting on July 25, 1985, appointed Thomas D. Corrigan to the Board of Trustees of the Cleveland Public Library, to replace Dr. Lewis Raymond; and

WHEREAS, Judge George W. Trumbo administered the oath of office to Thomas Corrigan at the regular meeting of the Board of Library Trustees on September 19, 1985; and

WHEREAS, Trustee Corrigan served his first seven-year term with distinction and was subsequently reappointed to the Library Board in 1992, 1999, and 2006; and

WHEREAS, With twenty-six years of service, President Corrigan is now the longest serving trustee in the 142-year history of the Library, having surpassed the record set by Emil Joseph in 1938; now therefore be it

RESOLVED, The Cleveland Public Library Board of Trustees, for itself and on behalf of the library staff and community, commends Thomas D. Corrigan for his twenty-six years of service as a library trustee, a tenure remarkable not only for its unequalled length, but more importantly, for the unwavering passion and

MONTHLY
ACTIVITY REPORT,
JUNE, JULY,
AUGUST
Submitted

BUILDING STATUS
UPDATE
Presented

RESOLUTION TO
SALUTE THOMAS
D. CORRIGAN FOR
YEARS OF
SERVICE
Approved

dedication President Corrigan has brought to it, rooted in his great love for this institution.

Mr. Corrigan expressed his appreciation for this recognition and stated that he would continue his commitment to the Library with passion and dedication.

Mr. Parker presented the following item of New Business.

Resolution to Welcome Libraries to CLEVNET

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

WHEREAS, CLEVNET was launched on December 1, 1982, when Cleveland Heights-University Heights Public Library joined Cleveland Public Library's automation system; and

WHEREAS, By the end of its first decade, CLEVNET had grown to nineteen libraries, and what had begun as a vision for a Cleveland area bibliographic database was clearly becoming a model of regional resource sharing; and

WHEREAS, CLEVNET continues to grow as more libraries recognize the value and benefits of library cooperation as demonstrated in the Return on Investment Study conducted by Driscoll & Fleeter in 2009; and

WHEREAS, Six public libraries in Trumbull County will go online October 1, 2011, bringing the total number of CLEVNET libraries to thirty-seven, spread across ten counties in Northeast Ohio; now therefore be it

RESOLVED, The Cleveland Public Library Board of Trustees warmly welcomes Bristol Public Library, Kinsman Free Library, Girard Free Library, Hubbard Public Library, McKinley Memorial Library, and Newton Falls Public Library to CLEVNET, with every best wish for a long and successful relationship.

Mr. Corrigan thanked Bob Carterette and all staff who serve CLEVNET library partners.

RESOLUTION TO
WELCOME
LIBRARIES TO
CLEVNET
Approved

DIRECTOR'S REPORT

Before presenting his report, Director Thomas discussed maintaining the level of circulation, Summer Reading Club highlights, new Library mascots, introduced new Administrators Madeline Corchado, Human Resources Administrator and Joyce Dodrill, Chief Legal Officer. Director Thomas announced that he was selected by IMLS to represent the United States at the IMLS Global Seminar to be held in Austria this November.

Mr. Corrigan thanked staff that assisted with the recent Chinese Librarian Delegation visit.

Director Thomas thanked staff that assisted with the recent Swedish Librarian Delegation visit.

Monthly Statistics

Circulation for the month of June was 554,136. This is a decrease of almost 3% from last year's June circulation of 568,903. Circulation for the month of July was 563,870. This is a decrease of 3% from last year's July circulation of 583,401. Circulation for the month of August was 601,784. This is an increase of 6% from last year's August circulation of 566,826. Year to date, circulation is down by almost one percent.

Computer sessions for the month of June were 79,000. This is a decrease of 5% from last year's June computer sessions of 83,533. Computer sessions for the month of July were 66,938. This is a decrease of 24% from last year's July computer sessions of 88,131. Computer sessions for the month of August were 78,405. This is a decrease of 16% from last year's August computer sessions of 93,561. Year to date, the number of hours of computer use is down over 11% from 2010.

Attendance for the month of June was 307,783. This is a decrease of 3% from last year's June attendance of 318,556. Attendance for the month of July was 314,036. This is a decrease of almost 6% from last year's July attendance of 333,640. Attendance for the month of August was 356,980. This is an increase of almost 6% from last year's attendance of 338,336. Attendance is down by almost 8% from last year's attendance.

Program and Outreach Highlights

"One World, Many Stories" 2011 Summer Reading Club ended on [Saturday](#) with more than 1,500 children, families and friends at the Cleveland Metroparks Zoo. The new library mascots made their debut and danced to tunes by Radio Disney. Many zoo-goers visited the bookmobile, some saying it was their first time on a library with wheels. Our partners from "NASA in the Neighborhood" welcomed readers with Ava the Astronaut, and many children were able to have a photo taken in space.

To summarize the success of the summer program, here are some important numbers. More than 41,500 books were read by the 7,408 preschool, school age and teenagers who registered. Completing the Summer Reading Club program were 3,008 individuals. These branches registered the most students:

Garden Valley - 723
 Mt. Pleasant - 721
 Carnegie West - 492
 Woodland - 484
 Glenville - 371

These branches had the highest number of completions from those who registered:

Carnegie West - 78%
 Eastman - 63%
 Woodland - 59%
 Mobile Services - 58%
 Union - 55% (tie)
 Memorial-Nottingham - 55% (tie)

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-Friday.

On July 5th, CPL teamed up with the Rock and Roll Hall of Fame and Museum to introduce MyTunes to our cardholders. Program has been a rousing success with

ur sign-ups increasing by 10% every week. The program offers a musical experience unlike any throughout the nation. CPL cardholders can now download three MP3 digital music files every week from the entire Sony catalogue. Download songs from popular artists from

every era and genre, including Rock and Roll Hall of Fame Inductees Bruce Springsteen, Bob Dylan, Michael Jackson, Pink Floyd, and Ozzy Osbourne, as well as other current popular artists.

Automation

Thanks to the hard work of Automation staff member George Lenzer, CPL was able to assist over 7,000 community members with the Cleveland Municipal Housing Authority Project lottery. One hundred twenty-seven public workstations were reconfigured throughout CPL to make the process more efficient.

As a primary member, CPL created the new web site for Octavofest at www.octavofest.org. The previous site was hosted by Cleveland State University on their website and the new site lists the fifty participating members. Octavofest is a wide-ranging series of events that will be held throughout the month of October of this year.

Meetings and Activities

- I attended the American Library Association annual meeting in Washington, D.C., along with Trustee Corrigan and from June 24th-27th. I made a presentation for the American Library Association Committee on Diversity while in attendance.
- I and John Skrtic, Public Services Administrator met with Sari Feldman, Cuyahoga County Public Library Director and Fatima Perkins, Program Manager to design a county-wide library health initiative
- I was nominated and selected as a new board member to the Cleveland Foodbank.
- I presented to the Lakewood/Rocky River Rotary Club.
- I made numerous media appearances, including "Golden Opportunities" with Armond Budish and a radio taping on Ideastream.

Staff Highlights

I would like to commend John Skrtic, Michael Ruffing, and Caroline Han for their excellent work in hosting the Chinese cultural officials and librarians as part of the China-U.S. Librarians Professional Exchange project. The Exchange project was funded by a grant from the Institute of Museum and Library Services and allowed us to introduce Cleveland culture and library services to the delegation. Beyond, the education that the Chinese librarians received, we also received a better understanding of how library services are changing in China. Two members of the delegation presented a program on the evolution of Chinese libraries to a group of librarians from libraries throughout Cuyahoga County at our Lakeshore facility.

In August, CPL hosted a delegation of eight librarians from Australia. The librarians from a variety of small and large library systems in Sweden travelled to northeast Ohio with the hope of learning more about how the great library systems in the region provide library services to their community. We saw their visit as a great opportunity to learn more about their innovations and challenges. A special thanks again to John Skrtic and Milos Markovic for their work on coordinating their visit.

GRANTS & DEVELOPMENT

MyCom Lead Agency Responsibilities:

- Coordinated MyCom resolutions for Board
- Met with several Transitions vendors to discuss expanding their capacity
- MyCom monthly meetings and Neighborhood Teams meetings - 6/9 and 6/17
- Attended 4MyChild/MyCom workshop on 7/16
- Prepared monthly statements and reports for MyCom
- Met with Family and Children First Council on 8/22 to discuss new role For CPL in the MyCom Initiative in 2012
- Attended MyCom- MyMedia recognition program at Ideastream on 7/7

Grants & Development:

- Submitted final reports for Cuyahoga Arts and Culture. Requested extension for MyCom grant from the Cleveland Foundation
- Wrote Interim report for Cleveland Foundation
- Submitted final portion of LSTA Technology Toolbox grant
- Discussed with Director and Deputy Director possible grant applications for the future
- Attended Cuyahoga Arts and Culture grant orientation meeting, 6/21
- Attended Friends Board Meeting for web program on Foundations and Fundraising, 6/23
- Submitted each month the expense requests to Friends
- Visited PNC Foundation offices to discuss possible Financial Literacy grant, 6/14
- Wrote PNC grant with Cuyahoga County Public Library for Preschool Financial Literacy grant
- Wrote letters of support for Promise Grant and Slavic Village Sacred Spaces grants

Literacy:

- Coordinated payment of students tutors for the peer tutoring program at the Rice Branch
- Planned for fall schedule for Rice Branch
- Coordinated ABLE/GED classes for fall
- Wrote proposal to NPI/St. Luke's for 2012 funding
- Met with St. Luke's and NPI staff to plan for Rice Branch Kiosk
- Met with CSU College of Education and America Reads staff to plan for fall tutoring at branches
- Attended Tri-C ABLE/GED partnership meeting

Meetings (Community, Training):

- Attended P-16 Slavic Village meeting, 6/9,7/21 (Director Thomas spoke), and 8/18
- Attended American Library Association Annual Conference, 6/24- 6/29, submitted report
- Assisted with CMHA lottery sign-up on 8/15

PUBLIC SERVICES

Programs/Exhibits:

In the month of June, the Computer Learning Connection (CLC) taught a series of classes at the Rice Branch specifically for seniors from the East End Neighborhood House.

In the month of August, Department Manager Aaron Mason and George Lenzer of the Automation Department coordinated the CMHA online Housing Lottery; a total of 7238 applications were submitted from CPL terminals from August 16-19.

Fine Arts Librarian, Kelly Ross curated and installed the "King Me" exhibit about Checkers (assisted by Kent Practicum student Erin Valentine). Special Collections staff hosted the International Checkers Competition between Alex Moiseyev of Russia vs. Michele Borghetti of Italy - the event was held in the Treasure Room and Auditorium (open to the public) the week of August 15.

The Main Library Book Discussion Group met at Flannery's Pub on June 1 to celebrate the end of another successful year and Richard Fox's final time as leader of this group. The book discussed on this night was *Wild Nights* by Joyce Carol Oates. Over 13 years the group has read and discussed over 120 titles.

Photograph Collection: The 'Re-photographic Survey: Picturing Cleveland Then and Now' exhibit was held from March 31 - June 30.

The Ohio Center for the Book, located in the Literature Department is working with other founding partners to plan Octavofest events and have posted events on the Octavofest website.

A display on a Manned Mission to Mars has been on display in the Science and Technology Department all summer. Students from CWRU visited on June 1 and 2.

The World Wide Knit in Public Day program also acted as the unofficial launch of Warm Up Cleveland 2011. This year's effort goes system-wide, allowing both staff and patrons to donate handmade winter gear at Main Library and all Cleveland Public Library branches.

The Social Sciences Book Club held its book discussion for the month of June. The title discussed was "Into Thin Air: a Personal Account of the Mt Everest Disaster" by Jon Krakauer. Social Sciences Librarian, Harriette Parks created a booklet in correlation to the book discussion.

Social Sciences Manager, Darlene Ronney met with Professor Cuneen from Bowling Green State University to discuss future sports programming partnerships and exhibits.

The Youth Services Department Manager, Sandy Nosse and Youth Services Librarian, Jennifer Wihebrink provided a tour to 16 students in 7th grade from Michael R. White School.

There was an improvement in registration for the Summer Reading Club (SRC), with 236 registered and 66 completions. SRC programs were conducted weekly for eight weeks and each program involved stories, learning activities and a craft or activity related to the theme.

Outreach:

From June 18-23 CPL hosted a delegation of Chinese cultural officials and librarians as part of the China-U.S. Librarians Professional Exchange Project, a program sponsored by the Asia Library at the University of Illinois at Urbana-Champaign. Mr. Ruffing was the primary organizer at CPL for all of the details surrounding this visit. The Exchange Project was funded by a grant from the Institute of Museum and Library Services (IMLS) and promotes the exchange of personnel and information between the library community in China and the United States. Acting Public Services Administrator, John Skrtic, and Senior Subject Department Librarian, Caroline Han visited the Kent State Library and Information School with the group.

As part of the recent exchange, ten groups of Chinese librarians visited ten libraries throughout the United States. The Cleveland group met with several CPL administrators, were given a tour of Main Library and Lake Shore Facility, and shown the cultural highlights of our city, including the Cleveland Museum of Art, Cleveland Botanical Garden, and the Rock & Roll Hall of

Fame & Museum-- where they saw the famous Lady Gaga (freeze-dried) meat dress on display.

Photographer Robert Dawson, of San Francisco, visited the Library on Saturday, July 23 and was shown around by Mr. Ruffing before he spent two hours taking photograph of the Main Library. Mr. Dawson has been working on his American Library Project since the mid-1990s and is planning on publishing a book with Princeton Architectural Press within the next two years. CPL will be featured in the book, along with about 140 other U.S. libraries. Mr. Dawson commented that CPL was "one of the finest" libraries he had seen on his cross-country tour.

CLC staff visited a total of 23 outside organizations to promote branch computer classes.

Special Collections staff is working alongside the World Chess Hall of Fame in St. Louis. Fine Arts Manager Pamela Eyerdam hosted a tour for Charles Michener in July.

In July, Special Collections hosted a visit with representatives of the Anisfield Wolf Book Awards (Mary Louis Hahn, Coordinator of the awards for Cleveland Foundation; Patty Fracker, of Nesnadny + Schwartz, a design firm that is recreating the Anisfield Wolf website).

Special Collections hosted the International Annual Meeting of the Ken Whyld Chess Association. Members from Germany, Netherlands, Sweden, and the United States attended the week of August 15.

The Northeast Ohio Archival Spatial Data Infrastructure Committee met in each of the past three months in the Map Collection to continue discussions on the possibilities of using cloud storage space to house historical GIS and architectural material.

Youth Services Manager Sandy Nosse visited Cleveland Community School and read stories and promoted Summer Reading Club (SRC) to 87 children in multiple classrooms.

Collections/Reference:

Move of Popular, AV, Music CDs, Circulating Magazines

Mr. Ruffing planned the move of Popular Library and Audio-Video to their temporary spaces. It was decided in July to move the Music CDs collection from Fine Arts and all of the circulating magazines (except Children's, YA and Foreign) to Popular's temporary location.

Mr. Ruffing prepared a thorough move outline document and solicited three estimates from movers who specialize in library moves: Fridrich (Cleveland), Lewis-Michael (Columbus) and Carney-McNicholas (Lorain). Each mover was given a thorough tour of the collections to be moved, the spaces involved and the constraints involved. Carney McNicholas was awarded the job. They quoted the lowest price (by far) and agreed to complete the move when the library was closed.

Mr. Ruffing worked with Sarah Flinn, Dan Oreskovic, and Warren Reid to weed, combine genres into new categories and generally prepare the collections to be moved. These supervisors and their staff completed an enormous amount of collection maintenance in a short period of time. Mr. Ruffing worked with Ms. Flinn and Mr. Oreskovic, as well as with the staff of the Fine Arts department, to lay out collections that are moving. Comprehensive labeling information was forwarded to Karen Skunta & Associates, the firm responsible for signage in the temporary areas.

Mr. Ruffing also prepared a small exhibit and text focusing on the George H. Ketteringham Collection. This exhibit will debut in the Main Building lobby on September 12. Most of the Ketteringham photographs have been digitized and a postcard will lead patrons to the Digital Gallery to see more images.

Annual Report Archives:

John Pedernales, Executive Managing Director (Mergent), Neel Gandhi, Senior Project Manager (Mergent) and Sanjay Patel (Paperless Digital Solutions), all of Charlotte, NC, traveled to Cleveland on June 28 to oversee the transportation of the Library's historic collection of annual reports to Charlotte for digitization. The Library signed a contract with Mergent in early June in which the Library agreed to provide the annual reports in exchange for a lifetime subscription to the resulting database, which will also include access to all reports

provided by other institutions as well as the reports already in the Mergent Archives database.

Digital Projects Committee:

The Digital Projects Committee approved projects that will add important content to the Digital Gallery in the coming year. Projects approved include the following:

- 40 Archives photos of closed/former CPL branches and CPL Annual reports for 1878-1900.
- 1,000 early Cleveland photos from the McMichael Collection. Subjects to include Aerial & General Views of Cleveland, Bridges, Buildings, Canals, Churches Cleveland Neighborhoods, Clubs, Public Square, Schools, especially High Schools (to complement the digitized yearbooks collection), Settlement Houses, Exposition photos.
- 300 photographs of the Gordon Square (W. 65th and Detroit) and West Shoreway area
- 200 photographs of the Tremont neighborhood.
- 60 architectural plans by Charles F. Schweinfurth, which continues a pilot project to digitize historic technical drawings donated by the City of Cleveland.
- Illuminated chess manuscript *Il diletteuole e giudizioso giuoco de scacchi: espoto dal scrittor* (With transcription of text from English translation.)
- 250 photos of Cleveland Streets dating from the Civil War to the early 20th century.
- 25 high-interest books and book-length works, primarily on Cleveland, including select Cleveland City Directories, Letters of Tom Johnson, civil war topics, and local history works already scanned or being digitized to produce facsimiles.
- 43 early Cleveland Business Documents (1816-1871), including stock certificates from the first bank in Cleveland (Commercial Bank of Lake Erie), the first train schedule in Cleveland history (Cleveland, Columbus & Cincinnati, 1851), and other treasures.

Old Erie Street Book Store:

Mr. Ruffing met with John Skrtic and Mark Stueve, owner of the Old Erie Street Book Store, to re-establish a business relationship with the bookstore, the last book store downtown and one of the Library's neighbors. Three important sports research items were acquired for the Library:

- Cleveland Buckeyes of 1945 program (Negro Leagues)
- Panoramic photograph of the famous final game between the White Autos vs. Johnstown, PA, held Oct 5 , 1915, Brookside Park, Cleveland , Ohio
- December 27, 1964 World Championship program: Cleveland Browns vs. Baltimore Colts
- The Library also acquired what is believed to be a one-of-a-kind poster from the 1909 Cleveland Industrial Exposition. A version of the poster is known to exist elsewhere in postcard form only. The poster was originally created for a contest held in 1909 to create a poster for the exhibition

Historic Photographs at South Branch:

Mr. Ruffing selected a group of photographs to be reproduced for South Branch from a larger selection assembled by Photograph Collection staff. These photographs were expertly "mended" and cleaned up in Photoshop by Gloria Massey in Preservation and then printed on durable photo board by Merrill-David.

On August 29, the Business, Economics, and Labor Department assumed responsibility for answering all calls previously routed to the General Reference Department.

Foreign Literature Department weeding proceeded with staff withdrawing 2,560 items from the collection. In addition to weeding, staff directed 66 items to Preservation and 139 items to Book Prep for treatment.

Map Collection is working with the Buildings, and Planning and Research Department on scanning all existing structural plans for the Library's facilities assessment.

Literature Department Librarian, Steve Capouzzo created Featured Poetry list for July & August and processed new books (274 non-fictions, 201 fiction, 18 reference, and 18 serial) and POP transfers (50 fiction titles, 118 fiction volumes, 7 non-fiction) and emailed Catalog with regard to 13 corrections.

A proposal to digitize PAL's collection of Charles F. Schweinfurth architectural plans was approved by the Digital Projects Committee.

Social Sciences Manager, Darlene Ronney completed the periodical subscription list and the Collection development policy for Social Sciences.

Staff/Professional Development:

The Lending/ AV Department had movement of staff during the summer. On June 25, AV Tech Samuel Norton retired. Neletha Chambers transferred from Sterling Branch to Audio Video Department on July 3, and Justin Holt, Lending Department Clerk was promoted to Subject Department Clerk AV on July 17. Lending/AV Supervisor Daniel Oreskovic was promoted to Acting Customer Service Manager on July 3.

In the month of June Department manager, Aaron Mason attended the Project Compass economic development workshop at the Ritter Public Library. Aaron Mason also travelled to the Columbus Metropolitan Library to meet with their staff and observe their call-center operation.

Popular Manager, Sarah Flinn and Library Assistant Tammy Houghton trained branch staff on how to use bibliocommons and the Freegal music service.

Subject Department Clerk, Sabrina Miranda joined the Photograph Collection staff in June.

Science and Technology Manager, Maureen Mullin received a scholarship, supported by the Gund Foundation, to attend the *2011 Biomimicry Education Summit*, on June 27-29, sponsored by the Biomimicry Institute.

Senior Subject Department Librarian, Mark Moore attended the ULC Webinar "Trends in the Digital Library Experience".

Sandy Nosse started in the position of Youth and Family Services Manager on July 5. This new position involves management of the Youth Services Department, as well as system-wide responsibilities.

MOBILE SERVICES

STATISTICS-BOOKMOBILE-June, July, and August
39 Stops plus Parade the Circle **Bookmobile was off road for 6 days for maintenance in June

10 New library card applications
 786 Persons on board
 549 Reference, 631 Directional in person
 134 Reference, 38 Directional via phone
 June 939 holds filled

"On the Road to Reading":

- 144 persons stopped by the van at the outreach event for FLIP kits and early literacy at the Children's Museum. 250 persons in total attended the event. The event was also a 30 year celebration of the Children's Museum.
- Rhonda Fulton coordinated Mobile Services' participation in Parade the Circle including advance work such as getting supplies and preparing crafts.

Despite the bookmobile being off road for 6 days for maintenance in June, it was still a busy summer. The bookmobile was cleaned, new tires were put on and many mechanical items were repaired by Carl Stone and his crew. Mobile Services staff rehabbed many areas of the collection on the bus, adding more a-v items and changing displays and titles. The bookmobile began service to new stops: Euclid Beach (Club and Villa buildings), Mt. Sinai Apts., and Lorain Square Apts. Summer recreation stop, Halloran Park, was visited once in June.

OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

OLBPD circulated 59,600 items directly to patrons in June. The transition to integrating more new and circulating digital titles into our turnaround circulation has now produced an even ratio of cassette to digital being circulated. The number of digital titles circulated this month was 28,107 and the number of cassette titles circulated was 28,290. The overtime worked this month has helped staff process a large backlog of returned materials, and our monthly circulation reflects their efforts. BARD patrons downloaded 9,049 books and magazines, pushing our overall circulation to 68,649. Over 1,500 patrons are now registered for BARD, and our percentage of patrons using BARD (12%) falls within the national average (10 - 15%).

OLBPD Manager Will Reed and CPL Board of Trustees President Thomas Corrigan attended the award ceremony to

receive the National Library Service (NLS) 2010 Network Library of the Year award on June 23, at the Library of Congress. State Librarian Beverly Cain and Jim Buchman, Manager of the Talking Books Program were also there to co-receive the award.

OLBPD circulated 53,125 items directly to patrons in July. BARD patrons downloaded 8,844 books and magazines, pushing our overall circulation to 61,969. OLBPD worked overtime on two Saturdays to help discharge a backlog of returned items. Over 5,300 books were inspected and discharged.

OLBPD has purchased upgrades to the JAWS screen reader and ZoomText screen magnification software available on adaptive PCs available at OLBPD and at select locations throughout CPL. Automation is in the process of installing the upgrades on adaptive PCs. District licensing purchased for these programs allows for 20 concurrent users at one time. OLBPD will be working with Public Services to expand access to these programs in new locations, and also work on improving signage to identify and describe the purpose of the adaptive software.

OLBPD circulated 56,449 braille and talking books directly to patrons in August. 28,777 digital books to 25,598 cassette books were circulated during the month. Analog and digital talking book circulation still remains surprisingly close, which has been the trend reported by a majority of NLS network libraries. In addition, over 12,000 copies of the OLBPD Dimensions newsletter were sent to patrons, promoting our 2010 NLS Network Library of the Year award and 2011 OLBPD Family Fun & Learning Day.

OLBPD Manager Will Reed attended the State Library of Ohio Talking Book Program Consumer Advisory Meeting on August 25, in Columbus. Jim Buchman retired as Head of the Talking Book Program. Tracy Grimm was promoted as the new Head of the Talking Book Program at the State Library. OLBPD will be working with the Columbus Radio Reading Service to recruit additional volunteer readers for the production of talking books of local interest. OLBPD also announced that it will explore using monies from the Network Library of the Year award to produce a 30 second PSA announcement about the service to be aired throughout the State of Ohio. This idea was very warmly

received by the Consumer Advisory Council, and they are looking forward to any developments regarding the PSA. OLBDP will also be working with State Library of Ohio and the Clovernook Center in Cincinnati about having a Family Fun Day type program for patrons in the Columbus and Cincinnati area.

OLBDP Manager Will Reed met with CPL Bookmobile Manager Linda Sperry and CPL Homebound Manager Reba Elder to explore ways on how each service could help support the other. OLBDP will mail information about Homebound services to OLBDP patrons in the Cleveland area, as well as include information about CPL Bookmobile and Homebound services when asked about accessibility and outreach activities available at Cleveland Public Library.

Michelle Makkos from General Reference has voluntarily elected to be transferred to OLBDP under the provisions of Article X-G3 effective September 11, 2011. Michelle will fill the vacant OLBDP Librarian position.

Chris Barone change in status from Part Time Regular to Full Time Electronic Duplication Technician effective August 28, 2011.

BRANCHES

- Carlos Latimer worked as the project coordinator for the Summer Lunch program
- The East Team Manager instituted a quarterly working group session with team managers. The first session was held on July 27 and the managers worked together on monthly schedules and also provided an opportunity for informal mentoring
- The Summer Lunch program was well received by our communities again this year. Addison, Hough and Rice Branch averaged between 30 and 40 youth daily
- Computer Classes taught by staff from the Computer Learning Connection were held at the following East Team branches this summer: Garden Valley, Martin Luther King, Langston Hughes, Mt. Pleasant, Rice, Glenville, Hough, Union, and Collinwood
- Union Branch Manager, Gail Hanks participated in the Night Out Against Crime Event 2011 at Steelyard Commons with Jaime Declet and Chrystal Carr-Jeter

- Toni Parker Martin Luther King Jr. Branch manager assisted with the Sharing the Dream: The Art of Kadir Nelson
- Summer Book sale at Memorial Nottingham raised \$950.00 for the Friends of the Library
- Mt. Pleasant Branch Manager Paula Logan-Reid hosted a forum with Case Western Reserve Medical Students
- Collinwood Branch Manager Annisha Jeffries attended the 2011 Minority Stem Forum at the Great Lakes Science Center on July 19. Jeffries along with other branch managers and department heads lead teens in a book discussion of the title, "We Beat the Streets" by Doctors Sampson Davis, Rameck Hunt and George Jenkins
- Garden Valley Branch came in first place in the Summer Reading Club with 723 children and teen registrants
- With collaborations between the King Kennedy Boys and Girls Club and the Friendly Inn, the Woodland Branch saw increased numbers from last year in summer program participation
- Patrons enjoyed a day of warm greetings and reading incentive every hour on the hour at Addison branch on Customer Appreciation Day at Addison Branch on August 24
- Will Napoli from Earthman's' Education Services gave an introduction to robotics this summer at the Union Branch
- Youth Services staff Leslie Barrett (Union Branch), Ginaya Willoughby (Mt. Pleasant), and Pasha Moncrief (Garden Valley) attended the OLC Ready to Read Workshop in Akron, Ohio on August 11
- The Family and Faith Reading Club at Harvard Lee enjoyed responses from the community with children submitting essays
- New Learning stations were delivered to the Rice Branch in July. The machines were purchased by Neighborhood Progress, Inc. with funds provided through the St. Lukes Foundation
- Girls Scouts of America conducted a six-week program on money management at the Langston Hughes Branch
- Jaime Delet, South and Jefferson Dyad Manager attended the National Night out against Crime on August 2
- The West Park Branch offered an educational workshop by inviting speaker, Olive Gerber, a

volunteer for The 103rd Ohio Volunteer Infantry Museum. She spoke on the experiences of Civil War soldiers who hailed from Lorain and Cuyahoga counties

- Senator Sherrod Brown's representative visited the Sterling Branch in June along with representatives from the Jewish Federation to show support for funding hunger issues.
- Branch staff honored the staff with Customer Appreciation Day on August 24 as such; branches participated in system-wide Customer Appreciation Day.

TECHNICAL SERVICES

Patricia Lowrey and the staff of Technical Services attended Staff Development Day.

She and other Technical Services managers and staff hosted the visiting Chinese Librarians for an afternoon. Ann Olszewski, Preservation Manager, led them on a tour of the facility and Catalog Librarian Jintao Huang discussed the Catalog Department's handling of Asian and other materials. Sandy Jelar Elwell, Acquisitions Manger attended the lunch presentation and offered them refreshments later in the afternoon.

On June 24, when Sirsi and Internet access in Technical Services was unavailable, 20 Technical Services staff members volunteered to help out in the Book Preparation Department. Among the volunteers were: : Dale Dickerson, Rosalyn Easley and Carole Brachna from High Demand; Alicia Naab, Tanya Jenkins, Leslie Pultorak, Lisa Kowalczyk, Nate Infante, and Glennis Blair from Acquisitions; YoLanda Lawler, Mike Monaco, Karima Ward, Vivian Grayson, Shirley Jones, Rodney Lewallen, Paula Stout, and Cathy Jo Graves from Catalog; Rollie Welch and Laura Mommers from Collection Management; and Pam Pressley. With their assistance, 3102 non-book items were processed in one day.

Ms. Lowrey attended the joint Technical Services-Automation Meetings in June and August. She and several Technical Services managers and Alicia Naab, Acquisitions Coordinator developed new procedures to improve cataloging and processing of non-fiction mass market paperbacks. Ms. Lowrey met with Cindy Orr,

retired CPL Collection Management Manager, to plan a program of training for CPL Public Services staff.

Ms Lowrey and Mrs. Olszewski, attended the Digital Projects Committee meeting to evaluate new project proposals for the upcoming year. Ms. Lowrey and Mr. Welch attended Digipaloosa, OverDrive's eBook user group conference for over 500 librarians. Ms. Lowrey spoke to the group on selection techniques. During the conference, Ms Lowrey and Mr. Welch met with a librarian from Australia to discuss popular materials

Ms. Lowrey met with Michael Ruffing to discuss the Collection Development Policy that they are drafting as part of the Strategic Plan. Ms. Lowrey and Mr. Welch worked with John Skrtic and Carlos Latimer to develop a new process for handling Branch magazine renewals. She, Mr. Welch, and Mrs. Jelar Elwell met with Nathaniel Infante from the Acquisitions department to implement the new magazine ordering and renewals process.

Ms. Lowrey participated on interview panels for a Materials Processing Technician for the Book Preparation Department, a Technical Services Librarian to specialize in Asian language cataloging, and a Technical Services Associate for the Acquisitions Department. Ms Lowrey is serving on the Economic Re-Opener negotiating team. Ms. Lowrey visited the South Brooklyn Branch and met with Branch Manager Susan Martin to discuss space issues resulting from floating books. She also visited the Collinwood Branch and met with Branch Manager Annisha Jeffries.

Ron Antonucci joined the Technical Services Office to work on special projects including floating collections and facilitated holds fulfillment. Ms Lowrey attended the retirement celebration for the esteemed Sandy Kuban.

Collection Management: Pam Pressly and Laura Mommers relocated thousands of surplus floating DVDs & CDs from the Popular Library, Audio-Visual department and Branches. Rollie Welch visited with Popular Library manager Sarah Flinn to discuss genres, promoting music CDs and urban fiction.

Mr. Welch conducted a thorough analysis of magazine subscriptions in the Branches which included circulation and costs data. Mr. Welch and Collection Management

staff continued compiling recommended lists of popular titles and their accumulated holds in the weekly staff newsletter.

Bonnie Bolton prepared "shared" bonus lists for branch selection using a new electronic sharing process which eliminates the tedious chore of processing paper lists for each Branch. Mrs. Mommers' efforts in developing a quality music collection for Cleveland Public Library were acknowledged in an email compliment from a patron and CLEVNET librarian.

Mr. Welch continued to publish his "Street Lit" column for Library Journal's Booksmack! He also had a reviews published in the Cleveland Plain Dealer over the summer. In the June issue of VOYA (Voice of Youth Advocates), Mr. Welch co-authored a fresh installment of the column called "Man Up!" which deals with library service to teenage males.

High Demand: Over the summer, staff added 2,116 titles and 30,690 items. They ordered 8,339 titles and 42,544 items, and paid 1,775 invoices, for a total value of \$ 397,038.92.

The following staff volunteered to process items for the Materials Preparation Department and/or the Acquisitions Dept. when High Demand work was done: Steven Best, Dale Dickerson, Rosalyn Easley, Anarie Lanton, Mya Warner. They processed hundreds of invoices and many thousand items.

Carole Brachna, High Demand Manager, worked with two major vendors, Baker & Taylor and Ingram, to get the distribution notes printed on the paper invoices, to make it easier for the Shelf/Shipping staff pull the appropriate packet of routing slips. She gave Jefferson Parish Library system of Louisiana some advice on setting up 9xx/EDI. She worked with Midwest Tape to prepare for loading brief selection records to expedite the selection and ordering processes for CPL and for the other Clevnet libraries. She also worked on the process of getting full OCLC records from Midwest for all DVDs, Blu-Ray discs, music CDs and audiobooks purchased by CPL and all Clevnet libraries, to make the cataloging process more efficient.

Mrs. Brachna helped Bonnie Bolton of the Collection Management to change the set up with BWI so orders can be created and gridded automatically. Mrs. Brachna followed up on problems with Ingram mass market paperbacks orders and deliveries of OCLC records for titles ordered from Baker & Taylor.

Mrs. Brachna helped Joyce Bowers, Memorial Nottingham Branch Manager, teach crochet to some Branch patrons on June 22 during lunch time.

Shelf / Shipping: Shelf/Shipping department staff retrieved 3,429 requested items this summer. The staff packed a total of 4,673 telescopes of new materials for public service agencies. The staff unboxed 78,165 new items and sent the book trucks to Acquisitions and High Demand departments.

Shelf/Shipping department staff continues to assist with the Government Documents weeding project at the Lake Shore Facility. The department staff worked with Map Librarian Thomas Edwards with packing and shipping several map collections that were sold to other organizations. The Shelf/Shipping department assisted in the move of the Corporate Annual Reports Collection and materials for Oberlin College.

Juanita Turner attended the meeting, with staff from the Branches and Main Library, regarding organizing the hiring of pages and two new pages, Otis Howell and Tiffany Storrs were hired. Marla McConnell was a winner in one of the trivia challenges in the Public Services Weekly Update.

Book Preparation: Book Preparation worked on 87,075 items over the summer. The workflow for non-book repairs was altered slightly to distribute the increased volume of items to more staff members.

Elizabeth Hegstrom conducted interviews for a new Materials Processing Technician with assistance from Ms Lowrey and Mrs. Olszewski. She participated in the interviews for a new Asian language emphasis Cataloger.

Ms. Hegstrom also attended meetings on handling non-fiction paperbacks and FLIP kits.

Acquisitions: Sandy Jelar Elwell and Ms. Naab met with Ms. Lowrey, Mr. Welch, and Ms. Hegstrom to discuss and implement a new workflow for the processing of non-

fiction mass market paperbacks. Ms. Jelar Elwell attended the Lunch and Learn for the visiting Chinese Librarians and the Slovenian Statehood Reception. Ms. Naab participated in a Midwest Tapes webinar on Reporting & Tracking Tools and a conference call with other members of the Ohio Library Council (OLC) Membership Committee.

Ms. Jelar Elwell and Nathaniel Infante, Technical Services Associate, met with Ms. Lowrey and Mr. Welch to discuss and coordinate the 2012 subscription renewals and cancellations for Branch periodicals. Ms. Jelar Elwell worked with Michael Ruffing on the 2012 subscription renewals and cancellations for Main Library periodicals and microfilm. Ms. Jelar Elwell and Mr. Infante completed and submitted the 2012 subscription renewals to the vendors.

Ms. Jelar Elwell also worked with Mr. Ruffing to change the processing and handling of periodicals by the Serials Section to coordinate with the move of Main Library Subject Department circulating periodicals to the Popular Library. Serials Staff updated the owning locations in the serial control check-in records for Main Library Subject Department circulating periodicals to the location of Popular Library

Over the summer, Acquisitions staff ordered a total of 26,061 titles and 46,689 items, received 49,825 items, and processed a total of 6,620 invoices. Serials staff received 7,102 periodicals and 1,441 serials. They added 3,374 paperbacks. They processed 413 claims and modified 226 serial controls.

Kya Hatton resigned from her position. Ms. Elwell, Ms. Lowrey, and Mr. Welch, served on the interview panel for the vacant Technical Services Associate position. Staff from other Technical Service Departments continued to volunteer in the Acquisitions Department and Serials Section on a regular basis

Catalog: A new workflow for mass-market paperbacks was presented to the staff. Michael Monaco assisted the other Catalog Librarians in setting up shortcuts to expedite bibliographic load procedures. Staff cataloged 21,004 titles and added 39,383 items for CPL over the summer.

Andrea Johnson met with Ms. Lowrey, Ms. Hegstrom, and Rhonda Fulton to finalize plans for handling the Family Literacy Involvement Program (FLIP) kits. Regina Houseman began cataloging the kits. Ms. Houseman attended the Northeast Ohio Technical Services Librarians (NOTSL) Spring Meeting. Jintao Huang attended the Chinese library professionals' presentation, and gave them an overview of Catalog Department functions during their tour. Mr. Monaco cataloged a 1912 facsimile copy of a 13th century manuscript on chess and other table games, known as the "Libro de ajedrez, dados y tablas."

Dawn Grattino created original cataloging for a rare 18th century book, *The Architecture of A. Palladio*.

Muzhgan Nazarova joined the Department as a Technical Services Librarian. Mrs. Johnson, Mr. Monaco, and John Parsons have been providing Ms. Nazarova's training, as well as updating pertinent documentation. Ms. Johnson participated in a webinar called Maximize the Value of Your OCLC Cataloging Subscription. Mr. Monaco attended a meeting of the Ohio Library Council Technical Services Division officers to plan a technical services "retreat" conference.

Mrs. Johnson conducted interviews for a Technical Services Librarian (Asian Language Emphasis) position. Ms. Lowrey, Ms. Hegstrom, and Sharon Allen participated in the interview panel. Ms. Grattino returned from a leave of absence.

Preservation: Preservation Manager Ann Olszewski and Michael Ruffing coordinated the removal of the Corporation Files collection for scanning for a database product. In response to questions from patrons, Technical Services Senior Clerk Gloria Massey created an FAQ document to help users with image navigation and manipulation in the new CONTENTdm 6 interface.

Ms Massey processed the Allen Civil War letter collection which was added to the Digital Gallery. She edited historic images from the South Branch neighborhood which were installed at the Branch on August 16. The exhibit was created in observance of the South Branch Centennial. The photographs were also added to the Digital Gallery.

Renee Pride completed work on the Mears baseball scrapbooks and it added to the Digital Gallery, which completed a 2010-2011 project originally proposed by John Skrtic. Another 74 images from the Ketteringham collection were added to the Digital Gallery, as were 26 photos for the Hough Neighborhood Project, two 1912 Hopkins Atlas volumes, Cleveland Town Topics Volume 6, and two East High school yearbooks. The total number of yearbook pages available is now 10,199. Newly represented high schools include Jane Addams, John Hay, and West Tech.

The Digital projects committee met July 27 to review applications for the third cycle of staff proposals for the Digital Gallery. Among the approved projects are CPL Annual Reports from 1878-1900, early nineteenth-century Cleveland commercial documents, architectural plans drawn by Charles Schweinfurth, an 18th century, illuminated chess manuscript, and early Cleveland city directories. Work was started on five of new projects. Three projects will digitize a total of 1,750 Cleveland photos from the Photograph Collection, more than doubling the number of local photos in the Digital Gallery.

Elizabeth Bardossy treated four Sette of Odd Volumes prints, 17 park plans, two Carnegie West blue prints from the CPL Archives, and six Schweinfurth technical drawings from Public Administration Library. Renee Pride devised sound bindings for two fold-out art books, permitting these items to be treated as circulating books.

Special Projects: Ron Antonucci assisted Collection Management with the ongoing redistribution of floating materials. He evaluated returned DVDs, compact discs and books to determine relocation to a branch or Main department, or discarded the materials and prepared them for shipping to the Book Sale. He also paid close attention to music CDs to determine if the item was the "last copy" in the system or near-last; those selected items were transferred to Fine Arts for final consideration.

Mr. Antonucci also prepared selection suggestions for the Collection Manager and Head of Technical Services and he examined the weekly Holds Reorder Report and the Received Order Report to identify specific items for

possible purchase. He assisted with the editing and preparation of the Materials Flow Chart Report. Mr. Antonucci accompanied Ms. Lowrey on a visit to the Collinwood Branch on August 29th to meet with Manager Annisha Jeffries to discuss the organization, content, and weeding of the branch's collection.

MARKETING & COMMUNICATIONS

Marketing and Communications formed a team to handle internal and external communications, public relations and advertising. The team members are Felton Thomas, Director; Tena Wilson, Marketing and Communications Administrator (until resignation September 30, 2011); Cathy Poilpre, newly-appointed Acting Assistant Administrator, Marketing and Communications; Michael Young, Administrative Assistant, Marketing and Communications; Amy Pawlowski, Webware Applications Manager; and David Fitz, library consultant, Strategic Design Partners.

The Library was featured 151 times in print and electronic media during the summer of 2011 for an ad value that exceeded \$73,340.00 to a circulation audience that exceeded 9,062,150. A complete news clipping file and all monthly ad value reports are available in the Marketing and Communications Department.

The first "Off the Shelf" electronic monthly newsletter was distributed in August to 1973 patrons. Michael Young provided Meet the Staff articles for six staff members for the weekly staff newsletter.

The first Staff Development Day under the leadership of Director Felton Thomas launched the library staff into a summer filled with transition and strategic planning. Marketing campaigns for "My Place to Dream, Create, and Grow," "Real Men Read," and "Downtown Destination" continued and gained exposure throughout the community.

Director Felton Thomas charged the Marketing staff to create a library mascot. Permission was sought and received from Tom Otterness, the artist behind the whimsical figures that adorn the Eastman Reading Garden gates and ledges, to allow the library to use the images of the little people. His goodwill gesture stipulated that the figures exist as a pair, and that he have final approval of the colors and design of the mascots.

Competition from several mascot companies was narrowed to Costume Specialists of Columbus, Ohio. The mascots arrived at CPL on August 17, 2011, a date to be remembered as their "birth" day.

In the city where rock & roll was born, the library teamed up with the Rock and Roll Hall of Fame and Museum to offer CPL cardholders a completely unique musical experience with the launch of MyTunes in partnership with Freegal Music Service.

System-wide programming coordination was handled by the Marketing staff after Ron Antonucci, Acting Public Services Manager of Programming and Scheduling Services, was transferred to Technical Services. A search began for a new position that combines the responsibilities of system-wide programming, community outreach, and exhibits: Public Services Assistant Administrator, Programming and Outreach Services.

Programming and Scheduling Services

The "One World, Many Stories" Summer Reading Club theme resonated with young people, resulting in 7,408 registrations during June, July and August for the reading program. Of the total registered, 2,430 were preschool children, 4,133 were school age children, and 845 were teens. A total of 3,008 students completed the program, reading 41,526 books. The program finale was held at the Cleveland Metroparks Zoo and Rain Forest for 1,731 winners and their families and friends. The event was supported by the library bookmobile, Radio Disney and the NASA Glenn Research Center, who provided programming throughout the branches during the summer. The new library mascots made their debut, and welcomed special guest mascot from NASA, Ava the Astronaut.

The second Three Men and a Book discussion group, led by Cleveland City Councilmen Eugene Miller, T.J. Dow and Kevin Conwell, gathered 36 adults for a lunchtime discussion of three books on the topic of networking.

The second annual Customer Appreciation Day was held in all CPL libraries, offering patrons cookies and punch as an expression of gratitude for their support and use of Cleveland Public Library.

To encourage visitors to Cleveland to take advantage of the downtown treasures, CPL partnered with the Renaissance Cleveland Hotel on their Navigator Passport to Cleveland project. Every hotel guest will receive a passport of coupons offering discounts and gifts from downtown organizations. The Friends made available discounts of 10% and 25% from the gift shop.

Cleveland Public Library and Cleveland Public Art announced a new temporary art installation in the Library's Eastman Reading Garden by Cleveland artist Donald Black, Jr. The project, called *The Power of the Pieces*, was inspired by the artist's memories of playing chess with his father. *The Power of the Pieces* was comprised of six chess tables which were built to be played standing up and include photographs of the six chess pieces that move on the boards. Black has hand-crafted 1,000 chess pieces, which were available for use in the garden. This artwork was the second installation of the annual program called *See Also*, which brings new temporary works of art to the Eastman Reading Garden each summer. More than 50 individuals attended the reception to launch the garden exhibit in July.

Community non-profit groups made use of their library by holding 198 meetings for more than 4,400 attendees in these meeting areas: Louis Stokes Wing Auditorium, Room 218 East and West, and the Lake Shore Facility.

Graphics

Graphics Department staff, under the direction of Manager Cathy Poilpre, designed, printed and distributed 60 pieces in June; 144 pieces in July; and 107 pieces in August. Thirteen staff newsletters were designed, printed and distributed this summer. Promotional pieces included: Praisefest Summer Reading Club promotional materials; new design for Friends of the Library newsletter and membership collateral; MyTunes identity and web graphics; Writers and Readers 2011-2012 season brochure; The Art of Kadir Nelson exhibit promotional pieces; no smoking signage for the Eastman Reading Garden; Friends summer newsletter; half-page ad placed in *Kaleidoscope* magazine; Ohio Library for the Blind and Physically Disabled handbook; Friends' "Night at the Library: Backstage" identity graphics; installed graphics for the Downtown Destination move; "Heaven's Rain" promotional pieces; Galileo bookmark and poster

for Cleveland Play House; half-page ad for One World Day program booklet; quarter-page ad for Pandemonium program guide; Hispanic Heritage Month identity and collateral; and numerous other pieces.

Yearly maintenance agreements for the Presstek Offset Duplicator, Freedom Feeder, and Two-Color Duplicator were not renewed due to the age of the equipment, infrequency of maintenance issues that require service calls, and decreasing use of the equipment.

Website www.cpl.org

Library News on the library home page featured the following items this summer: Cleveland Public Library Presents Second "Three Men and a Book" - City Councilmen discuss books on networking; Donald Black, Jr. Shares His Love of Chess and Storytelling in the Cleveland Public Library's Eastman Reading Garden; Cleveland Public Library and Rock and Roll Hall of Fame Launch MyTunes; Special Cleveland Public Library Board of Trustees Meeting; Cleveland Public Library Partners to Promote Month-long Celebration of the Arts and Craft of Bookmaking - Acclaimed Author Audrey Niffenegger to Speak; Cleveland Public Library's Ohio Library for the Blind and Physically Disabled Hosts Family Fun and Learning Day; CMSD Board Seeks Applicant to Fill Vacancy; and Former State Senator Brooks Douglass Brings Inspiring, Autobiographical Film to Cleveland Public Library.

Facebook fans exceed 3,300 and Twitter followers approach 3,000.

BUILDINGS SERVICES

The Buildings Office completed numerous branch inspections and continues to monitor utility bills. We are attending weekly meetings with Bostwick Design on the changes for Main and LSW. We are also working closely with Westlake Reed Leskosky with the assessment of our branches.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. The drinking fountain was replaced at Addison. The old defective boilers were removed and new boilers were

installed, and a refrigerant leak in the main A/C unit was repaired at Fleet. A defective room temperature sensor and a broken valve on the air handling unit in the basement were replaced; also a temporary sump pump was installed and removed when the new pump came in at Harvard-Lee. A refrigerant charge was added to the main building A/C unit at Hough. Repairs were made on heat pumps 3#, #4 and a defective ADS lockout relay for the heat pumps was replaced at Langston Hughes. Control problems were repaired on HVAC units at Jefferson and Lorain. The water tempering valves for both hot water tanks were replaced and pre filters were changed on air handling units 1-5 in LSW. The outside air intakes for air handling unit #25 was cleaned and the exhaust fan was repaired on air handling unit #23; also pre filters were changed on air handling units 20-26 at Main. A new filter dryer was installed and leaks were repaired on the A/C unit for the multi-purpose room at Mt Pleasant. A temporary air compressor for the HVAC controls was installed until the new compressor comes in at MLK. Adult and children computers were relocated and wired for seven future computers at Rice. Several new lights were added to the second floor hallway of South Brooklyn. The old defective boilers were removed and new boilers were installed; also the condenser fan motor and blade on the north HVAC unit was replaced at West Park. A new access panel was installed on the main air conditioning unit to facilitate condenser cleaning at Union.

The Carpenters and Painters removed book shelves from Fleet and Fulton. Two cubical work stations were installed in the Literature department at Main. Patching and painting was completed at South, South Brooklyn and Mt. Pleasant.

The Garage made major repairs on truck #12 and routine service was complete on vehicles #5, #13, #15, #24, #25 and #26. The generator on the bookmobile was replaced with the spare so that it could be serviced, and repairs were made to the riding lawn mower at Fleet and the tow motor at Lakeshore.

SECURITY OPERATIONS

Director's Irregularity Report Summary: Security Operations submits a quarterly 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, Rice 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.

Reports are also produced by Security Operations, tallying the alarms and types for each branch for follow-up and training purposes.

Total number of alarms for June - 46 / Cuyahoga Valley Patrol responded to 22 of these alarms.

Total number of alarms for July - 28 / Cuyahoga Valley Patrol responded to 13 of these alarms.

Total number of alarms for August - 22 / Cuyahoga Valley Patrol responded to 8 of these alarms.

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

In June and July not all the buttons were tested, yet in the month of August they were all tested and all duress buttons are working properly at this time.

Closed Circuit Television: Closed circuit television systems are monitored in the Security Operations Command Center (LSW Office), system can also be monitored at Main Building security post, Rear Dock security post, and the Lake Shore Facility security post.

Identification Cards: Security Operations continues to issue photo identification cards to new staff members and to replace lost cards. Security Operations had printed Retired, and Thirty Plus badge for the employee ceremony conducted by the Human Resource Department.

Monthly Equipment Inspections: On a monthly basis, Security Operations conducts complete equipment inspections in the Main Library, The Louis Stokes Wing,

Lake Shore Facility and all of the branches. Due to extreme shortages in manpower, branch inspections were completed at only a few branches in the months of June and July.

In August the Branch Patrol Officers inspected all equipment and systems at the branches, they were all found to be working order.

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 3M Book Detectors at all the branches. In June and July not all were checked, in August Branch Patrol found all of the 3M Book Detectors operational.

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.

In June a total of 21 items were returned to their owners;

In July a total of 28 items were returned to their owners;

In August a total of 19 items were returned to their owners.

For the months of June, July and August 6 bags of miscellaneous items were donated to Goodwill Industries, East 55th Street.

Branch Security: To provide a higher level of security for patrons and staff in our branches, Branch Patrol units are required to spend some additional time (Special Attention) to any branch that may be experiencing an increase in activity.

In the month of August, Security Operations Supervisors Peter Brennan, Chris Flak and Frank Nunez met with Cleveland Metropolitan School District (CMSD) Captain, William Morris.

Capt. Morris updated us on the 2011-2012 "CMSD School Safety Plan". The information we reviewed was forwarded, in document format, to Administrators - Myron Scruggs, Cindy Lombardo, John Skrtic, and Carlos Latimer.

In accessing each branch location, branch staff and G4S guards were given information on how to utilize the CMSD Mobile Patrol Officers, as well as CPL Branch Patrol, in disruptive situations involving juveniles.

In the months of June and July the Branch Patrol did not complete the monthly inspections, monthly staff training or testing of security systems. In August all monthly inspections, training and testing of systems were completed.

In June; Branch Patrol Officers conducted 44 branch investigations.

In July; Branch Patrol Officers conducted 46 branch investigations.

In August; Branch Patrol Officers conducted 45 branch investigations.

SUMMARY OF IRREGULARITY REPORTS RECEIVED

MONTH	2010	2011	CHANGE
January	50	77	+27
February	40	57	+17
March	63	73	+10
April	52	61	+9
May	37	43	+7
June	42	44	+2
July	26	46	+20
August	50	45	-5
September	58		
October	35		
November	36		
December	27		
Year to Date	516		

AUTOMATION SERVICES

Eleven CLEVNET libraries started using the Freegal music service on July 1, 2011: Bellevue Public Library, Cleveland Heights-University Heights Public Library, Cleveland Public Library, Euclid Public Library, Hudson Library & Historical Society, Madison Public Library, Medina County District Library, Sandusky Public Library, Twinsburg Public Library, Wickliffe and Willoughby-Eastlake. Freegal allows card holders of these libraries to download three MP3 files a week from the Sony online catalog.

Building on the Freegal project, Cleveland Public Library and the Rock and Roll Hall of Fame teamed up to offer MyTunes on July 5. MyTunes, a section of the Library's web site, gives patrons the ability to connect to the Freegal service, as well as highlighting Library materials on featured artists, Rock Hall events, and the Rock Hall's iPhone app. The first featured artist was Bruce Springsteen, followed by Michael Jackson.

CPL Projects

Automation Staff, led by George Lenzer, assisted in preparing computers for the online applications for the Cleveland Municipal Housing Project lottery. One hundred twenty-seven public workstations throughout the system were reconfigured for the lottery applications. Most of the reconfiguration was done remotely, after business hours.

The first email Newsletter "Off the Shelf" was sent out on August 17th. The new eNewsletter's design matches that of www.cpl.org and its intention is to inform recipients of events, new titles, and news from the library. The eNewsletter was sent to 1,994 people who had opted in to receive the eNewsletter. Webware worked with Archives for monthly archiving of "Off the Shelf".

A new web site for Octavofest was created by the library's web department: www.octavofest.com. In the past, the site was hosted on Cleveland State University's library site. Since the event has grown over the past several years, the library obtained a URL (www.octavofest.com and www.octavofest.org) for the event to ensure its web presence moving forward.

Automation Services is working with Financial Services, Planning and Research, and Public Services to evaluate replacements for the current leased Xerox photocopiers and multi-function devices. The goal is to identify a print management system that reduces the handling of cash, provides additional services (potentially public scanning and fax), and meets the photocopying and printing needs of the public and staff, while accommodating laptop and mobile users.

Automation Services commissioned a special program that intercepts routing slip data from the SirsiDynix client software, and reformats it to print a more usable routing slip, with the destination in larger type at the top of the slip. After successfully piloting in Literature and Lending, the program was offered to CLEVNET libraries.

Print materials were converted to floating on July 1. The Software team facilitated this by globally changing data, adding new item types, modifying the circulation, hold, and floating policy files.

A Gates Grant PC was installed at Woodland branch, for expanded public computer availability. Electrical work and furniture is on the schedule to complete additional Gates Grant installations for 2011. The Tech Atlas inventory was collected from all the 2011 Gates Grant PCs and uploaded to the State Library to comply with BMGF Grant guidelines.

The "Accelerated Reader" software was updated or installed on all public PCs at CPL branches, so CPL could participate in this year's Accelerated Reader program with the Cleveland Municipal School District (CMSD).

To prepare for the move of Audio-Video and Popular Library, the Software staff created many special reports to help weed and reorganize the materials. A complete list of policy file changes has been made and the necessary changes scheduled.

New pages were added to the Library's web site for Book Clubs, and a new section was added to the Staff Center for Health and Safety, as part of the HR section. Photos of the "Manned Mission to Mars" project by students from Case Western Reserve University's

Aerospace Engineering program were posted to our Flickr account.

"Guard Check" Software was installed on all the staff PCs at CPL branches and designated PCs in Security Operations at Main Library and Lake Shore, to enable G4S guards to check in and report time accurately.

As part of the Cleveland Public Library's participation in E4S (Entrepreneurs for Sustainability) sustainability training, George Lenzer worked with the library's sustainability committee to host an E4S meeting in the Louis Stokes Wing.

Several new databases were added to the site, the Catalog+ proxy, and the remote access authentication server. They include: SAMS Technical Publishing, College Source, Standard & Poor's NetAdvantage, Dictionary of Literary Biography, Index to Current Urban Documents, Literature Criticism Online, and Something About the Author.

CLEVNET Projects

Six of the seven libraries in Trumbull County are now joining CLEVNET. The goal is to have them online on Monday, October 3. The libraries are: Bristol Public Library, Kinsman Free Library, Girard Free Library, Hubbard Public Library, McKinley Memorial Library, and Newton Falls Public Library. The Network Team visited all six libraries to assess networking needs, and is now working with OPLIN to have the network connections terminated in Cleveland. The Software team has met with each library to develop policy values and to determine how to map the existing data to the CLEVNET system. Data is currently being loaded on a test server, both to assess and refine the migration process and to prepare for training. Training will be done at the NEO-RLS headquarters in Warren.

A CLEVNET Director's meeting was held in July. Major topics of discussion included the public and staff acceptance of the new Bibliocommons catalog, the usage of the new Freegal service, the Trumbull County libraries now joining CLEVNET, transit slip printing, and standardization of cataloging processes. This has become particularly important with DVDs and additional

volume information, as borrowers can now place volume level holds.

Several libraries were upgraded from T1 to fiber Ethernet connections: Bellevue, Burton, Clyde, Fairport Harbor, Twinsburg, Peninsula, Hudson, and Milan-Berlin. Network staff also met with Time Warner at Perry and Wickliffe to prepare for installation of fiber. Shaker Heights and Cleveland Heights-University Heights have had free use of fiber connections as part of the original cable franchise. New state laws have superseded those arrangements and we have been helping them determine the best path forward.

In an effort to improve filling holds, the pull list procedures were changed to increase the likelihood that items appearing to be on the shelf in the same building the patron designated as the pickup would be used for those holds. This should increase the speed of filling some holds and reduce the number of items in shipping.

Tim Flick, an environmental specialist from Hewlett Packard, surveyed the central site computer room, prepared a report, and met with Automation Services and CPL's Property Management to go over recommendations. The survey is part of the preparation for a technology plan. Mr. Flick's recommendations, if implemented, will provide a more consistent and energy efficient environment, while enhancing network performance and staff safety.

The core router in the computer room was upgraded to increase the speed of the backplane. The upgrade provides increased performance for CPL Main Library, Stokes Wing, all branches and CLEVNET libraries.

Routers, switches, and wireless access points were also upgraded or installed at Bellevue, Huron, Wickliffe, Euclid, and Shaker Heights. The Law Library's firewall was also upgraded to improve network performance. A survey was conducted at Sandusky to determine optimal locations for additional wireless access points and to improve cell phone access in the basement.

A local instance of Flowan Help Desk was configured for Medina. Request types, analysts and analyst coverages were set up for Technology and Facilities staff. Medina

staff sent a user file which was uploaded into their Flowan database.

Ann Palomo and Amy Pawlowski trained staff from Orrville, Wayne County Public Libraries, Euclid, Wickliffe and Willoughby-Eastlake Public Libraries on the Bibliocommons catalog and using the OverDrive downloadable emedia. Ms. Palomo also provided Bibliocommons training to the Elyria Public Library.

The CLEVNET Online Resources Committee dropped subscriptions to Ancestry Library (now available through the Ohio Web Library), AllData, and Novelist. Three new resources were added: Culturegrams, Chilton's Auto Repair, and Books & Authors. Chilton's is available to home users.

Ms. Pawlowski and David Reynolds provided emedia training at the Burton Public Library.

The first annual Lost & Paid invoice report was delivered to all CLEVNET libraries on July 1.

An air conditioner pump developed a leak, resulting in water under the floor in the computer room. Property Management promptly resolved the problem.

The Hardware team has been working closely with Shaker Heights Public Library administration to reorganize their public and administrative networks following the retirement of their local network administrator. To assist in re-engineering the network configuration a temporary server to be used for machine and user account conversion was set up to help with converting their existing domains over to the new Active Directory domain, a new child domain was built and a domain controller installed so that we may provide better and more efficient remote support. A trust relationship was established between the old and new domains to facilitate migrating accounts, configurations, and data.

KnowItNow

The KnowItNow24x7 Web Services Coordinator worked with the Quality Assurance Committee to set up an automatic and more efficient system to provide random transcripts for monthly review.

Don Boozer provided KnowItNow training in Worthington, Xenia (Green County Public Library), Barberton, and Cuyahoga Community providers. The training sessions were attended by current providers and libraries considering becoming providers.

Barberton Public Library became a providing library on August 1.

Automation worked with KnowItNow to troubleshoot OS upgrade problems that resulted in an unexpected service outage for KnowItNow.

At the invitation of the Elyria Public Library director, the KnowItNow24x7 Coordinator spoke to the Elyria Kiwanis Club on August 25 about KnowItNow24x7 including Elyria Public Library's on-going participation in the service.

Meetings & Professional Development

In June a panel from SEO exploring ways to migrate to SirsiDynix Symphony met with Bob Carterette and Ann Palomo.

Mr. Carterette and Mr. Boozer met with two library administrators from China to discuss various topics including the CLEVNET consortium, the online catalog, and Ohio's virtual reference service. A demonstration of the KnowItNow24x7 software was also provided.

In July, Amy Pawlowski presented "Taking Digipalooza Homework: Turning Ideas Into Action" at OverDrive's user conference: "Digipalooza."

Mr. Boozer attended the American Library Association Annual Conference. As Co-chair of the association's Virtual Reference Services Committee, he hosted a successful program attended by 135 people and participated in various official meetings.

Mr. Carterette attended meetings of the Health Care Committee and Gallagher Group to go over insurance plan options in the face of increasing costs.

Mr. Lenzer represented the Library in the Sustainable Cleveland 2019 Summit for CPL.

Statistics

	Summer 2010	Summer 2011
OverDrive Downloads	103,514	112,916
Twitter Followers	1,982	2,895
Facebook Fans	2,385	3,405

Mr. Corrigan adjourned to the meeting at 1:29 p.m.

Thomas D. Corrigan
President

Alan Seifullah
Secretary

CLEVELAND PUBLIC LIBRARY

**Finance Committee
September 15, 2011**

GIFT REPORT FOR JUNE 2011**LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	685	2,107
Periodicals	9	259
Publishers Gifts	0	0
Non-Print Materials	<u>142</u>	<u>445</u>
TOTAL LIBRARY SERVICE MATERIALS	836	2,811

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$ 25	\$ 3,056
Library Fund	Restricted	209	4,068
Library Fund - Oral History Project	Restricted	0	0
Endowment for the Blind	Restricted	0	152,284
Young Fund	Restricted	0	10,661
Friends Fund	Restricted	5,000	9,700
Gates Fund	Restricted	0	54,600
Schweinfurth Fund	Restricted	0	40,265
Ohio Center fo the Book	Restricted	0	0
Judd Fund	Restricted	51,039	102,078
Lockwood Thompson Fund	Restricted	0	79,058
MetLife - Fit for Life	Restricted	0	0
Founders Fund	Unrestricted	6,000	36,000
Founders Fund	Restricted	<u>0</u>	<u>26,389</u>
TOTAL MONEY GIFTS		\$ 62,273	\$ 518,157

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	25	125	836	2,811
Money Gifts	<u>10</u>	<u>91</u>	<u>10</u>	<u>91</u>
TOTAL GIFTS	35	216	846	2,902

RESOLVED, That the Gift Report for June 2011 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 15, 2011**

GIFT REPORT FOR JULY 2011**LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	586	2,693
Periodicals	6	265
Publishers Gifts	312	312
Non-Print Materials	<u>147</u>	<u>298</u>
TOTAL LIBRARY SERVICE MATERIALS	1,051	3,568

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$ 50	\$ 3,106
Library Fund	Restricted	1,000	5,068
Library Fund - Oral History Project	Restricted	0	0
Endowment for the Blind	Restricted	0	152,284
Young Fund	Restricted	0	10,661
Friends Fund	Restricted	0	9,700
Gates Fund	Restricted	0	54,600
Schweinfurth Fund	Restricted	0	40,265
Ohio Center fo the Book	Restricted	0	0
Judd Fund	Restricted	0	102,078
Lockwood Thompson Fund	Restricted	0	79,058
MetLife - Fit for Life	Restricted	0	0
Founders Fund	Unrestricted	6,000	42,000
Founders Fund	Restricted	<u>5,701</u>	<u>32,090</u>
TOTAL MONEY GIFTS		\$ 12,751	\$ 530,908

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	42	167	1,051	3,568
Money Gifts	<u>4</u>	<u>95</u>	<u>4</u>	<u>95</u>
TOTAL GIFTS	46	262	1,055	3,663

RESOLVED, That the Gift Report for July 2011 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 15, 2011**

GIFT REPORT FOR AUGUST 2011LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	478	3,171
Periodicals	7	272
Publishers Gifts	0	312
Non-Print Materials	<u>57</u>	<u>355</u>
TOTAL LIBRARY SERVICE MATERIALS	542	4,110

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
Library Fund	Unrestricted	\$ -	\$ 3,106
Library Fund	Restricted	40	5,108
Library Fund - Oral History Project	Restricted	0	0
Endowment for the Blind	Restricted	0	152,284
Young Fund	Restricted	0	10,661
Friends Fund	Restricted	412	10,112
Gates Fund	Restricted	0	54,600
Schweinfurth Fund	Restricted	18,345	68,610
Ohio Center for the Book	Restricted	0	0
Judd Fund	Restricted	0	102,078
Lockwood Thompson Fund	Restricted	0	79,058
MetLife - Fit for Life	Restricted	0	0
Founders Fund	Unrestricted	12,000	54,000
Founders Fund	Restricted	<u>18,277</u>	<u>50,367</u>
TOTAL MONEY GIFTS		\$ 49,074	\$ 579,982

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	25	192	542	4,110
Money Gifts	<u>7</u>	<u>102</u>	<u>7</u>	<u>102</u>
TOTAL GIFTS	32	294	549	4,212

RESOLVED, That the Gift Report for August 2011 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40 (J) of the Ohio Revised Code.



3346 Arbor Way
Westlake, Ohio 44145

440-915-1200 V
440-835-5484 F

Cleveland Public Library
325 Superior Avenue
Cleveland, OH 44114
Attn: **Mr. Myron Scruggs** – Property Management Administrator

Dear Myron:

As a follow-up to our meetings and discussions, we are pleased to offer the following Consulting Services as a result of our investigation into the electric heating to steam heating analysis:

Two immediate opportunities that are outside the scope of our just completed consulting arrangement deserve immediate attention, **Lighting Retrofits** and **Energy Efficiency Upgrades for Main and Stokes**.

LIGHTING RETROFITS – First Energy serviced Branches

As you may be aware, First Energy is currently offering a rebate program designed to encourage energy savings by their customers.

In the case of the library, the Branches are eligible to receive cash rebates for energy efficient lighting retrofit programs for all buildings served by First Energy. We will provide overview analysis of the lighting surveys currently in progress and assist in filing the rebate applications with the First Energy administrators.

In order to project the rebate amounts and complete financial analysis of the lighting retrofits additional analysis is needed. We have located the firm, ECO Engineering, which conducted the branch lighting surveys and analysis several years ago. At our recommendation the library has engaged ECO Engineering, to complete the field surveys and prepare and file the pre-approval rebate forms to First Energy for all the lighting projects. Spectrum will review the ECO work and Rebate Applications and work with First Energy to obtain all possible rebates.

Please be aware that submission of the pre-approval forms to obtain the rebates does not actually obligate the library to complete the project(s) unless the library decides to do so. In many cases clients are withholding final approvals pending the favorable outcome of their pre-approval rebate requests.

We anticipate this work can be completed within 30 days at a cost not to exceed \$2500.

Cleveland Public Library
Mr. Myron Scruggs
Page 2

ENERGY EFFICIENCY UPGRADES FOR MAIN AND STOKES

As a result of the recently completed steam study, several opportunities need to be finalized and bid packets prepared to take advantage of the significant energy savings opportunities available to the library. The opportunities include converting the present electric heating to steam heating for the district steam system; the installation of a demand controlled ventilation system for both the Stokes and Main Buildings; lighting retrofits for the Main building.

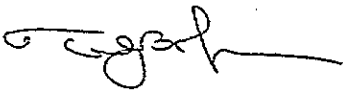
If you will refer to the previously submitted analysis, you may discover that annual energy savings from the demand ventilation system are in the range of \$100,000 per year and that the steam conversion opportunity will provide an additional projected savings of \$200,000 over a ten year period. Coupled with substantial reductions in humidification loads and some updated energy-efficient lighting, we expect the 10 year savings to fall in the range of \$1,250,000 to as much as \$1,500,000.

Substantial work needs to be completed in order to create bid packages for this work. We look forward to continuing the relationship with the library as we work together to obtain energy conservation and savings. We are hopeful that the library will recognize the opportunity to greatly increase their energy savings and find it sensible to provide an additional consulting award to Spectrum to continue the process.

We anticipate the cost of the services needed to complete the balance of the analysis and to help create a bid-able document can be accomplished for a cost not to exceed \$11,200.

Thank you for the opportunity to provide our services and we look forward to a continued working relationship.

Sincerely,



Timothy B Janos, CEM, CEA, CDSM, CBEP, CSDP
President



**STEAM CONVERSION ANALYSIS AND REPORT
FOR**



JULY 2011

PREPARED BY:



3346 ARBOR WAY

WESTLAKE, OHIO 44145

440-915-1200



BACKGROUND

Spectrum Energy Concepts, Inc. was engaged to perform a feasibility study to consider possible cost savings which might be obtained if the Cleveland Public Library (CPL) would convert from the present Electrical Heating System to a Steam Heating System with Purchased Steam supplied by Cleveland Thermal's district heating system.

Cleveland Thermal currently provides Chilled Water for Air Conditioning the Main Building at 325 Superior as well as the Stokes Tower at 525 Superior.

Our work considers the costs to operate the CPL's Stokes and Main Building's heating systems to help management see the impact of converting from Electric Resistance Heating systems to steam heating in the most appropriate Air Handling Units (AHUs).

The energy and operational cost estimates which follow are calculations made from information obtained off the CPL original construction plans and from multiple visits and mechanical system review and field verification of the CPL Main and Stokes buildings in April, May and June of 2011. The following are ideas for the Main and Stokes buildings heating options, budgetary estimates to install the options and cost savings estimates to help establish a basis for rendering a decision on the strategies recommended below.

Providing a "comprehensive energy study" of all opportunities uncovered at the Main and Stokes buildings was not the intent of this project, although in the course of our investigation and analysis, opportunities were uncovered that warrant additional investigation and analysis. Should the Library wish to engage in follow-up or additional studies, other savings ideas can be identified and offered for more savings in these buildings. Opportunities we discovered that impact the core project analysis of electric to steam heating conversion have nonetheless been included in this report as their omission would render the analysis incomplete.



EXECUTIVE SUMMARY OF FINDINGS

Our mission was to determine the cost savings inherent in switching from the present Electrical Resistance Heating System to a retrofit Steam System. Since PUCO approved the new First Energy Electric Rate filings effective June 1, 2009, the Electric Space Heating Rate was abolished. The Library had two electric meters in the Stokes Building as was typically required in order to receive this low-cost heating rate. The metering is still in place although the special rates have vanished. The resulting increase in electrical rates causes the CPL to consider alternate heating systems.

In the process of working thru the field details and underlying assumptions and engineering we uncovered a variety of opportunities that will benefit the Cleveland Public Library. Given the likelihood of substantial increases in future electrical rates and comparing that with the opportunity to fix "steam heating rates" over a 10 year period provides the library with reasonable alternatives.

As with any facility, it is appropriate to review all of the installed systems to be sure these systems are being operated and maintained in accordance with standard practices and moreover in accordance with current Code Requirements. It is proper procedure to first implement all of the energy conservation opportunities uncovered so as to project the real system needs into the analysis.

At the Main and Stokes Buildings we have determined that a substantial reduction in energy consumption can be obtained by revising the existing HVAC equipment to current ASHRAE and Code Standards. These code-compliant, energy-conserving projects should be executed concurrently with the switching of heating sources from electrical resistance to steam heating.

These opportunities will result in the reduction of unnecessary outdoor ventilation air coupled with a substantial reduction in Humidification loads.



RECOMMENDATIONS

- Implement the **Demand Control Ventilation** and the **Electric Heating to Steam Heating Conversions Projects** as further described in the following pages. The concurrent implementation of these projects is expected to return a savings of about **\$1,260,000** over the next ten years. Additionally, these projects have ancillary benefits that will be obtained by dramatically improving the **Humidity Control** in the Main and Stokes Buildings.
- The construction costs to design-build, completely install and fully commission into operation are budgeted at \$600,000. Presently, due to the new First Energy Demand Side Management Rebate Program, Rebates in the approximate amount of \$80,000 are available for a short period of time and will reduce the first capital costs of the project by that amount improving the return on investment.
- Cleveland Thermal, LLC. Has indicated willingness to include all the construction costs as well as any financing costs as part of a 10 year Contract to Purchase Steam from their plant. This may enable the CPL to implement these worthwhile projects in the near term, taking advantage of the First Energy Rebate funding, and without creating any delay in construction. They anticipate having these systems up and running by the start of this heating season. We anticipate a **NET POSITIVE CASH FLOW** to the Library each month over the life of the agreement since a portion of the utility expense normally paid to First Energy and Municipal Power will be diverted to pay for the purchased steam. The savings on the electricity costs will exceed the costs of the Purchased Steam Projects.
- We also recommend additional consulting work, beyond the scope of the original contract, be authorized to analyze the lighting retrofit opportunities for both the Stokes and Main buildings so this work can be bundled into these projects. This will permit the use of additional First Energy lighting rebates. Also, we recommend similar studies for all First Energy branches immediately.



COMMON TERMS

The option to use a less expensive heating source i.e., Cleveland Thermal's steam supply on a 10 year guaranteed rate program is the current option being considered at this time in this report. When comparing alternate fuel sources a number of different techniques can be employed although at the core of the issue is producing the heat needed to satisfy the seasonal heating needs of the buildings. Most often this is expressed in common units of heat as BTU's. A BTU -British Thermal Unit – is defined as the amount of heat needed to raise one pound of water one degree Fahrenheit. At the Cleveland Public Library's Main Building and the Stokes Building the needed BTU's are being produced by Electricity. Each Kilowatt Hour (kWh) of electricity consumed by the electrical heating system produces 3412 BTU's.

When the Stokes Tower was constructed approximately in 1995 and the Main Building HVAC systems renovated at the same time, the Illuminating Company (First Energy) offered special "all electric heating" rates that were far below market. In the Stokes Tower there was installed special electric metering to permit the utility to offer this rate on the heating functions only while the second meter recorded consumption on the lighting, plug loads, elevators, computers, etc. at the normal tariff electrical rate. The PUCO allowed Ohio to become a de-regulated state officially on June 1, 2009 and all of the special electrical rates were eliminated resulting in an increase in the cost of heating the library buildings.

The alternative being considered is the purchase of district steam from Cleveland Thermal who is also the provider of Chilled Water for Air Conditioning in the Main and Stokes Buildings. Cleveland Thermal would provide steam from their central facility to the library. In general, for a very basic comparison, 1000 lbs. of steam contains about 1,000,000 BTU's. In order to produce 1,000,000 BTU's electrically the library would need to purchase about 293 kWh's since every kWh provides 3412 BTU's.

Considered in this light, the underlying question is simply described at what is the cost for each source of heat? The table below is useful in considering these costs in terms we would describe in Point of Use Costs.



Point of Use Costs for 1,000,000 BTU Common Unit

<u>Quantity needed</u>	<u>\$ Cost/ per unit</u>	<u>Total Cost for 1MM BTU</u>
1000 LBS of Steam	\$24.00	\$24.00
293 kWh	\$0.979*	\$28.71
293 kWh	\$0.072*	\$21.10

*May 14 thru June 16, 2011 actual Illuminating Company Bill. Note that First Energy is offering a reduced fixed rate of \$0.0532/kWh plus Delivery charges from the Illuminating Company of approximately \$0.0184/kWh for a new cost of \$0.072. Please note that the delivery portion of the electrical utility is a regulated entity and will gradually increase over time due to the guaranteed return bestowed upon that part of the utility by the PUCO. The Supply (commodity) power will be subject to shopping opportunity from various suppliers. While we have a 3 year fixed offer from First Energy Solutions, the clear market trend is increasing prices beyond that term as the economy recovers.

As is discernable from the foregoing table, some of the pricing advantage that was available by purchasing steam in lieu of electricity disappeared with the new electrical price. However, the CPL is nonetheless projected to save almost \$200,000 in operating expense by switching to steam over the next 10 years. This portion of the discussion would be incomplete if we failed to offer some discussion on the trends in the utility industry and forward pricing predictions.

While we are in an economic soft spot due largely to the lack of Industrial Energy Consumption which created a near-term pricing advantage for electricity, this condition cannot continue over the long term for a number of reasons:

1. EPA Regulations that are now in effect create substantial compliance costs for utilities that use Coal as a fuel source for the production of electricity. In fact, very inefficient and environmentally unfriendly plants have already been shut down by various utilities which are unwilling to invest in the technology required to comply with these new regulations.
2. Since Coal is still the single largest fuel source for the production of electricity in the United States, the cost to comply with these new regulations will certainly be added to the cost of each kWh of electricity.



3. As Industrial production begins to re-emerge the Regional Transmission Operators will be accumulating power from all of the generating sources to meet the demand. For example, Nuclear is the lowest cost source of electricity, followed by Coal, and then followed by Natural Gas. This blend of generating sources determines the cost the end user must pay. As the need increases, the most expensive generators – the gas-fired “peaking” plants – become a larger contributor to the cost equation.
4. The DOE and EPA are driving our country to use the shale gas deposits as both the best source of Domestic Fuel and also as a cleaner alternative to Coal which has significant negative environmental impacts. While beneficial from an environmental standpoint, the reality is that Natural Gas is a more expensive fuel source when used to produce electricity.

These factors are very complicated, very political, and every credible source is uniform in predicting significant increases in the cost of electricity. This is important to understand so as to not unfairly distort this assessment with only a near-term analysis. While we have no firm pricing beyond three years, it is simply enough to assume that electrical rates may double with the next 4-10 years. We properly must include that analysis to be fair. Since Cleveland Thermal is offering a fixed tariff with 1% annual increases we have constructed the following table to compare costs of each heating source over the next 10 years using some possible increases in kWh for analysis.

<u>Year</u>	<u>Steam Rate</u>	<u>kWh Rate*</u>	<u>Steam cost</u>	<u>Electricity cost</u>
1	\$24.00	\$.072	\$24.00	\$21.10
2	\$24.24	\$.073	\$24.24	\$21.39
3	\$24.48	\$.075	\$24.48	\$21.98
4	\$24.72	\$.085	\$24.72	\$24.90
5	\$24.97	\$.094	\$24.90	\$27.52
6	\$25.22	\$.103	\$25.22	\$30.18
7	\$25.47	\$.113	\$25.47	\$33.11
8	\$25.73	\$.125	\$25.73	\$36.63
9	\$25.99	\$.137	\$25.99	\$40.14
10	\$26.25	\$.151	\$26.25	\$44.42

*Use various predictions of a 15% jump in year four followed by a 10% annual increase. This is offered for illustration only as the increases for electricity are a best guess.



ANNUALIZED HEATING COSTS – STEAM –VS- ELECTRICITY

The Cleveland Public Library's probable annual consumption from a heating standpoint must be integrated into this analysis. Keep in mind that it is not possible to completely eliminate all of the electric heating needs and consumption if the conversion to Cleveland Thermal Steam were completed. It is a very difficult analysis due to the interaction of many different electric heating systems and our team is estimating that approximately 1,125,000 kWh will be displaced if the buildings were converted to steam.

YEAR	Steam cost per MM BTU	Steam annual cost	Electricity \$ per MM BTU (STOKES) .072	Electricity \$ per MM BTU (MAIN) .98	Electricity annual cost
1	\$24.00	\$91,824.00	\$52,486.20	\$38,467.45	90953.65
2	\$24.24	\$92,742.24	\$53,215.18	\$39,621.47	92836.65
3	\$24.48	\$93,660.48	\$54,673.13	\$40,017.68	94690.81
4	\$24.72	\$94,578.72	\$61,962.88	\$40,417.86	102380.73
5	\$24.97	\$95,535.22	\$68,523.65	\$40,822.04	109345.69
6	\$25.22	\$96,491.72	\$75,325.45	\$41,230.26	116555.71
7	\$25.47	\$97,448.22	\$82,374.18	\$41,642.56	124016.74
8	\$25.73	\$98,442.98	\$91,121.88	\$42,058.99	133180.86
9	\$25.99	\$99,437.74	\$99,869.58	\$42,479.58	142349.15
10	\$26.25	\$100,432.50	\$110,075.23	\$43,329.17	153404.40
TOTALS		\$960,593.82	\$749,627.32	\$410,087.07	\$1,159,714.39

NET SAVINGS OVER 10 YEARS FROM STEAM HEATING \$199,120



An analysis of the "Heating" Electric meter for the facilities is used to determine the actual heating loads imposed by the facilities. From the metered data, one can calculate a total seasonal electric heating consumption of about 2,236,800 kWh for the Stokes Building. As previously mentioned, it is not possible to completely eliminate the consumption of electricity to heat the facility. Please recall that the VAV units are electric reheat for zone control and there exist electric pedestal heaters at the window line to handle that heat loss. Our best estimate of the amount of electric heat that can be replaced with steam heat is approximately 1,121,500 kWh per year.

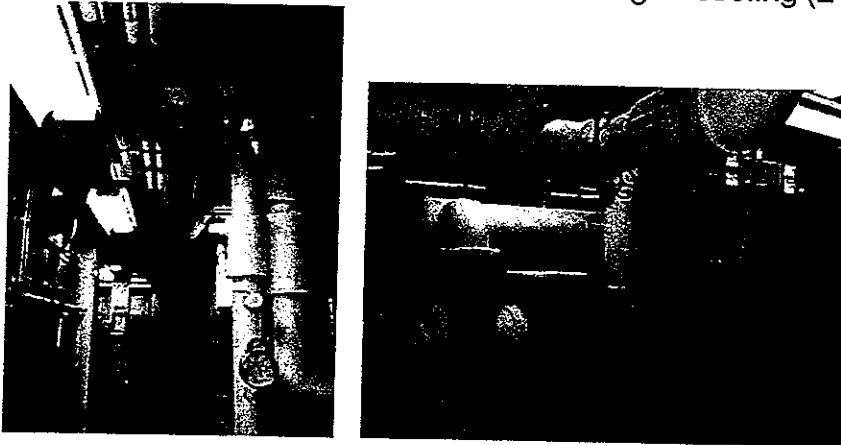
The following pages provide additional analysis of the energy savings opportunities described herein to aid in understanding the scope of the proposed energy conservation modifications.



Details for Stokes Building Conversion to Steam

Although the following discussion discuss both the “steam coils” and “hot water” options, our recommendation clearly favors the use of steam for a variety of reasons outlined below.

Bring Cleveland Thermal’s low pressure steam into the Lower Level of Stokes and supply “steam” to Stokes AHUs 1-4 and to the Stokes Humidifiers 1,2,3,5 and 6. Also if hot water (HW) option is selected, provide steam to a new “steam to hot water plate and frame heat exchanger”, add lead lag hot water pumps to deliver a hot water heating to the Main building AHUs (see MAIN building details). For delivery of hot water from Stokes to the Main building, consider converting the existing chilled water lines to work “dual duty” to be in service for either heating or cooling (2 pipe performance).



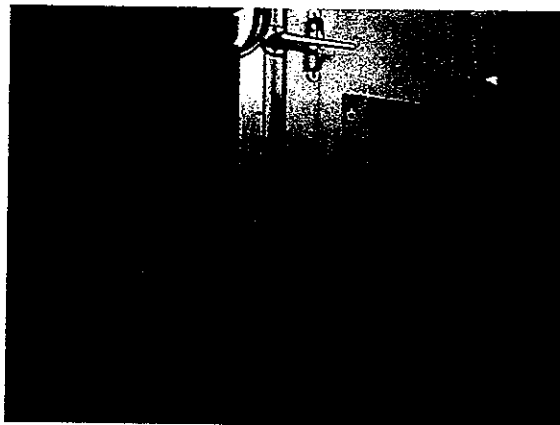
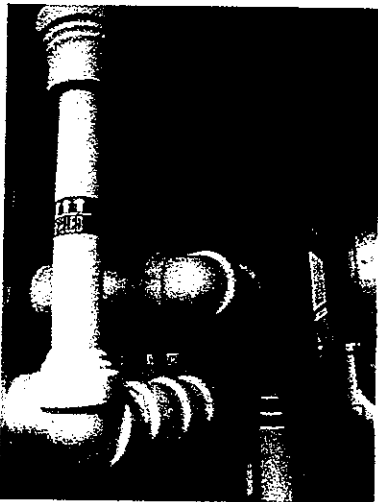
Contrast the cost option by installing new HW supply lines and its’ own pumping system vs. running a steam pipe to the Main building: with HW consider using adding a small plate heat exchanger and hot water pumping system for the heating water option – Warning – this will be a problem at times when changing from heating to cooling is required quickly and the system will need time to switch over from hot to cold or back again. At the high pressure steam service entrance to the building, CPL will need to provide a pressure reducing valve; we can recommend other building energy saving options associated with steam- not part of this study.



Stokes Building: AHU HEATING COILS



In AHUs 1-4, leave the electrical heating in place (total 2,663 KW design capacity) but add steam heated, non-freeze, 1" tube distributing coils (1/3, 2/3), designed to operate at increased performance in place of the old electric heating bank. Pipe low pressure steam to these new coils and reprogram the BAS to control heating with steam instead of electric; change set point temperatures to near 105 degrees F delivery in winter; reset as major areas are satisfied. Removal of the old electric coils will offer some air "pressure drop reduction" but with the new steam coils, the HP savings will be small as the increased air pressure of the new heating coils will not require much HP. **As an option to reduce up-** front costs: consider abandoning the electric heating coils in place in AHUs 1-4, not install a steam coil but and re-pipe "2 of each AHU's 4" chilled water coils to perform in winter as a hot water heating booster coils and automatically switch back to chilled water in summer or as needed.





Stokes Building: AHU HEATING COILS (con't)

Control each coil's steam flow valve by re-programming the Siemens' BAS system to the new performance requirements. Replace each AHU's mounted temperature sensors; install & wire new units to BAS MBC or MEC panels (panels are old technology, but serviceable for the next few years). Control modulation of the heating valves on leaving air temperature.

Increase all AHU discharge temperatures to take as much load off the perimeter heating systems as possible yet be comfortable in each space. The new set-points for the AHUs' mixed air leaving supply air temperature should be controlled close to 95- 105 degrees F (and re- set as outdoor temperature changes and room conditions are met) to relieve the load off the building's perimeter heating (the existing Leaving Air Temps- LATs in Stokes' AHUs range from 45 to 68.1 degrees F and require the other distributed electrical heating units to maintain each zones' 72 degree F set point).

Stokes Building: CONDENSATE COOLING

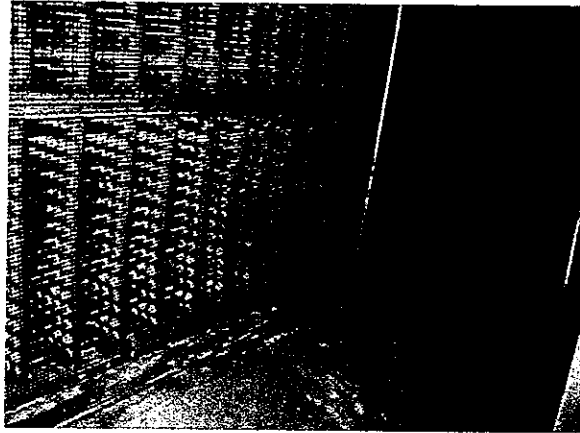
Steam condensate goes to sewer & must be reduced in temperature to 140 degrees F or less. Add a condensate collector tank and a 3 way modulating valve to automatically blend city cooling water to achieve set point. Provide this at each central area steam is condensed and will dump to sewer.

Consideration must be given to additional load imposed on the existing sump ejector pumping systems.



Main Building: AHU HEATING COILS

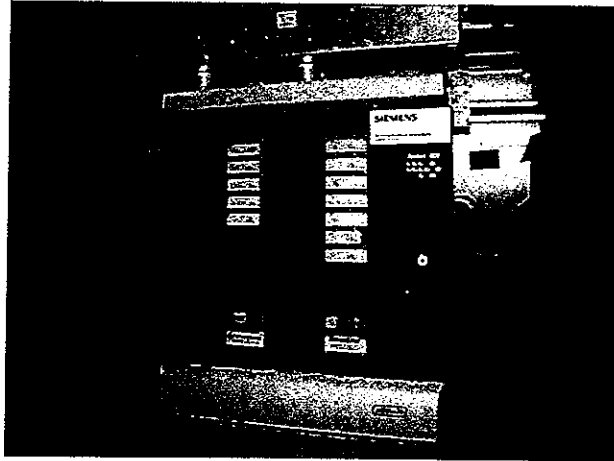
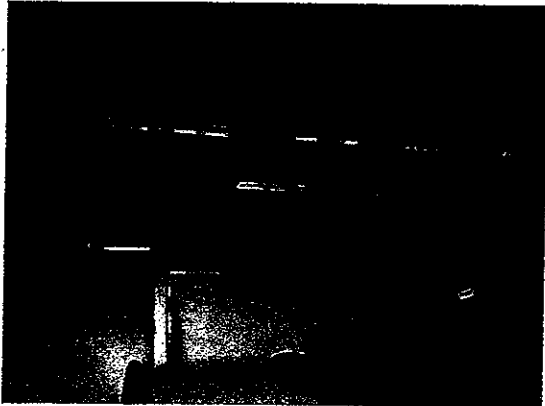
Abandon the electrical heating bundles in place for AHU 25 and add a non-freeze steam heating coil.



If the CW to HW option is selected, convert to a 2 pipe change over system to use the existing chilled water (CW) coils for hot water (HW) in winter heating requirements. In this option we recommend using glycol run around loops designed for AHU 24 & 25 as these units see 100% OA and this will offer the most protection from freezing. Removal of the old electric heating coils from 24 & 25 (total 500 KW) will offer some air "pressure drop reduction" but the savings is small with existing units operating on VFDs, therefore abandon in place. For AHUs 20-24 add new steam coils (hot water coils as the least desirable option) in the supply air duct above the fan.



Main Building: AHU HEATING COILS (Con't)



Control each coil's heating valve by programming the BAS system based on leaving air temperature. Install new temperature sensors; install and wire to the nearest MBC or MEC panels & program the steam valves to modulate on air temperature. Increase AHU 25's discharge temperature from 55 degrees F to 104 degrees F to take as much load off the perimeter heating systems as possible yet be comfortable in each space (site will need to establish the best set point by trying different settings). The added steam (or HW) coils in AHUs 20-24 should boost the supply air temperature from AHU 25 to 95-105 degrees F final to the building and modulate as local conditions are satisfied. This combination will take a significant load off the other electrical heating equipment throughout the building.

Main Building: CONDENSATE COOLING

Steam condensate will go to sewer & must be reduced in temperature to 140 degrees F or less. Re-condition the DriSteam condensate collector tank and the modulating valve to automatically blend cooling water to achieve set point for sewer discharge.



ENERGY SAVINGS OPPORTUNITIES

In the process of analyzing the air flow, heating loads, and humidification loads for the Main and Stokes Buildings, significant energy-saving opportunities have been discovered that will dramatically benefit the Cleveland Public Library.

The design basis of the Stokes Building and the concurrent design modifications that were implemented in the Main Building included a substantial amount of outdoor air being introduced into the facilities during operating hours. This amount of outdoor air was determined in compliance with applicable codes and ASHRAE Standards in effect in 1995 which have undergone substantial changes.

ASHRAE Standard 62 defines the amount of outdoor (fresh) air needed to keep the indoor environment in a satisfactory condition in terms of adequate ventilation and occupant comfort. These versions of the Standard are calculated based on projected full occupancy. Rarely, if ever, are the library buildings filled to design capacity.

A good way to think of this might be a College Lecture Hall which has 500 seats. The code requires that we design the outdoor air based on full occupancy of 500 students. If that called for 10 CFM of outdoor air per person, then it totals of 5000 CFM of outdoor air which would require heating and humidification as well as cooling. This load would be brought into the space continually even if only 5 people were in the room creating a substantial "parasitic load" and consequential increased operating costs.

Updates to these Standards allow for a system of measurement, based generally on CO₂ content of the air, to determine the actual requirements and optimize the quantity of outdoor air required. Our calculations indicate, based on occupancy numbers derived from conversation with the staff, that substantial operating costs will be realized by implementing this strategy.

In the Stokes Building, our calculations indicate a savings potential of \$64,735 in electricity each year. In the Main Building, the calculations show a savings of \$34,219 each year. Added together, the library has the opportunity to save nearly \$100,000 per year in operating costs. Our best estimate of the implementation cost for this project is between \$200,000 and \$225,000 for a quick return on investment. Additional motivation has recently been supplied by the First Energy Rebate program discussed further on.



CO2 DEMAND VENTILATION CONTROL – OPTION

Stokes Building:

This design will work well within both the Main & Stokes building spaces to reduce heating and cooling loads but not compromise health, safety and IAQ. CO2 sensors will need to be installed into each floors' return air duct and be wired to the nearest BAS control panel. The BAS system would need to be reprogrammed to modulate the OA feeds to each AHU based on controlling each space's CO2 levels. Design for the space to be controlled for CO2 at about 1000 ppm in each space. This design is allowed by the ASHRAE 62.1 standard to control outdoor air for people comfort and savings energy. The design offers significant load reduction in both summer and winter when the OA can be significantly reduced many hours each day due to few people in the building. This will also reduce the load on the carbon filters from contaminants coming in the outdoor air.

CO2 VENTILATION CONTROL QUICK CALC

Notes:
CPL Stokes Building based on Electrical heating

VENTILATION REDUCTION SAVINGS CALCULATION: STOKES BUILDING

	316,000 ...TOTAL SUPPLY FAN CFM (CFM)	
	18% ...PRESENT O.A. VENTILATION PERCENTAGE (VENTPER)	
	400 ...NUMBER OF OCCUPANTS DURING OCCUPIED PERIODS (AVGOCC)	
	41 ...REQUIRED CFM/PERSON and sq ft combined (CFMPER)	
	16,200 ...ASHRAE CFM(AVGOCC * CFMPER.) REQUIRED (VENTCFM)	
	60 ...HRS/WK OF BUILDING OCCUPANCY (HRSOCC)	
	72 ...SPACE HEATING SETPOINT (HTSP)	
	33.6 ^o ...AVERAGE O.A. TEMP. DURING HEATING SEASON (AVEDBT)	
	5745 ^h ...AVG.HRS/YR OF 3 yrs HEATING SEASON FROM WEATHER DATA (HHPY)	
S	Electric ...TYPE OF FUEL (GAS MCF, OIL GAL, COAL TONS)	
	0.06 ... COST / UNIT OF FUEL	
	3,413 ...BTUs / UNIT (BTUs/UNIT)	
	0% ...LOSSES OF HEATING SYSTEM(EOSH)	
(Heating)	$((CFM * VENTPER) - VENTCFM) * 1.08 * HRSOCC * (HTSP - AVEDBT)$ $* HHPY / 168 HRS/WK / (BTUs/UNIT * (1 - EOSH))$ =====	990,583.57 KWHs
	MCF SAVED * COST / UNIT OF FUEL =====	\$60,029.36 SAVINGS
S	0.0606 ...ELECTRICITY UNIT (\$) COST/KWHR (ELECCOST)	
	0.60 ...Avg. KW/TON OF CHILLER (KW/TON) - SEE TABLE BELOW	
	0.00 ...AVG. KW/TON OF SUPPORT EQUIPMENT (KWSUPT)	
	1079 ...AVG. COOLING HRS/YR FROM WEATHER DATA (CHPY)	
	6.42 ...COOLING WEEKS PER YEAR (CWPY) = (CHPY/168)	
	6.42 ...COINCIDENT COOLING WEEKS (CLGWKS) = MAX((CHPY/168)-(52 WKS-WPY),0)	
(Cooling)	$((CFM * VENTPER) - (VENTCFM)) * CBTU / 1000 * HRSOCC / 50 * CLGWKS / CWPY * (KW/TON + KWSUPT) * 1000000 / 12000$ =====	77,651.43 kWh
	kWh SAVED * ELECCOST =====	\$4,705.68 SAVINGS
	TOTAL SAVINGS =====	\$64,735.04 SAVINGS



CO2 DEMAND VENTILATION CONTROL – OPTION (con't)

Main Building:

This design will work well within the Main & Stokes building spaces. New CO2 sensors will need to be installed in the return air ducts on each floor level. Provide new power wiring to each sensor and provide control wiring back to the nearest BAS control panels. The BAS system would need to be reprogrammed to modulate the OA feeds to each AHU based on controlling each space's CO2 levels to not go over 700 ppm more CO2 than measured in the OA (which is about 300 ppm) i.e., control at about 1000 ppm in each space. This design is allowed by the ASHRAE 62.1 standard for controlling outdoor air for people comfort and savings energy. The design offers significant load reduction in both summer and winter where the OA can be practically shut off a good number of hours each day due to few people in the building.

CO2 VENTILATION CONTROL QUICK CALC

Notes:
CPL MAIN Building based on Electrical heating

VENTILATION REDUCTION SAVINGS CALCULATION: MAIN BUILDING based on 2010 rates in 3 months

	156,300 ...TOTAL SUPPLY FAN CFM (CFM)	
	15% ...PRESENT O.A. VENTILATION PERCENTAGE (VENTPER)	
	200 ...AVERAGE NUMBER OF OCCUPANTS DURING OCCUPIED PERIODS (AVGOCC)	
	50 ...REQUIRED CFM/PERSON (CFMPER)	
	10,000 ...AVERAGE CFM (AVGOCC * CFMPER) REQUIRED (VENTCFM)	
	60 ...HRS/WK OF BUILDING OCCUPANCY (HRSOCC)	
	72 ...SPACE HEATING SETPOINT (HTSP)	
	32 ...AVERAGE O.A. TEMP. DURING HEATING SEASON (AVEDBT)	
	5745 ...HRS/YR OF HEATING SEASON FROM WEATHER DATA (HHPY)	
	Electric ...TYPE OF FUEL (GAS MCF, OIL GAL, COAL TONS)	
\$	0.10 ... COST / UNIT OF FUEL	
	3.413 ...BTUs / UNIT (BTUs/UNIT)	
	0% ...LOSSES OF HEATING SYSTEM (EOSH)	
(Heating)	$((CFM * VENTPER) - VENTCFM) * 1.08 * HRSOCC * (HTSP - AVEDBT)$	
	$* HHPY / 168 HRSWK / (BTUs/UNIT * (1 - EOSH))$	349,172.69 KWHs
	MCF SAVED * COST / UNIT OF FUEL	\$34,218.92 SAVINGS
\$	0.0980 ...ELECTRICITY UNIT (\$) COST/KWHR (ELECCOST)	
	0.60 ...Avg. KW/TON OF CHILLER (KW/TON) - SEE TABLE BELOW	
	0.00 ...AVG. KW/TON OF SUPPORT EQUIPMENT (KWSUPT)	
	1079 ...COOLING HRS/YR FROM WEATHER DATA (CHPY)	
	6.42 ...COOLING WEEKS PER YEAR (CWPY) = (CHPY/168)	
	6.42 ...COINCIDENT COOLING WEEKS (CLGWKS) = MAX((CHPY/168)-(52 WKS-WPY),0)	
(Cooling)	No savings as the Main AHU 25 needs to run continuous to cool the space	
		kWh
		\$0.00 SAVINGS
	TOTAL SAVINGS =====	\$34,218.92 SAVINGS

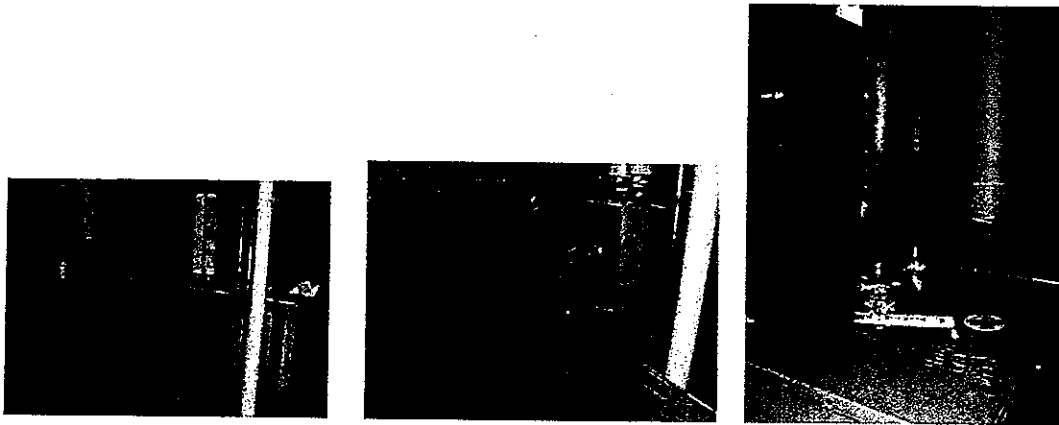


HUMIDIFICATION -

The Cleveland Public Library will benefit significantly by implementing the Demand Controlled Ventilation Systems described in the forgoing. We need to point out that the staff has had a difficult time maintaining the desired humidity during the heating season for a variety of reasons. One very valuable benefit of the Demand Controlled Ventilation Project is the reduction in outdoor air quantity. This is critical as most of the humidity load required by the library is caused by the quantity of outdoor air. When we dramatically reduce the outdoor air quantity through the implementation of the DCV Project, we greatly reduce the need and operating costs of the Humidification System.

Stokes Building: HUMIDIFIERS

The design of all the VAPAC electric humidifiers (total design capacity 884 KW) uses raw city water with multi tube steam injection. We suggest replacing the existing VAPAC with capacity-adjusted DriSteem units. The new units will only need a capacity of about 224 KW due to the reduction in outdoor air quantity.

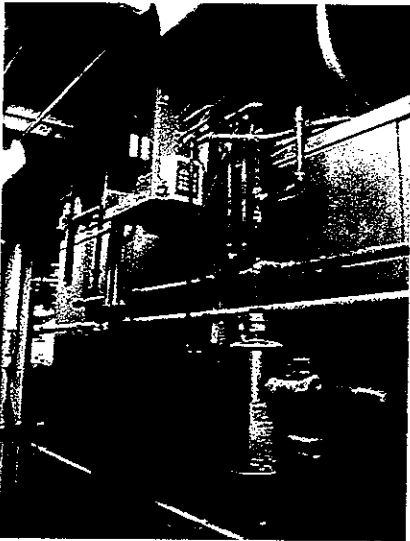


Reuse the installed dispersion tube systems if the old dispersion tubes have not been a problem. Mount new humidity sensors at a distance down-steam of the dispersion tubes, per manufacturer's recommendations. Size each of the direct injection systems to achieve 40% maximum RH in the occupied space at 68 degrees F in winter; measure on the inside of each supply duct and in constantly attended areas. The existing VAPAC steam systems are reported to have acceptable dispersion performance although they continue to represent a source of maintenance costs for a variety of reasons.



Main Building: HUMIDIFIERS

The 3 electric heated duct mounted DRI Steem humidifiers are not in the best location nor sized to control humidity to achieve the desired 50% RH levels with the present system design.



The additions of CO₂ demand ventilation control (see option below) should allow the existing DriSteem humidification units to perform to the RH levels needed with reduced OA. No relocation of the DriSteem units is recommended unless set points cannot be reached.

There are no energy \$ savings associated with reconditioning the DriSteem humidifiers back into use; in fact the electrical costs will increase because the existing units have not been operating for the last few years. If CPL were using the existing 3 electric humidifier systems, they would have cost an additional \$8,000.00 per year in electricity for the Main building at the existing levels of OA– this does not consider the water softening \$ costs that are also associated with the existing design.



ENERGY SAVING – SUMMARY INCLUDING DCV AND HUMIDITY

A) CO2 Demand Ventilation Control with Humidity Load Reduction:

For this Estimated savings are:

For **Main Building** with existing electrical heating in the major AHUs, the savings are estimated at a REDUCTION of 552,906 KWHs per year in electrical HEATING Consumption with the existing heating system.

For **Stokes Building** with electrical heating in the major AHUs, the savings are estimated at a REDUCTION of 1,334,670 KWHs and REDUCTION in 96,866 tons of cooling per year in electrical heating costs and chilled water costs with the existing systems.

Combined **total** electrical and chilled water savings with CO2 demand ventilation control is:

(1.8 million kWh's and 96,000 tons) per year reduction.

Analyzing the results that can be obtained by implementing the Demand Control Ventilation Project for both the Stokes and Main Buildings along with the resulting reduction in Humidification Loads yields a total annual electrical utility savings of about \$126,000. Additional savings will be realized from a reduction in purchased Chilled Water.

We estimate the implementation cost of the project to be between \$225,000 and \$245,000 including the modifications to the Humidification System for Stokes.

As a result of the First Energy DSM Rebates currently offered, we estimate an incentive payment of about \$80,000 from First Energy. Assuming the high end of the project cost range and subtracting the rebate leave a project of about \$165,000 that delivers annual savings of about \$126,000. The Simple Payback period for this project is 1.3 years which is extremely attractive. Favorable bids could product a one year payback.



Summary of CPL building RECOMMENDATIONS:

Apply for the rebate on a Pre-Approval Basis. Once the rebate amount is approved at an acceptable level, implement CO2 Demand Ventilation Control to minimize the heating, humidification and cooling loads.

STOKES building related recommendations:

- 1 Install CO2 Demand Control Ventilation to minimize Out Door Air (OA) per ASHRAE 62.1
- 2 Replace the VAPAC humidifiers HUM 1-6 with DriSteem direct injection on the new calculated loads
- 3 Replace duct temperature, humidity and damper control systems in AHUs 1-4 and re-commission all AHUs' performance
- 4 Chemically clean the chilled water coils both internally and externally to help achieve top performance
- 5 Recalibrate chilled water pressure sensors
- 6 Reprogram the BAS to control AHUs, humidifiers, dampers and pumping to greater efficiency levels
- 7 Annually test for IAQ

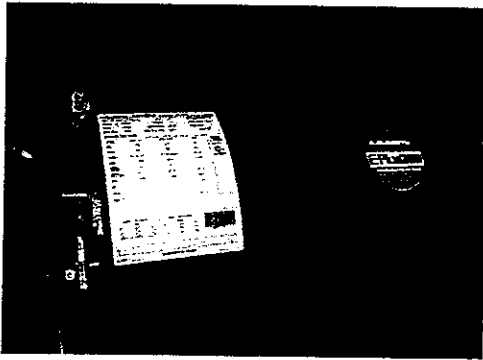
MAIN building related recommendations:

- 1 Install CO2 Demand Control Ventilation to minimize Out Door Air (OA) per ASHRAE 62.1
- 2 Re-commission the DriSteem electric heated humidifiers HUM 20-22
- 3 Install Steam heating coils in AHUs 20-23, 25 and for AHU 25.
- 4 Replace duct temperature, humidity and damper control systems in AHU 25 and re-commission the AHUs' performance
- 5 Add duct temperature, humidity and CO2 sensors in AHUs 20-23
- 6 Chemically clean the chilled water coils both internally and externally in AHU 25 to help achieve top performance
- 7 Reprogram the BAS to control AHUs, exhaust and return fans, humidifiers, dampers and pumping to greater efficiency levels



GENERAL recommendations for all buildings:

- 1) Consider all new motors being purchased be NEMA "Premium Efficiency" rated
- 2) Consider adding VFDs on exhaust fans and control through the BAS
- 3) Consider expanding the energy study to all aspects of building operations
- 4) Consider an Energy Consulting Company (ESCO) to implement the above recommended items on a turn key basis and give guaranteed cost benefit savings
- 5) Give a key CPL HVAC employee advanced training in BAS programming to be able to adjust set points and track performance of building systems controlled through the BAS
- 6) Both the Stokes and the Main buildings chilled water (CW) coils have been losing efficiency and the loss of temperature performance means that CPL is not optimizing operations and losing Cleveland Thermal cooling rebates for high performance cooling.



MOTORS:

Consider Providing NEMA "Premium Efficiency" motors for all applications and for all HP sizes. The Premium Efficiency will average a 2 % motor efficiency increase for each motor and a simple payback on this upgrade usually shows a 2 to 3 year payback based on motor's cost with installation vs. Energy \$ savings (see Sample Comparison for 50 HP motor attached). Run the DOE "Motor Master" software program (free) to calculate your other motor saving options. Also take advantage of the local Utility Companies' motor and drive rebate programs.



CLOSING SUMMARY

- **Present utility rates suggest the best cost savings will result from combining several projects as part of the electric heating to steam heating conversion.**

- **Substantial energy and cost savings can be obtained by implementing a demand control ventilation system for the Main and Stokes Building and should be implemented using the current First Energy Rebates to reduce costs of the project.**

Spectrum Energy Concepts, Inc. wishes to acknowledge the cooperation and valuable assistance rendered by Myron Scruggs and Timothy Murdock who tirelessly tolerated many visits and questions during the course of the field investigations and whose valuable insights measurably aided the completion of this report.



Supplemental Data

Cleveland Public Library Buildings HVAC Equipment

In 1985 the Stokes building was constructed and the Main Building's HVAC systems were renovated and upgraded at the same time. Both buildings are electrically heated with Electric Resistance Heating Coils in the main AHUs. The Main Building also has Perimeter Fan Coil Units with electric coils to overcome the heat loss at the window line. The Stokes Building uses Variable Air Volume Terminal Units with electric heating elements for individual zone control as well as some Electrical Pedestal Heaters located at the window line to address that heat loss. All of these systems work together to satisfy the building zone temperature requirements using electrical resistance heating.

MAIN BUILDING HVAC EQUIPMENT

The Main Building HVAC Equipment includes a number of Air Handling Units. (AHU's) AHU-25 is configured to serve as the 100% outside air delivery system as it supplies outdoor air to five additional AHU's. AHU-20, AHU-21, AHU-22, and AHU-23 are Variable Air Volume units located in the Basement Mechanical Room. AHU-24 is a Constant Volume Unit serving Brett Hall on the first floor.

AHU-25, the dedicated Outside Air Unit, has a chilled water coil to temper the air in the summer to a temperature of 52 degrees and a bank of Electrical Resistance Heating Coils for winter use to temper the outdoor air to 55 degrees.

The four VAV AHU's are used to deliver air to the building thru vertical ducts to all six floors of the building which deliver this air to VAV Boxes with Electric Reheat Coils. Additionally there are four Air Handlers that contain filters only and are located in the top floor attic mechanical space.

A significant part of the HVAC is supplied by the Perimeter Fan Coil Units located at the window line. As mentioned previously, these units have chilled water coils for cooling and electric resistance coils for heating.



The following is a list of HVAC Equipment presently in use in the Main Building along with associated capacity data.

CPL MAIN Building HVAC

AHU #s w VFDs	Supply CFM	OA CFM	supply fan HP	LAT DB	Supply CFM	DB F	LAT	KWs
AHU 20	38000	5600	50					
AHU 21	35600	5300	50					
AHU 22	35100	5000	50					
AHU 23	36600	5300	50					
AHU 24	11000	1800	15	52	11000		104	100
AHU 25	23000	23000	25	52	23000		55	400
AHU 26	6150	0	7.5	53				
AHU 27	6750	0	7.5	53				
AHU 28	8750	0	10	53			65	5
AHU 29	5600	0	7.5	53				170
MAU 1	6300	6300	2		6300		60	120
Other Fans- summarized								
EF 20-32 (13)	22000	0	10					
RF 20-24 (5)	144000	0	42					
Humidifiers								
HUM 20	10900							40
Hum 21	10900							40
HUM 22	1800							7



STOKES BUILDING EQUIPMENT

The Stokes Building HVAC main air handlers are located in the basement of that building. These are custom built air handling units that are "twined" together to create two pairs. Variable Air Volume units AHU-1 and AHU-2 are configured to supply a total of 140,000 CFM and each contains a 200 HP supply fan motor.

Variable Air Volume units AHU-3 and AHU-4 are designed to supply 160,000 CFM and each unit is also furnished with a 200 HP supply fan motor.

CPL Stokes HVAC

AHU #s	Supply CFM	OA CFM	supply fan HP	LAT F DB	Supply CFM	LAT DB F	KW
1- VFD	70000	10500	200	47.9	49000	45	856
2- VFD	70000	10500	200	47.9	49000	61.5	100
3- VFD	80000	15000	200	48.7	58000	45	1014
4- VFD	80000	15000	200	48.7	56000	68.6	243
5- VFD	15980	5056	25	50	15980	50.1	280
6 no vfd	2900	0	5	52	2900	60	5
7 no vfd	3080	0	5	55			
8 no vfd	9320	0	10	55			
9 no vfd	3065	0	3	75		65	5
10 no vfd	7680	0	10		7680		170
Other Fans-							
summarized							
EF 1-7 (7) no vfd	86000	0	70				
SF 1-5 (5 smoke)	117000	0	125				
RF (23) vfd	253000	0	120				



CLEVELAND PUBLIC LIBRARY

325 Superior Avenue • Cleveland, Ohio 44114 • 216.623.2800 • www.cpl.org

August 26, 2011

Mr. Bryan Dunn, Department Manager
Cuyahoga County Budget Commission
1219 Ontario Street/Room 121
Cleveland, Ohio 44113

Dear Bryan,

As an outcome of our 2010 audit, we need to **restate** the Unencumbered Balances as of January 1, 2011 as the 2010 transfer and advances included in the balances need to be posted in 2011. This reflects a \$5,000,000 transfer from General Fund to Capital and \$210,000 advances into Special Revenue funds. We have also increased General Fund--Other Sources by \$69,138 and Special Revenue--Other Sources by \$10,108 relating to the OLBPD agreement for the fiscal year 2012 as summarized below:

Fund Category	Actual Unencumbered Balance as of January 1, 2011	Property Tax & PLF	Other Sources	Total Resources Available for Expenditures
General Fund	\$ 28,961,856.29	\$ 29,214,496.00 \$ 20,869,357.59	\$ 7,298,575.00	\$ 86,344,284.88
Special Revenue	\$ 10,056,313.74		\$ 2,506,101.76	\$ 12,562,415.50
Capital	\$ 4,965,917.79		\$ 5,000,000.00	\$ 9,965,917.79
Permanent	\$ 1,821,242.60		\$ 25,800.00	\$ 1,847,042.60
TOTAL	\$ 45,805,330.42	\$ 50,083,853.59	\$ 14,830,476.76	\$ 110,719,660.77

Please issue an Amended Certificate of Estimated Resources for Cleveland Public Library via email if possible

Very truly yours,

Carrie Krenicky
Acting Finance Administrator

Board of Library Trustees

Thomas D. Corrigan, President • Maritza Rodriguez, Vice President • Alan Seifullah, Secretary
Alice G. Butts • John M. Hairston, Jr. • Anthony T. Parker • Rick Werner
Felton Thomas, Jr., Director

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 81.05% current collection of current levy for previous tax year.
Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.

Cleveland, Ohio

July 26, 2011

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, 2011, as revised by the Budget Commission of said County, which shall govern the total of appropriations appropriations made at any time during such fiscal year:

Fund	Unencumbered Balance Jan. 1, 2011	General Property Tax	PLF	Other Sources	Total
General Fund	28,961,856.29	29,214,496.00	20,869,357.59	7,298,575.00	86,344,284.88
Special Revenue	10,056,313.74			2,506,101.76	12,562,415.50
Capital	4,965,917.79			5,000,000.00	9,965,917.79
Permanent	1,821,242.60			25,800.00	1,847,042.60
Totals/Subtotals	45,805,330.42	29,214,496.00	20,869,357.59	14,830,476.76	110,719,660.77

<u>Wade Steen</u>	Budget	<u>Ed Fitzgerald</u>
<u>Donna Owen</u>	Commission	<u>D. S.</u>

**CLEVELAND PUBLIC LIBRARY
2011 APPROPRIATION: FIFTH AMENDMENT
SEPTEMBER 15, 2011**

GENERAL FUND CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
Cash January 1	23,751,856.29	5,210,000.00	28,961,856.29 (3)
Taxes - General Property	26,214,496.00	0.00	26,214,496.00
PLF	21,799,456.89	(930,099.30)	20,869,357.59
State Rollbacks	5,200,000.00	0.00	5,200,000.00
Federal Aid	0.00	0.00	0.00
State Aid	1,200,000.00	69,138.00	1,269,138.00
Fines and Fees	300,000.00	0.00	300,000.00
Earned Interest	700,000.00	0.00	700,000.00
Services	2,400,000.00	0.00	2,400,000.00
Miscellaneous	429,437.00	0.00	429,437.00
Return of Advances	0.00	0.00	0.00
TOTAL RESOURCES	81,995,246.18	4,349,038.70	86,344,284.88

GENERAL FUND APPROPRIATION	Prior Appropriation	Increase/ Decrease	Amended Appropriation
Salaries/Benefits	35,684,067.00	(324,067.00)	35,360,000.00
Supplies	1,046,388.00	(33,448.00)	1,012,940.00
Purchased/Contracted Services	10,334,301.00	(204,926.30)	10,129,374.70
Library Materials/ Information	10,344,305.00	(290,943.00)	10,053,362.00
Capital Outlay	725,513.00	(6,589.00)	718,924.00
Other Objects	108,815.00	(988.00)	107,827.00
SUBTOTAL OPERATING	58,243,389.00	(860,961.30)	57,382,427.70
Transfers/Advances	0.00	5,210,000.00	5,210,000.00
TOTAL APPROPRIATION	58,243,389.00	4,349,038.70	62,592,427.70

(1) Certificate dated June 8, 2011

(2) Certificate dated July 26, 2011

(3) \$28,961,856.29 unencumbered cash carried forward (plus \$6,311,374.77 encumbered cash)

**CLEVELAND PUBLIC LIBRARY
2011 APPROPRIATION: FIFTH AMENDMENT
SEPTEMBER 15, 2011**

SPECIAL REVENUE FUNDS	Prior Fund Balance	Increase/ Decrease	Amended Fund Balance
Anderson	169,492.50	0.00	169,492.50
Endowment for the Blind	1,527,675.48	0.00	1,527,675.48
Founders	1,889,123.92	0.00	1,889,123.92
Kaiser	40,238.89	0.00	40,238.89
Kraley	140,583.80	0.00	140,583.80
Library	160,252.51	0.00	160,252.51
Pepke	87,619.01	0.00	87,619.01
Wickwire	998,638.86	0.00	998,638.86
Wittke	59,386.26	0.00	59,386.26
Young	2,755,399.78	0.00	2,755,399.78
Friends	22,950.00	0.00	22,950.00
Judd	204,155.00	0.00	204,155.00
Lockwood Thompson	315,438.06	0.00	315,438.06
Ohio Center for the Book	958.00	0.00	958.00
Schweinfurth	56,899.53	0.00	56,899.53
Cleveland NCA Kiosks	9,906.51	0.00	9,906.51
Bill & Melinda Gates	128,881.22	0.00	128,881.22
Harvard Kiosk	7,260.43	0.00	7,260.43
LSTA-Service to Youth	0.00	0.00	0.00
MetLife-Fit for Life	0.00	0.00	0.00
LBPH - LSTA	228,891.00	10,108.00	238,999.00
KnowItNow-LSTA	719,698.88	0.00	719,698.88
MyCom Grant	536,800.36	0.00	536,800.36
TOTAL SPECIAL REVENUE	10,060,250.00	10,108.00	10,070,358.00 (4)
CAPITAL PROJECTS FUNDS	Prior Fund Balance	Increase/ Decrease	Amended Fund Balance
BUILDING & REPAIR	9,965,917.79	0.00	9,965,917.79 (5)

(4) \$10,056,313 unencumbered cash carried forward (plus \$607,687 encumbered cash.) \$2,506,103 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.
(\$10,056,313 + \$2,506,103 - \$2,492,058 = \$10,070,358)

(5) \$9,965,918 unencumbered cash carried forward (plus \$235,640 encumbered cash.) \$-0- additional revenue.

**CLEVELAND PUBLIC LIBRARY
2011 APPROPRIATION: FIFTH AMENDMENT
SEPTEMBER 15, 2011**

PERMANENT FUNDS	Prior Fund Balance	Increase/ Decrease	Amended Fund Balance
Abel	150,917.69	0.00	150,917.69
Ambler	1,345.77	0.00	1,345.77
Beard	96,381.44	0.00	96,381.44
Klein	3,163.83	0.00	3,163.83
Malon/Schroeder	96,938.71	0.00	96,938.71
McDonald	117,279.08	0.00	117,279.08
Ratner	56,750.50	0.00	56,750.50
Root	20,625.23	0.00	20,625.23
Sugarman	16,591.69	0.00	16,591.69
Thompson	69,864.58	0.00	69,864.58
Weidenthal	4,056.48	0.00	4,056.48
White	1,213,127.60	0.00	1,213,127.60
TOTAL PERMANENT	1,847,042.60	0.00	1,847,042.60 (6)

(6) \$2,538,278 unencumbered cash carried forward (plus \$2,800 encumbered cash.) \$25,800 additional revenue. Non-expendable principal amounts (\$717,035) are not included in either the certified fund balances or the appropriated amounts. (\$2,538,278 + \$25,800 - \$717,035 = \$1,847,043)

PUBLIC OFFICIALS LIABILITY & EMPLOYMENT PRACTICES LIABILITY INSURANCE PROPOSAL

INSURED: Cleveland Public Library

CARRIER: Darwin Select Insurance Company (Non-Admitted / Incumbent)

COVERAGE: Public Officials Liability / Employment Practices Liability

FORM: *Claims-Made Basis*

EFFECTIVE DATE: September 18, 2011

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: Outside 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
- ◆ DRWN POL 1005 (10/2006) Public Officials Professional Insurance Policy Declarations
- ◆ PGU 1052 (8/2007) 25% Minimum Earned Premium - No Flat Cancellation
- ◆ 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 Outside the Limits
- ◆ S1006 DSI (4/2009) Service of Suit
- ◆ MANU 2593 (10/2010) Amend Notice of Claim – Top 3 Executives (need list from insured)

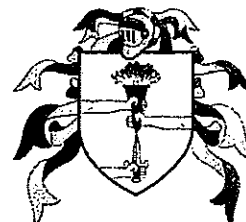
SUBJECT TO:

- ◆ Original Notarized Ohio Surplus Lines Affidavit

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.

McGowan Private Client Group



Property & Casualty
2100 Stella Court
Columbus, OH 43215-1067
(614) 644-2658
(614) 728-1280
www.ohioinsurance.gov

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



Surplus Lines Affidavit of Originating Agent

PART 1. STATEMENT OF SURPLUS LINE BROKER OR ORIGINATING AGENT

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

Property or risk to be insured: PUBLIC OFFICIALS / EPLI

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

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

Signature of Surplus Line Broker or Originating Agent

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

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

CLEVELAND LIBRARY

Name of Insured

By: X

Name and Title

Sworn to before me and subscribed in my presence the ___ day of _____, _____.

My commission expires _____

Signature of Notary

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JUNE 1 – JUNE 30, 2011

Carolyn Kenick
FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending June 30, 2011

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Total</u>
41 Taxes	14,899,450.48	0.00	0.00	0.00	14,899,450.48
42 Intergovernmental	14,290,131.37	282,373.37	0.00	0.00	14,572,504.74
43 Fines & Fees	214,115.17	0.00	0.00	0.00	214,115.17
44 Investment Earnings	259,412.36	519.44	0.00	4,877.86	264,809.66
45 Charges for Services	1,242,809.01	0.00	0.00	0.00	1,242,809.01
46 Contributions & Donations	0.00	518,157.24	0.00	0.00	518,157.24
48 Miscellaneous Revenue	30,925.81	7,693.26	0.00	0.00	38,619.07
Total Revenues	\$ 30,936,844.20	\$ 808,743.31	\$ 0.00	\$ 4,877.86	\$ 31,750,465.37
51 Salaries/Benefits	17,758,899.27	123,707.75	0.00	0.00	17,882,607.02
52 Supplies	575,429.26	25,234.08	0.00	0.00	600,663.34
53 Purchased/Contracted Services	5,049,357.43	409,931.72	0.00	0.00	5,459,289.15
54 Library Materials	4,329,355.74	44,454.50	0.00	7,073.35	4,380,883.59
55 Capital Outlay	392,442.38	83,926.64	120,263.13	0.00	596,632.15
57 Miscellaneous Expenses	61,290.91	7,829.50	0.00	0.00	69,120.41
Total Expenditures	\$ 28,166,774.99	\$ 695,084.19	\$ 120,263.13	\$ 7,073.35	\$ 28,989,195.66
Revenue Over/(Under) Expenditures	\$ 2,770,069.21	\$ 113,659.12	\$(120,263.13)	\$(2,195.49)	\$ 2,761,269.71
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	\$ 2,770,069.21	\$ 113,659.12	\$(120,263.13)	\$(2,195.49)	\$ 2,761,269.71
Beginning Year Cash Balance	\$ 30,063,231.06	\$ 10,874,001.06	\$ 10,201,558.02	\$ 2,541,077.54	\$ 53,679,867.68
Current Cash Balance	\$ 32,833,549.91	\$ 10,987,660.18	\$ 10,081,294.89	\$ 2,538,882.05	\$ 56,441,387.03

Cleveland Public Library
 Certified Revenue, Appropriations and Balances
 General Fund
 For the period Ending June 30, 2011

	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year
PLF State Income Tax	21,799,457	11,128,266	10,671,191	51%	52%
General Property Tax	26,214,496	14,899,450	11,315,046	57%	55%
Rollback, Homestead, CAT	5,200,000	2,412,283	2,787,717	46%	36%
Federal Grants	0	0	0	0%	100%
State Aid	1,200,000	749,042	450,958	62%	94%
Fines & Fees	300,000	214,115	85,885	71%	74%
Investment Earnings	700,000	259,412	440,588	37%	150%
Services to Others-Clevnet	2,400,000	1,242,809	1,157,191	52%	54%
Miscellaneous	429,437	30,926	398,511	7%	10%
Totals	\$ 58,243,390	\$ 30,936,303	\$ 27,307,087	53%	53%

	Appropriation(2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year
Salaries/Benefits	37,269,756	17,883,947	19,385,809	48%	50%
Supplies	1,251,579	827,927	423,652	66%	49%
Purchased Services	12,190,066	9,886,948	2,303,118	81%	82%
Library Materials	12,767,791	7,024,672	5,743,119	55%	49%
Capital Outlay	963,206	506,564	456,642	53%	31%
Other	112,367	82,588	29,779	73%	141%
Subtotal	\$ 64,554,764	\$ 36,212,646	\$ 28,342,118	56%	55%
Advances/Transfers	0	0	0	0%	0%
Totals	\$ 64,554,764	\$ 36,212,646	\$ 28,342,118	56%	55%

Note (1): Certificate from Cuyahoga County Budget Commission dated June 8, 2011.

Note (2): Amended Appropriation of \$58,243,389 plus carried forward encumbrance of \$6,311,375.

Note (3): Subtotal includes 44% expended and 12% encumbered.

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending June 30, 2011

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	11,166,991.00	11,552,488.97	5,447,379.52	10,111.34	6,094,998.11
51120 Clerical Salaries	10,282,550.00	10,644,749.89	4,933,820.29	20,131.14	5,690,798.46
51130 Non-Clerical Salaries	1,159,770.00	1,201,088.55	592,954.25	3,760.32	604,373.98
51140 Buildings Salaries	3,739,466.00	3,874,639.22	1,906,349.94	16,193.60	1,952,095.68
51150 Other Salaries	1,298,485.00	1,344,739.26	652,173.66	6,330.72	686,234.88
51180 Severance Pay	0.00	81,503.11	177,023.25	0.00	(95,520.14)
51190 Non-Base Pay	0.00	1,035.58	80,554.57	0.00	(79,518.99)
51400 OPERS	3,864,245.00	4,000,841.59	1,916,701.37	9,011.52	2,075,128.70
51610 Health Insurance	3,218,053.00	3,351,947.41	1,607,780.90	20,480.68	1,723,685.83
51620 Life Insurance	46,771.00	50,465.47	23,110.68	297.00	27,057.79
51630 Workers Compensation	220,000.00	440,000.00	219,342.65	0.00	220,657.35
51640 Unemployment Compensation	47,248.00	73,183.70	29,327.99	35,118.42	8,737.29
51650 Medicare - ER	316,421.00	328,233.71	158,784.59	736.68	168,712.44
51900 Other Benefits	0.00	324,839.46	13,595.61	2,876.39	308,367.46
Salaries/Benefits	\$35,360,000.00	\$ 37,269,755.92	\$ 17,758,899.27	\$ 125,047.81	\$ 19,385,808.84
52110 Office Supplies	48,845.00	52,304.89	20,261.96	3,428.83	28,614.10
52120 Stationery	104,365.00	103,240.80	35,195.72	25,994.24	42,050.84
52130 Duplication Supplies	74,040.00	70,813.91	24,022.17	8,245.23	38,546.51
52140 Hand Tools	3,950.00	5,176.27	18.79	1,151.27	4,006.21
52150 Book Repair Supplies	108,875.00	107,345.06	38,120.56	34,604.45	34,620.05
52210 Janitorial Supplies	106,300.00	100,800.09	51,777.86	13,344.88	35,677.35
52220 Electrical Supplies	62,220.00	62,934.07	26,237.07	9,932.51	26,764.49
52230 Maintenance Supplies	148,275.00	270,835.41	168,524.91	34,408.62	67,901.88
52240 Uniforms	9,250.00	9,802.25	7,020.94	1,645.50	1,135.81
52300 Motor Vehicle Supplies	95,500.00	100,892.33	43,359.62	40,528.64	17,004.07
52900 Other Supplies	275,265.00	367,433.48	160,889.66	79,214.05	127,329.77
Supplies	\$1,036,885.00	\$ 1,251,578.56	\$ 575,429.26	\$ 252,498.22	\$ 423,651.08

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund

For the Period Ending June 30, 2011

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54210	1,374,955.00	1,742,747.63	101,939.11	294,296.03	1,346,512.49
54220	239,000.00	267,068.73	3,228.04	33,695.66	230,145.03
54310	1,576,500.00	1,676,025.40	997,490.88	210,873.25	467,661.27
54320	227,929.00	268,987.81	100,909.10	36,799.37	131,279.34
54325	631,047.00	671,229.71	270,434.26	170,663.38	230,132.07
54350	295,950.00	382,583.80	268,037.88	49,372.97	65,172.95
54500	1,270,538.00	1,843,610.53	750,245.80	490,053.62	603,311.11
54600	6,500.00	6,890.98	3,031.39	4,248.50	(388.91)
54710	39,000.00	103,052.00	11,810.74	52,241.26	39,000.00
54720	75,000.00	140,074.89	20,512.03	69,660.42	49,902.44
54730	10,000.00	10,467.96	3,307.00	6,711.88	449.08
54790	65,000.00	94,818.38	26,537.39	22,504.10	45,776.89
54900	500.00	500.00	0.00	0.00	500.00
Library Materials	\$10,250,362.00	\$12,767,791.07	\$4,329,355.74	\$2,695,316.28	\$5,743,119.05
55510	106,225.00	199,297.52	62,190.95	39,673.33	97,433.24
55520	62,300.00	127,907.30	66,482.46	25,763.77	35,661.07
55530	550,399.00	635,000.79	263,768.97	48,684.13	322,547.69
55700	0.00	1,000.00	0.00	0.00	1,000.00
Capital Outlay	\$718,924.00	\$963,205.61	\$392,442.38	\$114,121.23	\$456,642.00
57100	63,300.00	65,046.00	52,496.20	8,552.80	3,997.00
57200	1,500.00	1,762.21	160.86	500.00	1,101.35
57500	43,027.00	45,558.66	8,633.85	12,243.77	24,681.04
Miscellaneous Expenses	\$107,827.00	\$112,366.87	\$61,290.91	\$21,296.57	\$29,779.39
Advances	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$57,516,264.00	\$64,554,763.77	\$28,166,774.99	\$8,045,870.71	\$28,342,118.07

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending June 30, 2011

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	30,063,231.06	30,936,844.20	28,166,774.99	8,045,870.71	24,787,429.56
Total General Fund	\$ 30,063,231.06	\$ 30,936,844.20	\$ 28,166,774.99	\$ 8,045,870.71	\$ 24,787,429.56
201 Anderson	189,635.01	0.00	0.00	0.00	189,635.01
202 Endowment for the Blind	1,375,391.48	152,284.00	0.00	0.00	1,527,675.48
203 Founders	4,260,082.08	56,388.50	93,439.38	61,833.94	4,161,177.26
204 Kaiser	40,238.89	0.00	0.00	0.00	40,238.89
205 Kralley	140,583.80	0.00	0.00	0.00	140,583.80
206 Library	156,094.60	13,123.77	377.42	376.19	168,464.76
207 Pepke	87,619.01	0.00	0.00	0.00	87,619.01
208 Wickwire	999,204.65	519.44	3,489.48	5,453.55	990,781.06
209 Witke	59,386.26	0.00	0.00	0.00	59,386.26
210 Young	2,720,399.78	10,660.97	0.00	0.00	2,731,060.75
225 Friends	6,850.00	9,700.00	980.30	765.00	14,804.70
226 Judd	7,800.74	102,077.50	67,827.33	31,613.60	10,437.31
228 Lockwood Thompson Memorial	394,168.37	79,057.50	52,489.09	200,187.60	220,549.18
229 Ohio Center for the Book	58.00	0.00	0.00	0.00	58.00
230 Schweinfurth	10,799.07	40,265.00	22,222.35	1,440.00	27,401.72
242 Cleveland NCA Kiosk	10,362.81	0.00	689.03	2,099.26	7,574.52
243 Gates Foundation	74,281.22	54,600.00	67,901.04	3,112.20	57,867.98
244 Harvard CS Kiosk Project	7,522.28	0.00	188.90	872.95	6,460.43
251 LSTA-Library for the Blind	4,999.00	0.00	4,999.00	0.00	0.00
252 LSTA-Know It Now	200,764.82	224,350.69	276,667.34	10,531.12	137,917.05
253 MetLife-Fit for Life II	6,677.45	0.00	6,677.45	0.00	0.00
254 MyCom	121,101.74	65,715.94	97,136.08	103,149.26	(13,467.66)
Total Special Revenue Funds	\$ 10,874,001.06	\$ 808,743.31	\$ 695,084.19	\$ 421,434.67	\$ 10,566,225.51
401 Building & Repair	10,201,558.02	0.00	120,263.13	83,914.40	9,997,380.49

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending June 30, 2011

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
Total Capital Project Funds	\$ 10,201,558.02	\$ 0.00	\$ 120,263.13	\$ 83,914.40	\$ 9,997,380.49
501 Abel	160,917.69	0.00	0.00	0.00	160,917.69
502 Ambler	1,545.77	0.00	0.00	0.00	1,545.77
503 Beard	107,080.37	0.00	0.00	1,813.00	105,267.37
504 Klein	3,663.83	0.00	0.00	0.00	3,663.83
505 Malon/Schroeder	206,938.71	0.00	0.00	0.00	206,938.71
506 McDonald	126,210.68	0.00	0.00	0.00	126,210.68
507 Ratner	61,750.50	0.00	0.00	0.00	61,750.50
508 Root	26,625.23	0.00	0.00	0.00	26,625.23
509 Sugarman	164,969.13	0.00	0.00	0.00	164,969.13
510 Thompson	113,618.33	0.00	0.00	0.00	113,618.33
511 Weidenthal	4,556.48	0.00	0.00	0.00	4,556.48
512 White	1,563,200.82	4,877.86	7,073.35	1,134.79	1,559,870.54
Total Permanent Funds	\$ 2,541,077.54	\$ 4,877.86	\$ 7,073.35	\$ 2,947.79	\$ 2,535,934.26
Total All Funds	\$ 53,679,867.68	\$ 31,750,465.37	\$ 28,989,195.66	\$ 8,554,167.57	\$ 47,886,969.82

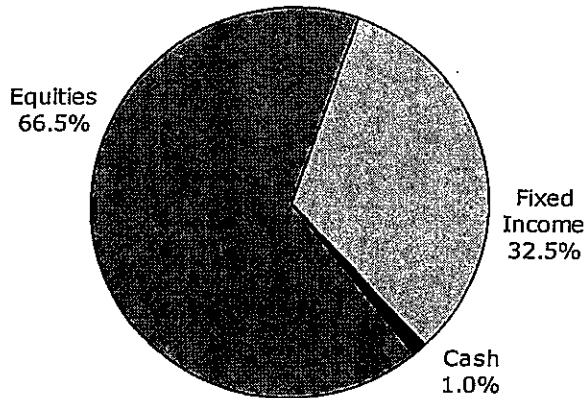
Cleveland Public Library
 Depository Balance Detail
 For the Period Ending June 30, 2011

Balance of All Funds	<u>\$ 56,441,387.03</u>
Chase-Checking	8,631.26
PNC-Checking	0.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	1,498,169.59
KeyBank-MC/MISA	49,614.01
Fifth Third - Checking	255,534.43
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>\$ 1,817,699.29</u>
PNC - Money Market	10,009.78
PNC - Investments	33,959,339.31
PNC/Allegiant Money Market	178,697.52
KeyBank - Victory Fund	0.00
STAR OHIO Investment	8,169,682.44
Investments	<u>\$ 42,317,729.05</u>
PNC Endowment Acct	12,305,958.69
Endowment Account	<u>\$ 12,305,958.69</u>
Cash in Banks and On Hand	<u>\$ 56,441,387.03</u>

Cleveland Public Library Endowment Fund Rollup

Summary as of 6/30/11

Asset Allocation



	Market Value	Current Allocation
Equities	\$10,189,007	66.5%
Fixed Income	\$4,988,888	32.5%
Cash	\$150,683	1.0%
Total Market Value	\$15,328,578	100.0%

Performance

	Qtr	YTD	1 Yr	3 Yr	5 Yr
Total Portfolio	1.12%	5.15%	21.91%	4.71%	4.18%
Benchmark*	0.92%	4.62%	19.49%	4.85%	4.60%
Equities	0.86%	6.98%	34.45%	2.67%	2.08%
S&P 500	0.10%	6.03%	30.68%	3.33%	2.94%
Fixed Income	1.70%	1.84%	3.19%	6.02%	6.43%
BIGC	2.12%	2.47%	3.77%	5.76%	6.08%

* S&P 500 / Barclays Intermediate Govt / Credit (60/40).

Returns shown are net of mutual fund 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.

Past performance does not guarantee future results.

Economic Summary

- The economy certainly has slowed over the last few months, but ultimately growth is likely to remain positive as the economy moves toward expansion. However, the markets first will need to work through outstanding issues, including the ongoing sovereign debt issues in Europe and the U.S. fiscal deficit resolution.
- Additional slowdown in growth could move U.S. GDP growth below 1%, though we do not believe a double-dip is a significant possibility. We estimate that GDP growth in 2011 will range in the 2.5% to 3.5% range.
- U.S. consumers continue to struggle with high unemployment and underemployment, and home prices have yet to recover. Though consumer spending has increased, future spending may be hindered without significant gains in employment growth.
- Manufacturing and construction sectors were the hardest hit in terms of job losses over the recession, and they have yet to rebound significantly. Wage growth is picking up slightly, providing a boost to disposable income as government transfer payments trail off.
- Corporate profits remain robust and we continue to see continuing strength in earnings. Corporations are sitting on record levels of cash, and investors are demanding that they use this cash more aggressively.

Performance Analysis

- A mixed quarter for equities with larger capitalization stocks generally outperforming smaller market cap stocks and growth edging out value. Developed international markets outperformed domestic indices; however, emerging markets lagged.
- The first quarter earnings season was another strong one, with 67% earnings and revenue surprises within the S&P 500. Earnings are 19.9% higher than a year ago, and revenues are up 9.6% year over year. Within small caps, profits are up nearly 28% and surpassed expectations by over 4% and revenues grew by over 15% for the quarter.
- There was mixed performance within the S&P 500 as half of the sectors underperformed the benchmark average for the quarter. Energy and Financials were among the worst performers while Health Care and Utilities were the strongest performers.
- All fixed income sectors reported positive returns for the quarter, with U.S. TIPS among the strongest performers. Treasuries were up 2.4% while high yield was a relative underperformer for the quarter.
- On the heels of a rally, U.S. Treasury yields ended the quarter lower than the previous quarter. The 10-year stands at 2.9% and the 2-year at 0.45%.
- Corporate credit fundamentals remain strong and nominal yields are near low levels. Corporate spreads have widened ~20bps from recent tight levels with widening led by financials.

As of September 29, 2009, PNC Capital Advisors, Inc. and its affiliate Allegiant Asset Management Company each merged into and with PNC Capital Advisors, LLC. PNC Capital Advisors, LLC is an SEC-registered investment adviser and a subsidiary of The PNC Financial Services Group, Inc.

PNC Institutional Investments is part of PNC Bank, National Association, Member FDIC, which provides investment and wealth management, FDIC-insured banking products and services, and lending and borrowing of funds. PNC Bank is a subsidiary of The PNC Financial Services Group, Inc. ("PNC"). Securities products and brokerage services are offered through PNC Investments LLC, registered broker-dealer and member of FINRA and SIPC. PNC does not provide legal, tax or accounting advice.

 **PNC**
INSTITUTIONAL
INVESTMENTS

William Mitchell 216 222 2274



CLEVE PUB LIB ENDMT
MANAGED ACCOUNT

CONS

Account number: 21-75-501-4453885
June 30, 2011



701

SH-000050-PII-PII41A02

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

018261 NYANN
SH JOB14871 20110702 33 51 N N





CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
April 1, 2011 - June 30, 2011

Total portfolio value

Total portfolio value on June 30	\$15,328,578.22
Total portfolio value on April 1	15,021,042.31
Total change in value	\$307,535.91

Bulletin board

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

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

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Your Relationship Managers

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



Investment policy and market outlook

Investment objective: 100% Equity 00% Fixed

Each month you receive with your statement an executive summary of the PNC Investment Outlook. The full outlook provides more in depth information on the markets. Also available is the monthly PNC Economic Outlook. If you'd like to receive a complete Investment Outlook, Economic Outlook, or both monthly, either in hard copy or by email, please contact your Investment Advisor.

About your account

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DE: 2 years from receipt MI: 1 year from mailing PA: 30 months from receipt
FL: 6 months from receipt MO: 1 year from mailing VA: 1 year from mailing

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CLEVE PUB LIB ENDMT CONS
 INVESTMENT MANAGEMENT STATEMENT
 Account number 21-75-501-4453885
 April 1, 2011 - June 30, 2011

Summary

Portfolio value

	Income	Principal	Total
Income on June 30	\$220,684.05	Principal on June 30	\$15,107,894.17
Income on April 1	162,206.26	Principal on April 1	14,858,836.05
Change in value	\$58,477.79	Change in value	\$249,058.12
			Total portfolio value on June 30
			15,021,042.31
			Total portfolio value on April 1
			\$307,535.91

Portfolio value by asset class

	Income	Value Jun. 30	Value Apr. 1	Change in value	Tax cost*
Cash and cash equivalents		\$220,684.05	\$162,206.26	\$58,477.79	\$220,684.05
Principal		Value Jun. 30	Value Apr. 1	Change in value	Tax cost*
Cash and cash equivalents		\$226,813.42	\$82,538.62	\$144,274.80	\$226,813.42
Fixed income		4,904,443.38	4,845,030.64	59,412.74	4,824,374.31
Equities		9,976,637.37	9,931,266.79	45,370.58	7,469,470.24
Total		\$15,328,578.22	\$15,021,042.31	\$307,535.91	\$12,741,342.02

* 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	\$15,061,182.05	From Jan. 1, 2011 \$14,521,895.25
Additions		
Investment income	\$69,033.75	\$139,800.08
Other receipts	187.86	869.51
Disbursements		
Cash distributions	-	-\$39,900.00
Fees and charges	-10,555.96	-20,935.16
Account to account transfers	152,284.00	164,284.00
Change in value of investments	96,586.26	606,586.69
Net accrued income	6,691.47	2,809.06
Ending account value	\$15,375,409.43	\$15,375,409.43

Gain/loss summary

	Net realized gain/loss	This period	From Jan. 1, 2011
Fixed income	\$21,445.02	\$37,229.05	\$37,229.05
Equities	117,367.85	283,817.15	283,817.15
Total	\$138,812.87	\$321,046.20	\$321,046.20

	Net unrealized gain/loss*
Since acquisition	\$80,069.07
	2,507,167.13
Total	\$2,587,236.20

* 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	\$46,831.21
Accrued income on April 01	40,139.74
Net accrued income	\$6,691.47

Investment income summary

	This period	From Jan. 1, 2011	Estimated annual income	Accrued income this period
Income-cash and cash equivalents	\$8.09	\$16.26	\$44.75	\$3.91
Interest-fixed income	36,241.67	80,719.55	164,754.66	38,277.40
Dividends-equities	32,783.99	59,064.27	115,846.51	8,549.90
Total	\$69,033.75	\$139,800.08	\$280,645.92	\$46,831.21

Summary

Transaction summary - measured by cash balance

	Income		Principal	
	This period	From Jan. 1, 2011	This period	From Jan. 1, 2011
Beginning cash balance	- \$21,730.19	- \$11,351.33	\$21,730.19	\$11,351.33
Additions				
Investment income	\$69,033.75	\$139,800.08	-	-
Sales and maturities	-	-	2,073,610.88	3,880,027.71
Other receipts	-	-	187.86	869.51
Disbursements	-	-	-	-
Distributions	-	-	-	- \$39,900.00
Purchases	- 65,876.91	- 136,642.90	-	- 3,987,503.24
Fees and charges	- 10,555.96	- 20,935.16	-	-
Account to account transfers	-	-	-	-
Ending cash balance	- \$29,129.31	- \$29,129.31	\$29,129.31	\$29,129.31
Change in cash	- \$7,399.12	- \$17,777.98	\$7,399.12	\$17,777.98

Transaction summary - measured by tax cost

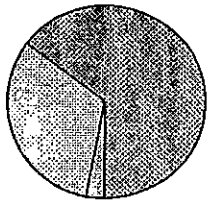
	This period	From Jan. 1, 2011
Beginning tax cost	\$12,391,579.50	\$12,176,177.39
Additions		
Purchases	\$2,284,560.53	\$4,124,146.14
Securities received	84,668.04	178,446.46
Disbursements	-	-
Sales	- \$1,934,798.01	- \$3,558,981.51
Securities delivered	- 84,668.04	- 178,446.46
Change in cash	-	-
Ending tax cost	\$12,741,942.02	\$12,741,942.02



Analysis

Asset allocation

	Jun. 30, 2011
Cash and cash equivalents	2.92 %
Mutual funds	2.92 %
Fixed income	32.00 %
Corporate	13.90 %
US treasury	10.39 %
Agency	7.71 %
Equities	65.09 %
Stock	41.90 %
Mutual funds	23.19 %



Equity sectors

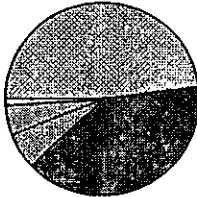
	Market value	% of equities	% of total portfolio
Industrials	\$739,130.10	11.51 %	4.82 %
Consumer discretionary	779,853.70	12.14 %	5.09 %
Consumer staples	656,828.90	10.23 %	4.29 %
Energy	776,676.70	12.09 %	5.07 %
Financial	873,530.30	13.60 %	5.70 %
Materials	279,487.18	4.35 %	1.82 %
Information technology	1,231,222.20	19.17 %	8.03 %
Utilities	149,480.30	2.33 %	0.98 %
Health care	798,527.23	12.43 %	5.21 %
Telecommunication services	137,966.70	2.15 %	0.90 %
Total	\$6,422,703.31	100.00 %	41.91 %

Analysis

Bond analysis

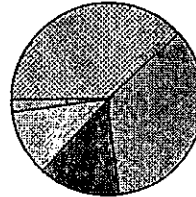
Bond rating

	Market Value	% of bonds	% of total portfolio
Moody's Aaa	\$2,398,550.63	48.91 %	15.65 %
Moody's Aa1	15,358.80	0.31 %	0.10 %
Moody's Aa2	281,459.30	5.74 %	1.84 %
Moody's Aa3	239,061.95	4.87 %	1.56 %
Other	1,970,012.70	40.17 %	12.85 %



Maturity schedule

Market value (% of bonds maturing in)	% of bonds	Corporate	US treasury and agency	Municipal	Other
Less than 1 year	10.66 %	\$25,236.60 (4.83 %)	\$497,617.45 (95.17 %)	-	-
1 - 5 years	38.93 %	831,746.36 (43.56 %)	1,077,763.65 (56.44 %)	-	-
6 - 10 years	34.61 %	1,273,749.35 (75.03 %)	423,828.61 (24.97 %)	-	-
11 - 15 years	2.18 %	-	107,096.37 (100.00 %)	-	-
16 or more years	13.61 %	-	667,404.99 (100.00 %)	-	-



Detail

Portfolio - income

Cash and cash equivalents
Uninvested cash

Description	Market value last period	Quantity	Current market value	Current price per unit	Avg. tax cost per unit	Total tax cost	% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
UNINVESTED CASH	- 29,129.310		\$1,0000	-\$29,129.31		\$1.00	- 0.20 %				

Mutual funds - money market

Description	Market value last period	Quantity	Current market value	Current price per unit	Avg. tax cost per unit	Total tax cost	% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
PNC TREASURY MONEY MARKET FUND #431	\$44,481.94	80,725.630	\$1,0000	\$80,725.63		\$1.00	0.53 %		0.01 %	\$8.07	\$0.59
PNC CAPITAL ADVISOR PNC TREASURY MONEY MARKET FUND #431	139,454.51	169,087.730	1,0000	169,087.73		1.00	1.11 %		0.02 %	16.91	1.33

Total mutual funds - money market \$249,813.36 1.63 % \$249,813.36 0.01 % \$24.98 \$1.92

Total cash and cash equivalents \$220,684.05 1.44 % \$220,684.05 0.01 % \$24.98 \$1.92

Detail

Portfolio - principal

Cash and cash equivalents

Uninvested cash

Description	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
UNINVESTED CASH	29,129.310		\$29,129.31	\$1.0000	0.20%	\$29,129.31	\$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	\$34,606.61	43,281.820	\$43,281.82	\$1.0000	0.29%	\$43,281.82	\$1.00		0.02%	\$4.33	\$0.35
PNC CAPITAL ADVISOR											
PNC TREASURY MONEY MARKET FUND #431	5,798.40	150,683.280	150,683.28	1.0000	0.99%	150,683.28	1.00		0.02%	15.07	1.27
21-75-073-4453885											
PNC TREASURY MONEY MARKET FUND #431	20,403.42	3,719.010	3,719.01	1.0000	0.03%	3,719.01	1.00		0.01%	0.37	0.37
PNC CAPITAL ADVISOR											
Total mutual funds - money market			\$197,684.11		1.29%	\$197,684.11			0.01%	\$19.77	\$1.99

Total cash and cash equivalents

			\$226,813.42		1.48%	\$226,813.42			0.01%	\$19.77	\$1.99
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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 value							
AT&T INC NOTES	33,271.50	\$33.84780	30,000	\$112.8260		0.23 %	\$32,307.45	\$107.69	\$1,540.35	5.15 %	\$1,740.00	\$657.33
05.800% DUE 02/15/2019 RATING: A2 [00206RAR3] PNC CAPITAL ADVISOR	21,570.20		20,000	109.9330	21,986.60	0.15 %	21,793.20	108.97	193.40	4.67 %	1,025.00	256.25
ABBOTT LABORATORIES SR UNSEC	14,600.55		15,000	100.0810	15,012.15	0.10 %	14,986.05	99.91	26.10	2.60 %	390.00	41.17
02.600% DUE 11/23/2015 RATING: A3 [00440EAN7] PNC CAPITAL ADVISOR	17,839.80		15,000	119.9340	17,990.10	0.12 %	17,786.55	118.58	203.55	6.09 %	1,095.00	9.12
AMERIPRISE FINANCIAL INC SR UNSEC	14,005.65		15,000	95.1930	14,278.95	0.10 %	14,944.35	99.63	-665.40	3.63 %	517.50	129.37
03.450% DUE 10/01/2020 RATING: A3 [031162BD1] PNC CAPITAL ADVISOR												

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							
AVON PRODUCTS INC BONDS	26,467.75	26,421.75	105,687.0	26,421.75	0.18 %	24,963.75	99.86	1,458.00	4.55 %	1,200.00	400.00
04.800% DUE 03/01/2013 RATING: A2 (054303AT9)											
PNC CAPITAL ADVISOR											
BB&T CORPORATION	17,375.25	17,712.60	118,086.0	17,712.60	0.12 %	18,414.30	122.76	-701.70	5.81 %	1,027.50	174.10
SR UNSEC	15,000	118,086.0									
06.850% DUE 04/30/2019 RATING: A2 (05531FAB9)											
PNC CAPITAL ADVISOR											
BMW VEHICLE LEASE TRUST	50,400.00	50,375.00	100,750.0	50,375.00	0.33 %	49,992.19	99.98	382.81	0.82 %	410.00	18.22
SERIES 2010-1 CLASS A3	50,000	100,750.0									
01.180% DUE 04/15/2013 RATING: AAA (055669AC9)											
PNC CAPITAL ADVISOR											
BNP PARIBAS SER BKNT CO GTD	25,193.50	25,151.50	100,606.0	25,151.50	0.17 %	24,808.25	99.23	343.25	4.97 %	1,250.00	565.97
SEDOL B3QB126 ISIN US08567LT315	25,000	100,606.0									
05.000% DUE 01/15/2021 RATING: AA2 (05567LT31)											
PNC CAPITAL ADVISOR											
BANK OF AMERICA NOTES	20,912.80	21,013.60	105,068.0	21,013.60	0.14 %	19,823.45	99.12	1,190.15	5.38 %	1,130.00	188.33
05.650% DUE 05/01/2018 RATING: A2 (06051GDX4)	20,000	105,068.0									
PNC CAPITAL ADVISOR											



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 value							
BANK OF AMERICA CORP	5,522.25	5,573.10	5,530.25	0.04 %	5,530.25	42.85	5.84 %	325.00	135.42	
SR NTS	5,000	111,4620	110.61							
06.500% DUE 08/01/2016										
RATING: A2										
(06051GEA3)										
PNC CAPITAL ADVISOR										
BANK OF MONTREAL	30,000	30,000.90	30,063.30	0.20 %	30,063.30	- 62.40	0.75 %	222.83	38.46	
SR UNSEC US06366QGN16		100.0030	100.21							
VAR% DUE 04/29/2014										
RATING: AA2										
(06366QGN1)										
PNC CAPITAL ADVISOR										
BANK OF NOVA SCOTIA	14,924.25	15,388.80	14,976.00	0.11 %	14,976.00	382.80	4.28 %	656.25	306.25	
SEDOL B3NRQQ6 ISIN US0664149C886	15,000	102.3920	99.84							
04.375% DUE 01/13/2021										
RATING: AA1										
(064149C88)										
PNC CAPITAL ADVISOR										
BERKSHIRE HATHAWAY FINANCE CORP	22,018.00	22,144.80	21,743.60	0.15 %	21,743.60	401.20	4.88 %	1,080.00	138.00	
CO GUARNT	20,000	110.7240	108.72							
05.400% DUE 05/15/2018										
RATING: AA2										
(084664BE0)										
PNC CAPITAL ADVISOR										
BOTTLING GROUP LLC	27,178.50	27,598.50	27,951.45	0.19 %	27,951.45	- 352.95	4.65 %	1,281.25	590.80	
SR UNSECURED	25,000	110.3940	111.81							
05.125% DUE 01/15/2019										
RATING: AA3										
(10138MAK1)										
PNC CAPITAL ADVISOR										

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							
CAMPBELL SOUP CO	25,000	101.8430	25,000	25,460.75	0.17 %	24,872.50	99.49	588.25	4.18 %	1,062.50	253.82	
SR UNSEC												
04-250% DUE 04/15/2021												
RATING: A2												
(134429AW9)												
PNC CAPITAL ADVISOR												
CARMAX AUTO OWNER TR	14,031.76	101.0760	14,031.76	9,451.53	0.07 %	9,604.41	102.71	-152.88	4.08 %	385.26	17.12	
SERIES 2009-1 CLASS A3	9,350.910		9,350.910	101.0760								
04-120% DUE 03/15/2013												
RATING: AAA												
(14312WAD5)												
PNC CAPITAL ADVISOR												
PROGRESS ENERGY CAROLINA	21,863.80	111.6810	21,863.80	22,336.20	0.15 %	19,981.60	99.91	2,354.60	4.75 %	1,060.00	488.78	
1ST MTG	20,000		20,000	111.6810								
05-300% DUE 01/15/2019												
RATING: A1												
(14414TCZ9)												
PNC CAPITAL ADVISOR												
CATERPILLAR FIN SERV CRP	24,175.00	122.0170	24,175.00	24,403.40	0.16 %	24,384.00	121.92	19.40	5.78 %	1,410.00	356.42	
NOTES SERIE MTN	20,000		20,000	122.0170								
07-050% DUE 10/01/2018												
RATING: A2												
(14912L4D0)												
PNC CAPITAL ADVISOR												
CATERPILLAR INC	19,150.95	127.9300	19,150.95	19,189.50	0.13 %	19,083.30	127.22	106.20	6.18 %	1,185.00	52.67	
NOTES	15,000		15,000	127.9300								
07-900% DUE 12/15/2018												
RATING: A2												
(149123BQ3)												
PNC CAPITAL ADVISOR												



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							
CISCO SYSTEMS INC	21,355.40	21,603.60	20,000	21,603.60	108.0180	0.15 %	21,312.80	106.56	290.80	4.59 %	990.00	374.00
SR UNSEC												
04.950% DUE 02/15/2019												
RATING: A1												
(17275RAE2)												
PNC CAPITAL ADVISOR												
CITIGROUP INC	43,666.00	43,853.60	40,000	43,853.60	109.6340	0.29 %	43,892.40	109.73	- 38.80	5.49 %	2,404.00	106.84
SR UNSEC												
06.010% DUE 01/15/2015												
RATING: A3												
(172967FA4)												
PNC CAPITAL ADVISOR												
CITIBANK CREDIT CARD ISSUANCE TR	102,003.00	102,198.00	100,000	102,198.00	102.1980	0.67 %	102,578.12	102.58	- 380.12	2.21 %	2,250.00	50.00
SERIES 2009-A5 CLASS A5												
02.250% DUE 12/23/2014												
RATING: AAA												
(17305EER2)												
PNC CAPITAL ADVISOR												
COCA-COLA CO/THE	10,036.20	10,005.60	10,000	10,005.60	100.0560	0.07 %	10,000.00	100.00	5.60	0.32 %	31.08	3.97
SR UNSEC												
VAR % DUE 05/15/2012												
RATING: AA3												
(191216AQ3)												
PNC CAPITAL ADVISOR												
COCA-COLA ENTERPRISES	28,955.75	29,024.00	25,000	29,024.00	116.0960	0.19 %	29,223.75	116.90	- 199.75	6.36 %	1,843.75	604.34
NTS												
07.375% DUE 03/03/2014												
RATING: A3												
(191219BT0)												
PNC CAPITAL ADVISOR												

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	Current price per unit	Current						
CREDIT SUISSE SUB NOTES	25,000	25,393.00	101.5720	25,340.75	0.17 %	101.36	52.25	5.32 %	1,350.00	626.25
ISIN US22546 SEDOL B5PGKF2										
05.400% DUE 01/14/2020										
RATING: AA2										
(22546QAD9)										
PNC CAPITAL ADVISOR										
JOHN DEERE CAPITAL CORP	27,572.75	27,962.75	111.8510	24,923.50	0.19 %	99.69	3,039.25	4.79 %	1,337.50	326.94
SR UNSECURED SER MTN	25,000									
05.350% DUE 04/03/2018										
RATING: A2										
(24422EQR3)										
PNC CAPITAL ADVISOR										
E I DU PONT DE NEMOURS	21,550.40	16,212.60	108.0840	14,851.20	0.11 %	99.01	1,361.40	4.63 %	750.00	345.83
BONDS	15,000									
05.00% DUE 07/15/2013										
RATING: AA2										
(263934BU2)										
PNC CAPITAL ADVISOR										
DUKE ENERGY CAROLINAS	10,984.90	11,161.50	111.6150	9,966.00	0.08 %	99.66	1,195.50	4.71 %	525.00	242.08
1ST MORTGAGE	10,000									
05.250% DUE 01/15/2018										
RATING: A1										
(26442CAC8)										
PNC CAPITAL ADVISOR										
GENERAL ELEC CAP CORP	68,604.90	75,058.20	107.2260	75,825.35	0.49 %	108.32	-767.15	5.13 %	3,850.00	1,850.14
SR UNSEC	70,000									
05.500% DUE 01/08/2020										
RATING: AA2										
(36962G4J0)										
PNC CAPITAL ADVISOR										



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	Current	price per unit						
GENERAL ELEC CAP CORP	117,539.20	117.749.65	117,749.65	102.3910	0.77 %	115,578.20	2,171.45	2.08 %	2,443.75	67.88
FDIC GUARANTEED	115,000	102.3910	102.3910			100.50				
02.125% DUE 12/21/2012										
RATING: AAA										
[36967HAV9]										
PNC CAPITAL ADVISOR										
GEORGIA POWER COMPANY	21,936.80	22,364.60	22,364.60		0.15 %	22,065.80	298.80	4.83 %	1,080.00	90.00
NOTES	20,000	111.8230	111.8230			110.33				
05.400% DUE 06/01/2018										
RATING: A3										
[373334JK8]										
PNC CAPITAL ADVISOR										
GLAXOSMITHKLINE CAPITAL	16,825.05	17,029.50	17,029.50		0.12 %	16,813.35	216.15	4.98 %	847.50	108.29
COM GTD ISIN US377372AD98	15,000	113.5300	113.5300			112.09				
05.650% DUE 05/15/2018										
RATING: A1										
[377372AD9]										
PNC CAPITAL ADVISOR										
GOLDMAN SACHS GROUP INC	43,202.40	43,434.00	43,434.00		0.29 %	39,813.00	3,621.00	5.67 %	2,460.00	615.00
SR NOTES	40,000	108.5850	108.5850			99.53				
06.150% DUE 06/01/2018										
RATING: A1										
[38141GFM1]										
PNC CAPITAL ADVISOR										
GOOGLE INC	20,000	19,986.00	19,986.00		0.14 %	19,890.80	95.20	2.13 %	425.00	49.58
SR UNSEC		99.9300	99.9300			99.45				
02.125% DUE 05/19/2016										
RATING: AA2										
[38259PAC6]										
PNC CAPITAL ADVISOR										

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							
HSBC HOLDING PLC	21,124.40	21,090.40	105.4520	0.14 %	21,475.60	- 385.20	4.98 %	1,050.00	55.42	
SUB NTS	20,000				107.38					
05.250% DUE 12/12/2012										
RATING: A1										
(404280AB5)										
PNC CAPITAL ADVISOR										
HSBC HOLDINGS PLC SR UNSEC	20,000	20,588.00	102.9400	0.14 %	20,116.80	471.20	4.96 %	1,020.00	243.67	
ISIN US404280AK50 SEDOL B61GQ88					100.58					
05.100% DUE 04/05/2021										
RATING: AA2										
(404280AK5)										
PNC CAPITAL ADVISOR										
HEWLETT PACKARD CO	11,099.60	11,305.50	113.0550	0.08 %	9,923.00	1,382.50	4.78 %	540.00	180.00	
SR UNSEC	10,000				99.23					
05.400% DUE 03/01/2017										
RATING: A2										
(428236AM5)										
PNC CAPITAL ADVISOR										
HEWLETT PACKARD CO	11,184.60	11,197.10	111.9710	0.08 %	9,956.10	1,241.00	5.48 %	612.50	204.17	
NOTES	10,000				99.56					
06.125% DUE 03/01/2014										
RATING: A2										
(428236AT0)										
PNC CAPITAL ADVISOR										
HEWLETT PACKARD CO	19,155.00	19,413.20	97.0660	0.13 %	19,965.40	- 552.20	3.87 %	750.00	62.50	
SR UNSEC	20,000				99.83					
03.750% DUE 12/01/2020										
RATING: A2										
(428236BF9)										
PNC CAPITAL ADVISOR										



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							
HONDA AUTO REC OWNER T	50,279.00	50.264.00	50,000	100.5280	0.33 %	49,993.90	99.99	270.10	1.34 %	670.00	24.19	
SERIES 2010-2 CLASS A3												
01.340% DUE 03/18/2014												
RATING: AAA												
(43812KAC7)												
PNC CAPITAL ADVISOR												
HONDA AUTO RECEIVABLES OWNER TR	12,975.32	8,817.13	8,757.840	100.6770	0.06 %	8,908.36	101.72	-91.23	2.78 %	244.34	10.86	
SERIES 2009-2 CLASS A3												
02.790% DUE 01/15/2013												
NOT RATED												
(43812UAC5)												
PNC CAPITAL ADVISOR												
HONDA AUTO RECEIVABLES OWNER TR	29,979.00	30,130.50	30,000	100.4350	0.20 %	29,998.66	100.00	131.84	1.13 %	339.00	15.07	
SERIES 2011-1 CLASS A3												
01.130% DUE 10/15/2014												
RATING: AAA												
(43813TAC7)												
PNC CAPITAL ADVISOR												
HONEYWELL INTERNATIONAL	20,049.40	20,607.40	20,000	103.0370	0.14 %	19,949.40	99.75	658.00	4.13 %	850.00	283.33	
SR UNSEC												
04.250% DUE 03/01/2021												
RATING: A2												
(438516BA3)												
PNC CAPITAL ADVISOR												
JPMORGAN CHASE & CO	5,458.50	5,579.35	5,000	111.5870	0.04 %	5,627.85	112.56	-48.50	5.49 %	306.25	3.40	
SUB NT												
06.125% DUE 06/27/2017												
RATING: A1												
(46625HGN4)												
PNC CAPITAL ADVISOR												

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							
JP MORGAN CHASE & CO NOTES	54,768.00	27,969.00	111,876.00	25,549.95	0.19 %	102.20	2,419.05	2,419.05	5.37 %	1,500.00	691.67
06.000% DUE 01/15/2018 RATING: AA3 (46625HGY0)			35,151.20	34,951.70	0.23 %	99.86	199.50	199.50	4.61 %	1,618.75	229.32
PNC CAPITAL ADVISOR			100.4320								
JP MORGAN CHASE & CO NOTES	35,000										
04.625% DUE 05/10/2021 RATING: AA3 (46625HHZ6)			50,876.10	51,646.05	0.34 %	114.77	-769.95	-769.95	4.56 %	2,317.50	1,068.62
PNC CAPITAL ADVISOR			113.0580								
JOHNSON & JOHNSON SR NTS	22,322.80										
05.150% DUE 07/15/2018 RATING: AAA (478160AU8)	45,000										
PNC CAPITAL ADVISOR			25,096.60	25,076.90	0.17 %	125.39	19.70	19.70	5.98 %	1,500.00	250.00
KIMBERLY-CLARK SR NTS	24,905.80		125.4830								
07.500% DUE 11/01/2018 RATING: A2 (494368BD4)	20,000										
PNC CAPITAL ADVISOR			21,190.80	20,172.05	0.14 %	100.86	1,018.75	1,018.75	4.37 %	925.00	195.28
LOWES COMPANIES INC NTS	20,849.00		105.9540								
04.625% DUE 04/15/2020 RATING: A1 (548661CQ8)	20,000										
PNC CAPITAL ADVISOR											



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 value							
MC DONALDS CORP	16,272.30	33,201.60	30,000	33,307.80	110.6720	0.22 %	33,582.75	111.94	- 381.15	4.52 %	1,500.00	625.00
SR UNSEC SERIES MTN												
05.000% DUE 02/01/2019												
RATING: A2												
(58013MEG5)												
PNC CAPITAL ADVISOR												
MELLON FUNDING CORP												
CO GUARNT	30,000	111.0260	30,000	33,233.40	110.78	0.22 %	33,233.40		74.40	4.96 %	1,650.00	210.83
05.500% DUE 11/15/2018												
RATING: AA3												
(585515AE9)												
PNC CAPITAL ADVISOR												
MERCK & CO INC	34,041.70	34,794.55	35,000	34,894.30	99.70	0.23 %	34,894.30		- 99.75	3.90 %	1,356.25	757.24
SR UNSEC												
03.875% DUE 01/15/2021												
RATING: A1												
(58933YAA3)												
PNC CAPITAL ADVISOR												
MERRILL LYNCH & CO	16,683.90	16,585.95	15,000	16,275.00	108.50	0.11 %	16,275.00		310.95	6.22 %	1,031.25	189.06
NOTES SERIES MTN												
06.875% DUE 04/25/2018												
RATING: A2												
(59018YN64)												
PNC CAPITAL ADVISOR												
METLIFE INC	17,289.75	17,470.80	15,000	15,052.50	100.35	0.12 %	15,052.50		2,418.30	5.86 %	1,022.55	386.30
SR UNSEC SERIES A												
06.817% DUE 08/15/2018												
RATING: A3												
(59156RAR9)												
PNC CAPITAL ADVISOR												

Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit						
METLIFE INC GLOBAL	18,165.75	18,036.75	0.12 %	18,319.65	- 282.90	6.42 %	1,157.55	437.30
07.717% DUJE 02/15/2019	15,000	120.2450		122.13				
RATING: A3								
[59156RAT5]								
PNC CAPITAL ADVISOR								
MICROSOFT CORP	32,472.65	33,151.30	0.22 %	34,697.60	- 1,546.30	3.17 %	1,050.00	262.50
SR NOTES	35,000	94.7180		99.14				
03.000% DUE 10/01/2020								
RATING: AAA								
[594978AH7]								
PNC CAPITAL ADVISOR								
MIDAMERICAN ENERGY CO	27,447.75	27,679.50	0.19 %	28,105.75	- 426.25	4.79 %	1,325.00	390.14
SR NTS	25,000	110.7180		112.42				
05.300% DUE 03/15/2018								
RATING: A2								
[595620AH8]								
PNC CAPITAL ADVISOR								
MONSANTO CO	20,000	20,422.60	0.14 %	19,957.40	465.20	2.70 %	550.00	116.11
SR UNSEC ST CONVENTION		102.1130		99.79				
02.750% DUE 04/15/2016								
RATING: A2								
[611662BM8]								
PNC CAPITAL ADVISOR								
MORGAN STANLEY	15,552.15	15,642.30	0.11 %	15,421.05	221.25	4.56 %	712.50	178.12
SUB NTS	15,000	104.2820		102.81				
04.750% DUE 04/01/2014								
RATING: A3								
[61748AAE6]								
PNC CAPITAL ADVISOR								



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
NATIONAL RURAL UTIL COOP NOTES	27,229.75	25,000	27,212.50 108.8500	0.18 %	25,001.20	100.01	2,211.30	5.06 %	1,375.00	687.50
05.500% DUE 07/01/2013 RATING: A1 (637432LM5)										
PNC CAPITAL ADVISOR										
ORACLE CORP	21,337.80	20,000	21,860.60 109.3030	0.15 %	19,925.40	99.63	1,935.20	4.58 %	1,000.00	480.56
SR UNSEC										
05.000% DUE 07/08/2019 RATING: A1 (68389XAG0)										
PNC CAPITAL ADVISOR										
PECO ENERGY CO	10,953.30	10,000	11,108.30 111.0830	0.08 %	9,983.20	99.83	1,125.10	4.82 %	535.00	178.33
1ST REF MORT										
05.350% DUE 03/01/2018 RATING: A1 (693304AL1)										
PNC CAPITAL ADVISOR										
PRIVATE EXPORT FUNDING	23,478.25	25,000	24,455.00 97.8200	0.16 %	24,937.75	99.75	-482.75	2.31 %	562.50	25.00
US GOVT GTD										
02.250% DUE 12/15/2017 RATING: AAA (742651DK5)										
PNC CAPITAL ADVISOR										
PROCTER & GAMBLE CO	16,207.35	15,000	16,424.10 109.4940	0.11 %	14,973.60	99.82	1,450.50	4.30 %	705.00	266.33
NTS										
04.700% DUE 02/15/2019 RATING: AA3 (742718DN6)										
PNC CAPITAL ADVISOR										



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
PROCTER & GAMBLER CO THE	34,009.15	34,009.15	34,781.25	0.23 %	34,713.70	99.18	67.55	1.82 %	630.00	80.50
SR UNSEC	35,000	35,000	99,375.00							
01.800% DUE 11/15/2015										
RATING: AA3										
(742718DS5)										
PNC CAPITAL ADVISOR										
PUBLIC SERVICE COLORADO	13,903.80	13,903.80	14,285.70	0.10 %	14,938.95	99.59	- 653.25	3.37 %	480.00	61.33
1ST MTG CALL 5/15/20 @ 100	15,000	15,000	95,238.00							
03.200% DUE 11/15/2020										
RATING: A2										
(744448CD1)										
PNC CAPITAL ADVISOR										
SANOFI-AVENTIS	15,000	15,000	14,880.75	0.10 %	15,102.30	100.68	- 221.55	4.04 %	600.00	153.33
ISIN US80105NAG07 SEDOL B5NP244										
04.000% DUE 03/29/2021										
RATING: A2										
(80105NAG0)										
PNC CAPITAL ADVISOR										
STATE STREET CAPITAL TRU	15,288.30	15,288.30	15,231.00	0.10 %	14,978.40	99.86	252.60	2.12 %	322.50	54.65
FDIC GUARANTEED	15,000	15,000	101,540.00							
02.150% DUE 04/30/2012										
RATING: AAA										
(85748KAA1)										
PNC CAPITAL ADVISOR										
SYSCO CORPORATION	10,931.10	10,931.10	11,042.00	0.08 %	9,931.00	99.31	1,111.00	4.76 %	525.00	202.71
SR UNSECURED	10,000	10,000	110,420.00							
05.250% DUE 02/12/2018										
RATING: A1										
(871829AL1)										
PNC CAPITAL ADVISOR										



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							
TARGET CORP	19,551.20	19,963.20	20,000	19,963.20	99.8160	0.14 %	19,949.55	13.65	3.89 %	775.00	357.36	
SR UNSEC							99.75					
03.875% DUE 07/15/2020												
RATING: A2												
(87612EAV8)												
PNC CAPITAL ADVISOR												
THERMO FISHER SCIENTIFIC	15,291.30	15,585.45	15,000	15,585.45	103.9030	0.11 %	15,513.15	72.30	3.08 %	480.00	80.00	
SR NTS							103.42					
03.200% DUE 05/01/2015												
RATING: A3												
(883556AS1)												
PNC CAPITAL ADVISOR												
TOYOTA MOTOR CREDIT CORP	24,896.75	25,414.50	25,000	25,414.50	101.6580	0.17 %	24,965.25	449.25	2.76 %	700.00	330.56	
SR UNSEC							99.86					
02.800% DUE 01/11/2016												
RATING: AA3												
(89233P4R4)												
PNC CAPITAL ADVISOR												
USAA AUTO OWNER TRUST	21,550.95	13,131.60	13,070.690	13,131.60	100.4660	0.09 %	13,245.82	-114.22	3.01 %	394.73	17.54	
SERIES 2009-1 CLASS A3							101.34					
03.020% DUE 06/17/2013												
RATING: AAA												
(90327XAC8)												
PNC CAPITAL ADVISOR												
UNITED PARCELL SERVICE	27,994.75	28,410.00	25,000	28,410.00	113.6400	0.19 %	28,283.25	126.75	4.84 %	1,375.00	634.03	
SR NOTES							113.13					
05.500% DUE 01/15/2018												
RATING: AA3												
(911312AH9)												
PNC CAPITAL ADVISOR												

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							
VERIZON COMMUNICATIONS SR NOTES 08.750% DUE 11/01/2018 RATING: A3 (92343VAQ7)	12,783.70 10,000	13,069.50 130.6950	134.70	0.09 %	13,470.40	- 400.90	6.70 %	875.00	145.83	
PNC CAPITAL ADVISOR VIRGINIA ELEC & POWER CO SR UNSECURED 05.400% DUE 04/30/2018 RATING: A3 (927804FF6)	16,389.15 15,000	16,938.00 112.9200	111.36	0.12 %	16,703.55	234.45	4.79 %	810.00	137.25	
PNC CAPITAL ADVISOR WACHOVIA CORP SUB NTS 05.625% DUE 10/15/2016 RATING: A2 (929903CH3)	21,604.60 20,000	21,748.40 108.7420	105.26	0.15 %	21,051.00	697.40	5.18 %	1,125.00	237.50	
PNC CAPITAL ADVISOR WAL-MART STORES INC SR NOTES 05.800% DUE 02/15/2018 RATING: AA2 (931142CJ0)	22,746.00 20,000	23,024.00 115.1200	105.09	0.16 %	21,017.40	2,006.60	5.04 %	1,160.00	438.22	
PNC CAPITAL ADVISOR WAL-MART STORES INC SR UNSEC 03.625% DUE 07/08/2020 RATING: AA2 (931142CU5)	9,660.20 10,000	9,860.60 98.6060	99.91	0.07 %	9,990.80	- 130.20	3.68 %	362.50	174.20	
PNC CAPITAL ADVISOR										



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							
WELLS FARGO COMPANY	16,294.50	16,620.45	16,620.45	16,937.55	0.11 %	16,937.55	- 317.10	5.08 %	843.75	46.88	
SR UNSEC	15,000	110.8030	110.8030	112.92		112.92					
05.625% DUE 12/11/2017											
RATING: A1											
(949746NX3)											
PNC CAPITAL ADVISOR											
WESTPAC BANKING CORP	29,826.90	30,252.30	30,252.30	30,199.80	0.20 %	30,199.80	52.50	2.98 %	900.00	367.50	
SR UNSEC (ISIN US961214BN23)	30,000	100.8410	100.8410	100.67		100.67					
03.000% DUE 08/04/2015											
RATING: AA2											
(961214BN2)											
PNC CAPITAL ADVISOR											
WISCONSIN ELEC PWR	22,394.20	22,521.80	22,521.80	19,961.20	0.15 %	19,961.20	2,560.60	5.33 %	1,200.00	300.00	
NOTES	20,000	112.6090	112.6090	99.81		99.81					
06.000% DUE 04/01/2014											
RATING: A2											
(976656CA4)											
PNC CAPITAL ADVISOR											
WORLD OMNI AUTO RECEIVABLES TR	44,997.75	44,997.75	44,997.75	44,998.00	0.30 %	44,998.00	- 0.25	1.92 %	859.50	38.20	
SERIES 2011-A CLASS A4	45,000	99.9950	99.9950	100.00		100.00					
01.910% DUE 04/15/2016											
RATING: AAA											
(98158KAD1)											
PNC CAPITAL ADVISOR											
Total corporate bonds			\$2,130,732.31	\$2,093,708.31	13.90 %	\$2,093,708.31	\$37,024.00	4.00 %	\$85,234.59	\$22,844.15	

Detail

Treasury 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
US TREASURY NOTES 04.250% DUE 08/15/2013 RATING: AAA	\$376,740.00	355,000	\$383,009.50	2.50%	\$382,248.70	\$107.68	\$760.80	3.94%	\$15,087.50	\$5,668.23
PNC CAPITAL ADVISOR USA TREASURY NOTES USN	55,343.75	55,000	55,249.15	0.37%	55,459.76	100.84	-210.61	1.12%	618.75	27.05
01.125% DUE 12/15/2011 RATING: AAA										
PNC CAPITAL ADVISOR USA TREASURY NOTES RATING: AAA	55,584.10	55,000	55,515.35	0.37%	55,760.55	101.38	-245.20	1.37%	756.25	159.10
01.375% DUE 04/15/2012 RATING: AAA										
PNC CAPITAL ADVISOR USA TREASURY NOTE RATING: AAA	56,572.45	55,000	57,526.15	0.38%	56,701.76	103.09	824.39	2.28%	1,306.25	436.60
02.375% DUE 08/31/2014 RATING: AAA										
PNC CAPITAL ADVISOR USA TREASURY NOTES RATING: AAA	190,000	190,000	200,805.30	1.32%	201,414.84	106.01	-609.54	2.84%	5,700.00	1,440.49
03.000% DUE 09/30/2016 RATING: AAA										
PNC CAPITAL ADVISOR USA TREASURY NOTES RATING: AAA	90,000	90,000	90,252.90	0.59%	90,390.23	100.43	-137.33	1.00%	900.00	152.46
01.000% DUE 10/31/2011 RATING: AAA										
PNC CAPITAL ADVISOR USA TREASURY NOTE RATING: AAA	245,840.35	245,000	245,382.20	1.61%	245,966.60	100.40	-584.40	1.00%	2,450.00	818.89
01.000% DUE 09/31/2011 RATING: AAA										
PNC CAPITAL ADVISOR										



Detail

Treasury bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit							
USA TREASURY NOTES	338,715.15	340,075.25	101.5150	2.22 %	334,228.72	99.77	5,846.53	1.36 %	4,606.25	2,124.98
01.375% DUE 01/15/2013	335,000									
RATING: AAA										
PNC CAPITAL ADVISOR										
(912828MG2)										
USA TREASURY NOTES	28,101.30	19,340.60	96.7030	0.13 %	18,483.59	92.42	857.01	2.72 %	525.00	197.24
02.625% DUE 08/15/2020	20,000									
RATING: AAA										
PNC CAPITAL ADVISOR										
(912828NT3)										
USA TREASURY NOTES	110,812.85	84,242.65	99.1090	0.55 %	82,642.98	97.23	1,600.07	1.27 %	1,062.50	179.01
01.250% DUE 10/31/2015	85,000									
RATING: AAA										
PNC CAPITAL ADVISOR										
(912828PE4)										
USA TREASURY NOTES	60,000	61,012.20	101.6870	0.40 %	61,579.69	102.63	- 567.49	2.59 %	1,575.00	656.98
02.625% DUE 01/31/2018										
RATING: AAA										
PNC CAPITAL ADVISOR										
(912828PT1)										
Total treasury bonds		\$1,592,411.25		10.39 %	\$1,584,877.02		\$7,534.23	2.17 %	\$34,587.50	\$11,861.03

Agency bonds

Description (Cusip)	Market value last period	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit							
BANK OF AMERICA CORP										
FDIC GUARANTEED										
03.125% DUE 06/15/2012	\$25,776.50	\$25,641.25	\$102.5650	0.17 %	\$25,509.75	\$102.04	\$131.50	3.05 %	\$781.25	\$34.72
RATING: AAA	25,000									
PNC CAPITAL ADVISOR										
(06050BAA9)										



CLEVELAND PUBLIC LIBRARY ENDOWMENT CONS
 INVESTMENT MANAGEMENT STATEMENT
 Account number 21-75-501-4453885
 April 1, 2011 - June 30, 2011

Detail

Agency bonds

Description (Cusip)	Market value last period	Quantity	Current market value price per unit	% of portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
CITIBANK NA	40,608.00	40,000	40,778.40	0.27 %	40,829.20	102.07	- 50.80	1.72 %	700.00	5.83
FDIC GUAR			101.9460							
01.750% DUE 12/28/2012										
RATING: AAA										
(17314JAT0)										
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN	96,803.68	85,453.850	91,611.65	0.60 %	85,987.94	100.63	5,623.71	4.20 %	3,845.42	331.13
POOL #255031			107.2060							
04.500% DUE 12/01/2018										
NOT RATED										
(31371LHG7)										
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN	66,703.63	59,259.500	63,220.40	0.42 %	57,828.94	97.59	5,391.46	4.69 %	2,962.98	255.15
POOL #357707			106.6840							
05.000% DUE 02/01/2035										
NOT RATED										
(31376KKU9)										
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN	149,120.529		154,447.11	1.01 %	155,283.40	104.13	- 836.29	4.35 %	6,710.42	559.20
POOL #AH9719			103.5720							
04.500% DUE 04/01/2041										
NOT RATED										
(3138ABYR4)										
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN	57,013.18	49,229.640	53,568.25	0.35 %	49,729.38	101.02	3,838.87	5.06 %	2,707.63	233.16
POOL #555800			108.8130							
05.500% DUE 10/01/2033										
NOT RATED										
(31385XNR4)										
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN	63,900.23	56,573.340	60,354.70	0.40 %	55,618.67	98.31	4,736.03	4.69 %	2,828.67	243.58
POOL #826905			106.6840							
05.000% DUE 08/01/2035										
NOT RATED										
(31407CU62)										
PNC CAPITAL ADVISOR										



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 # 888459	54,476.81	51,058.86	51,058.86	0.34 %	46,613.29	4,445.57	4.21 %	2,147.60	184.93	
04.500% DUE 08/01/2020 NOT RATED (31410GB44)	47,724.360	106.9870	106.9870		97.67					
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN POOL #888567	37,520.63	35,169.37	35,169.37	0.23 %	32,001.93	3,167.44	5.08 %	1,783.80	153.60	
05.500% DUE 12/01/2036 NOT RATED (31410GF63)	32,432.700	108.4380	108.4380		98.67					
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN POOL # 902804	62,489.84	60,022.76	60,022.76	0.40 %	54,516.03	5,506.73	4.65 %	2,789.21	240.18	
05.000% DUE 11/01/2021 NOT RATED (31411BAD5)	55,784.270	107.5980	107.5980		97.73					
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN POOL #949445	49,823.24	47,073.61	47,073.61	0.31 %	46,954.97	118.64	4.66 %	2,191.92	188.75	
05.000% DUE 06/01/2023 NOT RATED (31413MHW0)	43,838.340	107.3800	107.3800		107.11					
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN POOL #AB2077	152,712.644	152,775.26	152,775.26	1.00 %	150,767.94	2,007.32	4.00 %	6,108.51	526.01	
04.000% DUE 01/01/2041 NOT RATED (31416XJ9)		100.0410	100.0410		98.73					
PNC CAPITAL ADVISOR										
FEDERAL NATL MTG ASSN POOL # AB2275	50,590.49	50,951.39	50,951.39	0.34 %	50,370.21	581.18	4.35 %	2,213.74	190.63	
04.500% DUE 02/01/2041 NOT RATED (31416XQ52)	49,194.170	103.5720	103.5720		102.39					
PNC CAPITAL ADVISOR										

Detail

Agency bonds

Description [Cusip]	Market value last period	Quantity	Current market value price per unit	% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
FEDERAL NATL MTG ASSN POOL #AE6344 04.500% DUE 11/01/2040 NOT RATED (31419HBN1) PNC CAPITAL ADVISOR	95,578.03 93,575.972	95,578.03 93,575.972	94,918.51 103.5720	0.64 %	96,544.08 103.17	96,544.08 103.17	374.43	4.35 %	4,210.92	362.61
GMAC LLC FDIC GUARANTEED VAR % DUE 12/19/2012 RATING: AAA (36186CBG7) PNC CAPITAL ADVISOR	75,026.25 75,000	75,026.25 75,000	75,021.75 100.0290	0.49 %	75,195.75 100.26	75,195.75 100.26	- 174.00	0.31 %	231.75	7.72
GOLDMAN SACHS GROUP INC FDIC GUARANTEED 03.250% DUE 06/15/2012 RATING: AAA (38146FAA9) PNC CAPITAL ADVISOR	15,488.25 15,000	15,488.25 15,000	15,402.30 102.6820	0.11 %	15,581.40 103.88	15,581.40 103.88	- 179.10	3.17 %	487.50	21.67
JPMORGAN CHASE & CO FDIC GUARANTEED 02.125% DUE 06/22/2012 RATING: AAA (481247AE4) PNC CAPITAL ADVISOR	10,194.80 10,000	10,194.80 10,000	10,174.30 101.7430	0.07 %	9,995.00 99.95	9,995.00 99.95	179.30	2.09 %	212.50	5.31
JPMORGAN CHASE & CO FDIC GTD 02.125% DUE 12/26/2012 RATING: AAA (481247AM6) PNC CAPITAL ADVISOR	97,130.85 95,000	97,130.85 95,000	97,109.95 102.2210	0.64 %	96,461.10 101.54	96,461.10 101.54	648.85	2.08 %	2,018.75	28.04
Total agency bonds			\$1,181,299.82	7.71 %	\$1,145,788.98		\$35,510.84	3.80 %	\$44,932.57	\$3,572.22
Total fixed income			\$4,904,443.38	32.00 %	\$4,824,374.31		\$80,069.07	3.36 %	\$164,754.66	\$38,277.40



Detail

Equities
Stocks
Consumer discretionary

Description (Symbol)	Quantity	Market value last period	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
BORG WARNER INC. (BWA)	1,283.80	\$81,283.80	\$82,405.80	0.54%	\$78,127.10	\$76.60	\$4,278.70	0.60%	\$489.60	
PNC CAPITAL ADVISOR	1,020		\$80,790.00							
DISNEY WALT CO (DIS)	2,310		90,182.40	0.59%	96,957.63	41.97	-6,775.23	1.03%	924.00	
PNC CAPITAL ADVISOR	39,040		39,040.00							
DOLLAR TREE INC (DLTR)	80,781.60		96,932.10	0.64%	42,993.60	29.55	53,938.50			
PNC CAPITAL ADVISOR	1,455		66,620.00							
LIMITED BRANDS INC (LTD)	95,023.20		111,120.50	0.73%	72,253.76	25.00	38,866.74	2.09%	2,312.00	2,890.00
PNC CAPITAL ADVISOR	2,890		38,450.00							
MACY'S INC (M)	3,520		102,924.80	0.68%	99,179.17	28.18	3,745.63	1.37%	1,408.00	352.00
PNC CAPITAL ADVISOR	29,240		29,240.00							
MATTEL INC (MAT)	84,014.10		92,641.30	0.61%	72,970.95	21.65	19,670.35	3.35%	3,100.40	
PNC CAPITAL ADVISOR	3,370		27,490.00							
TIFFANY & CO NEW (TIF)	82,329.60		105,216.80	0.69%	78,295.13	58.43	26,921.67	1.48%	1,554.40	388.60
PNC CAPITAL ADVISOR	1,340		78,520.00							
VIACOM INC CLASS B WI (VIAB)	89,783.60		98,430.00	0.65%	46,107.55	23.89	52,322.45	1.97%	1,930.00	482.50
PNC CAPITAL ADVISOR	1,930		51,000.00							
Total consumer discretionary			\$779,853.70	5.09%	\$586,884.89		\$192,968.81	1.50%	\$11,718.40	\$4,113.10

Consumer staples

Description (Symbol)	Quantity	Market value last period	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
COCA COLA CO (KO)	578.60	\$85,578.60	\$86,804.10	0.57%	\$73,818.62	\$57.22	\$12,985.48	2.80%	\$2,425.20	\$606.30
PNC CAPITAL ADVISOR	1,290		\$67,290.00							
THE HERSHEY COMPANY (HSY)	101,634.50		106,309.50	0.70%	89,744.96	47.99	16,564.54	2.43%	2,580.60	
PNC CAPITAL ADVISOR	1,870		56,850.00							
LAUDER ESTEE COS INC (EL)	980		103,086.20	0.68%	93,347.55	95.25	9,738.65	0.72%	735.00	
PNC CAPITAL ADVISOR	39,040		39,040.00							
PROCTER & GAMBLE CO (PG)	122,584.00		126,504.30	0.83%	114,132.59	57.35	12,371.71	3.31%	4,179.00	
PNC CAPITAL ADVISOR	1,990		63,570.00							

Detail

Consumer staples

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
JM SMUCKER CO/THE-NEW COM WI (SJM)	80,670.70	1,130	86,377.20	76.4400	0.57%	70,567.28	62.45	15,809.92	2.31%	1,988.80	
PNC CAPITAL ADVISOR	74,431.50	1,430	75,990.20	53.1400	0.50%	81,109.48	56.72	-5,119.28	2.75%	2,087.80	
WAL-MART STORES INC (WMT)	67,836.60	1,690	71,757.40	42.4600	0.47%	71,829.57	42.50	-72.17	1.65%	1,183.00	
PNC CAPITAL ADVISOR											
Total consumer staples			\$656,828.90		4.29%	\$594,550.05		\$62,278.85	2.31%	\$15,179.40	\$606.30

Energy

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
APACHE CORPORATION (APA)	\$60,223.20	460	\$56,759.40	\$123.3900	0.38%	\$40,160.53	\$87.31	\$16,598.87	0.49%	\$276.00	
PNC CAPITAL ADVISOR											
BAKER HUGHES INC (BHI)			82,718.40		0.54%	79,135.94	69.42	3,582.46	0.83%	684.00	
PNC CAPITAL ADVISOR											
CHEVRON CORPORATION (CVX)	210,680.40	1,960	201,566.40	102.8400	1.32%	145,424.11	74.20	56,142.29	3.04%	6,115.20	
PNC CAPITAL ADVISOR											
EXXON MOBIL CORP (XOM)	233,881.40	2,780	226,236.40	81.3800	1.48%	204,563.15	73.58	21,673.25	2.32%	5,226.40	
PNC CAPITAL ADVISOR											
HESS CORPORATION (HES)	63,055.40	740	55,322.40	74.7600	0.37%	58,841.62	79.52	-3,519.22	0.54%	296.00	
PNC CAPITAL ADVISOR											
NATIONAL OILWELL VARCO INC (NOV)	156,161.90	1,970	154,073.70	78.2100	1.01%	82,175.20	41.71	71,898.50	0.57%	866.80	
PNC CAPITAL ADVISOR											
Total energy			\$776,676.70		5.07%	\$610,300.55		\$166,376.15	1.73%	\$13,464.40	



Detail

Financial

Description (Symbol)	Market value last period Quantity	Current market value price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
AMERICAN EXPRESS CO (AXP)	\$56,952.00 1,560	\$80,652.00 \$51,7000	0.53 %	\$67,072.43	\$43.00	\$13,579.57	1.40 %	\$1,123.20	\$280.80
PNC CAPITAL ADVISOR	103,836.00 1,700	98,056.00 57,6800	0.64 %	69,819.10	41.07	28,236.90	1.60 %	1,564.00	
AMERIPRISE FINANCIAL INC (AMP)	60,118.30 4,510	49,429.60 10,9600	0.33 %	74,511.46	16.52	-25,081.86	0.37 %	180.40	
BANK OF AMERICA CORP (BAC)	101,841.60 1,960	101,273.20 51,6700	0.67 %	84,566.43	43.15	16,706.77	0.39 %	392.00	
PNC CAPITAL ADVISOR	86,447.10 1,410	88,280.10 62,6100	0.58 %	62,732.63	44.49	25,547.47	2.50 %	2,199.60	569.90
CHUBB CORP (CB)	1,990	82,863.60 41,6400	0.55 %	84,668.04	42.55	-1,804.44	0.10 %	79.60	
CITIGROUP INC (C)	63,179.20 1,120	67,200.00 60,0000	0.44 %	50,711.18	45.28	16,488.82	2.26 %	1,512.00	378.00
EQUITY RESIDENTIAL (EQR)									
SH BEN INT REIT									
PNC CAPITAL ADVISOR									
JPMORGAN CHASE & CO (JPM)	163,885.50 3,555	145,541.70 40,9400	0.95 %	101,741.92	28.62	43,799.78	2.45 %	3,555.00	
PNC CAPITAL ADVISOR									
MOODY'S CORP (MCO)	1,610	61,743.50 38,3500	0.41 %	63,431.26	39.40	-1,687.76	1.47 %	901.60	
PNC CAPITAL ADVISOR									
WELLS FARGO & COMPANY (WFC)	111,302.10 3,510	98,490.60 28,0600	0.65 %	93,115.66	26.53	5,374.94	1.72 %	1,684.80	
PNC CAPITAL ADVISOR									
Total financial		\$873,530.30	5.70 %	\$752,370.11		\$121,160.19	1.51 %	\$13,192.20	\$1,208.70

Health care

Description (Symbol)	Market value last period Quantity	Current market value price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
COVIDIEN PLC (COV)	\$103,360.60 1,990	\$105,927.70 \$53,2300	0.70 %	\$93,778.42	\$47.13	\$12,149.28	1.51 %	\$1,592.00	
ISIN IE00B685QD29 SEDOL B685QD2									
PNC CAPITAL ADVISOR									
ALLERGAN INC (AGN)	86,644.40 1,220	101,565.00 83,2500	0.67 %	55,120.15	45.18	46,444.85	0.25 %	244.00	
PNC CAPITAL ADVISOR									

Detail

Health care

Description (Symbol)	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	Current quantity	price per unit						
AMERISOURCEBERGEN CORP (ABC)	105,585.64		110,496.60		0.73 %	75,733.60	34,763.00	1.12 %	1,227.74	
PNC CAPITAL ADVISOR	2,669		41,400			28.38				
JOHNSON & JOHNSON (JNJ)	66,360.00		141,022.40		0.92 %	131,985.71	9,036.69	3.43 %	4,833.60	
PNC CAPITAL ADVISOR	2,120		66,520			62.26				
MERCK & CO INC (MRK)	45,553.80		48,700.20		0.32 %	51,762.83	-3,062.63	4.31 %	2,097.60	524.40
PNC CAPITAL ADVISOR	1,380		35,290			37.51				
PFIZER INC (PFE)	139,732.80		115,978.00		0.76 %	88,172.11	27,805.89	3.89 %	4,504.00	
PNC CAPITAL ADVISOR	5,630		20,600			15.66				
SHIRE PLC (SHPGV)	97,734.69		57,750.73		0.38 %	40,894.38	16,856.35	0.42 %	240.91	
SPONSORED ADR	613		94,210			66.71				
PNC CAPITAL ADVISOR										
UNITEDHEALTH GROUP INC (UNH)	102,604.00		117,086.60		0.77 %	61,198.97	55,887.63	1.27 %	1,475.50	
PNC CAPITAL ADVISOR	2,270		51,580			26.96				
Total health care			\$798,527.23		5.21 %	\$598,646.17	\$199,881.06	2.03 %	\$16,215.35	\$524.40

Industrials

Description (Symbol)	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	Current quantity	price per unit						
COOPER INDUSTRIES PLC (CBE)	\$116,171.00		\$106,809.30		0.70 %	\$78,542.15	\$28,267.15	1.95 %	\$2,076.40	\$519.10
SEDOL B40K911 ISIN IE00B40K9117	1,790		\$59,670			\$43.88				
PNC CAPITAL ADVISOR										
CUMMINS INC (CMI)	72,349.20		68,303.40		0.45 %	34,432.50	33,870.90	1.02 %	693.00	
PNC CAPITAL ADVISOR	660		103,490			52.17				
DEERE & CO (DE)	93,983.30		79,976.50		0.53 %	79,419.27	557.23	1.99 %	1,590.80	397.70
PNC CAPITAL ADVISOR	970		82,450			81.88				
DOVER CORP (DOV)	101,897.00		105,090.00		0.69 %	77,024.18	28,065.82	1.63 %	1,705.00	
PNC CAPITAL ADVISOR	1,550		67,800			49.69				
EATON CORP (ETN)	89,812.80		83,349.00		0.55 %	81,692.23	1,656.77	2.65 %	2,203.20	
PNC CAPITAL ADVISOR	1,620		51,450			50.43				
GENERAL ELECTRIC CO (GE)	95,839.00		90,150.80		0.59 %	80,996.29	9,154.51	3.19 %	2,868.00	717.00
PNC CAPITAL ADVISOR	4,780		18,860			16.95				



Detail

Industrials

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
UNION PACIFIC CORP (UNP)	95,970.08	976	101,894.40	104.4000	0.67 %	72,594.08	74.38	29,300.32	1.82 %	1,854.40	463.60
PNC CAPITAL ADVISOR	99,040.50	1,170	103,556.70	88.5100	0.68 %	56,288.87	48.11	47,267.83	2.17 %	2,246.40	
UNITED TECHNOLOGIES CORP (UTX)											
PNC CAPITAL ADVISOR					4.82 %	\$560,989.57		\$178,140.53	2.06 %	\$15,237.20	\$2,097.40

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
APPLE INC (AAPL)	\$282,290.67	810	\$271,892.70	\$335.6700	1.78 %	\$54,150.75	\$66.85	\$217,741.95			
PNC CAPITAL ADVISOR	109,161.60	4,110	113,230.50	27.5500	0.74 %	70,194.28	17.08	43,036.22			
EMC CORP (EMC)	62,700.80	2,020	65,185.40	32.2700	0.43 %	69,510.02	34.41	-4,324.62			
PNC CAPITAL ADVISOR	129,087.20	220	111,403.60	506.3800	0.73 %	89,126.84	405.12	22,276.76			
EBAY INC (EBAY)	61,145.40	4,080	90,412.80	22.1600	0.59 %	72,391.58	17.74	18,021.22	3.28 %	2,958.00	
PNC CAPITAL ADVISOR	130,456.00	800	137,240.00	171.5500	0.90 %	87,717.56	109.65	49,522.44	1.75 %	2,400.00	
GOOGLE INC-CL A (GOOG)	131,393.25	5,175	134,550.00	26.0000	0.88 %	85,940.32	16.61	48,609.68	2.47 %	3,312.00	
PNC CAPITAL ADVISOR	138,742.80	4,150	136,576.50	32.9100	0.90 %	77,778.46	18.74	58,798.04	0.73 %	996.00	
INTEL CORP (INTC)	93,211.00	1,960	111,308.40	56.7900	0.73 %	105,905.90	54.03	5,402.50	1.52 %	1,685.60	
PNC CAPITAL ADVISOR	62,553.60	1,810	59,422.30	32.8300	0.39 %	65,057.37	35.94	-5,635.07	1.59 %	941.20	
INTERNATIONAL BUSINESS MACHS (IBM)					8.03 %	\$777,773.08		\$453,449.12	1.00 %	\$12,292.80	
PNC CAPITAL ADVISOR											
MICROSOFT CORP (MSFT)											
PNC CAPITAL ADVISOR											
ORACLE CORP (ORCL)											
PNC CAPITAL ADVISOR											
QUALCOMM INC (QCOM)											
PNC CAPITAL ADVISOR											
TEXAS INSTRUMENTS INC (TXN)											
PNC CAPITAL ADVISOR											
Total information technology			\$1,231,222.20								

Detail

Materials

Description (Symbol)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Quantity	price per unit					
CELANESE CORP-SERIES A (ICE)	\$96,726.60		\$116,215.80		0.76 %	\$67,129.89	0.38 %	\$436.00	
PNC CAPITAL ADVISOR	2,180	\$53.3100	88,642.00		0.58 %	16,646.16	3.04 %	2,689.60	
DUPONT E I DE NEMOURS & CO (DD)	90,150.80		71,995.84		0.49 %	22,356.51	2.52 %	1,874.16	
PNC CAPITAL ADVISOR	1,640	54.0500	74,629.38						
PPG INDUSTRIES INC (PPG)	78,262.62		52,272.87						
PNC CAPITAL ADVISOR	822	90.7900	63.59						
Total materials			\$279,487.18		1.82 %	\$106,132.56	1.79 %	\$4,999.76	

Telecommunication services

Description (Symbol)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Quantity	price per unit					
AT&T INC (T)	\$68,260.30		\$70,044.30		0.46 %	\$15,232.68	5.48 %	\$3,835.60	
PNC CAPITAL ADVISOR	2,230	\$31.4100	\$1,410						
CENTURYLINK INC (CTL)	69,804.00		67,922.40		0.45 %	10,951.75	7.18 %	4,872.00	
PNC CAPITAL ADVISOR	1,680	40.4300	33.91						
Total telecommunication services			\$137,966.70		0.90 %	\$26,184.43	6.31 %	\$8,707.60	

Utilities

Description (Symbol)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Quantity	price per unit					
NORTHEAST UTILITIES (NU)	\$61,934.00		\$62,954.30		0.42 %	\$5,094.34	3.13 %	\$1,969.00	
PNC CAPITAL ADVISOR	1,790	\$35.1700	\$35.1700						
WISCONSIN ENERGY CORP (WEC)	84,180.00		86,526.00		0.57 %	30,828.82	3.32 %	2,870.40	
PNC CAPITAL ADVISOR	2,760	31.3500	20.18						
Total utilities			\$149,480.30		0.98 %	\$35,923.16	3.24 %	\$4,839.40	
Total stocks			\$6,422,703.31		41.90 %	\$1,542,494.86	1.80 %	\$115,846.51	\$8,549.90



Detail

Mutual funds - equity

Description (Symbol)	Market value last period		Quantity	Current market value	Current price per unit	% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Price per unit										
PNC INTERNATIONAL EQUITY FUND (PIUIX)	58,808,833	\$930,355.74		\$944,469.86	6.17%	\$548,138.46	\$9.32	\$396,331.40				
21-75-073-4453885 CLASS I	1,744,759.27	1,744,142.90		1,744,142.90	11.40%	1,204,589.33	8.71	541,553.57				
PNC SMALL CAP CORE FUND (PPCIX)	138,363.146			12,620.00								
21-75-073-4453885 CLASS I	873,925.69	863,321.30		863,321.30	5.64%	836,534.00	13.41	26,787.30				
PNC LARGE CAP VALUE FUND (PLVIX)	62,378.707			13,840.00								
21-75-073-4453885 CLASS I												
Total mutual funds - equity				\$3,553,934.06	23.19%	\$2,589,261.79		\$964,672.27				

Total equities

				\$9,976,637.37	65.09%	\$7,469,470.24		\$2,507,167.13		1.16%	\$115,846.51	\$8,549.90
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Total portfolio

				\$15,928,576.22	100.00%	\$12,741,362.02		\$2,587,236.20		1.83%	\$280,645.92	\$46,831.21
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Pending Trades

Purchases

Description	Trade date	Settle date	Quantity	Price per unit	Cash
BANK OF AMERICA CORP	06/30/11	07/06/11	5,000	\$1.0667	-\$5,333.50
SR UNSEC					
05.750% DUE 12/01/2017					
WHOLE FOODS MKT INC	06/29/11	07/05/11	1,190	63.8045	- 75,927.35
Total pending purchases					-\$81,260.85



GLEVE PUB LIB ENDMT CONS
 INVESTMENT MANAGEMENT STATEMENT
 Account number 21-75-501-4453885
 April 1, 2011 - June 30, 2011

Detail

Sales

Description	Trade date	Settle date	Quantity	Price per unit	Cash
BANK OF AMERICA CORP SR NTS	06/30/11	07/06/11	5,000	\$111.5500	\$5,577.50
06.500% DJE 08/01/2016 WALGREEN CO	06/29/11	07/05/11	1,690	41.8306	70,624.75
Total pending sales					\$76,202.25
Net pending trades					-\$5,058.60



**CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JULY 1 – JULY 31, 2011**

Carolyn Henrick
FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending July 31, 2011

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Total</u>
41 Taxes	21,338,789.29	0.00	0.00	0.00	21,338,789.29
42 Intergovernmental	16,542,940.27	470,958.80	0.00	0.00	17,013,899.07
43 Fines & Fees	247,967.03	0.00	0.00	0.00	247,967.03
44 Investment Earnings	277,062.68	519.44	0.00	4,877.86	282,459.98
45 Charges for Services	1,452,284.50	0.00	0.00	0.00	1,452,284.50
46 Contributions & Donations	0.00	530,908.24	0.00	0.00	530,908.24
48 Miscellaneous Revenue	372,833.51	7,693.26	0.00	0.00	380,526.77
Total Revenues	\$ 40,231,877.28	\$ 1,010,079.74	\$ 0.00	\$ 4,877.86	\$ 41,246,834.88
51 Salaries/Benefits	20,506,138.72	141,977.51	0.00	0.00	20,648,116.23
52 Supplies	627,565.84	25,234.08	0.00	0.00	652,799.92
53 Purchased/Contracted Services	6,107,268.41	481,846.44	0.00	34.00	6,589,148.85
54 Library Materials	4,908,744.65	46,188.05	0.00	7,539.37	4,962,472.07
55 Capital Outlay	428,255.62	85,306.66	120,263.13	0.00	633,825.41
57 Miscellaneous Expenses	65,546.99	11,829.50	0.00	0.00	77,376.49
Total Expenditures	\$ 32,643,520.23	\$ 792,382.24	\$ 120,263.13	\$ 7,573.37	\$ 33,563,738.97
Revenue Over/(Under) Expenditures	\$ 7,588,357.05	\$ 217,697.50	\$(120,263.13)	\$(2,695.51)	\$ 7,683,095.91
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	\$ 7,588,357.05	\$ 217,697.50	\$(120,263.13)	\$(2,695.51)	\$ 7,683,095.91
Beginning Year Cash Balance	\$ 30,063,231.06	\$ 10,874,001.06	\$ 10,201,558.02	\$ 2,541,077.54	\$ 53,679,867.68
Current Cash Balance	\$ 38,163,089.48	\$ 11,091,698.56	\$ 10,081,294.89	\$ 2,538,382.03	\$ 61,874,464.96

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the period Ending July 31, 2011

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	21,799,457	13,381,075	8,418,382	61%	62%
General Property Tax	26,214,496	21,338,789	4,875,707	81%	97%
Rollback, Homestead, CAT	5,200,000	2,412,823	2,787,177	46%	36%
Federal Grants	0	0	0	0%	100%
State Aid	1,200,000	749,042	450,958	62%	94%
Fines & Fees	300,000	247,967	52,033	83%	85%
Investment Earnings	700,000	277,063	422,937	40%	160%
Services to Others-Clevnet	2,400,000	1,452,285	947,716	61%	63%
Miscellaneous	429,437	372,834	56,603	87%	12%
Totals	\$ 58,243,390	\$ 40,231,877	\$ 18,011,513	69%	77%

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	37,269,756	20,539,807	16,729,949	55%	57%
Supplies	1,251,579	860,656	390,922	69%	54%
Purchased Services	12,190,066	10,356,306	1,833,760	85%	87%
Library Materials	12,767,791	7,673,854	5,093,937	60%	53%
Capital Outlay	963,206	512,320	450,886	53%	34%
Other	112,367	83,368	28,999	74%	142%
Subtotal	\$ 64,554,764	\$ 40,026,310	\$ 24,528,454	62%	61%
Advances/Transfers	0	0	0	0%	0%
Totals	\$ 64,554,764	\$ 40,026,310	\$ 24,528,454	62%	61%

Note (1): Certificate from Cuyahoga County Budget Commission dated June 8, 2011.

Note (2): Amended Appropriation of \$58,243,389 plus carried forward encumbrance of \$6,311,375.

Note (3): Subtotal includes 51% expended and 11% encumbered.

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending July 31, 2011

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	11,166,991.00	11,552,488.97	6,290,696.06	0.00	5,261,792.91
51120 Clerical Salaries	10,282,550.00	10,644,749.89	5,698,992.95	0.00	4,945,756.94
51130 Non-Clerical Salaries	1,159,770.00	1,201,088.55	687,914.19	0.00	513,174.36
51140 Buildings Salaries	3,739,466.00	3,874,639.22	2,193,203.28	0.00	1,681,435.94
51150 Other Salaries	1,298,485.00	1,344,739.26	749,225.12	0.00	595,514.14
51180 Severance Pay	0.00	81,503.11	217,729.54	0.00	(136,226.43)
51190 Non-Base Pay	0.00	1,035.58	103,686.45	0.00	(102,650.87)
51400 OPERS	3,864,245.00	4,000,841.59	2,213,248.84	0.00	1,787,592.75
51610 Health Insurance	3,218,053.00	3,351,947.41	1,874,235.47	0.00	1,477,711.94
51620 Life Insurance	46,771.00	50,465.47	26,914.29	0.00	23,551.18
51630 Workers Compensation	220,000.00	440,000.00	219,335.20	0.00	220,664.80
51640 Unemployment Compensation	47,248.00	73,183.70	33,250.19	31,196.22	8,737.29
51650 Medicare - ER	316,421.00	328,233.71	183,707.19	0.00	144,526.52
51900 Other Benefits	0.00	324,839.46	13,999.95	2,472.05	308,367.46
Salaries/Benefits	\$35,360,000.00	\$ 37,269,755.92	\$ 20,506,138.72	\$ 33,668.27	\$ 16,729,948.93
52110 Office Supplies	48,845.00	52,304.89	23,621.81	3,425.74	25,257.34
52120 Stationery	104,365.00	103,240.80	37,467.70	23,727.26	42,045.84
52130 Duplication Supplies	74,040.00	70,813.91	31,696.86	6,151.95	32,965.10
52140 Hand Tools	3,950.00	5,176.27	16.79	1,151.27	4,006.21
52150 Book Repair Supplies	108,875.00	107,345.06	39,023.32	33,754.60	34,567.14
52210 Janitorial Supplies	106,300.00	100,800.09	60,704.05	10,395.64	29,700.40
52220 Electrical Supplies	62,220.00	62,934.07	29,254.47	10,058.71	23,620.89
52230 Maintenance Supplies	148,275.00	270,835.41	173,371.94	32,207.05	65,256.42
52240 Uniforms	9,250.00	9,802.25	7,920.94	745.50	1,135.81
52300 Motor Vehicle Supplies	95,500.00	100,892.33	48,700.87	35,187.39	17,004.07
52900 Other Supplies	275,265.00	367,433.48	175,785.09	76,285.24	115,363.15
Supplies	\$1,036,885.00	\$ 1,251,578.56	\$ 627,565.84	\$ 233,090.35	\$ 390,922.37

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending July 31, 2011

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54210	1,374,955.00	1,742,747.63	121,771.41	360,080.47	1,260,895.75
54220	239,000.00	267,068.73	3,745.74	33,238.86	230,084.13
54310	1,576,500.00	1,676,025.40	1,110,077.25	208,410.58	357,537.57
54320	227,929.00	268,987.81	115,594.26	49,238.28	104,155.27
54325	631,047.00	671,229.71	303,226.62	227,825.54	140,177.55
54350	295,950.00	382,583.80	277,675.25	44,742.97	60,165.58
54500	1,270,538.00	1,843,610.53	836,566.88	436,312.34	570,731.31
54600	6,500.00	6,890.98	3,031.39	3,748.50	111.09
54710	39,000.00	103,052.00	12,564.79	51,487.21	39,000.00
54720	75,000.00	140,074.89	21,662.03	69,660.42	48,752.44
54730	10,000.00	10,467.96	3,404.85	6,614.03	449.08
54790	65,000.00	94,818.38	29,654.27	21,783.53	43,380.58
54900	500.00	500.00	0.00	0.00	500.00
Library Materials	\$10,250,362.00	\$12,767,791.07	\$4,908,744.65	\$2,765,109.30	\$5,093,937.12
55510	106,225.00	199,297.52	62,190.95	39,673.33	97,433.24
55520	62,300.00	127,907.30	68,439.99	25,313.82	34,153.49
55530	550,399.00	635,000.79	297,624.68	19,076.85	318,299.26
55700	0.00	1,000.00	0.00	0.00	1,000.00
Capital Outlay	\$718,924.00	\$963,205.61	\$428,255.62	\$84,064.00	\$450,885.99
57100	63,300.00	65,046.00	55,466.40	6,360.60	3,219.00
57200	1,500.00	1,762.21	301.80	359.06	1,101.35
57500	43,027.00	45,558.66	9,778.79	11,100.99	24,678.88
Miscellaneous Expenses	\$107,827.00	\$112,366.87	\$65,546.99	\$17,820.65	\$28,999.23
Advances	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$57,516,264.00	\$64,554,763.77	\$32,643,520.23	\$7,382,789.85	\$24,528,453.69

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2011

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	30,063,231.06	40,231,877.28	32,643,520.23	7,320,597.99	30,330,990.12
Total General Fund	\$ 30,063,231.06	\$ 40,231,877.28	\$ 32,643,520.23	\$ 7,320,597.99	\$ 30,330,990.12
201 Anderson	189,635.01	0.00	0.00	0.00	189,635.01
202 Endowment for the Blind	1,375,391.48	152,284.00	0.00	0.00	1,527,675.48
203 Founders	4,260,062.08	74,089.50	93,439.38	61,833.94	4,178,878.26
204 Kaiser	40,238.89	0.00	0.00	0.00	40,238.89
205 Kraley	140,583.80	0.00	0.00	0.00	140,583.80
206 Library	156,094.60	8,173.77	377.42	3,819.99	160,070.96
207 Pepke	87,619.01	0.00	0.00	0.00	87,619.01
208 Wickwire	999,204.65	519.44	3,996.98	4,946.05	990,781.06
209 Wittke	59,386.26	0.00	0.00	0.00	59,386.26
210 Young	2,720,399.78	10,660.97	0.00	0.00	2,731,060.75
225 Friends	6,850.00	9,700.00	980.30	765.00	14,804.70
226 Judd	7,800.74	102,077.50	77,532.28	26,824.52	5,521.44
228 Lockwood Thompson Memorial	394,168.37	79,057.50	103,652.06	152,828.24	216,745.57
229 Ohio Center for the Book	58.00	0.00	0.00	0.00	58.00
230 Schweinfurth	10,799.07	40,265.00	23,662.35	25,065.00	2,336.72
242 Cleveland NCA Kiosk	10,362.81	0.00	689.03	2,099.26	7,574.52
243 Gates Foundation	74,281.22	54,600.00	67,901.04	3,112.20	57,867.98
244 Harvard CS Kiosk Project	7,522.28	0.00	188.90	872.95	6,460.43
251 LSTA-Library for the Blind	4,999.00	125,682.00	4,999.00	0.00	125,682.00
252 LSTA-Know It Now	200,764.82	274,350.69	294,246.54	8,242.57	172,626.40
253 MetLife-Fit for Life II	6,677.45	0.00	6,677.45	0.00	0.00
254 MyCom	121,101.74	78,619.37	114,039.51	91,532.22	(5,850.62)
Total Special Revenue Funds	\$ 10,874,001.06	\$ 1,010,079.74	\$ 792,382.24	\$ 381,941.94	\$ 10,709,756.62
401 Building & Repair	10,201,558.02	0.00	120,263.13	93,339.75	9,987,955.14

Cheveriano Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2011

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
Total Capital Project Funds	\$ 10,201,558.02	\$ 0.00	\$ 120,263.13	\$ 93,339.75	\$ 9,987,955.14
501 Abel	160,917.69	0.00	0.00	0.00	160,917.69
502 Ambler	1,545.77	0.00	0.00	0.00	1,545.77
503 Beard	107,080.37	0.00	0.00	1,813.00	105,267.37
504 Klein	3,663.83	0.00	0.00	0.00	3,663.83
505 Malon/Schroeder	206,938.71	0.00	0.00	0.00	206,938.71
506 McDonald	126,210.68	0.00	0.00	0.00	126,210.68
507 Ratner	61,750.50	0.00	0.00	0.00	61,750.50
508 Root	26,625.23	0.00	0.00	0.00	26,625.23
509 Sugarman	164,969.13	0.00	0.00	0.00	164,969.13
510 Thompson	113,618.33	0.00	0.00	0.00	113,618.33
511 Weidenthal	4,556.48	0.00	0.00	0.00	4,556.48
512 White	1,563,200.82	4,877.86	7,573.37	3,563.34	1,556,941.97
Total Permanent Funds	\$ 2,541,077.54	\$ 4,877.86	\$ 7,573.37	\$ 5,376.34	\$ 2,533,005.69
Total All Funds	\$ 53,679,867.68	\$ 41,246,834.88	\$ 33,563,738.97	\$ 7,801,256.02	\$ 53,561,707.57


Cleveland Public Library
Depository Balance Detail
For the Period Ending July 31, 2011

Balance of All Funds	<u>\$ 61,874,464.96</u>
Chase-Checking	8,631.26
PNC-Checking	0.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	3,914,098.10
KeyBank-MC/VISA	51,035.75
Fifth Third - Checking	253,611.79
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>\$ 4,233,126.90</u>
PNC - Money Market	10,010.58
PNC - Investments	33,961,639.31
PNC/Allegiant Money Market	193,891.66
KeyBank - Victory Fund	0.00
STAR OHIO Investment	11,169,837.82
Investments	<u>\$ 45,335,379.37</u>
PNC Endowment Acct	12,305,958.69
Endowment Account	<u>\$ 12,305,958.69</u>
Cash in Banks and On Hand	<u>\$ 61,874,464.96</u>

**CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD AUGUST 1 – AUGUST 31, 2011**

Carolyn Henrich
FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending August 31, 2011

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Total</u>
41 Taxes	26,383,789.29	0.00	0.00	0.00	26,383,789.29
42 Intergovernmental	17,953,419.33	644,484.49	0.00	0.00	18,597,903.82
43 Fines & Fees	285,614.79	0.00	0.00	0.00	285,614.79
44 Investment Earnings	324,891.06	519.44	0.00	4,877.86	330,288.36
45 Charges for Services	1,589,790.89	0.00	0.00	0.00	1,589,790.89
46 Contributions & Donations	0.00	579,982.36	0.00	0.00	579,982.36
48 Miscellaneous Revenue	374,161.12	7,693.26	0.00	0.00	381,854.38
Total Revenues	\$ 46,911,666.48	\$ 1,232,679.55	\$ 0.00	\$ 4,877.86	\$ 48,149,223.89
51 Salaries/Benefits	23,227,769.34	159,310.08	0.00	0.00	23,387,079.42
52 Supplies	746,994.77	20,143.24	0.00	0.00	767,138.01
53 Purchased/Contracted Services	6,810,696.37	507,049.21	0.00	34.00	7,317,779.58
54 Library Materials	5,388,547.85	54,029.95	0.00	8,359.82	5,450,937.62
55 Capital Outlay	454,533.98	85,306.66	211,618.26	0.00	751,458.90
57 Miscellaneous Expenses	68,859.04	17,501.18	0.00	0.00	86,360.22
Total Expenditures	\$ 36,697,401.35	\$ 843,340.32	\$ 211,618.26	\$ 8,393.82	\$ 37,760,753.75
Revenue Over/(Under) Expenditures	\$ 10,214,265.13	\$ 389,339.23	\$(211,618.26)	\$(3,515.96)	\$ 10,388,470.14
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	\$ 10,214,265.13	\$ 389,339.23	\$(211,618.26)	\$(3,515.96)	\$ 10,388,470.14
Beginning Year Cash Balance	\$ 30,063,231.06	\$ 10,874,001.06	\$ 10,201,558.02	\$ 2,541,077.54	\$ 53,679,867.68
Current Cash Balance	\$ 40,533,295.39	\$ 11,263,340.29	\$ 9,989,939.76	\$ 2,537,561.58	\$ 64,324,137.02

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the period Ending August 31, 2011

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	21,799,457	14,774,190	7,025,267	68%	70%
General Property Tax	26,214,496	26,383,789	(169,293)	101%	97%
Rollback, Homestead, CAT	5,200,000	2,412,823	2,787,177	46%	36%
Federal Grants	0	0	0	0%	100%
State Aid	1,200,000	766,406	433,594	64%	115%
Fines & Fees	300,000	285,615	14,385	95%	96%
Investment Earnings	700,000	324,891	375,109	46%	171%
Services to Others-Clevnet	2,400,000	1,589,791	810,209	66%	72%
Miscellaneous	429,437	374,161	55,276	87%	13%
Totals	\$ 58,243,390	\$ 46,911,666	\$ 11,331,724	81%	80%

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	37,269,756	23,257,003	14,012,753	62%	65%
Supplies	1,251,579	888,534	363,044	71%	59%
Purchased Services	12,190,066	10,663,377	1,526,689	87%	92%
Library Materials	12,767,791	8,954,860	3,812,931	70%	70%
Capital Outlay	963,206	622,678	340,528	65%	36%
Other	112,367	82,911	29,456	74%	142%
Subtotal	\$ 64,554,764	\$ 44,469,364	\$ 20,085,400	69%	70%
Advances/Transfers	0	0	0	0%	0%
Totals	\$ 64,554,764	\$ 44,469,364	\$ 20,085,400	69%	70%

Note (1): Certificate from Cuyahoga County Budget Commission dated June 8, 2011.

Note (2): Amended Appropriation of \$58,243,389 plus carried forward encumbrance of \$6,311,375.

Note (3): Subtotal includes 57% expended and 12% encumbered.

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending August 31, 2011

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	11,166,991.00	11,552,488.97	7,130,315.70	0.00	4,422,173.27
51120 Clerical Salaries	10,282,550.00	10,644,749.89	6,474,134.15	0.00	4,170,615.74
51130 Non-Clerical Salaries	1,159,770.00	1,201,088.55	784,752.19	0.00	416,336.36
51140 Buildings Salaries	3,739,466.00	3,874,639.22	2,483,083.30	0.00	1,391,555.92
51150 Other Salaries	1,298,485.00	1,344,739.26	845,294.53	0.00	499,444.73
51180 Severance Pay	0.00	81,503.11	220,973.51	0.00	(139,470.40)
51190 Non-Base Pay	0.00	1,035.58	122,640.64	0.00	(121,605.06)
51400 OPERS	3,864,245.00	4,000,841.59	2,511,910.95	0.00	1,488,930.64
51610 Health Insurance	3,218,053.00	3,351,947.41	2,144,493.64	0.00	1,207,453.77
51620 Life Insurance	46,771.00	50,465.47	30,721.77	0.00	19,743.70
51630 Workers Compensation	220,000.00	440,000.00	219,335.20	0.00	220,664.80
51640 Unemployment Compensation	47,248.00	73,183.70	37,684.55	26,761.86	8,737.29
51650 Medicare - ER	316,421.00	328,233.71	208,429.26	0.00	119,804.45
51900 Other Benefits	0.00	324,839.46	13,999.95	2,472.05	308,367.46
Salaries/Benefits	\$35,360,000.00	\$ 37,269,755.92	\$ 23,227,769.34	\$ 29,233.91	\$ 14,012,752.67
52110 Office Supplies	48,845.00	52,304.89	27,253.22	4,545.06	20,506.61
52120 Stationery	104,365.00	103,240.80	60,977.03	4,645.90	37,617.87
52130 Duplication Supplies	74,040.00	70,813.91	36,693.92	5,084.06	29,035.93
52140 Hand Tools	3,950.00	5,176.27	18.79	0.00	5,157.48
52150 Book Repair Supplies	108,875.00	107,345.06	39,803.90	5,675.32	61,865.84
52210 Janitorial Supplies	106,300.00	100,800.09	63,457.86	16,660.69	20,681.54
52220 Electrical Supplies	62,220.00	62,934.07	34,618.11	8,450.88	19,865.08
52230 Maintenance Supplies	148,275.00	270,835.41	184,144.34	42,815.61	43,875.46
52240 Uniforms	9,250.00	9,802.25	7,920.94	745.50	1,135.81
52300 Motor Vehicle Supplies	95,500.00	100,892.33	55,795.88	27,406.41	17,690.04
52900 Other Supplies	275,265.00	367,433.48	236,310.78	25,510.22	105,612.48
Supplies	\$1,036,885.00	\$ 1,251,578.56	\$ 746,994.77	\$ 141,539.65	\$ 363,044.14

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending August 31, 2011

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53100	35,000.00	46,305.63	26,086.49	20,219.14	0.00
53210	613,524.00	711,553.94	373,223.45	296,060.36	42,270.13
53230	144,225.00	137,336.26	65,987.05	56,836.73	14,512.48
53240	217,923.85	305,256.97	129,940.35	45,613.14	129,703.48
53310	142,710.00	216,576.15	92,587.15	78,064.47	45,924.53
53320	36,870.00	44,715.30	22,108.98	11,262.18	11,344.14
53340	140,500.00	153,885.89	83,703.76	54,326.59	15,855.54
53350	328,386.00	447,731.24	205,714.17	117,000.76	125,016.31
53360	874,306.00	891,670.13	679,659.07	34,797.16	177,213.90
53370	23,000.00	42,971.85	27,347.48	11,094.23	4,530.14
53380	870,000.00	1,093,746.69	642,146.15	421,765.08	29,835.46
53390	20,000.00	24,989.68	23,023.18	1,966.50	0.00
53400	453,900.00	456,144.00	369,917.50	36,565.50	49,661.00
53510	116,900.00	148,862.70	65,649.28	63,578.32	19,635.10
53520	317,150.00	346,033.27	192,391.38	129,950.01	23,691.88
53610	2,239,350.00	2,367,460.82	1,201,084.37	1,068,121.24	98,255.21
53620	338,900.00	352,064.70	201,549.20	94,927.25	55,588.25
53630	843,200.00	1,040,037.28	684,403.04	354,893.54	740.70
53640	106,525.00	131,721.57	49,774.48	78,970.16	2,976.93
53710	1,049,596.15	1,523,679.67	783,127.86	535,597.90	204,953.91
53720	860,000.00	1,345,392.62	716,510.26	217,267.49	411,614.87
53800	254,700.00	324,161.50	143,657.84	119,972.50	60,531.16
53900	15,600.00	37,767.88	31,103.88	3,830.00	2,834.00
	\$10,042,266.00	\$12,190,065.74	\$6,810,696.37	\$3,852,680.25	\$1,526,689.12
Purchased/Contracted Services					
54110	3,756,443.00	4,551,106.25	1,976,759.39	1,051,416.85	1,522,930.01
54120	682,000.00	1,008,627.00	372,720.00	336,975.89	298,931.11

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending August 31, 2011

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
54210	1,374,955.00	1,742,747.63	124,813.72	831,726.87	786,207.04
54220	239,000.00	267,068.73	3,745.74	186,763.33	76,559.66
54310	1,576,500.00	1,676,025.40	1,176,949.22	218,968.20	280,107.98
54320	227,929.00	268,987.81	130,834.41	42,959.93	95,193.47
54325	631,047.00	671,229.71	373,761.95	192,286.89	105,180.87
54350	295,950.00	382,583.80	286,127.97	43,445.19	53,010.64
54500	1,270,538.00	1,843,610.53	843,782.09	559,492.58	440,335.86
54600	6,500.00	6,890.98	4,032.41	2,817.48	41.09
54710	39,000.00	103,052.00	15,914.97	24,771.53	62,365.50
54720	75,000.00	140,074.89	37,964.09	52,211.54	49,899.26
54730	10,000.00	10,467.96	3,404.85	6,614.03	449.08
54790	65,000.00	94,818.38	37,737.04	15,862.33	41,219.01
54900	500.00	500.00	0.00	0.00	500.00
Library Materials	\$10,250,362.00	\$12,767,791.07	\$5,388,547.85	\$3,566,312.64	\$3,812,930.58
55510	106,225.00	199,297.52	62,190.95	61,116.02	75,990.55
55520	62,300.00	127,907.30	75,975.31	15,829.50	36,102.49
55530	550,399.00	635,000.79	316,367.72	90,198.34	228,434.73
55700	0.00	1,000.00	0.00	1,000.00	0.00
Capital Outlay	\$718,924.00	\$963,205.51	\$454,533.98	\$168,143.86	\$340,527.77
57100	63,300.00	65,046.00	56,725.25	5,101.75	3,219.00
57200	1,500.00	1,762.21	301.80	359.06	1,101.35
57500	43,027.00	45,558.66	11,831.99	8,591.04	25,135.63
Miscellaneous Expenses	\$107,827.00	\$112,366.87	\$68,859.04	\$14,051.85	\$29,455.98
Advances	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$57,516,264.00	\$64,554,763.77	\$36,697,401.35	\$7,771,962.16	\$20,085,400.26

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2011

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	30,063,231.06	46,911,666.48	36,697,401.35	7,771,962.16	32,505,534.03
Total General Fund	\$ 30,063,231.06	\$ 46,911,666.48	\$ 36,697,401.35	\$ 7,771,962.16	\$ 32,505,534.03
201 Anderson	189,635.01	0.00	0.00	0.00	189,635.01
202 Endowment for the Blind	1,375,391.48	152,284.00	0.00	0.00	1,527,675.48
203 Founders	4,260,062.08	104,366.50	94,362.28	54,666.16	4,215,400.14
204 Kaiser	40,238.89	0.00	0.00	0.00	40,238.89
205 Kralley	140,583.80	0.00	0.00	0.00	140,583.80
206 Library	156,094.60	8,213.77	877.42	4,223.80	159,207.15
207 Pepke	87,619.01	0.00	0.00	0.00	87,619.01
208 Wickwire	999,204.65	519.44	5,695.34	3,247.69	990,781.06
209 Wittke	59,386.26	0.00	0.00	0.00	59,386.26
210 Young	2,720,399.78	10,660.97	0.00	0.00	2,731,060.75
225 Friends	6,850.00	10,112.12	3,480.30	765.00	12,716.82
226 Judd	7,800.74	102,077.50	86,590.73	22,940.14	347.37
228 Lockwood Thompson Memorial	394,168.37	79,057.50	111,563.86	180,339.36	181,322.65
229 Ohio Center for the Book	58.00	0.00	0.00	0.00	58.00
230 Schweinfurth	10,799.07	58,610.00	23,662.35	12,455.00	33,291.72
242 Cleveland NCA Kiosk	10,362.81	0.00	689.03	2,099.26	7,574.52
243 Gates Foundation	74,281.22	54,600.00	67,901.04	3,112.20	57,867.98
244 Harvard CS Kiosk Project	7,522.28	0.00	188.90	732.40	6,600.98
251 LSTA-Library for the Blind	4,999.00	234,000.00	4,999.00	0.00	234,000.00
252 LSTA-Know It Now	200,764.82	339,558.38	311,807.94	8,215.96	220,299.30
253 MetLife-Fit for Life II	6,677.45	0.00	6,677.45	0.00	0.00
254 MyCom	121,101.74	78,619.37	124,844.68	273,827.05	(198,950.62)
Total Special Revenue Funds	\$ 10,874,001.06	\$ 1,232,679.55	\$ 843,340.32	\$ 566,624.02	\$ 10,696,716.27
401 Building & Repair	10,201,558.02	0.00	211,618.26	244,007.32	9,745,932.44

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending August 31, 2011

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
Total Capital Project Funds	\$ 10,201,558.02	\$ 0.00	\$ 211,618.26	\$ 244,007.32	\$ 9,745,932.44
501 Abel	160,917.69	0.00	0.00	0.00	160,917.69
502 Ambler	1,545.77	0.00	0.00	0.00	1,545.77
503 Beard	107,080.37	0.00	0.00	1,813.00	105,267.37
504 Klein	3,663.83	0.00	0.00	0.00	3,663.83
505 Malon/Schroeder	206,938.71	0.00	0.00	0.00	206,938.71
506 McDonald	126,210.68	0.00	0.00	0.00	126,210.68
507 Ratner	61,750.50	0.00	0.00	0.00	61,750.50
508 Root	26,625.23	0.00	0.00	0.00	26,625.23
509 Sugarman	164,969.13	0.00	0.00	0.00	164,969.13
510 Thompson	113,618.33	0.00	0.00	0.00	113,618.33
511 Weidenthal	4,556.48	0.00	0.00	0.00	4,556.48
512 White	1,563,200.82	4,877.86	8,393.82	8,179.98	1,551,504.88
Total Permanent Funds	\$ 2,541,077.54	\$ 4,877.86	\$ 8,393.82	\$ 9,992.98	\$ 2,527,568.60
Total All Funds	\$ 53,679,867.68	\$ 48,149,223.89	\$ 37,760,753.75	\$ 8,592,586.48	\$ 55,475,751.34

Cleveland Public Library
 Depository Balance Detail
 For the Period Ending August 31, 2011

Balance of All Funds	<u>\$ 64,324,137.02</u>
Chase-Checking	8,631.26
PNC-Checking	0.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	6,095,551.14
KeyBank-MC/VISA	51,742.81
Fifth Third - Checking	473,295.37
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>\$ 6,634,970.58</u>
PNC - Money Market	10,011.48
PNC - Investments	33,478,250.15
PNC/Allegiant Money Market	724,775.24
KeyBank - Victory Fund	0.00
STAR OHIO Investment	11,170,170.88
Investments	<u>\$ 45,383,207.75</u>
PNC Endowment Acct	12,305,958.69
Endowment Account	<u>\$ 12,305,958.69</u>
Cash in Banks and On Hand	<u>\$ 64,324,137.02</u>

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – July 2011

1. INTERIM DEPOSITS

In accordance with Ohio Revised Code Section 135.14, funds that become available periodically throughout the fiscal year are invested in short term investments known as interim deposits. The investments are in securities that provide the highest interest rate consistent with the highest degree of safety. Other balances are invested in US Treasury 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, 2011 through July 31, 2011.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment		Investment Form
					Income		
07/01/11 - 07/31/11	31	Various	STAR Ohio	Various	155.38		Investment Pool
07/01/11 - 07/31/11	31	Various	PNC	Various	6.64		Sweep Money Market
07/01/11 - 07/31/11	31	Various	PNC	Various	0.80		Money Market
01/17/11 - 07/17/11	182	1,000,000	Federal Farm Credit Bank	2.000%	10,000.00		Federal Agency
01/29/11 - 07/29/11	182	250,000	Federal Farm Credit Bank	2.400%	3,000.00		Federal Agency
04/15/11 - 07/15/11	92	1,000,000	Fed Natl Mort Assn	0.875%	4,487.50		Federal Agency

Earned Interest July 2011 \$ 17,650.32
 Earned Interest Year To Date \$ 277,062.68

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – August 2011

1. INTERIM DEPOSITS

In accordance with *Ohio Revised Code* Section 135.14, funds that become available periodically throughout the fiscal year are invested in short term investments known as interim deposits. The investments are in securities that provide the highest interest rate consistent with the highest degree of safety. Other balances are invested in US Treasury 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, 2011 through August 31, 2011.

<u>Investment Period</u>	<u>No. of Days</u>	<u>Amount</u>	<u>Bank</u>	<u>Interest Rate</u>	<u>Investment Income</u>	<u>Investment Form</u>
08/01/11 - 08/31/11	31	Various	STAR Ohio	Various	333.06	Investment Pool
08/01/11 - 08/31/11	31	Various	PNC	Various	5.39	Sweep Money Market
08/01/11 - 08/31/11	31	Various	PNC	Various	0.90	Money Market
02/01/11 - 08/11/11	192	2,000,000	Federal Home Loan Mort Crp	1.000%	10,000.00	Federal Agency
05/19/11 - 08/17/11	91	2,000,000	Federal Farm Credit Bank	0.875%	5,157.78	Federal Agency
05/18/11 - 08/18/11	93	1,500,000	Federal Home Loan Bank	0.800%	18,000.00	Federal Agency
05/19/11 - 08/18/11	92	1,000,000	Federal Home Loan Bank	1.125%	4,781.25	Federal Agency
02/25/11 - 08/25/11	182	2,000,000	Federal Home Loan Bank	0.875%	9,550.00	Federal Agency

Earned Interest August 2011 \$ 47,828.38
 Earned Interest Year To Date \$ 324,891.06

CLEVELAND PUBLIC LIBRARY**Finance Committee
September 15, 2011****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JUNE 2011**

**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 New Orleans, Louisiana	6/23/11 - 6/27/11	Thomas Corrigan	1,264.01
State Library of Ohio Grant Proposal to State Library Board Columbus, Ohio	5/20/2011	Don Boozer	140.25
Massilon Public Library Know it Now Training Massilon, Ohio	6/8/2011	Don Boozer	46.00
Northern Ohio Technical Services Librarians Spring Meeting Parma, Ohio	6/17/2011	Carole Brachna	40.00
Kent State School of Library & Info Science Archival Cataloging Workshop Kent, Ohio	6/10-11 - 6/11-11	Staci Brisker	466.07
Treasurer State of Ohio Public Investment Management Seminar Cleveland, Ohio	6/8/2011	Carrie Krenicky	100.00
Book Expo America Annual Conference New York, New York	5/23/11 - 5/27/11	Patricia Lowery	1,200.00
American Payroll Association Chapter Meeting Independence, Ohio	6/16/11	Ronelle Miller-Hood	30.00
National History Museum Wellness at Work Symposium Cleveland, Ohio	6/7/11	Maureen Mullin	25.00

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Ohioana Annual Book Festival Columbus, Ohio	5/6/11 - 5/7/11	Timothy Phillips	179.03
Total			\$3,490.36

SUMMARY

FUND	JUNE	YEAR TO DATE
General	\$2,838.04	\$20,258.54
Judd Fund	0.00	0.00
Lockwood Thompson	466.07	4,086.96
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	186.25	2,425.09
TOTAL	\$3,490.36	\$26,770.59

CLEVELAND PUBLIC LIBRARY**Finance Committee
September 15, 2011****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JULY 2011**

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
University of Virginia Introduction to Rare Book Librarians Charlottesville, Virginia	7/3/11 - 7/8/11	Kelly Ross Brown	1,864.16
Worthington & Greene County Libraries Know it Now 24x7 Training Worthington & Xenia, Ohio	7/21/11 - 7/22/11	Don Boozer	367.08
American Library Association Annual Conference New Orleans, Louisiana	6/24/11 - 6/28/11	Don Boozer	1,695.25
American Library Association Annual Conference New Orleans, Louisiana	6/23/11 - 6/26/11	Thomas Corrigan	191.38
American Library Association Annual Conference New Orleans, Louisiana	6/24/11 - 6/27/11	Elizabeth Gaughan	842.83
Nance College of Business Administration Global Gateway Series Seminar Beachwood, Ohio	6/24/2011	Maureen Mullin	15.00
American Library Association Annual Conference New Orleans, Louisiana	6/24/11 - 6/28/11	Mercier Robinson	1,200.00
American Library Association Annual Conference New Orleans, Louisiana	6/24/11 - 6/27/11	Felton Thomas	1,200.00
American Library Association Annual Conference New Orleans, Louisiana	6/23/11 - 6/28/11	Ginaya Willoughby	1,162.18
Total			\$8,537.88

SUMMARY

FUND	JULY	YEAR TO DATE
General	\$4,611.39	\$24,869.93
Judd Fund	0.00	0.00
Lockwood Thompson	1,864.16	5,951.12
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	2,062.33	4,487.42
TOTAL	\$8,537.88	\$35,308.47

CLEVELAND PUBLIC LIBRARY**Finance Committee
September 15, 2011****REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR AUGUST 2011**

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 New Orleans, Louisiana	6/24/11 - 6/28/11	Timothy Diamond	1,172.71
Ohio Library Council Building Early Literacy in Library Programs Akron, Ohio	8/11/11	Rhonda Fulton	43.85
Total			\$1,216.56

SUMMARY

FUND	JULY	YEAR TO DATE
General	\$1,216.56	\$26,086.49
Judd Fund	0.00	0.00
Lockwood Thompson	0.00	5,951.12
Metlife-Fit for Life	0.00	0.00
LSTA - Know it Know	0.00	4,487.42
TOTAL	\$1,216.56	\$36,525.03

REPORT D**CLEVELAND PUBLIC LIBRARY****FINANCE COMMITTEE**

September 15, 2011

PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE PERIOD
APRIL 1 THROUGH JUNE 30, 2011

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>
04/21/11	Furniture	Branches	Grainger	\$ 21,100.75
06/06/11	Carpet Cleaning Equipment	Buildings	Freedom Supply	6,425.00
04/14/11	Two way Radios	Security	Western Reserve	19,906.00
05/27/11	Receipt Printing Software	Automation	Stitts Parker & Assoc	16,245.00
04/07/11	Computer Equipment	Automation	Business Smarts	15,901.29
05/18/11	Computer Equipment	Automation	Business Smarts	16,568.94
06/09/11	Computer Equipment	Automation	Business Smarts	13,576.70
05/18/11	Kiosks	Branches	Demco	6,047.90
06/16/11	Office Supplies	Stockroom	Today's Business	5,406.37
04/14/11	Security Strips	Stockroom	Ohionet	16,163.20
06/30/11	Security Strips	Stockroom	Ohionet	12,060.00
06/23/11	Summer Reading Club Books	Branches	Scholastic Inc	9,641.66

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

REPORT ECLEVELAND PUBLIC LIBRARY

FINANCE COMMITTEE
September 15, 2011

PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD
APRIL 1 THROUGH JUNE 30, 2011

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>
06/09/11	Heritage Quest Online	CLEVNET	Ohionet	\$ 50,195.25
06/17/11	Literature Criticism Online	MLO	Gale Cengage	27,181.50

CLEVNET-RELATED GOOD AND SERVICES

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
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

6/1/2011 to 6/30/2011

**Human Resources Committee Report
September 15, 2011**

NAME	DEPARTMENT	POSITION	DATE	REASON
RESIGNATIONS				
ABRAMS, MEL	SECURITY	ASST. CHIEF OF SECURITY	06/27/2011	PERSONAL REASONS
KING, LAWANA	WESTPARK	PAGE	06/02/2011	RETURN TO SCHOOL
PRINCE, GREGORY	GARDEN VALLEY	PAGE	06/11/2011	PERSONAL REASONS
RETIREMENTS				
KUBAN, HELEN S	FINANCE	FINANCE ADMINISTRATOR	06/30/2011	RETIREMENT
NORTON, SAMUEL	AUDIO VIDEO	AV EQUIPMENT SPECIALIST	06/25/2011	RETIREMENT
TUFTS, SHARON	HUMAN RESOURCES	HUMAN RESOURCES ADMIN.	06/03/2011	RETIREMENT
OTHER TERMINATIONS				
LOPER, STEVEN	SHELF PAGES	PAGE	06/09/2011	TERMINATION INVOL.
MCINTOSH, SHAWN	CUSTODIAL A	CUSTODIAN II	06/23/2011	TERMINATION INVOL.

Human Resources Committee Report
September 15, 2011

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 06/01/2011 TO 06/30/2011**

EMPLOYEE: BOWERS, KATHY
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 06/19/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.04	NEW HIRE

EMPLOYEE: CLARK, KIMBERLY
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 06/06/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.04	NEW HIRE

EMPLOYEE: DANIELS, ALFONZO
JOB TITLE: LIBRARY ASST-YOUTH

CURRENT GRADE: F **EFFECTIVE DATE** 06/05/2011
CURRENT STEP: 3 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	24,210.68	45,680.44	TRANSFER TO FULL TIME

EMPLOYEE: HEGSTROM, ELIZABETH L
JOB TITLE: ACTING MATERIALS PROCESSING MGR.

CURRENT GRADE: K **EFFECTIVE DATE** 06/05/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	59,727.72	65,615.68	PROMOTION

EMPLOYEE: HIGBEE, TYAH
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 06/06/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.04	NEW HIRE

EMPLOYEE: JARVIS, LAMEL
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 06/05/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.04	NEW HIRE

EMPLOYEE: KAPLAN, ANDREW
JOB TITLE: LIBRARY ASST-COMP EMPH

CURRENT GRADE: F **EFFECTIVE DATE** 06/05/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	9.04	22,524.84	PROMOTION

Human Resources Committee Report
September 15, 2011

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 06/01/2011 TO 06/30/2011**

EMPLOYEE: MARKS, ERICA T
JOB TITLE: LIBRARY ASSISTANT-YOUTH

CURRENT GRADE: F **EFFECTIVE DATE** 06/05/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	36,171.46	42,233.88	PROMOTION

EMPLOYEE: SALEM, EANAS
JOB TITLE: LIBRARY ASST-YOUTH

CURRENT GRADE: F **EFFECTIVE DATE** 06/05/2011
CURRENT STEP: 3 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	24,210.68	45,680.44	TRANSFER TO FULL TIME

EMPLOYEE: TANCAK, CRYSTAL M
JOB TITLE: LIBRARY ASST-COMP EMPH

CURRENT GRADE: F **EFFECTIVE DATE** 06/05/2011
CURRENT STEP: 2 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	22,383.92	23,425.74	MLIS STEP PER UNION CONTRACT

CLEVELAND PUBLIC LIBRARY
HUMAN RESOURCES DEPARTMENT
LIBRARY BOARD OF TRUSTEES

TERMINATION REPORT

7/1/2011 to 7/31/2011

**Human Resources Committee Report
September 15, 2011**

NAME	DEPARTMENT	POSITION	DATE	REASON
RESIGNATIONS				
BOWERS, KATHY	GLENVILLE	PAGE	07/09/2011	PERSONAL REASONS
HATTON, KYA J	ACQUISITIONS	TECHNICAL SERVICES	07/29/2011	PERSONAL REASONS

RETIREMENTS**OTHER TERMINATIONS**

Human Resources Committee Report
September 15, 2011

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2011 TO 07/31/2011**

EMPLOYEE: SWINERTON, DAVID D
JOB TITLE: ASSISTANT FINANCE ADMINISTRATO

CURRENT GRADE: L **EFFECTIVE DATE** 07/03/2011
CURRENT STEP: 2 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	73,809.06	77,255.88	PROMOTION

EMPLOYEE: YOUNG, MICHAEL D
JOB TITLE: ADMINISTRATIVE ASSISTANT

CURRENT GRADE: F **EFFECTIVE DATE** 07/31/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	20.78	41,003.82	TRANSFER TO FULL TIME

**CLEVELAND PUBLIC LIBRARY
HUMAN RESOURCES DEPARTMENT
LIBRARY BOARD OF TRUSTEES
TERMINATION REPORT**

EXHIBIT 10B

**TERMINATION REPORT
08/01/2011 -08/31/2011**

**Human Resources Committee Report
September 15, 2011**

CLARK, KIMBERLY	SHELF	PAGE	08/20/2011	RETURN TO SCHOOL
DZEBA, STEVE J	CARN.WEST	PAGE	08/05/2011	ANOTHER JOB
FISHER, REUBEN	SHELF	PAGE	08/27/2011	RETURN TO SCHOOL
GRAY, MARCUS T	SHELF	PAGE	08/10/2011	RETURN TO SCHOOL
HAY, ZACAHRY G	SHELF	PAGE	08/01/2011	RETURN TO SCHOOL
HOLIVAY, JAIZONNE H	SHELF	PAGE	08/17/2011	RETURN TO SCHOOL
MAGGARD, JESSICA A	SHELF	PAGE	08/17/2011	PERSONAL REASONS
MUSSER, SAMANTHA A	SHELF	PAGE	08/11/2011	RETURN TO SCHOOL
RAMSEY, BREANNE R	LS. SHIP./SHELF	PAGE	08/17/2011	PERSONAL REASONS
RODRIQUEZ, JOHNATHAN	SHELF	PAGE	08/08/2011	ANOTHER JOB

RETIREMENTS

GARRETT, FLOYD	SECURITY	SEC OPR MGR.	08/13/2011	RETIREMENT
TAYLOR, ROBERT	STERLING	CUST. II	08/23/2011	RETIREMENT
SMITH, JIMMIE	FOR. LIT.	LA SUB DEPT.	08/31/2011	RETIREMENT

Human Resources Committee Report
September 15, 2011

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 08/01/2011 TO 08/31/2011**

EMPLOYEE: CRANFIELD, STEPHANIE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/16/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
REHIRE EE IN SYSTEM ALREADY	0.00	9.04	VACANCY

EMPLOYEE: CRISP, KENYATTA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/28/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
NEW HIRE	0.00	9.04	VACANCY

EMPLOYEE: GARLAND, RUCKER
JOB TITLE: LA ADULT SUB

CURRENT GRADE: F **EFFECTIVE DATE** 08/14/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
REHIRE EE IN SYSTEM ALREADY	0.00	19,860.00	VACANCY

EMPLOYEE: GREEN, ANTHONY
JOB TITLE: SHIPPING CLERK

CURRENT GRADE: B **EFFECTIVE DATE** 08/14/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	29,673.02	30,919.72	TRANSFER TO FULL TIME

EMPLOYEE: GERSCH, BEATE
JOB TITLE: LA ADULT BRANCH SUB

CURRENT GRADE: F **EFFECTIVE DATE** 08/28/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
NEW HIRE	0.00	19,860.00	VACANCY

EMPLOYEE: HANSBRO, KENNETH
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/28/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
NEW HIRE	0.00	9.04	VACANCY

EMPLOYEE: HOWELL, OTIS
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/01/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

PREVIOUS CURRENT

Human Resources Committee Report
September 15, 2011

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 08/01/2011 TO 08/31/2011**

EMPLOYEE: RAMSEY, BREANNE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/14/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
REHIRE EE IN SYSTEM ALREADY	0.00	9.04	VACANCY

EMPLOYEE: STORRS, TIFFANY
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/28/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
NEW HIRE	0.00	9.04	VACANCY

EMPLOYEE: SWINERTON, DAVID
JOB TITLE: ACTING ACCT & PURCHASING MGR

CURRENT GRADE: K **EFFECTIVE DATE** 08/28/2011
CURRENT STEP: 4 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	77,255.88	73,809.06	RETURNED TO FORMER POSITION

EMPLOYEE: TAYLOR, BENJAMIN
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/28/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
NEW HIRE	0.00	9.04	PROMOTION

EMPLOYEE: TRAPP, ALVIN
JOB TITLE: CUSTODIAN II (DAYS/BRANCHES)

CURRENT GRADE: B **EFFECTIVE DATE** 08/14/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	11,869.26	30,919.72	PROMOTION

EMPLOYEE: WHITE-SPILLS, TONI
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFECTIVE DATE** 08/01/2011
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
NEW HIRE	0.00	9.04	VACANCY

- 12. Provide a detail of your consulting fee and the applicable components. Provide an estimate of monthly and annual charges based on enrollment of 450 employees, annual medical cost about 3.8 M. The Cleveland Public Library is looking for a consultant, not a broker. Disclose any payments you would receive from the benefit providers.**

Gallagher Benefit services current arrangement with the Cleveland Public Library is a flat fee of \$3,000 per month or 36,000 per year. However, given that the group Life/AD&D, Voluntary Life and Long Term disability is under a two year rate guarantee and the Dental Plan through Delta Dental is under a three year rate guarantee, we propose a reduced fee of \$2,800 per month, retroactive to the contract year beginning May, 1, 2011.

Please note that Gallagher Benefit Services does not accept any commission, overrides or extra payments on account of our business placed on behalf of Cleveland Public Library

This fee is inclusive of, but not limited to, the following services.

- Benefit Plan Management and carrier negotiations
- Quarterly Review to include claims reporting and strategic planning.
- Employee communications
- Assistance with Payroll and Benefit issues
- GBS reporting and benchmarking
- GBS legal services
- Customer service including a toll-free employee hotline

CLEVELAND PUBLIC LIBRARY

REPORT F

Human Resources Committee Report

Meeting Date: September 15, 2011

Report Period: June 2011

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

MONTH	2010 SICK LEAVE HOURS USED	2011 SICK LEAVE HOURS USED	2011 TOTAL HOURS
January	4,309.46	3,285.32	88,694
February	4,338.18	4,911.47	86,596
March	3,536.29	4,022.34	86,921
April	*5,606.63	*5,835.32	*130,660
May	3,667.67	4,491.99	89,222
June	2,583.52	3,359.51	87,422
July	2,779.95		
August	3,179.51		
September	2,821.62		
October	*5,741.47		
November	3,646.62		
December	3,524.42		

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY

REPORT F1

Human Resources Committee Report

Meeting Date: September 15, 2011

Report Period: July 2011

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

MONTH	2010 SICK LEAVE HOURS USED	2011 SICK LEAVE HOURS USED	2011 TOTAL HOURS
January	4,309.46	3,285.32	88,694
February	4,338.18	4,911.47	86,596
March	3,536.29	4,022.34	86,921
April	*5,606.63	*5,835.32	*130,660
May	3,667.67	4,491.99	89,222
June	2,583.52	3,359.51	87,422
July	2,779.95	3,263.72	88,040
August	3,179.51		
September	2,821.62		
October	*5,741.47		
November	3,646.62		
December	3,524.42		

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY

REPORT F2

Human Resources Committee Report

Meeting Date: September 15, 2011

Report Period: August 2011

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

MONTH	2010 SICK LEAVE HOURS USED	2011 SICK LEAVE HOURS USED	2011 TOTAL HOURS
January	4,309.46	3,285.32	88,694
February	4,338.18	4,911.47	86,596
March	3,536.29	4,022.34	86,921
April	*5,606.63	*5,835.32	*130,660
May	3,667.67	4,491.99	89,222
June	2,583.52	3,359.51	87,422
July	2,779.95	3,263.72	88,040
August	3,179.51	3,441.30	87,584
September	2,821.62		
October	*5,741.47		
November	3,646.62		
December	3,524.42		

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY
June 1, 2011- June 30, 2011 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

Human Resources Committee Report

September 15, 2011

06/01/2011 - 06/30/2011

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	75	20	8	1			29	17			
Professionals	85	19	2			1	44	16	2	1	
Technicians	21	11	2	1			6	1			
Protective Service	20	11	7	1				1			
Para-Professionals	130	22	38			1	27	33	7	2	
Administrative Support	299	29	66	5	4		45	130	19	1	
Skilled Craft	11	7	2			1		1			
Service Maintenance	45	10	31				2	2			
Grand Total	686	129	156	8	7	0	153	201	28	4	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, 2011- July 31, 2011 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

REPORT G1**Human Resources Committee Report**

September 15, 2011

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	74	20	8	1			28	17			
Professionals	85	19	2			1	44	16	2	1	
Technicians	21	11	2	1			6	1			
Protective Service	20	11	7	1				1			
Para-Professionals	138	24	39			2	29	35	7	2	
Administrative Support	294	31	63	5	3		44	128	19	1	
Skilled Craft	11	7	2			1		1			
Service Maintenance	51	10	37				2	2			
Grand Total	694	133	160	8	7	0	153	201	28	4	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, 2011- Aug. 31, 2011 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

REPORT G2**Human Resources Committee Report**

September 15, 2011

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	75	20	8	1			29	17			
Professionals	85	19	2			1	44	16	2	1	
Technicians	21	11	2	1			6	1			
Protective Service	19	10	7	1				1			
Para-Professionals	142	25	41			2	30	35	7	2	
Administrative Support	291	29	60	5	3		45	130	19		
Skilled Craft	12	7	3			1		1			
Service Maintenance	51	10	37				2	2			
Grand Total	696	131	160	8	7	0	156	203	28	3	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**

Human Resources Committee Report **2011**
September 15, 2011

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Kaiser POS	92	76	168
Kaiser HMO	213	104	317
Delta Dental	228	164	392

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>
No Lost Work Day Claims for June			

**INSURANCE REPORT
FOR THE MONTH OF
JULY
2011**

Human Resources Committee Report
September 15, 2011

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Kaiser POS	93	76	169
Kaiser HMO	214	104	318
Delta Dental	229	164	393

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>
No Lost Work Day Claims for July			

**INSURANCE REPORT
FOR THE MONTH OF
AUGUST**

Human Resources Committee Report **2011**
September 15, 2011

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Kaiser POS	94	76	170
Kaiser HMO	213	104	317
Delta Dental	230	163	393

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>
No Lost Work Day Claims for August			

CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JUNE 2011

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	2011	2010	
Main Library	152,535	166,176	763	831	948,170	975,520	-2.8%
Branches	329,865	333,938	1,560	1,587	1,950,505	1,999,401	-2.4%
Mobile Units	3,883	4,768			34,894	34,170	2.1%
Library for the Blind	59,600	60,803			342,436	353,086	-3.0%
eMedia	8,255	3,218			49,627	17,725	180.0%
TOTAL CIRCULATION	554,138	568,903			3,325,632	3,379,902	-1.6%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
eBook	5,405	1,581	30,558	8,030	280.5%
eAudioBook	2,659	1,601	17,931	9,313	92.5%
eMusic	83	19	465	192	142.2%
eVideo	108	17	673	190	254.2%
TOTAL eCIRCULATION	8,255	3,218	49,627	17,725	180.0%

Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOAD	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Downloads	9,049	5,439	51,739	31,613	63.7%
Users	1,526	940	8,590	4,399	95.3%

Not included in circulation activity.

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2011	2010	2011	2010	
Main Library	72	43 minutes	11,057	13,026	7,890	9,415	-16.2%
Branches	325	40 minutes	67,943	70,527	45,665	38,773	17.8%
TOTAL USAGE	397		79,000	83,553	53,555	48,188	11.1%

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
	2011	2010	2011	2010	2011	2010	
Main Library	46,032	52,441	230	262	281,150	338,233	-16.9%
Branches	260,965	265,237	1,234	1,261	1,480,638	1,624,991	-8.9%
Mobile Unit	786	878			4,819	4,521	6.6%
TOTAL VISITS	307,783	318,556			1,766,607	1,967,745	-10.2%

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR JUNE 2011**

BRANCH	a Branch Circulation	b Sent from Other Branches	c Sent from Main	d Sent from Other CLEVNET Systems	e Total Direct Circulation (a+b+c+d)	f Sent to Other CLEVNET Systems	g Total Circulation (e+f)
Addison	11,061	1,029	877	1,032	13,999	981	14,980
Broadway	2,450	189	116	178	2,933	353	3,286
Brooklyn	6,427	685	570	589	8,271	702	8,973
Carnegie West	9,484	722	917	1,026	12,149	1,374	13,523
Collinwood	7,238	548	523	693	9,002	1,117	10,119
East 131st	3,650	567	346	387	4,950	481	5,431
Eastman	13,611	1,294	1,048	1,607	17,560	1,999	19,559
Fleet	9,968	789	827	1,050	12,634	1,355	13,989
Fulton	9,037	705	536	610	10,888	1,146	12,034
Garden Valley	3,155	157	120	99	3,531	462	3,993
Glenville	6,226	609	457	628	7,920	597	8,517
Harvard-Lee	7,221	502	520	697	8,940	874	9,814
Hough	5,245	496	360	510	6,611	537	7,148
Jefferson	6,275	706	734	837	8,552	945	9,497
Langston Hughes	5,834	495	371	668	7,368	787	8,155
Lorain	8,617	848	654	963	11,082	929	12,011
Martin Luther King, Jr.	6,489	492	839	837	8,657	929	9,586
Memorial-Nottingham	12,354	704	921	1,369	15,348	1,826	17,174
Mt. Pleasant	5,539	558	359	475	6,931	643	7,574
Rice	9,911	636	418	829	11,794	1,185	12,979
Rockport	18,108	1,361	1,167	1,714	22,350	2,133	24,483
South	6,847	477	396	343	8,063	735	8,798
South Brooklyn	15,885	1,119	1,489	1,611	20,104	2,636	22,740
Sterling	4,348	305	331	478	5,462	515	5,977
Union	4,616	538	304	430	5,888	654	6,542
Walz	13,184	819	1,060	1,192	16,255	1,534	17,789
West Park	15,892	1,449	2,162	2,563	22,066	3,291	25,357
Woodland	7,683	485	401	366	8,935	902	9,837
TOTAL	236,355	19,284	18,823	23,781	298,243	31,622	329,865

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR JUNE 2011**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %/G/L
	2011	2010	2011	2010		
Addison	14,980	14,126	84,750	88,508	-3,758	-4.2%
Broadway	3,286	3,552	21,184	21,029	155	0.7%
Brooklyn	8,973	8,060	56,727	50,111	6,616	13.2%
Carnegie West	13,523	13,734	77,466	76,551	915	1.2%
Collinwood	10,119	10,330	60,254	67,616	-7,362	-10.9%
East 131st	5,431	4,682	31,866	28,039	3,827	13.6%
Eastman	19,559	21,627	115,844	124,871	-9,027	-7.2%
Fleet	13,989	13,622	80,451	89,112	-8,661	-9.7%
Fulton	12,034	12,489	71,962	66,944	5,018	7.5%
Garden Valley	3,993	4,735	23,470	28,415	-4,945	-17.4%
Glenville	8,517	7,519	52,525	45,308	7,217	15.9%
Harvard-Lee	9,814	9,809	58,121	60,153	-2,032	-3.4%
Hough	7,148	6,107	38,419	38,963	-544	-1.4%
Jefferson	9,497	9,859	59,707	67,740	-8,033	-11.9%
Langston Hughes	8,155	7,365	49,590	45,231	4,359	9.6%
Lorain	12,011	12,090	72,079	80,386	-8,307	-10.3%
Martin Luther King, Jr.	9,586	8,463	52,436	53,959	-1,523	-2.8%
Memorial-Nottingham	17,174	19,382	108,250	117,307	-9,057	-7.7%
Mt. Pleasant	7,574	6,895	40,109	41,680	-1,571	-3.8%
Rice	12,979	13,148	77,919	79,279	-1,360	-1.7%
Rockport	24,483	23,636	138,069	139,924	-1,855	-1.3%
South	8,798	9,445	54,382	59,390	-5,008	-8.4%
South Brooklyn	22,740	24,946	135,307	148,811	-13,504	-9.1%
Sterling	5,977	5,967	37,590	39,397	-1,807	-4.6%
Union	6,542	5,726	40,280	36,390	3,890	10.7%
Walz	17,789	17,613	104,494	108,686	-4,192	-3.9%
West Park	25,357	28,700	151,559	173,808	-22,249	-12.8%
Woodland*	9,837	10,311	55,695	21,793	33,902	*
TOTAL	329,865	333,938	1,950,505	1,999,401	-48,896	-2.4%

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

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE JUNE 2011**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2011	2010	2011	2010		
Addison	6,278	6,657	34,482	40,900	-6,418	-15.7%
Broadway	1,771	1,874	8,760	10,000	-1,240	-12.4%
Brooklyn	5,395	4,938	26,609	25,690	919	3.6%
Carnegie West	17,668	18,542	112,381	117,429	-5,048	-4.3%
Collinwood	7,583	7,970	41,142	50,969	-9,827	-19.3%
East 131st	6,704	6,735	36,943	38,019	-1,076	-2.8%
Eastman	11,862	12,533	70,864	80,931	-10,067	-12.4%
Fleet	11,491	10,387	61,018	64,397	-3,379	-5.2%
Fulton	8,309	8,265	43,268	43,647	-379	-0.9%
Garden Valley	5,898	6,528	29,860	42,654	-12,794	-30.0%
Glenville	8,413	9,222	44,180	51,836	-7,656	-14.8%
Harvard-Lee	9,170	9,048	50,533	61,380	-10,847	-17.7%
Hough	16,477	14,834	80,956	83,196	-2,240	-2.7%
Jefferson	8,669	8,578	47,985	53,942	-5,957	-11.0%
Langston Hughes	6,579	7,031	36,555	40,553	-3,998	-9.9%
Lorain	8,111	7,686	42,519	46,953	-4,434	-9.4%
Martin Luther King, Jr.	5,689	6,456	36,222	40,173	-3,951	-9.8%
Memorial-Nottingham	9,775	9,596	49,453	54,751	-5,298	-9.7%
Mt. Pleasant	7,438	8,229	38,282	52,431	-14,149	-27.0%
Rice	12,867	14,205	84,647	91,436	-6,789	-7.4%
Rockport	11,112	10,887	64,455	70,726	-6,271	-8.9%
South	7,808	8,408	51,549	59,065	-7,516	-12.7%
South Brooklyn	13,087	15,606	86,923	105,681	-18,758	-17.7%
Sterling	14,965	12,289	78,274	71,376	6,898	9.7%
Union	8,065	7,517	56,146	69,045	-12,899	-18.7%
Walz	10,798	10,884	58,958	63,683	-4,725	-7.4%
West Park	10,259	12,145	63,393	76,297	-12,904	-16.9%
Woodland*	8,724	8,187	44,281	17,831	26,450	*
TOTAL	260,965	265,237	1,480,638	1,624,991	-144,353	-8.9%

*See footnote p. 3

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS JUNE 2011**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	25,357	1 Carnegie West	17,668	1 South Brooklyn	31,511
2 Rockport	24,483	2 Hough	16,477	2 Fleet	27,822
3 South Brooklyn	22,740	3 Sterling	14,965	3 West Park	27,291
4 Eastman	19,559	4 South Brooklyn	13,087	4 Eastman	23,686
5 Walz	17,789	5 Rice	12,867	5 Rice	22,240
6 Memorial-Nottingham	17,174	6 Eastman	11,862	6 Fulton	20,026
7 Addison	14,980	7 Fleet	11,491	7 Memorial-Nottingham	19,553
8 Fleet	13,989	8 Rockport	11,112	8 Rockport	19,404
9 Carnegie West	13,523	9 Walz	10,798	9 Harvard-Lee	18,834
10 Rice	12,979	10 West Park	10,259	10 Langston Hughes	17,982
11 Fulton	12,034	11 Memorial-Nottingham	9,775	11 Glenville	17,317
12 Lorain	12,011	12 Harvard-Lee	9,170	12 Walz	16,558
13 Collinwood	10,119	13 Woodland*	8,724	13 Collinwood	16,270
14 Woodland*	9,837	14 Jefferson	8,669	14 Addison	16,169
15 Harvard-Lee	9,814	15 Glenville	8,413	15 East 131st	15,658
16 Martin Luther King, Jr.	9,586	16 Fulton	8,309	16 Martin Luther King, Jr.	15,212
17 Jefferson	9,497	17 Lorain	8,111	17 Mt. Pleasant	14,724
18 Brooklyn	8,973	18 Union	8,065	18 Lorain	13,233
19 South	8,798	19 South	7,808	19 Carnegie West	10,549
20 Glenville	8,517	20 Collinwood	7,583	20 Union	10,316
21 Langston Hughes	8,155	21 Mt. Pleasant	7,438	21 Sterling	8,046
22 Mt. Pleasant	7,574	22 East 131st	6,704	22 Woodland	7,492
23 Hough	7,148	23 Langston Hughes	6,579	23 South	7,009
24 Union	6,542	24 Addison	6,278	24 Hough	6,197
25 Sterling	5,977	25 Garden Valley	5,898	25 Brooklyn	5,419
26 East 131st	5,431	26 Martin Luther King, Jr.	5,689	26 Jefferson	3,587
27 Garden Valley	3,993	27 Brooklyn	5,395	27 Garden Valley	2,857
28 Broadway	3,286	28 Broadway	1,771	28 Broadway	1,687
	329,865		260,965		416,649
					473,177

*Prepared By: Northern Ohio Data and Information Service – NODIS,
Maxine Goodman Levin College of Urban Affairs, Cleveland State
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**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JUNE 2011**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
CLEVNET	79,352	78,075	453,764	461,472	-1.7%
MORE	950	850	5,697	5,231	8.9%
Other Libraries	474	631	3,338	3,882	-14.0%
TOTAL	80,776	79,556	462,799	470,585	-1.7%

*Totals included in Main Library and Branch circulation counts.

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Projected	26,027	26,550	148,308	152,245	-2.6%
KnowItNow Web Reference*	310	550	5,566	8,393	-33.7%
Interlibrary Loan Requests	3,483	3,663	22,926	23,081	-0.7%
TOTAL	29,820	30,763	176,800	183,719	-3.8%

*Questions taken by CPL staff only. As more partner libraries throughout Ohio sign on to provide the service, what had been CPL's disproportionate share as a provider will continue to diminish.

CHANGES IN PERMANENT COLLECTION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
New Titles Added	7,946	7,019	45,214	38,962	16.0%
Total Items Added	30,365	30,291	184,891	178,555	3.5%

HOURS OPEN	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Main Library	200	200	1,192	1,325	-10.0%
Branches	5,919	5,890	35,194	37,603	-6.4%

System closed June 3, 2011 for Staff Development Day; in 2010, the system closed June 1 for a furlough day.

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JULY 2011**

REPORT 11

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	2011	2010	
Main Library	159,152	173,390	796	834	1,109,997	1,148,910	-3.4%
Branches	338,329	337,316	1,619	1,547	2,288,834	2,336,717	-2.0%
Mobile Units	4,875	4,111			39,769	38,281	3.9%
Library for the Blind	53,125	65,156			395,561	418,242	-5.4%
eMedia	8,389	3,428			58,016	21,153	174.3%
TOTAL CIRCULATION	563,870	583,401			3,892,177	3,963,303	-1.8%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
eBook	5,524	1,765	36,082	9,795	268.4%
eAudioBook	2,728	1,590	20,659	10,903	89.5%
eMusic	47	25	512	217	135.9%
eVideo	90	48	763	238	220.6%
TOTAL eCIRCULATION	8,389	3,428	58,016	21,153	174.3%

Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOADS	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Downloads	8,844	6,162	60,583	37,775	60.4%
Users	537	444	3,630	2,632	37.9%

Not included in circulation activity.

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2011	2010	2011	2010	
Main Library	72	42 minutes	9,535	13,383	6,749	9,566	-29.5%
Branches	312	41 minutes	57,403	74,748	38,942	44,406	-12.3%
TOTAL USAGE	384		66,938	88,131	45,690	53,971	-15.3%

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
	2011	2010	2011	2010	2011	2010	
Main Library	47,456	55,190	237	265	328,606	393,423	-16.5%
Branches	265,842	277,704	1,273	1,273	1,746,480	1,902,695	-8.2%
Mobile Unit	738	746			5,557	5,267	5.5%
TOTAL VISITS	314,036	333,640			2,080,643	2,301,385	-9.6%

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR JULY 2011**

BRANCH	a Branch Circulation	b Sent from Other Branches	c Sent from Main	d Sent from Other CLEVNET Systems	e Total Direct Circulation (a+b+c+d)	f Sent to Other CLEVNET Systems	g Total Circulation (e+f)
Addison	10,584	1,224	958	1,263	14,029	1,017	15,046
Broadway	2,338	280	170	268	3,056	399	3,455
Brooklyn	6,107	642	455	603	7,807	860	8,667
Carnegie West	9,371	775	1,055	1,079	12,280	1,417	13,697
Collinwood	7,662	578	482	752	9,474	1,173	10,647
East 131st	4,282	500	408	505	5,695	543	6,238
Eastman	12,699	1,305	1,067	1,708	16,779	2,138	18,917
Fleet	9,600	775	863	1,035	12,273	1,326	13,599
Fulton	9,526	829	466	796	11,617	1,168	12,785
Garden Valley	3,701	279	142	204	4,326	527	4,853
Glenville	6,129	677	537	757	8,100	731	8,831
Harvard-Lee	7,027	749	584	970	9,330	882	10,212
Hough	5,033	556	447	642	6,678	583	7,261
Jefferson	6,598	732	717	946	8,993	1,095	10,088
Langston Hughes	5,995	525	415	609	7,544	722	8,266
Lorain	8,748	1,046	686	1,257	11,737	1,016	12,753
Martin Luther King, Jr.	6,364	435	888	1,002	8,689	953	9,642
Memorial-Nottingham	10,652	1,154	1,336	1,879	15,021	1,781	16,802
Mt. Pleasant	5,695	679	434	620	7,428	662	8,090
Rice	10,097	691	519	860	12,167	1,062	13,229
Rockport	17,336	1,598	1,231	1,949	22,114	2,347	24,461
South	6,952	669	460	483	8,564	823	9,387
South Brooklyn	15,264	1,276	1,510	1,819	19,869	2,867	22,736
Sterling	4,005	364	321	310	5,000	520	5,520
Union	5,495	479	205	445	6,624	680	7,304
Walz	12,919	1,122	1,023	1,546	16,610	1,752	18,362
West Park	16,027	1,747	2,350	3,288	23,412	3,270	26,682
Woodland	8,082	738	489	526	9,835	964	10,799
TOTAL	234,288	22,424	20,218	28,121	305,051	33,278	338,329

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR JULY 2011**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2011	2010	2011	2010		
Addison	15,046	14,200	99,796	102,708	-2,912	-2.8%
Broadway	3,455	3,750	24,639	24,779	-140	-0.6%
Brooklyn	8,667	8,358	65,394	58,469	6,925	11.8%
Carnegie West	13,697	13,880	91,163	90,431	732	0.8%
Collinwood	10,647	10,317	70,901	77,933	-7,032	-9.0%
East 131st	6,238	4,983	38,104	33,022	5,082	15.4%
Eastman	18,917	22,606	134,761	147,477	-12,716	-8.6%
Fleet	13,599	14,105	94,050	103,217	-9,167	-8.9%
Fulton	12,785	11,927	84,747	78,871	5,876	7.5%
Garden Valley	4,853	5,302	28,323	33,717	-5,394	-16.0%
Glenville	8,831	7,276	61,356	52,584	8,772	16.7%
Harvard-Lee	10,212	9,965	68,333	70,118	-1,785	-2.5%
Hough	7,261	6,448	45,680	45,411	269	0.6%
Jefferson	10,088	9,870	69,795	77,610	-7,815	-10.1%
Langston Hughes	8,266	7,596	57,856	52,827	5,029	9.5%
Lorain	12,753	11,842	84,832	92,228	-7,396	-8.0%
Martin Luther King, Jr.	9,642	8,973	62,078	62,932	-854	-1.4%
Memorial-Nottingham	16,802	20,627	125,052	137,934	-12,882	-9.3%
Mt. Pleasant	8,090	7,210	48,199	48,890	-691	-1.4%
Rice	13,229	13,689	91,148	92,968	-1,820	-2.0%
Rockport	24,461	23,420	162,530	163,344	-814	-0.5%
South	9,387	8,386	63,769	67,776	-4,007	-5.9%
South Brooklyn	22,736	24,058	158,043	172,869	-14,826	-8.6%
Sterling	5,520	5,954	43,110	45,351	-2,241	-4.9%
Union	7,304	5,457	47,584	41,847	5,737	13.7%
Walz	18,362	17,883	122,856	126,569	-3,713	-2.9%
West Park	26,682	28,937	178,241	202,745	-24,504	-12.1%
Woodland*	10,799	10,297	66,494	32,090	34,404	*
TOTAL	338,329	337,316	2,288,834	2,336,717	-47,883	-2.0%

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

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE JULY 2011**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2011	2010	2011	2010		
Addison	6,238	7,263	40,720	48,163	-7,443	-15.5%
Broadway	1,860	1,948	10,620	11,948	-1,328	-11.1%
Brooklyn	5,565	5,086	32,174	30,776	1,398	4.5%
Carnegie West	17,594	20,036	129,975	137,465	-7,490	-5.4%
Collinwood	7,291	7,740	48,433	58,709	-10,276	-17.5%
East 131st	6,675	6,708	43,618	44,727	-1,109	-2.5%
Eastman	12,271	13,760	83,135	94,691	-11,556	-12.2%
Fleet	11,967	11,162	72,985	75,559	-2,574	-3.4%
Fulton	9,298	8,613	52,566	52,260	306	0.6%
Garden Valley	5,127	6,614	34,987	49,268	-14,281	-29.0%
Glenville	8,182	8,709	52,362	60,545	-8,183	-13.5%
Harvard-Lee	8,650	8,859	59,183	70,239	-11,056	-15.7%
Hough	19,326	16,001	100,282	99,197	1,085	1.1%
Jefferson	8,446	7,952	56,431	61,894	-5,463	-8.8%
Langston Hughes	6,704	8,211	43,259	48,764	-5,505	-11.3%
Lorain	8,442	8,619	50,961	55,572	-4,611	-8.3%
Martin Luther King, Jr.	5,459	6,536	41,681	46,709	-5,028	-10.8%
Memorial-Nottingham	8,976	10,787	58,429	65,538	-7,109	-10.8%
Mt. Pleasant	7,909	8,507	46,191	60,938	-14,747	-24.2%
Rice	11,676	14,649	96,323	106,085	-9,762	-9.2%
Rockport	13,576	11,353	78,031	82,079	-4,048	-4.9%
South	7,884	7,545	59,433	66,610	-7,177	-10.8%
South Brooklyn	13,386	15,815	100,309	121,496	-21,187	-17.4%
Sterling	15,217	14,155	93,491	85,531	7,960	9.3%
Union	7,403	7,813	63,549	76,858	-13,309	-17.3%
Walz	11,364	11,876	70,322	75,559	-5,237	-6.9%
West Park	10,237	12,640	73,630	88,937	-15,307	-17.2%
Woodland*	9,119	8,747	53,400	26,578	26,822	*
TOTAL	265,842	277,704	1,746,480	1,902,695	-156,215	-8.2%

*See footnote p. 3

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS JULY 2011**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	26,682	1 Hough	19,326	1 South Brooklyn	31,511
2 Rockport	24,461	2 Carnegie West	17,594	2 Fleet	27,822
3 South Brooklyn	22,736	3 Sterling	15,217	3 West Park	27,291
4 Eastman	18,917	4 Rockport	13,576	4 Eastman	23,686
5 Walz	18,362	5 South Brooklyn	13,386	5 Rice	22,240
6 Memorial-Nottingham	16,802	6 Eastman	12,271	6 Fulton	20,026
7 Addison	15,046	7 Fleet	11,967	7 Memorial-Nottingham	19,553
8 Carnegie West	13,697	8 Rice	11,676	8 Rockport	19,404
9 Fleet	13,599	9 Walz	11,364	9 Harvard-Lee	18,834
10 Rice	13,229	10 West Park	10,237	10 Langston Hughes	17,982
11 Fulton	12,785	11 Fulton	9,298	11 Glenville	17,317
12 Lorain	12,753	12 Woodland*	9,119	12 Walz	16,558
13 Woodland*	10,799	13 Memorial-Nottingham	8,976	13 Collinwood	16,270
14 Collinwood	10,647	14 Harvard-Lee	8,650	14 Addison	16,169
15 Harvard-Lee	10,212	15 Jefferson	8,446	15 East 131st	15,658
16 Jefferson	10,088	16 Lorain	8,442	16 Martin Luther King, Jr.	15,212
17 Martin Luther King, Jr.	9,642	17 Glenville	8,182	17 Mt. Pleasant	14,724
18 South	9,387	18 Mt. Pleasant	7,909	18 Lorain	13,233
19 Glenville	8,831	19 South	7,884	19 Carnegie West	10,549
20 Brooklyn	8,667	20 Union	7,403	20 Union	10,316
21 Langston Hughes	8,266	21 Collinwood	7,291	21 Sterling	8,046
22 Mt. Pleasant	8,090	22 Langston Hughes	6,704	22 Woodland	7,492
23 Union	7,304	23 East 131st	6,675	23 South	7,009
24 Hough	7,261	24 Addison	6,238	24 Hough	6,197
25 East 131st	6,238	25 Brooklyn	5,565	25 Brooklyn	5,419
26 Sterling	5,520	26 Martin Luther King, Jr.	5,459	26 Jefferson	3,587
27 Garden Valley	4,853	27 Garden Valley	5,127	27 Garden Valley	2,857
28 Broadway	3,455	28 Broadway	1,860	28 Broadway	1,687
	338,329		265,842		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 2011**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
CLEVNET	82,064	78,520	535,828	539,992	-0.8%
MORE	606	823	6,303	6,054	4.1%
Other Libraries	481	495	3,819	4,377	-12.7%
TOTAL	83,151	79,838	545,950	550,423	-0.8%

*Totals included in Main Library and Branch circulation counts.

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Projected	25,447	28,782	173,755	181,027	-4.0%
KnowItNow Web Reference*	235	394	5,801	8,787	-34.0%
Interlibrary Loan Requests	2,830	3,570	25,756	26,651	-3.4%
TOTAL	28,512	32,746	205,312	216,465	

*Questions taken by CPL staff only. As more partner libraries throughout Ohio sign on to provide the service, what had been CPL's disproportionate share as a provider will continue to diminish.

CHANGES IN PERMANENT COLLECTION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
New Titles Added	6,914	6,488	52,128	45,450	14.7%
Total Items Added	25,488	27,370	206,042	205,925	0.1%

HOURS OPEN	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Main Library	200	208	1,392	1,533	-9.2%
Branches	5,850	6,107	41,043	43,710	-6.1%

MYTUNES	July 2011
	Songs Downloaded
Users	843
New Registrations	27

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR AUGUST 2011**

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	2011	2010	
Main Library	168,181	169,428	779	815	1,278,178	1,318,338	-3.0%
Branches	361,217	325,888	1,582	1,479	2,650,051	2,662,605	-0.5%
Mobile Units	5,764	4,356			45,533	42,637	6.8%
Library for the Blind	58,035	63,627			453,596	481,869	-5.9%
eMedia	8,587	3,527			66,603	24,680	169.9%
TOTAL CIRCULATION	601,784	566,826			4,493,961	4,530,129	-0.8%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
eBook	5,727	1,652	41,809	11,447	265.2%
eAudioBook	2,739	1,786	23,398	12,689	84.4%
eMusic	51	43	563	260	116.5%
eVideo	70	46	833	284	193.3%
TOTAL eCIRCULATION	8,587	3,527	66,603	24,680	169.9%

Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOADS	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Downloads	8,288	6,225	68,871	44,000	56.5%
Users	519	463	6,474	4,149	56.0%

Not included in circulation activity.

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2011	2010	2011	2010	
Main Library	72	43 minutes	11,221	14,161	8,037	10,146	-20.8%
Branches	332	41 minutes	63,607	79,400	42,944	48,750	-11.9%
CMHA Applications	120	24 minutes	3,577	n/a	1,405	n/a	
TOTAL USAGE	524		78,405	93,561	52,386	58,895	-11.1%

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
	2011	2010	2011	2010	2011	2010	
Main Library	54,079	54,554	250	262	382,685	447,977	-14.6%
Branches	301,913	283,031	1,323	1,285	2,048,393	2,185,726	-6.3%
Mobile Unit	988	751			6,545	6,018	8.8%
TOTAL VISITS	356,980	338,336			2,437,623	2,639,721	-7.7%

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR AUGUST 2011**

BRANCH	a Branch Circulation	b Sent from Other Branches	c Sent from Main	d Sent from Other CLEVNET Systems	e Total Direct Circulation (a+b+c+d)	f Sent to Other CLEVNET Systems	g Total Circulation (e+f)
Addison	11,871	1,453	1,074	1,339	15,737	994	16,731
Broadway	2,424	239	152	211	3,026	355	3,381
Brooklyn	6,746	548	511	436	8,241	822	9,063
Carnegie West	10,492	800	929	933	13,154	1,298	14,452
Collinwood	8,391	566	634	779	10,370	1,199	11,569
East 131st	5,614	694	484	489	7,281	502	7,783
Eastman	14,375	1,362	1,155	1,380	18,272	2,159	20,431
Fleet	10,225	801	1,073	1,085	13,184	1,261	14,445
Fulton	10,002	662	490	687	11,841	1,244	13,085
Garden Valley	4,424	358	190	163	5,135	505	5,640
Glenville	6,218	621	517	716	8,072	693	8,765
Harvard-Lee	7,548	858	622	860	9,888	901	10,789
Hough	5,554	474	344	396	6,768	543	7,311
Jefferson	7,246	729	845	1,007	9,827	1,125	10,952
Langston Hughes	6,548	479	353	427	7,807	678	8,485
Lorain	10,080	948	742	1,288	13,058	1,099	14,157
Martin Luther King, Jr.	6,928	423	905	941	9,197	909	10,106
Memorial-Nottingham	11,863	807	1,227	1,498	15,395	1,956	17,351
Mt. Pleasant	6,626	482	445	615	8,168	652	8,820
Rice	12,151	572	523	791	14,037	1,095	15,132
Rockport	18,426	1,528	1,390	1,937	23,281	2,511	25,792
South	8,368	635	368	495	9,866	877	10,743
South Brooklyn	16,078	1,212	1,491	1,773	20,554	2,841	23,395
Sterling	5,497	523	406	481	6,907	511	7,418
Union	5,728	453	279	454	6,914	598	7,512
Walz	13,719	1,090	1,322	1,524	17,655	1,671	19,326
West Park	16,392	1,446	2,334	2,928	23,100	3,430	26,530
Woodland	9,360	609	575	590	11,134	919	12,053
TOTAL	258,894	21,372	21,380	26,223	327,869	33,348	361,217

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR AUGUST 2011**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2011	2010	2011	2010		
Addison	16,731	13,017	116,527	115,725	802	0.7%
Broadway	3,381	3,534	28,020	28,313	-293	-1.0%
Brooklyn	9,063	8,130	74,457	66,599	7,858	11.8%
Carnegie West	14,452	12,985	105,615	103,416	2,199	2.1%
Collinwood	11,569	10,196	82,470	88,129	-5,659	-6.4%
East 131st	7,783	4,556	45,887	37,578	8,309	22.1%
Eastman	20,431	21,368	155,192	168,845	-13,653	-8.1%
Fleet	14,445	13,720	108,495	116,937	-8,442	-7.2%
Fulton	13,085	12,103	97,832	90,974	6,858	7.5%
Garden Valley	5,640	5,081	33,963	38,798	-4,835	-12.5%
Glenville	8,765	7,628	70,121	60,212	9,909	16.5%
Harvard-Lee	10,789	9,284	79,122	79,402	-280	-0.4%
Hough	7,311	6,148	52,991	51,559	1,432	2.8%
Jefferson	10,952	9,632	80,747	87,242	-6,495	-7.4%
Langston Hughes	8,485	8,099	66,341	60,926	5,415	8.9%
Lorain	14,157	12,436	98,989	104,664	-5,675	-5.4%
Martin Luther King, Jr.	10,106	8,401	72,184	71,333	851	1.2%
Memorial-Nottingham	17,351	19,134	142,403	157,068	-14,665	-9.3%
Mt. Pleasant	8,820	6,021	57,019	54,911	2,108	3.8%
Rice	15,132	13,741	106,280	106,709	-429	-0.4%
Rockport	25,792	22,369	188,322	185,713	2,609	1.4%
South	10,743	8,476	74,512	76,252	-1,740	-2.3%
South Brooklyn	23,395	22,813	181,438	195,682	-14,244	-7.3%
Sterling	7,418	6,103	50,528	51,454	-926	-1.8%
Union	7,512	6,002	55,096	47,849	7,247	15.1%
Walz	19,326	16,999	142,182	143,568	-1,386	-1.0%
West Park	26,530	27,313	204,771	230,058	-25,287	-11.0%
Woodland*	12,053	10,599	78,547	42,689	35,858	*
TOTAL	361,217	325,888	2,650,051	2,662,605	-12,554	-0.5%

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

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE AUGUST 2011**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2011	2010	2011	2010		
Addison	7,118	7,390	47,838	55,553	-7,715	-13.9%
Broadway	1,973	1,942	12,593	13,890	-1,297	-9.3%
Brooklyn	6,191	4,928	38,365	35,704	2,661	7.5%
Carnegie West	19,830	20,271	149,805	157,736	-7,931	-5.0%
Collinwood	8,587	7,681	57,020	66,390	-9,370	-14.1%
East 131st	8,319	6,366	51,937	51,093	844	1.7%
Eastman	13,779	13,723	96,914	108,414	-11,500	-10.6%
Fleet	13,402	11,226	86,387	86,785	-398	-0.5%
Fulton	10,128	8,601	62,694	60,861	1,833	3.0%
Garden Valley	6,402	7,183	41,389	56,451	-15,062	-26.7%
Glenville	9,358	9,619	61,720	70,164	-8,444	-12.0%
Harvard-Lee	10,056	9,340	69,239	79,579	-10,340	-13.0%
Hough	17,847	16,129	118,129	115,326	2,803	2.4%
Jefferson	9,470	8,055	65,901	69,949	-4,048	-5.8%
Langston Hughes	8,015	8,610	51,274	57,374	-6,100	-10.6%
Lorain	9,477	8,537	60,438	64,109	-3,671	-5.7%
Martin Luther King, Jr.	6,661	6,411	48,342	53,120	-4,778	-9.0%
Memorial-Nottingham	10,139	10,310	68,568	75,848	-7,280	-9.6%
Mt. Pleasant	8,247	7,457	54,438	68,395	-13,957	-20.4%
Rice	15,714	15,922	112,037	122,007	-9,970	-8.2%
Rockport	14,885	11,678	92,916	93,757	-841	-0.9%
South	9,271	8,742	68,704	75,352	-6,648	-8.8%
South Brooklyn	16,416	16,431	116,725	137,927	-21,202	-15.4%
Sterling	18,210	15,062	111,701	100,593	11,108	11.0%
Union	8,465	8,583	72,014	85,441	-13,427	-15.7%
Walz	12,259	11,681	82,581	87,240	-4,659	-5.3%
West Park	10,907	12,036	84,537	100,973	-16,436	-16.3%
Woodland*	10,787	9,117	64,187	35,695	28,492	*
TOTAL	301,913	283,031	2,048,393	2,185,726	-137,333	-6.3%

*See footnote p. 3

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS AUGUST 2011**

Branch	Total Circulation	Branch	Attendance	Branch	Population*
1 West Park	26,530	1 Addison	7,118	1 South Brooklyn	31,511
2 Rockport	25,792	2 Broadway	1,973	2 Fleet	27,822
3 South Brooklyn	23,395	3 Brooklyn	6,191	3 West Park	27,291
4 Eastman	20,431	4 Carnegie West	19,830	4 Eastman	23,686
5 Walz	19,326	5 Collinwood	8,587	5 Rice	22,240
6 Memorial-Nottingham	17,351	6 East 131st	8,319	6 Fulton	20,026
7 Addison	16,731	7 Eastman	13,779	7 Memorial-Nottingham	19,553
8 Rice	15,132	8 Fleet	13,402	8 Rockport	19,404
9 Carnegie West	14,452	9 Fulton	10,128	9 Harvard-Lee	18,834
10 Fleet	14,445	10 Garden Valley	6,402	10 Langston Hughes	17,982
11 Lorain	14,157	11 Glenville	9,358	11 Glenville	17,317
12 Fulton	13,085	12 Harvard-Lee	10,056	12 Walz	16,558
13 Woodland	12,053	13 Hough	17,847	13 Collinwood	16,270
14 Collinwood	11,569	14 Jefferson	9,470	14 Addison	16,169
15 Jefferson	10,952	15 Langston Hughes	8,015	15 East 131st	15,658
16 Harvard-Lee	10,789	16 Lorain	9,477	16 Martin Luther King, Jr.	15,212
17 South	10,743	17 Martin Luther King, Jr.	6,661	17 Mt. Pleasant	14,724
18 Martin Luther King, Jr.	10,106	18 Memorial-Nottingham	10,139	18 Lorain	13,233
19 Brooklyn	9,063	19 Mt. Pleasant	8,247	19 Carnegie West	10,549
20 Mt. Pleasant	8,820	20 Rice	15,714	20 Union	10,316
21 Glenville	8,765	21 Rockport	14,885	21 Sterling	8,046
22 Langston Hughes	8,485	22 South	9,271	22 Woodland	7,492
23 East 131st	7,783	23 South Brooklyn	16,416	23 South	7,009
24 Union	7,512	24 Sterling	18,210	24 Hough	6,197
25 Sterling	7,418	25 Union	8,465	25 Brooklyn	5,419
26 Hough	7,311	26 Walz	12,259	26 Jefferson	3,587
27 Garden Valley	5,640	27 West Park	10,907	27 Garden Valley	2,857
28 Broadway	3,381	28 Woodland*	10,787	28 Broadway	1,687
	361,217		301,913		416,649
					473,177

*Prepared By: Northern Ohio Data and Information Service - NODIS,
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University

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR AUGUST 2011**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
CLEVNET	86,442	76,019	622,270	616,011	1.0%
MORE	918	829	7,221	6,883	4.9%
Other Libraries	447	520	4,266	4,897	-12.9%
TOTAL	87,807	77,368	633,757	627,791	1.0%

*Totals included in Main Library and Branch circulation counts.

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Projected	28,818	31,395	202,573	212,422	-4.6%
KnowItNow Web Reference*	253	476	6,054	9,263	-34.6%
Interlibrary Loan Requests	3,525	3,884	29,281	30,535	-4.1%
TOTAL	32,596	35,755	237,908	252,220	-5.7%

*Questions taken by CPL staff only. As more partner libraries throughout Ohio sign on to provide the service, what had been CPL's disproportionate share as a provider will continue to diminish.

CHANGES IN PERMANENT COLLECTION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
New Titles Added	8,177	7,958	60,305	53,408	12.9%
Total Items Added	28,078	28,890	234,120	234,815	-0.3%

HOURS OPEN	Monthly Total		Year-to-Date		YTD Gain/Loss
	2011	2010	2011	2010	
Main Library	216	208	1,608	1,741	-7.6%
Branches	6,391	6,168	47,434	49,877	-4.9%

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

MYTUNES	July 2011	
	Aug 2011	July 2011
Songs Downloaded	5,847	2,894
Users	943	843
New Registrations	218	27

**CLEVELAND PUBLIC LIBRARY
ANALYSIS OF OUTPUT MEASURES SUMMER 2011**

