

CLEVELAND PUBLIC LIBRARY
 Minutes of the Regular Board Meeting
 September 19, 2013
 Trustees Room Louis Stokes Wing
 12:00 Noon

Present: Mr. Corrigan, Ms. Butts, Ms. Rodriguez,
 Mr. Hairston, Mr. Parker, Mr. Werner (arrived,
 12:42 p.m.)

Absent: Mr. Seifullah

Mr. Corrigan called the meeting to order at 12:05 p.m.

OATH OF OFFICE CEREMONY FOR REAPPOINTMENT OF THOMAS D. CORRIGAN

OATH OF OFFICE
 Administered

Mr. Parker administered the Oath of Office to Thomas D. Corrigan. Mr. Corrigan was reappointed by the Cleveland Board of Education on June 25, 2013 to a fifth full term on the Library Board, commencing on July 2, 2013 expiring on July 2, 2020.

Mr. Corrigan stated he was proud to be president of the library Board of Trustees and thanked staff for their hard work in making Cleveland Public Library one of the best libraries in the world.

Approval of the Minutes

Ms. Rodriguez moved approval of the minutes for the 6/20/13 Regular Board Meeting; and the 6/18/13 Finance Committee Meeting. Mr. Hairston seconded the motion, which passed unanimously by roll call vote.

MINUTES OF
 REGULAR BOARD
 MEETING OF
 06/20/13; FINANCE
 COMMITTEE
 MEETING OF
 6/18/13
 Approved

COMMUNICATIONS

Director Thomas acknowledged the following communications: letters from Deborah Rufus Darkortye, President & Co-Founder, Liberia Economic Development Initiative (LEDI) expressing gratitude for welcoming the possibility of establishing a sister library relationship between Cleveland Public Library and their pending library in Liberia; Susan Benton, President and CEO, Urban Libraries Council, announcing that Cleveland Public Library has been selected as a 2013 Top Innovator

LTRS. FROM:
 DEBOARAH RUFUS
 DARKORTYE, LEDI;
 SUSAN BENTON,
 ULC; DR. SILAS E.
 ASHLEY; ERIC H.
 KEARNEY, OHIO
 SENATE

for its MyCloud program; Dr. Silas E. Ashley, Miami, Florida, acknowledging the exemplary customer services provided to her by staff during her visits at the Harvard Lee Branch; and the Honorable Eric H. Kearney, Ohio State Senator, requesting support of Senate Bill 84, which will create an Ohio Poet Laureate.

FINANCE COMMITTEE REPORT

Ms. Rodriguez presented the following report.

Gift Reports for June, July, August

(See pages 834-836)

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

WHEREAS, The Board receives gifts of moneys and library services materials from generous citizens from time to time; and

WHEREAS, Attached to this Resolution are Gift Reports itemizing the gifts received by the Library for the months of June, July and August of 2013; now therefore be it

RESOLVED, That the gifts described in the Gift Reports for June, July and August of 2013 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40(K) of the Ohio Revised Code.

Resolution to Accept Grant from Alcoa Foundation to Purchase Solar-Powered Trash Compactors for Eastman Reading Garden

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

WHEREAS, Around the World, Alcoa Foundation investments are helping drive meaningful change in education and in protecting the environment; and

GIFT REPORTS,
JUNE, JULY,
AUGUST
Approved

RESOLUTION
TO ACCEPT
GRANT FROM
ALCOA
FOUNDATION
TO PURCHASE
SOLAR-
POWERED
TRASH
COMPACTORS
FOR EASTMAN
READING
GARDEN
Approved

WHEREAS, Similar to Cleveland Public Library, Alcoa has a strong commitment to sustainability and has made it a priority in guiding the donations made by the Alcoa Foundation; and

WHEREAS, The Alcoa Foundation has approved a grant request submitted by the Cleveland Public Library in the amount of \$15,000 for the purchase of two (2) Big Belly solar-powered trash compactors for use in the Eastman Reading Garden; and

WHEREAS, The Big Belly units, manufactured by Big Belly Solar in Massachusetts, resemble a U.S. mailbox. Each unit compresses trash as it is collected and features a receptacle for recyclables. The bins run on less energy per day than is required to toast a slice of bread and hold five times more garbage than a normal bin; and

WHEREAS, The addition of these compactors will increase the ability and reduce the cost for recycling over the long term and will highlight the Library's overall commitment to finding environmentally-friendly solutions to reducing trash within our buildings and our community; now therefore be it

RESOLVED, That the Cleveland Public Library Board of Trustees, pursuant to the authority set forth in R.C. §3375.40(K), hereby accepts a grant from the Alcoa Foundation in the amount of \$15,000 to purchase the Big Belly trash compactors; and be it further

RESOLVED, That the Executive Director, CEO, or his designee, is authorized to enter into and execute such agreements and instruments as may be necessary or appropriate to effectuate the terms and conditions of this Resolution, which agreements and instruments shall be subject to the approval of the Library's Chief Legal Officer.

Timothy Diamond, Chief Knowledge Officer, showed a video of the Big Belly solar trash compactor that provided background on the compactor; how it operates; and how it promotes sustainability.

SEVENTH
AMENDMENT TO
THE YEAR 2013
APPROPRIATION
Approved

Seventh Amendment to the Year 2013 Appropriation

(See pages 837-842)

Ms. Rodriguez moved approval of the following resolution. Mr. Hairston 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 2013 Appropriation Measure to comply with the attached September 4, 2013 Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission; and

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

RESOLVED, That the sums indicated on the attached Seventh Amendment to the Year 2013 Appropriation Schedule be approved.

Resolution to Ratify and Approve the Purchase of Insurance Coverage for Policies Effective August 1, 2013 and September 18, 2013

(See pages 843-847)

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

WHEREAS, On June 19, 2012, the Board of Library Trustees authorized the Executive Director to make the final determination to accept the insurance package that best meets the objectives defined in the specifications, and directed that the coverage purchased be presented for ratification by the Board of Library Trustees at their next regularly scheduled meeting; and

WHEREAS, On September 18, 2012, the Board of Library Trustees ratified the decision to purchase Property Insurance through The Hylant Group for the first year's

RESOLUTION TO
RATIFY AND
APPROVE THE
PURCHASE OF
INSURANCE
COVERAGE FOR
POLICIES
EFFECTIVE
AUGUST 1, 2013
AND
SEPTEMBER
Approved

premium of \$230,000 and General Liability, Automotive, Umbrella Liability and Crime Insurance through McGowan & Co., Inc. for the first year's premium of \$114,120 for the period August 1, 2012 through August 1, 2013; and

WHEREAS, The Board of Library Trustees also ratified the decision to purchase Public Officials Liability and Employment Practices Liability Insurance through McGowan & Co., Inc. for the first year's premium of \$31,981.25 for the period September 18, 2012 through September 18, 2013; and

WHEREAS, On September 18, 2012, the Board of Library Trustees authorized the renewal of the insurance packages stated above for four, one-year renewal periods commencing on either August 1, 2013 or September 18, 2013, provided terms, conditions, and pricing remain comparable to the current programs and consistent with then current market conditions.

WHEREAS, The 2013 renewal premiums are as follows:

Coverage	Insurer/Agent	Expiring	Renewal	Comments
Property, including Boiler & Machinery	Fireman's Fund/Hylant	\$230,000	\$229,000	
General Liability	Philadelphia Indemnity Insurance Company/McGowan	\$49,910.	\$52,836	Increased due to the firming of the insurance markets; the Automotive increased based on the loss experience
Automotive Coverage	Westfield Insurance Company/McGowan	\$19,572	\$25,808	Increased based on the loss experience

Umbrella Liability	The Ohio Casualty Company/McGowan	\$38,080	\$40,390	One of the rating factors is based on underlying premiums and if the underlying premium is up, so follow the Umbrella premium
Crime	Travelers Insurance Companies/McGowan	\$8,885	\$10,100	Remained flat, was prorated from January 1, 2013 rather than August 1, 2013 when the surety bond was reduced on the Fiscal Officers at the January 17, 2013 Organizational Meeting

Now therefore be it

RESOLVED, That the Board of Library Trustees ratifies and approves the decision to purchase Property Insurance through The Hylant Group for the second year's premium of \$229,000 and General Liability, Automotive, Umbrella Liability and Crime Insurance through McGowan & Co., Inc. for the second year's premium of \$129,134 for the period August 1, 2013 through August 1, 2014; and be it further

RESOLVED, That the Board of Library Trustees ratifies and approves the decision to purchase Public Officials Liability and Employment Practices Liability Insurance with Illinois National Insurance Company through McGowan & Co., Inc. for the second year's premium of \$34,363 for the period September 18, 2013 through September 18, 2014; and be it further

RESOLVED, That it is the intention of this Board to renew the insurance packages stated within this Resolution for three, one-year renewal periods commencing on either August 1, 2014 or September 18, 2014, provided terms and conditions remain comparable and the pricing is consistent with then current market conditions and the Library's history; and be it further

RESOLVED, The Library management will report on the status of the insurance renewal premiums for

ratification by the Board of Library Trustees at the next regularly scheduled meeting.

Resolution Authorizing Change Order #001 for the Jefferson Branch Parking Lot Improvement

(See pages 848-849)

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

WHEREAS, On February 21, 2013 the Board of Library Trustees awarded the contract for the Jefferson Branch Parking Lot Improvement to Snavelly Excavating Company as the General Contractor; and

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

WHEREAS, URS Corporation has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

Contractor	Change	Amount
Snavelly Excavating Company	CO-001	(\$2,638.11)

The contract is changed as summarized below:

- 1) City of Cleveland, Division of Water, requested to perform the hydrant replacement for free. (\$4,594.96)
- 2) The landscape subcontractor failed to install the weed barrier prior to installation of the hardwood mulch for the bioswale. (\$732.50)
- 3) The existing electrical duct back was encased on concrete at an undulating grade below existing surface. Re-install 4 existing curb stops; install a 2' wide river rock edge. \$2,061.45
- 4) Replace sidewalk. \$627.90

Now therefore be it

RESOLUTION
AUTHORIZING
CHANGE ORDER
#001 FOR THE
JEFFERSON
BRANCH PARKING
LOT
IMPROVEMENT
Approved

RESOLVED, That the change order above be approved with the \$2,638.11 decrease being credited to the Building and Repair Fund Account 40175405-55300-10754.

Ms. Butts asked about the length of time taken to complete this project after the contract was awarded.

Ms. Rodriguez stated that the weather caused some delays.

Joyce Dodrill, Chief Legal Officer, stated that the project has now been completed.

Resolution Authorizing Change Orders #002, 004, 005, 006, 009 for the Temporary South Branch Relocation Project

(See pages 850-854)

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

WHEREAS, On December 11, 2012, the Board of Library Trustees ("Board") awarded the contract for the Temporary South Branch Relocation Project to Lauren Building Co., LLC as the General Contractor; and

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

WHEREAS, On February 21, 2013, the Board authorized Change Order #001 in the amount of a \$2,393.59 increase; and

WHEREAS, Richard L. Bowen & Associates, Inc. has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

Contractor	Change	Amount
Lauren Building Co.	#002	(\$840.00)

This change order provides a credit for a less expensive drinking fountain.

RESOLUTION
AUTHORIZING
CHANGE
ORDERS #002,
004, 005, 006,
009 FOR THE
TEMPORARY
SOUTH
BRANCH
RELOCATION
PROJECT
Approved

Lauren Building Co. #004 \$960.25

This change order is needed to provide and install an additional SSM sill at the new SE window opening.

Lauren Building Co. #005 \$902.75

This change order is needed to provide and install an additional exterior door.

Lauren Building Co. #006 \$ 2,058.50

This change order is needed to provide and install Panduit to conceal teledata wiring on the west wall and provide security camera wiring in approximately 8 locations.

Lauren Building Co. #009 \$ 1,117.25

This change order is needed to furnish and install new ATT grounding cable and relocate floor receptacles into an adjacent wall.

Change Order requests #003, #007, and #008 are still under review with Richard L. Bowen & Associates; now therefore be it

RESOLVED, That the above listed change orders are hereby approved with a net \$4,198.75 increase to the Lauren Building Co., LLC contract being charged to the Building & Repair Fund Account No. 40178305-55300-10783.

Resolution Authorizing Agreement to Install Card Readers into Seven Elevators for Access Control (HOLD)

Joyce Dodrill, Chief Legal Officer, stated that this resolution is on hold as the Property Management Department was requested to secure two additional quotes for this installation of card readers into seven elevators for access control.

Resolution Authorizing Agreement with Creative Artists Agency for Speaker Engagement

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

RESOLUTION
AUTHROIZING
AGREEMENT TO
INSTRALL CARD
READERS INTO
SEVEN
ELEVATORS FOR
ACCESS CONTROL
(Hold)

RESOLUTION
AUTHORIZING
AGREEMENT
WITH CREATIVE
ARTISTS
AGENCY FOR
SPEAKER
ENGAGEMENT
Approved

WHEREAS, The Cleveland Public Library, through its Office of Outreach and Program Services, has selected Dan Savage, an author, media pundit, journalist, and newspaper editor, as a speaker for its Writers and Readers series in June of 2014 at the Louis Stokes Wing of the Main Library ; and

WHEREAS, Creative Artists Agency, Mr. Savage's booking agent, requires the Library to enter into a Speaking Engagement Agreement in order to book the speaker in advance; and

WHEREAS, The cost of the engagement is \$25,000, one-half of which is due as a deposit in advance; and

WHEREAS, In June of 2013, the Library's Executive Director entered into a Speaking Engagement Agreement with Creative Artists Agency which was approved by the Chief Legal Officer, in order to reserve the speaking date but has not paid the deposit. The Director requests that the Board of Trustees ratify the Agreement and authorize the Director to expend up to \$25,000 to pay the total engagement fee, charged to the Founders Fund Account 20380103-53710 Professional Services; now therefore be it

RESOLVED, That the Board of Trustees ratifies and approves the Speaking Engagement Agreement entered into with Creative Artists Agency in the amount of \$25,000 in order to engage Dan Savage as a speaker for the Writers and Readers Series in June of 2014, and authorizes the Executive Director, CEO, or his designee, to execute any amendments or other documents necessary or appropriate to effectuate the agreement in accordance with this Resolution, subject to review and approval by the Library's Chief Legal Officer.

Resolution Authorizing the Purchase of Fire Alarm System from ABCO Fire Protection Incorporated

(See pages 855-859)

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

RESOLUTION
AUTHORIZING
THE PURCHASE
OF FIRE ALARM
SYSTEM FROM
ABCO FIRE
PROTECTION
INCORPORATED
Approved

WHEREAS, The Library's Department of Property Management has determined that it needs to replace the fire alarm and detection system for its Lake Shore facility since it is inoperable and thus in immediate need of repair; and

WHEREAS, Under RC 3375.41, the Library is permitted to make improvements to library facilities without competitive bidding when necessary for the security and protection of Library property; and

WHEREAS, The Library's Department of Property Management has determined that over the life of the system, replacing the current proprietary fire system with a non-proprietary system will enable multiple companies to service the fire system, reducing costs, and improving service quality and timeliness; and

WHEREAS, The Library's Department of Property Management has sought pricing proposals for non-proprietary fire protection and alarm system from three (3) different vendors; and

WHEREAS, Proposals were received from Integrated Precision Systems, Inc. (\$98,917.84), National FireSafety Systems, Inc. (\$62,548.50), and ABCO Fire Systems, Inc. (\$46,420.00); and

WHEREAS, ABCO Fire Protection, Inc. (ABCO) demonstrates the ability to provide the fire system and services to the Lake Shore Facility in a timely manner, and the Library has purchased services from ABCO in the past and is satisfied with the quality of ABCO's services and products; and

WHEREAS, Library Administration has reviewed ABCO's proposal and recommends that the Library purchase the fire system for the Lake Shore Facility from ABCO Fire Protection, Inc.; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO, or his designee, to enter into a purchase agreement with ABCO Fire Protection Inc., subject to the approval of the Chief Legal Officer, to purchase the fire system for the Lake Shore Facility in the amount of \$46,420.00 with the expenditure being charged to the Building and Repair Fund Account 40129305-55300-12293.

RESOLUTION
ACCEPTING BID
AND AWARDED
CONTRACT FOR
THE SOUTH
BRANCH
DEACTIVATION
PROJECT
Approved

Resolution Accepting Bid and Awarding Contract for the
South Branch Deactivation Project

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

WHEREAS, At the May 16, 2013 meeting of the Cleveland Public Library Board of Trustees, this Board authorized the Director to enter into an agreement with Westlake, Reed, Leskosky ("Westlake") to provide professional architect services necessary to develop plans and specifications, and provide bidding oversight services and construction administrative services for the South Branch Deactivation Project ("Project"); and

WHEREAS, Westlake completed the plans and specifications in August, 2013, and on August 16, 2013 and August 23, 2013 a Notice to Bidders was published in the Cleveland Plain Dealer requesting bids for the Project; and

WHEREAS, Four (4) sealed bids were received for the Project by 12:00 Noon (local time) on Wednesday, September 4, 2013, as follows: 1) Sterling Professional Group LLC \$328,800; 2) EnviroCom Construction \$333,000; 3) SONA Construction \$337,000; and Lauren Building Company \$339,500; and

WHEREAS, Westlake has tabulated the bids received, evaluated the lowest bid as to compliance with the specifications and bid documents as written, investigated responsiveness and responsibility of the lowest bidder, and has recommended the lowest and responsible bidder for the South Branch Deactivation Project; now therefore be it

RESOLVED, That the Library Board of Trustees hereby accepts the recommendation of Westlake, Reed, Leskosky, and awards a contract for the South Branch Deactivation Project to the following contractor which this Board determines is the lowest, responsible bidder:

Contractor	Trade	Bid
Sterling Professional Group	General Contractor	\$328,800

With the total expenditure of \$328,800 being charged to Building & Repair Fund, Account 40178305-55300-10783; and be it further

RESOLVED, That the Executive Director, CEO, or his designee, is hereby authorized to negotiate and execute a contract for the above awarded contract, which contract shall be subject to the approval of the Library's Chief Legal Officer.

Resolution to Accept the State Library of Ohio Funding for the Ohio Library for the Blind and Physically Disabled (OLBPD)

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

WHEREAS, Cleveland Public Library began its first organized service to visually disabled patrons as early as 1903; and

WHEREAS, Cleveland Public Library was designated a regional library for the blind for Northern Ohio Counties under the Federal Pratt-Smoot Act of 1931, and under the direction of the Library of Congress; and

WHEREAS, Cleveland Public Library has provided excellent library service to blind and physically disabled residents needing specialized materials and equipment and where individual libraries cannot provide such services; and

WHEREAS, As of July 1, 2009, the State Library of Ohio mandated Cleveland Public Library's newly renamed Ohio Library for the Blind and Physically Disabled, its agency to provide complete statewide services for blind and disabled residents who are eligible for the service and reside in any of the 88 Ohio Counties; and

WHEREAS, On June 20, 2013, the State Library of Ohio agreed to pay the Cleveland Public Library for expenses for the period of July 1, 2013 through June 30, 2014 to continue to administer statewide library services to blind and physically disabled residents in an amount not to exceed \$1,508,194.00; now therefore be it

RESOLUTION TO
ACCEPT THE
STATE LIBRARY OF
OHIO FUNDING
FOR THE OHIO
LIBRARY FOR THE
BLIND AND
PHYSICALLY
DISABLED (OLBPD)
Approved

RESOLVED, That the Board of Library Trustees accepts the State Library of Ohio funding award of \$1,274,194.00 to be paid from the General State Revenue Fund and \$200,000.00 to be paid from FFY 2012 LSTA carryover funds and \$34,000.00 to be paid from FFY 2013 LSTA funds; and be it further

RESOLVED, That the President of the Board, the Executive Director, CEO or his designee is authorized to enter into and execute such agreements and instruments as may be necessary or appropriate, including those in excess of \$25,000.00, to effectuate the terms and conditions of this Resolution, which agreements and instruments shall be subject to the approval of the Library's Chief Legal Officer; and be it further

FISCAL
OFFICER'S
REPORTS FOR
JUNE, JULY &
AUGUST

Submitted

RESOLVED, That the Board of Library Trustees expresses its appreciation to the State Library of Ohio.

Ms. Rodriguez submitted the following reports.

Fiscal Officer's Reports for June, July & August

(See pages 860-931)

REPORT ON
INVESTMENTS
JUNE, JULY &
AUGUST

Submitted

Report on Investments for June, July & August

(See pages 932-934)

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

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

(See pages 935-940)

PURCHASES
FROM \$5,000-
\$25,000, 4/1/13-
6/30/13

Submitted

Purchases from \$5,000-\$25,000, 4/1/13-6/30/13

(See page 941)

PRUCHASES
EXCEEDING
\$25,000, 4/1/13-
6/30/13

Submitted

Purchases Exceeding \$25,000, 4/1/13-6/30/13

(See page 942)

FEES PAID
FOR LEGAL
ADVICE &
SERVICES TO
OGLETREE

4/1/13-6/30/13

Submitted

Fees Paid for Legal Advice and Services to Ogletree, 4/1/13-6/30/13

(See page 943)

Report on Corvus Recycling, 1/1/13-6/30/13

(See page 944)

REPORT ON
CORVUS
RECYCLING,
1/1/13-6/30/13
Submitted

HUMAN RESOURCES COMMITTEE REPORT

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

Regular Employee Reports for June, July & August

(See pages 945-958)

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

REGULAR
EMPLOYMENT
REPORTS FOR
JUNE, JULY &
AUGUST
Approved

Retirement Recognition Citation

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

RETIREMENT
RECOGNITION
CITATION
Approved

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

Ronald Burdick (10 years of service), Subject Department Manager - Large, Grade L - History & Geography, retired 07/26/2013

Ardella Primm (25 years of service), Subject Department Clerk' Grade B - Business Economics & Labor, retired 08/31/2013

James Southerland (33 years of service), Safety & Protective Services Officer, Grade C - Safety & Protective Services, retired 08/31/2013

Christopher Wood (41 years of service), Senior Subject Department Librarian, Grade I - History & Geography, retired 08/31/2013

Be it resolved that the citation for the above staff members be presented by the Board of Trustees in appreciation of their, 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 citation be sent to them forthwith if they are not present at this meeting of the Board of Trustees.

Ardella Primm and Ronald Burdick, who were present, 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.

Mr. Hairston submitted the following reports.

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

(See pages 959-961)

Affirmative Action Plan Reports for June, July & August

(See pages 962-964)

Insurance Summary Reports for June, July & August

(See pages 965-967)

COMMUNITY SERVICES REPORT

Mr. Werner presented the following report.

Monthly Activity Reports for June, July & August

(See pages 968-986)

Building Status Update

Myron Scruggs, Facilities Administrator, stated that the additional change orders for South Branch will be available for consideration at the next Board Meeting.

REPORTS ON
PAID SICK TIME
FOR JUNE, JULY
& AUGUST

Submitted

AFFIRMATIVE
ACTION PLAN
REPORTS FOR
JUNE, JULY &
AUGUST

Submitted

INSURANCE
SUMMARY
REPORTS FOR
JUNE, JULY &
AUGUST

Submitted

MONTHLY
ACTIVITY
REPORTS FOR
JUNE, JULY &
AUGUST

Submitted

BUILDING
STATUS UPDATE

Presented

DIRECTOR'S REPORT

Before presenting his report, Director Thomas acknowledged the WOW! Employment Recognition Committee and presented the following 2013 WOW! Employment Recognitions:

- *Cornerstone Award* to Mya Warner, from Technical Services for her dedication to her work, and is considered to be highly productive, accurate, and consistent. She displays honesty in her actions with staff, and in her processing of the materials handled in her department
- *Empowerment Award* to Harriett Parks, Harvard-Lee Branch Manager, for her diligence in creating a family-like work environment, as well as her dedication to empowering her staff to achieve excellence.
- *Safety First Award* to Timothy Goergen, Lindsey Duncan, III, Daniel Gearhart, Keith Foster from the Safety & Protective Services Department and Richard Jenkins from the Property Management Department for demonstrating the Library's core values of sacrifice, integrity, and respect through their implementation of a new standard for safe and effective transitions during full capacity attendance at Staff Development Day.

Monthly Statistics**PROGRAMS**

During the months of June - August the Library's Outreach and Programming Services department focused on three system-wide initiatives: Summer Lunch Program, Summer Reading Club, and the Memorial-Nottingham Branch Summer Camp.

The Summer Lunch Program conducted in partnership with the City of Cleveland and the Children's Hunger Alliance was hosted at 28 locations throughout the library system. A total of 15,072 lunches were served, a 23.7% increase from 2012.

The Library's Summer Reading Club (SRC), *Make it a Great Summer!* was in keeping with the Library's shift towards project-based programming. Children were encouraged to participate in weekly hands-on "maker" themed programs

in addition to the traditional reading club activity of reading books for various incentives. Children who read ten or more books received a free pass to the Cleveland Metroparks Zoo on August 17. The primary partners for this year's summer reading club were: NASA Glen Research Center, the Cleveland Metropolitan School District, Friends of the Cleveland Public Library, and the Cleveland Metroparks Zoo.

Just as last year the Library hosted two SRC kick-off events intended to engage the community and promote reading club registration. The events, held at the Walz and Garden Valley branches both had attendance that exceeded 250 parents and children. OPS and Branch staff enrolled approximately 450 children at these two events. Notable community partners that participated in these events were the Cleveland Fire Department, the Kiwanis Club of Cleveland, NASA, Spring Mist Farms, Our Zoo to You, and Gatherings Kitchen.

The OPS department facilitated approximately 184 SRC programs, produced 180 program "kits". Total spending on SRC 2013 programming and support supplies was \$24,372.87. The largest share of this spending was on incentives given to children for meeting reading benchmarks throughout the summer.

Following is a summary of the key participation statistics for this year's SRC: 10,286 registered 5,484 completions. In 2013 the Library saw an approximate increase of 50% in both registrations and completions. This increase can be attributed to the hard work of Branch staff and children's high level of interest in the program's content. The Reading Club Finale which was held on August 17, at the Cleveland Metroparks Zoo had 2,207 library patrons in attendance; NASA Educational Outreach staff was also in attendance at this event.

The Memorial Nottingham Branch's *Jumpstart to Fitness & Literacy Summer Camp*, also funded in part by funds donated by the Friends of the Cleveland Public Library, was a five-week program that targeted children grades 2-5. The fitness portion of the 5-day a week camp included fitness activities such as exercise, foot races, modern dance, and team sports. Academic enrichment sessions held inside the Library ranged from Spanish lessons, math tutoring, reading activities, and journaling. The camp culminated in a graduation ceremony where

participants performed for an audience of their peers and parents/caregivers. This program was overseen by OPS Literacy & Education Coordinator Sherri Jones. Daily activities were facilitated by a staff of 4 adults employed by Braxton Educational & Technology Consulting, LLC.

Lastly, on August 3rd the Library celebrated the Sterling Branch Centennial in the Sterling Neighborhood. Over 300 children and parents enjoyed an afternoon of games, photo taking, and food provided by King Kennedy Kitchen and Gatherings Kitchen, and music by the Revolutionary Brass Band. Councilwoman Phyllis Cleveland and CPL Board President, Thomas Corrigan were also in attendance.

Cultivating a Global Perspective

Learn Chinese was offered at Addison, Fleet, Hough and Woodland. Each of the branches partnered with an area summer camp; average class size was 20 children.

Also, during the month of June the Library hosted two arts presentations made possible by the Cleveland Foundation's Creative Fusion grants. In partnership with the Cleveland Public Theater (CPT) Anna Paula Jones a Brazilian CPT Residency artist presented *Roots of Tradition: Brazilian Living Expressions* in which she shared the cultural traditions of her homeland through music, photography, and storytelling.

In the end of the month South Korean artist Yun Sabi, an Ingenuity Cleveland residency artist, created an art installation in the southwest corner of the Government Documents department. The installation entitled *Abandoned Room* which focused on the needs of the homeless and his relationship to his father, who worked as an advocate for the Ragpicker's Community in Gangam, one of Seoul richest districts.

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Adam Chalom of the Kol Hadash Humanistic Congregation in suburban Chicago. Chalom, editor of *A Provocative People: a Secular History of the Jews* is the North American Dean of the International Institute for Secular Humanistic Judaism and serves on both the Executive Committee of the Association of Humanistic Rabbis and the editorial board of the quarterly journal *Humanistic Judaism*.

Music at Main

The *Cleveland Clinic Concert Band* presented their 5th annual concert of patriotic and American music in the Eastman Reading Garden. The St. Edward High School *Trash Talkers* performed in the Eastman Garden on July 10th (over 100 people attended).

Russian Poetry Month

Victoria Kabo hosted a night of Russian poetry at Memorial-Nottingham Branch. Russian literary personality, Georgy Urushadzes and poet, Maxim Amelin, visited CPL during the day and presented the "Big Book Award" program at Memorial-Nottingham Branch during the evening. Over 50 enthusiastic patrons attended this Russian-language program which featured poetry reading by Maxim Amelin.

Puritas Head Start Bilingual Story Time

Librarian Mary Torres hosted a bilingual Story Time program at Puritas Head Start. Thirty students attended event. The focus of the program was to promote communities of learning at CPL for our patrons and their children.

Research That's Possible Only at Main Library

Olimpiu G. Urcan, chess researcher from Singapore had found out that Rueben Fine had worked on a revised edition of Lasker's Manual for Chess and it appeared in 1942. The Cleveland Public Library owns some material of Rueben Fine's and in it is a copy of Fine's draft of this revised edition. Staff scanned 10 pages out of this document and sent it to Olimpiu. He then informed a

fellow researcher named Edward Winter from Switzerland who has a chess research blog and he documented the discovery on it

<http://www.chesshistory.com/winter/index.html>

Strategic Plan

Our Mission:

We are "The People's University," the center of learning for a diverse and inclusive community.

Our Strategic Priorities:

1. Form communities of learning
2. Fight community deficits
3. Ready for the future: CPL 150
4. Cultivate a global perspective
5. Innovate for efficient and sustainable operations

Meetings and Activities

- I attended the first meeting of the Aspen Institute's Task Force on the Internet and Learning.
- I was interviewed by Q104 for their Cleveland Connection radio show.
- I attended the Slovenian Statehood Day Reception.
- I attended and presented at ALA's annual conference in Chicago.
- I attended and spoke at the Ward 2 Family Unity in the Park Festival at Luke Easter Park.
- I attended the Ward 8 Glenville Festival.
- I attended the Ward 1 Harvard Lee Festival.

CLEVNET

May's total OverDrive CLEVNET eMedia collection circulation was 95,580, significantly up from last year's total of 69,714. CPL has 6,682 total followers on Twitter and the Facebook page currently has 5,614 fans.

GRANTS & DEVELOPMENT

Grants & Awards

Books Under the Sun - Received two grants (Saint Luke's Foundation \$2,500 and PNC \$1,000) for this event in partnership with the Community Endeavors Foundation, the parent organization for the Healthy Fathering Collaborative.

Urban Libraries Council - received 2013 Innovations Honorable Mention Award for MyCloud

Pending Grants

Alcoa Foundation - \$15,000 pending for solar-powered trash compactors for Eastman Reading Garden

Library of Congress American Prize and David M. Rubenstein Awards - pending for Ohio Center for the Book programs

Plain Dealer - submitted request for \$100,000 to support digital literacy, specifically for two digital literacy labs, six Tech Toolboxes for the Mobile Services Department and six SmartBoards.

Cuyahoga Arts & Culture

- Submitted Eligibility Check for a 2014 Project Support grant.
- Met with Aaron and James Krouse at Ingenuity to discuss the 2014 Maker Faire, which will be the project we apply for.
- Met with Terry Bishop from Dominion to ask for support of the 2014 Maker Faire as a match to the CAC grant.

Cleveland Foundation

Submitted report on Learning Centers grant.

Literary Lots

Working with Strategic Urban Solutions to develop this new program at the Library's Carnegie West Branch this summer. This included:

- Coordinated with the Branch staff on logistics, with the Library's programming dep't on film licensing and the Youth Services dep't on use of books as well as consulting with their interns on fundraising for the Lot.
- Acted as consultant to intern on fundraising issues, i.e. proposal writing, prospect research
- Submitted requests to the Nord Family Foundation and Cavs for Lot support (both declined due to cost and length of project)
 - Coordinated the printing and distribution of flyers for this program to our branches.
 - Worked with Joyce to secure legal contracts (liability release) for the construction of hands-on pieces.
 - Interviewed with Cleveland Magazine and Channel 3 news for Lot publicity.

- Worked with Helen Z. (Children's Librarian at Carnegie West) to secure books and DVD's for Lot use as well as use of Library space for inclement weather days.

Friends

- Submit and track monthly reimbursement requests.

Letters of Support

- To CMHA in support of their Dep't. of Edu. Proposal for services at Mt. Pleasant Branch
- To CMHA in support of their Choice Neighborhood Implementation Grant for services at Sterling ranch
- To Neighborhood Connections in support of Keepin It Wild in EcoVillage - Lorain Branch partnership
- To Cleveland Chapter of the Nat'l Organization of Chinese Americans in support of their kiosk project
- To Senator Eric Kearney in support of Senate Bill 84 to create an Ohio Poet Laureate
- To Drexel Univ (Philadelphia) in support of IMLS research project on urban poor accessing information - Cle. To be a research site

Dance Programs

Worked with Marina Marquez to host a flash dance mob in the Reading Garden on Tuesday, June 4 and potentially other dance programs.

PUBLIC SERVICES

Programs, Services & Exhibits

PROGRAMS

During the months of June - August the Library's Outreach and Programming Services department focused on three system-wide initiatives: Summer Lunch Program, Summer Reading Club, and the Memorial-Nottingham Branch Summer Camp.

The Summer Lunch Program conducted in partnership with the City of Cleveland and the Children's Hunger Alliance was hosted at 28 locations throughout the library system. A total of 15,072 lunches were served, a 23.7% increase from 2012.

The Library's Summer Reading Club (SRC), *Make it a Great Summer!* was in keeping with the Library's shift towards project-based programming. Children were encouraged to participate in weekly hands-on "maker" themed programs in addition to the traditional reading club activity of reading books for various incentives. Children who read ten or more books received a free pass to the Cleveland Metroparks Zoo on August 17. The primary partners for this year's summer reading club were: NASA Glen Research Center, the Cleveland Metropolitan School District, Friends of the Cleveland Public Library, and the Cleveland Metroparks Zoo.

With funds generously donated by the Friends of the Cleveland Public Library the Library was able to host 2, 4-day video production camps at the Woodland and Walz Branches. From July 15-26 approximately 35 children aged 10-17 from the Walz and Woodland neighborhoods formed their own film production teams and learned to storyboard, script, film, and edit their films. The groups edited their films using Final Cut Pro, a professional grade video editing software application, and received additional training on audio equipment and set lighting. A total of 5 short films were produced by the children. This program was facilitated by the Progressive Arts Alliance, a contemporary arts organization that promotes high quality arts education and training to area children.

Just as last year the Library hosted two SRC kick-off events intended to engaged the community and promote reading club registration. The events, held at the Walz and Garden Valley branches both had attendance that exceeded 250 parents and children. OPS and Branch staff enrolled approximately 450 children at these two events. Notable community partners that participated in these events were the Cleveland Fire Department, the Kiwanis Club of Cleveland, NASA, Spring Mist Farms, Our Zoo to You, and Gatherings Kitchen.

The OPS department facilitated approximately 184 SRC programs, produced 180 program "kits". Total spending on SRC 2013 programming and support supplies was \$24,372.87. The largest share of this spending was on incentives given to children for meeting reading benchmarks throughout the summer.

Following is a summary of the key participation statistics for this year's SRC: 10,286 registered 5484 completions. In 2013 the Library saw an approximate increase of 50% in both registrations and completions. This increase can be attributed to the hard work of Branch staff and children's high level of interest in the program's content. The Reading Club Finale which was held on August 17, at the Cleveland Metroparks Zoo had 2,207 library patrons in attendance; NASA Educational Outreach staff was also in attendance at this event.

The Memorial Nottingham Branch's *Jumpstart to Fitness & Literacy Summer Camp*, also funded in part by funds donated by the Friends of the Cleveland Public Library, was a five-week program that targeted children grades 2-5. The fitness portion of the 5 day a week camp included fitness activities such as exercise, foot races, modern dance, and team sports. Academic enrichment sessions held inside the Library ranged from Spanish lessons, math tutoring, reading activities, and journaling. The camp culminated in a graduation ceremony where participants performed for an audience of their peers and parents/caregivers. This program was overseen by OPS Literacy & Education Coordinator Sherri Jones. Daily activities were facilitated by a staff of 4 adults employed by Braxton Educational & Technology Consulting, LLC.

In an effort to combat summer learning loss the Library continued to fund, both directly and with grant funding its traditional educational services through the summer of 2013. Read to the Beat, a music based literacy program facilitated by the Music School Settlement was offered at 4 sites: Rice, East 131, Walz and the Youth Services Department at the Main Library. Each site partnered with an area daycare required to attend the full 10-week session and participate in both pre and post testing. The branch to daycare pairing was: Rice - Shaker Blvd Ed. Ctr, E. 131st - Chapleside Academy, Walz - Apple of My Eye Daycare and Main FedKids & Old Stone Preschool and FedKids. Average class size for this program was 18 children.

Learn Chinese was offered at Addison, Fleet, Hough and Woodland. Each of the branches partnered with an area summer camp; average class size was 20 children.

The Summer Tutoring program was offered at six locations: Garden Valley, Mt. Pleasant, Rockport, Sterling, Walz and Woodland. The program, funded by a Starting Point grant, differs from past tutoring initiatives in that it was staffed by education professionals and used assessments tests to determine need and to develop individual lesson plans for participating children. Unlike the Library's America Reads tutoring program, Summer Tutoring required parental consent for children to participate. The program, initially funded for May-September of 2013, has been approved for continuation and will continue through September of 2014.

Other educational programs such as ACT preparation and GED/ESOL classes also continued throughout the summer. The Rockin' the 216 program facilitated by Greater Cleveland College Now also held a summer session at the downtown Main Library. The summer session had the highest attendance of the 2012-13 seasons serving approximately 40 9-12 graders both from within the City of Cleveland and its neighboring suburbs.

Legal Aid at the Library, brief advice clinics offered by the Legal Aid Society of Cleveland, was offered at the Fleet, Rice, and Fulton Branches from June-August. An average of 40 people per clinic came to the Library to receive consultations and referrals. Legal Aid also presented a workshop on child support at the Carnegie-West branch. The Library's partnership with the Legal Aid Society was prominently featured at the Society's Annual Luncheon at the Renaissance Hotel in downtown Cleveland.

The Library also hosted a variety of notable programs during the summer months that would not have been possible without the participation of various community partners.

On June 8, in partnership with Diabetes Partnership of Cleveland and the MetroHealth Medical Center, the library hosted a lecture by New York City Ballet soloist, author of *The Sugarless Plum* (2009), and diabetes health advocate Zippora Karz.

Also, during the month of June the Library hosted two artist presentations made possible by the Cleveland Foundation's Creative Fusion grants. In partnership with

the Cleveland Public Theater (CPT) Anna Paula Jones a Brazilian CPT Residency artist presented *Roots of Tradition: Brazilian Living Expressions* in which she shared the cultural traditions of her homeland through music, photography, and storytelling.

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Lastly, on August 3rd the Library celebrated the Sterling Branch Centennial in the Sterling Neighborhood. Over 300 children and parents enjoyed an afternoon of games, photo taking, and food provided by King Kennedy Kitchen and Gatherings Kitchen, and music by the Revolutionary Brass Band. Councilwoman Phyllis Cleveland and CPL Board President, Thomas Corrigan were also in attendance.

Cleveland Public Poetry

The Ohio Center for the Book at Cleveland Public Library was pleased to welcome Dave Lucas as our featured poet at Cleveland Public Poetry on Saturday, June 15. The reading began at noon in the beautiful Eastman Reading Garden at the Main Library. After Mr. Lucas read, there

was an open mic. Dave Lucas is the author of *Weather* (Georgia, 2011), which received the 2012 Ohioana Book Award for Poetry, and is a co-founder and curator of the Brews + Prose literary series at Market Garden Brewery.

Artists Club

Bruce Biddle's Artists Club now meets twice per month starting in June 2013 (second Saturday morning 10-12 and third Thursday afternoon 4-6); and did a Summer Reading club activity at Addison branch sharing Fine Arts books and drawing caricatures for finale event (25 children attended).

Music at Main

The *Cleveland Clinic Concert Band* presented their 5th annual concert of patriotic and American music in the Eastman Reading Garden. The *St. Ed's Trash Talkers* performed in the Eastman Garden on July 10th (over 100 people attended).

Russian Poetry Month

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Puritas Head Start Bilingual Story Time

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ESOL

Librarian Caroline Han hosted regular ESOL and computer literacy programs at Goodrich-Gannett Senior Center. A total of 11 patrons participated in this program and this outreach fits CPL's strategic efforts to serve elderly patrons and fight community deficits by improving computer skills and language proficiency.

Government Documents

On display colorful posters commemorating 100 years of registered trademarks in the United States Patent and

Trademark Office. The posters give a brief history of the trademarked products; ivory soap, Arm and Hammer baking soda, and Campbell's soup.

Siegel and Shuster Society

Sarah Flinn and Annisha Jeffries partnered with the Siegel and Shuster Society to have Family Fun Day at the Glenville Branch to celebrate the 75th Anniversary of the creation of Superman. The children enjoyed making their own masks and capes, meeting DC comic book artists, and running an obstacle course.

EXHIBITS

Superman Exhibit

The Literature Department and the Ohio Center for the Book hosted the opening reception for the exhibit Superman: From Cleveland to the World in a Single Bound: The 75th Anniversary of the Man of Steel on Friday, June 14, 4:00 p.m. The exhibit showcases the wonderful collection of Superman realia, memorabilia, photographs, and sundry paraphernalia from Mike Olszewski, president of the Siegel and Shuster Society. These treasures will be complemented by the Library's collection of Superman books and materials, including graphic novels, nonfiction works, photographs and collectibles. Outreach for the exhibit includes take-aways such as a Superman pop-up, Superman trivia/crossword puzzle and our Show Us Your Superman contest.

OUTREACH

Euclid Beach Carousel Society

The Cleveland Euclid Beach Park Carousel Society loaned one carousel horse that was exhibited in the Youth Services Department. On the opening day of the exhibit program participants learned about the history of Euclid Beach and the carousel restoration project that is currently ongoing. Following a brief presentation, children had an opportunity to play various carnival games and enjoy Euclid Beach saltwater taffy.

Golden Opportunities

Pam Eyerdam appeared on the show Golden Opportunities on July 21 promoting the Reading Nest and the Library.

World Title Checker Match

The *World Title Checker* match between Alex Moiseyev and Michele Borghetti of Italy took place in Italy. The players plan to donate to Cleveland Public Library the checkerboard used for the match, along with a set of the three-move restriction cards signed by the players.

Barbara Byrd Bennett Center

Youth Services Manager, Annisha Jeffries attended the end of the school year meeting for educators at the Barbara Byrd Bennett center to speak to 100 educators about the upcoming Summer Reading Club and tutoring at the learning centers.

Cleveland Foundation Center

On June 5, Joseph Parnell assisted in the presentation of the *Become Your Own Boss, The Complete Idiot's Guide to Starting Your Own Business* with Author Ed Paulson as host/speaker.

Joseph Parnell gave a talk on June 18, at the Cleveland Foundation Center Library on research databases that are available through the CPL website in order to research local companies.

Global Issues Resource Center

Maureen Mullin visited the Global Issues Resource Center. This CLEVNET partner is located at Cuyahoga Community College Eastern Campus, and focuses on topics related to conflict resolution, social justice, poverty, climate and environmental issues. This visit resulted in the librarian, Sandra Geringer, and her colleague, Ty Olsen, visiting CPL on August 22.

Little Free Library

Travis Leonard and Evone Jeffries continue to visit Little Free Libraries on Fridays, checking for maintenance issues and delivering books. Cleveland enjoyed a visit from the founders of the Little Free Library movement this weekend. Rick Brooks and Todd Bols of the Little Free Library community movement in the United States and worldwide visited sites throughout Cleveland this Friday and Saturday and donated several Little Free Library structures.

The idea was popularized in Hudson, Wisconsin when Todd Bol mounted a wooden container designed to look like a school house on a post on his lawn as a tribute to his

mother, who was a book lover and school teacher. Bol shared his idea with his partner Rick Brooks who found many efficient ways to spread the word, and the idea spread rapidly. Library owners can create their own library box, usually about the size of a doll house, or purchase one from the website. Libraries may be registered for a fee and assigned a number at the organization's website. Libraries can be found through their GPS coordinates. Owners receive a sign that reads "Little Free Library". They often have the phrase, "Take a Book. Leave a Book." On Friday, August 31st, OCFB started to visit two new LFLs, one at the Lonnie Burten Splash Park and one at the Marion Sterling School.

Octavofest Facebook

Amy Dawson met with Marsha Miles of the Michael Schwartz Library at Cleveland State University to discuss the shared duties of posting notices of Octavofest events on social media sites. Ms. Dawson and Ms. Miles agreed on "best practices" for posting events and Ms. Dawson made Ms. Miles and administrator on Octavofest social media accounts.

Large Print Books to Seniors

Amy Dawson and Timothy Phillips met with Rhonda Fulton of the Mobile Services unit to discuss the procedures for creating circulating book set as an outreach tool to seniors. After discussing this project with Director of Public Services, John Skrtic it was decided that the Literature Department would contact two seniors communities and try to do outreach twice per month.

Burning River Fest

The Ohio Center for the Book @ Cleveland Public Library is an eco-partner at the 2013 Burning River Fest on Cleveland's Whiskey Island. Intended to raise awareness of environmental issues affecting the Great Lakes region and Cuyahoga River ecosystem, the annual Burning River Fest features educational exhibits from area environmental groups, fresh food from local farms and eateries, and live music

Brews+Prose

Amy Dawson and Steve Capuzzo attended the Brews + Prose event on July 2, to join in the celebration of their first anniversary. They welcomed celebrated food writer and home chef Michael Ruhlman and Pulitzer Prize-winning

journalist and author Connie Schultz. That night, Brews + Prose announced their very first fundraising effort to ensure that they can continue bringing great writers to our city, and show off Cleveland's appetite for literature

Collection Development

Jean Collins worked with Evone Jeffries and Eric Odum to move materials and make room for reference fiction which should be completed soon. Ms. Collins also ordered Anisfield Wolf, Dublin, and OCFB book sets to start the process for Literature of collecting book sets for book clubs and others. She set up and attended an August meeting with Automation, Catalog, & Laura McShane to determine cataloging & marketing of Book Sets and made sure all OCFB titles were added to the new OCFB designation.

A 1921 copy of *Public Hall*, Cleveland Chamber of Commerce (Cleveland, Ohio) Convention Board (one copy listed in World Cat) was transferred to Special Collections.

Special Collections

The *Köpfe berühmter Schachmeister* received preservation treatment and has been cataloged. Cathy Poilpre advertised the collection in the *Cleveland Jewish News* on August 11.

Several hundred volumes from the John G. White Collection that were stored on the 5th floor Literature stacks since 2001 are temporarily shelved in the Fine Arts Periodical stacks area until more room is available in the vault.

Ms. Eyerdam met with rare book dealer Peter Bernett and made selections for the Lockwood Thompson fund and approval books for the Schweinfurth Committee in August.

The copy of Audubon's *Quadrupeds of North America* and a print of the *Blue Jay* (from the Bien edition) was sent to Preservation and Catalog for repair and cataloging.

Research That's Possible Only at Main Library

Vlastimil Fiala, PhD., of the Czech Republic, editor of the *Quarterly for Chess History*, came to the Cleveland Public Library to do chess research from July 15-20.

Dr. Fiala spent most of his time with the 19th century collections of chess columns that JGW assembled. A professor from Toronto was seeking information on Cleveland's Walden String Quartet (1934-1946). A short history was found in Grossman's book "A History of Music in Cleveland, as well as several articles found in the Cleveland Plain Dealer Archives.

Researchers from the west coast came in to listen to the Musicarnival recordings. They were set up in the Treasure Room and were able to listen to the music without disturbing anyone and had an enjoyable experience.

Olimpiu G. Urcan, chess researcher from Singapore had found out that Rueben Fine had worked on a revised edition of Lasker's Manual for Chess and it appeared in 1942. The Cleveland Public Library owns some material of Rueben Fine's and in it is a copy of Fine's draft of this revised edition. Staff scanned 10 pages out of this document and sent it to Olimpiu. He then informed a fellow researcher named Edward Winter from Switzerland who has a chess research blog and he documented the discovery on it <http://www.chesshistory.com/winter/index.html>

The new curator of the Asian Collection at the Cleveland Museum of Art studied our copy of a Cambodian Temple text for an exhibit (only 2 libraries in the US own this text).

Staff has been assisting Tony Hiti and the rest of the Cleveland Artists Foundation with curating the Schweinfurth exhibit that opens at the Beck Center on September 6. Staff has been pulling numerous volumes from the original Schweinfurth Library collection bequeathed to CPL in 1925 as well as items purchased from the Trust. Also assisting is Tom Edwards (Maps), Alisha Naab (Preservation), and Margaret Baughman (Photo Collection) with providing images for the exhibition catalog.

Someone using a metal detector in Winchester, N.H. found some old medals won by a dog at a Philadelphia dog show in 1926. Science & Technology Department staff members were able to use the Percy Roberts collection, the American Kennel Club Gazettes, and a journal called American Field to identify the dog.

There has been recent news of increased funding for demolition of foreclosed housing. Science & Technology Department handled requests for razing structures, the tools necessary for demolition, and standards required for completing the task.

The owners of a bakery in Medina recently made a special visit into Science & Technology Department to view the title *Lambeth Method of Cake Decoration and Practical Pastries: Published Expressly for the Progressive Baker, Confectioner, Pastry Cook, and Cake Decorator* by Joseph A. Lambeth, 1960.

A tailor came in to Science & Technology Department to request a title from storage. He needed *Alteration of Men's Clothing*, by David Carlin, 1947.

Jean Collins assisted Alexander Gaya, a student at the University of Durham, U.K., who is currently completing a master's degree in Victorian literature. He required information from a work on Lewis Carroll: '*Lewis Carroll's Left Hand; or, The Religious Symbolism of Alice's Adventures in Wonderland*' by W. Chave McCracken, Washington, D.C. : St. Peter's Press, 1959. McCracken was the Rector of St. Peter's Episcopal Church in Lakewood, Ohio. His book was based on research done for a paper for The College of Preachers, Washington, D.C., Fall Term 1959.

A professor of ethnomusicology visited the Literature Department in August to access the Musicarnival Collection Archives for her upcoming book on Beverly Sills. Sills began her career as a performer in Musicarnival.

Joseph Parnell is researching information for a patron in California seeking information on Cleveland manufacturers of electric cars, (specifically, "The Torpedo") which was produced in the early 1900's. The patron stated that sources in California informed him that Cleveland Public Library is the "best source" for this information.

Cleveland Law Library needed a few pages of current information from the CCH Business Franchise Guide for a patron. Antoinette Allen copied and emailed information to them for the patron.

Susan Mullee assisted a patron in finding a book on organizational psychology, and more specifically on the

effects of shifts on workers. Patron requested the book, located at our off-site storage collection titled: *Shift Work: The Social, Psychological, and Physical Consequences* by Paul Mott, published in 1965.

Joseph Parnell assisted an employee of the Cleveland Federal Reserve Bank in the research needed to identify past Boards of Directors of the bank in preparation for the Fed's upcoming Centennial celebration. The employee revealed that the Fed's library was not as extensive as the Business Departments' resources. Our archival information went back further and had more information she could use.

Staff Development

Library Assistant Doris Yee transferred to OLBPD on July 15. Staff member Ardella Primm retired on August 31, 2013. New Children's Librarian Maria Estrella began her new position as Subject Department Librarian at the Youth Services Department on July 29. Children's Librarian Jennifer Rhodes resigned effective September 27. Senior Subject Department Librarian, Chris Wood retired from the History Department on August 31 after 41 years of service to Cleveland Public Library.

The Library hired Ms. Nichole Shabazz, Youth Outreach & Programming Coordinator on July 1. Ms. Shabazz holds a Master of Arts degree in Curriculum & Instruction from the Master of Urban Secondary Teaching (MUST) program at Cleveland State University, an Education Specialist degree (Ed.S) in Instructional Leadership with a focus on Brain-Based Learning from Nova Southeastern University and is currently pursuing her Ph.D. in Instructional Design for Online Learning (IDOL) at Capella University. She returned to Cleveland to work at CPL after serving for over a decade as an educator and media specialist in Atlanta, Georgia.

BRANCHES

A wide variety of programs and events were presented for all ages at the East Team branch libraries this summer. Summer Reading Club kick-off programs were held at Garden Valley and the Rice Branch.

The branch programs for children during the summer included story times, art programs music programs, book

discussions, Learn Chinese classes, and a menu of programs centered on the summer reading club theme. Each East Team branch library hosted programs and events that helped to make the summer of 2013 a memorable one for patrons in their respective communities.

East Team managers and their staff worked hard to represent the library out in the community as well. The library had a strong presence at the many Ward festivals held surrounding neighborhoods. Youth Services staff members were invited to present story programs at area camps and daycares.

It has been a summer full of excitement and enrichment on the West Team beginning with the Summer Reading Club kick off at the Walz Branch on Friday, May 31.

Carnegie West Children's Librarian Helen Zaluckyj helped coordinate the Literary Lots program that brought storybooks to life in Novak Park and Eastman Children's Librarian Diana Devore arranged for Ronald McDonald to visit the Eastman Branch on August 6.

Branch Manager Cheryl Diamond and her staff partnered with the Cuyahoga Valley National Park and presented the "Get up, Get Out and Go!" program which drew crowds of over 60 people to each session! This two day program led by Park Rangers Dan and Brady included a scavenger hunt at the Garfield Reservation, fishing lessons on the Ohio & Erie Canal, crafts, games, and a performance by HeartBEAT Afrika.

The Rockport Branch arranged for professional dance instructor Ellen Tolliver from the Praise Dance Academy to teach three dance classes in June. Ms. Tolliver instructed families on the basics of Hip-Hop, Modern, Praise, Ballet, and African dance.

Staff members at the Brooklyn and South Branches used technology to keep things exciting. Brooklyn staff members presented a Thinkfinity session to talk about music and have children "meet the instruments" and staff members at the South Branch created a Digital Graffiti Wall where participants took turns using a laser stylus to create images to add to the graffiti wall.

At the Lorain Branch, **21** children attended the "We Love Our Teddies!" program to celebrate Teddy Bear Picnic Day coordinated by Children's Librarian Crystal Tancak.

Opportunities for enrichment and learning went well beyond our children's and teen summer reading program and were available for patrons of all ages at the West Team Branches. Led by Branch Manager Olivia Hoge, the Lorain Branch embarked on several new initiatives including installing a vegetable garden in the back lawn to help develop interest in gardening and healthy eating, purchasing two sewing machines to begin the process of developing maker labs, and coordinating a seed lending program that is available at several other branches as well.

The Walz Branch hosted its first program under the Innovation Grant received by Library Assistant Traci Hlafka. The program was called Book 'n Beer which highlighted home brewing. Traci's initiative, "Urban Pioneers: cultivating community by instilling a green initiative." is targeting an underserved population in the Walz Branch service area.

Every West Team Branch welcomed student volunteers from Y.O.U (Youth Opportunities Unlimited) into our branches for the summer. These students worked alongside staff members assisting them with our summer reading and summer lunch programs and with the everyday tasks associated with operating our branches.

The South Branch, in partnership with the Hispanic Business Center, participated in the Financial Fiesta Event on June 28th and also in the Steel Yard National Night Out that took place on August 6th where 713 people visited the library table and received library information. In addition, the South Branch also participated in the Back 2 School Celebration organized by Esperanza where over 500 people visited the library table.

The Carnegie West Branch staff helped organize and participated in the second annual Back to School Fair at Novak Park. Organized by the West Side Catholic Center, this event gave away 800 backpacks filled with school supplies to neighborhood children on August 9.

Sterling Branch Manager Cal Zunt participated in the "Central Neighborhood Back 2 School Rally" and Town Hall Meeting sponsored by the Cleveland Municipal School District and Promise Neighborhood at the Friendly Inn. Over 500 central families attended this event.

Fleet Branch staff members attended the North Broadway Family Literacy Day at Broadway United Methodist Church on June 22, and South Brooklyn Branch Manager Susan Martin represented CPL at Pop Up Pearl, a street festival along Pearl Road from the Cleveland Metroparks Zoo to State Road. Approximately 2,000 people attended this event.

BOOKMOBILE/ON THE ROAD TO READING

During the months of June- August the Mobile Services staff and vehicles served 169 stops and 6 community outreach events: Scranton Financial Fiesta, Books Under the Sun, Glenville Festival, Family Unity Festival in Luke Easter Park Asian Festival, and the Summer Reading Club Finale at the Cleveland Metroparks Zoo.

"On the Road to Reading" visited Pediatric and WIC sites 67 times during the months of June - August. The Spend, Save and Share Children's Festival was held at the Cleveland Metroparks Zoo on July 13th. The event was well attended over with over ticket 1200 being redeemed for zoo tickets on the day of the event. PNC Bank, the funder of the Grow Up Great grant of which the festival was a part, provided 16 volunteers to help staff the event.

TechCentral

TechCentral Anniversary

June 14 marked TechCentral's one-year anniversary since its grand opening. Staff celebrated the event with a short break-time party, as well as an after-hours outing to see the Cleveland Indians play the Washington Nationals.

Digital Literacy Workshops presented by The Plain Dealer The Northeast Ohio Media Group partnered with the Cleveland Public Library and TechCentral in order to provide twenty-three Digital Literacy Workshops during August at six Cleveland Public Library locations. These workshops provided basic computer instruction to patrons interested in accessing digital media and news sources on the Internet. This workshop also provided assistance for people interested in learning about The Plain Dealer's new e-Edition that debuted in August.

3D Printer Demonstrations

TechCentral offered assistance to the Cleveland Heights-University Heights Library on June 6 in providing one of our 3D printers for demonstration during a 3D printer program offered for patrons at the Lee Road library. The organization that was originally scheduled to provide the 3D printer was unable to attend due to an unforeseen emergency.

Professional Development and Staff Training

All TechCentral staff members were in attendance for Staff Development Day on June 7 at the Lake Shore Facility. CJ Lynce and Sam Tripodis participated in the *Marketing: It's Everyone's Job* session, presenting information on CPL's online course and music offerings.

Karmar Clifton attended the Ohio Benefits Bank Training at the Akron Summit County Public Library on July 23. The training covered the Ohio Benefits Bank Self-service Internet program that helps connect families to tax credits and an array of benefit services.

CJ Lynce and Suzi Perez attended the Detroit Maker Faire at The Henry Ford on July 27.

The Software Committee, consisting of CJ Lynce, Bill Bradford, Jessica Breslin, Bill Wood, and Rod Houpe, met on July 31. This was the first meeting for the Committee since January 2011. The Committee has been reconvened to begin the process of selecting software for inclusion in a 'base image' for public and staff PCs. The Committee discussed the possibility of expanding the charge of the committee to include compiling and maintaining lists of web-based applications for distribution to patrons and staff.

CJ Lynce arranged for and attended a demonstration of a laser engraver unit that the library is considering purchasing for the TechCentral MakerSpace. Several Library administrators were in attendance for the demonstration, and some TechCentral staff members also had the opportunity to see the unit in action.

OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

In June, OLBPD circulated 60,990 items directly to patrons. BARD users downloaded 9,327 items among 582

active users for June. OLBDP registered 121 new readers to the service.

OLBDP hosted its annual Volunteer Luncheon on Wednesday, June 3, 2013 at Bistro 185 in Cleveland. Sixteen volunteers attended the luncheon and included quite a few retired CPL staff that volunteer their time to OLBDP. Volunteers contributed 1,307 hours of service to OLBDP in Fiscal Year 2013.

OLBDP Manager Will Reed and Tracy Grimm, Head of the State Library of Ohio Talking Book Program co-hosted a one day conference for machine lending agencies on June 5th at the State Library of Ohio. OLBDP and SLO have over 60 machine lending agencies throughout Ohio, many of which are public libraries, and provide a valuable local service to OLBDP in terms of equipment maintenance, reader advisory, and outreach and promotions. OLBDP Library Assistant Ken Redd presented outreach and promotion strategies to assist and help support machine lending agencies to market our service in their respective areas.

OLBDP Manager Will Reed attended the National Library Service Braille Summit 2013 at the Perkins School for the Blind in Boston, MA from June 19th - 21st. This three day summit was a brainstorming of ideas and strategies on the direction of braille book service. In attendance were more than 150 people representing consumer groups like the National Federation of the Blind, the American Council of the Blind, braille producers such American Printing House and The Braille Press, as well as consumers and NLS network staff and regional librarians.

OLBDP staff Ken Redd and Michelle Makkos presented information about OLBDP services at the Brecksville/Broadview Heights Health Fair on June 1st; Orange Low Vision Group on June 11th; Ward 5 Health Fair on June 20th.

The OLBDP Cyber-Dialogue Book Discussion was held on June 13th where the group discussed "Blood Meridian" by Cormac McCarthy.

In July, OLBDP circulated 58,545 items directly to patrons. BARD users downloaded 10,849 items among 605 active users for July. OLBDP registered 153 new readers to the service.

On July 7, OLBDP Manager Will Reed spoke at the American Council of the Blind National Convention in Columbus, Ohio during the Library Users of America meeting and staffed the National Library Service table in the exhibits hall.

On July 10, OLBDP hosted its first ever Family Fun and Learning Day event in Cincinnati, Ohio at the Cloverbrook Center for the Blind and Visually Impaired. More than 150 guests were in attendance to hear keynote speaker and NLS narrator Michael Kramer, as well as other speakers, programs, announcements and updates about the Ohio braille and talking book service. OLBDP received a lot of positive feedback from participants who expressed a sincere hope that OLBDP consider coming back again for another Family Fun and Learning Day event.

On July 25, OLBDP Manager Will Reed attended the Ohio Braille and Talking Book Program Consumer Advisory Committee meeting at the State Library of Ohio. Consumers were provided updates about the service, including apps for BARD available soon on Apple and Android devices.

OLBDP Manager Will Reed and Head of the State Library of Ohio Talking Book Program Tracy Grimm finalized planning for the OLBDP Family Fun and Learning Day event in Columbus. OLBDP will host its first ever Family Fun and Learning Day event at the State Library of Ohio on Wednesday, August 14th.

The OLBDP Cyber-Dialogue Book Discussion was held on July 11th where the group discussed "The Fault in Our Stars" by John Green.

In August, OLBDP circulated 56,488 items directly to patrons. BARD users downloaded 10,508 items among 600 active users for August. OLBDP registered 133 new readers to the service.

On Thursday, August 8, OLBDP hosted Missy Lodge, Associate State Librarian for Library Development at the State Library of Ohio and Mr. James Lonergan, IMLS Program Officer. Mr. Lonergan was particularly interested in the Ohio Braille and Talking Book program and he visited the State Library Talking Book program and Tracy Grimm on the 6th. Mr. Lonergan was quite impressed with the entire program and our operations.

On August 14th, OLBPD hosted its first ever Family Fun and Learning Day event in Columbus, Ohio at the State Library of Ohio. More than 60 guests were in attendance to hear keynote speaker and NLS narrator Giannarelli, as well as other speakers, programs, announcements and updates about the Ohio braille and talking book service. OLBPD received a lot of positive feedback from participants who expressed a sincere hope that OLBPD consider coming back again for another Family Fun and Learning Day event.

The OLBPD Kids and Teens Reading Club web pages were completed. Invitation letters to join the reading clubs were mailed to more than 500 OLBPD patrons eighteen years old and younger. Announcements about the reading clubs were also made to teachers and school media specialist for the beginning of the school year and initiation of their book service for the upcoming school year.

The National Library Service has released to network libraries a preview of the new Apple iOS BARD app that will be released in the fall of 2013. Network libraries are beta testing the app and submitting feedback to NLS. The BARD app will allow patrons to search, download, and listen to books and magazines available through NLS on Apple devices such as iPhone and iPad.

OLBPD staff Ken Redd and Michelle Makkos presented information about OLBPD services at the Puerto Rican Festival on August 3rd, Glenville Festival on August 10th, McCafferty Health Fair on August 17th, and the Ward 1 Expo on August 24th.

The OLBPD Cyber-Dialogue Book Discussion was held on August 8th where the group discussed "Truman's Excellent Adventure" by Matthew Algeo.

TECHNICAL SERVICES

All Technical Services Managers and staff attended Staff Development Day on June 7. Mya Warner, Technical Services Senior Clerk in the High Demand Department, received special recognition for having earned the Library's first Cornerstone Award. As a member of the Staff Development Day Committee, Acquisitions Coordinator Alicia Naab worked with the rest of the

committee members to help with the setup and to make sure that all the activities for the day ran smoothly.

Temporary adjustments were made to the work schedules of some staff living on Cleveland's west side in response to the traffic problems caused by the closure of the Shoreway. This accommodation continued until the filming was completed in mid-June.

Ms. Naab, Acquisitions Coordinator, was appointed Acting Preservation Manager in July.

Senior Catalog Librarian Michael Monaco offered several Sirsi/Dynix Searching Refresher workshops to Technical Services staff members. Shelf/Shipping Supervisor Stephen Wohl and Collection Development Librarian Laura Mommers organized a CPL Fit Salad Lunch that was well attended.

Carole Brachna, High Demand Manager and Sandy Jelar-Elwell, Acquisitions Manager, continued to work with Carrie Krenicky, Chief Financial Officer, members of the Financial Services staff, and Ann Palomo, Library Systems & Applications Manager, to expand the paperless invoicing project to include Ingram, the final major vendor. Some Ingram invoices will still be paid manually due to processing and shipping charges in excess of the acceptable percentage, but the majority of the Ingram invoices will be auto-paid.

Patricia Lowrey chaired monthly Revenue Enhancement meetings throughout the summer. Several Technical Services Managers met with Ms. Palomo, Hilary Prisbylla and Marlene Pelyhes of the IT/CLEVNET Department on July 11 and on July 18 they met with John Skrtic and Carlos Latimer from Public Services; the meetings were to discuss a variety of projects and concerns. Ms. Lowrey and Ms. Naab met with the Digital Projects Committee in August to discuss proposals for new projects. In August, Ms Lowrey & the Technical Services Managers prepared a progress report on the division's Operational Plan which was shared with the Deputy Director and the Leadership Team.

Ms. Lowrey worked in the Audio-Visual Department for a half day on July 9. She enjoyed interacting with the patrons and staff in that busy department. On July 19, Ms. Lowrey and Andrea Johnson, Catalog Manager, attended

a meeting of the Metro Libraries Technical Services Heads in Toledo. In early August, Ms. Lowrey and Collection Manager Rollie Welch attended Digipaloosa, the OverDrive users meeting, where they learned about upcoming developments and enhancements.

Acquisitions: Departmental staff members ordered 22,871 titles and 51,167 items over the summer. They received 48,220 items and 6,148 periodicals and serials. The staff added 6,469 comics, 1,537 paperbacks, and 3,042 periodicals and serials. They processed 4,859 invoices.

Alicia Naab, Acquisitions Coordinator, was selected for the Temporary Acting Preservation Manager position and began working in the Preservation Department on July 15th. Tonya Jenkins, Technical Services Librarian, and Nathaniel Infante, Technical Services Associate, participated in an online EBSCONET renewals training and support session to assist them with entering and submitting the 2014 subscription renewals.

Sandy Jelar Elwell, Acquisitions Manger, worked with John Skrtic, Director of Public Services, and Rollie Welch, Collection Manager, to coordinate the 2014 subscription renewals and cancellations for Main Library and Branch periodicals and Main Library microfilm. Ms. Jelar Elwell attended the CLEVNET Online Resources Committee (CORC) meeting in August to learn more about how the committee handles selecting electronic resources for CLEVNET.

Lisa Kowalczyk, Technical Services Librarian, met with staff from Fine Arts and Special Collections to review and provide additional training on submitting selections. Ms. Jelar Elwell met with staff to review and discuss the Cleveland Public Library's Strategic Plan for 2012-2014 and she met with departmental librarians to discuss and assign the handling of the various tasks that had previously been handled by Ms. Naab.

Catalog: In June, staff at the Library of Congress, Stanford University Libraries, and the University of Chicago began to review original RDA bibliographic records contributed by Catalog Department staff to the national Program for Cooperative Cataloging. Senior Cataloger Michael Monaco is coordinating the review. Yeshe Dugarova-Montgomery, Amei Hu, Jintao Huang,

Diana Olivares, John Parsons, Larisa Povitsky and Barbara Satow began creating name authority records according to the new RDA rules. Most staff attended the BiblioCommons webinar "Technical Services Update: BiblioCore Catalog Enhanced with RDA, FRBR, ONIX, and More."

Mr. Monaco presented several Sirsi/Dynix training workshops on effective search techniques to Technical Services staff over the summer and he attended monthly CPL 150 meetings. He also attended a meeting of the Ohio Library Council's Technical Services Division Action Council on August 28th. Regina Houseman attended a North American Serials Interest Group (NASIG) pre-conference "RDA & Serials transitioning to RDA within a MARC 21 format. Ms. Satow gave a presentation to the Catalog Department about graphic novels on June 18 and she attended an Employee Recognition Committee meeting.

In July, Catalog Manager Andrea Johnson streamlined the departmental process for checking trucks of finished books. She spent half a day in June at Ohio Library for the Blind & Physically Disabled, learning about the records in their catalog. In August, Ms. Johnson implemented a new workflow for checking the quality and turnaround time of books with original cataloging. She reviewed the importance of CPL's Strategic Plan with the department staff.

Over the summer, a total of 13,501 titles and 10,408 items were added.

Collection Management: Laura Mommers, working with Christine Colnar of the Graphics Department, produced a lovely brochure promoting the Library's collection of exercise and wellness DVDs. The document, "Body Mind Soul: DVDs for Health and Wellness" contained fifty annotated titles that were selected by Mrs. Mommers.

Over the summer, Bonnie Bolton selected a total of 851 titles and 11,006 items for Main Library and Branch juvenile book collections. Mrs. Mommers ordered 1,447 DVD titles and 18,748 items for the Branches and the Audio-Visual (AV) Department. She also selected 1,416 CD titles and 11,661 items for Branch collections and totaling the Popular Library.

Nancy Mocsiran and Collection Management staff processed 271 telescopes of print and non-print items by relocating items to Branches, book sale, or college collections housed at Cleveland State, Case Western Reserve and Cuyahoga Community College-Metro (CSU, CWRU, CCC).

Mr. Welch's online review column of African American books for Library Journal continued to be published throughout the summer at lj.libraryjournal.com. He spent the afternoon of July 3 working at Rockport assisting at the circulation desk and helped with weeding tasks.

High Demand: Over the summer, staff members ordered 4,505 new titles and 53,378 items; they cataloged 2,763 new titles and added 51,780 new items.

The staff found time to receive 1412 items for the Acquisitions Department, help with bindery orders, work on set/cancel reports in OCLC, help in Preservation, and process over 200 music CDs for the Materials Processing Department. The Department took over the weekly Received Items with Holds List for DVDs, in order to speed these items through Technical Services. Steven Best volunteered to spend several hours each week in the Preservation Department making phase boxes and Dale Dickerson, High Demand Librarian, processed 27 photos as part of the Preservation Department's digital photo project.

Carole Brachna, High Demand Manager, spent time considerable time working on Ingram invoicing issues. She attended the program "Innovation in Public Libraries: a conversation with Holly Carroll, Executive Director of Poudre River Public Library District."

Materials Processing: Over the summer the Associates cataloged 4,345 new titles for the Cleveland Public Library and 5,125 titles for the CLEVNET libraries. The Associates and Sr. Clerks added 22,992 items to the Sirsi/Dynix database. The Technicians worked on 82,566 items.

Elizabeth Hegstrom, Materials Processing Manager, met with the Associates to discuss the local practices developed by the Catalog Department for RDA cataloging of books. Ms. Hegstrom participated in a webinar

presented by BiblioCommons called 'Technical Services Update: BiblioCore Catalog Enhanced with RDA, FRBR, ONIX, and More'. She met with each of the fourteen member of Materials Processing to explain the Library's Strategic Plan.

Jasrielle Blade left Materials Processing to become a branch clerk at Garden Valley. Shirley Jones and Christon Hicks added hundreds of items to the database for the "On the Road to Reading" collection. Cathy Jo Graves, Paula Stout, Doug Huston and Michael Reynolds worked together to catalog, add item and process several Playaways in time for a promotional event. Shawn Wolford processed several books that will be used for book discussion kits for Literature. Karima Ward and Shirley Jones volunteered to help Acquisitions receive non-book materials.

Preservation: Preservation Manager Ann Olszewski retired in May and Alicia Naab was appointed Acting Preservation Manager in July. In August, Ms. Naab attended Preservation Boot Camp and a workshop on legal employment practices. Ms. Naab spent time in August meeting with departmental staff to discuss the Library's strategic plan.

A total of 2,415 images were added to the Digital Gallery over the summer bringing the total to 44,675 objects.

Gloria Massey processed files and loaded digital editions for several City Directories, a dozen volumes of John Marshall High School's *Vanguard* yearbook, 132 Edmonson portraits from glass slides, eight Collinwood High School yearbooks, and several Cooley Farms and Mears baseball items. Elizabeth Bardossy treated special park plans and trained Steven Best of High Demand in making phase boxes. Laura Wallencheck has taken over responsibilities for preparing digicovers for the Foreign Literature materials and she has been trained in entering metadata in ContentDM. Ms. Wallencheck also reviewed microfilm for the 2012 Plain Press and Daily Legal News.

Shelf/Shipping: Stephen Wohl, Shelf/Shipping Supervisor worked with the New Page Committee to assess, interview, and select applicants for a number of Page vacancies throughout the library over the summer. Three pages,

Imane Blaine, Cayla Napoleon and Trisha Roberts were selected to join the department on July 17th. Page Aaron Gordon, resigned on July 16th. Mr. Wohl attended Employment Law training on August 15th.

The staff of the Lake Shore Shelf/Shipping Department sent 610 items to the Main Library for requests and holds over the summer. A total of 5,157 telescopes of new materials were shipped out the Main Library, Branches, College Collections and CLEVNET libraries. The Technicians unpacked and sent 77,934 new items to the Acquisitions and High Demand Departments.

MARKETING & COMMUNICATIONS

Media coverage for the months of June, July, and August included 158 print and online publications, as well as TV and radio. The full report, available in the Marketing department, shows ad values of \$150,357.74 for the 3 month period with a news circulation audience of 13,424,408 people. Media outlets that featured CPL events and programs during this time period received 26,909,551 unique visitors. Full report in the Marketing Department.

Ads to promote Summer Reading Club appeared in *Campus Observer*, *Collinwood Observer Scoop on Summer*, *Ohio Life News*, *Call & Post*, *Universe Bulletin*, and *La Prensa*. Awareness campaign ads to promote free Library services were placed in *Campus Observer*, *La Prensa*, *Kaleidoscope*. Bus boards and bill boards for the awareness campaign concluded at the end of August and June respectively. Ad promoting genealogy appeared in the *One World Day* program. Friends booksale at West Park was promoted in *Kamm's Corners Magazine*. Library card sign-up ads ran in *The Universe Bulletin* back to school issue and *Gay People's Chronicle*. David Friedmann lithographs were advertised in the Maltz Museum Jewish Food & Cultural Festival program; Rabbi Chalom in the *Cleveland Jewish News*. General ads for the Library ran in fall sports calendars for East Tech, Collinwood and JFK high schools, and in the Tremont West Development's *Visitor's Guide*.

Radio and TV ads included Free Tutoring and Spend, Share, Save zoo tickets on Radio 1, Zippora on NPR and WVIZ IdeaStream.

Search Engine Marketing with cleveland.com resulted in a weekly average of 776 clicks to website per week as opposed to 264 for the same 3 month period in 2012. Popular key words clicked on were "public library" and "free music downloads".

GRAPHICS

Graphics staff designed and/or printed and distributed 438 pieces June-August, including graphics for the library website, program guides, digital presentations, exhibits, fliers, signs, and 13 staff newsletters. A vehicle wrap with "I'm Ready to Read" was designed and executed. Graphics staff designed and printed all materials for Staff Development Day. Community engagement give-aways and collateral were designed and printed. One hundred and ninety thousand routing slips were printed.

JUNE-SOCIAL MEDIA

The top 5 more clicked on tweets/Facebook posts were as follows:

1. Jun 24, 2013 If you consider yourself a cat person, this funny tale is for you (Read in the CLE link)
2. Jun 10, 2013 Book recommendations from our savvy librarians (Read in the CLE link)
3. Jun 6, 2013 Cleveland Public Library now home to giant 'reading nest' (WKYC link)
4. Jun 13, 2013 "Big weekend for Superman in Cleveland" (Plain Dealer link)
5. Jun 7, 2013 Superman is flying into the library next Friday (Superman exhibit link)

The content with the most "reach" on Facebook:

1. June 23rd: Gardening program at Lorain Branch
2. June 6th: Library closure notice for Staff Development Day
3. June 24th: Read in the CLE link to Angela's page
4. June 6th: Reading Nest photo/post
5. June 18th: Reading Nest post from Designboom.com

JUNE-WEBWARE www.cpl.org and other CPL sites

Twitter followers were up from 3,990 in June 2012 to 6,197 in June 2013. Facebook fans were up from 4,218 in June 2012 to 5,396 in June 2013. Downloads of books in

an electronic format (eBooks) were up from 61,151 in June 2012 to 88,254 in June 2013.

Library News on the www.cpl.org homepage featured the following items for June: Video Production Camp; FREE Tutoring; Learn Chinese for Kids; Superman Flies in for a Special Exhibit: Celebrating 75 years of the Man of Steel; Cleveland Public Library Board of Trustees Meeting; SPEND, SHARE AND SAVE!; and CMSD Board Seeks Applicant to Fill Vacancy.

During the month of June, the following events, programs, and information were promoted on www.cpl.org: CLEVNET Mobile App; MyPlace/MyCard: My Music is Free; Summer Reading Club; Read in the CLE featuring Margaret Bernstein; OverDrive: The Big Read; Author/Dancer Visit: Former New York City Ballet soloist author and diabetes health advocate: Zippora Karz; Events at Main; Eastman Reading Garden is Open; Exhibits at Main; MyTunes featuring Alicia Keys; Exhibits at Main; Free Tutoring; Learn Chinese; BookFlix; 100 Sizzling Titles; Video Production Camp; 100 Sizzling Titles; Homework Help; Opposing Viewpoints; Senior Day; Boost Your Knowledge with Computer Classes; Ed2Go; and MyPlace/MyCard: My eBooks are Free.

11 Popular Topic pages were updated with new book lists in June.

The 22nd "Off the Shelf" was sent out on June 5, 2013 to a distribution list of 3,710. This issue featured: Make it a Great Summer with Summer Reading Club; The Sugarless Plum: Zippora Karz's Dance with Diabetes; Red, White & Blueprints: Documentary Film Screening at Main Library; and Read in the CLE Featured Author Margaret Bernstein. The following new releases were featured: Doctor Who: character encyclopedia by Jason Loborik, Annabel Gibson & Moray Laing; NOS4A2: a novel by Joe Hill with illustrations by Gabriel Rodriguez; A house divided by Kimberly Lawson Roby. The following news stories were featured: FREE Tutoring; and Video Production Camp. The following programs were featured: Roots of Tradition: Brazilian Living Expressions at Main Library; Superman Family Day at the Glenville Branch Library at Glenville Branch; and Featured Exhibits at Main Library.

Margaret Bernstein, *Plain Dealer* Metro columnist was added as the Read in the CLE's Featured Reader. Thorough documentation was also created for adding future Featured Readers.

JULY-SOCIAL MEDIA

The top 5 more clicked on tweets/Facebook posts were as follows:

1. July 26, 2013 Check out the Friends of CPL Book Sale this weekend, \$5 of items from the sale buys you a shot at prizes! (Included photo of the Duck pond game)
2. July 9, 2013 A witch living in Cincinnati? Hmm...we are intrigued. (Jaime's Read in the CLE page)
3. July 17, 2013 Have you downloaded the CLEVNET app yet? What are you waiting for? (Link to app page)
4. July 22, 2013 Check out our latest featured reader, Mark Kosower (Read in the CLE)
- 5 July 23, 2013 Join us this Saturday for "A Taste of Euclid Beach" for a day full of fun memories, games, popcorn balls & more.

The content with the most "reach" on Facebook:

1. July 13th: Stop by our BookBox today if you are shopping at the West Side Market or just enjoying a day in Ohio City. Open until 1:00 p.m. today!
2. July 26th: Check out the Friends of CPL Book Sale this weekend, \$5 of items from the sale buys you a duck and a shot at prizes! See you at the sale!
3. July 13th: Think you can master the art of brewing your own beer? Join us at Walz Branch on Tuesday at 6 p.m. for a Brews & Books with Little Mountain Brewing Company. Guests will receive coupons for brewing supplies at Rozi's.
4. July 29th: What are you reading this week?
5. July 17th: Have you downloaded the CLEVNET app yet? What are you waiting for?

JULY-WEBWARE www.cpl.org and other CPL sites

Twitter followers are up from 4,102 in July 2012 to 6,427 in July 2013. Facebook fans are up from 4,340 in July 2012 to 5,502 in July 2013. Downloads of books in an electronic format (eBooks) were up from 69,714 in July 2012 to 95,580 in July 2013.

Library News on the www.cpl.org homepage featured the following items for July: National Senior Games come to

Cleveland; Sterling Branch Celebrates 100 Years of Service; and Friends Used Book Sales.

During the month of July, the following events, programs, and information were promoted on www.cpl.org: CLEVNET Mobile App; Summer Reading Club; Author Visit: Rabbi Chalom; Friends Used Book Sale; Read in the CLE featuring Mark Kosower; OverDrive: MyTunes Featured Artist: Pitbull; Eastman Reading Garden is Open; Music at Main; Sterling Branch: 100 Years; Exhibits at Main; Welcome to Cleveland: National Senior Games 2013; MyPlace MyCard: My Music is Free; 3D Printing; Free Tutoring; Learn Chinese; BookFlix; 100 Sizzling Titles; Video Production Camp; 100 Sizzling Titles; Homework Help; MyPlace MyCard My eBooks are Free; and Ed2Go.

7 Popular Topic pages were updated with new book lists in July.

The 23rd "Off the Shelf" (the July issue) was sent out on July 2, 2013, to a distribution list of 3,710. This issue featured: A Carousel of Memories; Author Visit: Rabbi Adam Chalom; and It's a Musical July in Eastman Reading Garden. The following new releases were featured: Plan D: how to lose weight and beat diabetes (even if you don't have it) by Sherri Shepherd, with Billie Fitzpatrick; Revenge wears Prada: the devil returns by Lauren Weisberge; and Beautiful day: a novel by Elin Hilderbrand. The following programs were featured: Friends Used Book Sale at Main Library; 3D Printing Basics at Main Library's TechCentral; MakerLab: Making Tunes at Main Library's TechCentral; and Video Production Camp at Woodland Branch and Walz Branch.

A 3D Printing page was created with a detailed information about 3D printing, descriptions of classes we currently offer in 3D printing, and a real-time schedule of upcoming 3D printing classes. A link to this page was added to the Events & Classes menu of the website.

The "Community Deficit Fighters" video was uploaded to our YouTube channel.

Mark Kosower, Principal Cello of the Cleveland Orchestra, was added as Read in the CLE's Featured Reader, reviewing "The Violin Hunter". A new book *The*

Ocean at the End of the Lane was added for Rollie Welch's staff reader page.

An admin. account was set up for the Knowledge Office for the Bibliocommons Summer Sites (Summer Reading Club) so they can track usage statistics.

A graphic was posted to the homepage to inform patrons of the Drive-Up Window closure, August 2nd and 3rd, due to the OverDrive Digital Bookmobile on Rockwell Ave.

AUGUST-SOCIAL MEDIA

The most clicked on links from Twitter/Facebook in August include the following:

1. August 1st: "literary lots will bring characters to life in an underused ohio city park" (FreshWater Cleveland story about Literary Lots)
2. August 16th: Have you met some of our library's superheroes? Yes, we have them. Check out our video (Link to CPL video)
3. August 6th: Curious about what a world class musician from @CleveOrchestra is reading? (Link to Read in the CLE page)
4. August 13th: Looking forward to Karen Long helping us kick off our Brown Bag Book Club (Link to page)
5. August 5th: Check out what Cleveland is reading. (Link to what Cleveland is reading page)

The posts with the most "reach" on Facebook included:

1. August 15th: Promotion of the Jellies & Jam program at Walz Branch
2. August 9th: Book Lovers Day-What is your favorite book?
3. August 18th: Promotion of 3D printing workshop at TechCentral
4. August 17th: Summer Book Club finale
5. August 13th: Tuesday Trivia about CPL

AUGUST-WEBWARE www.cpl.org and other CPL sites

Twitter followers are up from 4,221 in August 2012 to 6,682 in August 2013. Facebook fans are up from 4,447 in August 2012 to 5,614 in August 2013. Downloads of books in an electronic format (eBooks) were up from 68,224 in August 2012 to 94,145 in August 2013.

Library News on the www.cpl.org homepage featured the following items for August: Learn How to View The Plain Dealer e-edition (Digital Literacy Workshops); Brown Bag Book Club's Kick-Off Event with Karen Long; Brown Bag Book Clubs at Main Library; Free Affordable Care Act Health Insurance Marketplace Information Sessions; and September is Library Card Sign-Up Month.

During the month of August, the following events, programs, and information were promoted on www.cpl.org: Summer Reading Club; Karen Long; Welcome Ashtabula County Libraries to CLEVNET; Prepare Our Children, Protect Our Future (Support our Library campaign); Read in the CLE Featured Reader Mark Kasower; Read in the CLE Featured Reader Karen Long; Report to the Community (2012 Annual Report); Sterling Branch's 100 Year Celebration; National Geographic Kids; Exhibits at Main Library; MyTunes Featured Artist: Pitbull; MyTunes Featured Artist: Avril Lavigne; Right School Right Now; Eastman Reading Garden is Open; Learn How to View The Plain Dealer e-edition: Digital Literacy Workshops; Free Tutoring; Learn Chinese; BookFlix; MyPlace MyCard: My Music is Free; 100 Sizzling Titles; Sorenson Video Relay; and 3D Printing Classes.

9 Popular Topic pages were updated with new book lists in August.

The 24rd "Off the Shelf" (the August issue) was sent out on July 30, 2013, to a distribution list of 3,720. This issue featured: Sterling Branch Celebrates 100 Years of Lifelong Learning; Karen Long Kicks Off Brown Bag Book Club with Discussion of Anisfield-Wolf Winners; and Friends of CPL Host Lunchtime Author Series with Calvin Rydbom and Tom Kubat. The following new releases were featured: Weelicious Lunches: Think Outside the Lunchbox with more than 180 Happier Meals by Catherine McCord; Hotshot by Julie Garwood; and Night Film: a Novel by Marisha Pessl. The following programs/events/exhibits were featured: The Schweinfurth Architectural Collection; OverDrive's Digital Bookmobile; Kardiak Kids Flashback; Friends Used Book Sale; 3D Printing Basics; and Maker Lab: Making Code.

All 2010 Board Meeting minutes, Finance Committee Meeting minutes, and Joint Finance, Human Resources and Community Services Committee Meeting minutes were added

to the Board of Trustees' Board Meeting Minutes page, per the request of Joyce Dodrill, Chief Legal Officer.

The Oxford Reference Online database was removed from www.cpl.org and www.clevnet.org Research Database lists. It is no longer available from OPLIN.

The Plain Dealer e-edition was added to CPL and CLEVNET Research Database lists.

A link was added to our "regular" eMedia Support form to point mobile users to our Mobile eMedia Support form.

A booklist was created for "Woody Sez: The Life & Music of Woody Guthrie" and added to the Theatre Popular Topic for the Literature Department.

TechCentral was given access and trained to update and maintain the Computer Aide Corner sections of the Staff Center.

Working with Will Reed, Manager of Ohio Library for the Blind and Physically Disabled, Kids & Teens Reading Clubs sections of the OLBPD presence on cpl.org were created. Both sections were built to include: Club Introduction pages, Reading Recommendations pages, and Frequently Asked Questions pages.

Working with Rhonda Fulton, Manager of Mobile Services, the Bookmobile Schedule page was prepared for update for the autumn schedule and a new stop, Sunbeam School, was added.

A page was created for Karen Long, this month's Read in the CLE Featured Reader. Rollie Welch's Read in the CLE page was updated to include his latest read, "The Highway."

The 2013-2014 Writers & Readers Series pages were built for seven events, both on the "regular" site and the mobile site.

The Labor Day closure graphic was posted to the site.

PROPERTY MANAGEMENT

The Property Management office completed numerous branch inspections and continues to monitor utility bills. We continue to meet with and monitor the work of the contractors working on the gas conversation project for LSW and Main. We have worked with the architect to develop bidding documents for the South branch in order to maintain the building from any further exterior and interior damage. The access control system is installed and working at LSW and Main, and it is about 97% completed. Work is ongoing to fine tune the programming. Work to install the access control system at Lakeshore has begun and should be completed by the end of September. The Lakeshore chiller was repaired and reinstalled.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. All condenser coils and A/C units were cleaned and serviced at all locations. Data lines were run to new locations for the access control system in LSW, Main, and Lakeshore. The main hot water pumps for Lakeshore were sent out for repair and have been reinstalled and the two boilers were opened for the state boiler inspector to do his inspection. A new motor/pump assembly for the domestic water syncroflo pump system was installed for the Main building. Emergency exit signs were repaired or replaced as needed at South Brooklyn. The handicap door opener at the front entrance of Rice was repaired due to vandalism. Staff continues work with the Swisslogic mechanic to resolve the main problems with the Translogic system.

The Carpenters and Painters installed carpeting, wall panels and also painted an area on the 7th floor of LSW so that CPL Fit would have a place to work out. Fallen trees and branches which were either touching the building or hanging on the roofs were removed at Glenville, Lorain, Jefferson, Sterling, West Park, and Walz. The ground was tiled and a fence was installed around the garden at Lorain. Carpenters have replaced or installed new locking mechanisms on doors to accommodate the new access system at LSW and Main. The fence at Sterling was removed and a new fence was installed. Painting was completed at Union, Lorain, Fleet, Lakeshore, Langston Hughes, and Woodland.

The Garage replaced the front breaks, rotors, drive belt, and changed the oil in truck #15. The battery was replaced and the wheel chair lift was repaired on the Kids mobile. Head gaskets and belts were replaced on van #2. Truck #6 had its oil, oil filter, and battery replaced and the drive shaft was repaired. Vehicles #1, #10, #12, 13 were all serviced. The Book Mobile's rear brakes were replaced along with the oil, oil filter, and air filter. Lawn mowers and leaf blowers were repaired as needed.

SAFETY & PROTECTIVE SERVICES

Protective Services

Activity

Month	Total Dispatch Activities	Average per day	Total Alarms	Branch Emergencies	Branch Visits	Downtown Campus Incidents	Incident Reports Generated	CPL ID Photos Taken
August 2013	7,134	264	263	23	265	216	37	242
July 2013	6,264	241	149	21	239	167	67	198
June 2013	5,671	236	38	49	224	180	52	340
May 2013	5,474	211	42	25	377	257	59	N/A
April 2013	4,525	185	36	30	466	297	71	N/A
March 2013	3,791	145	25	40	564	188	52	N/A
Feb 2013	3,090	134	35	35	472	140	59	N/A
January 2013	2,732	109	13	18	303	102	39	N/A

Special Attention, Special Events, and Significant Incidents

June, July and August 2013

- Cleveland Leadership Council graduation at LSW
- CPL Discovery Day with the Renaissance Hotel
- Corporate Challenge Events at Eastman and Woodland
- Garden Valley Branch Summer Reading Club Kick Off
- BMW Sales meeting event

- TechCentral Event
- Sterling branch anniversary

Protective and Fire Systems

- Obtained three quotations for the replacement of fire system at the Lake Shore Facility.
- Checking on discounts available for checking on fire system and upgrades at branches.
- The access control system is continuing to be installed. The Downtown Campus is complete with the exception of the elevators, and the Technical Services is complete.
- Employee picture capturing is nearly complete system-wide with the recent Eastside and Westside facilities booth taking place in August.
- A comprehensive engineering camera system study is scheduled for September, 2013.

Communications Center

- The communications center is being staffed and processes are being developed to engage in active surveillance of CPL properties.
- The Multi-Agency Radio Communication System (MARCS) radios have been programmed and Safety & Protective Services is continuing to use them this month with very good results. Transmissions are clearer and more consistent across the city.

Contract Security

- Met with G4S to discuss some performance issues.

Administration

- Classified advertisements have been placed for Safety & Protective Services Officer and Supervisor for replacements for one retirement and one transfer.

INFORMATION TECHNOLOGY & CLEVNET

Opportunities

Change as a process is always disruptive and occurs whenever organizations decide to improve or enhance business processes. Based on my observations from April 2013 - June 2013, the Cleveland Public Library could

benefit significantly from integration of new technology solutions and alignment of IT resources.

Expected Outcomes

By identifying IT functions that offer significant cost-savings, and utilizing the concepts of federation and smart consolidation from an enterprise view, smart consolidation will deliver high-quality, cost effective services by:

- Incorporating initiatives and goals into the overall planning process
- Applying commonly accepted performance analysis and improvement techniques
- Enhancing communication techniques designed to disseminate organizational goals to staff
- Involving staff in problem investigation and problem solving activities
- Conducting skills analysis and training needs assessment
- Enhancing and expanding services to the CLEVNET consortium

Cleveland Public Library Projects

Planned Accomplishments This Period:

KnowItNow24x7:

- Conduct KIN24x7 trainings at Barberton PL, Fairview Park Branch (CCPL), Mayfield Branch (CCPL)
- Continue implementing inclusion of OCLC QuestionPoint into regular workflow of KIN24x7
- Implement Alert system for possible issues with KIN24x7 service technology

Converged Technologies Group:

- IT staff attended a Citrix training session to extend knowledge of our MyCloud project

Virtualization and Desktop Support:

- Diagnose Cleveland Public Library's Domain controllers for errors
- Update the Virtual Desktop (VDI) Windows 7 base image to the latest Windows Updates and support programs

Webware:

- Send out "Off the Shelf" eNewsletter July and August Editions
- Post new featured reader for Read in the CLE

- Update and post the Writers & Readers 2013-14 Season microsite and mobile pages
- Secure delivery of two OverDrive Media Stations from OverDrive first week of August

Actual Accomplishments This Period:

KnowITNow24x7:

- Statewide Coordinator Trained over 40 librarians at 3 locations
- Statewide Coordinator sent out or delivered boxes of KIN24x7 promotional materials to seven Institutions
- Developed a solution to send OCLC QuestionPoint sessions coded as "Follow-up by local library" directly to Answers@knowitnow.org email inbox for follow-up by KIN24x7 email librarians. The uploading of OCLC QuestionPoint after-hours transcripts to the KIN24x7 provider site. These are now included in the random transcripts reviewed by the Quality Assurance Committee
- Linked OCLC QuestionPoint sessions to existing KIN24x7 Patron survey. Same survey now used for both Ohio sessions and After-hours sessions. Can also read comments left by patrons

Converged Technologies Group:

- Citrix training gave IT staff an introductory overview of the system that hosts MyCloud and suggested some new directions for public and staff computing systems

Virtualization and Desktop Support:

- Completed diagnostics for domain controllers and resolved errors identified from diagnostics
- Updated the Virtual Desktop (VDI) Windows 7 base image to the latest Windows Updates and support programs which will provide a scalable MyCloud implementation in the future

Webware

- Sent out "Off the Shelf" eNewsletter; July Issue to a distribution list of 3,710. This issue featured: A Carousel of Memories; author visit: Rabbi Adam Chalom; and It's a Musical July in Eastman Reading Garden. August issue to a distribution list of 3,720. This issue featured: Sterling Branch Celebrates 100 Years of Lifelong Learning; Karen

Long kicked off brown bag book club with Discussion of Anisfield-Wolf Winners; and Friends of CPL hosted lunchtime author series with Calvin Rydbom and Tom Kubat.

- Posted new featured readers and books for Read in the CLE
 - July featured reader: Mark Kosower, Principal Cello of the Cleveland Orchestra, reviewing "The Violin Hunter".
 - July - A new book "The Ocean at the End of the Lane" was added for Rollie Welch's staff reader page.
 - August featured reader: Karen Long, reviewing "Far from the Tree: Parents, Children, and the Search for Identity".
- A book list was created for "Maestro: Leonard Bernstein" at Playhouse Square for the Literature Department's Theater Popular Topic.
- The following authors were added to the Ohio Authors page of the Ohio Center for the Book website: William H. Gass of Warren, Ohio, and Stanley Schmidt of Cincinnati, Ohio.
- 3D Printing page was created for cpl.org with detailed information about 3D printing, descriptions of classes we currently offer in 3D printing, and a real-time schedule of upcoming 3D printing classes. A link to this page was added to the Events & Classes menu of the website.
- The "Community Deficit Fighters" video was uploaded to the CPL YouTube channel.
 - The Bookmobile schedule page was prepared for update for the autumn schedule and a new stop, Sunbeam School, was added.
- The web team worked with Ronelle Miller-Hood and Larry Novotny of HR to reorganize the Human Resources section of the staff intranet. New documents for 2013 open enrollment and information about the Bravo Wellness program were posted under the new "Benefits & Open Enrollment" page.
 - A page was created for cpl.org that includes information on CPL resources for information about the Affordable Care Act's Health Insurance Marketplace
- Amy Pawlowski worked with OverDrive for the delivery of two beta OverDrive Media Stations for Main Library and the Kelvin Smith Library at Case Western Reserve. These stations will allow patrons

- to download and enjoy eBooks and audiobooks from the CPL collection at the satellite locations
- All 2010 Board Meeting minutes, Finance Committee Meeting minutes, and Joint Finance, Human Resources and Community Services Committee Meeting minutes were added to the Board of Trustees' Board Meeting Minutes page on CPL.ORG
 - Webware and Public Services (Tech Central) set-up in-library access to Cleveland Plain Dealer e-Edition. The access link is available at CPL.ORG and CLEVNET.ORG.

Library Systems & Applications Group:

- Updated all item records in Ohio Center for the Book to use the correct location code in the Symphony software. This saves the OCFTB staff time by
 - o Removing need to enter an item note on each item indicating location. Location codes can be changed simply by scanning barcodes, not typing.
 - o Pull lists for OCTFB will be separated from pull lists for Literature so that staff can find and fill hold requests more quickly.
- Began work with Financial Services to find a way to handle all public service payments in Symphony and import that data into Munis.
- Added vendor Ingram to the "paperless invoicing" process for Acquisitions and Financial Services.
- Modified the monthly pull list fill rate report for the Knowledge Office.

Staffing changes

The IT organization has been restructured to be a collaborative, functionally aligned, team designed to leverage newer technologies focusing on resource redundancy, standardization, and best practices. We have developed two new cross functional teams within our same resources to focus on virtualization and converging technologies. Technology is both a driver and an enabler of change. The IT organization hardware and software teams will collaborate to introduce strategic enterprise-wide solutions rather than library-specific solutions. The adoption of standards and process re-engineering will allow for optimization of technology resources. As an organization, we should strive to standardization software systems, desktop and server

operating systems, and usage of virtualization (i.e. Microsoft Office, Windows 7, Microsoft HyperV, etc.).

Other CPL Projects

- Communication and execution of the IT Operational Work Plan focused on:
 - Increase operational efficiency, effectiveness, and accountability
 - Improve customer service (internal and external)
 - Maintain safe and secure facilities and practices

-

KnowItNow24x7:

- Development of the pre-recorded webinar on the Affordable Care Act for State Library of Ohio - Completed as of 9/3/2013 and delivered to State Library

Virtualization and Desktop Support:

- Evaluation of current server hardware

CLEVNET Planned Accomplishments This Period

Converged Technologies Group:

- Evaluation of keeping SirsiDynix Symphony on premises or moving to Sirsi's cloud based software as a service (SaaS) solution. Development of a high-level strategy to accomplish a migration over a 12 month period.

Virtualization and Desktop Support:

- Routine maintenance and upgrades of supporting infrastructure hardware/software
- Active Directory (AD) health check and migration preparation for role based accountability

Library Systems & Applications Group:

- Migrated six libraries in Ashtabula County from the local open-source (Koha) system to CLEVNET SirsiDynix Symphony in June.
- Ann Palomo assigned to lead the discussions with Flowan Software on the best process for a complete overhaul and reconfiguration of the Help Desk software.

Network/Operations:

- Upgrade CLEVNETs OPLIIN connection to 1GB
- Firewall Analysis Phase II. The analysis is to ensure that all assets are secure from potential vulnerabilities.
- Select CLEVNET member libraries migration to voice over internet protocol (VoIP) telephony solution
- Upgrade CLEVNET member (Birchard libraries) to fiber connected network
- Larry Finnegan assigned to lead the development of a documented DR plan for CLEVNET/CPL data center

Actual Accomplishments This Period:Virtualization and Desktop Support:

- A comprehensive Active Directory (AD) health check of several member libraries was performed. The results allowed the team to replace, and resolve system errors; retire systems and implement systems to enhance system interoperability.

Library Systems & Applications Group:

- Migrated six libraries in Ashtabula County from the local open-source Koha system to CLEVNET SirsiDynix Symphony in June. The libraries are Andover, Conneaut, Harbor-Topky, Henderson, Kingsville and Rock Creek. Migration activities include the data extraction from old software, mapping that data to the correct format for the new software, testing and tweaking the data migration, meeting with each library to confirm mapping, training staff at all libraries, being present on first day of circulation, follow-up communications and reports.
 - Special recognition to Jim Benson, Marlene Pelyhes and Hilary Prisbylla for their talents in scripting, training and leadership to these libraries during the migration period.
- Assisted Elyria Public Library by batch discarding any remaining books on tape at the West River Branch. Also batch edited juvenile call numbers in order to standardize them, saving many hours of local staff time.
- Madison Public Library implemented a massive reorganization of their entire collection with new location codes throughout. Location codes were batch edited from old codes to new, saving hundreds of hours of staff time.

- Milan-Berlin Public Library reopened after a major building project. Parts of their collection which had been moved to storage and had records shadowed from public view, were set back to the correct locations and unshadow.
- Cleveland Heights installed a new iPad vending machine. SIP connections were configured and Symphony circulation configuration was input to support this.
- Initiated and implemented a project with Unique Management to receive all change of address files from CLEVNET customers each month. Scripting was developed to write the new address information to the appropriate patron accounts in Symphony, thus improving the accuracy of the patron database.
- Ann Palomo began discussions with Flowan Software on the best process for a complete overhaul and reconfiguration of the Help Desk software.

Network/Operations:

- The OPLIN connection for CLEVNET was upgraded from 500mb to 1GB which gives us additional bandwidth capacity to handle newer technologies. There was no additional cost to operating budget for this upgrade.
- Firewall Analysis Phase II completed of a 3 phases process. The analysis revealed various vulnerabilities, however none that would be considered mission critical for resolution. Phase 3 consists of the prioritization and implementation of remedies to strengthen our network
- Assisted CLEVNET member library (Shaker Heights) in hiring a new technician
- Upgraded wireless at two CPL branches (Walz and Union)
- Completed the fiber upgrade for Birchard Main and branches

Key Items in Progress This Period:

Library Systems & Applications Group:

- A series of visioning meetings for CLEVNET directors began in late July and concluded early September. The meetings were held regionally. The goal for these meetings is develop a CLEVNET strategic plan that will focus on the needs of the member libraries that will be a compliment of their

individual library strategic plans.

- VoIP migration
- Zinio database selection process
- Upgrade of SirsiDynix considerations
- DR Planning
- Help Desk software re-engineering and implementation
- Active Directory (AD) health check

KnowItNow (Donald Boozer):

- Automate statistics for inclusion of OCLC QuestionPoint in regular reporting
- Speaking engagements for Statewide Coordinator
- Exploration of alternative software platform for KIN24x7
- Conduct KIN24x7 trainings at Barberton PL, Fairview Park Branch (CCPL), Mayfield Branch (CCPL)
- Distribute KIN24x7 promotional materials
- Look at re-routing "Pranks" on KIN24x7 to alleviate unnecessary traffic to librarians
- Continue implementing inclusion of OCLC QuestionPoint into regular workflow of KIN24x7
- Investigating the possible implementation of an alert system for possible issues with KIN24x7 service technology

MEETINGS

- Professional Development: Amy Pawlowski attended OverDrive's User Group meeting from August 2-4, 2014 in Cleveland, Ohio.
- Visioning sessions have been insightful; similar topics and concerns communicated at the regional meetings. There seems to be a desire for more centrally offered services that will allow Directors to manage their libraries day to day operation while also giving way to "some" standardization.

Issues or Barriers to Success:

Network/Operations:

Our VoIP project has been delayed significantly due to AT&T and CLEVNET engineering problems resulting in poor voice quality at Shaker Heights. We are in the process of resolving all engineering related issues and expect to re-engage the project November 2013. This delay has

pushed our project timeline out 7 - 8 months from our original completion date. We are working with AT&T executives to receive proper compensation for the adverse impact related to the engineering problems experienced during this project.

Mr. Corrigan adjourned regular board meeting at 1:26 p.m.

Thomas D. Corrigan
President

Maritza Rodriguez
Vice President

GIFT REPORT FOR JUNE 2013

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	261	3,744
Periodicals	74	826
Publishers Gifts	0	0
Non-Print Materials	<u>341</u>	<u>781</u>
TOTAL LIBRARY SERVICE MATERIALS	676	5,351

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
General Fund	Unrestricted	\$ 110	\$ 3,922
Building & Repair Fund	Restricted	0	0
Library Fund	Unrestricted	0	0
Library Fund	Restricted	294	1,804
Library Fund - Oral History Project	Restricted	0	0
Endowment for the Blind	Restricted	0	0
Young Fund	Restricted	10,830	21,660
Friends Fund	Restricted	0	0
Gates Fund	Restricted	0	0
Schweinfurth Fund	Restricted	0	13,905
Ohio Center for the Book	Restricted	0	900
Judd Fund	Restricted	49,193	99,725
Lockwood Thompson Fund	Restricted	0	78,638
PNC - Grow up Great	Restricted	0	0
MetLife - Fit for Life	Restricted	0	0
Learning Centers	Restricted	0	0
Founders Fund	Unrestricted	0	0
Founders Fund	Restricted	<u>0</u>	<u>22,998</u>
TOTAL MONEY GIFTS		\$ 60,427	\$ 243,551

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	19	115	676	5,351
Money Gifts	<u>10</u>	<u>55</u>	<u>10</u>	<u>55</u>
TOTAL GIFTS	29	170	686	5,406

GIFT REPORT FOR JULY 2013

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	947	4,691
Periodicals	1	827
Publishers Gifts	0	0
Non-Print Materials	<u>163</u>	<u>944</u>
TOTAL LIBRARY SERVICE MATERIALS	1,111	6,462

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
General Fund	Unrestricted	\$ 10,120	\$ 14,042
Building & Repair Fund	Restricted	0	0
Library Fund	Unrestricted	0	0
Library Fund	Restricted	602	2,406
Library Fund - Oral History Project	Restricted	0	0
Endowment for the Blind	Restricted	0	0
Young Fund	Restricted	0	21,660
Friends Fund	Restricted	0	0
Gates Fund	Restricted	0	0
Schweinfurth Fund	Restricted	0	13,905
Ohio Center fo the Book	Restricted	0	900
Judd Fund	Restricted	0	99,725
Lockwood Thompson Fund	Restricted	0	78,638
PNC - Grow up Great	Restricted	0	0
MetLife - Fit for Life	Restricted	0	0
Beard Anna Young	Restricted	164	164
Learning Centers	Restricted	0	0
Founders Fund	Unrestricted	0	0
Founders Fund	Restricted	<u>0</u>	<u>22,998</u>
TOTAL MONEY GIFTS		\$ 10,886	\$ 254,437

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	25	162	1,111	6,462
Money Gifts	<u>7</u>	<u>62</u>	<u>7</u>	<u>62</u>
TOTAL GIFTS	32	224	1,118	6,524

GIFT REPORT FOR AUGUST 2013

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	1,075	5,766
Periodicals	1	828
Publishers Gifts	0	0
Non-Print Materials	<u>106</u>	<u>1,050</u>
TOTAL LIBRARY SERVICE MATERIALS	1,182	7,644

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
General Fund	Unrestricted	\$ 15	\$ 14,057
Building & Repair Fund	Restricted	0	0
Library Fund	Unrestricted	0	0
Library Fund	Restricted	6,520	8,926
Library Fund - Oral History Project	Restricted	0	0
Endowment for the Blind	Restricted	0	0
Young Fund	Restricted	0	21,660
Friends Fund	Restricted	0	0
Gates Fund	Restricted	0	0
Schweinfurth Fund	Restricted	0	13,905
Ohio Center fo the Book	Restricted	0	900
Judd Fund	Restricted	0	99,725
Lockwood Thompson Fund	Restricted	0	78,638
PNC - Grow up Great	Restricted	0	0
MetLife - Fit for Life	Restricted	0	0
Beard Anna Young	Restricted	0	164
Learning Centers	Restricted	0	0
Founders Fund	Unrestricted	0	0
Founders Fund	Restricted	<u>0</u>	<u>22,998</u>
TOTAL MONEY GIFTS		\$ 6,535	\$ 260,972

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	22	162	1,182	7,644
Money Gifts	<u>5</u>	<u>67</u>	<u>5</u>	<u>67</u>
TOTAL GIFTS	27	229	1,187	7,711



CLEVELAND PUBLIC LIBRARY

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

Sent via email September 4, 2013

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

Dear Bryan:

Please issue an Amended Certificate of Estimated Resources with an increase in Other Sources – Special Revenue by \$19,500 relating to restricted donations and the Alcoa Foundation grant as summarized below:

Fund Category	Unencumbered Balance as of January 1, 2013	Property Tax & PLF	Other Sources	Total Resources Available for Expenditures
General Fund	\$23,600,307.54	\$ 24,213,904.06 \$ 20,336,111.67	\$ 6,034,303.26	\$ 74,184,626.53
Special Revenue	\$11,449,605.87		\$ 2,855,246.33	\$ 14,304,852.20
Capital	\$15,525,279.75		\$ -	\$ 15,525,279.75
Permanent	\$ 2,033,648.38		\$ 64,290.00	\$ 2,097,938.38
Agency	\$ 8,913.99			\$ 8,913.99
TOTAL	\$52,617,755.53	\$ 44,550,015.73	\$ 8,953,839.59	\$ 106,121,610.85

Thank you for your assistance.

Very truly yours,

Carrie Krenicky
Chief Financial Officer

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 76.55% current collection of current levy for previous tax year.
Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.
Cleveland, Ohio September 4, 2013

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, 2013, as revised by the Budget Commission of said County, which shall govern the total of approved appropriations made at any time during such fiscal year:

	Unencumbered	General	PLF	Other	
General Fund	23,600,307.54	24,213,904.06	20,336,111.67	6,034,303.26	74,184,626.53
Special Revenue	11,449,605.87			2,855,246.33	14,304,852.20
Capital	15,525,279.75			0.00	15,525,279.75
Permanent	2,033,648.38			64,290.00	2,097,938.38
Agency	8,913.99				8,913.99
Totals/Subtotals	52,617,755.53	24,213,904.06	20,336,111.67	8,953,839.59	106,121,610.85

<i>Wade Steen</i>	Budget	<i>Ed. J. ...</i>
<i>Donna Johnson</i>	Commission	<i>[Signature]</i>

**CLEVELAND PUBLIC LIBRARY
2013 APPROPRIATION: SEVENTH AMENDMENT
SEPTEMBER 19, 2013**

GENERAL FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
Cash January 1	23,600,307.54	0.00	23,600,307.54 (3)
Taxes - General Property	22,213,904.06	0.00	22,213,904.06
Public Library Fund (PLF)	20,336,111.67	0.00	20,336,111.67
State Rollbacks/CAT	4,000,000.00	0.00	4,000,000.00
Federal Aid	0.00	0.00	0.00
State Aid	0.00	0.00	0.00
Fines and Fees	300,000.00	0.00	300,000.00
Earned Interest	225,000.00	0.00	225,000.00
Services	3,053,415.50	0.00	3,053,415.50
Unrestricted Gifts	1,500.00	0.00	1,500.00
Miscellaneous	561,882.00	0.00	561,882.00
Return of Advances/Advance Out	(107,494.24)	0.00	(107,494.24)
TOTAL RESOURCES	74,184,626.53	0.00	74,184,626.53

APPROPRIATION	Prior Appropriation	Increase/ Decrease	Amended Appropriation
Salaries/Benefits	33,120,713.00	0.00	33,120,713.00
Supplies	990,080.00	0.00	990,080.00
Purchased/Contracted Services	9,977,427.00	0.00	9,977,427.00
Library Materials/ Information	8,750,996.00	0.00	8,750,996.00
Capital Outlay	523,309.00	0.00	523,309.00
Other Objects	113,260.00	0.00	113,260.00
SUBTOTAL OPERATING	53,475,785.00	0.00	53,475,785.00
Transfers/Advances	0.00	0.00	0.00
TOTAL APPROPRIATION	53,475,785.00	0.00	53,475,785.00

**CLEVELAND PUBLIC LIBRARY
2013 APPROPRIATION: SEVENTH AMENDMENT
SEPTEMBER 19, 2013**

SPECIAL REVENUE FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	14,285,352.20	19,500.00	14,304,852.20
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
Anderson	196,388.69	0.00	196,388.69
Endowment for the Blind	1,704,515.93	0.00	1,704,515.93
Founders	2,275,909.44	15,000.00	2,290,909.44
Kaiser	46,004.88	0.00	46,004.88
Kraley	156,818.84	0.00	156,818.84
Library	171,726.81	4,500.00	176,226.81
Pepke	99,625.18	0.00	99,625.18
Wickwire	1,103,791.15	0.00	1,103,791.15
Witke	67,821.37	0.00	67,821.37
Young	3,200,357.38	0.00	3,200,357.38
Friends	17,500.00	0.00	17,500.00
Judd	198,111.00	0.00	198,111.00
Lockwood Thompson	187,979.17	0.00	187,979.17
Ohio Center for the Book	900.00	0.00	900.00
Schweinfurth	69,409.08	0.00	69,409.08
LSTA-OLBPD	1,523,020.08	0.00	1,523,020.08
LSTA-Know It Now	481,094.56	0.00	481,094.56
MyCom	89,994.24	0.00	89,994.24
PNC Grow Up Great	55,225.11	0.00	55,225.11
Learning Centers	39,607.55	0.00	39,607.55
TOTAL APPROPRIATION	11,685,800.46	19,500.00	11,705,300.46 (4)

CAPITAL PROJECTS FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	15,525,279.75	0.00	15,525,279.75
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
BUILDING & REPAIR	15,525,279.75	0.00	15,525,279.75 (5)

**CLEVELAND PUBLIC LIBRARY
2013 APPROPRIATION: SEVENTH AMENDMENT
SEPTEMBER 19, 2013**

PERMANENT FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	2,097,938.38	0.00	2,097,938.38
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
Abel	173,772.26	0.00	173,772.26
Ambler	1,557.73	0.00	1,557.73
Beard	101,702.41	0.00	101,702.41
Klein	3,661.48	0.00	3,661.48
Malon/Schroeder	122,244.60	0.00	122,244.60
McDonald	134,829.37	0.00	134,829.37
Ratner	65,454.86	0.00	65,454.86
Root	24,308.48	0.00	24,308.48
Sugarman	22,111.14	0.00	22,111.14
Thompson	85,191.70	0.00	85,191.70
Weidental	4,670.65	0.00	4,670.65
White	1,357,707.29	0.00	1,357,707.29
Beard Anna Young	726.41	0.00	726.41
TOTAL APPROPRIATION	2,097,938.38	0.00	2,097,938.38 (6)

AGENCY FUND

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	8,913.99	0.00	8,913.99
APPROPRIATION	Prior Fund Balance/ Appropriation	Increase/ Decrease	Amended Fund Balance/ Appropriation
UNCLAIMED FUNDS	8,913.99	0.00	8,913.99

**CLEVELAND PUBLIC LIBRARY
2013 APPROPRIATION: SEVENTH AMENDMENT
SEPTEMBER 19, 2013**

-
- (1) Certificate dated June 21, 2013 (Reflects advance approved by the Board June 20, 2013)
- (2) Certificate dated September 4, 2013
- (3) \$23,600,307.54 unencumbered cash carried forward (plus \$6,869,256.73 encumbered cash.)
- (4) \$11,449,605.87 unencumbered cash carried forward (plus \$501,483.39 encumbered cash.)
 \$2,747,752.09 additional revenue
 (not including outstanding cash advances of \$17,500 & \$89,994.24).
 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.
 (\$11,449,605.87 + \$2,747,752.09 - \$2,492,057.50 = \$11,705,300.46)
- (5) \$15,525,279.75 unencumbered cash carried forward (plus \$874,337.84 encumbered cash.)
 \$-0- transfer from General Fund. \$-0- additional revenue.
- (6) \$2,817,964.74 unencumbered cash carried forward (plus \$8,945.07 encumbered cash.)
 (\$2,817,964.74 = \$2,750,683.73 + \$67,281.01-received 6/2012; not in Beg Yr Bal)
 \$64,290 additional revenue. Non-expendable principal amounts (\$784,316.36)
 are not included in either the certified fund balances or the appropriated amounts.
 (\$2,817,964.74 + \$64,290.00 - \$784,316.36 = \$2,097,938.38)

330 / 659-3142
FAX 330 / 659-6241

CRAIN, LANGNER & CO.

ANALYSTS AND CONSULTANTS
RISK AND INSURANCE MANAGEMENT

3728 WAITLEY DRIVE
P.O. BOX 531

RICHFIELD, OHIO 44286
www.crainlangner.com

September 13, 2013

Carrie Krenicky
Chief Financial Officer
Cleveland Public Library
325 Superior Avenue
Cleveland, Ohio 44114

Re: Public Officials Liability
Employment Practices Liability Insurance Proposals
September 18, 2013 – September 18, 2014

Dear Ms. Krenicky:

We reviewed the proposal options presented by McGowan Insurance to the Cleveland Public Library regarding its Public Officials Liability and Employment Practices Liability Insurance.

For reasons discussed below and consistent with our past discussions, at this time, it is recommended that the Library select the proposal as submitted by Illinois National Insurance Company, a member of the AIG Group for \$34,363 annual premium. This will represent an increase in annual premium of \$2,383, or 7.5%.

A number of program enhancements will be achieved or sustained through the purchase of coverage as offered by Illinois National Insurance Company, including coverage for third-party discrimination claims, defense costs are outside the limits of liability, and higher limits for claims alleging non-monetary damages.

Exhibit A reflects favorable proposal items in green highlight. Cautionary coverage items appear in yellow highlight, and unfavorable coverage items are in red highlight.

A. CURRENT PROGRAM

The Library currently purchases Public Officials Liability and Employment Practices Liability, including Third Party Liability, effective September 18, 2012 to September 18, 2013 as follows:

<u>COVERAGE</u>	<u>INSURER</u>	<u>AGENT/AGENCY</u>
Public Officials Liability	Darwin Select Insurance Company	Colin Dean McGowan & Company, Inc.
Employment Practices Liability Including Third Party Liability	Darwin Select Insurance Company	Colin Dean McGowan & Company, Inc.

The two coverages are contained in a single policy.

Ms. Carrie Krenicky
 Cleveland Public Library
 September 13, 2013
 Page 2

CRAIN, LANGNER & CO.

Various terms, limits, deductibles, and premiums associated with the current policy as well as proposed by the insurers are reflected on the attached worksheet. The proposers' data reflected on the Summary Exhibit A is a combination of the data files completed and submitted by McGowan.

B. PROPOSALS RECEIVED

Due to the Library's recent loss history, a decision was made to allow McGowan to approach various markets in an effort to find more favorable terms and conditions than the current program placed through Darwin Select. We are generally pleased with the quality and responsiveness of the proposals which were submitted, and support the limited marketing of the program this year.

Three carriers submitted proposals for review:

<u>Agency/Agent</u>	<u>Insurer Groups</u>
McGowan & Company, Inc. Colin Dean	Darwin Select Insurance Company
	Illinois National Insurance Company (AIG)
	RSUI Indemnity Company

C. OBSERVATIONS AND COMMENTS

1. Insurance Companies – Exhibit A reflects the names of the insurers presented by the agents including the A.M. Best rating and Financial Size Category assigned to each. Both Illinois National and RSUI Indemnity are authorized and licensed in Ohio. Darwin Select is a non-admitted carrier, which means that the insurer's policy forms are not subject to Ohio Department of Insurance review and approval, and that insureds covered by the insurer do not have back-stop protection from the Ohio Guaranty Insurance Association in case of failure of the insurance company.

The A.M. Best rating and Financial Size Category of the proposing insurers (A, XIII) permits us to conclude the insurers are sufficiently financially secure to provide meaningful risk transfer protection to the Library. McGowan represented that each respective insurer is familiar with and has experience providing Public Officials Liability and Employment Practices Liability insurance.

<u>Insurer (Insurance Company Group)</u>	<u>AM Best Rating</u>	<u>AM Best Financial Size Category</u>
Darwin Select Insurance Company	A	XV
Illinois National Insurance Company	A	XV
RSUI Indemnity Company	A	XIII

Ms. Carrie Krenicky
Cleveland Public Library
September 13, 2013
Page 3

CRAIN, LANGNER & CO.

2. Recommendation Comments and Open Items – Key items to consider include the following:

a. Public Officials Liability and Employment Practices Liability – The current cost for Executive Risk Liability is \$31,981.25, which includes fees and surplus lines taxes. Darwin Select has offered a total renewal for \$67,691.40 (comprised of \$64,233 annual premium plus \$245 policy fee and \$3,223.40 Ohio surplus lines tax), representing a 111.7% increase over expiring, or approximately \$35,711. The increase in the proposed premium has been explained to be due to the adverse development of EEOC claim matters. Two other options were presented with lower premium amounts (\$34,363 through Illinois National Insurance Company and \$32,110 through RSUI Indemnity Company).

b. Coverage Terms and Conditions – The Library's diverse activities and geographic locations present significant Property, Casualty, and Executive Risk (Public Officials Liability and Employment Practices Liability) risks of loss. The Library continues diligently to avoid, minimize and control loss exposures whenever and wherever practical. The coverage terms and conditions presented by McGowan are considered responsive and effective to protect the Library against various risks of loss.

c. Selection of Defense Counsel – Both the AIG and the RSUI proposals indicate that the insurance company selects defense counsel. We recommend the Library discuss this with the agent and present the names of the lawyers and law firms that the Library would anticipate using in case of a claim, and obtain the insurer's pre-approval. In our experience, AIG and RSUI will both entertain this discussion and grant such pre-approval of qualified defense counsel.

d. Notice of Known Circumstances – As discussed previously, the Library should consider any circumstances known today that could give rise to a claim after September 17, 2013. Should any such circumstances or actual claims against the Library exist, then notice before September 18, 2013, to the current insurer (Darwin Select Insurance Company) should be considered pursuant to policy terms and conditions.

e. Non-Renewal – We recommend the selected insurer provide the Library with not fewer than sixty (60) days (preferably 90 days) notice of non-renewal. This request should be made to the agent and the policy endorsed accordingly.

f. Notice of Cancellation – If the AIG proposal is selected, then we recommend the Library request notice of cancellation be increased from thirty (30) days as shown in the proposal to not fewer than sixty (60) and preferably ninety (90) days.

CRAIN, LANGNER & CO.

Ms. Carrie Krenicky
Cleveland Public Library
September 13, 2013
Page 4

We appreciate the opportunity to be of service to the Library and welcome your comments and questions.

Sincerely,

Daniel C. Buser

DCB/cf

Attachment

Green = Favorable
Yellow = Caution
Red = Unfavorable

	EXPIRING		RECOMMENDED	
	DARWIN SELECT INSURANCE COMPANY B	DARWIN SELECT INSURANCE COMPANY C	ILLINOIS NATIONAL INSURANCE COMPANY D	RSUI INDEMNITY COMPANY E
INSURANCE CARRIER GROUP	Allied World Assurance Group Non-Admitted A / XV	Allied World Assurance Group Non-Admitted A / XV	American International Group Admitted A / XV	Allegheny Corporation Admitted A / XIII
ADMITTED STATUS				
A. M. BEST RATING				
FORM	Claims Made	Claims Made	Claims Made	Claims Made
RETRO DATE	Full Prior Acts	Full Prior Acts	Full Prior Acts	Full Prior Acts
LIMIT - PUBLIC OFFICIALS LIAB	\$1M	\$1M	\$1M	\$1M
LIMIT - EPLI	\$1M	\$1M	\$1M	\$1M
LIMIT - AGGREGATE	\$1M shared aggregate	\$1M shared aggregate	\$1M shared aggregate	\$1M shared aggregate
PUBLIC OFFICIALS DEDUCTIBLE	\$50K	\$50K	\$50K	\$50K
EMPLOYMENT PRACTICES DEDUCTIBLE	\$50K	\$100K	\$100K	\$50K
DUTY TO DEFEND	Yes	Yes	Yes	Yes
DEFENSE COSTS	Within Limits	Outside, max \$50K/claim, \$100K agg	Outside Limits	Within Limits
SELECTION OF DEFENSE COUNSEL	CPL selects counsel subject to approval	CPL selects counsel subject to approval	Insurer selects counsel	Insurer selects counsel
NON-MONETARY COSTS	\$50K / \$100K Agg	\$50K / \$100K Agg	\$100K / \$100K Agg	\$25K / \$50K Agg
EPLI 3RD PARTY CLAIMS COVERED	Yes	Yes	Yes	No
NOTICE OF OCCURRENCE	Director, Human Resources Finance Administrator	Director, Human Resources Finance Administrator	Director, Human Resources Finance Administrator (pending AIG legal approval)	Director, Human Resources Finance Administrator (verbally willing to match expiring)
SEVERABILITY OF KNOWLEDGE	No imputation, however, policy void if elected/appointed official knew of untruthful statement in application	No imputation, however, policy void if elected/appointed official knew of untruthful statement in application	No imputation, however, policy void if elected/appointed official knew of untruthful statement in application	No imputation of knowledge to others
NON-RESCINDABLE, CANCELLATION	Rescission is unknown; policy non-cancellable except for non-payment of premium	Rescission is unknown; policy non-cancellable except for non-payment of premium	Insurer may cancel upon 30 days prior notice, 10 days prior notice for non-payment of premium	Side A coverage is non-rescindable
ABUSE & MOLESTATION	Excluded	Excluded	Silent	Silent
HAMMER CLAUSE	60%/40%	60%/40%	100%, 50% Defense Costs Only	70%/50%
OUTSIDE DIRECTORS	No	No	Yes - Non-Profit	Yes - Non-Profit
ANNUAL PREMIUM	\$30,224	\$64,223	\$34,108	\$32,110
FEE & SURPLUS TAX	\$1,756	\$3,468	\$255	\$0
TOTAL	\$31,980	\$67,691	\$34,363	\$32,110
\$ CHANGE FROM EXPIRING POLICY	\$3,910	\$35,711	\$2,383	\$130
% CHANGE FROM EXPIRING POLICY	13.93%	111.7%	7.5%	0.4%

CHANGE ORDER

- OWNER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER

AIA DOCUMENT G701

PROJECT: Cleveland Public Library Jefferson Branch Parking Lot	CHANGE ORDER NUMBER: 1
	DATE: 5/13/2013
	ARCHITECT'S PROJECT NO.: 13816128
TO CONTRACTOR: Snavelly Excavating Company 16740 Park Circle, Chagrin Falls, Ohio 44023	CONTRACT DATE: 3/8/2013
	CONTRACT FOR: Jefferson Branch Parking Lot

The Contract is changed as follows:

- 1) The City of Cleveland, Division of Water requested to perform the hydrant replacement for the project for free. This change resulted in a non-performance deduct of - \$4,594.96.
- 2) The landscape subcontractor failed to install the weed barrier prior to installation of the hardwood mulch for the bioswale. The contractor would have had to remove mulch install weed barrier and reinstall mulch, resulting in an unsatisfactory compaction of the bioswale soil. This change resulted in a non-performance deduct of - \$732.50.
- 3) During construction, the existing electrical duct bank was found to be encased in concrete at an undulating grade below existing surface. In an area, this electrical trench is too shallow to allow for curbing along the parking lot. The proposed solution is to non-perform this section of curbing and re-install 4 existing curb stops that were removed from the site. Then, to protect the asphalt edge against stormwater erosion from the parking lot, we propose the contractor install a 2' wide river rock edge in this area. The river rock will match the proposed river rock within the bioretention areas. (-\$49.05 contract deduct) This electrical duct bank also effected the overall grades of the parking lot. The parking lot grades were modified to still allow for positive flow and ADA parking access. This modification resulted in an additional 210 SF of concrete at the driveway apron in order to achieve proper cross slope (\$2,110.50 contract increase). This change resulted in a overall contract increase of + \$ 2,061.45.
- 4) During construction, it was determined that the existing sidewalk should be replaced an additional 84 SF beyond originally scoped within the project. The sidewalk was cracked in this area. This change resulted in a contract increase of +\$627.90.

APPROVED: _____
Construction Management

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	<u>\$87,804.22</u>
Net change by previously authorized Change orders	<u>\$0</u>
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	<u> </u>
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased)	<u> </u>
— (unchanged) by this Change Order in the amount of	<u>(\$2,638.11)</u>
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	<u>\$85,166.11</u>

The Contract Time will be ~~(increased)~~ (decreased) (unchanged) by
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

URS
ARCHITECT
1375 Euclid Avenue Suite 600,
Cleveland, Ohio 44115
Address
Katherine Holmok

BY: Katherine Holmok

DATE 5/31/2013

Snavelly Excavating Company
CONTRACTOR
16740 Park Circle, Chagrin Falls,
Ohio 44023
Address
Cliff Snavelly

BY: Cliff Snavelly

DATE 8/27/13

Cleveland Public Library
OWNER
325 Superior Avenue, Cleveland,
Ohio 44114
Address

BY: Myron Scruggs

DATE


AIA Document G701/CMa™ – 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address): Cleveland Public Library - Temp South Branch Cleveland, Ohio	CHANGE ORDER NUMBER: 002 INITIATION DATE:	OWNER: <input checked="" type="checkbox"/> CONSTRUCTION MANAGER: <input type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Lauren Building Co., LLC 84 N. Main St., Suite B Chagrin Falls, OH 44022	PROJECT NUMBERS: 8105 / CONTRACT DATE: CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$	354,000.00
Net change by previously authorized Change Orders	\$	2,393.59
The Contract Sum prior to this Change Order was	\$	356,393.59
The Contract Sum will be decreased by this Change Order in the amount of	\$	840.00
The new Contract Sum including this Change Order will be	\$	355,553.59

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

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

CONSTRUCTION MANAGER (Firm name)	Richard L. Bowen + Associates, Inc.
ADDRESS	ARCHITECT (Firm name) 13000 Shaker Blvd, Cleveland, OH 44120
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:
Lauren Building Co., LLC	Cleveland Public Library
CONTRACTOR (Firm name)	OWNER (Firm name)
84 N. Main St., Suite B, Chagrin Falls, OH 44022	325 Superior Ave., Cleveland, OH 44114
ADDRESS	ADDRESS
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:


AIA[®] Document G701/CMa[™] – 1992
Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address): Cleveland Public Library - Temp South Branch Cleveland, Ohio	CHANGE ORDER NUMBER: 004 INITIATION DATE:	OWNER: <input checked="" type="checkbox"/> CONSTRUCTION MANAGER: <input type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Lauren Building Co., LLC 84 N. Main St., Suite B Chagrin Falls, OH 44022	PROJECT NUMBERS: 8105 / CONTRACT DATE: CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$	354,000.00
Net change by previously authorized Change Orders	\$	1,553.59
The Contract Sum prior to this Change Order was	\$	355,553.59
The Contract Sum will be increased by this Change Order in the amount of	\$	960.25
The new Contract Sum including this Change Order will be	\$	356,513.84

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

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

CONSTRUCTION MANAGER (Firm name)	Richard L. Bowen + Associates, Inc.
ADDRESS	13000 Shaker Blvd, Cleveland, OH 44120
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:
Lauren Building Co., LLC	Cleveland Public Library
CONTRACTOR (Firm name)	OWNER (Firm name)
84 N. Main St., Suite B, Chagrin Falls, OH 44022	325 Superior Ave., Cleveland, OH 44114
ADDRESS	ADDRESS
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:


AIA[®] Document G701/CMa[™] – 1992
Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address): Cleveland Public Library - Temp South Branch Cleveland, Ohio	CHANGE ORDER NUMBER: 005 INITIATION DATE:	OWNER: <input checked="" type="checkbox"/> CONSTRUCTION MANAGER: <input type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Lauren Building Co., LLC 84 N. Main St., Suite B Chagrin Falls, OH 44022	PROJECT NUMBERS: 8105 / CONTRACT DATE: CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$	354,000.00
Net change by previously authorized Change Orders	\$	2,513.81
The Contract Sum prior to this Change Order was	\$	356,513.81
The Contract Sum will be increased by this Change Order in the amount of	\$	902.75
The new Contract Sum including this Change Order will be	\$	357,416.56

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

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

CONSTRUCTION MANAGER (Firm name)	Richard L. Bowen + Associates, Inc.
ADDRESS	ARCHITECT (Firm name) 13000 Shaker Blvd, Cleveland, OH 44120 ADDRESS
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:
Lauren Building Co., LLC CONTRACTOR (Firm name) 84 N. Main St., Suite B, Chagrin Falls, OH 44022 ADDRESS	Cleveland Public Library OWNER (Firm name) 325 Superior Ave., Cleveland, OH 44114 ADDRESS
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:


AIA® Document G701/CMa™ – 1992
Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address): Cleveland Public Library - Temp South Branch Cleveland, Ohio	CHANGE ORDER NUMBER: 006 INITIATION DATE:	OWNER: <input checked="" type="checkbox"/> CONSTRUCTION MANAGER: <input type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Lauren Building Co., LLC 84 N. Main St., Suite B Chagrin Falls, OH 44022	PROJECT NUMBERS: 8105 / CONTRACT DATE: CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$	354,000.00
Net change by previously authorized Change Orders	\$	3,416.56
The Contract Sum prior to this Change Order was	\$	357,416.56
The Contract Sum will be increased by this Change Order in the amount of	\$	2,058.50
The new Contract Sum including this Change Order will be	\$	359,475.06

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

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

CONSTRUCTION MANAGER (Firm name)	Richard L. Bowen + Associates, Inc.
ADDRESS	ARCHITECT (Firm name) 13000 Shaker Blvd, Cleveland, OH 44120 ADDRESS
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:
Lauren Building Co., LLC	Cleveland Public Library
CONTRACTOR (Firm name)	OWNER (Firm name)
84 N. Main St., Suite B, Chagrin Falls, OH 44022	325 Superior Ave., Cleveland, OH 44114
ADDRESS	ADDRESS
BY (Signature)	BY (Signature)
(Typed name) DATE:	(Typed name) DATE:


AIA[®] Document G701/CMa[™] – 1992
Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address): Cleveland Public Library - Temp South Branch Cleveland, Ohio	CHANGE ORDER NUMBER: 009 INITIATION DATE:	OWNER: <input checked="" type="checkbox"/> CONSTRUCTION MANAGER: <input type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Lauren Building Co., LLC 84 N. Main St., Suite B Chagrin Falls, OH 44022	PROJECT NUMBERS: 8105 / CONTRACT DATE: CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$	354,000.00
Net change by previously authorized Change Orders	\$	5,475.06
The Contract Sum prior to this Change Order was	\$	359,475.06
The Contract Sum will be increased by this Change Order in the amount of	\$	1,117.25
The new Contract Sum including this Change Order will be	\$	360,592.31

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

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

CONSTRUCTION MANAGER (Firm name)

ADDRESS

BY (Signature)

(Typed name)

DATE:

Lauren Building Co., LLC

CONTRACTOR (Firm name)

84 N. Main St., Suite B, Chagrin Falls, OH 44022

ADDRESS

BY (Signature)

(Typed name)

DATE:

Richard L. Bowen + Associates, Inc.

ARCHITECT (Firm name)

13000 Shaker Blvd, Cleveland, OH 44120

ADDRESS

BY (Signature)

(Typed name)

DATE:

Cleveland Public Library

OWNER (Firm name)

325 Superior Ave., Cleveland, OH 44114

ADDRESS

BY (Signature)

(Typed name)

DATE:



4545 W. 160th Street
 Cleveland, Ohio 44135
 Phone: 216.433.7200
 Fax: 216.433.7209

August 22, 2013

Page 1 of 2

Cleveland Public Library
 325 Superior Ave.
 Cleveland, OH 44114

Attention: Timothy Goergen

Reference: **Fire Alarm System- CPL Lake Shore Technical Center**

Thank you for giving ABCO Fire Protection the opportunity to provide you with a quote for Notifier Fire Alarm Equipment for the Fire Alarm Panel Upgrade Project. Our quotation is as follows:

Scope of Work

1	only	Notifier 640 Fire Alarm Control Panel w/Display
1	only	Notifier LCD-80 Annunciator w/back box
1	only	Notifier UDACT
1	only	Notifier Field Power Supply
1	only	Notifier Loop Expander Module
1	only	Notifier Cabinet w/Dress Plates
135	only	Notifier Addressable Smoke Detector w/Base
18	only	Notifier Addressable Heat Detector w/Base
21	only	Notifier Addressable Duct Detector w/Relay Module, Sample Tube and Remote Test Station
20	only	Notifier Addressable Pull Station
16	only	Notifier Addressable Monitor Module
6	only	Addressable Module for Elevator Recall
42	only	System Sensor Horn/Strobe
12	only	System Sensor Strobe
2	only	12V 26 AH Battery
2	only	12 7AH Battery
1	only	Point to Point Drawings
1	only	City of Cleveland Permit Fee
1	only	ABCO Demo, Installation, Programming and Testing Labor
1	only	ABCO Customer Training
1	only	Two-Year Warranty on Labor and Equipment
1	only	Third Year Warranty on Equipment only

Total Package Price: \$46,420.00

Continued on page 2



4545 W. 160th Street
Cleveland, Ohio 44135
Phone: 216.433.7200
Fax: 216.433.7209

CPL Lake Shore Technical Center

Page 2 of 2

Please Note:

- *This quote is valid for 60 days from the date of this document.*
- *These prices do not reflect any sales tax. If applicable, sales tax will be added at time of billing.*
- *Work to be performed during normal business hours*
- *Price excludes union labor or prevailing wages*
- *Devices the City of Cleveland may require to be added during plan review or testing is excluded.*
- *Price assumes that field wiring is in good working order.*
- *All field device locations will be re-used with exception of remote annunciator, which will be located in wall behind security desk*
- *Painting, Patching and Ceiling Tile Replacement is excluded*
- *Terms C.O.D or NET 15 DAYS with approved credit*

Please contact me if you should have any questions or need additional information. Thank you and we look forward to serving all of your fire protection needs.

Sincerely,

Jarret Ryan

Jarret Ryan
Sales Manager
800.875.7200 x-3264
jryan@abcofire.com

Quote #13-3088

To accept this quote and terms contained within, please sign below and fax to us at 216.433.7209.

Accepted By: _____

Printed Name: _____

Date of Acceptance: _____

PO#: _____

NATIONAL FIRESAFETY SYSTEMS INC
216-261-9200

PRICE QUOTATION

To: ALL BIDDERS

**CLEVELAND
LIBRARY**

Quote Number: 1359

Quote Date: 8/28/201

Expiration Date: 3

Page: 9/28/201

Part #	Mfr.	Description	Qty
ILI-MB-E3	GAMEWELL	INTELLIGENT MOTHER BOARD	1
ILI-S-E3	GAMEWELL	INTELLIGENT INTERFACE LOOP	1
E3BB-RB	GAMEWELL	CABINET B	1
E3-BB-BA2	GAMEWELL	ANNUNCIATOR BACK BOX	1
LCD-E3	GAMEWELL	DISPLAY	2
PM-9	GAMEWELL	POWER SUPPLY	1
E3-ID-2B	GAMEWELL	INNER DOOR	1
E3BP	GAMEWELL	BLANK PLATE	1
DACT-E3	GAMEWELL	DACT	1
MS-95	GAMEWELL	ADRESSABLE MANUAL STATION	18
XP95-P	GAMEWELL	ANALOG PHOTO SMOKE HEAD	135
XP95-T	GAMEWELL	ANALOG THERMAL HEAD	18
XP95-B6EZ	GAMEWELL	LOW PROFILE ADDRESSABLE BASE	153
SL-D4R-P	GAMEWELL	ANALOG PHOTO DUCT HOUSING W/ SENSOR	21
STS-5	GAMEWELL	5' SAMPLING TUBE	21
30007-02	GAMEWELL	REMOTE TEST STATION	21
RCE-95	GAMEWELL	ADDRESSABLE RELAY MODULE	3
HPPFF8	GAMEWELL	8AMP POWER SUPPLY FOR SIGNALS	1
P2R	GAMEWELL	ADA HORN/STROBE UNIT	42
SR	GAMEWELL	ADA STROBE UNIT	12
INST		INSTALLATION	1

Sub-Total	\$62,548.50
Sales Tax	\$.00
Mo. Lease	\$.00
Total	\$62,548.50



Integrated
Precision
Systems, Inc.

9321 Ravenna Road
Twinsburg, OH 44087-2461
Tel. 330-963-0064 fax 330-963-0065

Investment Summary

Date: 7/2/2013
Prepared by: Greg Ponchak
Customer Contact: Timothy Goergen

Prepared for Cleveland Public Library CPL

PROJECT SCOPE: REPLACE THE CURRENT FIRE SYSTEM MAIN PANEL, HEAT DETECTORS, SMOKE DETECTORS, PULL STATIONS, DUCTS, HORN/STROBES, STROBES ETC..
THE EXISTING WIRE WILL BE USED AS PART OF THIS QUOTE.

NOTE: IF THE EXISTING WIRE IS NOT USABLE, A SEPARATE PRICE WILL BE GIVEN.

CPL Lakeshore Fire System 7199

Qty	Part#	Product Description
18	NO-FST-851	Intelligent Addressable 135 degree thermal detector with FlashScan.
135	NO-FSP-851T	Intelligent Addressable Photo/Thermal detector; with FlashScan.
153	NO-B710LP	Intelligent detector base, with flange.
21	NO-FSP-851R	Remote test capable Intelligent Photo detector with FlashScan; For use with DNR(W) duct detector housing
21	NO-DNR	InnovairFlex intelligent duct detector, non-relay, does not include head.
21	AD-BK-RTS151KEY	Key Resettable Duct Test Switc
29	NO-FRM-1	Addressable Relay Module with FlashScan; Provides two Form-C dry contacts that switch together.
21	AD-BK-ST5	5' SAMPLING TUBE
42	AD-BK-P2R	2WIRE HORN/STROBE STD RED
12	AD-BK-SR	STROBE STD CANDELA RED
6	AD-BK-RFP	RED RETROFIT PLATE (5PACK)
3	NO-FCPS-24S8	8.0 amps, 120 VAC remote charger power supply. Includes main printed circuit board, transformers and installation instructions.
1	NO-SBB-3	3 Gang back box for LED-10N.
1	NO-FDU-80	80 Character Display Annunciator. Security Keypad mechanical design. For use with the NFS-320, NFS2-640, NFS-640, NFW2-100, and NFW-100
32	NO-FMM-1	Addressable Monitor Module; with FlashScan; Supervises either a Class A or Class B circuit of dry-contact input devices.
18	NO-NBG-12LX	Addressable NBG-12L Pull Station; with FlashScan.
1	NO-SBB-C4R	Backbox, 3 chassis, red.
2	NO-BP-4	Battery Dress plate. Used with the NFS-640 and NFS-3030 only. For NFS2-640 and NFS2-3030 use BP2-4.
2	NO-BMP-1	Blank module dress plate; used to cover annunciator positions. Also mounts some option modules.

Accepted by: _____ Date: _____

Purchase Order #: _____ Deposit Check #: _____

1	NO-CPU2-640	Central processing unit for the NFS2-640 with integral 120V power supply, includes Chassis.
4	NO-CHS-BH1	Chassis, 12AH Battery Holder, for use with DAA- numbers
1	NO-CA-1	Chassis, DVC, One Row
1	NO-DR-C4R	Door, lock & keys. Accepts 3 chassis, red.
2	NO-DP-1B	Dress panel blank; covers unused cabinet row(s), painted black.
1	NO-DP-DISP	Dress plate, display, black.
1	NO-EQBB-D4	Equipment Backbox assembly, four tiers, black.
1	NO-EQDR-D4	Equipment Door assembly, vented, four tiers, black.
2	NO-BAT-12120-BP	Four (4) BAT-12120 (12v, 12aH)
1	NO-LCM-320	Loop Control Module. Each LCM may be expanded to two loops by adding a LEM-320. NFS2-3030 and NFS-3030 only.
1	NO-LEM-320	Loop Expander Module. Mounts as daughter board to LCM-320 to provide even numbered SLC loops.
4	NO-BAT-12180-BP	Two (2) BAT-12180 (12v, 18aH)
1	NO-UDACT-2	Universal Digital Alarm Communicator Transmitter-2
1	IPS-LABOR	IPS LABOR - Installation
1	Misc	Misc IPS
1	IPS-3102-PPSF	Prints, Permits, Submittals, Fees

Grand Total: \$98,917.84

*Applicable Shipping and Sales Tax not included

Accepted by: _____ Date: _____

Purchase Order #: _____ Deposit Check #: _____

REPORT A

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JUNE 1 – JUNE 30, 2013

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending June 30, 2013

	General Fund	Special Revenue	Capital Projects	Permanent	Agency	Total
41 Taxes	14,144,968.48	0.00	0.00	0.00	\$ 0.00	14,144,968.48
42 Intergovernmental	12,187,436.87	958,346.35	0.00	0.00	\$ 0.00	13,145,783.22
43 Fines & Fees	196,094.01	0.00	0.00	0.00	\$ 0.00	196,094.01
44 Investment Earnings	93,092.70	10,423.34	0.00	8,267.79	\$ 0.00	111,783.83
45 Charges for Services	1,538,135.07	0.00	0.00	0.00	\$ 0.00	1,538,135.07
46 Contributions & Donations	3,921.50	239,628.76	0.00	0.00	\$ 0.00	243,550.26
48 Miscellaneous Revenue	377,171.01	0.00	0.00	0.00	\$ 1,123.71	378,294.72
Total Revenues	\$ 28,540,819.64	\$ 1,208,398.45	\$ 0.00	\$ 8,267.79	\$ 1,123.71	\$ 29,758,609.59
51 Salaries/Benefits	17,364,440.33	659,698.48	0.00	0.00	\$ 0.00	18,024,138.81
52 Supplies	403,828.14	36,114.08	0.00	0.00	\$ 0.00	439,942.22
53 Purchased/Contracted Services	4,762,195.56	618,320.68	0.00	1,380.00	\$ 0.00	5,381,896.24
54 Library Materials	4,284,502.28	42,442.84	0.00	16,040.64	\$ 0.00	4,342,985.76
55 Capital Outlay	68,041.19	41,838.14	1,127,565.33	0.00	\$ 0.00	1,237,444.66
57 Miscellaneous Expenses	63,586.42	22,523.12	0.00	0.00	\$ 68.27	86,177.81
Total Expenditures	\$ 26,946,593.92	\$ 1,420,937.34	\$ 1,127,565.33	\$ 17,420.64	\$ 68.27	\$ 29,512,585.50
Revenue Over/(Under) Expenditures	\$ 1,594,225.72	\$(212,538.89)	\$(1,127,565.33)	\$(9,152.85)	\$ 1,055.44	\$ 246,024.09
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(107,494.24)	107,494.24	0.00	0.00	\$ 0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	\$ 0.00	0.00
Total Other Sources / Uses	\$(107,494.24)	\$ 107,494.24	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 1,486,731.48	\$(105,044.65)	\$(1,127,565.33)	\$(9,152.85)	\$ 1,055.44	\$ 246,024.09
Beginning Year Cash Balance	\$ 30,469,564.27	\$ 11,951,089.26	\$ 16,399,617.59	\$ 2,826,909.81	\$ 8,913.99	\$ 61,656,094.92
Current Cash Balance	\$ 32,205,991.50	\$ 11,846,044.61	\$ 15,272,052.26	\$ 2,817,756.96	\$ 9,969.43	\$ 62,151,814.76

**Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the period Ending June 30, 2013**

	<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	20,336,112	10,589,490	9,746,622	52%	53%
General Property Tax	22,213,904	14,144,968	8,068,936	64%	60%
Rollback, Homestead, CAT	4,000,000	1,597,947	2,402,053	40%	39%
Federal Grants	0	0	0	0%	0%
State Aid	0	0	0	0%	0%
Fines & Fees	300,000	196,094	103,906	65%	65%
Investment Earnings	225,000	93,093	131,907	41%	30%
Services to Others-Clevnet	3,053,415	1,538,135	1,515,280	50%	48%
Contributions	1,500	3,922	(2,422)	100%	100%
Miscellaneous	561,882	377,171	184,711	67%	35%
Return of Advances Out	0	0	0	0%	100%
Total	\$ 50,691,813	\$ 28,540,820	\$ 22,150,993	56%	56%

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	34,842,578	17,462,615	17,379,962	50%	48%
Supplies	1,109,175	650,700	458,474	59%	59%
Purchased Services	11,813,469	8,308,870	3,504,599	70%	74%
Library Materials	11,850,401	6,608,112	5,242,289	56%	55%
Capital Outlay	606,435	133,093	473,343	22%	59%
Other	122,985	86,449	36,536	70%	78%
Sub Total	\$ 60,345,042	\$ 33,249,839	\$ 27,095,203	55%	55%
Advances Out	0	107,494	(107,494)	100%	100%
Transfers Out	0	0	0	0%	100%
Total	\$ 60,345,042	\$ 33,357,333	\$ 26,987,708	55%	61%

Note (1): Certificate from Cuyahoga County Budget Commission dated June 21, 2013.
 Note (2): Amended Appropriation of \$53,475,785 plus carried forward encumbrance of \$6,869,257.
 Note (3): Subtotal includes 45% expended and 10% encumbered.

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending June 30, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	10,833,576.56	11,241,858.38	5,190,751.55	0.00	6,051,106.83
51120 Clerical Salaries	9,268,097.49	9,640,273.93	4,839,730.20	0.00	4,800,543.73
51130 Non-Clerical Salaries	538,563.20	583,221.43	600,296.28	0.00	(17,074.85)
51140 Buildings Salaries	3,584,856.34	3,724,271.94	1,768,294.89	0.00	1,955,977.05
51150 Other Salaries	1,015,586.00	1,055,009.58	486,554.10	0.00	568,455.48
51180 Severance Pay	0.00	53,648.22	98,344.61	0.00	(44,696.39)
51190 Non-Base Pay	0.00	13,616.97	311,695.45	0.00	(298,078.48)
51400 OPERS	3,542,707.00	3,685,801.80	1,835,282.72	0.00	1,850,519.08
51610 Health Insurance	3,487,626.76	3,630,361.31	1,707,067.17	0.00	1,923,294.14
51611 Dental Insurance	210,999.74	228,486.82	104,757.34	0.00	123,729.48
51612 Vision Insurance	15,643.49	15,643.49	7,826.07	0.00	7,817.42
51620 Life Insurance	11,007.36	11,927.04	6,363.50	0.00	5,563.54
51630 Workers Compensation	244,528.00	548,274.00	233,305.97	70,440.03	244,528.00
51640 Unemployment Compensation	45,000.00	75,208.54	5,498.95	24,709.59	45,000.00
51650 Medicare - ER	302,521.06	314,932.44	163,768.52	0.00	151,163.92
51900 Other Benefits	20,000.00	20,041.65	4,903.01	3,025.35	12,113.29
	\$33,120,713.00	\$ 34,842,577.54	\$ 17,364,440.33	\$ 98,174.97	\$ 17,379,962.24
Salaries/Benefits					
52110 Office Supplies	43,400.00	49,032.10	20,836.97	4,603.40	23,591.73
52120 Stationery	58,700.00	59,289.93	22,222.67	14,496.81	22,570.45
52130 Duplication Supplies	40,527.18	44,055.18	14,440.07	4,217.60	25,397.51
52140 Hand Tools	100.00	157.44	55.17	0.00	102.27
52150 Book Repair Supplies	73,500.00	74,734.17	24,461.82	2,567.24	47,705.11
52210 Janitorial Supplies	87,000.00	105,371.10	56,952.26	13,365.95	35,052.89
52220 Electrical Supplies	59,500.00	79,644.95	42,179.64	27,147.63	10,317.68

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending June 30, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52230 Maintenance Supplies	150,350.00	165,722.73	67,529.79	40,954.33	57,238.61
52240 Uniforms	10,850.00	18,199.43	6,792.51	1,712.12	9,694.80
52300 Motor Vehicle Supplies	89,350.00	104,592.07	38,546.98	56,967.25	9,077.84
52900 Other Supplies	376,802.82	408,375.67	109,810.26	80,839.84	217,725.57
Supplies	\$990,080.00	\$ 1,109,174.77	\$ 403,828.14	\$ 246,872.17	\$ 458,474.46
53100 Travel/Meetings	152,000.00	165,192.23	23,936.92	35,552.03	105,703.28
53210 Telecommunications	490,521.56	506,616.53	186,317.03	291,964.80	28,334.70
53230 Postage/Freight	110,300.00	111,142.90	43,716.36	60,426.54	7,000.00
53240 PR/Other Communications	156,700.00	200,587.00	89,116.78	68,203.74	43,266.48
53310 Building Repairs	175,000.00	416,035.62	214,852.33	139,727.84	61,455.45
53320 Machine Repairs	35,000.00	37,290.18	7,054.91	9,283.79	20,951.48
53340 Building Maintenance	190,000.00	216,751.64	51,052.00	63,702.09	101,997.55
53350 Machine Maintenance	223,073.65	282,532.86	96,016.09	139,689.02	46,827.75
53360 Computer Maintenance	989,433.43	1,019,515.00	761,170.26	27,571.90	230,772.84
53370 Motor Vehicle Repairs	30,000.00	31,266.10	14,025.01	14,590.28	2,650.81
53380 Contract Security	1,100,000.00	1,140,318.16	460,011.02	128,483.29	551,823.85
53390 Landscaping	30,000.00	30,000.00	22,670.75	329.25	7,000.00
53400 Insurance	398,000.00	455,500.00	60,037.00	0.00	395,463.00
53510 Rent/Leases	111,487.96	120,490.77	56,217.17	55,908.10	8,365.50
53520 Equipment Rental	59,168.88	74,076.88	24,999.29	27,505.60	21,571.99
53610 Electricity	1,743,650.00	1,875,791.64	882,399.72	886,249.87	107,142.05
53620 Gas	183,500.00	287,312.21	117,386.77	80,680.69	89,244.75
53630 Chilled Water	916,000.00	970,567.66	295,842.21	657,672.60	17,052.85
53640 Water/Sewer	132,407.20	138,989.91	34,805.57	93,728.62	10,455.72

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending June 30, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53710 Professional Services	1,454,243.90	2,262,784.15	763,147.67	671,049.04	828,587.44
53720 Auditors Fees	973,340.42	983,077.92	419,804.07	27,992.50	535,281.35
53730 Bank Service Charges	33,600.00	33,600.00	14,836.71	0.00	18,763.29
53800 Library Material Control	270,000.00	440,364.10	120,616.17	65,099.29	254,648.64
53900 Other Purchased Services	10,000.00	13,665.25	2,163.75	1,263.50	10,238.00
Purchased/Contracted Services	\$9,977,427.00	\$ 11,813,468.71	\$ 4,762,195.56	\$ 3,546,674.38	\$ 3,504,598.77
54110 Books	2,728,000.41	3,413,642.14	1,220,150.81	635,609.75	1,557,881.58
54120 Continuations	481,496.00	1,056,837.60	326,773.76	383,705.79	346,358.05
54210 Periodicals	905,000.00	1,442,853.46	342,231.98	175,234.31	925,387.17
54220 Microforms	180,000.00	221,412.78	2,870.15	39,423.84	179,118.79
54310 Video Media	1,419,999.55	1,480,604.88	693,318.90	225,638.67	561,647.31
54320 Audio Media - Spoken	169,000.01	194,266.36	88,027.00	39,039.01	67,200.35
54325 Audio Media - Music	458,500.03	542,848.28	230,088.35	110,080.77	202,679.16
54350 Computer Media	26,000.00	65,668.00	10,032.92	31,825.00	23,810.08
54500 Database Services	1,141,000.00	1,439,048.40	500,894.42	239,786.30	698,367.68
54530 eMedia	1,047,000.00	1,678,894.00	753,665.95	383,731.09	541,496.96
54600 Interlibrary Loan	6,000.00	8,257.75	1,558.00	3,139.00	3,560.75
54710 Bookbinding	29,000.00	54,140.86	10,307.89	14,832.97	29,000.00
54720 Preservation Services	60,000.00	92,566.70	24,389.01	26,832.13	41,345.56
54730 Preservation Boxing	10,000.00	10,911.77	5,397.02	4,690.94	823.81
54790 Preservation Reformatting	90,000.00	148,447.52	74,796.12	10,039.71	63,611.69
Library Materials	\$8,750,996.00	\$ 11,850,400.50	\$ 4,284,502.28	\$ 2,323,609.28	\$ 5,242,288.94
55510 Furniture	166,116.34	194,044.10	3,492.28	26,963.07	163,588.75
55520 Equipment	243,472.66	266,677.50	32,217.53	31,751.97	202,708.00

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending June 30, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
5530 Computer Hardware	78,720.00	81,869.10	3,486.88	6,336.32	72,045.90
5540 Software	35,000.00	35,000.00	0.00	0.00	35,000.00
55700 Motor Vehicles	0.00	28,844.50	28,844.50	0.00	0.00
Capital Outlay	\$523,309.00	\$ 606,435.20	\$ 68,041.19	\$ 65,051.36	\$ 473,342.65
57100 Memberships	71,739.00	72,796.61	43,810.49	11,718.32	17,267.80
57200 Taxes	6,000.00	11,171.12	8,042.95	2,790.97	337.20
57500 Refunds/Reimbursements	35,521.00	39,017.28	11,732.98	8,353.73	18,930.57
Miscellaneous Expenses	\$113,260.00	\$ 122,985.01	\$ 63,586.42	\$ 22,863.02	\$ 36,535.57
59810 Advances Out	0.00	0.00	107,494.24	0.00	(107,494.24)
Advances	\$0.00	\$ 0.00	\$ 107,494.24	\$ 0.00	\$(107,494.24)
Transfers	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$53,475,785.00	\$ 60,345,041.73	\$ 27,054,088.16	\$ 6,303,245.18	\$ 26,987,708.39

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending June 30, 2013

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	30,469,564.27	28,540,819.64	27,054,088.16	6,303,245.18	25,653,050.57
Total General Fund	\$ 30,469,564.27	\$ 28,540,819.64	\$ 27,054,088.16	\$ 6,303,245.18	\$ 25,653,050.57
201 Anderson	211,537.20	0.00	0.00	0.00	211,537.20
202 Endowment for the Blind	1,665,651.93	4,812.50	0.00	0.00	1,670,464.43
203 Founders	4,712,432.66	25,924.53	105,239.36	46,287.75	4,586,830.08
204 Kaiser	44,934.88	0.00	0.00	0.00	44,934.88
205 Kralley	153,804.84	0.00	0.00	0.00	153,804.84
206 Library	165,074.25	1,803.50	661.73	218.71	165,997.31
207 Pepke	97,395.18	0.00	0.00	0.00	97,395.18
208 Wickwire	1,086,072.03	2,684.31	4,723.11	5,961.63	1,078,071.60
209 Wittke	66,255.37	0.00	0.00	0.00	66,255.37
210 Young	3,094,870.38	21,659.76	0.00	0.00	3,116,530.14
225 Friends	5,086.47	17,500.00	8,791.78	3,617.69	10,177.00
226 Judd	6,743.25	99,725.00	55,611.08	28,097.84	22,759.33
228 Lockwood Thompson Memorial	263,528.36	78,637.50	79,853.79	208,755.23	53,556.84
229 Ohio Center for the Book	0.00	900.00	825.00	0.00	75.00
230 Schweinfurth	25,159.08	13,905.00	18,376.00	0.00	20,688.08
251 OLBPD-Library for the Blind	62,210.67	754,098.00	735,861.39	249,151.65	(168,704.37)
252 LSTA-Know It Now	120,849.73	204,248.35	242,465.92	128,838.04	(46,205.88)
254 MyCom	0.00	89,994.24	22,800.00	67,194.24	0.00
255 PNC-Grow Up Great	58,640.05	0.00	41,014.58	1,391.29	16,234.18
256 Learning Centers	110,842.93	0.00	104,713.60	6,129.33	0.00
Total Special Revenue Funds	\$ 11,951,089.26	\$ 1,315,892.69	\$ 1,420,937.34	\$ 745,643.40	\$ 11,100,401.21
401 Building & Repair	16,399,617.59	0.00	1,127,565.33	1,493,593.57	13,778,458.69
Total Capital Project Funds	\$ 16,399,617.59	\$ 0.00	\$ 1,127,565.33	\$ 1,493,593.57	\$ 13,778,458.69

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending June 30, 2013

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
501 Abel	179,528.26	0.00	0.00	0.00	179,528.26
502 Ambler	1,717.73	0.00	0.00	0.00	1,717.73
503 Beard	107,816.34	2,283.64	1,345.00	2,220.00	106,534.98
504 Klein	4,069.48	0.00	0.00	0.00	4,069.48
505 Malon/Schroeder	227,545.60	31.58	0.00	0.00	227,577.18
506 McDonald	140,502.97	215.07	0.00	0.00	140,718.04
507 Ratner	68,838.86	0.00	0.00	0.00	68,838.86
508 Root	29,624.48	0.00	0.00	0.00	29,624.48
509 Sugarman	166,899.58	807.74	0.00	0.00	167,707.32
510 Thompson	126,099.45	0.00	0.00	0.00	126,099.45
511 Weidenthal	5,056.65	0.00	0.00	0.00	5,056.65
512 White	1,701,202.99	4,929.76	16,075.64	728.06	1,689,329.05
513 Beard Anna Young	68,007.42	0.00	0.00	0.00	68,007.42
Total Permanent Funds	\$ 2,826,909.81	\$ 8,267.79	\$ 17,420.64	\$ 2,948.06	\$ 2,814,808.90
901 Unclaimed Funds	8,913.99	1,123.71	68.27	0.00	9,969.43
Others	\$ 8,913.99	\$ 1,123.71	\$ 68.27	\$ 0.00	\$ 9,969.43
Total All Funds	\$ 61,556,094.92	\$ 29,866,103.83	\$ 29,620,079.74	\$ 8,545,430.21	\$ 53,356,688.80

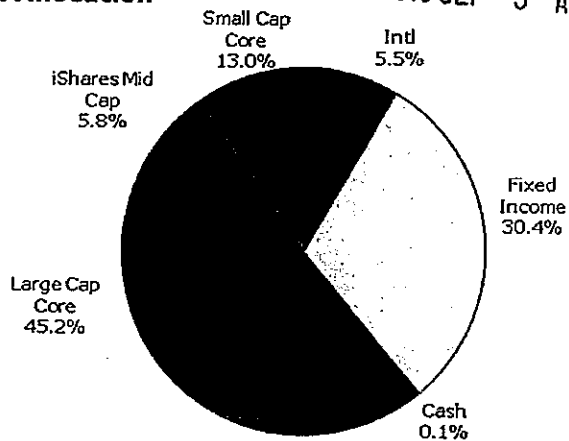
**Cleveland Public Library
 Depository Balance Detail
 For the Period Ending June 30, 2013**

Balance of All Funds	<u><u>\$ 62,151,814.76</u></u>
Chase-Checking	7,237.09
PNC-Checking	0.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	1,272,601.15
KeyBank-MC/MISA	124,366.72
Fifth Third - Checking	230,740.64
Petty Cash	330.00
Change Fund	4,640.00
KeyBank-Payroll Account (ZBA)	176.84
KeyBank-Savings Bond Acct	0.00
Cash in Library Treasury	<u><u>\$ 1,640,092.44</u></u>
PNC - Money Market	10,029.76
PNC - Investments	34,547,869.72
PNC/Allegiant Money Market	66,953.67
KeyBank - Victory Fund	0.00
STAR OHIO Investment	1,279,764.31
STAR Plus Investment	11,012,806.31
Investments	<u><u>\$ 46,917,423.77</u></u>
PNC Endowment Acct	13,594,298.55
Endowment Account	<u><u>\$ 13,594,298.55</u></u>
Cash in Banks and On Hand	<u><u>\$ 62,151,814.76</u></u>

Cleveland Public Library Endowment Fund

Second Quarter 2013

Asset Allocation



	Market Value	Current Allocation
Equities	\$12,368,291	69.5%
Fixed Income	\$5,412,105	30.4%
Cash	\$19,800	0.1%
Market Value	\$17,800,196	100.0%
Accrued Income	\$42,454	
Total Account Value	\$17,842,650	

Economic Summary

- During the second quarter, intermediate and longer-term interest rates on U.S. Treasury securities rose from their extremely low levels, as the market focused on the possibility that the Federal Reserve would begin to taper their asset purchases.
- While the recovery in the U.S. housing market has continued into the second quarter, some measures have indicated that the pace of recovery may have slowed somewhat. The combination of rising mortgage rates and home prices have led to a decline in home affordability. Despite the decline, home affordability remains historically high, but the recent move has eroded some of the economic value to the consumer.
- The single largest contributor to GDP growth remains consumer spending. On balance, at over 70% of GDP, consumer spending generally has the greatest impact on growth compared to other components.
- The unemployment rate has trended slowly lower since peaking in 2010. It has hovered in the middle 7% range for the past several readings, with the most recent at 7.6%. Underlying fundamentals show a rise in labor force, with previously discouraged workers looking for jobs, a sign of confidence.
- Any tapering of asset purchases may take place late in the second half of 2013, but near-term changes are unlikely, with the unemployment rate near 7.5% and the threat of inflation subdued. Furthermore, economic growth is likely to remain sluggish, absent a major boost from job growth.

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Performance

	Qtr	YTD	1Yr	3Yr	5Yr
Total Portfolio	0.87%	7.19%	12.41%	12.68%	6.15%
Benchmark*	1.06%	7.52%	12.11%	12.34%	6.46%
Equities	2.03%	11.56%	18.88%	18.26%	5.91%
S&P 500	2.91%	13.82%	20.60%	18.45%	7.01%
MSCI EAFE	-0.98%	4.10%	18.62%	10.04%	-0.63%
Fixed Income	-1.66%	-1.52%	0.07%	2.91%	4.73%
BIGC	-1.70%	-1.45%	0.28%	3.14%	4.57%

* 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.

Performance Analysis

- Domestic equity markets have strongly outperformed during the year, while returns for fixed income securities have fallen with the exception of high yield. Emerging markets and commodities have been weak during the year. REITs started the year off strong, but have pulled back significantly.
- Year-to-date, health care, financials, consumer discretionary, and consumer staples have outperformed the S&P 500 index. Defensive sectors currently trade at a relative valuation premium to the S&P 500 index, due in part to higher dividend yields.
- The difference between the dividend yield on the S&P 500 and the 10-year Treasury remains at historically low levels.
- The combination of rising Treasury yields and greater risk premiums drove negative returns in major fixed income benchmark indices. The Barclays U.S. Aggregate Index generated total return of -2.32% during the quarter, with excess returns of -0.34%.
- Treasury yields spiked materially during the quarter due to the emerging prospect of less accommodative monetary policy. Between April 30 and June 30, 2013, the yield on the benchmark 10 year U.S. Treasury note increased 81 basis points to close the quarter at 2.49%.
- Credit spreads have narrowed as concerns of a draconian event in the Eurozone fade and the U.S. economic outlook stabilizes.

PNC
INSTITUTIONAL
INVESTMENTS

William Mitchner 216-222-3374



CLEVE PUB LIB ENDMT CONS
MANAGED ACCOUNT
Account number 21-75-501-4453885
June 28, 2013

PNC BANK NA AS AGENT UNDER
AGREEMENT DATED 09/18/1997 FOR
THE CLEVELAND PUBLIC LIBRARY CONS
ENDOWMENT FUND



CLEVE PUB LIB ENDMT CONS
MANAGED ACCOUNT SUMMARY
 Account number 21-75-501-4453885
 June 28, 2013

Your PNC Managed Account

Asset manager	Investment style	Manager number	% of portfolio	Value on 01/01/13	Investment income	Other additions	Other disbursements	Cash transfers	Fees and charges	Change in value of investments	Current account value
PCA ADVANTAGE PORTFOLIO	Large cap core	073	24.4%	\$3,879,633	\$3,225	\$22	-\$102,200	-	-\$25,008	\$590,150	\$4,345,823
PNC CAPITAL ADVISORS	Taxable intermediate	880	45.2%	7,351,706	75,994	-	-	-	-	614,567	8,042,268
		573	30.6%	5,486,193	77,767	31	-11	-	-	-151,875	5,412,104
					\$156,987.35		-\$102,211.66		-\$25,008.43		
						\$53.56		\$0.00		\$1,052,842.90	
Total portfolio value				\$16,717,532.67							\$17,800,196.39
Accrued income				\$53,031.14							\$42,453.74
Total account value				\$16,770,563.81							\$17,842,650.13

Note: amounts reflected on this page represent activity from 01/01/13 through 06/28/13



CLEVE PUB LIB ENDMT CONS
 INVESTMENT MANAGEMENT STATEMENT
 Account number 21-75-501-4453885
 June 1, 2013 - June 28, 2013

Total portfolio value

Total portfolio value on June 28	\$17,800,196.39
Total portfolio value on June 1	18,055,567.17
Total change in value	-\$255,370.78

www.pnc.com

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

Bulletin board

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

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.

PNC BANK NA AS AGENT UNDER
 AGREEMENT DATED 09/18/1997 FOR
 THE CLEVELAND PUBLIC LIBRARY
 ENDOWMENT FUND CONS

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CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-4453885
June 1, 2013 - June 28, 2013

NOTICE OF LIMITATION OF LIABILITY - Trust Accounts

An action for breach of trust based on matters disclosed in a trust accounting or other written reports of the trustee - such as this statement - may be subject to a statute of limitations, limiting your right to sue, measured as follows, from either the date the trust accounting, statement or written report is mailed or received. If you have questions regarding your rights, please contact your attorney.

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

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

About your account

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

In addition, the shares of any mutual fund in this account are not obligations of any bank, nor are they issued or endorsed by any bank or guaranteed by the FDIC or any other government agency or government-sponsored agency of the federal government or any state.

This statement contains information obtained from sources believed to be reliable. These sources may include other service providers that may also be under contractual obligation to you.

Please contact your PNC Relationship Manager via phone or in writing if there have been any changes in your investment objectives, financial situation, risk tolerance, or specific investment restrictions on the management of your account.

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Insurance: Not FDIC Insured. No Bank or Federal Government Guarantee. May Lose Value.





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CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT
Account number 21-75-501-4453885
June 1, 2013 - June 28, 2013

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CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT
 Account number 21-75-501-4453885
 June 1, 2013 - June 28, 2013

Summary

Portfolio value

Income	Principal	Total
Income on June 28	Principal on June 28	Total portfolio value on June 28
\$529,530.64	\$17,270,665.75	\$17,800,196.39
Income on June 1	Principal on June 1	Total portfolio value on June 1
514,250.93	17,541,316.24	18,055,567.17
Change in value	Change in value	Total change in value
\$15,279.71	-\$270,650.49	-\$255,370.78

Portfolio value by asset class

Income	Value Jun. 28	Value Jun. 1	Change in value	Tax cost*
Cash and cash equivalents	\$529,530.64	\$514,250.93	\$15,279.71	\$529,530.64
Principal	Value Jun. 28	Value Jun. 1	Change in value	Tax cost*
Cash and cash equivalents	-\$261,192.05	-\$240,906.38	-\$20,285.67	-\$261,192.05
Fixed income	5,298,317.29	5,367,956.66	-69,639.37	5,328,332.02
Equities	12,233,540.51	12,414,265.96	-180,725.45	8,698,271.18
Total:	\$17,800,196.39	\$18,055,567.17	-\$255,370.78	\$14,234,941.79

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

Summary

Change in account value

Beginning account value	This period	From Jan. 1, 2013
	\$18,105,080.64	\$16,770,563.81
Additions		
Investment income	\$28,013.88	\$156,987.35
Other receipts	22.29	53.56
Disbursements		
Cash distributions	-	-\$102,200.00
Fees and charges	-12,734.17	-25,008.43
Other disbursements	-	-11.66
Change in value of investments	-270,672.78	1,052,842.90
Net accrued income	-7,059.73	-10,577.40
Ending account value	\$17,842,650.13	\$17,842,650.13

Investment income summary

Income-cash and cash equivalents	This period	From Jan. 1, 2013
	\$2.93	\$22.22
Interest-fixed income	8,895.60	77,757.83
Dividends-equities	19,115.35	79,207.30
Total	\$28,013.88	\$156,987.35

Gain/loss summary

	This period	From Jan. 1, 2013
Fixed income	-\$12,059.17	-\$10,713.15
Equities	76,122.66	598,026.70
Total	\$64,063.49	\$587,313.55

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

Accrued income summary

Accrued income on June 28	\$42,453.74
Accrued income on June 01	49,513.47
Net accrued income	-\$7,059.73

	Since acquisition
Net unrealized gain/Loss*	-\$30,014.73
	3,535,269.33
	\$3,505,254.60

Summary

Transaction summary - measured by cash balance

	Income	
	This period	From Jan. 1, 2013
Beginning cash balance	\$312,094.04	\$224,903.10
Additions		
Investment income	\$28,013.88	\$156,987.28
Sales and maturities	-	63,293.87
Other receipts	-	-
Disbursements		
Distributions	-	-
Purchases	- 10,361.09	- 103,163.16
Fees and charges	- 12,734.17	- 25,008.43
Other disbursements	-	-
Ending cash balance	\$317,012.66	\$317,012.66
Change in cash	\$4,918.62	\$92,109.56

	Principal	
	This period	From Jan. 1, 2013
Beginning tax cost	\$14,215,576.30	\$13,677,807.42
Additions		
Purchases	\$1,708,514.20	\$7,264,981.03
Securities received	-	7,652.70
Disbursements		
Sales	- \$1,629,148.71	- \$6,647,846.66
Securities delivered	-	- 7,652.70
Change in cash	-	-
Ending tax cost	\$14,294,941.79	\$14,294,941.79
Change in cash	-\$4,918.62	-\$92,109.56

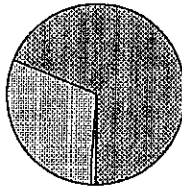
Transaction summary - measured by tax cost

	This period	From Jan. 1, 2013
Beginning tax cost	\$14,215,576.30	\$13,677,807.42
Additions		
Purchases	\$1,708,514.20	\$7,264,981.03
Securities received	-	7,652.70
Disbursements		
Sales	- \$1,629,148.71	- \$6,647,846.66
Securities delivered	-	- 7,652.70
Change in cash	-	-
Ending tax cost	\$14,294,941.79	\$14,294,941.79

Analysis

Asset allocation

	Jun. 28, 2013
Cash and cash equivalents	1.51 %
Mutual funds	1.51 %
Fixed income	29.77 %
Corporate	10.89 %
US treasury	15.92 %
Agency	2.76 %
Other	0.20 %
Equities	68.73 %
Stock	44.42 %
Etf's	5.84 %
Mutual funds	18.47 %



Equity sectors

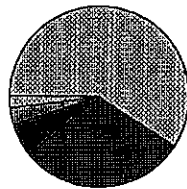
	Market value	% of equities	% of total portfolio
Industrials	\$843,545.18	10.67 %	4.74 %
Consumer discretionary	1,066,159.80	13.48 %	5.99 %
Consumer staples	923,946.90	11.68 %	5.19 %
Energy	712,550.30	9.01 %	4.00 %
Financial	1,456,840.55	18.42 %	8.19 %
Materials	306,981.00	3.88 %	1.73 %
Information technology	1,253,782.33	15.86 %	7.05 %
Utilities	242,459.50	3.07 %	1.36 %
Health care	934,123.33	11.81 %	5.25 %
Telecommunication services	167,128.80	2.11 %	0.94 %
Total	\$7,907,517.69	100.00 %	44.44 %

Analysis

Bond analysis

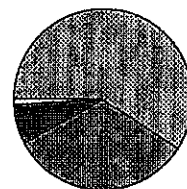
Bond rating

	Market Value	% of bonds	% of total portfolio
Moody's Aaa	\$3,131,685.42	59.11 %	17.59 %
Moody's Aa1	102,300.90	1.93 %	0.58 %
Moody's Aa2	175,455.00	3.31 %	0.99 %
Moody's Aa3	296,453.30	5.60 %	1.67 %
Other	1,592,422.67	30.06 %	8.95 %



Maturity schedule

Market value (% of bonds maturing in)	% of bonds	Corporate	US treasury and agency	Municipal	Other
Less than 1 year	1.37 %	\$72,821.55 (100.00 %)	-	-	-
1 - 5 years	58.60 %	746,265.87 (24.04 %)	2,343,433.05 (75.48 %)	-	15,093.80 (0.49 %)
6 - 10 years	32.94 %	1,118,791.75 (64.10 %)	605,459.95 (34.69 %)	-	21,054.00 (1.21 %)
11 - 15 years	2.10 %	-	111,177.09 (100.00 %)	-	-
16 or more years	4.99 %	-	264,220.23 (100.00 %)	-	-





Detail

Portfolio - income

Cash and cash equivalents
Uninvested cash

Description	Market value last period	Current market value	% of total portfolio	Total tax cost	Current yield	Estimated annual income	Accrued income
UNINVESTED CASH	Quantity	price per unit		Avg. tax cost per unit			
	317,012.660	\$317,012.66	1.79 %	\$317,012.66			
		\$1,0000		\$1.00			

Mutual funds - money market

Description	Market value last period	Current market value	% of total portfolio	Total tax cost	Current yield	Estimated annual income	Accrued income
PNC TREASURY MONEY MARKET FUND #431	Quantity	price per unit		Avg. tax cost per unit			
	134,750.460	\$134,750.46	0.76 %	\$134,750.46	0.02 %	\$13.48	\$1.09
PCA ADVANTAGE PORTFOLIO	Quantity	price per unit					
	68,870.38	77,767.52	0.44 %	77,767.52	0.02 %	7.78	0.60
PNC TREASURY MONEY MARKET FUND #431	Quantity	price per unit					
	77,767.520	1,0000		1.00			

Total mutual funds - money market	\$212,517.98	1.19 %	\$212,517.98	0.01 %	\$21.26	\$1.69
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Total cash and cash equivalents	\$529,530.64	2.98 %	\$529,530.64	\$21.26	\$1.69
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INSTITUTIONAL
INVESTMENTS

CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT
Account number 21-75-501-4453885
June 1, 2013 - June 28, 2013

Detail

Portfolio - principal

Cash and cash equivalents
Uninvested cash

Description	Market value last period	Current market value	% of total portfolio	Total tax cost	Current yield	Estimated annual income	Accrued income
UNINVESTED CASH	Quantity	price per unit		Avg. tax cost per unit			
	- 317,012.660	-\$317,012.66	- 1.79 %	-\$317,012.66			
		\$ 1,0000		\$ 1.00			

Mutual funds - money market

Description	Market value last period	Current market value	% of total portfolio	Total tax cost	Current yield	Estimated annual income	Accrued income
PNC TREASURY MONEY MARKET FUND #431	Quantity	price per unit		Avg. tax cost per unit			
	38,675.59	\$38,020.16	0.21 %	\$36,020.16	0.01 %	\$3.60	\$0.31
PNC CAPITAL ADVISORS PNC TREASURY MONEY MARKET FUND #431 21-75-073-4453885	32,512.07	19,800.45	0.12 %	19,800.45	0.01 %	1.98	0.19
	19,800.450	1.0000		1.00			

Total mutual funds - money market		\$55,820.61	0.31 %	\$55,820.61	0.01 %	\$5.58	\$0.50
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Total cash and cash equivalents		-\$261,192.05	- 1.47 %	-\$261,192.05		\$5.58	\$0.50
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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
AT & T INC	\$33,480.90	30,000	\$32,311.20	0.19%	\$34,047.00	\$113.49	-\$1,735.80	4.14%	\$1,335.00	\$170.58
04.450% DUE 05/15/2021			\$107,7040							
RATING: A3										
[00206RAX0]										
PNC CAPITAL ADVISORS										
ACE INA HOLDINGS	15,669.45	15,000	15,567.90	0.09%	14,986.05	99.91	581.85	2.51%	390.00	41.17
COM GTS			103,7860							
02.600% DUE 11/23/2015										
RATING: A3										
[00440EAN7]										
PNC CAPITAL ADVISORS										
ANHEUSER BUSCH COS INC	17,241.75	15,000	16,980.45	0.10%	17,809.20	118.73	-828.75	4.95%	840.00	280.00
UNSEC			113,2030							
05.600% DUE 03/01/2017										
RATING: A3										
[0352Z9DB6]										
PNC CAPITAL ADVISORS										
APPLE INC	52,461.75	55,000	51,010.30	0.29%	54,926.85	99.87	-3,916.55	2.59%	1,320.00	212.67
UNSEC			92,7460							
02.400% DUE 05/03/2023										
RATING: AA1										
[037833AK6]										
PNC CAPITAL ADVISORS										
BB&T CORPORATION	25,088.40	20,000	24,297.40	0.14%	24,791.00	123.96	-493.40	5.64%	1,370.00	232.14
SR UNSEC			121,4880							
06.850% DUE 04/30/2019										
RATING: A2										
[05531FAB9]										
PNC CAPITAL ADVISORS										



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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
	19,632.20	19,277.80		Current price per unit	Current							
BP CAPITAL MARKETS PLC SEDOL ISIN US05565QCE61 01.375% DUE 05/10/2018 RATING: A2 (05565QCE6)	19,632.20	19,277.80	20,000	96.3890		0.11 %	19,944.20	99.72	- 666.40	1.43 %	275.00	38.9%
PNC CAPITAL ADVISORS BANK OF MONTREAL ISIN US06366RHB42 NOTES VAR % DUE 09/11/2015 RATING: AA3 (06366RHB4)	30,142.90	30,137.70	30,000	100.4590		0.17 %	30,000.00	100.00	197.70	0.76 %	228.30	12.68
PNC CAPITAL ADVISORS BANK OF NEW YORK MELLON SR UNSEC CALL 8/23/21 @100 03.550% DUE 09/23/2021 RATING: AA3 (06406HBY4)	30,000	30,577.80	30,000	101.9260		0.18 %	31,982.70	106.61	- 1,404.90	3.49 %	1,065.00	289.92
PNC CAPITAL ADVISORS BANK OF NOVA SCOTIA CALL 11/18/2017 @ 100.000 UNSC 01.375% DUE 12/18/2017 RATING: AA2 (064159BE5)	24,748.25	24,271.25	25,000	97.0850		0.14 %	24,972.25	99.89	- 701.00	1.42 %	343.75	12.41
PNC CAPITAL ADVISORS BAXTER INTERNATIONAL INC SR UNSEC 02.400% DUE 08/15/2022 RATING: A3 (071813BF5)	9,536.30	9,237.70	10,000	92.3770		0.06 %	9,956.70	99.57	- 719.00	2.60 %	240.00	90.67
PNC CAPITAL ADVISORS												

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**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
BERKSHIRE HATHAWAY INC	32,027.70	30,000	30,935.70	0.18 %	31,115.00	103.72	-179.30	3.64 %	1,125.00	425.00
SR UNSEC			103.1190							
03.750% DUE 08/15/2021										
RATING: AA2										
[084670BC1]										
PNC CAPITAL ADVISORS										
BOEING CAPITAL CORP	21,254.80	20,000	20,826.00	0.12 %	19,901.40	99.51	924.60	2.79 %	580.00	219.11
SR UNSEC CALL 7/15/18 @100			104.1300							
02.900% DUE 08/15/2018										
RATING: A2										
[097014AM6]										
PNC CAPITAL ADVISORS										
CANADIAN NATL RAILWAY	20,288.20	20,000	19,545.80	0.11 %	19,840.00	99.20	-294.20	2.92 %	570.00	25.33
ISIN US136375BV35 SEDOL B6X9JJ7			97.7290							
02.850% DUE 12/15/2021										
RATING: A3										
[136375BV3]										
PNC CAPITAL ADVISORS										
PROGRESS ENERGY CAROLINA	23,724.40	20,000	22,974.40	0.13 %	19,981.60	99.91	2,992.80	4.62 %	1,060.00	488.78
1ST MTG			114.8720							
05.300% DUE 01/15/2019										
RATING: A1										
[144141CZ9]										
PNC CAPITAL ADVISORS										
CATERPILLAR FIN SERV CRP	25,263.80	20,000	24,776.00	0.14 %	24,384.00	121.92	392.00	5.70 %	1,410.00	356.42
NOTES SERIE MTN			123.8800							
07.050% DUE 10/01/2018										
RATING: A2										
[14912L4D0]										
PNC CAPITAL ADVISORS										



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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
CATHOLIC HEALTH INITIATI SECURED	14,921.40	15,000	14,683.35	0.09 %	14,995.65	99.97	-312.30	1.64 %	240.00	40.00
01.600% DUE 11/01/2017			97.8890							
RATING: AA3										
(14916RAB0)										
PNC CAPITAL ADVISORS										
CHEVRON CORP	19,858.80	20,000	19,542.20	0.11 %	20,000.00	100.00	-457.80	1.13 %	220.80	15.95
SR UNSEC CALL 11/5/17 @100			97.7110							
01.104% DUE 12/05/2017										
RATING: AA1										
(166764A48)										
PNC CAPITAL ADVISORS										
CISCO SYSTEMS INC	22,636.00	20,000	22,136.00	0.13 %	23,019.40	115.10	-883.40	4.03 %	890.00	410.39
SR NTS			110.6800							
04.450% DUE 01/15/2020										
RATING: A1										
(17275RAH5)										
PNC CAPITAL ADVISORS										
CITIGROUP INC	21,530.60	20,000	21,368.40	0.12 %	21,946.20	109.73	-587.80	5.63 %	1,202.00	53.42
SR UNSEC			106.7920							
06.010% DUE 01/15/2015										
RATING: BAA2										
(172967FA4)										
PNC CAPITAL ADVISORS										
COCA-COLA CO/THE	19,994.80	20,000	19,991.20	0.12 %	20,009.40	100.05	-18.20	0.24 %	46.86	2.21
SR UNSEC			99.9560							
VAR % DUE 03/14/2014										
RATING: AA3										
(191216AW0)										
PNC CAPITAL ADVISORS										

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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							
CONNECTICUT LIGHT & PWR CALL 10/15/2022 @ 100.000 MORT 02.500% DUE 01/15/2023 RATING: A3 [207597EF8] PNC CAPITAL ADVISORS	19,480.60	20,000	18,578.40	0.11 %	19,870.20	99.35	- 1,291.80	2.70 %	500.00	230.56
CONCOPHILLIPS 05.200% DUE 05/15/2018 RATING: A1 [20825CAN4] PNC CAPITAL ADVISORS	17,420.70	15,000	17,145.60	0.10 %	17,447.25	116.32	- 301.65	4.55 %	780.00	99.67
RABOBANK NEDERLAND UTREC ISIN US21686CAD20 SEDOL B5MXX70 03.375% DUE 01/19/2017 RATING: AA2 [21686CAD2] PNC CAPITAL ADVISORS	21,269.00	20,000	21,004.60	0.12 %	20,640.65	103.20	363.95	3.22 %	675.00	303.75
JOHN DEERE CAPITAL CORP SR UNSECURED SER MTN 05.350% DUE 04/03/2018 RATING: A2 [24422EQR3] PNC CAPITAL ADVISORS	29,242.00	25,000	28,687.50	0.17 %	24,923.50	99.69	3,764.00	4.67 %	1,337.50	326.94
WALT DISNEY COMPANY NTS SERIES B 05.875% DUE 12/15/2017 RATING: A2 [25468PCB0] PNC CAPITAL ADVISORS	23,829.80	20,000	23,374.20	0.14 %	24,573.00	122.87	- 1,198.80	5.03 %	1,175.00	52.22



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Description (Cusip)	Market value last period		Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current	price per unit							
E I DU POINT DE NEMOURS BONDS	15,077.40	15,022.35	15,000	100.1490	0.09 %	14,851.20	99.01	171.15	5.00 %	750.00	345.83
05.00% DUE 07/15/2013 RATING: A2 (263534BU2)											
PNC CAPITAL ADVISORS											
DUKE ENERGY INDIANA INC	10,816.30	10,492.90	10,000	104.9290	0.06 %	10,900.90	109.01	-408.00	3.58 %	375.00	172.92
03.750% DUE 07/15/2020 RATING: A2 (263901AC4)											
PNC CAPITAL ADVISORS											
DUKE ENERGY CAROLINAS	11,647.10	11,419.20	10,000	114.1920	0.07 %	9,966.00	99.66	1,463.20	4.60 %	525.00	242.08
05.250% DUE 01/15/2018 RATING: A1 (26442CAC8)											
PNC CAPITAL ADVISORS											
EBAY INC	14,489.55	13,975.05	15,000	93.1670	0.08 %	15,071.70	100.48	-1,096.65	2.80 %	390.00	179.83
SR UNSEC											
02.600% DUE 07/15/2022 RATING: A2 (278642AE3)											
PNC CAPITAL ADVISORS											
EMERSON ELECTRIC CO	17,508.90	17,103.45	15,000	114.0230	0.10 %	18,047.70	120.32	-944.25	4.28 %	791.25	154.37
04.875% DUE 10/15/2019 RATING: A2 (291011AY0)											
PNC CAPITAL ADVISORS											



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**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit			99,961.14	99.96		1.39 %	1,360.00	60.44
GE CAPITAL CREDIT CARD MASTER	99,892.00	98,357.00		0.56 %			-1,604.14			
SERIES 2012-6 CLASS A	100,000	98,357.00								
01.360% DUE 08/17/2020										
NOT RATED										
PNC CAPITAL ADVISORS										
(36159JDH1)										
GENERAL DYNAMICS CORP	21,669.20	20,898.40		0.12 %		19,957.00	931.40	3.71 %	775.00	357.36
CO GUARNT CALL 04/15/21 @100	20,000	104,492.00				99.84				
03.875% DUE 07/15/2021										
RATING: A2										
(369550AR9)										
PNC CAPITAL ADVISORS										
GENERAL ELECTRIC CO	28,883.00	28,228.75		0.16 %		29,285.00	-1,056.25	4.65 %	1,312.50	91.15
SR UNSECURED	25,000	112,915.00				117.14				
05.250% DUE 12/06/2017										
RATING: AA3										
(369604BC6)										
PNC CAPITAL ADVISORS										
GENERAL ELEC CAP CORP	35,040.30	33,824.70		0.20 %		31,792.15	2,032.55	4.88 %	1,650.00	792.92
SR UNSEC	30,000	112,749.00				105.97				
05.500% DUE 01/08/2020										
RATING: A1										
(3696264J0)										
PNC CAPITAL ADVISORS										
GEORGIA POWER COMPANY	23,508.40	23,051.40		0.13 %		22,065.80	985.60	4.69 %	1,080.00	90.00
NOTES	20,000	115,257.00				110.33				
05.400% DUE 06/01/2018										
RATING: A3										
(373334JK8)										
PNC CAPITAL ADVISORS										

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
GLAXOSMITHKLINE CAPITAL	19,952.80	20,000	19,197.40	0.11 %	19,866.00	99.32	- 666.60	2.97 %	570.00	83.92
ISIN US377373AD71 SEDOL B84G0G5			95.9870							
02.850% DUE 05/08/2022										
RATING: A1										
{377373AD71										
PNC CAPITAL ADVISORS										
GOOGLE INC	27,073.75	25,000	26,127.25	0.15 %	27,883.00	111.53	- 1,755.75	3.47 %	906.25	105.73
SR UNSEC			104.5090							
03.625% DUE 05/19/2021										
RATING: AA2										
(38259PAB8)										
PNC CAPITAL ADVISORS										
HSBC HOLDINGS PLC SR UNSEC	22,792.00	20,000	21,973.20	0.13 %	20,116.80	100.58	1,856.40	4.65 %	1,020.00	243.67
ISIN US404280AK50 SEDOL B6T6Q88			109.8660							
05.100% DUE 04/05/2021										
RATING: AA3										
(404280AK5)										
PNC CAPITAL ADVISORS										
HOME DEPOT INC	16,990.20	15,000	16,464.75	0.10 %	17,137.05	114.25	- 672.30	4.01 %	660.00	165.00
SR UNSEC ST CONVENTION			109.7650							
04.400% DUE 04/01/2021										
RATING: A3										
(437076AW2)										
PNC CAPITAL ADVISORS										
HONDA AUTO RECEIVABLES OWNER TR	8,414.27	6,448.340	6,453.82	0.04 %	6,448.05	100.00	5.77	1.13 %	72.87	3.24
SERIES 2011-1 CLASS A3			100.0850							
01.130% DUE 10/15/2014										
RATING: AAA										
(43813TAC7)										
PNC CAPITAL ADVISORS										

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Fixed income
Corporate bonds

Description (Cusip)	Market value, last period	Quantity	Current market value		% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
			Current	price per unit						
INTEL CORP	25,092.00	25,000	25,092.00	100.3680	0.15 %	25,506.50	- 414.50	3.29 %	825.00	206.25
SR UNSEC						102.03				
03.300% DUE 10/01/2021										
RATING: A1										
(458140AJ9)										
PNC CAPITAL ADVISORS										
JPMORGAN CHASE & CO	49,525.65	45,000	47,566.35	105.7030	0.27 %	51,117.00	- 3,550.65	4.38 %	2,081.25	294.84
NOTES						113.59				
04.625% DUE 05/10/2021										
RATING: A2										
(46625HHZ6)										
PNC CAPITAL ADVISORS										
JOHNSON & JOHNSON	53,085.60	45,000	52,075.80	115.7240	0.30 %	51,646.05	429.75	4.46 %	2,317.50	1,068.62
SR NTS						114.77				
05.150% DUE 07/15/2018										
RATING: AAA										
(478160AU8)										
PNC CAPITAL ADVISORS										
JOHNSON & JOHNSON	10,013.90	10,000	10,012.80	100.1280	0.06 %	10,052.50	- 39.70	0.39 %	38.53	5.03
SR UNSEC						100.53				
VAR% DUE 05/15/2014										
RATING: AAA										
(478160BC7)										
PNC CAPITAL ADVISORS										
KIMBERLY-CLARK	26,007.20	20,000	25,389.80	126.9490	0.15 %	25,076.90	312.90	5.91 %	1,500.00	250.00
SR NTS						125.39				
07.500% DUE 11/01/2018										
RATING: A2										
(494368BD4)										
PNC CAPITAL ADVISORS										

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**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
MC DONALDS CORP	Quantity 35,093.70	price per unit 34,296.90	0.20 %	33,582.75	111.94	714.15	4.38 %	1,500.00	625.00
SR UNSEC SERIES MTN 05.000% DUE 02/01/2019 RATING: A2	30,000	114,3230							
PNC CAPITAL ADVISORS (58013MEG5)									
MEDTRONIC INC UNSC	14,874.15	14,582.40	0.09 %	14,977.50	99.85	-395.10	1.42 %	206.25	54.43
01.375% DUE 04/01/2018 RATING: A2	15,000	97,2160							
(585055BA3)									
PNC CAPITAL ADVISORS									
MERCK & CO INC SR UNSEC	16,410.30	16,016.55	0.09 %	16,999.65	113.33	-983.10	3.63 %	581.25	268.02
03.875% DUE 01/15/2021 RATING: A2	15,000	106,7770							
(58933YAA3)									
PNC CAPITAL ADVISORS									
MERRILL LYNCH & CO NOTES SERIES MTN	17,867.85	17,263.80	0.10 %	16,275.00	108.50	988.80	5.98 %	1,031.25	189.06
06.875% DUE 04/25/2018 RATING: BAA2	15,000	115,0920							
(59018YN64)									
PNC CAPITAL ADVISORS									
METLIFE INC GLOBAL	25,929.00	25,121.60	0.15 %	24,700.00	123.50	421.60	6.15 %	1,543.40	583.06
07.717% DUE 02/15/2019 RATING: A3	20,000	125,6080							
(59156RAT5)									
PNC CAPITAL ADVISORS									

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Fixed income
Corporate bonds

Description (Cusip)	Market value last period		Quantity	Current market value		% of total Portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current price per unit	Current							
MICROSOFT CORP SR NOTES	36,617.70	35,712.95	35,000	102,037.0	20,877.00	0.21 %	34,697.60	99.14	1,015.35	2.95 %	1,050.00	262.50
03.000% DUE 10/01/2020 RATING: AAA [594918AH7]												
PNC CAPITAL ADVISORS												
MONSANTO CO SR UNSEC ST CONVENTION	21,038.60	20,877.00	20,000	104,385.0	20,877.00	0.12 %	19,957.40	99.79	919.60	2.64 %	550.00	116.11
02.750% DUE 04/15/2016 RATING: A1 [611662BM8]												
PNC CAPITAL ADVISORS												
MORGAN STANLEY SR UNSEC	35,754.60	35,646.45	35,000	101,847.0	35,646.45	0.21 %	33,843.35	96.70	1,803.10	2.83 %	1,006.25	427.66
02.875% DUE 07/28/2014 RATING: BAA1 [61747WAK5]												
PNC CAPITAL ADVISORS												
NATIONAL OILWELL VARCO I SR UNSEC	14,872.95	14,613.45	15,000	97,423.0	14,613.45	0.09 %	14,985.45	99.90	-372.00	1.39 %	202.50	16.88
01.350% DUE 12/01/2017 RATING: A2 [637071AL5]												
PNC CAPITAL ADVISORS												
NATIONAL RURAL UTIL COOP NOTES	7,025.97	7,000.00	7,000	100,000.0	7,000.00	0.04 %	6,989.08	99.84	10.92	5.51 %	385.00	192.50
05.500% DUE 07/01/2013 RATING: A1 [637432LM5]												
PNC CAPITAL ADVISORS												

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**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
NEXEN INC	18,178.80	15,000	17,644.80	0.10 %	18,672.75	124.49	- 1,027.95	5.28 %	930.00	390.08
06.200% DUE 07/30/2019			117,6320							
RATING: AA3										
(65334HAK8)										
PNC CAPITAL ADVISORS										
NISSAN AUTO LEASE TRUST	24,984.38	25,000	24,875.75	0.14 %	24,999.89	100.00	- 124.14	0.62 %	152.50	6.78
SERIES 2013 A CLASS A3			99,5030							
00.610% DUE 04/15/2016										
RATING: AAA										
(65476VAC3)										
PNC CAPITAL ADVISORS										
NORTHERN TRUST CORP	24,166.25	25,000	22,978.25	0.13 %	24,929.25	99.72	- 1,951.00	2.59 %	593.75	245.75
SR UNSEC			91,9130							
02.375% DUE 08/02/2022										
RATING: A1										
(66889FAN4)										
PNC CAPITAL ADVISORS										
ORACLE CORP	23,429.60	20,000	22,868.60	0.13 %	19,925.40	99.63	2,943.20	4.38 %	1,000.00	480.56
SR UNSEC			114,3430							
05.000% DUE 07/08/2019										
RATING: A1										
(68389XAG0)										
PNC CAPITAL ADVISORS										
PECO ENERGY CO	11,746.50	10,000	11,477.50	0.07 %	9,963.20	99.83	1,494.30	4.67 %	535.00	178.33
1ST REF MORT			114,7750							
05.350% DUE 03/01/2018										
RATING: A1										
(693304AL1)										
PNC CAPITAL ADVISORS										

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Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
PACIFICORP	27,286.75	25,000	26,351.00	0.15%	27,752.65	111.01	-1,401.65	3.66%	962.50	42.78
03.850% DUE 06/15/2021			105.4040							
RATING: A2										
695114CM8										
PNC CAPITAL ADVISORS										
PEPSICO INC	24,826.25	25,000	23,936.50	0.14%	25,246.75	100.99	-1,310.25	2.88%	687.50	221.53
SR UNSECD			95.7460							
02.750% DUE 03/05/2022										
RATING: A1										
713448BY3										
PNC CAPITAL ADVISORS										
PROCTER & GAMBLE CO	55,256.50	50,000	54,977.50	0.31%	57,065.00	114.13	-2,087.50	4.42%	2,425.00	107.78
BDS			109.9550							
04.850% DUE 12/15/2015										
RATING: AA3										
742718BZ1										
PNC CAPITAL ADVISORS										
PUBLIC SERVICE COLORADO	15,855.45	15,000	15,368.10	0.09%	14,938.95	99.59	429.15	3.13%	480.00	61.33
03.200% DUE 11/15/2020			102.4540							
RATING: A2										
744448CD1										
PNC CAPITAL ADVISORS										
ROYAL BANK OF CANADA	25,242.25	25,000	25,192.50	0.15%	24,992.00	99.97	200.50	1.15%	287.50	86.25
SER MTN ISIN US78008T2C70			100.7700							
01.150% DUE 03/13/2015										
RATING: AA3										
78008T2C7										
PNC CAPITAL ADVISORS										

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
ROYAL BANK OF CANADA ISIN US78011DAC83 SEDOL B6W2NM8 01.200% DUE 09/19/2017 RATING: AAA (78011DAC8)	54,711.80	55,000	53,661.30	97.5660	0.31 %	54,994.50	99.99	- 1,333.20	1.23 %	660.00	187.00
PNC CAPITAL ADVISORS SANOFI-AVENTIS ISIN US80105NAG07 SEDOL B5NP244 04.000% DUE 03/29/2021 RATING: A1 (80105NAG0)	16,509.75	15,000	15,998.40	106.6560	0.09 %	15,102.30	100.68	896.10	3.76 %	600.00	153.33
PNC CAPITAL ADVISORS SHELL INTERNATIONAL FIN COMP GUAR 04.300% DUE 09/22/2019 RATING: AA1 (822592AJ1)	17,130.60	15,000	16,645.50	110.9700	0.10 %	17,593.50	117.29	- 948.00	3.88 %	645.00	177.37
PNC CAPITAL ADVISORS SIMON PROPERTY GROUP LP SR UNSEC 04.375% DUE 03/01/2021 RATING: A3 (828807CF2)	22,148.00	20,000	21,283.80	106.4190	0.12 %	22,382.80	111.91	- 1,099.00	4.12 %	875.00	291.67
PNC CAPITAL ADVISORS TARGET CORP SR UNSEC VAR % DUE 07/18/2014 RATING: A2 (87612EAX4)	20,038.20	20,000	20,028.60	100.1430	0.12 %	19,983.52	99.92	45.08	0.48 %	95.90	19.71
PNC CAPITAL ADVISORS											

Detail

**Fixed income
Corporate bonds**

Description (Cusip)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
..... TORONTO DOMINION BANK	15,163.20	15,102.90	15,000	15,102.90	100.6860	0.09 %	15,034.65	100.23	68.25	1.37 %	206.25	95.68
..... ISIN US891140AA67 SEDOL B523H44												
..... 01.375% DUE 07/14/2014												
..... RATING: AA1												
..... (891140AA6)												
..... PNC CAPITAL ADVISORS												
..... TOYOTA MOTOR CREDIT CORP	24,753.25	24,275.75	25,000	24,275.75	97.1030	0.14 %	25,027.75	100.11	-752.00	1.29 %	312.50	74.65
..... SER MTN SR NOTES												
..... 01.250% DUE 10/05/2017												
..... RATING: AA3												
..... (89233P650)												
..... PNC CAPITAL ADVISORS												
..... UNITED PARCELL SERVICE	29,394.75	28,770.75	25,000	28,770.75	115.0830	0.17 %	28,283.25	113.13	487.50	4.78 %	1,375.00	634.03
..... SR NOTES												
..... 05.500% DUE 01/15/2018												
..... RATING: AA3												
..... (911312AH9)												
..... PNC CAPITAL ADVISORS												
..... US BANCORP	14,601.00	13,914.75	15,000	13,914.75	92.7650	0.08 %	15,149.40	101.00	-1,234.65	3.19 %	442.50	204.04
..... SER MTN CALL 06/15/22 @100												
..... 02.950% DUE 07/15/2022												
..... RATING: A2												
..... (91159JAA4)												
..... PNC CAPITAL ADVISORS												
..... VERIZON COMMUNICATIONS	38,928.75	37,940.70	35,000	37,940.70	108.4020	0.22 %	40,344.50	115.27	-2,403.80	4.25 %	1,610.00	402.50
..... SR UNSEC												
..... 04.600% DUE 04/01/2021												
..... RATING: A3												
..... (92343VAX2)												
..... PNC CAPITAL ADVISORS												

Detail

Fixed income
Corporate bonds

Description (Cusip)	Market value last period		Current market value	% of portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit							
VIRGINIA ELEC & POWER CO	17,488.15	17,324.70	17,324.70	0.10 %	16,703.55	621.15	4.68 %	810.00	137.25
SR UNSECURED	15,000	115.4980	115.4980		111.36				
05.400% DUE 04/30/2018									
RATING: A3									
[927804FF6]									
PNC CAPITAL ADVISORS	24,700.75	23,932.00	23,932.00	0.14 %	24,885.00	- 953.00	1.57 %	375.00	137.50
VODAFONE GROUP PLC	25,000	95.7280	95.7280		99.54				
UNSC									
01.500% DUE 02/19/2018									
RATING: A3									
[92857WBE9]									
PNC CAPITAL ADVISORS	22,738.40	22,479.40	22,479.40	0.13 %	21,051.00	1,428.40	5.01 %	1,125.00	237.50
WACHOWIA CORP	20,000	112.3970	112.3970		105.26				
SUB NTS									
05.625% DUE 10/15/2016									
RATING: A3									
[929903CH3]									
PNC CAPITAL ADVISORS	37,851.10	36,968.40	36,968.40	0.21 %	38,042.10	- 1,073.70	3.44 %	1,268.75	609.70
WAL-MART STORES INC	35,000	105.6240	105.6240		108.69				
SR UNSEC									
03.625% DUE 07/08/2020									
RATING: AA2									
[931142CU5]									
PNC CAPITAL ADVISORS	20,894.20	20,795.20	20,795.20	0.12 %	19,961.20	834.00	5.78 %	1,200.00	300.00
WISCONSIN ELEC PWR	20,000	103.9760	103.9760		99.81				
NOTES									
06.000% DUE 04/01/2014									
RATING: A2									
[976656CA4]									
PNC CAPITAL ADVISORS									
Total corporate bonds			\$1,937,879.17	10.89 %	\$1,952,872.28	-\$14,993.11	3.40 %	\$65,869.91	\$17,562.47

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	Current	price per unit							
USA TREASURY NOTE 01.500% DUE 08/31/2018 RATING: AAA (912828RE2)	71,400.00	285,800.85	100.2810	290,887.50	1.61 %	290,887.50	102.07	-5,086.65	1.50 %	4,275.00	1,428.87
PNC CAPITAL ADVISORS											
USA TREASURY NOTES 02.000% DUE 02/15/2022 RATING: AAA (912828SF8)	65,319.80	63,573.25	97.8050	65,769.33	0.36 %	65,769.33	101.18	-2,196.08	2.05 %	1,300.00	488.40
PNC CAPITAL ADVISORS											
USA TREASURY NOTES 01.625% DUE 08/15/2022 RATING: AAA (912828TJ9)	81,285.05	79,747.00	93.8200	83,013.07	0.45 %	83,013.07	97.66	-3,266.07	1.74 %	1,381.25	518.92
PNC CAPITAL ADVISORS											
USA TREASURY NOTES 00.375% DUE 01/15/2016 RATING: AAA (912828UG3)	459,282.40	458,348.60	99.6410	459,676.58	2.58 %	459,676.58	99.93	-1,327.98	0.38 %	1,725.00	789.25
PNC CAPITAL ADVISORS											
USA TREASURY NOTES 00.250% DUE 01/31/2015 RATING: AAA (912828UK4)	540,000	539,892.00	99.9800	540,000.00	3.04 %	540,000.00	100.00	-108.00	0.26 %	1,350.00	
PNC CAPITAL ADVISORS											
Total treasury bonds				\$2,833,460.80	15.92 %	\$2,869,056.06		-\$15,595.26	1.43 %	\$40,462.50	\$13,518.09

Detail

Other fixed income assets

Description [Cusip]	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
ONTARIO (PROVINCE OF)	15,137.34	15,000	15,093.80	100.6253	0.09 %	14,996.85	99.98	96.95	0.95 %	142.50	13.85
SR UNSEC ISIN US68323ABJ25											
00:950% DUE 05/26/2015											
RATING: AAZ											
PNC CAPITAL ADVISORS											
Total other fixed income assets			\$36,147.80		0.20 %	\$36,106.85		\$40.95	2.05 %	\$742.50	\$288.85

Total fixed income

			\$5,298,317.29		29.77 %	\$5,328,332.02		-\$30,014.73	2.33 %	\$123,538.69	\$33,337.38
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Equities

Stocks
Consumer discretionary

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
CBS CORP CLASS B WI (CBS)	\$89,100.00	1,800	\$87,966.00	\$48.8700	0.50 %	\$90,797.14	\$50.44	-\$2,831.14	0.99 %	\$864.00	\$216.00
PCA ADVANTAGE PORTFOLIO	155,438.55	3,870	161,572.50	41.7500	0.91 %	91,662.11	23.69	69,910.39	1.87 %	3,018.60	
COMCAST CORPORATION CL A (CMCSA)	77,708.40	3,190	67,883.20	21.2800	0.39 %	76,428.57	23.96	-8,545.37	0.71 %	478.50	
PCA ADVANTAGE PORTFOLIO	95,881.60	1,520	63,150.00	41.5460	0.54 %	68,160.78	44.84	27,827.22	1.19 %	1,140.00	
DISNEY WALT CO (DIS)	156,533.40	1,990	154,165.30	77.4700	0.87 %	85,969.79	43.20	68,195.51	2.02 %	3,104.40	
HOME DEPOT INC (HD)	138,735.80	2,870	137,760.00	48.0000	0.78 %	80,416.95	28.02	57,343.05	2.09 %	2,870.00	717.50
PCA ADVANTAGE PORTFOLIO	86,940.60	1,410	89,788.80	63.6800	0.51 %	77,049.45	54.65	12,739.35	1.32 %	1,184.40	296.10
NIKE INC (NKE)											
PCA ADVANTAGE PORTFOLIO											

Detail

Equities

Stocks

Consumer discretionary

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	Current price per unit						
PVH CORP (PVH)	94,455.80	102,541.00			0.58%	80,321.14	22,219.86	0.12%	123.00	
PCA ADVANTAGE PORTFOLIO	820	125,0500			0.47%	97.95				
POLARIS INDS INC (PLI)	83,093.70	82,650.00				71,768.64	10,881.36	1.77%	1,461.60	
PCA ADVANTAGE PORTFOLIO	870	95,0000				82.49				
WYNDHAM WORLDWIDE CORP (WYN)	87,180.00	85,845.00			0.49%	93,791.91	-7,946.91	2.03%	1,740.00	
PCA ADVANTAGE PORTFOLIO	1,500	57,2300				62.53				
Total consumer discretionary		\$1,066,159.80			5.99%	\$816,366.48	\$249,793.32	1.50%	\$15,984.50	\$1,229.60

Consumer staples

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	Current price per unit						
ALTRIA GROUP INC (MO)	\$119,491.00	\$115,816.90			0.66%	\$122,407.80	-\$6,590.90	5.04%	\$5,825.60	\$1,456.40
PCA ADVANTAGE PORTFOLIO	3,310	\$34,9900				\$36.98				
CVS CAREMARK CORPORATION (CVS)	126,676.00	125,796.00			0.71%	114,464.73	11,331.27	1.58%	1,980.00	
PCA ADVANTAGE PORTFOLIO	2,200	57,1800				52.03				
COCA COLA CO (KO)	152,761.80	153,220.20			0.87%	116,921.47	36,298.73	2.80%	4,278.40	1,069.60
PCA ADVANTAGE PORTFOLIO	3,820	40,1100				30.61				
CONAGRA FOODS INC (CAG)	114,209.10	118,412.70			0.67%	113,388.93	5,023.77	2.87%	3,390.00	
PCA ADVANTAGE PORTFOLIO	3,390	34,9300				33.45				
THE HERSHEY COMPANY (HSY)	175,546.70	175,881.60			0.99%	95,441.96	80,439.64	1.89%	3,309.60	
PCA ADVANTAGE PORTFOLIO	1,970	89,2800				48.45				
PROCTER & GAMBLE CO (PG)	234,118.00	234,819.50			1.32%	194,852.20	37,967.30	3.13%	7,338.30	
PCA ADVANTAGE PORTFOLIO	3,050	76,9900				64.54				
Total consumer staples		\$923,946.90			5.19%	\$759,477.09	\$164,469.81	2.83%	\$26,121.90	\$2,526.00

Detail

Energy

Description (Symbol)	Market value last period	Current market value		Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit				
ENSCO PLC CLASS A (ESV)	\$76,415.90	1,270	\$58.1200	\$1,068.73	3.02 %	\$2,222.50	
SEDOL BAVLR19				\$72,743.67			
ISIN GB00B4VLR192				\$57.28			
PCA ADVANTAGE PORTFOLIO							
CHEVRON CORPORATION (CVX)	239,362.50	1,950	118.3400	73,583.29	3.39 %	7,800.00	
PCA ADVANTAGE PORTFOLIO				80.61			
EXXON MOBIL CORP (XOM)	169,178.90	1,870	90.3500	36,476.00	2.79 %	4,712.40	
PCA ADVANTAGE PORTFOLIO				70.84			
HALLIBURTON CO (HAL)	85,374.00	2,040	41.7200	-760.56	1.20 %	1,020.00	
PCA ADVANTAGE PORTFOLIO				85,869.36			
HELMERICH & PAYNE INC (HP)	85,181.60	1,390	62.4500	-2,651.81	3.21 %	2,790.00	
PCA ADVANTAGE PORTFOLIO				89,457.31			
VALERO ENERGY CORP (VLO)	78,415.90	1,930	41.84	-13,644.24	2.31 %	1,544.00	
PCA ADVANTAGE PORTFOLIO				80,750.34			
Total energy			\$712,550.30	\$618,478.89	2.82 %	\$20,078.90	

Financial

Description (Symbol)	Market value last period	Current market value		Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit				
INVECO LTD (IVZ)	\$99,195.60	2,940	\$31.8000	-3,438.00	2.84 %	\$2,646.00	
ISIN BMG491BT1088 SEDOL B28XP76				\$96,930.00			
PCA ADVANTAGE PORTFOLIO				\$32.97			
AMERICAN EXPRESS CO (AXP)	140,063.50	1,850	74.7600	56,044.76	1.24 %	1,702.00	
PCA ADVANTAGE PORTFOLIO				82,261.24			
CHUBB CORP (CB)	127,166.00	1,460	84.6500	57,889.87	2.08 %	2,569.60	642.40
PCA ADVANTAGE PORTFOLIO				65,699.13			
CITIGROUP INC (CI)	148,171.50	2,850	47.9700	19,240.99	0.09 %	114.00	
PCA ADVANTAGE PORTFOLIO				117,473.51			
DISCOVER FINANCIAL W/ (DFS)	89,130.80	1,880	47.6400	22,823.32	1.68 %	1,504.00	
PCA ADVANTAGE PORTFOLIO				66,739.88			
FIFTH THIRD BANCORP (FITB)	110,838.00	6,090	18.0500	22,137.95	2.66 %	2,923.20	730.80
PCA ADVANTAGE PORTFOLIO				87,786.55			
				14.42			

Detail

Financial

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						
FRANKLIN RESOURCES INC (BEN)	700	95,214.00	136,020.00	0.54%	-12,675.60	0.86%	812.00	203.00
PCA ADVANTAGE PORTFOLIO	106,972.80	99,825.00	151,250.00	0.57%	2,769.56	1.33%	1,320.00	
GOLDMAN SACHS GROUP INC (GS)	660	211,951.85	52,790.00	1.20%	91,829.95	2.88%	6,102.80	
PCA ADVANTAGE PORTFOLIO	4,015	83,468.80	65,210.00	0.47%	11,067.90	1.60%	1,331.20	332.80
JPMORGAN CHASE & CO (JPM)	84,710.40	80,410.00	182,750.00	0.46%	11,082.19	0.73%	580.80	
PCA ADVANTAGE PORTFOLIO	78,381.60	194,381.70	41,270.00	1.10%	63,964.22	2.91%	5,652.00	
STATE STR CORP (STT)	1,280	69,327.81	157.56					
PCA ADVANTAGE PORTFOLIO	440	130,417.48	27.69					
WELLS FARGO & COMPANY (WFC)	190,990.50	194,381.70	41,270.00					
PCA ADVANTAGE PORTFOLIO	4,710	27.69						
Total financial		\$1,456,840.55		8.18%	\$342,737.11	1.87%	\$27,257.60	\$1,909.00

Health care

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						
AETNA INC NEW (AET)	2,260	\$143,600.40	\$63,540.00	0.81%	\$3,381.65	1.26%	\$1,808.00	
PCA ADVANTAGE PORTFOLIO	96,505.30	81,712.80	84,240.00	0.46%	36,246.69	0.24%	194.00	
ALLERGAN INC (AGN)	970	84,240.00	85,982.10	0.49%	7,057.70	2.01%	1,722.60	
PCA ADVANTAGE PORTFOLIO	85,799.40	98,830.00	97,621.00	0.55%	17,840.57	0.06%	49.20	
BECTON DICKINSON & CO (BDX)	870	98,830.00	119,050.00					
PCA ADVANTAGE PORTFOLIO	92,668.20	180,306.00	85,860.00	1.02%	49,510.91	3.08%	5,544.00	
COOPER COS INC (COO)	820	167,499.80	28,010.00	0.95%	72,936.69	3.43%	5,740.80	
PCA ADVANTAGE PORTFOLIO	5,980	28,010.00						
JOHNSON & JOHNSON (JNJ)	176,778.00	167,499.80	28,010.00					
PCA ADVANTAGE PORTFOLIO	2,100	15.81						
PEIZER INC (PFE)	162,835.40	15.81						
PCA ADVANTAGE PORTFOLIO	5,980	15.81						

Detail

Health care

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
RESMED INC (RMD)	99,360.00	2,070	93,419.10	45.1300	0.53 %	64,336.21	31.08	29,082.89	1.51 %	1,407.60	
SHIRE PLC (SHPG)	86,949.01	883	83,982.13	95.1100	0.48 %	63,568.71	71.99	20,413.42	0.55 %	459.16	
SPONSORED ADR											
PCA ADVANTAGE PORTFOLIO											
Total health care			\$934,123.33		5.25 %	\$697,653.01		\$236,470.32	1.81 %	\$16,925.36	

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
B/E AEROSPACE INC (BEAV)	\$85,009.60	1,360	\$84,527.20	\$63.0800	0.48 %	\$84,643.10	\$63.17	-\$115.90			
PCA ADVANTAGE PORTFOLIO											
BOEING CO (BA)	101,990.60	1,030	105,513.20	102.4400	0.60 %	74,342.81	72.18	31,170.39	1.90 %	1,998.20	
PCA ADVANTAGE PORTFOLIO											
GENERAL ELECTRIC CO (GE)	216,876.00	9,300	215,667.00	23.1900	1.22 %	182,441.08	19.62	33,225.92	3.28 %	7,068.00	1,767.00
PCA ADVANTAGE PORTFOLIO											
HERTZ GLOBAL HOLDINGS INC (HTZ)	90,405.00	3,500	86,800.00	24.8000	0.49 %	81,088.47	23.16	5,741.53			
PCA ADVANTAGE PORTFOLIO											
JACOBS ENGINEERING GROUP INC (JEC)	92,926.30	1,630	89,861.90	55.1300	0.51 %	81,231.17	49.84	8,630.73			
PCA ADVANTAGE PORTFOLIO											
UNION PACIFIC CORP (UNP)	150,909.12	976	150,577.28	154.2800	0.85 %	72,594.08	74.38	77,983.20	1.79 %	2,693.76	673.44
PCA ADVANTAGE PORTFOLIO											
UNITED TECHNOLOGIES CORP (UTX)	112,931.00	1,190	110,598.60	92.9400	0.63 %	57,724.27	48.51	52,874.33	2.31 %	2,546.60	
PCA ADVANTAGE PORTFOLIO											
Total industrials			\$843,545.18		4.74 %	\$634,034.98		\$209,510.20	1.70 %	\$14,306.56	\$2,440.44



CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT
 Account number 21-75-501-4453885
 June 1, 2013 - June 28, 2013

Detail

Information technology

Description (Symbol)	Market value last period		Quantity	Current market value		% of total Portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current price per unit	Current price per unit							
ACCENTURE PLC CLASS A (ACN)	97,142.10	\$91.142	1,110	\$79,875.60	\$71.9600	0.45%	\$76,004.03	\$68.47	\$3,871.57	2.26%	\$1,798.20	
ISIN IED0B4BNMY34 SEDOL B4BNMY3												
PCA ADVANTAGE PORTFOLIO												
APPLE INC (AAPL)	152,909.90	134,820.20	340	396,530.00	59.29	0.76%	20,159.33	114,660.87	4,148.00	3.08%		
PCA ADVANTAGE PORTFOLIO												
AVNET INC (AVT)	77,201.60	75,936.00	2,260	33,600.00	35.69	0.43%	80,649.74	-4,713.74	678.00	0.90%		
PCA ADVANTAGE PORTFOLIO												
CISCO SYSTEMS INC (CSCO)	145,895.75	147,224.75	6,050	24,335.00	19.15	0.83%	115,828.81	31,397.94	4,114.00	2.80%		
PCA ADVANTAGE PORTFOLIO												
EMC CORP (EMC)	80,222.40	76,528.80	3,240	23,620.00	17.06	0.43%	55,287.79	21,241.01	1,296.00	1.70%		324.00
PCA ADVANTAGE PORTFOLIO												
EBAY INC (EBAY)	105,495.00	100,854.00	1,950	51,720.00	35.43	0.57%	69,079.39	31,774.61				
PCA ADVANTAGE PORTFOLIO												
GOOGLE INC-CL A (GOOG)	95,833.98	96,840.70	110	880,370.00	344.91	0.55%	37,939.68	58,901.02				
PCA ADVANTAGE PORTFOLIO												
INTEL CORP (INTC)	81,580.80	81,412.80	3,340	24,230.00	16.76	0.46%	56,322.83	25,089.97	3,024.00	3.72%		
PCA ADVANTAGE PORTFOLIO												
INTERNATIONAL BUSINESS MACHS (IBM)	114,411.00	105,110.50	550	191,110.00	108.13	0.60%	59,472.93	45,637.57	2,090.00	1.99%		
PCA ADVANTAGE PORTFOLIO												
MICROSOFT CORP (MSFT)	93,357.50	92,407.88	2,675	34,545.00	8.82	0.52%	23,591.83	68,816.05	2,461.00	2.67%		
PCA ADVANTAGE PORTFOLIO												
ORACLE CORP (ORCL)	141,876.00	128,982.00	4,200	30,710.00	24.31	0.73%	102,083.36	26,898.64	2,016.00	1.57%		
PCA ADVANTAGE PORTFOLIO												
QUALCOMM (QCOM)	139,021.20	133,787.10	2,190	61,090.00	54.53	0.76%	119,417.22	14,369.88	3,066.00	2.30%		
PCA ADVANTAGE PORTFOLIO												
Total information technology				\$1,253,782.33		7.04%	\$815,836.94	\$437,945.39	\$24,691.20	1.97%		\$324.00

Detail

Materials

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	Quantity	price per unit						
CF INDUSTRIES HOLDINGS INC (CF)	63,016.80	\$66.595.00			0.32 %	\$56,263.12	\$2,331.88	0.94 %	\$528.00	
PCA ADVANTAGE PORTFOLIO	330	\$171,500.00				\$164.43				
INTERNATIONAL PAPER CO (IP)	77,532.00	74,440.80			0.42 %	76,539.62	- 2,098.82	2.71 %	2,016.00	
PCA ADVANTAGE PORTFOLIO	1,680	44,310.00				45.56				
MONSANTO CO (MON)	78,499.20	77,064.00			0.44 %	80,184.81	- 3,120.81	1.52 %	1,170.00	
PCA ADVANTAGE PORTFOLIO	780	98,800.00				102.80				
ROCK-TENN CO (RKT)		98,881.20			0.56 %	98,138.82	742.38	1.21 %	1,188.00	
CLA	990	99,880.00				99.13				
PCA ADVANTAGE PORTFOLIO										
Total materials		\$306,981.00			1.73 %	\$309,126.37	- \$2,145.37	1.60 %	\$4,902.00	

Telecommunication services

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	Quantity	price per unit						
VERIZON COMMUNICATIONS INC (VZ)	160,953.60	\$167,128.80			0.94 %	\$177,536.67	- \$10,407.87	4.10 %	\$6,839.20	
PCA ADVANTAGE PORTFOLIO	3,320	\$50,340.00				\$53.48				
Total telecommunication services		\$217,468.80			1.88 %	\$230,970.15	- \$10,461.35	4.10 %	\$7,478.40	

Utilities

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	Quantity	price per unit						
EDISON INTL (EIX)	993,286.20	\$97,764.80			0.55 %	\$108,866.16	- \$11,101.36	2.81 %	\$2,740.50	\$685.13
PCA ADVANTAGE PORTFOLIO	2,030	\$48,160.00				\$53.63				
WISCONSIN ENERGY CORP (WEC)	144,059.30	144,694.70			0.82 %	81,531.00	63,163.70	3.32 %	4,800.80	
PCA ADVANTAGE PORTFOLIO	3,530	40,990.00				23.10				
Total utilities		\$242,459.50			1.36 %	\$190,397.16	\$52,062.34	3.11 %	\$7,541.30	\$685.13
Total stocks		\$7,907,517.69			44.42 %	\$6,133,011.03	\$1,774,506.66	2.08 %	\$164,648.52	\$9,114.17



CLEVE PUB LIB ENDMT CONS
INVESTMENT MANAGEMENT STATEMENT
 Account number 21-75-501-4453885
 June 1, 2013 - June 28, 2013

Detail

Etf - equity

Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
ISHARES RUSSELL MID-CAP (IWR) ETF	\$1,084,000.00	8,000	\$1,039,120.00	\$129.8900	5.84 %	\$935,035.20	\$116.88	\$104,084.80	1.68 %	\$17,440.00	
21-75-073-4453885											

Mutual funds - equity

Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
PNC INTERNATIONAL EQUITY FUND (PIUIX) CLASS I FUND 409	\$1,006,807.22	58,808.833	\$979,167.07	\$16.6500	5.51 %	\$548,138.46	\$9.32	\$431,028.61	0.80 %	\$7,821.57	
21-75-073-4453885											
PNC SMALL CAP CORE FUND (PPCIX) CLASS I FUND #426	2,320,693.28	129,575.281	2,307,735.75	17.8100	12.97 %	1,082,086.49	8.35	1,225,649.26			
21-75-073-4453885											

Total mutual funds - equity \$3,286,902.82 18.47 % \$1,630,224.95 \$1,656,677.87 0.24 % \$7,821.57

Total equities \$12,233,540.51 68.73 % \$8,698,271.18 \$3,535,269.33 1.55 % \$189,910.09 \$9,114.17

Total portfolio \$17,900,196.39 100.00 % \$14,294,941.79 \$3,505,254.60 1.76 % \$313,475.62 \$427,537.64

REPORT A1

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JULY 1 – JULY 31, 2013

Cavie Kuenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending July 31, 2013

	General Fund	Special Revenue	Capital Projects	Permanent	Agency	Total
41 Taxes	18,331,508.65	0.00	0.00	0.00	\$ 0.00	18,331,508.65
42 Intergovernmental	13,854,328.97	1,134,028.35	0.00	0.00	\$ 0.00	14,988,357.32
43 Fines & Fees	231,384.17	0.00	0.00	0.00	\$ 0.00	231,384.17
44 Investment Earnings	110,286.84	10,423.34	0.00	8,267.79	\$ 0.00	128,977.97
45 Charges for Services	1,774,497.51	0.00	0.00	0.00	\$ 0.00	1,774,497.51
46 Contributions & Donations	14,041.50	240,230.76	0.00	164.49	\$ 0.00	254,436.75
48 Miscellaneous Revenue	487,003.43	0.00	0.00	0.00	\$ 1,123.71	488,127.14
Total Revenues	\$ 34,803,051.07	\$ 1,384,682.45	\$ 0.00	\$ 8,432.28	\$ 1,123.71	\$ 36,197,289.51
51 Salaries/Benefits	19,969,544.08	762,434.16	0.00	0.00	\$ 0.00	20,731,978.24
52 Supplies	524,819.91	56,866.13	0.00	0.00	\$ 0.00	581,686.04
53 Purchased/Contracted Services	5,397,223.61	739,774.16	0.00	1,565.00	\$ 0.00	6,138,562.77
54 Library Materials	4,935,423.32	43,826.58	0.00	16,289.47	\$ 0.00	4,995,539.37
55 Capital Outlay	78,427.84	43,134.44	1,253,231.93	0.00	\$ 0.00	1,374,794.21
57 Miscellaneous Expenses	79,239.17	22,537.53	0.00	0.00	\$ 68.27	101,844.97
Total Expenditures	\$ 30,984,677.93	\$ 1,668,573.00	\$ 1,253,231.93	\$ 17,854.47	\$ 68.27	\$ 33,924,405.60
Revenue Over/(Under) Expenditures	\$ 3,818,373.14	\$(283,890.55)	\$(1,253,231.93)	\$(9,422.19)	\$ 1,055.44	\$ 2,272,883.91
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(107,494.24)	107,494.24	0.00	0.00	\$ 0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	\$ 0.00	0.00
Total Other Sources / Uses	\$(107,494.24)	\$ 107,494.24	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 3,710,878.90	\$(176,396.31)	\$(1,253,231.93)	\$(9,422.19)	\$ 1,055.44	\$ 2,272,883.91
Beginning Year Cash Balance	\$ 30,469,564.27	\$ 11,951,089.26	\$ 16,399,617.59	\$ 2,826,909.81	\$ 8,913.99	\$ 61,656,094.92
Current Cash Balance	\$ 34,180,663.54	\$ 11,774,692.95	\$ 15,146,385.66	\$ 2,817,487.62	\$ 9,969.43	\$ 63,929,199.20

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the period Ending July 31, 2013

	<u>Certified</u>	<u>Income</u>	<u>Balance</u>	<u>Percent</u>	<u>Percent</u>
	<u>Revenue (1)</u>	<u>To Date</u>		<u>To Date</u>	<u>Prior</u>
					<u>Year</u>
PLF State Income Tax	20,336,112	10,589,490	9,746,622	52%	62%
General Property Tax	22,213,904	18,331,509	3,882,395	83%	74%
Rollback, Homestead, CAT	4,000,000	1,597,947	2,402,053	40%	39%
Federal Grants	0	0	0	0%	0%
State Aid	0	0	0	0%	0%
Fines & Fees	300,000	231,384	68,616	77%	73%
Investment Earnings	225,000	110,287	114,713	49%	32%
Services to Others-Cleveland	3,053,415	1,774,498	1,278,917	58%	56%
Contributions	1,500	14,042	(12,542)	100%	100%
Miscellaneous	561,882	487,003	74,879	87%	35%
Return of Advances Out	0	0	0	0%	100%
Total	\$ 50,691,813	\$ 33,136,159	\$ 17,555,654	65%	66%

	<u>Appropriation(2)</u>	<u>Expended/</u>	<u>Balance</u>	<u>Percent</u>	<u>Percent</u>
		<u>Encumbered</u>		<u>To Date (3)</u>	<u>Prior</u>
					<u>Year</u>
Salaries/Benefits	34,842,578	20,066,205	14,776,372	58%	56%
Supplies	1,109,175	717,491	391,684	65%	67%
Purchased Services	11,813,469	9,036,975	2,776,494	76%	75%
Library Materials	11,850,401	7,793,433	4,056,968	66%	59%
Capital Outlay	606,435	134,796	471,639	22%	60%
Other	122,985	96,983	26,002	79%	78%
Sub Total	\$ 60,345,042	\$ 37,845,883	\$ 22,499,159	63%	60%
Advances Out	0	107,494	(107,494)	100%	100%
Transfers Out	0	0	0	0%	100%
Total	\$ 60,345,042	\$ 37,953,377	\$ 22,391,665	63%	66%

Note (1): Certificate from Cuyahoga County Budget Commission dated June 21, 2013.

Note (2): Amended Appropriation of \$53,475,785 plus carried forward encumbrance of \$6,869,257.

Note (3): Subtotal includes 51% expended and 12% encumbered.

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending July 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	10,833,576.56	11,241,858.38	5,984,414.00	0.00	5,257,444.38
51120 Clerical Salaries	9,268,097.49	9,640,273.93	5,585,501.97	0.00	4,054,771.96
51130 Non-Clerical Salaries	538,563.20	583,221.43	691,093.20	0.00	(107,871.77)
51140 Buildings Salaries	3,584,856.34	3,724,271.94	2,031,915.85	0.00	1,692,356.09
51150 Other Salaries	1,015,586.00	1,055,009.58	565,041.22	0.00	489,968.36
51180 Severance Pay	0.00	53,648.22	98,840.80	0.00	(45,192.58)
51190 Non-Base Pay	0.00	13,616.97	333,737.62	0.00	(320,120.65)
51400 OPERS	3,542,707.00	3,685,801.80	2,115,765.09	0.00	1,570,036.71
51610 Health Insurance	3,487,626.76	3,630,361.31	1,990,752.98	0.00	1,639,608.33
51611 Dental Insurance	210,999.74	228,486.82	121,967.31	0.00	106,519.51
51612 Vision Insurance	15,643.49	15,643.49	9,118.49	0.00	6,525.00
51620 Life Insurance	11,007.36	11,927.04	7,489.10	0.00	4,437.94
51630 Workers Compensation	244,528.00	548,274.00	233,305.97	70,440.03	244,528.00
51640 Unemployment Compensation	45,000.00	75,208.54	6,345.47	23,863.07	45,000.00
51650 Medicare - ER	302,521.06	314,932.44	188,517.67	0.00	126,414.77
51900 Other Benefits	20,000.00	20,041.65	5,737.34	2,357.95	11,946.36
Salaries/Benefits	\$33,120,713.00	\$ 34,842,577.54	\$ 19,969,544.08	\$ 96,661.05	\$ 14,776,372.41
52110 Office Supplies	43,400.00	49,032.10	23,644.11	4,760.56	20,627.43
52120 Stationery	58,700.00	59,289.93	38,104.96	894.94	20,290.03
52130 Duplication Supplies	40,527.18	44,055.18	14,846.53	9,060.18	20,148.47
52140 Hand Tools	100.00	157.44	67.24	0.00	90.20
52150 Book Repair Supplies	73,500.00	74,734.17	31,738.63	1,894.33	41,101.21
52210 Janitorial Supplies	87,000.00	105,371.10	58,787.86	23,759.44	22,823.80
52220 Electrical Supplies	59,500.00	79,644.95	46,958.39	23,759.02	8,927.54

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending July 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52230 Maintenance Supplies	150,350.00	165,722.73	84,404.29	40,260.87	41,057.57
52240 Uniforms	10,850.00	18,199.43	6,792.51	1,712.12	9,694.80
52300 Motor Vehicle Supplies	89,350.00	104,592.07	46,690.39	50,994.06	6,907.62
52900 Other Supplies	376,802.82	408,375.67	172,785.00	35,575.39	200,015.28
Supplies	\$990,080.00	\$ 1,109,174.77	\$ 524,819.91	\$ 192,670.91	\$ 391,683.95
53100 Travel/Meetings	152,000.00	165,192.23	32,004.49	27,484.46	105,703.28
53210 Telecommunications	490,521.56	506,616.53	201,301.30	276,980.53	28,334.70
53230 Postage/Freight	110,300.00	111,142.90	61,308.31	42,834.59	7,000.00
53240 PR/Other Communications	156,700.00	200,587.00	101,747.11	67,774.81	31,065.08
53310 Building Repairs	175,000.00	477,035.62	277,676.11	82,207.00	117,152.51
53320 Machine Repairs	35,000.00	37,290.18	7,642.54	8,696.16	20,951.48
53340 Building Maintenance	190,000.00	175,035.64	59,575.68	56,278.63	59,181.33
53350 Machine Maintenance	223,073.65	294,560.05	108,678.27	129,651.84	56,229.94
53360 Computer Maintenance	989,433.43	1,019,515.00	777,894.11	19,405.79	222,215.10
53370 Motor Vehicle Repairs	30,000.00	43,687.63	24,098.76	12,470.95	7,117.92
53380 Contract Security	1,100,000.00	1,085,318.16	532,877.30	468,641.61	83,799.25
53390 Landscaping	30,000.00	30,000.00	26,880.75	1,669.25	1,450.00
53400 Insurance	398,000.00	455,500.00	60,037.00	0.00	395,463.00
53510 Rent/Leases	111,487.96	120,490.77	79,002.35	33,122.92	8,365.50
53520 Equipment Rental	59,168.88	78,444.16	30,729.76	21,858.08	25,856.32
53610 Electricity	1,743,650.00	1,879,791.64	1,021,463.46	747,186.13	111,142.05
53620 Gas	183,500.00	287,312.21	119,206.43	78,861.03	89,244.75
53630 Chilled Water	916,000.00	966,567.66	426,166.00	527,348.81	13,062.85
53640 Water/Sewer	132,407.20	145,289.91	39,873.81	88,660.38	16,755.72

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending July 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53710 Professional Services	1,464,243.90	2,263,384.15	832,615.01	631,352.14	799,417.00
53720 Auditors Fees	973,340.42	983,077.92	421,269.70	27,492.50	534,315.72
53730 Bank Service Charges	33,600.00	33,600.00	16,746.46	0.00	16,853.54
53800 Library Material Control	270,000.00	440,364.10	132,459.65	288,679.63	19,224.82
53900 Other Purchased Services	10,000.00	13,665.25	5,969.25	1,094.00	6,602.00
	\$9,977,427.00	\$ 11,813,468.71	\$ 5,397,223.61	\$ 3,639,751.24	\$ 2,776,493.86
Purchased/Contracted Services					
54110 Books	2,728,000.41	3,413,642.14	1,409,892.30	681,309.17	1,322,440.67
54120 Continuations	481,496.00	1,056,837.60	364,456.82	365,663.03	326,717.75
54210 Periodicals	905,000.00	1,442,853.46	354,822.61	164,166.73	923,864.12
54220 Microforms	180,000.00	221,412.78	5,875.85	38,335.44	177,201.49
54310 Video Media	1,419,999.55	1,480,604.88	822,648.48	253,873.81	404,082.59
54320 Audio Media - Spoken	169,000.01	194,266.36	98,672.24	45,920.62	49,673.50
54325 Audio Media - Music	458,500.03	542,848.28	274,593.05	116,577.94	151,677.29
54350 Computer Media	26,000.00	65,668.00	10,257.92	31,600.00	23,810.08
54500 Database Services	1,141,000.00	1,453,715.40	643,270.67	450,881.91	359,562.82
54530 eMedia	1,047,000.00	1,664,227.00	831,746.24	648,861.87	183,618.89
54600 Interlibrary Loan	6,000.00	8,257.75	1,772.00	2,925.00	3,560.75
54710 Bookbinding	29,000.00	54,140.86	10,960.04	14,180.82	29,000.00
54720 Preservation Services	60,000.00	92,566.70	24,389.01	26,832.13	41,345.56
54730 Preservation Boxing	10,000.00	10,911.77	6,935.07	3,152.89	823.81
54790 Preservation Reformatting	90,000.00	148,447.52	75,131.02	13,728.16	59,588.34
	\$8,750,996.00	\$ 11,850,400.50	\$ 4,935,423.32	\$ 2,858,009.52	\$ 4,056,967.66
Library Materials					
55510 Furniture	166,116.34	194,044.10	4,534.23	27,139.52	162,370.35
55520 Equipment	243,472.66	267,300.39	38,534.23	25,920.25	202,845.91

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending July 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55530 Computer Hardware	78,720.00	81,246.21	6,514.88	3,308.32	71,423.01
55540 Software	35,000.00	35,000.00	0.00	0.00	35,000.00
55700 Motor Vehicles	0.00	28,844.50	28,844.50	0.00	0.00
Capital Outlay	\$523,309.00	\$ 606,435.20	\$ 78,427.84	\$ 56,368.09	\$ 471,639.27
57100 Memberships	71,739.00	72,796.61	56,781.84	9,295.07	6,719.70
57200 Taxes	6,000.00	11,171.12	8,864.15	1,969.77	337.20
57500 Refunds/Reimbursements	35,521.00	39,017.28	13,593.18	6,479.16	18,944.94
Miscellaneous Expenses	\$113,260.00	\$ 122,985.01	\$ 79,239.17	\$ 17,744.00	\$ 26,001.84
59810 Advances Out	0.00	0.00	107,494.24	0.00	(107,494.24)
Advances	\$0.00	\$ 0.00	\$ 107,494.24	\$ 0.00	\$(107,494.24)
Transfers	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$53,475,785.00	\$ 60,345,041.73	\$ 31,092,172.17	\$ 6,861,204.81	\$ 22,391,664.75

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2013

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	30,469,564.27	34,803,051.07	31,092,172.17	6,861,204.81	27,319,238.36
Total General Fund	\$ 30,469,564.27	\$ 34,803,051.07	\$ 31,092,172.17	\$ 6,861,204.81	\$ 27,319,238.36
201 Anderson	211,537.20	0.00	0.00	0.00	211,537.20
202 Endowment for the Blind	1,665,651.93	4,812.50	0.00	0.00	1,670,464.43
203 Founders	4,712,432.66	25,924.53	115,711.60	43,340.75	4,579,304.84
204 Kaiser	44,934.88	0.00	0.00	0.00	44,934.88
205 Kralej	153,804.84	0.00	0.00	0.00	153,804.84
206 Library	165,074.25	2,405.50	661.73	218.71	166,599.31
207 Pepke	97,395.18	0.00	0.00	0.00	97,395.18
208 Wickwire	1,066,072.03	2,684.31	6,567.35	4,267.39	1,077,921.60
209 Wittke	66,255.37	0.00	0.00	0.00	66,255.37
210 Young	3,094,870.38	21,659.76	1,296.30	0.00	3,115,233.84
225 Friends	5,086.47	17,500.00	15,478.76	3,883.44	3,224.27
226 Judd	6,743.25	99,725.00	66,963.24	21,627.42	17,877.59
228 Lockwood Thompson Memorial	263,528.36	78,637.50	81,173.79	222,755.23	38,236.84
229 Ohio Center for the Book	0.00	900.00	825.00	0.00	75.00
230 Schweinfurth	25,159.08	13,905.00	18,376.00	20,825.00	(136.92)
251 OLBPD-Library for the Blind	62,210.67	879,780.00	840,789.64	160,604.55	(59,403.52)
252 LSTA-Know It Now	120,849.73	254,248.35	331,025.42	50,232.44	(6,159.78)
254 MyCom	0.00	89,994.24	22,800.00	67,194.24	0.00
255 PNC-Grow Up Great	58,640.05	0.00	56,061.24	997.46	1,581.35
256 Learning Centers	110,842.93	0.00	110,842.93	0.00	0.00
Total Special Revenue Funds	\$ 11,951,089.26	\$ 1,492,176.69	\$ 1,568,573.00	\$ 595,946.63	\$ 11,178,746.32
401 Building & Repair	16,399,617.59	0.00	1,253,231.93	1,385,674.97	13,760,710.69
Total Capital Project Funds	\$ 16,399,617.59	\$ 0.00	\$ 1,253,231.93	\$ 1,385,674.97	\$ 13,760,710.69

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2013

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
501 Abel	179,528.26	0.00	0.00	0.00	179,528.26
502 Ambler	1,717.73	0.00	0.00	0.00	1,717.73
503 Beard	107,816.34	2,283.64	1,530.00	2,235.00	106,334.98
504 Klein	4,069.48	0.00	0.00	0.00	4,069.48
505 Malom/Schroeder	227,545.60	31.58	0.00	0.00	227,577.18
506 McDonald	140,502.97	215.07	0.00	0.00	140,718.04
507 Rafner	68,838.86	0.00	0.00	0.00	68,838.86
508 Root	29,624.48	0.00	0.00	0.00	29,624.48
509 Sugarman	166,899.58	807.74	0.00	0.00	167,707.32
510 Thompson	126,099.45	0.00	0.00	0.00	126,099.45
511 Weidenthal	5,056.65	0.00	0.00	0.00	5,056.65
512 White	1,701,202.99	4,929.76	16,324.47	7,846.56	1,681,961.72
513 Beard Anna Young	68,007.42	164.49	0.00	0.00	68,171.91
Total Permanent Funds	\$ 2,826,909.81	\$ 8,432.28	\$ 17,854.47	\$ 10,081.56	\$ 2,807,406.06
901 Unclaimed Funds	8,913.99	1,123.71	68.27	0.00	9,969.43
Others	\$ 8,913.99	\$ 1,123.71	\$ 68.27	\$ 0.00	\$ 9,969.43
Total All Funds	\$ 61,656,094.92	\$ 36,304,783.75	\$ 34,031,899.84	\$ 8,852,907.97	\$ 55,076,070.86

**Cleveland Public Library
 Depository Balance Detail
 For the Period Ending July 31, 2013**

Balance of All Funds	<u><u>\$ 63,929,199.20</u></u>
Chase-Checking	7,237.09
PNC-Checking	0.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	3,881,225.18
KeyBank-MC/VISA	136,960.90
Fifth Third - Checking	369,712.73
Petty Cash	330.00
Change Fund	4,640.00
KeyBank-Payroll Account (ZBA)	176.84
KeyBank-Savings Bond Acct	0.00
Cash in Library Treasury	<u><u>\$ 4,400,282.74</u></u>
PNC - Money Market	10,030.67
PNC - Investments	34,547,391.94
PNC/Allegiant Money Market	82,711.92
KeyBank - Victory Fund	0.00
STAR OHIO Investment	279,778.06
STAR Plus Investment	11,014,705.32
Investments	<u><u>\$ 45,934,617.91</u></u>
PNC Endowment Acct	13,594,298.55
Endowment Account	<u><u>\$ 13,594,298.55</u></u>
Cash in Banks and On Hand	<u><u>\$ 63,929,199.20</u></u>

REPORT A2

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD AUGUST 1 – AUGUST 31, 2013

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending August 31, 2013

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	24,436,508.65	0.00	0.00	0.00	\$ 0.00	24,436,508.65
42 Intergovernmental	15,295,641.00	1,283,505.07	0.00	0.00	\$ 0.00	16,579,146.07
43 Fines & Fees	265,008.35	0.00	0.00	0.00	\$ 0.00	265,008.35
44 Investment Earnings	129,402.71	10,423.34	0.00	8,267.79	\$ 0.00	148,093.84
45 Charges for Services	1,960,305.28	0.00	0.00	0.00	\$ 0.00	1,960,305.28
46 Contributions & Donations	14,056.50	246,750.76	0.00	164.49	\$ 0.00	260,971.75
48 Miscellaneous Revenue	494,119.55	0.00	0.00	0.00	\$ 1,123.71	495,243.26
Total Revenues	\$ 42,595,042.04	\$ 1,540,679.17	\$ 0.00	\$ 8,432.28	\$ 1,123.71	\$ 44,145,277.20
51 Salaries/Benefits	23,763,237.98	908,822.90	0.00	0.00	\$ 0.00	24,672,060.88
52 Supplies	618,901.27	159,894.10	0.00	0.00	\$ 0.00	778,795.37
53 Purchased/Contracted Services	6,188,075.04	869,681.66	0.00	1,750.00	\$ 0.00	7,059,506.70
54 Library Materials	5,626,344.54	44,625.27	0.00	16,704.10	\$ 0.00	5,687,673.91
55 Capital Outlay	87,593.02	43,134.44	1,317,196.59	0.00	\$ 0.00	1,447,924.05
57 Miscellaneous Expenses	88,665.01	26,883.03	0.00	0.00	\$ 68.27	115,616.31
Total Expenditures	\$ 36,372,816.86	\$ 2,053,041.40	\$ 1,317,196.59	\$ 18,454.10	\$ 68.27	\$ 39,761,577.22
Revenue Over/(Under) Expenditures	\$ 6,222,225.18	\$(512,362.23)	\$(1,317,196.59)	\$(10,021.82)	\$ 1,055.44	\$ 4,383,699.98
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	(107,494.24)	107,494.24	0.00	0.00	\$ 0.00	0.00
99 Transfers	0.00	0.00	0.00	0.00	\$ 0.00	0.00
Total Other Sources / Uses	\$(107,494.24)	\$ 107,494.24	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 6,114,730.94	\$(404,867.99)	\$(1,317,196.59)	\$(10,021.82)	\$ 1,055.44	\$ 4,383,699.98
Beginning Year Cash Balance	\$ 30,469,564.27	\$ 11,951,089.26	\$ 16,399,617.59	\$ 2,826,909.81	\$ 8,913.99	\$ 61,656,094.92
Current Cash Balance	\$ 36,583,498.63	\$ 11,546,221.27	\$ 15,082,421.00	\$ 2,816,887.99	\$ 9,969.43	\$ 66,038,998.32

Cleveland Public Library
 Certified Revenue, Appropriations and Balances
 General Fund
 For the period Ending August 31, 2013

	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year
PLF State Income Tax	20,336,112	13,697,694	6,638,417	67%	69%
General Property Tax	22,213,904	24,436,509	(2,222,605)	110%	104%
Rollback, Homestead, CAT	4,000,000	1,597,947	2,402,053	40%	39%
Federal Grants	0	0	0	0%	0%
State Aid	0	0	0	0%	0%
Fines & Fees	300,000	265,008	34,992	88%	82%
Investment Earnings	225,000	129,403	95,597	58%	37%
Services to Others-Clevnet	3,053,415	1,960,305	1,093,110	64%	71%
Contributions	1,500	14,057	(12,557)	100%	100%
Miscellaneous	561,882	494,120	67,762	88%	36%
Return of Advances Out	0	0	0	0%	100%
Total	\$ 50,691,813	\$ 42,595,042	\$ 8,096,771	84%	83%

	Appropriation(2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year
Salaries/Benefits	34,842,578	23,858,077	10,984,501	68%	66%
Supplies	1,109,175	792,675	316,500	71%	79%
Purchased Services	11,813,469	9,705,838	2,107,631	82%	80%
Library Materials	11,850,401	8,876,889	2,973,512	75%	74%
Capital Outlay	606,435	183,405	423,030	30%	61%
Other	122,985	101,460	21,525	82%	82%
Sub Total	\$ 60,345,042	\$ 43,518,343	\$ 16,826,699	72%	71%
Advances Out	0	107,494	(107,494)	100%	100%
Transfers Out	0	0	0	0%	100%
Total	\$ 60,345,042	\$ 43,625,837	\$ 16,719,205	72%	75%

Note (1): Certificate from Cuyahoga County Budget Commission dated June 21, 2013.

Note (2): Amended Appropriation of \$53,475,785 plus carried forward encumbrance of \$6,869,257.

Note (3): Subtotal includes 60% expended and 12% encumbered.

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending August 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	10,833,576.56	11,241,858.38	7,167,980.09	0.00	4,073,878.29
51120 Clerical Salaries	9,268,097.49	9,640,273.93	6,718,415.63	0.00	2,921,858.30
51130 Non-Clerical Salaries	538,563.20	583,221.43	839,361.42	0.00	(256,139.99)
51140 Buildings Salaries	3,584,856.34	3,724,271.94	2,419,317.41	0.00	1,304,954.53
51150 Other Salaries	1,015,586.00	1,055,009.58	680,151.88	0.00	374,857.70
51180 Severance Pay	0.00	53,648.22	118,003.43	0.00	(64,355.21)
51190 Non-Base Pay	0.00	13,616.97	377,704.88	0.00	(364,087.91)
51400 OPERS	3,542,707.00	3,685,801.80	2,539,240.38	0.00	1,146,561.42
51610 Health Insurance	3,487,626.76	3,630,361.31	2,271,319.77	0.00	1,359,041.54
51611 Dental Insurance	210,999.74	228,486.82	139,024.50	0.00	89,462.32
51612 Vision Insurance	15,643.49	15,643.49	10,376.10	0.00	5,267.39
51620 Life Insurance	11,007.36	11,927.04	8,639.86	0.00	3,287.18
51630 Workers Compensation	244,528.00	548,274.00	233,305.97	70,440.03	244,528.00
51640 Unemployment Compensation	45,000.00	75,208.54	7,489.03	22,719.51	45,000.00
51650 Medicare - ER	302,521.06	314,932.44	226,491.44	0.00	88,441.00
51900 Other Benefits	20,000.00	20,041.65	6,416.19	1,679.10	11,946.36
	\$33,120,713.00	\$ 34,842,577.54	\$ 23,763,237.98	\$ 94,838.64	\$ 10,984,500.92
Salaries/Benefits					
52110 Office Supplies	43,400.00	49,032.10	28,261.33	5,414.23	15,356.54
52120 Stationery	58,700.00	59,289.93	38,623.11	2,568.69	18,098.13
52130 Duplication Supplies	40,527.18	43,355.18	23,634.25	0.00	19,720.93
52140 Hand Tools	100.00	857.44	67.24	0.00	790.20
52150 Book Repair Supplies	73,500.00	74,734.17	38,438.59	12,950.95	23,344.63
52210 Janitorial Supplies	87,000.00	105,371.10	76,936.53	15,154.09	13,280.48
52220 Electrical Supplies	59,500.00	82,517.04	50,913.46	23,633.88	7,969.70

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending August 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52230	150,350.00	162,850.64	116,807.20	34,302.83	11,740.61
52240	10,850.00	18,199.43	6,792.51	1,712.12	9,694.80
52300	89,350.00	104,592.07	52,846.68	44,837.77	6,907.62
52900	376,802.82	408,375.67	185,580.37	33,198.75	189,596.55
Supplies	\$990,080.00	\$ 1,109,174.77	\$ 618,901.27	\$ 173,773.31	\$ 316,500.19
53100	152,000.00	165,192.23	33,938.39	25,550.56	105,703.28
53210	490,521.56	506,616.53	206,480.22	277,422.45	22,713.86
53230	110,300.00	111,142.90	63,563.81	40,559.09	7,000.00
53240	156,700.00	200,587.00	113,143.18	63,358.70	24,085.12
53310	175,000.00	477,035.62	302,188.54	132,845.00	42,002.08
53320	35,000.00	37,290.18	7,642.54	8,336.16	21,311.48
53340	190,000.00	175,035.64	74,856.68	36,285.91	63,893.05
53350	223,073.65	294,560.05	151,011.70	91,713.25	51,835.10
53360	989,433.43	1,019,515.00	826,405.33	12,264.53	180,845.14
53370	30,000.00	43,687.63	25,155.76	9,856.70	8,675.17
53380	1,100,000.00	1,085,318.16	649,234.97	353,993.94	82,089.25
53390	30,000.00	30,000.00	26,880.75	1,669.25	1,450.00
53400	398,000.00	455,500.00	206,794.00	211,377.00	37,329.00
53510	111,487.96	120,490.77	86,332.36	25,792.91	8,365.50
53520	59,168.88	78,444.16	32,431.69	21,489.42	24,523.05
53610	1,743,650.00	1,879,791.64	1,131,817.89	636,857.60	111,116.15
53620	183,500.00	287,312.21	120,501.18	77,617.38	89,193.65
53630	916,000.00	966,567.66	426,166.00	527,348.81	13,052.85
53640	132,407.20	145,289.91	45,075.83	85,588.36	14,625.72

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending August 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53710 Professional Services	1,464,243.90	2,263,384.15	1,045,286.39	639,342.97	578,754.79
53720 Auditors Fees	973,340.42	983,077.92	438,869.70	9,892.50	534,315.72
53730 Bank Service Charges	33,600.00	33,600.00	18,631.64	0.00	14,968.36
53800 Library Material Control	270,000.00	440,364.10	149,527.24	228,033.34	62,803.52
53900 Other Purchased Services	10,000.00	13,665.25	6,119.25	566.75	6,979.25
Purchased/Contracted Services	\$9,977,427.00	\$ 11,813,468.71	\$ 6,188,075.04	\$ 3,517,762.58	\$ 2,107,631.09
54110 Books	2,728,000.41	3,408,642.14	1,672,107.38	725,215.85	1,011,318.91
54120 Continuations	481,496.00	1,056,837.60	413,490.18	291,597.60	351,749.82
54210 Periodicals	905,000.00	1,442,853.46	375,209.90	647,264.57	420,378.99
54220 Microforms	180,000.00	221,412.78	5,875.85	38,335.44	177,201.49
54310 Video Media	1,419,999.55	1,480,604.88	1,018,114.66	209,573.72	252,916.50
54320 Audio Media - Spoken	169,000.01	199,266.36	110,898.88	49,683.59	38,683.89
54325 Audio Media - Music	458,500.03	542,848.28	320,812.86	117,540.07	104,495.35
54350 Computer Media	26,000.00	65,668.00	10,281.92	30,610.00	24,776.08
54500 Database Services	1,141,000.00	1,454,601.92	673,980.35	512,138.81	268,482.76
54530 eMedia	1,047,000.00	1,663,340.48	883,718.10	590,442.47	189,179.91
54600 Interlibrary Loan	6,000.00	8,257.75	1,933.00	2,764.00	3,560.75
54710 Bookbinding	29,000.00	54,140.86	16,695.19	8,445.67	29,000.00
54720 Preservation Services	60,000.00	92,566.70	33,374.11	17,866.09	41,326.50
54730 Preservation Boxing	10,000.00	10,911.77	9,855.91	232.05	823.81
54790 Preservation Reformatting	90,000.00	148,447.52	79,996.25	8,834.17	59,617.10
Library Materials	\$8,750,996.00	\$ 11,850,400.50	\$ 5,626,344.54	\$ 3,250,544.10	\$ 2,973,511.86
55510 Furniture	166,116.34	194,044.10	5,356.37	39,011.21	149,676.52
55520 Equipment	243,472.66	267,300.39	42,847.23	27,153.78	197,299.38

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending August 31, 2013

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55530 Computer Hardware	78,720.00	81,246.21	10,544.92	16,688.92	54,012.37
55540 Software	35,000.00	35,000.00	0.00	12,958.32	22,041.68
55700 Motor Vehicles	0.00	28,844.50	28,844.50	0.00	0.00
Capital Outlay	\$523,309.00	\$ 606,435.20	\$ 87,593.02	\$ 95,812.23	\$ 423,029.95
57100 Memberships	71,739.00	72,796.61	64,235.51	6,099.40	2,461.70
57200 Taxes	6,000.00	11,171.12	9,471.15	1,362.77	337.20
57500 Refunds/Reimbursements	35,521.00	39,017.28	14,958.35	5,332.85	18,726.08
Miscellaneous Expenses	\$113,260.00	\$ 122,985.01	\$ 88,665.01	\$ 12,795.02	\$ 21,524.98
59810 Advances Out	0.00	0.00	107,494.24	0.00	(107,494.24)
Advances	\$0.00	\$ 0.00	\$ 107,494.24	\$ 0.00	\$(107,494.24)
Transfers	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$53,475,785.00	\$ 60,345,041.73	\$ 36,480,311.10	\$ 7,145,525.88	\$ 16,719,204.75

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2013

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	30,469,564.27	42,595,042.04	36,480,311.10	7,145,525.88	29,488,769.33
Total General Fund	\$ 30,469,564.27	\$ 42,595,042.04	\$ 36,480,311.10	\$ 7,145,525.88	\$ 29,488,769.33
201 Anderson	211,537.20	0.00	0.00	0.00	211,537.20
202 Endowment for the Blind	1,665,651.93	4,812.50	0.00	0.00	1,670,464.43
203 Founders	4,712,432.66	25,924.53	135,349.87	43,128.15	4,559,879.17
204 Kaiser	44,934.88	0.00	0.00	0.00	44,934.88
205 Kralej	153,804.84	0.00	0.00	0.00	153,804.84
206 Library	165,074.25	8,925.50	661.73	218.71	173,119.31
207 Pepke	97,395.18	0.00	0.00	0.00	97,395.18
208 Wickwire	1,086,072.03	2,684.31	7,841.10	2,229.39	1,078,685.85
209 Wittke	66,255.37	0.00	0.00	0.00	66,255.37
210 Young	3,094,870.38	21,659.76	1,296.30	0.00	3,115,233.84
225 Friends	5,086.47	17,500.00	15,761.64	3,573.56	3,251.27
226 Judd	6,743.25	99,725.00	80,619.02	14,982.53	10,866.70
228 Lockwood Thompson Memorial	263,528.36	78,637.50	135,412.19	168,582.83	38,170.84
229 Ohio Center for the Book	0.00	900.00	825.00	0.00	75.00
230 Schweinfurth	25,159.08	13,905.00	18,376.00	15,325.00	5,363.08
251 OLBDP-Library for the Blind	62,210.67	1,005,462.00	1,068,598.60	26,022.30	(26,948.23)
252 LSTA-Know it Now	120,849.73	278,043.07	354,399.28	54,708.95	(10,215.43)
254 MyCom	0.00	89,994.24	64,800.00	25,194.24	0.00
255 PNC-Grow Up Great	58,640.05	0.00	58,257.74	512.46	(130.15)
256 Learning Centers	110,842.93	0.00	110,842.93	0.00	0.00
Total Special Revenue Funds	\$ 11,951,089.26	\$ 1,648,173.41	\$ 2,053,041.40	\$ 354,478.12	\$ 11,191,743.15
401 Building & Repair	16,399,617.59	0.00	1,317,196.59	1,376,559.35	13,705,861.65
Total Capital Project Funds	\$ 16,399,617.59	\$ 0.00	\$ 1,317,196.59	\$ 1,376,559.35	\$ 13,705,861.65

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending August 31, 2013

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
501 Abel	179,528.26	0.00	0.00	0.00	179,528.26
502 Ambler	1,717.73	0.00	0.00	0.00	1,717.73
503 Beard	107,816.34	2,283.64	1,715.00	2,050.00	106,334.98
504 Klein	4,069.48	0.00	0.00	0.00	4,069.48
505 Malon/Schroeder	227,545.60	31.58	0.00	0.00	227,577.18
506 McDonald	140,502.97	215.07	0.00	0.00	140,718.04
507 Ratner	68,838.86	0.00	0.00	0.00	68,838.86
508 Root	29,624.48	0.00	0.00	0.00	29,624.48
509 Sugarman	166,899.58	807.74	0.00	0.00	167,707.32
510 Thompson	126,099.45	0.00	0.00	0.00	126,099.45
511 Weidenthal	5,056.65	0.00	0.00	0.00	5,056.65
512 White	1,701,202.99	4,929.76	16,739.10	10,412.65	1,678,981.00
513 Beard Anna Young	68,007.42	164.49	0.00	0.00	68,171.91
Total Permanent Funds	\$ 2,826,909.81	\$ 8,432.28	\$ 18,454.10	\$ 12,462.65	\$ 2,804,425.34
901 Unclaimed Funds	8,913.99	1,123.71	68.27	0.00	9,969.43
Others	\$ 8,913.99	\$ 1,123.71	\$ 68.27	\$ 0.00	\$ 9,969.43
Total All Funds	\$ 61,656,094.92	\$ 44,252,771.44	\$ 39,869,071.46	\$ 8,889,026.00	\$ 57,150,768.90

Cleveland Public Library
 Depository Balance Detail
 For the Period Ending August 31, 2013

Balance of All Funds	<u><u>\$ 66,038,998.32</u></u>
Chase-Checking	7,237.09
PNC-Checking	0.00
KeyBank-Concentration Acct	0.00
KeyBank-Checking (ZBA)	2,748,063.60
KeyBank-MC/MISA	147,654.47
Fifth Third - Checking	582,863.99
Petty Cash	330.00
Change Fund	4,640.00
KeyBank-Payroll Account (ZBA)	176.84
KeyBank-Savings Bond Acct	0.00
Cash in Library Treasury	<u><u>\$ 3,490,965.99</u></u>
PNC - Money Market	10,031.50
PNC - Investments	34,545,928.61
PNC/Allegiant Money Market	101,395.36
KeyBank - Victory Fund	0.00
STAR OHIO Investment	1,279,803.71
STAR Plus Investment	13,016,574.60
Investments	<u><u>\$ 48,953,733.78</u></u>
PNC Endowment Acct	13,594,298.55
Endowment Account	<u><u>\$ 13,594,298.55</u></u>
Cash in Banks and On Hand	<u><u>\$ 66,038,998.32</u></u>

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – June 2013

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, STAR Plus, and a federal money market fund.

Following is a description of interim deposit earnings for the period June 1, 2013 through June 30, 2013.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment		Investment Form
					Income		
06/01/13 - 06/30/13	30	Various	STAR Ohio	Various	49.16		Investment Pool
06/01/13 - 06/30/13	30	Various	STAR Plus	Various	1,961.97		Investment Pool
06/01/13 - 06/30/13	30	Various	PNC	Various	0.42		Sweep Money Market
06/01/13 - 06/30/13	30	Various	PNC	Various	0.77		Money Market
12/18/12 - 06/18/13	183	500,000	Federal Farm Credit Bank	0.375%	937.50		Federal Agency
12/27/12 - 06/24/13	180	1,000,000	Federal Farm Credit Bank	0.250%	1,229.17		Federal Agency
12/28/12 - 06/28/13	183	2,000,000	Federal Home Loan Bank	0.500%	5,000.00		Federal Agency
12/18/12 - 06/18/13	183	1,000,000	Federal National Mortgage Assn.	0.750%	3,750.00		Federal Agency

Earned Interest June 2013 \$ 12,928.99
 Earned Interest Year To Date \$ 93,092.70

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – July 2013

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, STAR Plus, and a federal money market fund.

Following is a description of interim deposit earnings for the period July 1, 2013 through July 31, 2013.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
07/01/13 - 07/31/13	31	Various	STAR Ohio	Various	13.75	Investment Pool
07/01/13 - 07/31/13	31	Various	STAR Plus	Various	1,899.01	Investment Pool
07/01/13 - 07/31/13	31	Various	PNC	Various	0.47	Sweep Money Market
07/01/13 - 07/31/13	31	Various	PNC	Various	0.91	Money Market
12/30/12 - 06/30/13	183	1,000,000	Federal National Mortgage Assn.	0.550%	2,750.00	Federal Agency
01/23/13 - 07/23/13	182	1,000,000	Federal Farm Credit Bank	0.350%	1,750.00	Federal Agency
02/09/13 - 07/03/13	145	2,000,000	Federal Farm Credit Bank	0.460%	4,680.00	Federal Agency
01/14/13 - 07/14/13	182	2,000,000	Federal Home Loan Bank	0.460%	4,600.00	Federal Agency
01/18/13 - 07/18/13	182	1,000,000	Federal Farm Credit Bank	0.300%	1,500.00	Federal Agency

Earned Interest July 2013 \$ 17,194.14
 Earned Interest Year To Date \$ 110,286.84

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – August 2013

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, STAR Plus, and a federal money market fund.

Following is a description of interim deposit earnings for the period August 1, 2013 through August 31, 2013.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
08/01/13 - 08/31/13	31	Various	STAR Ohio	Various	25.65	Investment Pool
08/01/13 - 08/31/13	31	Various	STAR Plus	Various	1,869.28	Investment Pool
08/01/13 - 08/31/13	31	Various	PNC	Various	0.66	Sweep Money Market
08/01/13 - 08/31/13	31	Various	PNC	Various	0.83	Money Market
07/03/13 - 08/16/13	45	2,000,000	Federal National Mortgage Assn.	0.560%	7,577.78	Federal Agency
04/30/13 - 08/19/13	112	1,000,000	Federal Farm Credit Bank	0.300%	891.67	Federal Agency
02/21/13 - 08/21/13	182	2,000,000	Federal Farm Credit Bank	0.300%	3,000.00	Federal Agency
02/27/13 - 08/27/13	182	1,000,000	Federal Home Loan Mortgage Corp.	0.375%	1,875.00	Federal Agency
02/27/13 - 08/27/13	182	500,000	Federal National Mortgage Assn.	0.550%	1,375.00	Federal Agency
2/28/2013 - 8/28/2013	182	1,000,000	Federal Home Loan Mortgage Corp.	0.500%	2,500.00	Federal Agency

Earned Interest August 2013 \$ 19,115.87
 Earned Interest Year To Date \$ 129,402.71

CLEVELAND PUBLIC LIBRARY

REPORT C

Finance Committee
September 17, 2013

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JUNE 2013

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
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Joyce Dodrill	25.00
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Angela Guinther	25.00
North American Serials Interest Group 2013 Pre Conference Buffalo, New York	6/5/13 - 6/6/13	Regina Houseman	593.23
American Library Association Leadership Institute Conference Itasca, Illinois	8/15/13	Annisha Jeffries	750.00
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Carlos Latimer	25.00
State Library of Ohio Grant Approval Meeting Newark, Ohio	5/16/13	Brian Leszcz	31.08
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Cindy Lombardo	25.00
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	CJ Lynce	25.00
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Michelle Makkos	25.00
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Melanie McCarter	25.00

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Ohio Library Council Technical Services Action Council Meeting Columbus, Ohio	5/31/13	Michael Monaco	138.99
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Hariette Parks	25.00
State Library of Ohio Machine Lending Agency Conference Columbus, Ohio	6/6/13	Will Reed	137.86
National Library Service Braille Summit Boston, Massachusetts	6/19/13 - 6/21/13	Will Reed	1,130.38
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Felton Thomas	25.00
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Lakeisha Winstead	25.00
Ohio Library Council Legislative Day Columbus, Ohio	3/6/2013	Stephen Wohl	25.00
Ogletree Deakins, Nash, Smoak & Stewart FMLA Training Cleveland Ohio	5/1, 5/8 & 5/15/13	All CPL Managers	3,000.00
TOTAL			\$6,056.54

SUMMARY

FUND	JUNE	YEAR TO DATE
General	\$1,757.22	\$23,936.92
Judd Fund	0.00	0.00
Lockwood Thompson	3,000.00	8,269.42
Metlife-Fit for Life	0.00	0.00
OLBPD - Library for the Blind	1,268.24	2,365.34
LSTA - Know it Know	31.08	2,774.94
PNC - Grow up Great	0.00	13.45
TOTAL	\$6,056.54	\$37,360.07

CLEVELAND PUBLIC LIBRARY

REPORT C1

Finance Committee

September 17, 2013

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JULY 2013

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 Chicago, Illinois	6/28/13 - 7/2/13	Don Boozer	1,419.12
PNC Grow Up Grant Travel Mileage Cleveland, Ohio	6/25/2013	Andrea Csia	14.37
State Library of Ohio ILEAD USA Seminar Mt Sterling, Ohio	6/18/13 - 6/20/13	Anastasia Diamond-Ortiz	197.74
American Library Association Annual Conference Chicago, Illinois	6/28/13 - 7/1/13	Anastasia Diamond-Ortiz	1,167.35
Ohio Library for the Blind & Physically Disabled Family Fun Day Cincinnati, Ohio	7/9/13 - 7/10/13	Carol Dixon	130.32
American Library Association Annual Conference Chicago, Illinois	6/28/13 - 7/2/13	Amiya Hutson	1,183.88
American Library Association Annual Conference Chicago, Illinois	6/28/13 - 7/1/13	Cindy Lombardo	442.03
American Library Association Annual Conference Chicago, Illinois	6/28/13 - 7/1/13	Aaron Mason	1,342.29
Lorain Community College Cloud Computing Class North Ridgeville, Ohio	5/20/13 - 7/15/13	Darren Novak	733.10
Ohio Library for the Blind & Physically Disabled Family Fun Day Cincinnati, Ohio	7/9/13 - 7/10/13	Kenneth Redd	126.79

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Ohio Library for the Blind & Physically Disabled Family Fun Day Cincinnati, Ohio	7/9/13 - 7/10/13	Will Reed	400.23
American Council of the Blind 2013 National Conference Columbus, Ohio	7/7/13	Will Reed	138.99
American Library Association Annual Conference Chicago, Illinois	6/28/13 - 7/1/13	John Skrtic	601.18
American Library Association Annual Conference Chicago, Illinois	6/27/13 - 7/1/13	Felton Thomas	1,200.00
American Library Association Annual Conference Chicago, Illinois	6/28/13 - 7/1/13	Robin Wood	1,200.00
TOTAL			\$10,297.39

SUMMARY

FUND	JULY	YEAR TO DATE
General	\$8,067.57	\$32,004.49
Judd Fund	0.00	0.00
Lockwood Thompson	0.00	8,269.42
Metlife-Fit for Life	0.00	0.00
OLBPD - Library for the Blind	796.33	3,161.67
LSTA - Know it Know	1,419.12	4,194.06
PNC - Grow up Great	14.37	27.82
TOTAL	\$10,297.39	\$47,657.46

CLEVELAND PUBLIC LIBRARY

REPORT C2

Finance Committee
September 17, 2013

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR AUGUST 2013

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

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Center for Public Investment Management 2013 Investment Conference Warrensville, Heights, Ohio	6/5/13	Laura Armstrong	100.00
American Library Association Black Caucus Annual Conference Covington, Kentucky	8/7/13 - 8/11/13	Joyce Bowers	949.95
Make Magazine Maker Faire Detroit Detroit, Michigan	7/27/2013	CJ Lynce	314.64
Connecting to Collections Preservation Boot Camp Columbus, Ohio	7/31/13 - 8/1/13	Alicia Naab	72.89
Overdrive Digipalooza Seminar Cleveland, Ohio	8/1/13 - 8/4/13	Amy Pawlowski	199.00
Make Magazine Maker Faire Detroit Detroit, Michigan	7/27/2013	Suzi Perez	39.09
State Library of Ohio Consumer Advisory Council Meeting Columbus, Ohio	7/25/13	Will Reed	137.86
State Library of Ohio Family Fun and Learning Day 2013 Columbus, Ohio	8/15/13	Will Reed	137.86
Northeast Ohio Regional Library System A Day for Circulation Staff Seminar Westlake, Ohio	8/15/13	Adela Torres	59.33
Overdrive Digipalooza Seminar Cleveland, Ohio	8/2/2013	Rollie Welch	199.00
TOTAL			\$2,209.62

SUMMARY

FUND	AUGUST	YEAR TO DATE
General	\$1,933.90	\$33,938.39
Lockwood Thompson	0.00	8,269.42
OLBPD - Library for the Blind	275.72	3,437.39
LSTA - Know it Know	0.00	4,194.06
PNC - Grow up Great	0.00	27.82
TOTAL	\$2,209.62	\$49,867.08

REPORT D

CLEVELAND PUBLIC LIBRARY

Finance Committee
September 17, 2013

PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE PERIOD
APRIL 1 THROUGH JUNE 30, 2013

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>
05/23/13	Board Boxes	Prop Mgmt	Continental Container	\$ 5,430.04
06/20/13	Janitorial Supplies	Stockroom	Corvus Recycling	8,036.80
04/11/13	Electrical Parts	Prop Mgmt	Translogic Corp	5,208.98
06/30/13	Maintenance Supplies	Prop Mgmt	Kinzua Environmental	5,348.50
06/06/13	Translogic Parts	Prop Mgmt	Translogic	7,403.92
05/16/13	Kwik Cases	Branches	Gressco	9,597.67
05/09/13	Security Strips	Stockroom	Ohionet	7,269.61
06/27/13	Summer Reading Club	Outreach Serv.	CCAP Enterprise	8,173.52
05/16/13	Book Carrying Strap	OLBPD	Shamrock Companies	9,294.00
05/02/13	AED Kits	Safety & Prot	AED People.com	19,960.00
05/23/13	Computer Equipment	IT/CLEVNET	MCPC Technology	18,729.55
05/23/13	Computer Equipment	IT/CLEVNET	MCPC Technology	13,744.05
04/13/13	Storage Project	Lakeshore	Business Smarts	7,006.00
04/11/13	PC Workstations	IT/CLEVNET	Business Smarts	6,534.80

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 17, 2013

PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD
APRIL 1 THROUGH JUNE 30, 2013

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>
04/25/13	Literature Resource Center	CLEVNET	Gale Cengage	\$ 30,149.23
04/26/13	Periodical Subscription	MLO	EBSCO	250,116.68

CLEVNET-RELATED GOOD AND SERVICES

<u>Date</u>	<u>Description</u>	<u>Agency</u>	<u>Supplier</u>	<u>Amount</u>
06/13/13	Backup Solution	IT/CLEVNET	Neothink,LLC	49,392.80

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

REPORT FCLEVELAND PUBLIC LIBRARY

Finance Committee
September 17, 2013

FEES PAID FOR LEGAL ADVICE AND SERVICES TO OGLETREE, DEAKINS,
NASH, SMOAK & STEWART, PC. ("Ogletree")
APRIL 1 THROUGH JUNE 30, 2013

In accordance with the Board resolution adopted on October 18, 2012, quarterly fees paid for legal advice and services from Ogletree for labor and employment matters are submitted.

Collective Bargaining	\$	65.00
General Labor & Miscellaneous Matters		4,895.00
FMLA Compliance		13,491.22
EEOC		10,150.65
2nd Quarter Total	\$	<u>28,601.87</u>
Year to Date Total	\$	<u>76,426.27</u>

**CLEVELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TERMINATION REPORT
06/01/2013 THROUGH 06/31/2013**

EXHIBIT 12

Human Resources Committee Report
September 19, 2013

NAME	DEPARTMENT	JOB TITLE	DATE	REASON
RESIGNATIONS				
WALKER, SHASHAWNA	LENDING	SUB DEPT CLERK	5/30/2013	PERSONAL REASONS
MARCUS-BEY, SHEBA	BEL	SUB DEPT MGR-LGE	6/14/2013	ANOTHER JOB
DOWDLEY, CHRISTINA	SHELF PAGES	PAGE	6/18/2013	PERSONAL REASONS
ERVIN, DESHA	HIST & GEO	PAGE	6/28/2013	RETURN TO SCHOOL
GYURKY, EMMA	EASTMAN	LA COMP EMPH	6/29/2013	PERSONAL REASONS

RETIREMENTS**OTHER TERMINATIONS**

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 06/01/2013 TO 06/30/2013**

EMPLOYEE: LEFKOWITZ, JOEL
JOB TITLE: LA SUB

CURRENT GRADE: F **EFFEC DATE** 06/09/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	20,091.76	NEW HIRE

EMPLOYEE: SHABAZZ-TOLBERT, NICHOLE
JOB TITLE: O & P COOD-YTH

CURRENT GRADE: J **EFFEC DATE** 06/30/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	58,311.00	NEW HIRE

EMPLOYEE: CHRISTIAN-LONG, MONIQUE
JOB TITLE: LA YOUTH

CURRENT GRADE: F **EFFEC DATE** 06/30/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	22,524.84	42,233.88	TRANSFER FROM PTR TO FT

EMPLOYEE: ROZMAN, RAYMOND
JOB TITLE: LA COMP EMPH

CURRENT GRADE: F **EFFEC DATE** 06/30/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	14,709.00	22,524.84	PROMOTION

EMPLOYEE: YACHANIN, PETER
JOB TITLE: LA SUB

CURRENT GRADE: F **EFFEC DATE** 06/30/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE		20,091.76	NEW HIRE

EMPLOYEE: MOORE, KEVIN
JOB TITLE: LIBRARY ASSISTANT-YOUTH

CURRENT GRADE: F **EFFEC DATE** 06/30/2013
CURRENT STEP: 4 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	25,337.26	47,507.46	TRANSFER FROM PTR TO FT

EMPLOYEE: NUNEZ, FRANK
JOB TITLE: SAFETY&PROTECTIVE SVC OFFICER

CURRENT GRADE: C **EFFEC DATE** 06/30/2013
CURRENT STEP: 12 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	49,887.76	45,370.00	DEMOTION

**CLEVELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TERMINATION REPORT
07/01/2013 THROUGH 07/31/2013**

EXHIBIT 12A

Human Resources Committee Report
September 19, 2013

NAME	DEPARTMENT	JOB TITLE	DATE	REASON
RESIGNATIONS				
GRAMAJO, MELISSA	JEFFERSON	PAGE	7/3/2013	RETURN TO SCHOOL
WILCOX, CACHE	HARVARD - LEE	PAGE	7/3/2013	RETURN TO SCHOOL
WHITE-SPELLS, TONI	COLLINWOOD	PAGE	7/5/2013	PERSONAL REASONS
GORDON, AARON	LS SHIP & SHELF	PAGE	7/18/2013	RELOCATION
MARTINEZ, NATALIE	FULTON	PAGE	7/18/2013	PERSONAL REASONS
HAMILTON, BUFFY	KNOWLEDGE OFFICE	LEARNING STRATEGIST	7/19/2013	PERSONAL REASONS
CHARLESTON, CLARENCE	FACILITIES	MAINT MECHANIC	7/19/2013	PERSONAL REASONS
RETIREMENTS				
BURDICK, RON	HIST & GEO	SUBJECT DEPT MGR LGE	7/26/2013	RETIREMENT
OTHER TERMINATIONS				
LATIMER, SHAQUITA	MLK	PAGE	7/15/2013	INVOLUNTARY

* Delayed notice of resignation

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2013 TO 07/31/2013**

**Human Resources Committee Report
September 19, 2013**

EMPLOYEE: NAPOLEON, CAYLA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: BOODAN, LIZA R
JOB TITLE: BRANCH CLERK

CURRENT GRADE: B **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	15.39	15.86	PT to PTR

EMPLOYEE: NAAB, ALICIA S
JOB TITLE: PRESERVATION MANAGER

CURRENT GRADE: K **EFFEC DATE** 07/14/2013
CURRENT STEP: 3 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	67,559.96	70,969.86	PROMOTION

EMPLOYEE: BLAINE, IMANE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	REHIRE

EMPLOYEE: ROBERTS, TRISHA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: GLIEBE, ANDREW
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2013 TO 07/31/2013**

EMPLOYEE: GRAY, DEBORAH
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: MANRY, ROBIN
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: MASON, KIM
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: HAMPTON, LIBBY
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: BROWN, WENDY
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: LANTON, KANDISS
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: CHERKES, JANICE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2013 TO 07/31/2013**

EMPLOYEE: HATCHER, DANICA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: HARDY, HEATHER
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: WILLIAMS, DIANNE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: MORGAN, DEREMIUS
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: BLOCK, ANDREA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: HUMPHREY, CHRISTY
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: HUNT, CURTIS
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2013 TO 07/31/2013**

EMPLOYEE: VOORHIS, ANGELA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: PREVO, JORDANN
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: ALEXANDER, PEARLRESIA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: HILL, JELAH
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: BOODAN, TURHAN
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: CABELL-WOODS, JEFFREY
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: PENTOWSKI, LUKE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 07/01/2013 TO 07/31/2013**

EMPLOYEE: LESURE, JEAN
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: BLADE, KANNA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: GRAYSON, VIVICA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: LAWLER, YAI-JAHNEE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: GREEN, BRANDON
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: WHITLEY, TENISE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

EMPLOYEE: GASTON, NAOMI
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 07/14/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.15	NEW HIRE

**CLEVELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TERMINATION REPORT
08/01/2013 THROUGH 08/31/2013**

EXHIBIT 12B

Human Resources Committee Report
September 19, 2013

NAME	DEPARTMENT	JOB TITLE	DATE	REASON
RESIGNATIONS				
HOLT,JUSTIN	LENDING	SUB DEPT CLERK	7/22/2013	PERSONAL REASONS
MOORE,JIMMIE	ACCOUNTING	ACCT SPECIALIST	7/23/2013	ANOTHER JOB
LAWLER,YAI-JAHNEE	SHELF	PAGE	7/27/2013	ANOTHER JOB
ZINGALE,TONI	WALZ	PAGE	7/30/2013	ANOTHER JOB
LEE, MIKAYLA A	MLK	PAGE	8/2/2013	MILITARY
LANDRUM,KASHMERE S	POPULAR	PAGE	8/14/2013	RETURN TO SCHOOL
PERRY,YUSEFF L	SHELF PAGES	PAGE	8/15/2013	RETURN TO SCHOOL
ALEXANDER,PEARLRESIA B	SHELF PAGES	PAGE	8/23/2013	RETURN TO SCHOOL
REESE,KEVIN N	EAST 131	LA COMP EMPH	8/23/2013	PERSONAL REASONS
EMOWREY,SHEA	ROCKPORT	LA COMP EMPH	8/24/2013	MOVING
HATCHER, DANICA L	SHELF PAGES	PAGE	8/24/2013	PERSONAL REASONS
RODRIGUEZ, BRENDA	BRANCH SUBSTITUTES	LA COMP EMPH	8/27/2013	RETURN TO SCHOOL
RETIREMENTS				
PRIMM,ARDELLA	BEL	SUBJECT DEPT CLERK	8/31/2013	RETIREMENT
JAMES SOUTHERLAND	SAFETY & PROT SVCS	S & P SVCS OFFICER	8/31/2013	RETIREMENT
WOOD,CHRISTOPHER	HIST & GEOGRAPHY	SR. SUB DEPT CLERK	8/31/2013	RETIREMENT
OTHER TERMINATIONS				
JENNINGS,PATRICIA	PUBLIC SERVICES	LA SUB	7/29/2013	TERM INVOLUNTARY
GILL, ALLEN D	ADDISON	BRANCH CLERK	8/28/2013	TERM INVOLUNTARY
LAWSON,KEVIN	SHELF PAGES	PAGE	8/1/2013	TERM INVOLUNTARY

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 08/01/2013 TO 08/31/2013**

EMPLOYEE: ARGANZA, JORGE
JOB TITLE: LA COMP EMPH

CURRENT GRADE: F **EFFE DATE** 08/11/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	00.0	22,524.84	NEW HIRE

EMPLOYEE: BROWN, STACY
JOB TITLE: LIBRARY ASST SUBSTITUTE

CURRENT GRADE: F **EFFE DATE** 08/11/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	00.0	20,091.76	NEW HIRE

EMPLOYEE: HALVORSEN, CHARLES
JOB TITLE: LIBRARY ASST SUBSTITUTE

CURRENT GRADE: F **EFFE DATE** 08/11/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	00.0	20,091.76	NEW HIRE

EMPLOYEE: GUNTHER, ANGELA
JOB TITLE: BRANCH MANAGER

CURRENT GRADE: J **EFFE DATE** 08/11/2013
CURRENT STEP: 4 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	68,240.38	65,592.28	RETURN TO CARNEGIE WEST

EMPLOYEE: RODRIGUEZ, BRENDA
JOB TITLE: LIBRARY ASST SUBSTITUTE

CURRENT GRADE: F **EFFE DATE** 08/11/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	00.0	20,091.76	NEW HIRE

EMPLOYEE: JUMBA, JENNIFER
JOB TITLE: LIBRARY ASST SUBSTITUTE

CURRENT GRADE: F **EFFE DATE** 08/11/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	00.0	20,091.76	NEW HIRE

EMPLOYEE: SUMPTER, KYLE
JOB TITLE: LIBRARY ASST SUBSTITUTE

CURRENT GRADE: F **EFFE DATE** 08/11/2013
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	00.0	20,091.76	NEW HIRE

CLEVELAND PUBLIC LIBRARY

REPORT H

Human Resources Committee Report

Meeting Date September 19, 2013

Report Period: June 2013

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

MONTH	2012 SICK LEAVE HOURS USED	2013 SICK LEAVE HOURS USED	2013 TOTAL HOURS
January	2,536.49	3,301.62	89,193.74
February	3,527.82	3,939.49	87,312.00
March	*4,923.36	*4,379.14	*133,048.04
April	3,161.77	3,481.44	88,641.21
May	3,623.45	3,671.72	87,911.85
June	2,593.94	2,770.51	87,799.91
July	2,344.66		
August	*4,221.65		
September	3,037.74		
October	2,760.23		
November	2,833.57		
December	3,277.75		

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY

REPORT H1

Human Resources Committee Report

Meeting Date September 19, 2013

Report Period: July, 2013

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

MONTH	2012 SICK LEAVE HOURS USED	2013 SICK LEAVE HOURS USED	2013 TOTAL HOURS
January	2,536.49	3,301.62	89,193.74
February	3,527.82	3,939.49	87,312.00
March	*4,923.36	*4,379.14	*133,048.04
April	3,161.77	3,481.44	88,641.21
May	3,623.45	3,671.72	87,911.85
June	2,593.94	2,770.51	87,799.91
July	2,344.66	3,167.87	87,296.20
August	*4,221.65		
September	3,037.74		
October	2,760.23		
November	2,833.57		
December	3,277.75		

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY

REPORT H2

Human Resources Committee Report

Meeting Date September 19, 2013

Report Period: August, 2013

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

MONTH	2012 SICK LEAVE HOURS USED	2013 SICK LEAVE HOURS USED	2013 TOTAL HOURS
January	2,536.49	3,301.62	89,193.74
February	3,527.82	3,939.49	87,312.00
March	*4,923.36	*4,379.14	*133,048.04
April	3,161.77	3,481.44	88,641.21
May	3,623.45	3,671.72	87,911.85
June	2,593.94	2,770.51	87,799.91
July	2,344.66	3,167.87	87,296.20
August	*4,221.65	*4,330.98	*134,002.21
September	3,037.74		
October	2,760.23		
November	2,833.57		
December	3,277.75		

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY
June 01, 2013- June 30, 2013 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

REPORT I**Human Resources Committee Report**

September 19, 2013

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	79	20	10	1			30	17	1		
Professionals	76	14	2		1		37	15	4	3	
Technicians	22	12	2	1			6	1			
Protective Service	19	7	10					2			
Para-Professionals	136	30	32	1	1		36	29	7		
Administrative Support	286	30	59	7	3		43	121	22	1	
Skilled Craft	11	7	2		1			1			
Service Maintenance	48	7	33	2			2	3	1		
Grand Total	677	127	150	12	6	0	154	189	35	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, 2013- July 31, 2013 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

REPORT I 1**Human Resources Committee Report**

September 19, 2013

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	78	20	9	1			29	18	1		
Professionals	76	14	2			1	37	15	4	3	
Technicians	22	12	2	1			6	1			
Protective Service	20	7	10	1				2			
Para-Professionals	140	31	33	1	1		36	29	8	1	
Administrative Support	312	31	63	7	3		50	137	20	1	
Skilled Craft	10	6	2		1			1			
Service Maintenance	48	7	33	2			2	3	1		
Grand Total	706	128	154	13	6	0	160	206	34	5	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
August 01, 2013- August 31, 2013 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

REPORT I**Human Resources Committee Report**

September 19, 2013

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	79	19	10	1			30	18	1		
Professionals	75	14	2			1	36	15	4	3	
Technicians	22	12	2	1			6	1			
Protective Service	21	8	10	1				2			
Para-Professionals	147	32	34	2	1		39	30	8	1	
Administrative Support	307	31	61	7	3		50	134	20	1	
Skilled Craft	10	6	2			1		1			
Service Maintenance	49	7	34	2			2	3	1		
Grand Total	710	129	155	14	6	0	163	204	34	5	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**

REPORT J

Human Resources Committee Report
SEPTEMBER 19, 2013

**JUNE
2013**

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Med Mutual Silver	20	14	34
Med Mutual Gold	256	145	401
Delta Dental	271	181	452
Vision	240	167	407
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>
LIBRARIAN	FULTON	12/18/2012	30

**INSURANCE REPORT
FOR THE MONTH OF**

Human Resources Committee Report
SEPTEMBER 19, 2013

**JULY
2013**

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Med Mutual Silver	19	14	33
Med Mutual Gold	257	146	403
Delta Dental	271	181	452
Vision	240	167	407
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>
LIBRARIAN	FULTON	12/18/2012	30

**INSURANCE REPORT
FOR THE MONTH OF
AUGUST
2013**

REPORT J2

Human Resources Committee Report
SEPTEMBER 19, 2013

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Med Mutual Silver	19	14	33
Med Mutual Gold	257	144	401
Delta Dental	275	180	455
Vision	238	165	403
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>
LIBRARIAN	FULTON	12/18/2012	30

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JUNE 2013**

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	2013	2012	
Main Library	136,128	152,785	669	764	853,934	942,350	-9.4%
Branches	324,963	327,561	1,597	1,561	1,982,634	1,946,889	1.8%
Mobile Units	2,623	2,399			28,830	31,987	-9.9%
Library for the Blind	48,181	59,658			319,630	371,122	-13.9%
OLBPD BARD	9,327	9,506			71,311	57,006	25.1%
eMedia	16,036	11,939			93,965	67,518	39.2%
TOTAL CIRCULATION	537,258	563,848			3,350,304	3,416,872	-1.9%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss	
	2013	2012	2013	2012	2013	2012
eBook	12,200	9,015	71,845	49,926	43.9%	
eAudioBook	3,720	2,809	21,224	16,914	25.5%	
eMusic	44	68	389	348	11.8%	
eVideo	72	47	507	330	53.6%	
TOTAL eCIRCULATION	16,036	11,939	93,965	67,518	39.2%	Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD)	Monthly Total		Year-to-Date		YTD Gain/Loss	
	2013	2012	2013	2012	2013	2012
Downloads	9,327	9,506	71,311	57,006	25.1%	Included in circulation activity
Users	582	525	3,625	3,210	12.9%	

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2013	2012	2013	2012	
Main Library	102	44 minutes	12,019	10,351	8,905	7,125	25.0%
Branches	541	40 minutes	89,644	63,454	60,002	41,411	44.9%
TOTAL USAGE	643		101,663	73,805	68,907	48,536	42.0%

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
	2013	2012	2013	2012	2013	2012	
Main Library	42,824	44,021	223	220	275,193	276,585	-0.5%
Branches	242,001	242,028	1,189	1,154	1,470,207	1,457,323	0.9%
Mobile Unit	470	409			3,441	4,549	-24.4%
TOTAL VISITS	285,295	286,458			1,748,841	1,738,457	0.6%

REPORT K

CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR JUNE 2013

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	9,066	740	562	1,070	11,438	978	12,416
Broadway*	0	28	2	18	48	1	49
Brooklyn	5,088	450	385	707	6,630	703	7,333
Carnegie West	9,514	989	983	1,314	12,800	1,360	14,160
Collinwood	6,572	652	537	885	8,646	972	9,618
East 131st	3,728	377	316	570	4,991	447	5,438
Eastman	14,918	1,520	1,567	2,780	20,785	2,549	23,334
Fleet	11,333	972	967	1,343	14,615	1,347	15,962
Fulton	9,630	948	600	1,441	12,619	1,060	13,679
Garden Valley	4,025	365	107	179	4,676	353	5,029
Glenville	6,387	595	540	980	8,502	724	9,226
Harvard-Lee	6,007	583	717	1,114	8,421	887	9,308
Hough	3,812	427	373	376	4,988	410	5,398
Jefferson	4,885	625	769	1,144	7,423	825	8,248
Langston Hughes	5,089	613	496	698	6,896	619	7,515
Lorain	8,948	1,026	844	1,423	12,241	999	13,240
Martin Luther King, Jr.	6,802	558	832	1,038	9,230	980	10,210
Memorial-Nottingham	10,288	926	1,099	1,698	14,011	1,486	15,497
Mt. Pleasant	4,463	602	348	629	6,042	520	6,562
Rice	9,352	554	561	955	11,422	1,233	12,655
Rockport	14,858	1,356	1,313	2,061	19,588	2,379	21,967
South	6,551	707	544	882	8,684	722	9,406
South Brooklyn	13,942	1,235	1,523	2,438	19,138	2,541	21,679
Sterling	4,576	616	408	627	6,227	402	6,629
Union	5,439	790	450	839	7,518	564	8,082
Walz	11,661	1,202	1,263	1,783	15,909	1,658	17,567
West Park	12,756	1,477	2,366	3,429	20,028	2,989	23,017
Woodland	8,785	802	403	854	10,844	895	11,739
TOTAL	218,475	21,735	20,875	33,275	294,360	30,603	324,963

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR JUNE 2013**

BRANCH	Monthly Total			Year-to-Date		YTD Gain/Loss	YTD %G/L
	2013	2012	2012	2013	2012		
Addison	12,416	12,028	68,174	80,275	-12,101	-15.1%	
Broadway*	49	3,380	520	19,530	-19,010	-97.3%	
Brooklyn	7,333	8,983	45,639	52,991	-7,352	-13.9%	
Carnegie West	14,160	14,538	83,769	85,785	-2,016	-2.4%	
Collinwood	9,618	10,276	59,976	61,114	-1,138	-1.9%	
East 131st	5,438	5,258	32,575	33,633	-1,058	-3.1%	
Eastman	23,334	18,867	131,450	113,785	17,665	15.5%	
Fleet	15,962	16,412	97,149	88,107	9,042	10.3%	
Fulton	13,679	10,957	85,744	69,019	16,725	24.2%	
Garden Valley	5,029	5,335	28,335	30,841	-2,506	-8.1%	
Glennville	9,226	9,246	55,799	55,480	319	0.6%	
Harvard-Lee	9,308	9,553	61,927	57,456	4,471	7.8%	
Hough	5,398	6,391	30,362	36,093	-5,731	-15.9%	
Jefferson	8,248	9,640	53,308	59,280	-5,972	-10.1%	
Langston Hughes	7,515	8,346	48,951	43,672	5,279	12.1%	
Lorain	13,240	11,781	78,147	71,731	6,416	8.9%	
Martin Luther King, Jr.	10,210	8,715	55,250	49,497	5,753	11.6%	
Memorial-Nottingham	15,497	16,859	94,005	101,386	-7,381	-7.3%	
Mt. Pleasant	6,562	7,127	40,810	42,382	-1,572	-3.7%	
Rice	12,655	13,855	81,274	76,463	4,811	6.3%	
Rockport	21,967	22,748	135,048	139,005	-3,957	-2.8%	
South	9,406	8,405	53,856	54,912	-1,056	-1.9%	
South Brooklyn	21,679	22,860	138,221	129,217	9,004	7.0%	
Sterling	6,629	6,634	42,684	37,335	5,349	14.3%	
Union	8,082	7,622	51,963	43,673	8,290	19.0%	
Walz	17,567	16,637	111,792	103,102	8,690	8.4%	
West Park	23,017	25,059	142,070	149,198	-7,128	-4.8%	
Woodland	11,739	10,039	73,836	61,927	11,909	19.2%	
TOTAL	324,963	327,561	1,982,634	1,946,889	35,745	1.8%	

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE JUNE 2013**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2013	2012	2013	2012		
Addison	7,294	6,779	41,732	43,679	-1,947	-4.5%
Broadway*	0	754	0	9,317	-9,317	-100.0%
Brooklyn	5,007	4,908	28,279	26,638	1,641	6.2%
Carnegie West	14,599	16,411	97,720	108,617	-10,897	-10.0%
Collinwood	6,252	6,243	42,779	41,889	890	2.1%
East 131st	7,160	6,428	45,274	41,985	3,289	7.8%
Eastman	11,939	11,571	76,659	71,421	5,238	7.3%
Fleet	12,000	11,036	73,686	64,133	9,553	14.9%
Fulton	9,262	8,254	53,654	45,870	7,784	17.0%
Garden Valley	5,265	4,878	27,315	27,626	-311	-1.1%
Glenville	7,242	7,880	44,682	47,313	-2,631	-5.6%
Harvard-Lee	7,557	7,959	54,264	49,873	4,391	8.8%
Hough	11,819	13,987	61,767	73,447	-11,680	-15.9%
Jefferson	7,565	8,337	47,684	51,002	-3,318	-6.5%
Langston Hughes	6,662	6,584	41,289	37,520	3,769	10.0%
Lorain	10,746	8,617	53,198	47,486	5,712	12.0%
Martin Luther King, Jr.	10,048	5,482	48,826	34,273	14,553	42.5%
Memorial-Nottingham	7,488	9,367	39,071	48,646	-9,575	-19.7%
Mt. Pleasant	5,714	5,668	38,019	36,093	1,926	5.3%
Rice	12,183	13,308	85,126	74,890	10,236	13.7%
Rockport	8,947	9,841	64,230	66,159	-1,929	-2.9%
South	10,462	8,261	45,691	52,334	-6,643	-12.7%
South Brooklyn	13,246	12,546	84,765	78,939	5,826	7.4%
Sterling	11,339	13,792	75,025	72,267	2,758	3.8%
Union	6,003	6,609	35,107	40,950	-5,843	-14.3%
Walz	9,684	8,970	59,964	56,193	3,771	6.7%
West Park	8,839	9,601	59,925	65,821	-5,896	-9.0%
Woodland	7,679	7,957	44,476	42,942	1,534	3.6%
TOTAL	242,001	242,028	1,470,207	1,457,323	12,884	0.9%

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS JUNE 2013**

Branch	Total Circulation	Branch	Attendance	Branch	Population
1 Eastman	23,334	1 Carnegie West	14,599	1 South Brooklyn	32,043
2 West Park	23,017	2 South Brooklyn	13,246	2 West Park	27,814
3 Rockport	21,967	3 Rice	12,183	3 Fleet**	26,727
4 South Brooklyn	21,679	4 Fleet	12,000	4 Eastman	23,674
5 Walz	17,567	5 Eastman	11,939	5 Rockport	19,896
6 Fleet	15,962	6 Hough	11,819	6 Fulton	19,647
7 Memorial-Nottingham	15,497	7 Sterling	11,339	7 Rice	19,462
8 Carnegie West	14,160	8 Lorain	10,746	8 Memorial-Nottingham	19,271
9 Fulton	13,679	9 South	10,462	9 Harvard-Lee	17,655
10 Lorain	13,240	10 Martin Luther King, Jr.	10,048	10 Walz	16,063
11 Rice	12,655	11 Walz	9,684	11 Collinwood	14,769
12 Addison	12,416	12 Fulton	9,262	12 Langston Hughes	14,439
13 Woodland	11,739	13 Rockport	8,947	13 Glenville	14,006
14 Martin Luther King, Jr.	10,210	14 West Park	8,839	14 Addison	13,603
15 Collinwood	9,618	15 Woodland	7,679	15 East 131st	13,025
16 South	9,406	16 Jefferson	7,565	16 Mt. Pleasant	12,792
17 Harvard-Lee	9,308	17 Harvard-Lee	7,557	17 Lorain	12,588
18 Glenville	9,226	18 Memorial-Nottingham	7,488	18 Martin Luther King, Jr.	12,392
19 Jefferson	8,248	19 Addison	7,294	19 Carnegie West	10,487
20 Union	8,082	20 Glenville	7,242	20 Union	8,416
21 Langston Hughes	7,515	21 East 131st	7,160	21 Sterling	8,267
22 Brooklyn	7,333	22 Langston Hughes	6,662	22 Woodland	7,946
23 Sterling	6,629	23 Collinwood	6,252	23 South	6,325
24 Mt. Pleasant	6,562	24 Union	6,003	24 Hough	5,667
25 East 131st	5,438	25 Mt. Pleasant	5,714	25 Brooklyn	5,524
26 Hough	5,398	26 Garden Valley	5,265	26 Jefferson	3,515
27 Garden Valley	5,029	27 Brooklyn	5,007	27 Garden Valley	2,310
28 Broadway*	49	28 Broadway*	242,001	28 Broadway**	1,966
	324,963				388,323
					473,177

**Broadway and Fleet services areas merged

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

*Broadway branch library closed its doors on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JUNE 2013**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
CLEVNET	79,745	85,549	482,969	486,337	-0.7%
MORE	707	820	4,626	5,258	-12.0%
Other Libraries	716	500	4,478	2,601	72.2%
TOTAL	81,168	86,869	492,073	494,196	-0.4%

*Totals included in Main Library and Branch circulation counts.

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Projected	18,576	25,231	150,714	152,862	-1.4%
KnowitNow Web Reference*	143	255	3,257	3,329	-2.2%
Interlibrary Loan Requests	4,323	4,305	28,123	22,651	24.2%
TOTAL	23,042	29,791	182,094	178,842	

*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
	2013	2012	2013	2012	
New Titles Added	5,998	9,764	32,873	46,389	-29.1%
Total Items Added	29,524	27,496	139,784	158,845	-12.0%

HOURS OPEN	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Main Library	192	200	1,200	1,206	-0.5%
Branches	5,506	5,884	34,599	35,611	-2.8%

MYTUNES	Year-to-Date				YTD Gain/Loss
	June 2013	May 2013	Apr 2013	Mar 2013	
Songs Downloaded	4,557	4,425	4,806	4,886	4,494
Users	722	690	731	800	742
New Registrations	12	11	17	13	8

CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JULY 2013

REPORT K1

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	2013	2012	
Main Library	151,255	159,323	743	797	1,005,189	1,101,673	-8.8%
Branches	363,582	344,686	1,787	1,628	2,346,216	2,291,575	2.4%
Mobile Units	4,095	4,730			32,925	36,717	-10.3%
Library for the Blind	58,545	61,581			378,175	432,703	-12.6%
OLBPD BARD	10,849	10,223			82,160	67,229	22.2%
eMedia	17,171	12,238			111,136	79,756	39.3%
TOTAL CIRCULATION	605,497	592,781			3,955,801	4,009,653	-1.3%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
eBook	13006	9,111	84,851	59,037	43.7%
eAudioBook	3993	3,025	25,217	19,939	26.5%
eMusic	67	59	456	407	12.0%
eVideo	105	43	612	373	64.1%
TOTAL eCIRCULATION	17,171	12,238	111,136	79,756	39.3%

Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD)	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Downloads	10,849	10,223	82,160	67,229	22.2%
Users	605	563	4,230	3,773	12.1%

Included in circulation activity

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2013	2012	2013	2012	
Main Library	102	44 minutes	14,195	12,118	10,395	8,728	19.1%
Branches	548	40 minutes	100,703	70,593	67,304	46,638	44.3%
TOTAL USAGE	650		114,898	82,711	77,699	55,366	40.3%

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
	2013	2012	2013	2012	2013	2012	
Main Library	49,671	47,833	259	239	324,864	324,418	0.1%
Branches	277,266	254,895	1,362	1,204	1,754,850	1,712,218	2.5%
Mobile Unit	677	1,084			4,118	5,633	-26.9%
TOTAL VISITS	327,614	303,812			2,083,832	2,042,269	2.0%

CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR JULY 2013

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	10,357	759	763	1,180	13,059	1,122	14,181
Broadway*	0	37	5	57	99	1	100
Brooklyn	5,522	451	343	594	6,910	761	7,671
Carnegie West	10,369	1,035	1,190	1,480	14,074	1,427	15,501
Collinwood	7,543	665	602	1,032	9,842	1,069	10,911
East 131st	4,196	428	280	461	5,365	464	5,829
Eastman	16,760	1,703	1,767	3,283	23,513	2,890	26,403
Fleet	13,298	1,070	1,059	1,819	17,246	1,403	18,649
Fulton	10,684	1,042	709	1,501	13,936	1,152	15,088
Garden Valley	4,388	240	182	227	5,037	450	5,487
Glenville	6,990	619	484	924	9,017	811	9,828
Harvard-Lee	7,586	637	673	1,113	10,009	1,025	11,034
Hough	4,452	393	344	365	5,554	416	5,970
Jefferson	5,227	692	827	1,242	7,988	811	8,799
Langston Hughes	6,221	739	742	936	8,638	704	9,342
Lorain	9,767	1,095	664	1,337	12,863	1,176	14,039
Martin Luther King, Jr.	6,584	476	673	942	8,675	1,154	9,829
Memorial-Nottingham	11,389	869	1,080	1,796	15,134	1,704	16,838
Mt. Pleasant	5,662	516	453	787	7,418	580	7,998
Rice	12,056	641	791	898	14,386	1,389	15,775
Rockport	16,653	1,381	1,296	2,053	21,383	2,468	23,851
South	7,615	701	479	1,116	9,911	844	10,755
South Brooklyn	16,031	1,475	1,637	2,803	21,946	2,744	24,690
Sterling	5,707	484	519	559	7,269	513	7,782
Union	5,887	770	479	873	8,009	662	8,671
Walz	13,350	1,184	1,313	1,989	17,836	1,844	19,680
West Park	14,116	1,642	2,604	3,931	22,293	3,170	25,463
Woodland	10,018	783	579	1,004	12,384	1,034	13,418
TOTAL	248,428	22,527	22,537	36,302	329,794	33,788	363,582

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR JULY 2013**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2013	2012	2013	2012		
Addison	14,181	12,142	82,355	92,417	-10,062	-10.9%
Broadway*	100	3,351	620	22,881	-22,261	-97.3%
Brooklyn	7,671	9,503	53,310	62,494	-9,184	-14.7%
Carnegie West	15,501	15,791	99,270	101,576	-2,306	-2.3%
Collinwood	10,911	11,322	70,887	72,436	-1,549	-2.1%
East 131st	5,829	5,747	38,404	39,380	-976	-2.5%
Eastman	26,403	19,004	157,853	132,789	25,064	18.9%
Fleet	18,649	17,055	115,798	105,162	10,636	10.1%
Fulton	15,088	11,364	100,832	80,383	20,449	25.4%
Garden Valley	5,487	5,104	33,822	35,945	-2,123	-5.9%
Glennville	9,828	8,975	65,627	64,455	1,172	1.8%
Harvard-Lee	11,034	10,568	72,961	68,024	4,937	7.3%
Hough	5,970	6,608	36,332	42,701	-6,369	-14.9%
Jefferson	8,799	10,002	62,107	69,282	-7,175	-10.4%
Langston Hughes	9,342	8,019	58,293	51,691	6,602	12.8%
Lorain	14,039	13,153	92,186	84,884	7,302	8.6%
Martin Luther King, Jr.	9,829	9,113	65,079	58,610	6,469	11.0%
Memorial-Nottingham	16,838	18,735	110,843	120,121	-9,278	-7.7%
Mt. Pleasant	7,998	7,841	48,808	50,223	-1,415	-2.8%
Rice	15,775	14,503	97,049	90,966	6,083	6.7%
Rockport	23,851	24,099	158,899	163,104	-4,205	-2.6%
South	10,755	9,131	64,611	64,043	568	0.9%
South Brooklyn	24,690	23,108	162,911	152,325	10,586	6.9%
Sterling	7,782	8,011	50,466	45,346	5,120	11.3%
Union	8,671	8,466	60,634	52,139	8,495	16.3%
Walz	19,680	16,901	131,472	120,003	11,469	9.6%
West Park	25,463	25,389	167,533	174,587	-7,054	-4.0%
Woodland	13,418	11,681	87,254	73,608	13,646	18.5%
TOTAL	363,582	344,686	2,346,216	2,291,575	54,641	2.4%

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE JULY 2013**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2013	2012	2013	2012		
Addison	8,981	7,484	51,016	51,163	-147	-0.3%
Broadway*		1,938		11,255	-11,255	-100.0%
Brooklyn	5,629	5,612	34,058	32,250	1,808	5.6%
Carnegie West	17,486	16,774	115,729	125,391	-9,662	-7.7%
Collinwood	7,836	6,471	50,806	48,360	2,446	5.1%
East 131st	8,435	7,399	53,960	49,384	4,576	9.3%
Eastman	13,770	12,543	90,846	83,964	6,882	8.2%
Fleet	13,577	12,798	87,602	76,931	10,671	13.9%
Fulton	11,189	9,222	65,187	55,092	10,095	18.3%
Garden Valley	5,551	5,423	32,978	33,049	-71	-0.2%
Glennville	8,168	8,566	53,066	55,879	-2,813	-5.0%
Harvard-Lee	9,452	8,252	63,937	58,125	5,812	10.0%
Hough	13,666	14,229	75,776	87,676	-11,900	-13.6%
Jefferson	8,603	8,407	56,577	59,409	-2,832	-4.8%
Langston Hughes	7,929	6,852	49,404	44,372	5,032	11.3%
Lorain	11,885	9,159	65,370	56,645	8,725	15.4%
Martin Luther King, Jr.	11,857	8,967	60,966	57,613	3,353	5.8%
Memorial-Nottingham	5,807	4,798	45,015	39,071	5,944	15.2%
Mt. Pleasant	6,893	6,308	45,107	42,401	2,706	6.4%
Rice	13,613	12,124	99,058	87,014	12,044	13.8%
Rockport	10,088	10,239	74,629	76,398	-1,769	-2.3%
South	8,266	7,721	54,190	60,055	-5,865	-9.8%
South Brooklyn	13,525	12,987	98,666	91,926	6,740	7.3%
Sterling	16,571	14,963	91,883	87,230	4,653	5.3%
Union	7,174	7,299	42,444	87,230	-44,786	-51.3%
Walz	11,429	9,340	71,736	48,249	23,487	48.7%
West Park	10,181	10,172	70,438	75,993	-5,555	-7.3%
Woodland	9,705	8,848	54,406	51,790	2,616	5.1%
TOTAL	277,266	254,895	1,754,850	1,733,915	20,935	1.2%

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS JULY 2013**

Branch	Total Circulation	Branch	Attendance	Branch	Population
1 Eastman	26,403	1 Carnegie West	17,486	1 South Brooklyn	32,043
2 West Park	25,463	2 Sterling	16,571	2 West Park	27,814
3 South Brooklyn	24,690	3 Eastman	13,770	3 Fleet**	26,727
4 Rockport	23,851	4 Hough	13,666	4 Eastman	23,674
5 Walz	19,680	5 Rice	13,613	5 Rockport	19,896
6 Fleet	18,649	6 Fleet	13,577	6 Fulton	19,647
7 Memorial-Nottingham	16,838	7 South Brooklyn	13,525	7 Rice	19,462
8 Rice	15,775	8 Lorain	11,885	8 Memorial-Nottingham	19,271
9 Carnegie West	15,501	9 Martin Luther King, Jr.	11,857	9 Harvard-Lee	17,655
10 Fulton	15,088	10 Walz	11,429	10 Walz	16,063
11 Addison	14,181	11 Fulton	11,189	11 Collinwood	14,769
12 Lorain	14,039	12 West Park	10,181	12 Langston Hughes	14,439
13 Woodland	13,418	13 Rockport	10,088	13 Glenville	14,006
14 Harvard-Lee	11,034	14 Woodland	9,705	14 Addison	13,603
15 Collinwood	10,911	15 Harvard-Lee	9,452	15 East 131st	13,025
16 South	10,755	16 Addison	8,981	16 Mt. Pleasant	12,792
17 Martin Luther King, Jr.	9,829	17 Jefferson	8,603	17 Lorain	12,588
18 Glenville	9,828	18 East 131st	8,435	18 Martin Luther King, Jr.	12,392
19 Langston Hughes	9,342	19 South	8,266	19 Carnegie West	10,487
20 Jefferson	8,799	20 Glenville	8,168	20 Union	8,416
21 Union	8,671	21 Langston Hughes	7,929	21 Sterling	8,267
22 Mt. Pleasant	7,998	22 Collinwood	7,836	22 Woodland	7,946
23 Sterling	7,782	23 Union	7,174	23 South	6,325
24 Brooklyn	7,671	24 Mt. Pleasant	6,893	24 Hough	5,667
25 Hough	5,970	25 Memorial-Nottingham	5,807	25 Brooklyn	5,524
26 East 131st	5,829	26 Brooklyn	5,629	26 Jefferson	3,515
27 Garden Valley	5,487	27 Garden Valley	5,551	27 Garden Valley	2,310
28 Broadway*	100	28 Broadway*	0	28 Broadway**	1,966
	363,582		277,266		388,323
					473,177

**Broadway and Fleet services areas merged

*Broadway branch library closed its doors on November 16, 2012

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 2013**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
CLEVNET	86,163	89,708	569,132	576,045	-1.2%
MORE	814	957	5,440	6,215	-12.5%
Other Libraries	582	623	5,060	3,224	56.9%
TOTAL	87,559	91,288	579,632	585,484	-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
	2013	2012	2013	2012	
Projected	21,157	21,446	171,776	174,309	-1.5%
KnowitNow Web Reference*	110	172	3,367	4,341	-22.4%
Interlibrary Loan Requests	2,991	4,688	31,114	27,339	13.8%
TOTAL	24,258	26,306	206,257	205,989	

*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
	2013	2012	2013	2012	
New Titles Added	6,153	8,210	39,026	54,599	-28.5%
Total Items Added	30,859	26,292	170,643	185,137	-7.8%

HOURS OPEN	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Main Library	192	200	1,406	1,406	0.0%
Branches	5,506	5,941	34,299	41,552	-17.5%
		203.5			

MYTUNES	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Songs Downloaded	4,606	4,557	4,425	4,806	4,886
Users	699	722	690	731	800
New Registrations	15	12	11	17	13

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR AUGUST 2013**

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	2013	2012	
Main Library	153,430	163,071	672	755	1,158,619	1,264,744	-8.4%
Branches	364,324	361,021	1,595	1,585	2,710,540	2,652,596	2.2%
Mobile Units	5,369	4,832			38,294	41,549	-7.8%
Library for the Blind	56,488	70,651			434,663	503,354	-13.6%
OLBPD BARD	10,508	9,632			92,668	76,861	20.6%
eMedia	17,289	12,494			128,425	92,250	39.2%
TOTAL CIRCULATION	607,408	621,701			4,563,209	4,631,354	-1.5%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
eBook	13,104	9,351	97,955	68,388	43.2%
eAudioBook	3,997	3,012	29,214	22,951	27.3%
eMusic	34	68	490	475	3.2%
eVideo	154	63	766	436	75.7%
TOTAL eCIRCULATION	17,289	12,494	128,425	92,250	39.2%

Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD)	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Downloads	10,508	9,632	92,668	76,861	20.6%
Users	600	544	4,830	4,317	11.9%

Included in circulation activity.

COMPUTER USAGE	Number of Computers	Average Session	Number of Sessions		Hours in Use		YTD Gain/Loss
			2013	2012	2013	2012	
Main Library	102	44 minutes	14,476	14,421	10,620	10,497	1.2%
Branches	548	40 minutes	101,969	76,611	68,127	50,412	35.1%
TOTAL USAGE	650		116,445	91,032	78,747	60,909	29.3%

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
	2013	2012	2013	2012	2013	2012	
Main Library	47,276	51,942	219	240	372,140	376,360	-1.1%
Branches	266,613	267,414	1,167	1,174	2,026,795	1,979,632	2.4%
Mobile Unit	720	937			4,838	6,161	-21.5%
TOTAL VISITS	314,609	320,293			2,403,773	2,362,153	1.8%

REPORT K2

CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR AUGUST 2013

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	9,795	832	630	1,233	12,490	1,159	13,649
Broadway*	0	30	8	7	45	1	46
Brooklyn	5,424	544	371	821	7,160	987	8,147
Carnegie West	10,870	1,063	1,051	1,395	14,379	1,686	16,065
Collinwood	6,970	712	589	929	9,200	1,133	10,333
East 131st	3,766	362	293	452	4,873	476	5,349
Eastman	16,190	1,635	1,656	2,725	22,206	2,889	25,095
Fleet	12,445	1,207	1,161	1,800	16,613	1,528	18,141
Fulton	11,994	1,011	731	1,383	15,119	1,260	16,379
Garden Valley	4,966	379	147	219	5,711	464	6,175
Glenville	6,919	628	555	1,015	9,117	828	9,945
Harvard-Lee	7,517	736	742	1,204	10,199	1,183	11,382
Hough	3,858	342	398	342	4,940	461	5,401
Jefferson	5,722	704	981	1,472	8,879	969	9,848
Langston Hughes	6,391	737	589	1,005	8,722	776	9,498
Lorain	9,271	1,068	649	1,255	12,243	1,359	13,602
Martin Luther King, Jr.	6,013	528	722	1,091	8,354	1,372	9,726
Memorial-Nottingham	11,140	986	1,244	2,022	15,392	1,700	17,092
Mt. Pleasant	5,515	681	472	755	7,423	661	8,084
Rice	12,177	727	791	1,138	14,833	1,492	16,325
Rockport	15,239	1,335	1,451	2,387	20,412	2,760	23,172
South	7,013	778	549	1,115	9,455	904	10,359
South Brooklyn	15,966	1,481	1,890	3,207	22,544	3,028	25,572
Sterling	5,828	543	417	560	7,348	519	7,867
Union	6,435	760	611	932	8,738	685	9,423
Walz	13,144	1,111	1,476	1,871	17,602	2,025	19,627
West Park	13,474	1,559	2,806	4,027	21,866	3,383	25,249
Woodland	9,395	766	614	957	11,732	1,041	12,773
TOTAL	243,437	23,245	23,594	37,319	327,595	36,729	364,324

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR AUGUST 2013**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2013	2012	2013	2012		
Addison	13,649	13,033	96,004	105,450	-9,446	-9.0%
Broadway*	46	3,603	666	26,484	-25,818	-97.5%
Brooklyn	8,147	10,514	61,457	73,008	-11,551	-15.8%
Carnegie West	16,065	15,228	115,335	116,804	-1,469	-1.3%
Collinwood	10,333	10,972	81,220	83,408	-2,188	-2.6%
East 131st	5,349	5,922	43,753	45,302	-1,549	-3.4%
Eastman	25,095	20,102	182,948	152,891	30,057	19.7%
Fleet	18,141	17,532	133,939	122,694	11,245	9.2%
Fulton	16,379	12,947	117,211	93,330	23,881	25.6%
Garden Valley	6,175	5,692	39,997	41,637	-1,640	-3.9%
Glenville	9,945	9,982	75,572	74,437	1,135	1.5%
Harvard-Lee	11,382	10,974	84,343	78,998	5,345	6.8%
Hough	5,401	6,808	41,733	49,509	-7,776	-15.7%
Jefferson	9,848	9,908	71,955	79,190	-7,235	-9.1%
Langston Hughes	9,498	8,203	67,791	59,894	7,897	13.2%
Lorain	13,602	13,501	105,788	98,385	7,403	7.5%
Martin Luther King, Jr.	9,726	9,404	74,805	68,014	6,791	10.0%
Memorial-Nottingham	17,092	18,241	127,935	138,362	-10,427	-7.5%
Mt. Pleasant	8,084	7,830	56,892	58,053	-1,161	-2.0%
Rice	16,325	16,288	113,374	107,254	6,120	5.7%
Rockport	23,172	25,247	182,071	188,351	-6,280	-3.3%
South	10,359	9,243	74,970	73,286	1,684	2.3%
South Brooklyn	25,572	24,851	188,483	177,176	11,307	6.4%
Sterling	7,867	8,875	58,333	54,221	4,112	7.6%
Union	9,423	9,951	70,057	62,090	7,967	12.8%
Walz	19,627	18,331	151,099	138,334	12,765	9.2%
West Park	25,249	26,021	192,782	200,608	-7,826	-3.9%
Woodland	12,773	11,818	100,027	85,426	14,601	17.1%
TOTAL	364,324	361,021	2,710,540	2,652,596	57,944	2.2%

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE AUGUST 2013**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2013	2012	2013	2012		
Addison	8,587	7,800	59,603	58,963	640	1.1%
Broadway*	0	1,861	0	13,116	-13,116	-100.0%
Brooklyn	5,507	5,640	39,771	37,890	1,881	5.0%
Carnegie West	16,928	17,886	132,657	143,277	-10,620	-7.4%
Collinwood	7,798	6,755	59,029	55,115	3,914	7.1%
East 131st	8,327	7,689	62,485	57,073	5,412	9.5%
Eastman	13,562	13,298	104,862	97,262	7,600	7.8%
Fleet	12,867	12,332	100,850	89,263	11,587	13.0%
Fulton	9,742	8,990	74,929	64,082	10,847	16.9%
Garden Valley	5,050	5,649	38,028	38,698	-670	-1.7%
Glenville	8,259	8,928	61,560	64,807	-3,247	-5.0%
Harvard-Lee	9,350	8,720	73,493	66,845	6,648	9.9%
Hough	11,155	12,009	86,931	99,685	-12,754	-12.8%
Jefferson	7,861	8,480	64,438	67,889	-3,451	-5.1%
Langston Hughes	8,141	7,902	57,545	52,274	5,271	10.1%
Lorain	9,890	9,127	75,564	65,772	9,792	14.9%
Martin Luther King, Jr.	10,714	9,648	72,055	67,261	4,794	7.1%
Memorial-Nottingham	6,685	5,678	51,700	44,749	6,951	15.5%
Mt. Pleasant	6,609	7,119	51,895	49,520	2,375	4.8%
Rice	14,909	13,768	114,341	100,782	13,559	13.5%
Rockport	10,639	12,476	85,600	88,874	-3,274	-3.7%
South	7,902	8,666	62,360	68,721	-6,361	-9.3%
South Brooklyn	13,772	13,791	112,933	105,717	7,216	6.8%
Sterling	14,629	14,360	106,573	101,590	4,983	4.9%
Union	6,991	8,985	49,596	57,234	-7,638	-13.3%
Walz	10,918	10,018	82,979	75,551	7,428	9.8%
West Park	10,326	10,955	81,117	86,948	-5,831	-6.7%
Woodland	9,495	8,884	63,901	60,674	3,227	5.3%
TOTAL	266,613	267,414	2,026,795	1,979,632	47,163	2.4%

*Broadway branch library permanently closed its doors to the public on November 16, 2012

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS AUGUST 2013**

Branch	Total Circulation	Branch	Attendance	Branch	Population
1 South Brooklyn	25,572	1 Carnegie West	16,928	1 South Brooklyn	32,043
2 West Park	25,249	2 Rice	14,909	2 West Park	27,814
3 Eastman	25,095	3 Sterling	14,629	3 Fleet**	26,727
4 Rockport	23,172	4 South Brooklyn	13,772	4 Eastman	23,674
5 Walz	19,627	5 Eastman	13,562	5 Rockport	19,896
6 Fleet	18,141	6 Fleet	12,867	6 Fulton	19,647
7 Memorial-Nottingham	17,092	7 Hough	11,155	7 Rice	19,462
8 Fulton	16,379	8 Walz	10,918	8 Memorial-Nottingham	19,271
9 Rice	16,325	9 Martin Luther King, Jr.	10,714	9 Harvard-Lee	17,655
10 Carnegie West	16,065	10 Rockport	10,639	10 Walz	16,063
11 Addison	13,649	11 West Park	10,326	11 Collinwood	14,769
12 Lorain	13,602	12 Lorain	9,890	12 Langston Hughes	14,439
13 Woodland	12,773	13 Fulton	9,742	13 Glenville	14,006
14 Harvard-Lee	11,382	14 Woodland	9,495	14 Addison	13,603
15 South	10,359	15 Harvard-Lee	9,350	15 East 131st	13,025
16 Collinwood	10,333	16 Addison	8,587	16 Mt. Pleasant	12,792
17 Glenville	9,945	17 East 131st	8,327	17 Lorain	12,588
18 Jefferson	9,848	18 Glenville	8,259	18 Martin Luther King, Jr.	12,392
19 Martin Luther King, Jr.	9,726	19 Langston Hughes	8,141	19 Carnegie West	10,487
20 Langston Hughes	9,498	20 South	7,902	20 Union	8,416
21 Union	9,423	21 Jefferson	7,861	21 Sterling	8,267
22 Brooklyn	8,147	22 Collinwood	7,798	22 Woodland	7,946
23 Mt. Pleasant	8,084	23 Union	6,991	23 South	6,325
24 Sterling	7,867	24 Memorial-Nottingham	6,685	24 Hough	5,667
25 Garden Valley	6,175	25 Mt. Pleasant	6,609	25 Brooklyn	5,524
26 Hough	5,401	26 Brooklyn	5,507	26 Jefferson	3,515
27 East 131st	5,349	27 Garden Valley	5,050	27 Garden Valley	2,310
28 Broadway*	46	28 Broadway*	0	28 Broadway**	1,966
	364,324		266,613		388,323
					473,177

**Broadway and Fleet services areas merged

*Broadway branch library closed its doors on November 16, 2012

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University

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR AUGUST 2013**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
CLEVNET	93,222	93,702	662,354	678,087	-2.3%
MORE	688	885	6,128	7,100	-13.7%
Other Libraries	741	810	5,801	4,034	43.8%
TOTAL	94,651	95,397	674,283	689,221	-2.2%

*Totals included in Main Library and Branch circulation counts.

ANALYSIS OF MAIN LIBRARY REFERENCE QUESTION LOAD	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Projected	19,422	20,628	191,743	194,937	-1.6%
KnowitNow Web Reference*	135	352	3,502	4,693	-25.4%
Interlibrary Loan Requests	2,877	5,611	33,991	32,950	3.2%
TOTAL	22,434	26,591	229,236	232,580	-1.4%

*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
	2013	2012	2013	2012	
New Titles Added	8,192	7,684	47,218	62,283	-24.2%
Total Items Added	26,565	26,816	197,208	211,953	-7.0%

HOURS OPEN	Monthly Total		Year-to-Date		YTD Gain/Loss
	2013	2012	2013	2012	
Main Library	216	216	1,624	1,622	0.1%
Branches	6,180	6,391	46,446	47,919	-3.1%

MYTUNES	Aug 2013	July 2013	June 2013	May 2013	April 2013
	Songs Downloaded	4,201	4,606	4,557	4,425
Users	662	699	722	690	731
New Registrations	9	15	12	11	17

SUMMER 2013 AT CPL

June



Summer Reading Club Kickoff



Legal Aid at the Library

July



Poetry4Free In Eastman Garden

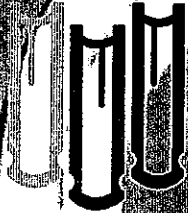


Steering Branch 100th anniversary



15,072 Lunches Served

10,286 Summer Reading Club participants



August