

CLEVELAND PUBLIC LIBRARY
 Minutes of the Regular Board Meeting
 February 20, 2014
 Trustees Room Louis Stokes Wing
 12:00 Noon

Present: Mr. Corrigan, Ms. Butts, Ms. Rodriguez,
 Mr. Seifullah, Mr. Hairston, Mr. Werner,

Absent: Mr. Parker

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

Approval of the Minutes

Ms. Butts moved approval of the minutes for the 1/16/14 Regular Board Meeting & Organizational Meeting and the 1/14/14 Finance Committee Meeting. Mr. Werner seconded the motion, which passed unanimously by roll call vote.

Presentation: Career Online High School

Following an introduction by Director Thomas, Samuel Priestley, District Manager - Public Library Sales, Gale Cengage Learning and Rosemary Long, Project Manager, Gale Cengage Learning gave a powerpoint presentation on Career Online High School (COHS).

Mr. Priestly gave background on Gale Cengage Learning and stated that Smart Horizons is the only fully accredited, online career high school in the country, where one can earn both a career certificate and high school diploma. Gale and Smart Horizons have partnered to create Career Online High School.

Mr. Priestly stressed the importance of educating and impacting the learning in our community and reviewed national and local statistics of residents lacking high school diplomas and leaving high school.

Mr. Priestly spoke about educational trauma how it impacts life. He noted that GED testing has been overhauled making the test more difficult. The COHS provides career modules and certification

REGULAR BOARD
 MEETING &
 ORGANIZATIONAL
 MEETING OF
 1/16/14; FINANCE
 COMMITTEE
 MEETING OF
 1/14/14
 Approved

The presentation continued as Mr. Priestly noted the following highlights of Career Online High School:

- Curriculum developed for adult learners convinced they could not learn
- Designed specifically to address adults who have been unsuccessful in high school (40 million Americans)
- Nationally accredited as the world's first private online school district
- Supported by state board certified academic teachers
- Public Library is the right space to expand this approach

Mr. Priestly stated that accreditation is by the AdvancED/SACS (Southern Association of Colleges and Schools). COHS is a division of SHCOE, the world's first fully accredited, private online school district. COHS accepts credits from their previous high school so they can accelerate completion. The average student transfers in 7 to 10 credits from prior high school. Standardized testing is not required. AdvancED/SACS accreditation is recognized in all 50 states.

Mr. Priestly reviewed career certifications offered by COHS that include but were not limited to: Office Management, General Professional Skills, Childcare and Education (CDA, Homeland Security, Certified Transportation Services, Certified Transportation Services, Certified Protection Officer (CPO), and Retail and Customer Service Skills.

Mr. Priestly continued by providing an overview of Phase I: Career Training Focus; Phase II: Language Arts, Social Studies, Mathematics and Science; and the Career Online High School Individual Career Plan.

Ms. Butts asked if Career Online High School offered English language assistance to residents who are immigrants and refugees.

Mr. Priestley stated that high schools are English language based. The library would have to provide the support that would get readers around the sixth grade level.

If the Library and Gale would collaborate, Gale Cengage Learning would:

- Manage and Operate Career Online High School
- Provide complete turnkey marketing services for promotion
- Customized/library branded website/learning portal
- Incorporate implementation and training teams
- Reporting

Cleveland Public Library would:

- Provide Project Manager to screen those interested
- Provide computers and lab space if needed

Mr. Priestly noted that currently there are 2,527 students enrolled and 286 graduates. It averages about 5 months to complete the COHS program. 78% of graduates are currently enrolled in a career college.

Ms. Rodriguez asked if there were cut off periods if it were determined that students are not performing to expected levels.

Ms. Long stated that there is no formal time to complete the program. However, academic coaches constantly monitor student progress. If there is a participant who is not motivated, that individual would be dis-enrolled. If there is gradual process, the participant is allowed to continue.

Ms. Butts asked what was the cost of COHS to the student.

Mr. Priestly stated that COHS are available through community colleges and the cost may be around \$1,300 per student.

Mr. Seifullah asked what security measures exist that ensures that the participant is actually the legitimate student.

Ms. Long stated that although each student creates their own password and account, there is no way to ensure that the participant is the legitimate enrolled student.

Mr. Werner asked what was the affiliation with Gale and Career Online High School.

Mr. Priestly stated that the relationship is a partnership between Gale and Smart Horizons.

Mr. Corrigan asked if Gale was compensated per capita or on a commission basis. What we worry about as a public Library, Mr. Corrigan continued, is that we are not against proprietary things but we can't pick or choose proprietary people. We can't tell people to prefer one over the other.

Mr. Corrigan asked how do we avoid any issues about our favoring one form of doing this over the other when there are people who are making a profit out of there connection to the library.

Mr. Priestly stated that that Library provides a service that I am not sure you can get elsewhere. Although people can pay for this service themselves, the Library would be providing a means to have it funded for them.

Mr. Werner asked if the individual student pays for participation in COHS.

Director Thomas stated that the library pays the funding for the student.

Mr. Corrigan stated that the proposal would engage the program as a way of reaching only some of our users. The Library is at the preliminary phase of deciding whether this program is attractive enough to pursue it.

Director Thomas stated that this item is being brought before the board for consideration as service rather than a product for the library to provide. In addition to collections, books and data bases, libraries are moving towards providing services to their patrons. This is the first of many services that our partners will begin to bring to us. We need to decide if the library should pursue them for our patrons.

Mr. Werner asked what other places has this service debuted besides at Los Angeles Public Library.

Ms. Long stated that although Los Angeles Public Library is the first, Gale is currently making presentations to around 60 libraries and is expecting 15 libraries to close by the end of June.

Mr. Werner asked if there were other competitors offering similar service.

Ms. Long stated COHS is currently the only fully accredited private high school.

Mr. Priestly stated that because COHS is fully accredited, community colleges and university accepts diplomas from COHS.

Director Thomas stated that we approached Tri-C, Cleveland State, and Case Western Reserve University and they indicated that they would also accept diplomas from COHS.

In response to Mr. Seifullah's inquiry about how long has the Los Angeles Public Library been using COHS, Ms. Long stated that the program will launch on March 1, 2014.

Mr. Werner asked how Los Angeles Public Library is financing tuitions for this program.

Ms. Long stated that she assumed that it was being financed through local foundations but was unsure.

Mr. Corrigan stated that he believed it was funded by the Library Foundation of Los Angeles Public Library.

Director Thomas stated that he learned from the director of Los Angeles Public Library that the program is partially funded from the library's moving funds from collections to contribute to the funding.

The lengthy discussion continued on a variety of topics such as pilot program and participant enrollment; program completion within five months; academic coaching and monitoring; pre-screening; and identifying criteria for successful student participants.

Mr. Corrigan thanked Mr. Priestly and Ms. Long for their presentation and stated that the Board will continue discussions on this service.

LTR. FROM:
KENNETH D.
HALE,
EXECUTIVE
DIRECTOR,
EARLY
COLLEGE &
OUTREACH
PROGRAMS,
CUYAHOGA
COMMUNITY
COLLEGE
Acknowledged

COMMUNICATIONS

Director Thomas acknowledged a letter from Kenneth D. Hale, Executive Director, Early College and Outreach Programs, Cuyahoga Community College, expressing his appreciation for being selected as the 2014 Drum Major for Change Award recipient. The award was presented at the Library's 29th Annual Martin Luther King, Jr. Commemorative Program, held on Monday, January 20, 2014, at the Martin Luther King, Jr. Branch

MOTION TO
TEMPORARILY
SUSPEND THE
REGULATIONS
Approved

MOTION TO TEMPORARILY SUSPEND THE REGULATIONS

Mr. Corrigan stated that due to inclement weather, the Finance Committee meeting was cancelled.

Mr. Werner moved to temporarily suspend the Regulations of the Board of Trustees in Article IX and X requiring referral of resolutions to committees, to consider the following resolutions. Mr. Hairston seconded the motion, which passed unanimously by roll call vote.

FINANCE COMMITTEE REPORT

Ms. Rodriguez presented the following report.

Resolution to Accept Gifts for January

(See page 187)

Ms. Rodriguez moved approval of the following resolution. Mr. Werner 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 is the Gift Report itemizing the gifts received by the Library for the month of January 2014; now therefore be it

RESOLVED, That the gifts described in the Gift Report for January of 2014 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40(K) of the Ohio Revised Code.

RESOLUTION TO
ACCEPT GIFTS
FOR THE MONTH
OF JANUARY 2014
Approved

Second Amendment to the Year 2014 Appropriation

(See pages 188-193)

Mr. Hairston moved approval of the following resolution. Mr. Werner 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 2014 Appropriation Measure to comply with the attached

February 10, 2014 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 Second Amendment to the Year 2014 Appropriation Schedule be approved.

Resolution to Advance Cash from the General Fund to the Friends Fund

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

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

WHEREAS, Libraries generally do not follow ORC Section 5705 for budgetary compliance, so the Library looks to the Auditor of State Bulletin 1997-003 to provide guidance pertaining to the accounting treatment for inter-fund cash advances; and

WHEREAS, The Board of Trustees of the Friends of the Cleveland Public Library approved the 2014 budget for

SECOND
AMENDMENT TO
THE YEAR 2014
APPROPRIATION
Approved

RESOLUTION TO
ADVANCE CASH
FROM THE
GENERAL FUND
TO THE
FRIENDS FUND
Approved

Programs for the Cleveland Public Library in the amount of \$24,500; and

WHEREAS, The Friends of the Cleveland Public Library will disburse the \$24,500 to the Library on a reimbursement basis. Therefore, a cash advance from the Library's General Fund to the Friends Fund is a desirable method of resolving cash flow problems without the necessity of incurring additional interest expense for short-term loans and to provide the necessary "seed" for grants that are allocated on a reimbursement basis; now therefore be it

RESOLVED, That General Fund advance cash in the amount of \$24,500 to the Friends Fund for the same purpose for which the fund was established, for which repayment in an equal amount is made within the current year.

Resolution to Enter Into Agreements And/Or Establish Funding Requests for Telecommunication Services for the E-Rate Funding Year 2014: 07/01/2014 through 06/30/2015

RESOLUTION TO ENTER INTO AGREEMENTS AND/OR ESTABLISH FUNDING REQUESTS FOR TELECOMMUNICATION SERVICES FOR THE E-RATE FUNDING YEAR 2014: 07/01/2014 THROUGH 06/30/2015
Approved

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

WHEREAS, The Schools and Libraries Program of the federal Universal Service Fund makes discounts available to eligible schools and libraries for telecommunication services, Internet access, and internal connections; and

WHEREAS, The Program is intended to ensure that schools and libraries have access to affordable telecommunications and information services; and

WHEREAS, The Schools and Libraries Program reimburses telecommunications, Internet access, and internal connections providers for discounts on eligible services provided to schools and libraries. While schools and libraries apply for these discounts, the Universal Service Administrative Company (USAC) works in conjunction with service providers to make sure these discounts are passed on to program participants; and

WHEREAS, Cleveland Public Library is eligible to participate in the Schools and Libraries Universal Service Discount Program and currently requests needs

for Telecommunication Services only through the program,
and

WHEREAS, On January 2, 2014, the Cleveland Public Library filed FCC Form 470: Description of Services Requested and Certification Form as required for participation in the discount program. This posting began the required 28-day competitive bidding process, for which the allowable contract date is January 30, 2014; and

BE IT RESOLVED, That the Board of Library Trustees authorizes Library management to pursue all possible discounts available through the School and Libraries Universal Service Discount Program and to establish funding requests by filing the FCC Form 471, including those in excess of \$25,000 and for current contracts; and be it further

RESOLVED, That the Board of Library Trustees authorizes the Executive Director, CEO or his designee, to execute agreements, subject to the approval of the Chief Legal Officer, for telecommunication services, including those in excess of \$25,000; to be charged to the 53210 Telecommunications object in the General, OLBPD, KnowItNow (KIN) and Judd funds.

Resolution to Enter Into an Agreement with Business Smarts for Hardware Maintenance

(See pages 194-196)

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

WHEREAS, The effective date of termination of the current hardware maintenance agreement with Business Smarts for the Library's Hewlett Packard ("HP") printers, desktop stations and servers is January 31, 2014; and

WHEREAS, The Library desires to utilize HP approved support for its HP equipment in order to resolve problems reliably and to avoid a situation in which a non-HP maintenance vendor would be unable to resolve a problem because of its unfamiliarity with the operating system. Business Smarts is an Elite HP Partner that

RESOLUTION TO
ENTER INTO AN
AGREEMENT WITH
BUSINESS SMARTS
FOR HARDWARE
MAINTENANCE
Approved

provides in- house service for printers, desktop stations and industry standard server support; and

WHEREAS, Business Smarts has installed the larger components, knows the Library's complex configuration, including CLEVNET, and demonstrates the ability to provide the services in a timely manner, and the Library is satisfied with the quality of their services; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to enter into a Maintenance Agreement with Business Smarts, subject to the Chief Legal Officer's approval, for the period February 1, 2014 through January 31, 2015 at a cost not to exceed \$57,079.00, with the expenditure being charged to the General Fund Account 13010053-53360.

Resolution to Purchase PC Workstations for Staff and Patrons from Business Smarts

(See pages 197-207)

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

WHEREAS, As part of the Library's technology replacement strategy, the IT department is requesting approval to replace end of life hardware; and

WHEREAS, The purchase of 230 PC workstations for Cleveland Public Library staff and 50 PC workstations for patrons will allow the Library to replace obsolete computers, for which the current operating systems are not supported by Microsoft and the computers are not able to be upgraded to run the latest operating system; and

WHEREAS, The IT department sought proposals from (3) vendors and received the following:

| | | |
|----------------------|--|--------------|
| For (230) Staff PC's | | |
| Business Smarts | | \$147,873.90 |
| MCPc | | \$152,733.80 |
| CDW-G | | \$171,248.80 |
| For (50) Patron PC's | | |
| Business Smarts | | \$39,986.00 |

RESOLUTION TO PURCHASE PC WORKSTATIONS FOR STAFF AND PATRONS FROM BUSINESS SMARTS
Approved

| | |
|-------|--------------|
| CDW-G | \$40,324.00 |
| MCPc | \$42,714.40; |

now therefore be it

RESOLVED That the Board of Trustees authorizes the Executive Director, CEO or his designee, to purchase 230 HP EliteDesk 800 G1 SFF with i5 Processor at a cost of \$642.93 each for a total cost of \$147,873.90 and 50 HP Compaq Pro 4300 All-in-One PC with Microsoft Windows Server 2012 license and AE WINPRO 8.1 at a cost of \$799.72 each for a total cost of \$39,986.00 from Business Smarts, with the expenditure being charged to Building and Repair Fund Account 40130105-55530/55540 Computer Hardware/Software.

Ms. Rodriguez asked what would happen to the older workstations that were being replaced.

Rod Houpe, Chief Technology Officer, Information Technology/CLEVNET, stated that the older workstations would be cleaned and re-purposed/recycled by CORVUS.

Resolution to Purchase Citrix NetScaler and Maintenance from CDW-G

(See pages 208-210)

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

WHEREAS, NetScaler is a hardware device, or a network appliance, that is manufactured by Citrix. Its primary role is to provide Level 4 Load Balancing, which is a method to manage the demand on servers and their response time; and

WHEREAS, By using NetScaler, it creates services that make the cloud a transparent extension of our own network. NetScaler makes applications and cloud-based services run five times better by offloading applications and database servers, accelerating applications and service performance in a comprehensive platform; and

RESOLUTION TO PURCHASE CITRIX NETSCALER AND MAINTENANCE FROM CDW-G
Approved

WHEREAS, The IT department sought proposals from (3) vendors and received the following:

| | |
|------------------------|-------------|
| CDW-G | \$47,930.84 |
| MCPc | \$53,514.68 |
| Hogan Consulting Group | \$53,990.00 |

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to purchase two (2) Citrix Easy NetScaler MPX 5550 Enterprise Editions at a cost of \$19,990.00 each for a total cost of \$39,980.00 being charged to the Building and Repair fund account 40130105-55530 (Hardware) and two (2) One Year Gold Maintenance Citrix NetScaler MPX 5550 Enterprise Editions, subject to the approval of the Chief Legal Officer, at a cost of \$3,975.42 each for a total cost of \$7,950.84 being charged to the General fund account 13010053-53360 (Computer Maintenance).

Mr. Hairston asked the purpose of the Citrix NetScaler.

Rod Houpe, Chief Technology Officer, Information Technology/CLEVNET, stated that this will enhance Library's virtual environment. The Library offers MyCloud solution and other applications hosted within a private cloud. This appliance allows us to put additional applications in our data center private cloud. This will help manage the processing of the information for patrons and staff.

**FISCAL
OFFICER'S
REPORT**

Submitted

Fiscal Officer's Report

(See pages 211-220)

**REPORT ON
INVESTMENTS**

Submitted

Report on Investments

(See page 221)

**REPORT ON
CONFER. &
TRAVEL
EXPENDITURES**

Submitted

Report on Conference and Travel Expenditures

(See page 222)

HUMAN RESOURCES COMMITTEE REPORT

Mr. Seifullah presented the following report.

Regular Employee Report

(See pages 223-225)

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

Retirement Recognition Citation

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

A Citation has been issued for the following staff member on the occasion of his retirement:

Rollie Welch, 11 years of service, Collection Manager Grade L - Technical Services, retires 2/26/2014.

Be it resolved that the citation for the above staff member be presented by the Board of Trustees in appreciation of his faithful and dedicated service given to the Library by him be recorded in the minutes of this meeting, and

Be it further resolved that the citation be sent to him forthwith if he is not present at this meeting of the Board of Trustees.

Mr. Welch gave remarks reflecting on his years of service at Cleveland Public Library. Various Trustees, Administrators and staff expressed congratulations and well wishes to the retiree.

Report on Paid Sick Time Used by the Month

(See page 226)

Amended Report on Paid Sick Time (January-December 2013)

(See page 227)

Madeline Corchado, Director of Human Resources, stated that it was discovered that in the past the Report on Paid Sick Time Used by the Month has been reported incorrectly. That report did not include all pay codes such as Emergency and Funeral Leave which are actually

REGULAR
EMPLOYMENT
REPORT
Approved

RETIREMENT
RECOGNITION
CITATION
Approved

REPORT ON PAID
SICK TIME
Submitted

AMENDED REPORT
ON PAID SICK TIME
(JANUARY-
DECEMBER 2013)
Submitted

paid from Paid Sick Time. This report has been amended for 2013.

Carrie Krenicky, Chief Financial Officer, stated that November's report was reported on a three pay day period. Therefore, the sick time was not reported correctly. Ms. Krenicky also noted that the total hours column includes all unpaid hours and paid hours. Sometimes this can duplicate hours for example. She indicated that possibly the report should include compensated paid hours and list FMLA time taken.

Director Thomas stated the report will be re-tooled so that the information provided is more beneficial.

Mr. Hairston recommended that the report indicate productivity and wellness so that programs to improve productivity and efficiency might be considered.

Mr. Seifullah recommended that the report include productivity and efficiency verses sick time.

Madeline Corchado, Director of Human Resources, stated that she would provide several options of a revised reporting format for board consideration.

Affirmative Action Plan Report

(See page 228)

Insurance Summary Report

(See page 229)

COMMUNITY SERVICES

Mr. Werner submitted the following report.

Monthly Activity Report

(See pages 230-236)

Mr. Werner asked that Anastasia Diamond-Ortiz provide detailed explanation of the Diversity Index chart.

Anastasia Diamond-Ortiz, Knowledge Manager, stated that the Diversity Index provided by chart indicates the

AFFIRMATIVE
ACTION PLAN
REPORT
Submitted

INSURANCE
SUMMARY
REPORT
Submitted

MONTHLY
ACTIVITY
REPORT
Submitted

diversity in a specific area. This chart highlights the population diversity where library branches are located.

Mr. Werner stated that he was asked to lead a task force to implement the CPL150 plan and invited trustees to participate. He stated that a report will be given at the conclusion of the March board meeting.

Building Status Update

Myron Scruggs, Director of Property Management, stated that the steam conversion project is progressing.

Mr. Werner asked if the harsh weather has affected any branches.

Myron Scruggs, Director of Property Management, stated there have been a few minor leaks or freeze ups at Union, Carnegie West, Rice, Fleet and Main.

DIRECTOR'S REPORT

Before presenting his report, Director Thomas acknowledged Shannon Muhammad, Clerk at Woodland Branch as the winner of the 2014 WOW Employee Recognition Cornerstone Award. Ms. Muhammad, who celebrates 30 years of employment with the Library in August, was praised for her knowledge and skill at her position, helpfulness to patrons and staff, and for acting as a bridge between patrons and the library services they require.

Rod Houpe, Chief Technology Officer, Information Technology/CLEVNET, introduced Beth Hatch as the new Virtual Services Manager.

Carlos Latimer, Assistant Director Public Services, Branches, introduced the following new branch managers: Ginaya Willoughby, East 131st Street and Monica Rudzinski, Sterling.

Director Thomas acknowledged Mr. Scruggs' birthday. Finally, Director Thomas announced the Friends Legislative Breakfast meeting on Friday, March 7, 2014 and invited trustees to attend.

**BUILDING
STATUS
UPDATE**
Presented

**DIRECTOR'S
REPORT**
Presented

Monthly Statistics

Circulation for the month of January was 532,932. This is a decrease of 8% from last year's January circulation of 581,299. The circulation activity was down because we were closed for two days and a portion of another due to the weather. Despite the very cold weather that we experienced in the month of January, our circulation per hour was actually up a little bit. We also did experience an increase in eMedia numbers. Circulation on eMedia was up by nearly 28% in the month of January.

The number of computer sessions for January was down from January of 2013. A decline also in line with the weather issues we faced. There were 87,985 sessions this year in comparison to last year's total of 103,838. Not surprisingly, the number of hours in use for our computers decreased from 72,059 in January of 2013 to 60,657 in 2014. This was a decrease of nearly 16%. The addition of TechCentral and other technologies throughout the branches at the end of 2012, will lead to stable computer usage numbers in 2014.

Attendance for the month of January was 236,944. This is nearly a 19% decrease from last year's attendance number of 291,529. While bigger than the actual 9% reduction in hours for January, the 19% decrease in attendance is in line with decreases seen by other library systems throughout Ohio.

Programming / Outreach

On January 20 the Library in partnership with the Alpha Phi Alpha Fraternity, Inc., Delta Alpha Lambda Chapter hosted the 29th Annual Martin Luther King, Jr. Commemorative Program at the Martin Luther King Branch. Rev. Dr. Blanton Harper, Jr. of the New Cornerstone Missionary Baptist Church delivered a keynote address to an audience of 400 community members. Also a part of this program was the awarding of the Library's first Drum Major for Change Award. The Award recipient, Kenneth Hale, Executive Director of Early College and Outreach Programs, Cuyahoga Community College, shared his thoughts on early childhood education and expressed his steadfast support of the Library's commitment to the community.

Branches

Addison Branch manager Magnolia Peters attend the Ward 7 community meeting at Fatima. Youth Librarian, Heidi Landskroener attended the MyCom Core Committee Meeting at the Ohio State Extension at Standard Farm.

Collinwood Branch manager, Caroline Peak attended a special town hall meeting on Wednesday, January 15th regarding youth violence and safety issues in the community.

Ginaya Willoughby began as the new manager of the East 131st Street Branch effective January 26.

Garden Valley manager Rena Hunter met with Rainbow Terrace staff at their request to discuss beginning a book club for adults and establishing a deposit collection.

Harvard Lee Branch Manager Harriette Parks and Youth Services Librarian Lori Scurka met with Circle Foundation Executive Director, Maura Shipley. This foundation strives to integrate literacy, personal

development, and health and fitness to develop children who live in at risk communities. The foundation is partnering with CMSD and has identified Robert H. Jamison and Miles Park as schools needing assistance.

Memorial Nottingham Branch manager Paula Logan Reid continues to work with new staff additions to address ongoing needs of the branch.

Union Branch manager Marcie Williams is working with new Youth Services Librarian Lawrence Clinkscale he began in his new position on January 15.

Brooklyn was busy with activity in spite of the inclement weather. In addition to regular story time visits from local daycare centers, the branch hosted tutors from Horizon Dennison,

Thanks to money provided by Friends of CPL, Children's Librarian Helen Zaluckyj from Carnegie West Branch was able to purchase a felt, magnetic, and dry erase story board and props to go with it to add additional

educational value and fun to her story times. She used it for the first time at Providence House, a crisis nursery for children 0 to 10, at the monthly story time she conducts here.

Green Machine Experiments resumed! at the Fulton Branch, Professor from The Ohio State University taught about why soil is important, the components that make up soil, had the students perform a ribbon test to determine different types of soil, and conduct an experiment with soil samples. All who attended were fully engaged. .

Crystal Tancak from the Lorain Branch went to the Parent Meeting at Willard Head Start to speak with parents about obtaining library cards for their children as well as the different programs and services Lorain branch offers.

The cold weather and snow did not deter Marion-Sterling's combined 1st/2nd grade class from their weekly Sterling library visits. January's visits focused on the life and legacy of Dr. Martin Luther King, Jr. and included a showing of *Our Friend, Martin*. During these weekly visits the children learned how to get to know a person through his words and works.

Westpark Branch Manager Michael Dalby, LA Jeanna Sauls and Computer Aide Hannah Franklin (who started at West Park in January 2014) represented the branch and CPL at a community gathering at Artemis Ward school. About 350 parents and children attended the gathering and we passed out crafts, library materials, and free books.

Affordable Care Act

Centers for Medicare & Medicaid Services offered enrollment assistance sessions at 6 locations for 20 days in January. Additional Affordable Care Act assistance was provided at 7 locations by enrollment specialists from the Free Clinic and Enroll America.

Research That's Possible Only at Main Library

A reporter from *The Washington Post* contacted the Microform Department to obtain scans of articles from the *Cleveland Plain Dealer* which covered the conviction of George Steinbrenner in 1974 for conspiracy to make

illegal campaign contributions to the 1972 Richard Nixon Presidential campaign.

A chess historian in Singapore contacted CPL for images of Adolf Albin between the years 1893-1895 to publish in his upcoming book.

The Fine Arts Department Staff assisted with research about Silent movie scores and cues by Erno Rapee and Gaston Borsch.

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 spoke at the ribbon cutting of the MakerSpace.
- As the new chair of the United Black Fund Board of Directors, I began my leadership with a meeting of the organization at the Rice Branch.
- I provided the welcome at the MLK, Jr. Commemorative Program.
- I attended the American Library Association's Midwinter Meeting.

CLEVNET

January's total OverDrive CLEVNET eMedia collection circulation was 117,395, significantly up from last year's total of 91,099. CPL has 7,538 total followers on Twitter and the Facebook page currently has 6,131 fans.

GRANTS & DEVELOPMENT

Gifts Received

- Carol Rivchun will leave CPL \$1,000 in her life

insurance policy.

- Richard Szarody left CPL in his will. We will receive an estate gift of \$5,000.
- Margaret Wong sent check for \$3,333 representing the second of three checks toward her \$10,000 pledge to host a business speaker series at CPL.
- Mr. and Mrs. Charles D. Waller gave a \$1,000 gift from the Pysht Fund.
- Alpha Phi Alpha Fraternity Delta Alpha Lambda Chapter gave \$500 in support of CPL's MLK Day program.
- 5 individual gifts totaling \$195 in memory of Lloyd Karcher.

Projects in Development

Cleveland Foundation - Had a meeting to discuss our Learning Centers proposal. Their board will vote on this at their March 29 meeting.

Coach Sam's Inner Circle Foundation - In cooperation with Aaron Mason, we are working with this group to find ways we can partner on a summer reading camp. This Foundation was started by Sam Rutigliano, former coach of the Cleveland Browns.

Legislator's Breakfast - Began planning for this event, to occur March 7, by compiling the guest list and composing the letter of invitation to state legislators and the Cuyahoga County Council.

Lunch w Margaret Manzo - Margaret is interested in leaving CPL in her will. I met with her to make her aware of what CPL is currently doing and ways she can get involved with the Friends.

Pat Losinski Visit - helped to coordinate the agenda and logistics for Mr. Losinski's visit to CPL.

Career Online High School -Spoke with the Deaconess Foundation about submitting a grant to help cover the costs (like scholarships). Continued work on funding plan.

Digital Hub - Began to develop a funding plan around the programming that will occur in 2015.

Other

Letters of Support

- Pennrose Properties, LLC - in partnership with the Cuyahoga Metropolitan Housing Authority of Cleveland, to the Ohio Housing and Finance Agency (OHFA) to further the next housing redevelopment phase of the Cedar Extension Estate in Cleveland's Central neighborhood.
- Legal Aid Society - grant application to the McGregor Foundation in support of 12 *Legal Aid at the Library* programs.
- International Association of Blacks in Dance (IABID) - in support of the 2015 Conference in Cleveland.

PUBLIC SERVICES

PROGRAMS

During the month of January the Library hosted a total of 91 programs. Educational programming and services, not included in the above totals, accounted for approximately 84 adult education classes, and 672 hours of after-school tutoring; 186 hours of intensive reading instruction for grades K-3 and 486 hours of homework help for grades K-8. After-school snacks were served M-Th. at 14 branch locations.

On January 11 the Rice Branch hosted Legal Aid @ Your Library workshop where 53 patrons received legal consultations from a team of volunteer attorneys and Legal Aid staff.

Centers for Medicare & Medicaid Services offered enrollment assistance sessions at 6 locations for 20 days in January. Additional Affordable Care Act assistance was provided at 7 locations by enrollment specialists from the Free Clinic and Enroll America.

On January 20 the Library in partnership with the Alpha Phi Alpha Fraternity, Inc., Delta Alpha Lambda Chapter hosted the 29th Annual Martin Luther King, Jr. Commemorative Program at the Martin Luther King Branch. Rev. Dr. Blanton Harper, Jr. of the New Cornerstone Missionary Baptist Church delivered a keynote address to

an audience of 400 community members. Also a part of this program was the awarding of the Library's first Drum Major for Change Award. The Award recipient, Kenneth Hale, Executive Director of Early College and Outreach Programs, Cuyahoga Community College, shared his thoughts on early childhood education and expressed his steadfast support of the Library's commitment to the community.

Total programming/educational services related expenditures for January totaled \$4,774.98. An additional \$91,311.00 was encumbered for after-school tutoring services in 11 branches.

Cleveland Play House/Playhouse Square Exhibits

Literature Department Senior Subject Librarian Jean Collins selected and displayed books on Playhouse Square's production of *Intergalactic Nemesis* and the Cleveland Playhouse's production of *Yentl*. Promotional materials on *Intergalactic Nemesis* were also displayed along with Cleveland Public Library Bookmarks featuring the production.

Youth Services Art Labs and Programs

Youth Services Library Assistant Eanas Salem conducted two Art Lab programs during the month of January. Penguins and Princess Palooza was conducted on Saturday, January 11, and on Saturday, January 25. Children's Librarians Maria Estrella and Kristen Schmidt conducted a story time with 15 children from a local daycare. On January 22nd and 23rd, 42 students from St. Edwards High School visited the Library to conduct research for class projects over the two day period. The students visited the Youth Services Department as well as several other departments at Main Library.

Outreach

Foreign Literacy and Language Learning Programs

Foreign Literature Librarian Caroline Han hosted regular ESOL and computer literacy programs at Goodrich-Gannett Senior Center throughout the month of January. A total of 35 patrons participated in these programs which yielded 53 reference requests and 12 requests for holds. In addition, Ms. Han also hosted on-demand Chinese story time and language learning program for children and adults throughout the month.

Community Outreach

Foreign Literature Librarian Victoria Kabo attended a meeting of the Russian Cultural Garden Committee on January 9th and visited the Polish-American Cultural Center on January 18th. Both visits were made to promote CPL's relationship with these community organizations and local community members.

Mayer Perk Centennial Celebration

Public Administration Librarian Elaine Herron attended the Mayor Perk Centennial Celebration at CSU Library on January 17th representing Cleveland Public Library.

Story Time and School Visits

Youth Service Children's Librarians conducted school visits to the Walton School on Friday January 31st and facilitated weekly story times at the YMCA Daycare at the Old Stone Church every other Monday.

Collection Development*Tarot Card Collection*

Special Collections Librarian Stacie Brisker identified a collection of tarot cards not cataloged in Sirsi. This tarot card collection that includes 12 binders of 41 sets of cards was donated in the 1940's by a former Cleveland Public Library employee. Ms. Brisker is working with Technical Services to have this collection cataloged for further study.

Ken Whyld Association Donation

The Fine Arts and Special Collections Department received a donation from the Ken Whyld Association of books published by members of the Ken Whyld Association. Mr. Whyld was a British chess author and researcher.

YRead Book Sets

Youth Services Children's Librarians Maria Estrella and Kristen Schmidt processed 200 Yread YRead Book Sets. YRead is a program that provides educators or community group leaders with multiple copies of quality titles for use in the classroom or as an activity. The titles selected are for Kindergarten through High School students.

Research That's Possible Only at Main Library

A patron from New Jersey contacted the Business, Economics and Labor Department looking for old stock

quotes; he was referred to Cleveland Public Library from a friend who works for Wells Fargo.

A patron was looking for a book titled, *Getting there: the epic struggle between road & rail in the American century*, by Stephen Goddard. It was found on Sirsi only at the Cleveland Public Library in the Business Economic & Labor dept. (Call # HE 5623 .G63 1994/1996)

Library Assistant Joseph Parnell researched and photocopied information for an educator seeking material for a series of classes on Middle East and North American migratory patterns.

A reporter from The Washington Post contacted the Microform Department to obtain scans of articles from the Cleveland Plain Dealer which covered the conviction of George Steinbrenner in 1974 for conspiracy to make illegal campaign contributions to the 1972 Richard Nixon Presidential campaign.

A patron requested a photograph from when Mike Wallace from CBS News' "60 Minutes" visited The City Club in 1996.

A professional book binder examined the bindings of thirteen 17th century books pulled for her through the Fine Arts and Special Collections Department.

A Medievalist from France inquired about the CPL copy of Philip Meziere's *Songe du Vieil Pelerin*. He is publishing a new edition of this manuscript in 2015 and wants to know the provenance of the CPL copy.

A chess historian in Singapore contacted CPL for images of Adolf Albin between the years 1893-1895 to publish in his upcoming book.

The Fine Arts Department Staff assisted with research about Silent movie scores and cues by Erno Rapee and Gaston Borsch.

A copy of the *proposed public school educational center for the Board of education of the city school district of the city of Cleveland, located on the Mall*, August 1927 was located for a professor.

Patron requests for music scores including: "Non ti scordar by de curtis and Come Back to Sorrento; Abduction from the Seraglio (score and libretto) ; *La Traviata* (libretto) ; *Battle Hymn of the Republic* (words) ; Joe Cocker songbook; Ukelele songbooks; Sesame Street Theme; Scaramouche: (sax piano (reduction) for Cleveland Music Settlement; *Strauss waltzes full-orchestral scores* (possibly part-sets); Beethoven Symphony No.7 (patron interested in notation; Carlos Salzedo transcriptions for harp; *Yankee Doodle*; *Old MacDonald*; *My Wild Irish Rose*; *Let Me Be There* (Olivia Newton John) ; Theme from the movie *Picnic*.

Other Main Library News

Sugarman Committee News

Youth Services Manager Annisha Jeffries and the Sugarman committee selected one winner and two honor books for the 2014 Sugarman Biography Award for Children.

Kenneth Hale Radio Show

Youth Services Manager, Annisha Jeffries was a guest on the Kenneth Hale Show Radio Show, W.E.R.E Radio 1490, on Wednesday, January 22nd. Ms. Jeffries spoke about the many programs and services offered at CPL to families and children. Mr. Hale, who is the Executive Director of Early College and Outreach Programs at Cuyahoga Community College, recently received the Drum Major of Change Award at the Martin Luther King Program from Director Felton Thomas.

Dress for Success

Popular Department Manager Sarah Flinn represented CPL as a mentor for the Dress for Success organization in January. Sarah will continue her participation in February and will be joined by Materials Handling Manger Daniel Oreskovic. The Dress for Success program provides tools for women re-entering and entering the workforce.

MEETING ROOMS and SCHEDULING

In January a total of 195 meeting room requests were processed by the OPS department, with a total of 1869 estimated number of attendees. This number includes reservations placed for meeting room space in each of the 27 branches, Main Library and Technical Services. Thirty-eight AV requested were filled for both Branches

and Main Library. A total of 25 AV requisitions were filled in the month of January.

BOOKMOBILE/ON THE ROAD TO READING

January was the official launch of the Bookmobile's new bi-monthly schedule. The Bookmobile now currently offers two stops per month at each location and is on the road 4 days a week. Three Mondays a month Mobile Service staff conducts at engagement days at assisted living facilities in Cleveland.

Mobile Services added a new stop to its rotation, University Towers; 14 patrons were served on its first visit in January and four first-time library cards were issued.

As a part of Mobile Services engagement days, two book clubs were started in at the Corner Stone Senior Apartments and the Ivy Plaza.

BRANCHES

Addison Branch manager Magnolia Peters attend the Ward 7 community meeting at Fatima. Youth Librarian, Heidi Landskroener attended the MyCom Core Committee Meeting at the Ohio State Extension at Standard Farm.

Collinwood Branch manager, Caroline Peak attended a special town hall meeting on Wednesday, January 15th regarding youth violence and safety issues in the community.

Ginaya Willoughby began as the new manager of the East 131st Street Branch effective January 26.

Garden Valley manager Rena Hunter met with Rainbow Terrace staff at their request to discuss beginning a book club for adults and establishing a deposit collection.

Harvard Lee Branch Manager Harriette Parks and Youth Services Librarian Lori Scurka met with Circle Foundation Executive Director, Maura Shipley. This foundation strives to integrate literacy, personal development, and health and fitness to develop children who live in at risk communities. The foundation is

partnering with CMSD and has identified Robert H. Jamison and Miles Park as schools needing assistance.

Martin Luther King Jr. Branch hosted the annual Martin Luther King Jr. program with over 500 in attendance. The keynote speaker for the event was the Rev. Dr. Blanton Harper.

Memorial Nottingham Branch manager Paula Logan Reid continues to work with new staff additions to address ongoing needs of the branch.

Union Branch manager Marcie Williams is working with new Youth Services Librarian Lawrence Clinkscale he began in his new position on January 15.

Brooklyn was busy with activity in spite of the inclement weather. In addition to regular story time visits from local daycare centers, the branch hosted tutors from Horizon Dennison,

Thanks to money provided by Friends of CPL, Children's Librarian Helen Zaluckyj from Carnegie West Branch was able to purchase a felt, magnetic, and dry erase story board and props to go with it to add additional educational value and fun to her story times. She used it for the first time at Providence House, a crisis nursery for children 0 to 10, at the monthly story time she conducts here.

Green Machine Experiments resumed! at the Fulton Branch, Professor from The Ohio State University taught about why soil is important, the components that make up soil, had the students perform a ribbon test to determine different types of soil, and conduct an experiment with soil samples. All who attended were fully engaged. .

Crystal Tancak from the Lorain Branch went to the Parent Meeting at Willard Head Start to speak with parents about obtaining library cards for their children as well as the different programs and services Lorain branch offers.

The cold weather and snow did not deter Marion-Sterling's combined 1st/2nd grade class from their weekly Sterling library visits. January's visits focused on the life and legacy of Dr. Martin Luther King, Jr. and included a showing of Our Friend, Martin.

During these weekly visits the children learned how to get to know a person through his words and works.

Westpark Branch Manager Michael Dalby, LA Jeanna Sauls and Computer Aide Hannah Franklin (who started at West Park in January 2014) represented the branch and CPL at a community gathering at Artemis Ward school. About 350 parents and children attended the gathering and we passed out crafts, library materials, and free books.

TechCentral

The TechCentral MakerSpace officially opened to the public on Saturday, January 11 at 1:00pm, upon cutting of a ribbon by the laser engraver. The afternoon was filled with demonstrations of the various equipment available in the MakerSpace, as well as short tours of the space. While exact attendance numbers are unknown for the day, attendance for the MakerSpace opening increased by two-and-a-quarter times the number of visitors to TechCentral on a normal Saturday.

Staff Preview Tours

Prior to the grand opening of the MakerSpace on January 11, three tours were held for CPL staff to preview the space. Nearly 40 staff attended these tours, held on January 8, 9 and 10.

On January 27, Maranda Saling, Grant Writer/Fundraising Specialist, from the Louisville Public Library in Stark County Ohio visited the TechCentral MakerSpace. Louisville Public Library is in the process of applying for a grant to create a mobile makerspace trailer.

On January 30 Troy Sympson, Marketing Communications Specialist, and Craig Coffey, Manager, U.S. Marketing Communications, Lincoln Electric, visited the TechCentral MakerSpace to tour the new space, and talk about ways that Lincoln Electric can help to promote and improve the 'maker' services we currently offer at the library.

Meetings, Professional Development, and Outreach

On January 16, Sam Tripodis offered a Computer Basics class to a group from the Northcoast Behavioral Healthcare Center.

CJ Lynce presented a webinar on *Incorporating Creative Spaces on Any Budget* for the Nicolet Federated Library System's *Wild Wisconsin Winter Web Conference* on January 16.

Sam Tripodis and Karmar Clifton attended Zinio Database Training on January 22 at the Twinsburg Public Library.

Sam Tripodis and Cortney Gatewood received training on using the new Embroidery Machine on January 29. The Embroidery Machine will be added to the catalog of equipment available in the MakerSpace, and should be available in the coming weeks.

On January 29, CJ Lynce attended the Grief in the Workplace training at the Lake Shore Facility.

On January 30, CJ Lynce assisted Dress for Success Cleveland with Mock Interviews for women attending the *Going Places Network* series.

Computer Classes, MakerLabs, and One-on-One Sessions

The following are the statistics for Computer Class and MakerLab programs for December:

| | Branches | Main | Total |
|---|----------|------|--------------|
| Number of Computer Classes | 33 | 16 | 49 |
| Attendance in Computer Classes | 87 | 53 | 140 |
| Cancelled Computer Classes (in-advance, no registrations) | 9 | 2 | 11 |
| No-Show Computer Classes | 2 | 3 | 5 |
| Computer Classes Canceled due to weather | 2 | 1 | 3 |

| | Branches | Main | Total |
|--|----------|------|--------------|
| Number of MakerLabs | 3 | 1 | 4 |
| Attendance at MakerLabs | 32 | 5 | 37 |
| Cancelled MakerLabs (in-advance, no registrations) | 1 | 1 | 2 |
| No-Show MakerLabs | 0 | 0 | 0 |
| MakerLabs Canceled due to weather | 1 | 1 | 2 |

As shown above, there was a sharp decrease in attendance for computer classes in January. Additionally, the

number of cancelled classes was significantly higher than in previous months. While weather likely played a role in the decreased attendance, the majority of classes were cancelled due to no registrations. This reflects very similar numbers from last January, 2013, and appears to signify all-around lack of interest by patrons for classes after the holidays, and the possibility of potential inclement weather. If trends continue to follow last year, attendance, as well as registrations, will increase in February and March, and return to 'normal' as we enter springtime.

OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

In January, OLBDP circulated 50,538 books and magazines directly to patrons. OLBDP registered 124 new readers to the service. The BARD circulation statistics were not available at the time this report was being written.

OLBDP will be working with the Ohio State School for the Blind on a sign up campaign to register students for the OLBDP Kids and Teens Reading Club before the end of the 2013-2014 school year. This campaign will also be developed and introduced to other teachers and media specialists registered with OLBDP to recruit students to join the reading club. The OLBDP Kids and Teens Reading Club is an exclusive OLBDP reading program for patrons ages birth to eighteen years old. The mission of the reading club is to encourage and foster a lifelong interest in reading to new generations of OLBDP readers. OLBDP is working with parents, teachers, and school media specialist to encourage younger readers to join.

OLBDP is currently working to increase the number of locally produced books of Ohio interest added to our library collection. Currently, OLBDP has no in-house recording studio and all of our local recordings are performed by one narrator who reads six magazines (five monthly serials and one quarterly) for OLBDP. OLBDP will look to expand the number of volunteer narrators and evaluate the quality of recordings in compliance with the National Library Service (NLS) quality assurance standards. OLBDP plans to offer a minimum of five locally produced titles per year. If these titles pass NLS quality assurance, they will also be available on cartridge to the NLS network libraries as well as available for download through the NLS-BARD download service as well. Books selected for recording have not

been produced by NLS. Some titles selected come from the "Choose to Read Ohio" booklists.

A major revision to the OLBPD Readers Handbook is currently underway. In 2015, NLS plans to stop cassette service to patrons and complete its transition to digital talking book service. The readers handbook is sent to new readers and readers on request that orient them to all of the service features provided by OLBPD. NLS requires network libraries to offer handbooks to readers in accessible formats, including large print, braille, and audio, as well as accessible electronically through network web sites.

TECHNICAL SERVICES

Director of Technical Services Patricia Lowrey spent several days in January in Contract Negotiations along with Senior Catalog Librarian Dawn Grattino and Technical Services Librarian Lisa Kowalczyk. Ms. Lowrey

spent much of the month working on Annual Reports and Operational Plans. She attended the "Grief in the Workplace" training on January 29 along with all the Technical Services Managers.

Preservation: Alicia Naab worked with architects from Bostwick Design and Chatham Ewing, Digital Initiatives & Services Strategist, on planning for the new Digital Hub. Ms. Naab assisted Irene Martin from Toledo Public Library with disaster management advice.

The Preservation Department received an incunabulum volume that had been rebound in pigskin by Jan Sobota, a world renowned bookbinder. The item had been accidentally marked with ink on the cover when in use by a patron in Special Collections. Elizabeth Bardossy was able to lighten the mark to almost invisibility without any damage to the binding material.

High Demand: Staff cataloged 597 titles, and added 11,212 items. They ordered 799 titles and 9,632 items. Staff processed 1,217 items for the Acquisitions Department.

Dale Dickerson, High Demand Librarian, added descriptive metadata for 10 History of Cleveland photographs for the Preservation Department's digital photo collection

project. Steven Best, Technical Services Senior Clerk, spent about 10 hours in the Preservation Department, creating phase boxes.

Collection Management: On January 20, Laura Mommers distributed multiple copies of a brochure promoting Cleveland Public Library's non-print collection for Black History Month to Branches and Main Library departments. She worked with the Graphics Department to create "Fifty Classic Romance Films," a brochure for Valentine's Day that was distributed on January 31. During January, Ms. Mommers ordered 2,597 DVDs for the Branch collections and 578 DVDs for the Audio-Visual Department. She ordered 1,380 CDs for the Branch collections and 163 CDs for the Popular Library. During January, Bonnie Bolton selected a total of 198 titles for Main Library and Branch juvenile collections for a total of 1,778 copies. Ms. Bolton also processed Branch discretionary lists and submitted them to Acquisitions. Rollie Welch's online review column of African American books for Library Journal again appeared this month at lj.libraryjournal.com.

Materials Processing: The Associates cataloged 648 new titles for the Cleveland Public Library and added 1,742 records for the CLEVNET libraries. The Associates and Sr. Clerks added 2,148 items. The Technicians worked on 13,596 items.

Paula Stout left Materials Processing for a position in Acquisitions. Elizabeth Hegstrom met with the Senior Clerks and Associates to discuss the changes in workflows to improve the turnaround time for books with reserves and the departure of Ms. Stout. Vivian Grayson, Christon Hicks, and Karima Ward were trained to format the CLEVNET webforms and will take on that daily responsibility.

Acquisitions: Paula Stout, Technical Services Senior Clerk, was selected for the Technical Services Senior Clerk position and began working in the Acquisitions Department on January 13th.

The Acquisitions Department ordered a total of 2,867 titles and 6,416 items (including periodical subscriptions and serial standing orders); received 9,966 items, 1,284 periodicals, and 633 serials; added 799 periodical items, 360 serial items, 114 paperbacks, and 1,254 comics; and processed a total of 913 invoices.

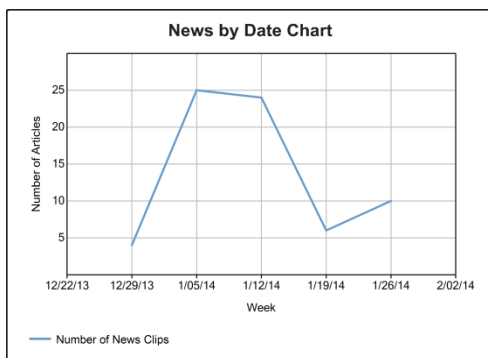
Catalog: Librarians cataloged 3,925 titles and added 2,107 items for Cleveland Public Library. Catalog Manager Andrea Johnson revised the Catalog Librarians statistics spreadsheets, primarily to simplify recording the number of titles upgraded in OCLC.

Senior Librarian Michael Monaco began his term as Assistant Coordinator of the Ohio Library Council (OLC) Technical Services Division Action Council. He attended a meeting of the Action Council and a meeting of the CPL150 Team, to continue planning the February 28 Unconference. Senior Librarian John Parsons attended the Northeast Ohio Regional Library System 2014 Winter Emerging Technologies Symposium.

Shelf/Shipping: The staff of the Lake Shore Shelf/Shipping Department sent 23 items to the Main Library for requests and 123 items to fill holds. Main Library received 233 telescopes, the Branches received 683 telescopes, CLEVNET received 95 telescopes, CASE received 8 telescopes CSU received 10 telescopes and Tri-C received 6 telescopes. A total of 1,035 telescopes were shipped out. The Technicians unpacked and sent

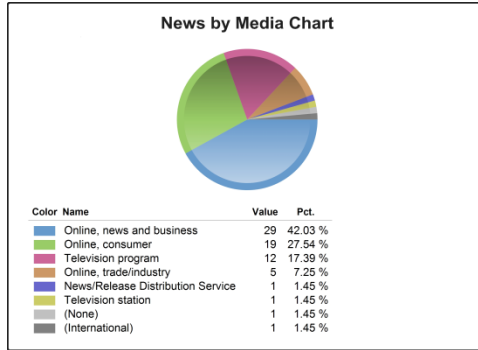
7,014 new items to the Acquisitions and High Demand Departments.

MARKETING & COMMUNICATIONS



Media coverage for the month of January included 69 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$99,453.71 with a news circulation audience of 3,145,702 people. In January, the online print

media outlets that featured CPL events and programs received 59,903,296 unique visitors. Media mentioning CPL was the heaviest the week of January 5, due to an online article in *examiner.com* entitled *Do Miracles Happen Today? A Look at John MacArthur's "Strange Fire"* in which it was mentioned that the book was available at Cleveland Public Library.



Print ads for the MakerSpace appeared in *Campus Observer*, *La Prensa*, and *Scene* magazine, radio spots ran on 90.3 WCPN radio, online advertising on cleveland.com and the mobile version; Ta-Nehisi Coates was promoted in *Phenomenal Woman* magazine; RTA bus boards continued to

promote the new kids eMedia page; the 29th Annual MLK Day program was promoted in print in the *Call & Post*, radio spots ran on WZAK 93.1 and 90.3 WCPN; Online News and Business was the media category that most featured Cleveland Public Library in January.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 8,370 times on average per week, which resulted in an average of 650 clicks to website per week. *Public library* was the most clicked-through phrase.

DECEMBER-SOCIAL MEDIA

The top 5 most clicked on links from BOTH Facebook & Twitter:

1. Jan 10th: RT @BizdomCleveland: Tomorrow: Check out the GRAND OPENING of @Cleveland_PL'sMakerSpace! 1pm at main branch. (Retweet from Bizdom about the opening of MakerSpace)
2. Jan 2nd: It's a new year-why not try all the great things in CLE? And check out #149! (Great job@LauraDeMarcoCle) (Link to Laura DeMarco's article about things to do in Cleveland)
3. Jan 11th: "Cleveland Public Library introduces new tech toys and tools for creativity's sake" (via@EwingerJ) (Link to PD article about MakerSpace)
4. Jan 11th We are cutting the ribbon at 1. Join us for an afternoon of making, creating & fun!<http://ow.ly/sfDmx> (Link to MakerSpace opening page)
5. Jan 12th: Many thanks to @Kristel_CLE for sharing a sneak peek into the new #MakerSpace (Link to Kristel Hartshorn's video about MakerSpace)

Top 5 most engaging posts on Facebook (includes likes, comments, etc.):

1. Jan 7th: Notification of closing of CPL for weather

(this type of post tends to be shared frequently, hence the amount of engagement)

2. Jan 16th: What are you reading? (19 comments)
3. Jan 4th: Legal Aid at Rice Branch information: (5 shares & 7 likes)
4. Jan 11th: Cutting the ribbon at MakerSpace: (1 share & 15 likes)
5. Jan 11th: Link to article in PD about MakerSpace (1 share & 19 likes)

MakerSpace related posts and links were the most engaging on Facebook

GRAPHICS

Graphics staff designed, printed, and distributed 96 items in January in addition to graphics for the library website, and 5 staff newsletters, UpNext monthly program guide and MyBranch fliers.

Promotional and printed pieces included: Promotion for MakerSpace opening, Zinio online magazines; collateral and promotion for African American History Month; business cards for children's librarians; *Love is All We Need* romantic films brochure; Cleveland Play House bookmarks for *Breath and Imagination* and *Too True to be Good*; PlayHouseSquare bookmarks for *Porgy and Bess*.

WEBWARE www.cpl.org and other CPL sites

Twitter followers are up from 5,035 in 2013 to 7,538 currently. Facebook fans are up from 4,865 in 2013 to 6,131 currently. Downloads of books in an electronic format (eBooks) were up from 91,099 in 2013 to 117,395 currently.

Library News on the www.cpl.org homepage featured pages built for the following news item: Join Us for the 29th Annual Dr. Martin Luther King, Jr. Commemorative Program: Drum Majors for Change.

During the month of January, the following events, programs, and information were promoted on cpl.org: 29th Annual Martin Luther King, Jr. Day Commemorative Celebration; African American History Month; Genealogy Clinics; Learn4Life; Now Open: TechCentral MakerSpace; ArtLabs; Read in the CLE Featured Reader: Russ Mitchel, WKYC News Anchor; eMedia for Kids; Warm-up Cleveland;

Free Tutoring; Celebrate with Books; Tutor.com; Learning Express Library; Testing and Education Resource Center; MyPlace, MyCard, My Music is Free; Curl up with a Good Book; Sorenson Video Relay Service.

3 Popular Topic pages were updated with new book lists in January.

The 29th "Off the Shelf" (January 2014 issue) was sent out on January 6, 2014, to a distribution list of 3875. This issue featured: Grand Opening of MakerSpace in TechCentral; 29th Annual Martin Luther King, Jr. Day Commemorative Celebration: Drum Majors for Change; and Learn for FREE with your Cleveland Public Library Card. The following new releases were featured: The Invention of Wings: A Novel by Sue Monk Kidd; Dark Bites: A Short Story Collection by Sherrilyn Kenyon; and Dead in their Vaulted Arches: A Flavia De Luce Novel by Alan Bradley. The following programs were featured: Knit Groups at Rice Branch; Crochet and Knitting Circle at South Branch; Yarn Around at Union Branch; Knit and Crochet at Main Library; Knit-Ins at Martin Luther King Branch; Knit and Crochet Social Circle at Fulton Branch; Crochet Club at Collinwood Branch; Crochet Circle at Memorial-Nottingham Branch; and Genealogy Clinics at Main Library History Department.

On January 2, the Staff Newsletter page of the Staff Center was updated for issues of Volume 41, 2014.

On January 2, the Using the Library page was updated with our new Patron Conduct Policy.

On January 2, the Theater Popular Topic was updated and a new page was built for Yentl at Cleveland Play House, January 10 - February 2, 2014.

On January 2, the Theater Popular Topic was updated and a new page was built for The Gershwins' Porgy and Bess at PlayhouseSquare, February 4 - 16, 2014.

On January 3, TechCentral MakerSpace Grand Opening was promoted on the desktop site and a mobile page was built for the cleveland.com mobile ad.

On January 6, a page was built and configured for Read in the CLE, to promote Russ Mitchell, WKYC Anchor, as

Featured Reader. His review is of Undisputed Truth by Mike Tyson.

On January 6, a page was built to promote Martin Luther King, Jr. Day at the MLK Branch. The page included information about events, exhibits, keynote speaker Rev. Dr. Blanton Harper, Jr., and a link to our slideshow of MLK images from the CPL Photograph Collection.

On January 7, Angela Guinther's Read in the CLE page was configured and updated with her review of The End of the Suburbs: Where the American Dream is Moving by Fortune.

On January 9, a new MakerSpace page was built, featuring information about the new services offered, such as laser engraving, 3D printing and scanning, vinyl cutting, photography, videography, graphic design, music recording and production, computer access and meeting space.

On January 13, the TechCentral page was updated with new service descriptions, an updated MakerSpace description, and a link to the new MakerSpace page.

On January 14, the 2014 Library Closures were added to the Using the Library and FAQ pages.

On January 15, a Zinio Information page was created on the Staff Site.

On January 16, an African American History Month page was created to promote featured programs, events, and the Martin Luther King, Jr. image slide show from our CPL Photograph Collection.

On January 21, the public Zinio page, titled Digital Magazines, was completed and can be accessed by the easy URL of cpl.org/magazines

On January 22, the Tax Preparation Assistance page was updated with new books and OPS was asked to enter session locations, times, and dates into the events calendar with the keyword "Tax." Upcoming sessions were then pulled into the webpage.

On January 25, a graphic was created and posted for the library closure on that day due to severe weather.

On January 27, Rod Houpe and David Reynolds met with Aaron Mason, Annisha Jefferies, and Nichole Shabazz to discuss the logistics and success goals of the 2014 Summer Reading program.

On January 27, a graphic was created and posted for the library closure on January 28 due to severe weather.

On January 29, Rollie Welch's Read in the CLE page was updated with his review of *The Deepest Secret* by Clara Buckley.

On January 29, Anisha Jeffrie's Read in the CLE page was updated with his review *Just My Type: A Book about Fonts* by Simon Garfield.

On January 31, the Learn4Life Page was updated to remove the text "Formerly Ed2Go." The link and URL, re-directs, menu items, and entry on the Research Databases page were updated to reflect the change.

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.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. The heat exchanger on both boilers was cleaned and a frozen water line was repaired at Carnegie West. The boilers were serviced and inspected at Collinwood. Filters and belts were replaced on all four air handling units and a broken water line in the multipurpose room was shut off to be repaired later at Fleet. A leak was repaired in the wall of the men's public restroom at Glenville. The boiler controls were adjusted for better operation during very cold weather at Hough. A new three phase monitor was installed for the A/C unit in the stacks at Lakeshore. The heat pumps were serviced at Langston Hughes. A new PRV valve was installed on the water line supplying the new humidifiers in LSW. A temporary heater was installed in Shelf to supplement during this very cold winter. Directional louvers were installed to redirect air from over the heads of the librarian and assistant librarian desk at Memorial Nottingham. The heat exchanger on both boilers was cleaned at Rockport.

The hot water pump motor was replaced at West Park. The heating coil was removed from the air handling unit so that the leaks could be repaired and reinstalled at Union.

The Carpenters and Painters completed work to prepare for the MLK program. Patching and painting was completed and shelving was moved and the carpet replaced in Foreign Literature. A 55" smart television was installed in the Teen center at Main. Due to limited staff and bad weather their assistants was needed for snow removal at the branches.

The Garage replaced two batteries on the Book Mobile. And serviced vehicles #7, #8, #10, #19, and #25. Snow blowers were repaired and sent back out to the branches. Salt was delivered to branches as needed. All parking lots were plowed during snow fall.

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 access activities |
|----------------|---------------------------|-----------------|--------------|--------------------|---------------|---------------------------|----------------------------|-----------------------|
| January 2014 | 5426 | 226 | 199 | 21 | 260 | 209 | 45 | 76 |
| December 2013 | 6250 | 272 | 239 | 34 | 224 | 254 | 58 | 86 |
| November 2013 | 6407 | 267 | 257 | 44 | 211 | 229 | 84 | 425 |
| October 2013 | 5648 | 226 | 301 | 42 | 262 | 144 | 63 | 61 |
| September 2013 | 6371 | 265 | 270 | 20 | 251 | 140 | 36 | 204 |
| 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

- 01/15/2014 Sterling Branch Focus Group
- 01/16/2014 LSW Army Corp of Engineers
- 01/20/2014 MLK Day

Protective and Fire Systems

- The Library Board of Trustees Approved replacement of the Fire System at the Lake Shore Facility. The plans have been submitted to and approved by the

and installation has begun. The installation is scheduled for completion by the end of February.

Contract Security

- There has been some staffing issues at the branches and continues to be addressed by G4S.

Administration

- Interviews were conducted for Safety & Protective Services Officer positions. Two people were offered positions and will start in January 2014.

INFORMATION TECHNOLOGY & CLEVNET

Accomplishments This Period:

KnowItNow24x7 (KIN24x7):

- Statewide Coordinator had program accepted at Michigan Virtual Reference Conference through a double-blind review process. Presenting at conference in April at Eastern Michigan University, Ypsilanti, MI.
- Request for Proposal (RFP) posted in December for new software virtual reference software platform. Received three (3) responses to RFP and began scoring and contacting vendors for demos and answers to questions. Convening committee of KnowItNow24x7 stakeholders to provide feedback

Webware

During the month of January, the following events, programs, and information were promoted on cpl.org
 29th Annual Martin Luther King, Jr. Day Commemorative Celebration; African American History Month; Genealogy Clinics; Learn4Life; Now Open: TechCentral MakerSpace; ArtLabs; Read in the CLE Featured Reader: Russ Mitchel, WKYC News Anchor; eMedia for Kids; Warm-up Cleveland; Free Tutoring; Celebrate with Books; Tutor.com; Learning Express Library; Testing and Education Resource Center;

MyPlace, MyCard, My Music is Free; Curl up with a Good Book; Sorenson Video Relay Service

| | Jan-13 | Jan-14 |
|----------------------------|---------------|---------------|
| OverDrive Downloads | 91,099 | 117,395 |
| Twitter Followers | 5,035 | 7,538 |
| Facebook Fans | 4,865 | 6,131 |

Key Items in Progress This Period:

Converged Technologies:

George Lenzer has worked diligently to identify and evaluate proposals for the planned email migration to the Microsoft Office365 product. Migration is planned for late spring 2014.

Mr. Corrigan adjourned the meeting at 1:56 p.m.

Thomas D. Corrigan
President

Alan Seifullah
Secretary

GIFT REPORT FOR JANUARY 2014

LIBRARY SERVICE MATERIALS

| DESCRIPTION | QUANTITY | |
|--|------------|--------------|
| | Month | Year to date |
| Books | 678 | 678 |
| Periodicals | 7 | 7 |
| Publishers Gifts | 0 | 0 |
| Non-Print Materials | <u>72</u> | <u>72</u> |
| TOTAL LIBRARY SERVICE MATERIALS | 757 | 757 |

MONEY GIFTS

| FUND | PURPOSE | AMOUNT | |
|-------------------------------------|--------------|-----------------|-----------------|
| | | Month | Year to date |
| General Fund | Unrestricted | \$ 4,717 | \$ 4,717 |
| Building & Repair Fund | Restricted | 0 | 0 |
| Library Fund | Unrestricted | 0 | 0 |
| Library Fund | Restricted | 900 | 900 |
| Library Fund - Oral History Project | Restricted | 0 | 0 |
| Endowment for the Blind | Restricted | 0 | 0 |
| Young Fund | Restricted | 0 | 0 |
| Friends Fund | Restricted | 0 | 0 |
| Gates Fund | Restricted | 0 | 0 |
| Schweinfurth Fund | Restricted | 0 | 0 |
| Ohio Center fo the Book | Restricted | 900 | 900 |
| Judd Fund | Restricted | 0 | 0 |
| Lockwood Thompson Fund | Restricted | 0 | 0 |
| 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>0</u> |
| TOTAL MONEY GIFTS | | \$ 6,517 | \$ 6,517 |

SUMMARY

| CATEGORY | DONORS | | QUANTITY | |
|---------------------------|-----------|--------------|------------|--------------|
| | Month | Year to date | Month | Year to date |
| Library Service Materials | 18 | 18 | 757 | 757 |
| Money Gifts | <u>18</u> | <u>18</u> | <u>18</u> | <u>18</u> |
| TOTAL GIFTS | 36 | 36 | 775 | 775 |

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 82.09% current collection of current levy for previous tax year.
Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.
Cleveland, Ohio February 10, 2014

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, 2014, 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:

| Fund | Unencumbered Balance Jan. 1, 2014 | General Property Tax | PLF L.L.G.S.F. | Other Sources | Total |
|-------------------------|-----------------------------------|----------------------|----------------------|----------------------|-----------------------|
| General Fund | 25,333,479.28 | 26,140,418.63 | 19,744,566.12 | 5,818,696.00 | 77,037,160.03 |
| Special Revenue | 12,423,156.93 | | | 2,913,429.16 | 15,336,586.09 |
| Capital | 12,134,881.64 | | | 3,689,751.00 | 15,824,632.64 |
| Permanent | 2,352,183.39 | | | 136,590.00 | 2,488,773.39 |
| Agency | 10,449.41 | | | 0.00 | 10,449.41 |
| Totals/Subtotals | 52,254,150.65 | 26,140,418.63 | 19,744,566.12 | 12,558,466.16 | 110,697,601.56 |

| | | |
|---------------------|------------|-----------------|
| <i>Mark Parks</i> | Budget | <i>Ed Fuzhe</i> |
| <i>Dona Johnson</i> | Commission | <i>J - -</i> |



CLEVELAND PUBLIC LIBRARY

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

Sent via email February 7, 2014

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 as summarized below to reflect the following:

Increase in Other Sources – General Fund by \$121,340 for Computer Services;
Increase in Other Sources – Special Revenue by \$18,563.16 relating to the
Young fund and the Friends fund

| Fund Category | Unencumbered Balance as of January 1, 2014 | Property Tax & PLF | Other Sources | Total Resources Available for Expenditures |
|-----------------|--|--------------------------------------|------------------------|--|
| General Fund | \$25,333,479.28 | \$ 26,140,418.63 \$ 19,744,566.12 | \$ 5,818,696.00 | \$ 77,037,160.03 |
| Special Revenue | \$12,423,156.93 | | \$ 2,913,429.16 | \$ 15,336,586.09 |
| Capital | \$12,134,881.64 | | \$ 3,689,751.00 | \$ 15,824,632.64 |
| Permanent | \$ 2,352,183.39 | | \$ 136,590.00 | \$ 2,488,773.39 |
| Agency | \$ 10,449.41 | | | \$ 10,449.41 |
| TOTAL | \$52,254,150.65 | \$ 45,884,984.75 | \$12,558,466.16 | \$ 110,697,601.56 |

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

**CLEVELAND PUBLIC LIBRARY
2014 APPROPRIATION: SECOND AMENDMENT
FEBRUARY 20, 2014**

GENERAL FUND

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|---------------------------|----------------------------------|-------------------------------|------------------------------------|
| Cash January 1 | 25,333,479.28 | 0.00 | 25,333,479.28 (3) |
| Taxes - General Property | 24,140,418.63 | 0.00 | 24,140,418.63 |
| Public Library Fund (PLF) | 19,744,566.12 | 0.00 | 19,744,566.12 |
| State Rollbacks/CAT | 3,375,390.00 | 0.00 | 3,375,390.00 |
| Federal Aid | 0.00 | 0.00 | 0.00 |
| State Aid | 0.00 | 0.00 | 0.00 |
| Fines and Fees | 370,000.00 | 0.00 | 370,000.00 |
| Earned Interest | 157,213.00 | 0.00 | 157,213.00 |
| Services | 3,245,401.00 | 121,340.00 | 3,366,741.00 |
| Unrestricted Gifts | 5,000.00 | 0.00 | 5,000.00 |
| Miscellaneous | 544,352.00 | 0.00 | 544,352.00 |
| Return of Advances | 0.00 | 0.00 | 0.00 |
| TOTAL RESOURCES | 76,915,820.03 | 121,340.00 | 77,037,160.03 |

| APPROPRIATION | Prior Appropriation | Increase/ Decrease | Amended Appropriation |
|-----------------------------------|--------------------------------|-------------------------------|----------------------------------|
| Salaries/Benefits | 34,563,233.00 | 0.00 | 34,563,233.00 |
| Supplies | 1,045,967.00 | 0.00 | 1,045,967.00 |
| Purchased/Contracted Services | 10,005,808.00 | (38,400.00) | 9,967,408.00 |
| Library Materials/ Information | 8,053,202.00 | 159,740.00 | 8,212,942.00 |
| Capital Outlay | 417,180.00 | 0.00 | 417,180.00 |
| Other Objects | 100,665.00 | 0.00 | 100,665.00 |
| SUBTOTAL OPERATING | 54,186,055.00 | 121,340.00 | 54,307,395.00 |
| Transfers/Advances | 3,500,000.00 | 0.00 | 3,500,000.00 |
| TOTAL APPROPRIATION | 57,686,055.00 | 121,340.00 | 57,807,395.00 |

**CLEVELAND PUBLIC LIBRARY
2014 APPROPRIATION: SECOND AMENDMENT
FEBRUARY 20, 2014**

SPECIAL REVENUE FUNDS

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|----------------------------|---|-----------------------|---|
| | 15,318,022.93 | 18,563.16 | 15,336,586.09 |
| APPROPRIATION | Prior Fund Balance/ Appropriation | Increase/ Decrease | Amended Fund Balance/ Appropriation |
| Anderson | 227,679.49 | 0.00 | 227,679.49 |
| Endowment for the Blind | 1,950,380.05 | 0.00 | 1,950,380.05 |
| Founders | 2,796,864.64 | 0.00 | 2,796,864.64 |
| Kaiser | 52,715.36 | 0.00 | 52,715.36 |
| Kraley | 175,707.71 | 0.00 | 175,707.71 |
| Library | 181,106.14 | 0.00 | 181,106.14 |
| Pepke | 113,590.85 | 0.00 | 113,590.85 |
| Wickwire | 1,257,315.72 | 0.00 | 1,257,315.72 |
| Wittke | 77,635.21 | 0.00 | 77,635.21 |
| Young | 3,652,678.48 | 6,063.16 | 3,658,741.64 |
| Friends | 12,000.00 | 12,500.00 | 24,500.00 |
| Judd | 195,000.00 | 0.00 | 195,000.00 |
| Lockwood Thompson | 159,689.06 | 0.00 | 159,689.06 |
| Ohio Center for the Book | 975.00 | 0.00 | 975.00 |
| Schweinfurth | 116,651.08 | 0.00 | 116,651.08 |
| LSTA-OLBPD | 1,508,194.00 | 0.00 | 1,508,194.00 |
| LSTA-Know It Now | 347,782.64 | 0.00 | 347,782.64 |
| MyCom | 0.00 | 0.00 | 0.00 |
| TOTAL APPROPRIATION | 12,825,965.43 | 18,563.16 | 12,844,528.59 (4) |

CAPITAL PROJECTS FUND

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|------------------------------|---|-----------------------|---|
| | 15,824,632.64 | 0.00 | 15,824,632.64 |
| APPROPRIATION | Prior Fund Balance/ Appropriation | Increase/ Decrease | Amended Fund Balance/ Appropriation |
| BUILDING & REPAIR | 15,824,632.64 | 0.00 | 15,824,632.64 (5) |

**CLEVELAND PUBLIC LIBRARY
2014 APPROPRIATION: SECOND AMENDMENT
FEBRUARY 20, 2014**

PERMANENT FUNDS

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|--------------------------|----------------------------------|-------------------------------|------------------------------------|
| | 2,488,773.39 | 0.00 | 2,488,773.39 |

| APPROPRIATION | Prior Fund Balance/ Appropriation | Increase/ Decrease | Amended Fund Balance/ Appropriation |
|----------------------------|--|-------------------------------|--|
| Abel | 200,360.08 | 0.00 | 200,360.08 |
| Ambler | 1,762.16 | 0.00 | 1,762.16 |
| Beard | 116,077.37 | 0.00 | 116,077.37 |
| Klein | 4,241.71 | 0.00 | 4,241.71 |
| Malon/Schroeder | 150,419.23 | 0.00 | 150,419.23 |
| McDonald | 155,435.69 | 0.00 | 155,435.69 |
| Ratner | 75,581.33 | 0.00 | 75,581.33 |
| Root | 28,593.92 | 0.00 | 28,593.92 |
| Sugarman | 44,156.65 | 0.00 | 44,156.65 |
| Thompson | 103,022.96 | 0.00 | 103,022.96 |
| Weidenthal | 5,385.24 | 0.00 | 5,385.24 |
| White | 1,596,253.30 | 0.00 | 1,596,253.30 |
| Beard Anna Young | 7,483.75 | 0.00 | 7,483.75 |
| TOTAL APPROPRIATION | 2,488,773.39 | 0.00 | 2,488,773.39 (6) |

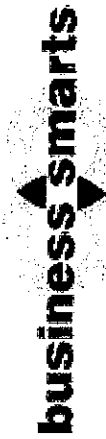
AGENCY FUND

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|--------------------------|----------------------------------|-------------------------------|------------------------------------|
| | 10,449.41 | 0.00 | 10,449.41 |

| APPROPRIATION | Prior Fund Balance/ Appropriation | Increase/ Decrease | Amended Fund Balance/ Appropriation |
|------------------------|--|-------------------------------|--|
| UNCLAIMED FUNDS | 10,449.41 | 0.00 | 10,449.41 |

CLEVELAND PUBLIC LIBRARY
2014 APPROPRIATION: SECOND AMENDMENT
FEBRUARY 20, 2014

- (1) Certificate dated January 10, 2014
- (2) Certificate dated February 10, 2014
- (3) \$25,333,479.28 unencumbered cash carried forward includes the repayment of advances to be made from OLBDP of \$60,000 and MyCom of \$94,640 to produce the carryover balance available for appropriation in 2014; plus \$6,974,062.88 encumbered cash.
- (4) \$12,423,156.93 unencumbered cash carried forward includes the repayment of advances to be made from OLBDP of \$60,000 and MyCom of \$94,640 to produce the carryover balance available for appropriation in 2014; plus \$389,613.80 encumbered cash. \$2,913,429.16 additional revenue. Non-expendable principal amounts of \$2,492,057.50 in Anderson, Founders and Wickwire Funds are included in the certified fund balances but are not included in appropriated amounts.
($\$12,423,156.93 + \$2,913,429.16 - \$2,492,057.50 = \$12,844,528.59$)
- (5) \$12,134,881.64 unencumbered cash carried forward; plus \$1,784,550.29 encumbered cash. \$3,500,000 transfer from General Fund. \$189,751 additional revenue.
($\$12,134,881.64 + \$3,500,500 + \$189,751 = \$15,824,632.64$)
- (6) \$3,136,499.75 unencumbered cash carried forward; plus \$3,510.93 encumbered cash. \$136,590 additional revenue. Non-expendable principal amounts of \$784,316.36 are not included in either the certified fund balances or the appropriated amounts.
($\$3,136,499.75 + \$136,590.00 - \$784,316.36 = \$2,488,773.39$)



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Quote To:

Cleveland Public Library
 Bill Hood
 325 Superior Ave
 Cleveland, Oh 44114

SERVICE QUOTE

Quote # AAAQ5503-01
Date 01/13/14
Sales Rep. Jerry Short

Cpl Contract Eff 2/1/2014

| Ln # | Qty | Part Num | Serial No. | Description | Service Level | Hours | Unit Cost | Month Cost |
|------|-----|----------|--------------|-----------------------|---------------|----------|-----------|------------|
| 1 | | | | Laser Printers | | | | |
| 2 | 2 | 44685G | List | LJ 9050 | NBD | 13 00 00 | \$47.92 | \$95.83 |
| 3 | | | | Branch Servers | | | | |
| 4 | | | | Intel Servers | | | | |
| 5 | 1 | 98089D | EA28KZRZ3C | ML350 G3 * | 4HR | 13 00 00 | \$34.00 | \$34.00 |
| 6 | 1 | 98089D | EA3YKZRZ38 | ML350 G3 * | 4HR | 13 00 00 | \$34.00 | \$34.00 |
| 7 | | | | | | | | |
| 8 | 1 | 98103D | D209FRW1K104 | DL380 G2 | 4HR | 13 00 00 | \$86.25 | \$86.25 |
| 9 | 1 | 98103D | D218JZG1K533 | DL380 G2 | 4HR | 13 00 00 | \$86.25 | \$86.25 |
| 10 | 1 | 98103D | D218JZG1K535 | DL380 G2 | 4HR | 13 00 00 | \$86.25 | \$86.25 |
| 11 | 1 | 15597G | USM5100441 | ML350 G4 | 4HR | 13 00 00 | \$24.33 | \$24.33 |
| 12 | 1 | 15597G | USM541V019 | ML350 G4 | 4HR | 13 00 00 | \$24.33 | \$24.33 |

| Ln # | Qty | Part Num | Serial No | Description | Service Level | Hours | Unit Cost | Month Cost |
|------|-----|----------|------------|--|---------------|----------|-----------|------------|
| 13 | 1 | 52049N | 2UX83000PB | DL380 G5 | 4HR | 13 00 00 | \$46.17 | \$46.17 |
| 14 | 1 | 52049N | 2UX80206TT | DL380 G5 | 4HR | 13 00 00 | \$46.17 | \$46.17 |
| 15 | 1 | 52049N | 2UX802074A | DL380 G5 | 4HR | 13 00 00 | \$46.17 | \$46.17 |
| 16 | | | | Branch Servers | | | | |
| 17 | 11 | 16006G | LIST | ML350 G4p | 4HR | 13 00 00 | \$24.33 | \$267.67 |
| 18 | | | | Rackmount Tape Library | | | | |
| 19 | 1 | 09501B | MXA042905S | LTO AUTOLDR | 4HR | 13 00 00 | \$47.50 | \$47.50 |
| 20 | 1 | 17990G | USE8060008 | 1u USB Tape Array | 4HR | 13 00 00 | \$13.67 | \$13.67 |
| 21 | | | | Desktops | | | | |
| 22 | 58 | 981886 | LIST | 6000 Pro AIO | NBD | 13 00 00 | \$6.58 | \$381.83 |
| 23 | 10 | 981886 | LIST | 8000e | NBD | 13 00 00 | \$6.58 | \$65.83 |
| 24 | 107 | 981886 | LIST | 8200e | NBD | 13 00 00 | \$6.58 | \$704.42 |
| 25 | | | | New Servers | | | | |
| 26 | 10 | U0J92PE | LIST | ML330 | 4HR | 13 00 00 | \$18.17 | \$181.67 |
| 27 | | | | MyCloud Renewal | | | | |
| 28 | 150 | 10484509 | | Microsoft Windows Virtual Desktop Access - Subscription license (1 month) - 1 device - additional product - MQLP: Open Value - Win - Single Language | UPDATE | N/A | \$8.61 | \$1,292.00 |
| 29 | 150 | 10501469 | | Microsoft Virtual Desktop Infrastructure Standard Suite - Subscription license (1 month) - 1 device - promo, additional product - MQLP: Open Volume - Win - Single Language - with Microsoft Desktop Optimization Pack | UPDATE | N/A | \$0.55 | \$82.25 |
| 30 | 120 | 2511482 | LIST | 6360t Mobile Thin Client | NBD | 09 00 00 | \$9.25 | \$1,110.00 |
| 31 | | | | | | | | |

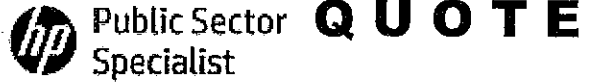
| Ln # | Qty | Part Num | Serial No | Description | Service Level | Hours | Unit Cost | Month Cost |
|-------|-----|----------|-----------|-------------|---------------|----------------|--------------|--------------------|
| | | | | | | Monthly Total | | \$4,756.58 |
| | | | | | | Yearly Invoice | | \$57,079.00 |
| <hr/> | | | | | | | Total | \$57,079.00 |

Pricing conforms to Ohio State WSCA schedule



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Number AAAQ5511
Date Jan 10, 2014
Expires

| Sold To |
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| Ship To |
|---|
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HP Big Deal Pricing

| Salesperson | E-Mail | Ship Via | Terms |
|-------------|--------------------------|----------|-------|
| Jerry Short | jerry.short@busmarts.com | | |

| Line | Qty | Part | Description | Unit Price | Ext. Price |
|------|-----|-------------|--|------------|--------------|
| 1 | | | HP CTO EliteDesk 800 G1 SFF w/ i5 Processor | | |
| 2 | 230 | C8N26AV-BUN | HP EliteDesk 800 G1 SFF HP EliteDesk 800 SFF Platinum Chassis Intel Core i5-4670 3.4G 6M HD 4600 CPU 4GB DDR3-1600 DIMM (1x4GB) RAM 500GB 7200 RPM 3.5 HDD HP EliteDesk 800 Country Kit Slim SuperMulti ODD Win8 Pro 64 downgrade to Win7 Pro 64 Windows 7 64 bit OS DVD+ DRDVD HP USB Keyboard - Win HP USB Mouse 3/3/3 SFF Warranty | \$642.93 | \$147,873.90 |
| 3 | | | Price includes Shipping, Asset tagging, Custom Image Deployment and entry in QuickVu online problem logging database. | | |

| | |
|-----------------|---------------------|
| SubTotal | \$147,873.90 |
| Tax | \$0.00 |
| Shipping | \$0.00 |
| Total | \$147,873.90 |



Professional Services Work Request

| Project Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|------------------|-----------------------------|---------|------------------------------|---------|-------------------------------------|---------|---------------------------------------|---------|--------------------------------------|---------|--|---------|--------------------------------|---------|-------------------------------|---------|-------------------------|---------|--------------|---------|------------------------------------|---------|-----------------------------|---------|---|---------|-------------------------------|---------|-----------------------------|---------|-------------------------------|
| Date | 1/13/2014 | Client | Cleveland Public Library | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Business Sponsor | Robert Lapmardo | MCPc Resource | Cleveland Technology Center | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JDE Account # | | Hardware Quote # | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Description of requested professional services work for this engagement:</p> <p>MCPc will provide the following system imaging services at MCPc's Technology Integration Center for the (230) HP systems awaiting deployment.</p> <p>Customer will:</p> <ul style="list-style-type: none"> • Provide MCPc with a Windows 7 64 bit SysPrepped hard drive disk to be utilized as base image • Disable local administrator account • Image must be created with Microsoft non-OEM media and customer must have a Microsoft Volume License Key. • Coordinate pick-up of systems at MCPc <p>MCPc will:</p> <ul style="list-style-type: none"> • MCPc will apply asset tag to each HP system (asset tag to be provided by CPL) • MCPc will apply the base image to each HP system • Set the PC name/description of your PC in the Windows Operating System • Set Date & Time correct for Ship to Location • Provide data in a csv or excel spreadsheet with the following information: PC Model, PC Serial Number, PC Name, MCPc Order #, Configuration Date. • The pricing indicated is for this engagement only. Per system imaging costs may change for the subsequent work requests. • MCPc will provide 4 hours of Project Management <ul style="list-style-type: none"> ○ Schedule kick-off meeting ○ Coordinate pick-up schedule ○ Project closure <p>HP Configuration: Total Qty 230</p> <table border="0"> <tr><td>C8N24AV</td><td>HP EliteDesk 800 Country Kit</td></tr> <tr><td>C8N26AV</td><td>HP EliteDesk 800 G1 SFF Business PC</td></tr> <tr><td>C8N14AV</td><td>HP EliteDesk 800 SFF Platinum Chassis</td></tr> <tr><td>D3T31AV</td><td>Win8 Pro 64 downgrade to Win7 Pro 64</td></tr> <tr><td>C8N48AV</td><td>Intel Core i5-4670 3.4G 6M HD 4600 CPU</td></tr> <tr><td>C8G29AV</td><td>4GB DDR3-1600 DIMM (1x4GB) RAM</td></tr> <tr><td>C8M98AV</td><td>500GB 7200 RPM 3.5 Hard Drive</td></tr> <tr><td>E0N04AV</td><td>HP USB Keyboard - ME US</td></tr> <tr><td>C8N39AV</td><td>HP USB Mouse</td></tr> <tr><td>C8N65AV</td><td>Slim SuperMulti Optical Disc Drive</td></tr> <tr><td>C8N61AV</td><td>Single Unit (SFF) Packaging</td></tr> <tr><td>C8M86AV</td><td>3/3/3 (material/labor/onsite) SFF Warranty US</td></tr> <tr><td>EQ517AV</td><td>FLIER-PSG DESKTOP ACCESSORIES</td></tr> <tr><td>D9M74AV</td><td>Elite Premium Support flyer</td></tr> <tr><td>D3W13AV</td><td>Win7 Pro 64 bit OS DVD+ DRDVD</td></tr> </table> | | | | C8N24AV | HP EliteDesk 800 Country Kit | C8N26AV | HP EliteDesk 800 G1 SFF Business PC | C8N14AV | HP EliteDesk 800 SFF Platinum Chassis | D3T31AV | Win8 Pro 64 downgrade to Win7 Pro 64 | C8N48AV | Intel Core i5-4670 3.4G 6M HD 4600 CPU | C8G29AV | 4GB DDR3-1600 DIMM (1x4GB) RAM | C8M98AV | 500GB 7200 RPM 3.5 Hard Drive | E0N04AV | HP USB Keyboard - ME US | C8N39AV | HP USB Mouse | C8N65AV | Slim SuperMulti Optical Disc Drive | C8N61AV | Single Unit (SFF) Packaging | C8M86AV | 3/3/3 (material/labor/onsite) SFF Warranty US | EQ517AV | FLIER-PSG DESKTOP ACCESSORIES | D9M74AV | Elite Premium Support flyer | D3W13AV | Win7 Pro 64 bit OS DVD+ DRDVD |
| C8N24AV | HP EliteDesk 800 Country Kit | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8N26AV | HP EliteDesk 800 G1 SFF Business PC | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8N14AV | HP EliteDesk 800 SFF Platinum Chassis | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D3T31AV | Win8 Pro 64 downgrade to Win7 Pro 64 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8N48AV | Intel Core i5-4670 3.4G 6M HD 4600 CPU | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8G29AV | 4GB DDR3-1600 DIMM (1x4GB) RAM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8M98AV | 500GB 7200 RPM 3.5 Hard Drive | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| E0N04AV | HP USB Keyboard - ME US | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8N39AV | HP USB Mouse | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8N65AV | Slim SuperMulti Optical Disc Drive | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8N61AV | Single Unit (SFF) Packaging | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C8M86AV | 3/3/3 (material/labor/onsite) SFF Warranty US | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EQ517AV | FLIER-PSG DESKTOP ACCESSORIES | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D9M74AV | Elite Premium Support flyer | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D3W13AV | Win7 Pro 64 bit OS DVD+ DRDVD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | |
|--|--------------|---|------|
| Billing Address: 325 Superior Ave Cleveland, OH 44114 | | Ship to Address: 325 Superior Ave Cleveland, OH 44114 | |
| Contacts : Bill Hood | | | |
| Effort Required to Perform Work | | | |
| Per System Price | \$664.06 | Responsible Analyst: Devon Campbell | |
| Project Quantity | 230 systems | | |
| Project Total | \$152,733.80 | Request Disposition | |
| Recommended Start Date | | <input type="checkbox"/> Approved <input type="checkbox"/> Rejected | |
| Estimated Completion Date | | | |
| Authorizations | | | |
| Name | | Title | Date |
| | | | |
| Signature → | | | |
| Purchase Order # | P.O. | | |

By signing above, I hereby certify: A) that I have the necessary authority to authorize payment by Customer for this work order; B) that Customer agrees to pay all charges by MCPc for the work performed.

These Terms and Conditions ("Terms and Conditions") shall apply to all transactions between MCPc, Inc., an Ohio corporation ("MCPc") and the purchaser ("you" or "Buyer") relating to all products ("Products") and services ("Services") supplied to you.

1. **Payment.** All invoices (each an "invoice") for Products and Services are due and payable as stated on the invoice. Account balances not paid within payment terms shall be subject to a finance charge of 1½% per month until paid in full (or such lower rate as may be the maximum permitted by law), together with MCPc's cost of collection (including reasonable attorney's fees). Payments received may be applied by MCPc against any obligation owed by you to MCPc. MCPc may refuse or delay shipping Products and/or suspend performing any Services, if you fail to pay timely all amounts owed to MCPc hereunder. Prices do not include and you shall pay all sales, use, services, excise, value-added, tariffs, duties or similar taxes or charges unless you provide MCPc with valid tax exemption certificates. If any such certificate is held invalid or if the sale is otherwise found to be taxable, you will promptly pay to MCPc any taxes found due but not collected.
2. **Shipping.** Products are shipped F.O.B. point of origin. Title to and risk of loss shall pass upon delivery of Products to carrier. Unless stated otherwise, you shall pay all freight, handling, delivery, special packing and insurance charges for shipments of Products. Choice of carrier and shipping method and route shall be at the election of MCPc. MCPc shall have the right to deliver all Products covered hereby at one time or in partial shipments from time to time, within the agreed time for delivery.
3. **Acceptance.** Upon receipt of Products, you will inspect and/or test the Products. The Products shall be deemed accepted unless you provide MCPc, within 10 days of delivery date, notice specifying all defects or discrepancies in the quality or quantity of Products and a request for an RMA (defined below). All Services shall be deemed as accepted upon the performance thereof, unless you provide MCPc, within 10 days of performance, a written notice specifying all defects or discrepancies in the quality of such Services.
4. **Services.** If any Services are performed at Buyer's location, you shall provide appropriate computer hardware, software and communications resources, system and user documentation, office space, telephone service, copying, and general office supplies and support as necessary to perform the Services. You acknowledge that MCPc's performance of Services is dependent on your timely and effective performance of your responsibilities and your timely decisions and approvals. MCPc shall, in its sole discretion, determine the assignment of its personnel for providing the Services. You shall not, during the performance of the Services and for a period of twelve (12) months following termination of the Services, solicit the employment of, employ or contract with MCPc personnel with whom Buyer has had contact under this Agreement. If you breach this paragraph, you will pay as liquidated damages, and not as a penalty, the sum equal to twenty-five percent (25%) of the employee's annual salary with MCPc. If MCPc waives this restriction, you will reimburse MCPc's costs of external recruitment, training and lost revenues.
5. **Warranty.** You acknowledge that MCPc acts as a third party distributor of certain Products and that the manufacturer of such Products ("Manufacturer") is solely and directly responsible to you, MCPc and third parties for all defects, breaches, liability, claims, damages, obligations, and costs and expenses related to such Products, whether legal or equitable ("Claims"). You agree to look solely to the Manufacturer of Products for all Claims whether arising from breaches of the Manufacturer's warranty or otherwise and for any maintenance, support, repair or replacement or other remedy with respect to the Products. MCPc transfers to you any transferable warranty made to MCPc by the Manufacturer of the Products to the extent transferable and permitted by law. MCPc MAKES NO REPRESENTATION, COVENANT OR WARRANTY WITH RESPECT TO THE EXTENT OR ENFORCEABILITY OF THE MANUFACTURER'S WARRANTY OR INDEMNITY. MCPc does not warrant results or achievements of Services and MCPc is not responsible for the work or activity of any non-MCPc employed personnel. MCPc MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE PRODUCTS OR SERVICES. MCPc DISCLAIMS ANY WARRANTY WITH RESPECT TO THE MERCHANTABILITY OF THE PRODUCTS OR SERVICES OR THE FITNESS OF THE PRODUCTS FOR ANY PARTICULAR PURPOSE OR USE OF CLIENT AS WELL AS ANY EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS ARISING THROUGH THE USE BY MCPc OF ANY SAMPLES OR DEMONSTRATIONS, ANY COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE OF TRADE.
6. **Remedy.** MCPc shall have no liability of any kind for an alleged breach of any warranty if: (i) any software or other Product or other Service provided by MCPc has been modified by you or any third party, unless authorized by MCPc in writing; (ii) the computer equipment or other Products on which MCPc installed any software or other Products has been changed, unless authorized by MCPc in writing; (iii) the computer equipment supplied by you does not have sufficient capacity, is not in good operating order or is not installed in a suitable operating environment; (iv) the alleged breach was caused by you or your agents or other third party; (v) you fail to promptly notify MCPc of the alleged breach after discovery thereof; or (vi) you have breached any of your obligations hereunder. Buyer's sole and exclusive remedy for breach of any warranty or representation for which MCPc is responsible shall be, at MCPc's option, either (i) to re-perform the Services at MCPc's cost, or (ii) to refund the cost relating to any non-conforming Services. No repair, replacement or re-performance shall extend any warranty period.
7. **Limitation of liability.** IN NO EVENT SHALL MCPc BE LIABLE FOR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATING TO THIS AGREEMENT EVEN IF MCPc HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL MCPc'S LIABILITY (WHETHER UNDER THE THEORIES OF BREACH OF CONTRACT, TORT LIABILITY, MISREPRESENTATION, FRAUD, WARRANTY, STRICT LIABILITY, NEGLIGENCE OR ANY OTHER THEORY OF LAW) EXCEED THE FEES RECEIVED BY MCPc UNDER THIS INVOICE.
8. **Documents.** NOTWITHSTANDING ANY DIFFERENT OR ADDITIONAL TERMS OR CONDITIONS ("BUYER'S TERMS") CONTAINED IN BUYER'S PURCHASE ORDER OR OTHER COMMUNICATION RELATING TO PRODUCTS OR SERVICES ("BUYER'S PO"), MCPc ACCEPTS BUYER'S PO ONLY ON THE CONDITION THAT BUYER EXPRESSLY ACCEPTS AND ASSENTS TO THE TERMS AND CONDITIONS CONTAINED HEREIN. IN THE ABSENCE OF BUYER'S ACCEPTANCE HEREOF, MCPc'S COMMENCEMENT OF SERVICES OR DELIVERY OF PRODUCTS SHALL NOT BE CONSTRUED AS MCPc'S ACCEPTANCE OF ANY OF BUYER'S TERMS. ANY CONFIRMATION BY BUYER SHALL OPERATE AS AN ACCEPTANCE OF THE TERMS AND CONDITIONS OF THIS INVOICE, REGARDLESS OF THE PRESENCE OR ABSENCE OF ANY BUYER'S TERMS WHICH MCPc HEREBY OBJECTS TO AND REJECTS. ANY NOTICE BY BUYER OBJECTING TO THESE TERMS MUST BE IN A WRITING SEPARATE FROM ANY FORM PURCHASE ORDER, MUST SPECIFICALLY REFERENCE BY NUMBER AND SENTENCE THE TERM(S) OBJECTED TO, AND MUST BE SIGNED BY A REPRESENTATIVE OF BUYER CAPABLE OF LEGALLY BINDING BUYER. MCPc'S FAILURE TO OBJECT SPECIFICALLY TO PROVISIONS CONTAINED IN ANY COMMUNICATION FROM BUYER SHALL NOT BE DEEMED A WAIVER OF THE PROVISIONS CONTAINED IN THIS INVOICE.
9. **Returns.** You may only return Products in accordance with the Manufacturer's return policy and/or with a valid Return Material Authorization number ("RMA") from MCPc's Returns Department. To request an RMA, contact the MCPc Returns Department at returns@MCPc.com, by phone at 866-291-7867 or by fax at 440-876-1958 or 440-876-1952. Products not returnable under a Manufacturer's return policy or which are customized for you, are non-returnable. Products returned without an RMA or beyond the RMA return period (generally 14 days) may be refused and no credit may be issued therefore. If MCPc accepts your RMA request, MCPc will notify you of the returns process (generally by e-mail) and may issue Authorized Return Service Labels (generally by e-mail or regular mail) to facilitate the return. MCPc will generally inspect and process your return within 10 days of receipt thereof, and reserves the right to cancel the return upon inspection. Return Products must be shipped prepaid by you. MCPc may cover return shipping expenses if, in MCPc's sole discretion, MCPc determines the return is due to MCPc's error, if MCPc elects to exchange, repair or replace a returned Product, MCPc will match your return shipping priority. MCPc is not responsible for any claim due to shipping damage. You should pursue shipping damage claims with the carrier directly. MCPc may assist you in handling shipping damage claims with the carrier if you notify MCPc of such damage within 10 days of receipt of the damaged Product. Supply items; depending upon Manufacturer terms, certain sealed supply Products may be returned up to 90 days from delivery, and certain defective supply Products may be returned up to 30 days from delivery. See Manufacturer terms and www.mcpcc.com for applicability. All credit invoices expire 180 days from the date of issuance.
10. **Cancellation.** You may not cancel a purchase order without MCPc's prior written consent. For any purchase order so cancelled, you will be responsible for, and will pay to MCPc: (i) any expenses incurred by MCPc in modifying, adapting or creating any special order Products; (ii) in MCPc's sole discretion, a restocking fee and reasonable cancellation charges (in an amount not less than 15% of the cancelled order); and (iii) any extra costs incurred by MCPc to meet your request for cancellation.
11. **Force Majeure.** Neither party shall be liable for any delay or failure in delivery or performance, other than the payment of money, due to causes beyond its reasonable control, which causes shall include, without limitation, force majeure, acts of God, acts of civil or military authorities, fire, strikes, power surges or outages, epidemics, flood, natural disasters, riot, war, delays in transportation or inability to obtain necessary labor, materials or supplies. In the event of any delay, the set date(s) of delivery and performance, if any, shall be extended for a reasonable period, or, at MCPc's option, cancelled.
12. **Miscellaneous.** If any term or provision herein is found by a court of competent jurisdiction to be illegal, invalid or otherwise unenforceable, such term or provision shall not affect the other terms or provisions hereof, but such term or provision shall be deemed modified to the extent necessary in the court's opinion to render such term or provision enforceable, and the rights and obligations of the Parties shall be construed and enforced accordingly, preserving to the fullest permissible extent the intent and the agreements of the Parties. All transactions between MCPc and you shall be governed exclusively by the laws of the State of Ohio without application of its conflict of laws principles. Any suit relating to such transactions shall be instituted exclusively in any state or federal court in Cuyahoga County, Ohio, and the Parties submit to the exclusive jurisdiction of any such court. Each Party is an independent contractor and the Parties shall not have the authority to bind, represent or commit the other. MCPc may use Buyer's name in its resumes or its client list. Nothing in this Agreement shall be deemed or construed to create a joint venture, partnership or agency relationship between the Parties for any purpose. The waiver by MCPc of any breach or default herein shall not be deemed to be a waiver of any later breach or default of the same nature or of any other breach or default. The exercise or failure to exercise any remedy shall not preclude the exercise of that remedy at another time or of any other remedy at any time. The terms relating to sections 1, 2, 4-7 and 9-11 shall survive termination of Buyer's relationship with MCPc for any reason.



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

| QUOTE NO. | ACCOUNT NO. | DATE |
|-----------|-------------|----------|
| DXXS233 | 7090587 | 1/9/2014 |

BILL TO:
 BILL HOOD
 17001 LAKE SHORE BLVD

SHIP TO:
 CLEVELAND PUBLIC LIBRARY
 Attention To: BILL HOOD
 17001 LAKE SHORE BLVD

Accounts Payable
 CLEVELAND , OH 44110-1017

CLEVELAND , OH 44110-1017
 Contact: BILL HOOD 216.623.2828

Customer Phone #216.623.2828

Customer P.O. # DXXS233 QUOTE

| ACCOUNT MANAGER | | SHIPPING METHOD | TERMS | EXEMPTION CERTIFICATE |
|---|----------|---|---------------|-----------------------|
| JEFF JONES 866.668.9487 | | UPS Freight LTL, Special Services | Request Terms | GOVT-EXEMPT |
| QTY | ITEM NO. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE |
| 230 | 3097848 | HP SB 800 I5-4570 500GB 4GB W7P/W8P Mfg#: E1Z83UT#ABA Contract: Ohio HP WSCA NASPO B27164 OA1067 | 709.56 | 163,198.80 |
| 230 | 534223 | CDW IMAGE DEPLOYMENT & INTEGRATION Mfg#: INSTALIMAGE2 Contract: MARKET | 25.00 | 5,750.00 |
| 230 | 338521 | CUSTOMER ASSET TAG W/INSTALL Mfg#: CUSTASSETTAGW Contract: MARKET | 5.00 | 1,150.00 |
| 230 | 1369905 | CDW DATA CAPTURE AND TRACKING SRVC Mfg#: DTA CPTR&TRKG SRVC Contract: MARKET | 5.00 | 1,150.00 |
| -----INSTALL SUMMARY----- | | | | |
| 3097848 HP SB 800 I5-4570 500GB 4GB W7P/W8P | | Qty: 230 | | |
| ** Items to be installed ** | | | | |
| 534223 CDW IMAGE DEPLOYMENT & INTEGRATION | | Qty: 230 | | |
| 338521 CUSTOMER ASSET TAG W/INSTALL | | Qty: 230 | | |
| 1369905 CDW DATA CAPTURE AND TRACKING SRVC | | Qty: 230 | | |
| SUBTOTAL | | | | 171,248.80 |
| FREIGHT | | | | 0.00 |
| TAX | | | | 0.00 |

US Currency

TOTAL 171,248.80

CDW Government
 230 North Milwaukee Ave.
 Vernon Hills, IL 60061

Fax: 312.752.3557

Please remit payment to:
 CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515



"INTEGRATING KNOWLEDGE & TECHNOLOGY"

6770 West Snowville, Brecksville, OH 44141
 t. (440) 526-2471 f. (240) 358-7179



Public Sector Specialist QUOTE

Number AAAQ5522
 Date Jan 21, 2014
 Expires

| Sold To |
|---|
| Cleveland Public Library Bill Hood 325 Superior Ave Cleveland, OH 44114 Phone (216) 623-2828 Fax (216) 623-7120 |

| Ship To |
|---|
| Cleveland Public Library Bill Hood 325 Superior Ave Cleveland, OH 44114 Phone (216) 623-2828 Fax (216) 623-7120 |

| Salesperson | E-Mail | Ship Via | Terms |
|-------------|--------------------------|----------|-------|
| Jerry Short | jerry.short@busmarts.com | | |

| Line | Qty | Part | Description | Unit Price | Ext Price |
|------|-----|-------------|---|------------|-------------|
| 1 | 50 | D3K20UT#ABA | HP Compaq Pro 4300 All-in-One PC - All-in-one - 1 x Core i3 3220 / 3.3 GHz - RAM 4 GB - HDD 1 x 500 GB - DVD SuperMulti - HD Graphics 2500 - Gigabit LAN - WLAN : 802.11 a/b/g/n - Windows 7 Pro 64-bit / 8 Pro downgrade - pre-installed: Windows 7 - Monitor : LED 20" wide - Smart Buy | \$735.00 | \$36,750.00 |
| 2 | 50 | R18-04273 | Microsoft Windows Server 2012 - License - 1 user CAL - EDU - MOLP: Academic - Single Language | \$6.57 | \$328.50 |
| 3 | 50 | FQC-08173 | AE WINPRO 8.1 SGL UPG OLP NL | \$58.15 | \$2,907.50 |
| 4 | | | Includes asset tagging and shipping | | |

| | |
|-----------------|--------------------|
| SubTotal | \$39,986.00 |
| Tax | \$0.00 |
| Shipping | \$0.00 |
| Total | \$39,986.00 |



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

| QUOTE NO. | ACCOUNT NO. | DATE |
|-----------|-------------|----------|
| DXXS808 | 7090587 | 1/9/2014 |

BILL TO:
 BILL HOOD
 17001 LAKE SHORE BLVD

SHIP TO:
 CLEVELAND PUBLIC LIBRARY
 Attention To: BILL HOOD
 17001 LAKE SHORE BLVD

Accounts Payable
 CLEVELAND, OH 44110-1017

CLEVELAND, OH 44110-1017
 Contact: BILL HOOD 216.623.2828

Customer Phone #216.623.2828

Customer P.O. # 50 PC QUOTE

| ACCOUNT MANAGER | | SHIPPING METHOD | TERMS | EXEMPTION CERTIFICATE |
|-------------------------|----------|--|---------------|-----------------------|
| JEFF JONES 866.668.9487 | | UPS Freight LTL, Special Services | Request Terms | GOVT-EXEMPT |
| QTY | ITEM NO. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE |
| 50 | 2994806 | HP SB 4300 I3-3220 500GB 4GB W7P/W8 Mfg#: D3K20UT#ABA Contract: Ohio HP WSCA NASPO B27164 0A1067 | 740.00 | 37,000.00 |
| 50 | 2803263 | ACAD MS MBA WIN SRV 2012 UCAL Mfg#: R18-04273 Contract: MARKET | 6.70 | 335.00 |
| 50 | 3178144 | Electronic distribution - NO MEDIA ACAD MS MBA WIN PRO 8.1 UPG Mfg#: FQC-08173 Contract: MARKET Electronic distribution - NO MEDIA | 59.78 | 2,989.00 |
| SUBTOTAL | | | | 40,324.00 |
| FREIGHT | | | | 0.00 |
| TAX | | | | 0.00 |
| | | | | US Currency |
| TOTAL | | | | 40,324.00 |

CDW Government
 230 North Milwaukee Ave.
 Vernon Hills, IL 60061

Fax: 312.752.3557

Please remit payment to:
 CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515

1/17/2014

QUOTATION
prepared for:

Cleveland Public Library

HP All in One Quotation



MCPC
Cleveland, OH 44114
www.mcpc.com
Ph: 800-777-7178

Bob Lapmarado Phone 440.268.3262

| Product Number | Description | Qty | CPL Cost Each | CPL Extended Cost |
|----------------|--|-----|---------------|-------------------|
| B2M57AV | HP Compaq Pro 4300 AIO 20 PC | 50 | | |
| XG587AV | Energy Star 5.0 Label | 50 | | |
| B2M05AV | Microsoft Windows 7 Professional Edition 64bit OS US | 50 | | |
| E2W59AV | Intel Core i3-3245 3.4G 3M HD 4000 CPU | 50 | | |
| B2M96AV | 4GB DDR3-1600 SODIMM (1x4GB) RAM | 50 | | |
| B2M75AV | 500GB 7200 RPM SATA 6G 3.5 HDD | 50 | | |
| B2P77AV | HP USB Keyboard US | 50 | | |
| B2Q26AV | HP USB Mouse | 50 | | |
| B2M64AV | Slim SuperMulti ODD | 50 | | |
| B7F34AV | HP 150W External Power Supply | 50 | | |

total \$42,714.40

| | | |
|---------|--|----|
| B2M66AV | 1/1/1 (material/labor/onsite) AIO Warranty US | 50 |
| B2M58AV | HP Compaq 4330 Pro All-in-One Country Kit US | 50 |
| U6578E | HP 3 year Next business day Onsite Desktop Only Hardware Support | 50 |

\$ 714.44 \$ 35,722.00
 \$ 23.00 \$ 1,150.00
 \$ 6.00 \$ 300.00
 \$ 37,172.00

Assett Tagging

Total

(+) 5,542.40

for MS. Licenses

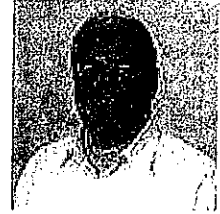
= \$42,714.40



MCPc, Inc.
Cleveland, Ohio

MCPc Representatives

Representative: Bob Lapmarado
 Email: robert.lapmarado@mcpc.com
 Phone: (440) 268-3262
 Inside Rep. Craig Peterson
 Email: Craig.Peterson@mcpc.com
 Phone: (440) 268-3227



Quote #: 50020950 v. 1
 Quote Name: Microsoft - Cleveland Public Library
 Created: 01/16/2014 Expires: 01/31/2014

Prepared For:

Larry Finnegan
 Cleveland Public Library
 325 Superior Ave
 Cleveland OH 44114
 216-623-2811
 larry.finnegan@cpl.org

Bill To

Larry Finnegan
 Cleveland Public Library
 325 Superior Ave
 Cleveland OH 44114
 216-623-2811
 larry.finnegan@cpl.org

Ship To

Larry Finnegan
 Cleveland Public Library
 325 Superior Ave
 Cleveland OH 44114
 216-623-2811
 larry.finnegan@cpl.org

- 5 License minimum is required on the first purchase to begin a new agreement
- Media for ALL Open License purchases must be obtained through the Microsoft Volume Licensing Service Center....
<https://www.microsoft.com/licensing/servicecenter/>

| LINE# | Part# | QTY | ITEM | Unit Price | Ext Price |
|--|-----------|-----|--|------------|-------------------|
| Open Academic - License Only | | | | | |
| 1 | FQC-08173 | 50 | Microsoft Windows 8 Professional - Upgrade - 1 PC - Academic | \$63.49 | \$3,174.50 |
| 2 | R18-04273 | 50 | Microsoft Windows Server 2012 - License - 1 User CAL - Academic, Volume - MOLP: Open License for Academic - PC - Single Language | \$7.08 | \$354.00 |
| Open Academic - License Only Subtotal | | | | | \$3,528.50 |

Open Academic - License w SA

| | | | | | |
|---|-----------|----|---|----------|------------|
| 1 | FQC-02314 | 50 | Microsoft Windows Professional - Upgrade & Software Assurance - 1 PC - Academic | \$100.24 | \$5,012.00 |
| 2 | R18-00199 | 50 | Microsoft Windows Server - License & Software Assurance - 1 CAL - Academic, Volume - Microsoft Open License Program - English | \$10.61 | \$530.50 |

***Open Academic - License w SA Optional Amount** **\$5,542.50**

Summary

| | Amount |
|------------------------------|-------------------|
| Open Academic - License Only | \$3,528.50 |
| Total | \$3,528.50 |

***Optional Expenses**

| | Amount |
|------------------------------|-------------------|
| Open Academic - License w SA | \$5,542.50 |



Quote #: 50020950 v. 1.
Quote Name: Microsoft - Cleveland Public Library
Created: 01/16/2014 **Expires:** 01/31/2014

MCPc Representatives

Representative: Bob Lapmarado
Email: robert.lapmarado@mcpc.com
Phone: (440) 268-3262
Inside Rep. Craig Peterson
Email: Craig.Peterson@mcpc.com
Phone: (440) 268-3227

MCPc, Inc.
 Cleveland, Ohio



Prices and tax rates are valid only in the United States and are subject to change.

Shipping costs and taxes may be determined at a later date.

All product and pricing information is based on the latest information available and is subject to change without notice or obligation.

Product availability and Manufacturer's product specifications are subject to change. MCPc reserves the right to adjust manufacturer's product specifications in this quotation based on adjustments made by the manufacturer.

Please consult www.mcpc.com for MCPc Returns Policy and Handling Details.

Payment terms effective upon approval.

This quote is subject to the terms of the Master Services Agreement signed by you and MCPc, or in the absence of such agreement, is subject to the applicable MCPc Terms and Conditions agreement.

By signing this quote, you are agreeing to purchase the goods and/or services listed above and agree to be bound by the Purchase Order Terms and Conditions found at <http://www.mcpc.com/TermsAndConditions>.

 Signature

 Date



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

| QUOTE NO. | ACCOUNT NO. | DATE |
|-----------|-------------|-----------|
| DZHR942 | 7090587 | 1/16/2014 |

BILL TO:
 BILL HOOD
 17001 LAKE SHORE BLVD

SHIP TO:
 CLEVELAND PUBLIC LIBRARY
 Attention To: BILL HOOD
 17001 LAKE SHORE BLVD

Accounts Payable
 CLEVELAND, OH 44110-1017

CLEVELAND, OH 44110-1017
 Contact: BILL HOOD 216.623.2828

Customer Phone #216.623.2828

Customer P.O. # CITRIX QUOTE

| ACCOUNT MANAGER | | SHIPPING METHOD | TERMS | EXEMPTION CERTIFICATE |
|-------------------------|----------|---|---------------|-----------------------|
| JEFF JONES 866.668.9487 | | ELECTRONIC DISTRIBUTION | Request Terms | GOVT-EXEMPT |
| QTY | ITEM NO. | DESCRIPTION | UNIT PRICE | EXTENDED PRICE |
| 2 | 2871602 | CITRIX EASY NETSCALER MPX 5550 ENT Mfg#: 3006524-EZ Contract: National IPA Technology Solutions 130733 | 19,990.00 | 39,980.00 |
| 2 | 3167182 | Electronic distribution - NO MEDIA CITRIX 1YR GOLD MNT MPX 5550 Mfg#: 4013925-EZ Contract: National IPA Technology Solutions 130733 Electronic distribution - NO MEDIA | 3,975.42 | 7,950.84 |
| SUBTOTAL | | | | 47,930.84 |
| FREIGHT | | | | 0.00 |
| TAX | | | | 0.00 |

US Currency

TOTAL 47,930.84

CDW Government
 230 North Milwaukee Ave.
 Vernon Hills, IL 60061

Fax: 312.752.3557

Please remit payment to:
 CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515

10/3/2013

QUOTATION
prepared for:

Cleveland Public Library

Citrix NetScaler Budgetary Quotation



MCPc
Cleveland, OH 44114
www.mcpcc.com
Ph: 800-777-7178

Bob Lapmarado Phone 440.268.3262

| Product Number | Description | Qty | CPL Cost Each | CPL Extended Cost |
|----------------|--|-----|---------------|-------------------|
| 3008524-EZ | EASY NETSCALER MPX 5550 ENT ED 6X 10/100/1000 | 2 | \$22,447.98 | \$44,895.96 |
| 4013925-EZ | 1YR GOLD MNT NETSCALER MPX 5550 ENT ED 6X EASY | 2 | \$4,309.36 | \$8,618.72 |

Total

\$53,514.68

* Installation cost included in MCPc Scope of Work Proposal



Document #: 001-00-409086
 Document Date: 01/17/2014
 Quote Expires: 02/16/2014

709-2 Plaza Drive #142
 Chesterton, IN 46304
 Fax: 219-979-6779
 www.hogancg.com

Quote Prepared By:
 Lee Harper
 Lee.Harper@hogancg.com
 6144483026

Billing Address:
 Cleveland Public Library
 325 Superior Ave., N.E.
 Cleveland, OH 44114

Ship To Address:
 Cleveland Public Library
 325 Superior Ave., N.E.
 Cleveland, OH 44114

Description: Citrix MPX 5550 Enterprise

| | Unit Price | Qty | Extended |
|---|-------------|-----|--------------------|
| Citrix NS MPX 5550 | | | |
| Citrix NetScaler MPX 5550 Enterprise Edition(6X10/100/1000) | \$23,000.00 | 2 | \$46,000.00 |
| 1 Year Gold Maintenance Citrix NetScaler MPX 5550 Enterprise Edition (6x 10/100/1000) | \$3,995.00 | 2 | \$7,990.00 |
| | | | \$53,990.00 |

* Tax and Shipping charges to be added on final invoice (based on local tax rates).
 For more information on Hogan Consulting Group's Terms & Conditions, please click below

[Full Terms & Conditions](#)

Misc: \$0.00
 Tax: \$0.00
 Shipping: \$0.00
Your Quote Total: \$53,990.00



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Comments:

Terms:

Authorized Acceptance: _____

Date: _____

Purchase Order #: _____

REPORT A

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD JANUARY 1 – JANUARY 31, 2014

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending January 31, 2014

| | General Fund | Special Revenue | Capital Projects | Permanent | Agency | Total |
|---|-------------------------|----------------------|-------------------------|---------------------|----------------|-------------------------|
| 41 Taxes | 1,675,000.00 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 1,675,000.00 |
| 42 Intergovernmental | 1,685,338.99 | 168,037.63 | 0.00 | 0.00 | \$ 0.00 | 1,853,376.62 |
| 43 Fines & Fees | 30,361.99 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 30,361.99 |
| 44 Investment Earnings | 9,607.03 | 18,162.94 | 0.00 | 16,573.11 | \$ 0.00 | 44,343.08 |
| 45 Charges for Services | 328,606.33 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 328,606.33 |
| 46 Contributions & Donations | 4,717.33 | 1,800.00 | 0.00 | 0.00 | \$ 0.00 | 6,517.33 |
| 48 Miscellaneous Revenue | 6,401.78 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 6,401.78 |
| Total Revenues | \$ 3,740,033.45 | \$ 188,000.57 | \$ 0.00 | \$ 16,573.11 | \$ 0.00 | \$ 3,944,607.13 |
| 51 Salaries/Benefits | 3,793,878.08 | 145,213.60 | 0.00 | 0.00 | \$ 0.00 | 3,939,091.68 |
| 52 Supplies | 72,375.47 | 948.05 | 0.00 | 0.00 | \$ 0.00 | 73,323.52 |
| 53 Purchased/Contracted Services | 531,726.28 | 37,782.00 | 0.00 | 185.00 | \$ 0.00 | 569,693.28 |
| 54 Library Materials | 441,757.67 | 1,016.45 | 0.00 | 45.00 | \$ 0.00 | 442,819.12 |
| 55 Capital Outlay | 87,662.62 | 15,568.50 | 1,065,683.97 | 0.00 | \$ 0.00 | 1,168,915.09 |
| 57 Miscellaneous Expenses | 18,364.36 | 4,345.50 | 0.00 | 0.00 | \$ 0.00 | 22,709.86 |
| Total Expenditures | \$ 4,945,764.48 | \$ 204,874.10 | \$ 1,065,683.97 | \$ 230.00 | \$ 0.00 | \$ 6,216,552.55 |
| Revenue Over/(Under) Expenditures | \$(1,205,731.03) | \$(16,873.53) | \$(1,065,683.97) | \$ 16,343.11 | \$ 0.00 | \$(2,271,945.42) |
| 91 Sale of Capital Assets | 0.00 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 0.00 |
| 98 Advances | 0.00 | 0.00 | 0.00 | 0.00 | \$ 0.00 | 0.00 |
| 99 Transfers | (3,500,000.00) | 0.00 | 3,500,000.00 | 0.00 | \$ 0.00 | 0.00 |
| Total Other Sources / Uses | \$(3,500,000.00) | \$ 0.00 | \$ 3,500,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Revenue & Other Sources Over/(Under) Expenditures & Other Uses | \$(4,705,731.03) | \$(16,873.53) | \$ 2,434,316.03 | \$ 16,343.11 | \$ 0.00 | \$(2,271,945.42) |
| Beginning Year Cash Balance | \$ 32,152,902.16 | \$ 12,967,410.73 | \$ 13,919,431.93 | \$ 3,140,010.68 | \$ 10,449.41 | \$ 62,190,204.91 |
| Current Cash Balance | \$ 27,446,986.95 | \$ 12,950,537.20 | \$ 16,353,747.96 | \$ 3,156,353.79 | \$ 10,449.41 | \$ 59,918,075.31 |

Cleveland Public Library
 Certified Revenue, Appropriations and Balances
 General Fund
 For the period Ending January 31, 2014

| | Certified Revenue (1) | Income To Date | Balance | Percent To Date | Percent Prior Year |
|------------------------------|-----------------------|---------------------|----------------------|-----------------|--------------------|
| PLF State Income Tax | 19,744,566 | 1,685,339 | 18,059,227 | 9% | 8% |
| General Property Tax | 24,140,419 | 1,675,000 | 22,465,419 | 7% | 12% |
| Rollback, Homestead, CAT | 3,375,390 | 0 | 3,375,390 | 0% | 0% |
| Federal Grants | 0 | 0 | 0 | 0% | 0% |
| State Aid | 0 | 0 | 0 | 0% | 0% |
| Fines & Fees | 370,000 | 30,362 | 339,638 | 8% | 11% |
| Investment Earnings | 157,213 | 9,607 | 147,606 | 6% | 6% |
| Services to Others-Cleveland | 3,245,401 | 328,606 | 2,916,795 | 10% | 7% |
| Contributions | 5,000 | 4,717 | 283 | 100% | 100% |
| Miscellaneous | 544,352 | 6,402 | 537,950 | 1% | 24% |
| Return of Advances Out | 0 | 0 | 0 | 0% | 0% |
| Total | \$ 51,582,341 | \$ 3,740,033 | \$ 47,842,307 | 7% | 10% |

| | Appropriation(2) | Expended/ Encumbered | Balance | Percent To Date (3) | Percent Prior Year |
|--------------------|----------------------|----------------------|----------------------|---------------------|--------------------|
| Salaries/Benefits | 36,251,588 | 4,137,276 | 32,114,313 | 11% | 9% |
| Supplies | 1,184,174 | 369,100 | 815,074 | 31% | 25% |
| Purchased Services | 11,637,887 | 4,505,408 | 7,132,479 | 39% | 30% |
| Library Materials | 11,324,099 | 3,854,222 | 7,469,877 | 34% | 33% |
| Capital Outlay | 656,073 | 234,261 | 421,813 | 36% | 14% |
| Other | 106,296 | 55,219 | 51,077 | 52% | 19% |
| Sub Total | \$ 61,160,118 | \$ 13,155,485 | \$ 48,004,633 | 22% | 18% |
| Advances Out | 0 | 0 | 0 | 0% | 0% |
| Transfers Out | 3,500,000 | 3,500,000 | 0 | 100% | 0% |
| Total | \$ 64,660,118 | \$ 16,655,485 | \$ 48,004,633 | 26% | 18% |

Note (1): Certificate from Cuyahoga County Budget Commission dated January 10, 2014.
 Note (2): Amended Appropriation of \$54,186,055 plus carried forward encumbrance of \$6,974,063.
 Note (3): Subtotal includes 8% expended and 13% encumbered.

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending January 31, 2014

| | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|-------------------------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------|-------------------------|
| 52230 Maintenance Supplies | 254,835.00 | 274,101.20 | 15,604.41 | 119,818.05 | 138,678.74 |
| 52240 Uniforms | 27,100.00 | 27,139.00 | 0.00 | 39.00 | 27,100.00 |
| 52300 Motor Vehicle Supplies | 87,820.00 | 109,437.91 | 6,894.40 | 34,403.51 | 68,140.00 |
| 52900 Other Supplies | 319,500.00 | 378,957.59 | 22,966.30 | 54,448.81 | 301,542.48 |
| Supplies | \$1,045,967.00 | \$ 1,184,174.07 | \$ 72,375.47 | \$ 296,724.47 | \$ 815,074.13 |
| 53100 Travel/Meetings | 125,000.00 | 131,502.95 | 2,334.04 | 54,168.91 | 75,000.00 |
| 53210 Telecommunications | 496,187.04 | 578,021.60 | 48,792.20 | 369,076.34 | 160,153.06 |
| 53230 Postage/Freight | 104,100.00 | 112,986.57 | 2,615.28 | 93,821.29 | 16,550.00 |
| 53240 PR/Other Communications | 148,300.00 | 191,377.16 | 23,340.73 | 32,539.14 | 135,497.29 |
| 53310 Building Repairs | 568,400.00 | 649,759.50 | 771.75 | 86,170.50 | 562,817.25 |
| 53320 Machine Repairs | 45,219.00 | 53,401.32 | 23.51 | 21,877.81 | 31,500.00 |
| 53340 Building Maintenance | 190,000.00 | 248,603.76 | 25,729.26 | 52,906.89 | 169,967.61 |
| 53350 Machine Maintenance | 296,650.00 | 395,732.62 | 4,183.50 | 94,899.12 | 296,650.00 |
| 53360 Computer Maintenance | 1,025,383.31 | 1,085,701.37 | 3,930.95 | 88,392.22 | 993,378.20 |
| 53370 Motor Vehicle Repairs | 35,000.00 | 44,759.93 | 1,069.91 | 30,740.02 | 12,950.00 |
| 53380 Contract Security | 1,040,000.00 | 1,084,574.97 | 29,794.72 | 14,780.25 | 1,040,000.00 |
| 53390 Landscaping | 30,000.00 | 30,225.75 | 0.00 | 225.75 | 30,000.00 |
| 53400 Insurance | 415,817.00 | 473,067.00 | 57,250.00 | 0.00 | 415,817.00 |
| 53510 Rent/Leases | 113,200.00 | 118,403.24 | 9,074.91 | 101,328.33 | 8,000.00 |
| 53520 Equipment Rental | 60,430.76 | 72,420.66 | 7,316.94 | 8,322.96 | 56,780.76 |
| 53610 Electricity | 1,757,100.17 | 1,830,602.37 | 171,946.27 | 1,658,655.75 | 0.35 |
| 53620 Gas | 171,380.00 | 221,890.03 | 20,897.33 | 201,018.82 | (26.12) |
| 53630 Chilled Water | 896,000.06 | 971,381.10 | 57,653.60 | 17,727.44 | 896,000.06 |
| 53640 Water/Sewer | 91,828.62 | 130,303.54 | 2,854.27 | 128,179.25 | (729.98) |

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending January 31, 2014

| | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|--------------------------------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------|-------------------------|
| 53710 Professional Services | 1,274,340.40 | 1,875,453.59 | 42,139.04 | 716,674.37 | 1,116,640.18 |
| 53720 Auditors Fees | 819,671.64 | 849,171.64 | 0.00 | 29,500.00 | 819,671.64 |
| 53730 Bank Service Charges | 26,800.00 | 26,800.00 | 2,940.14 | 0.00 | 23,859.86 |
| 53800 Library Material Control | 265,000.00 | 429,249.47 | 17,067.93 | 147,179.54 | 265,002.00 |
| 53900 Other Purchased Services | 10,000.00 | 32,496.75 | 0.00 | 25,496.75 | 7,000.00 |
| Purchased/Contracted Services | \$10,005,808.00 | \$ 11,637,886.89 | \$ 531,726.28 | \$ 3,973,681.45 | \$ 7,132,479.16 |
| 54110 Books | 2,335,500.00 | 2,957,497.68 | 143,101.26 | 541,617.13 | 2,272,779.29 |
| 54120 Continuations | 432,000.00 | 931,929.52 | 20,368.74 | 477,781.82 | 433,778.96 |
| 54210 Periodicals | 815,000.00 | 1,465,875.81 | 51,449.42 | 601,169.33 | 813,257.06 |
| 54220 Microforms | 123,000.00 | 195,750.18 | 0.00 | 72,750.18 | 123,000.00 |
| 54310 Video Media | 1,354,237.00 | 1,501,654.88 | 52,371.07 | 172,489.84 | 1,276,793.97 |
| 54320 Audio Media - Spoken | 156,000.00 | 172,760.32 | 11,388.56 | 11,617.04 | 149,754.72 |
| 54325 Audio Media - Music | 393,000.00 | 502,331.64 | 2,865.29 | 127,592.38 | 371,873.97 |
| 54350 Computer Media | 0.00 | 739.00 | 14.00 | 725.00 | 0.00 |
| 54500 Database Services | 1,178,607.00 | 1,592,260.98 | 55,580.15 | 551,293.51 | 985,387.32 |
| 54530 eMedia | 1,045,858.00 | 1,670,355.00 | 99,272.87 | 747,570.33 | 823,511.80 |
| 54600 Interlibrary Loan | 0.00 | 1,905.00 | 181.00 | 1,724.00 | 0.00 |
| 54710 Bookbinding | 25,000.00 | 52,739.47 | 0.00 | 27,739.47 | 25,000.00 |
| 54720 Preservation Services | 57,000.00 | 87,893.55 | 5,165.31 | 25,728.24 | 57,000.00 |
| 54730 Preservation Boxing | 8,000.00 | 9,001.32 | 0.00 | 1,001.32 | 8,000.00 |
| 54790 Preservation Reformatting | 130,000.00 | 181,404.82 | 0.00 | 51,664.82 | 129,740.00 |
| Library Materials | \$8,053,202.00 | \$ 11,324,099.17 | \$ 441,757.67 | \$ 3,412,464.41 | \$ 7,469,877.09 |
| 55510 Furniture | 158,277.00 | 212,123.63 | 22,854.11 | 30,907.95 | 158,361.57 |
| 55520 Equipment | 161,903.00 | 258,532.11 | 42,441.96 | 54,187.15 | 161,903.00 |

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending January 31, 2014

| | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|-------------------------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------|-------------------------|
| 55530 Computer Hardware | 68,000.00 | 95,133.46 | 20,467.55 | 2,117.91 | 72,548.00 |
| 55540 Software | 29,000.00 | 31,446.25 | 1,899.00 | 547.25 | 29,000.00 |
| 55700 Motor Vehicles | 0.00 | 58,838.00 | 0.00 | 58,838.00 | 0.00 |
| Capital Outlay | \$417,180.00 | \$ 656,073.45 | \$ 87,662.62 | \$ 146,598.26 | \$ 421,812.57 |
| 57100 Memberships | 70,584.00 | 70,684.00 | 16,510.35 | 14,964.65 | 39,209.00 |
| 57200 Taxes | 10,956.00 | 11,990.74 | 914.05 | 0.00 | 11,076.69 |
| 57500 Refunds/Reimbursements | 19,125.00 | 23,621.39 | 939.96 | 21,889.92 | 791.51 |
| Miscellaneous Expenses | \$100,665.00 | \$ 106,296.13 | \$ 18,364.36 | \$ 36,854.57 | \$ 51,077.20 |
| Advances | \$0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 59900 Transfers Out | 0.00 | 3,500,000.00 | 3,500,000.00 | 0.00 | 0.00 |
| Transfers | \$0.00 | \$ 3,500,000.00 | \$ 3,500,000.00 | \$ 0.00 | \$ 0.00 |
| TOTAL | \$54,186,055.00 | \$ 64,660,117.88 | \$ 8,445,764.48 | \$ 8,209,720.64 | \$ 48,004,632.76 |

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending January 31, 2014

| | Beginning Year Balance | Year to Date Receipts | Year to Date Expenditures | Year to Date Encumbrances | Unencumbered Balance |
|------------------------------------|---------------------------|--------------------------|------------------------------|------------------------------|-------------------------|
| 101 General Fund | 32,152,902.16 | 3,740,033.45 | 8,445,764.48 | 8,209,720.64 | 19,237,450.49 |
| Total General Fund | \$ 32,152,902.16 | \$ 3,740,033.45 | \$ 8,445,764.48 | \$ 8,209,720.64 | \$ 19,237,450.49 |
| 201 Anderson | 237,574.00 | 0.00 | 0.00 | 0.00 | 237,574.00 |
| 202 Endowment for the Blind | 1,870,632.05 | 0.00 | 0.00 | 0.00 | 1,870,632.05 |
| 203 Founders | 5,097,795.20 | 57,340.67 | 24,707.71 | 43,080.80 | 5,087,347.36 |
| 204 Kaiser | 50,517.36 | 0.00 | 0.00 | 0.00 | 50,517.36 |
| 205 Kralley | 169,521.71 | 0.00 | 0.00 | 0.00 | 169,521.71 |
| 206 Library | 181,123.56 | (7,876.17) | 1,653.67 | 4,011.75 | 167,581.97 |
| 207 Pepke | 109,016.85 | (498.12) | 0.00 | 0.00 | 108,518.73 |
| 208 Wickwire | 1,208,349.14 | 7,903.95 | 0.00 | 130.79 | 1,216,122.30 |
| 209 Wittke | 74,421.21 | 0.00 | 0.00 | 0.00 | 74,421.21 |
| 210 Young | 3,478,300.48 | (37,807.39) | 0.00 | 0.00 | 3,440,493.09 |
| 225 Friends | 1,720.09 | 0.00 | 301.69 | 1,418.40 | 0.00 |
| 226 Judd | 5,939.74 | 0.00 | 9,930.35 | 60,601.37 | (64,591.98) |
| 228 Lockwood Thompson Memorial | 232,237.47 | 0.00 | 1,016.45 | 222,273.50 | 8,947.52 |
| 229 Ohio Center for the Book | 75.00 | 900.00 | 0.00 | 0.00 | 975.00 |
| 230 Schweinfurth | 65,651.08 | 0.00 | 0.00 | 0.00 | 65,651.08 |
| 251 OLBPD-Library for the Blind | 71,143.04 | 125,683.00 | 136,610.25 | 41,983.87 | 18,231.92 |
| 252 LSTA-Know It Now | 59,552.75 | 13,314.63 | 28,653.98 | 4,079.88 | 40,133.52 |
| 254 MyCom | 53,840.00 | 29,040.00 | 2,000.00 | 70,240.00 | 10,640.00 |
| Total Special Revenue Funds | \$ 12,967,410.73 | \$ 188,000.57 | \$ 204,874.10 | \$ 447,820.36 | \$ 12,502,716.84 |
| 401 Building & Repair | 13,919,431.93 | 3,500,000.00 | 1,065,683.97 | 671,816.87 | 15,681,931.09 |
| Total Capital Project Funds | \$ 13,919,431.93 | \$ 3,500,000.00 | \$ 1,065,683.97 | \$ 671,816.87 | \$ 15,681,931.09 |
| 501 Abel | 201,652.08 | 0.00 | 0.00 | 0.00 | 201,652.08 |
| 502 Ambler | 1,922.16 | 0.00 | 0.00 | 0.00 | 1,922.16 |

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending January 31, 2014

| | Beginning Year Balance | Year to Date Receipts | Year to Date Expenditures | Year to Date Encumbrances | Unencumbered Balance |
|------------------------------|---------------------------|--------------------------|------------------------------|------------------------------|-------------------------|
| 503 Beard | 120,547.30 | 1,490.16 | 185.00 | 2,859.00 | 118,993.46 |
| 504 Klein | 4,551.71 | 0.00 | 0.00 | 0.00 | 4,551.71 |
| 505 Malon/Schroeder | 251,977.23 | (37.74) | 0.00 | 1,200.00 | 250,739.49 |
| 506 McDonald | 157,679.29 | 1,701.47 | 0.00 | 0.00 | 159,380.76 |
| 507 Ratner | 77,265.33 | (265.82) | 0.00 | 0.00 | 76,999.51 |
| 508 Root | 33,189.92 | 0.00 | 0.00 | 0.00 | 33,189.92 |
| 509 Sugarman | 185,194.09 | 1,143.16 | 0.00 | 0.00 | 186,337.25 |
| 510 Thompson | 140,936.71 | 0.00 | 0.00 | 0.00 | 140,936.71 |
| 511 Weidenthal | 5,651.24 | 0.00 | 0.00 | 0.00 | 5,651.24 |
| 512 White | 1,884,678.86 | 12,541.88 | 45.00 | 277.35 | 1,896,898.39 |
| 513 Beard Anna Young | 74,764.76 | 0.00 | 0.00 | 0.00 | 74,764.76 |
| Total Permanent Funds | \$ 3,140,010.68 | \$ 16,573.11 | \$ 230.00 | \$ 4,336.35 | \$ 3,152,017.44 |
| 901 Unclaimed Funds | 10,449.41 | 0.00 | 0.00 | 0.00 | 10,449.41 |
| Others | \$ 10,449.41 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 10,449.41 |
| Total All Funds | \$ 62,190,204.91 | \$ 7,444,607.13 | \$ 9,716,552.55 | \$ 9,333,694.22 | \$ 50,584,565.27 |

Cleveland Public Library
 Depository Balance Detail
 For the Period Ending January 31, 2014

| | |
|-------------------------------|--------------------------------|
| Balance of All Funds | <u><u>\$ 59,918,075.31</u></u> |
| Chase-Checking | 6,470.76 |
| PNC-Checking | 0.00 |
| KeyBank-Concentration Acct | 0.00 |
| KeyBank-Checking (ZBA) | (1,155,373.85) |
| KeyBank-MC/VISA | 201,847.13 |
| Fifth Third - Checking | 502,140.61 |
| 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>\$(439,768.51)</u></u> |
| PNC - Money Market | 10,035.73 |
| PNC - Investments | 34,621,257.44 |
| PNC/Allegiant Money Market | 101,324.57 |
| KeyBank - Victory Fund | 0.00 |
| STAR OHIO Investment | 529,876.83 |
| STAR Plus Investment | 10,026,172.16 |
| Investments | <u><u>\$ 45,288,666.73</u></u> |
| PNC Endowment Acct | 15,069,177.09 |
| Endowment Account | <u><u>\$ 15,069,177.09</u></u> |
| Cash in Banks and On Hand | <u><u>\$ 59,918,075.31</u></u> |

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – January 2014

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 January 1, 2014 through January 31, 2014.

| Investment Period | No. of Days | Amount | Bank | Interest Rate | Investment Income | Investment Form |
|------------------------------|-------------|-----------|--------------------------|---------------|-------------------|--------------------|
| 01/01/14 - 01/31/14 | 31 | Various | STAR Ohio | Various | 6.44 | Investment Pool |
| 01/01/14 - 01/31/14 | 31 | Various | STAR Plus | Various | 1,701.23 | Investment Pool |
| 01/01/14 - 01/31/14 | 31 | Various | PNC | Various | 48.51 | Sweep Money Market |
| 01/01/14 - 01/31/14 | 31 | Various | PNC | Various | 0.85 | Money Market |
| 07/23/13 - 01/23/14 | 185 | 1,000,000 | Federal Farm Credit Bank | 0.350% | 1,750.00 | Federal Agency |
| 07/14/13 - 01/14/14 | 185 | 2,000,000 | Federal Home Loan Bank | 0.460% | 4,600.00 | Federal Agency |
| 07/18/13 - 01/18/14 | 185 | 1,000,000 | Federal Farm Credit Bank | 0.300% | 1,500.00 | Federal Agency |
| | | | | | | |
| Earned Interest January 2014 | | | | | \$ | 9,607.03 |
| Earned Interest Year To Date | | | | | \$ | 9,607.03 |

CLEVELAND PUBLIC LIBRARY

REPORT C

Finance Committee

February 18, 2014

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR JANUARY 2014

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 |
|---|---------------------|-------------------------|-------------------|
| Carnegie Corporation I Love my Librarian Award Ceremony New York, New York | 12/17/13 - 12/18/13 | Caroline Han | 281.94 |
| Northeast Ohio Regional Library System Summer Reading Workshop Canton, Ohio | 1/10/14 | Amiya Hutson | 72.24 |
| American Library Association Mid-Winter Conference Philadelphia, Pennsylvania | 1/23/14 - 1/28/14 | Cindy Lombardo | 642.10 |
| Ohio Library Council Technical Services Action Council Columbus, Ohio | 1/22/14 | Michael Monaco | 137.76 |
| American Library Association Mid-Winter Conference Philadelphia, Pennsylvania | 1/24/14 - 1/27/14 | Felton Thomas | 1,200.00 |
| TOTAL | | | \$2,334.04 |

SUMMARY

| FUND | JANUARY | YEAR TO DATE |
|----------------------|-------------------|-------------------|
| General | \$2,334.04 | \$2,334.04 |
| Judd Fund | 0.00 | 0.00 |
| Lockwood Thompson | 0.00 | 0.00 |
| Metlife-Fit for Life | 0.00 | 0.00 |
| LSTA - Know it Know | 0.00 | 0.00 |
| TOTAL | \$2,334.04 | \$2,334.04 |

**CLEVELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TERMINATION REPORT
1/01/2014 THROUGH 1/31/2014**

EXHIBIT 8

Human Resources Committee Report
February 20, 2014

| NAME | DEPARTMENT | JOB TITLE | DATE | REASON |
|--------------------|-------------------|------------------|-------------|------------------|
| SMITH,SHARDA | UNION | PAGE | 1/10/2014 | RETURN TO SCHOOL |
| GATEWOOD,ROBERT | SHELF MAIN | PAGE | 1/11/2014 | RETURN TO SCHOOL |
| BRESLIN, JESSICA | ROCKPORT | BRANCH MGR | 1/18/2014 | ANOTHER JOB |
| THOMAS,DANIELLE | LA COMP EMPH | MLK | 1/17/2014 | PERSONAL REASONS |
| A MANTILLA,WILLIAM | SHELF MAIN | PAGE | 1/25/2014 | RETURN TO SCHOOL |
| CARREL,SANDRA* | CARNEGIE - WEST | PAGE | 12/13/2013 | PERSONAL REASONS |

RETIREMENT

N/A

OTHER TERMINATIONS

| | | | | |
|-----------------|---------|------|-----------|------------------|
| HAWKINS,DORRIAN | POPULAR | PAGE | 1/16/2014 | TERM INVOLUNTARY |
|-----------------|---------|------|-----------|------------------|

* Delayed notice of resignation

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 01/01/2014 TO 01/31/2014**

EMPLOYEE: COLLINS, CHARDAE
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFEC DATE** 01/26/2014
CURRENT STEP: 1 **FOR GRADE/STEP**

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

EMPLOYEE: RIGA, JILL
JOB TITLE: LA SUB

CURRENT GRADE: F **EFFEC DATE** 01/26/2014
CURRENT STEP: 1 **FOR GRADE/STEP**

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|--------------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE WAGE | 9.15 | 20,091.76 | PROMOTION |

EMPLOYEE: PIEPENBURG, CARLOS
JOB TITLE: LA SUB

CURRENT GRADE: F **EFFEC DATE** 01/26/2014
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 |

CLEVELAND PUBLIC LIBRARY

Human Resources Committee Report

Meeting Date: February 20, 2014

Report Period: January 2014

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

| MONTH | 2013 SICK LEAVE HOURS USED | 2014 SICK LEAVE HOURS USED | 2014 TOTAL HOURS |
|--------------|---|---|-----------------------------|
| January | 3,655.75 | 4,933.14 | 132,056.58 |
| February | 4,261.02 | | |
| March | *5,244.17 | | |
| April | 3,614.65 | | |
| May | 3,910.47 | | |
| June | 2,895.01 | | |
| July | 3,272.87 | | |
| August | *4,570.23 | | |
| September | 3,414.33 | | |
| October | 4,081.30 | | |
| November | 3,591.42 | | |
| December | 4,130.37 | | |
| | | | |
| | | | |
| | | | |
| | | | |

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY

Human Resources Committee Report

Meeting Date: February 20, 2014

Report Period: January - December 2013

Revised 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 | 3,655.75 | 89,230.24 |
| February | 3,527.82 | 4,261.02 | 87,581.46 |
| March | *4,923.36 | *5,244.17 | *133,076.20 |
| April | 3,161.77 | 3,614.65 | 88,733.96 |
| May | 3,623.45 | 3,910.47 | 88,054.79 |
| June | 2,593.94 | 2,895.01 | 87,799.91 |
| July | 2,344.66 | 3,272.87 | 87,279.70 |
| August | *4,221.65 | *4,570.23 | *134,056.21 |
| September | 3,037.74 | 3,414.33 | 88,439.21 |
| October | 2,760.23 | 4,081.30 | 88,147.44 |
| November | 2,833.57 | 3,591.42 | 88,160.16 |
| December | 3,277.75 | 4,130.37 | 88,037.81 |
| | | | |
| | | | |
| | | | |
| | | | |

*Covers three pay dates

Revised February 2014

CLEVELAND PUBLIC LIBRARY
Jan. 1, 2014- Jan. 31, 2014 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

REPORT E**Human Resources Committee Report**

February 20, 2014

| Totals Job Category | Male | | | | | | Female | | | | |
|--------------------------|------------|------------|------------|-----------|----------|----------|------------|------------|-----------|----------|----------|
| | A | B | C | D | E | F | G | H | I | J | K |
| Officials/Administrators | 79 | 20 | 11 | 1 | | | 27 | 19 | 1 | | |
| Professionals | 73 | 12 | 3 | | | 1 | 37 | 13 | 4 | 3 | |
| Technicians | 21 | 11 | 2 | 1 | | | 6 | 1 | | | |
| Protective Service | 21 | 8 | 11 | | | | | 2 | | | |
| Para-Professionals | 141 | 31 | 31 | 2 | 2 | | 36 | 29 | 8 | 2 | |
| Administrative Support | 315 | 30 | 65 | 7 | 3 | | 52 | 135 | 20 | 3 | |
| Skilled Craft | 9 | 6 | 1 | | | 1 | | 1 | | | |
| Service Maintenance | 47 | 6 | 33 | 2 | | | 3 | 2 | 1 | | |
| Grand Total | 706 | 124 | 157 | 13 | 7 | 0 | 161 | 202 | 34 | 8 | 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
JANUARY
2014**

REPORT F

Human Resources Committee Report
February 20, 2014

Staff Enrollments-Health Care/Dental

| | Single | Family | Total |
|---|----------------------|-----------------------|--|
| Med Mutual Silver | 21 | 10 | 31 |
| Med Mutual Gold | 259 | 144 | 403 |
| Delta Dental | 282 | 180 | 462 |
| Vision | 244 | 163 | 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 | 31 |

CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR JANUARY 2014

REPORT G

| CIRCULATION ACTIVITY | Monthly Total | | Average Hourly | | Year-to-Date | | YTD Gain/Loss |
|--------------------------|----------------|----------------|----------------|-------|----------------|----------------|---------------|
| | 2014 | 2013 | 2014 | 2013 | 2014 | 2013 | |
| Main Library | 130,322 | 141,984 | 716 | 710 | 130,322 | 141,984 | -8.2% |
| Branches | 313,650 | 346,532 | 1,637 | 1,639 | 313,650 | 346,532 | -9.5% |
| Mobile Units | 5,841 | 5,648 | | | 5,841 | 5,648 | 3.4% |
| Library for the Blind | 51,093 | 59,519 | | | 51,093 | 59,519 | -14.2% |
| OLBPD BARD | 11,803 | 11,761 | | | 11,803 | 11,761 | -14.2% |
| eMedia | 20,223 | 15,855 | | | 20,223 | 15,855 | 27.5% |
| TOTAL CIRCULATION | 532,932 | 581,299 | | | 532,932 | 581,299 | -8.3% |

| ELECTRONIC MEDIA CIRCULATION | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|------------------------------|---------------|---------------|---------------|---------------|---------------|
| | 2014 | 2013 | 2014 | 2013 | |
| eBook | 15,710 | 12,265 | 15,710 | 12,265 | 28.1% |
| eAudioBook | 4,369 | 3,421 | 4,369 | 3,421 | 27.7% |
| eMusic | 29 | 84 | 29 | 84 | -65.5% |
| eVideo | 115 | 85 | 115 | 85 | 35.3% |
| TOTAL eCIRCULATION | 20,223 | 15,855 | 20,223 | 15,855 | 27.5% |

Included in circulation activity.

| OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD) | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|--|---------------|--------|--------------|--------|---------------|
| | 2014 | 2013 | 2014 | 2013 | |
| Downloads | 11,083 | 11,761 | 11,083 | 11,761 | -5.8% |
| Users | 671 | 638 | 671 | 638 | 5.2% |

Included in circulation activity

| COMPUTER USAGE | Number of Computers | Average Session | Number of Sessions | | Hours in Use | | YTD Gain/Loss |
|--------------------|---------------------|-----------------|--------------------|----------------|---------------|---------------|---------------|
| | | | 2014 | 2013 | 2014 | 2013 | |
| Main Library | 94 | 45 minutes | 12,022 | 14,366 | 9,110 | 10,946 | -16.8% |
| Branches | 541 | 40 minutes | 75,963 | 89,472 | 51,547 | 61,113 | -15.7% |
| TOTAL USAGE | 635 | | 87,985 | 103,838 | 60,657 | 72,059 | -15.8% |

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 |
|---------------------|----------------|----------------|----------------|-------|----------------|----------------|---------------|
| | 2014 | 2013 | 2014 | 2013 | 2014 | 2013 | |
| Main Library | 36,231 | 45,209 | 189 | 214 | 36,231 | 45,209 | -19.9% |
| Branches | 200,196 | 245,612 | 1,045 | 1,162 | 200,196 | 245,612 | -18.5% |
| Mobile Unit | 517 | 708 | | | 517 | 708 | -27.0% |
| TOTAL VISITS | 236,944 | 291,529 | | | 236,944 | 291,529 | -18.7% |

CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR JANUARY 2014

| 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 | 8,933 | 720 | 555 | 1,152 | 11,360 | 896 | 12,256 |
| Brooklyn | 4,568 | 496 | 462 | 654 | 6,180 | 589 | 6,769 |
| Carnegie West | 8,735 | 871 | 1,138 | 1,450 | 12,194 | 1,073 | 13,267 |
| Collinwood | 5,987 | 658 | 731 | 988 | 8,364 | 739 | 9,103 |
| East 131st | 3,598 | 353 | 392 | 567 | 4,910 | 361 | 5,271 |
| Eastman | 13,550 | 1,481 | 1,549 | 2,782 | 19,362 | 2,140 | 21,502 |
| Fleet* | 9,944 | 1,103 | 1,128 | 1,924 | 14,099 | 1,160 | 15,259 |
| Fulton | 9,433 | 833 | 673 | 1,089 | 12,028 | 868 | 12,896 |
| Garden Valley | 2,935 | 232 | 189 | 307 | 3,663 | 257 | 3,920 |
| Glenville | 6,121 | 538 | 506 | 979 | 8,144 | 626 | 8,770 |
| Harvard-Lee | 5,715 | 512 | 633 | 1,044 | 7,904 | 855 | 8,759 |
| Hough | 3,862 | 396 | 412 | 387 | 5,057 | 316 | 5,373 |
| Jefferson | 4,938 | 703 | 947 | 1,142 | 7,730 | 750 | 8,480 |
| Langston Hughes | 4,471 | 523 | 549 | 987 | 6,530 | 477 | 7,007 |
| Lorain | 6,839 | 710 | 754 | 1,444 | 9,747 | 872 | 10,619 |
| Martin Luther King, Jr. | 8,741 | 473 | 831 | 1,201 | 11,246 | 941 | 12,187 |
| Memorial-Nottingham | 9,648 | 819 | 1,207 | 2,204 | 13,878 | 1,384 | 15,262 |
| Mt. Pleasant | 4,654 | 428 | 453 | 657 | 6,192 | 458 | 6,650 |
| Rice | 9,533 | 642 | 728 | 1,018 | 11,921 | 926 | 12,847 |
| Rockport | 13,479 | 1,071 | 1,428 | 2,526 | 18,504 | 1,936 | 20,440 |
| South | 6,898 | 658 | 647 | 1,402 | 9,605 | 564 | 10,169 |
| South Brooklyn | 13,198 | 1,010 | 1,572 | 2,847 | 18,627 | 2,143 | 20,770 |
| Sterling | 5,064 | 332 | 321 | 497 | 6,214 | 378 | 6,592 |
| Union | 5,566 | 711 | 687 | 1,094 | 8,058 | 493 | 8,551 |
| Walz | 12,358 | 820 | 1,319 | 1,752 | 16,249 | 1,315 | 17,564 |
| West Park | 11,542 | 1,500 | 2,718 | 3,860 | 19,620 | 2,307 | 21,927 |
| Woodland | 8,509 | 678 | 483 | 998 | 10,668 | 772 | 11,440 |
| TOTAL | 208,819 | 19,271 | 23,012 | 36,952 | 288,054 | 25,596 | 313,650 |

*Fleet branch circulation includes remaining circulation generated by Broadway branch items

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR JANUARY 2014**

| BRANCH | Monthly Total | | Year-to-Date | | YTD Gain/Loss | YTD %G/L |
|-------------------------|----------------|----------------|----------------|----------------|------------------|--------------|
| | 2014 | 2013 | 2014 | 2013 | | |
| Addison | 12,256 | 11,122 | 12,256 | 11,122 | 1,134 | 10.2% |
| Brooklyn | 6,769 | 8,319 | 6,769 | 8,319 | -1,550 | -18.6% |
| Carnegie West | 13,267 | 14,165 | 13,267 | 14,165 | -898 | -6.3% |
| Collinwood | 9,103 | 11,052 | 9,103 | 11,052 | -1,949 | -17.6% |
| East 131st | 5,271 | 5,505 | 5,271 | 5,505 | -234 | -4.3% |
| Eastman | 21,502 | 20,910 | 21,502 | 20,910 | 592 | 2.8% |
| Fleet* | 15,259 | 17,367 | 15,259 | 17,367 | -2,108 | -12.1% |
| Fulton | 12,896 | 14,898 | 12,896 | 14,898 | -2,002 | -13.4% |
| Garden Valley | 3,920 | 5,304 | 3,920 | 5,304 | -1,384 | -26.1% |
| Glenville | 8,770 | 9,720 | 8,770 | 9,720 | -950 | -9.8% |
| Harvard-Lee | 8,759 | 11,102 | 8,759 | 11,102 | -2,343 | -21.1% |
| Hough | 5,373 | 5,404 | 5,373 | 5,404 | -31 | -0.6% |
| Jefferson | 8,480 | 9,766 | 8,480 | 9,766 | -1,286 | -13.2% |
| Langston Hughes | 7,007 | 8,647 | 7,007 | 8,647 | -1,640 | -19.0% |
| Lorain | 10,619 | 13,542 | 10,619 | 13,542 | -2,923 | -21.6% |
| Martin Luther King, Jr. | 12,187 | 8,223 | 12,187 | 8,223 | 3,964 | 48.2% |
| Memorial-Nottingham | 15,262 | 15,896 | 15,262 | 15,896 | -634 | -4.0% |
| Mt. Pleasant | 6,650 | 6,891 | 6,650 | 6,891 | -241 | -3.5% |
| Rice | 12,847 | 14,666 | 12,847 | 14,666 | -1,819 | -12.4% |
| Rockport | 20,440 | 24,020 | 20,440 | 24,020 | -3,580 | -14.9% |
| South | 10,169 | 10,073 | 10,169 | 10,073 | 96 | 1.0% |
| South Brooklyn | 20,770 | 23,543 | 20,770 | 23,543 | -2,773 | -11.8% |
| Sterling | 6,592 | 8,978 | 6,592 | 8,978 | -2,386 | -26.6% |
| Union | 8,551 | 9,501 | 8,551 | 9,501 | -950 | -10.0% |
| Walz | 17,564 | 20,165 | 17,564 | 20,165 | -2,601 | -12.9% |
| West Park | 21,927 | 24,036 | 21,927 | 24,036 | -2,109 | -8.8% |
| Woodland | 11,440 | 13,585 | 11,440 | 13,585 | -2,145 | -15.8% |
| TOTAL | 313,650 | 346,400 | 313,650 | 346,400 | -32,750 | -9.5% |

*Fleet branch circulation includes remaining circulation generated by Broadway branch items

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE JANUARY 2014**

| BRANCH | Monthly Total | | | Year-to-Date | | YTD Gain/Loss | YTD %G/L |
|-------------------------|----------------|----------------|----------------|----------------|----------------|------------------|-------------|
| | 2014 | 2013 | 2014 | 2013 | 2014 | | |
| Addison** | 5,111 | 6,583 | 5,111 | 6,583 | -1,472 | -22.4% | |
| Brooklyn | 3,258 | 4,258 | 3,258 | 4,258 | -1,000 | -23.5% | |
| Carnegie West | 13,008 | 16,434 | 13,008 | 16,434 | -3,426 | -20.8% | |
| Collinwood | 6,066 | 7,440 | 6,066 | 7,440 | -1,374 | -18.5% | |
| East 131st | 6,552 | 8,081 | 6,552 | 8,081 | -1,529 | -18.9% | |
| Eastman | 10,986 | 13,141 | 10,986 | 13,141 | -2,155 | -16.4% | |
| Fleet | 9,254 | 11,424 | 9,254 | 11,424 | -2,170 | -19.0% | |
| Fulton | 6,361 | 8,599 | 6,361 | 8,599 | -2,238 | -26.0% | |
| Garden Valley | 3,451 | 4,499 | 3,451 | 4,499 | -1,048 | -23.3% | |
| Glenville | 5,793 | 7,700 | 5,793 | 7,700 | -1,907 | -24.8% | |
| Harvard-Lee | 8,572 | 9,373 | 8,572 | 9,373 | -801 | -8.5% | |
| Hough | 8,267 | 9,870 | 8,267 | 9,870 | -1,603 | -16.2% | |
| Jefferson | 7,123 | 8,428 | 7,123 | 8,428 | -1,305 | -15.5% | |
| Langston Hughes | 5,579 | 6,728 | 5,579 | 6,728 | -1,149 | -17.1% | |
| Lorain | 6,927 | 8,528 | 6,927 | 8,528 | -1,601 | -18.8% | |
| Martin Luther King, Jr. | 5,681 | 5,995 | 5,681 | 5,995 | -314 | -5.2% | |
| Memorial-Nottingham | 5,164 | 7,758 | 5,164 | 7,758 | -2,594 | -33.4% | |
| Mt. Pleasant | 5,729 | 6,910 | 5,729 | 6,910 | -1,181 | -17.1% | |
| Rice | 11,970 | 14,860 | 11,970 | 14,860 | -2,890 | -19.4% | |
| Rockport | 10,229 | 11,787 | 10,229 | 11,787 | -1,558 | -13.2% | |
| South | 7,789 | 6,831 | 7,789 | 6,831 | 958 | 14.0% | |
| South Brooklyn | 10,024 | 14,309 | 10,024 | 14,309 | -4,285 | -29.9% | |
| Sterling | 9,598 | 12,451 | 9,598 | 12,451 | -2,853 | -22.9% | |
| Union | 4,238 | 5,697 | 4,238 | 5,697 | -1,459 | -25.6% | |
| Walz | 7,787 | 10,251 | 7,787 | 10,251 | -2,464 | -24.0% | |
| West Park | 9,270 | 9,993 | 9,270 | 9,993 | -723 | -7.2% | |
| Woodland | 6,409 | 7,684 | 6,409 | 7,684 | -1,275 | -16.6% | |
| TOTAL | 200,196 | 245,612 | 200,196 | 245,612 | -45,416 | -18.5% | |

**Equipment malfunction; substitute value used

**CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS JANUARY 2014**

| Branch | Total Circulation | Branch | Attendance | Branch | Population |
|----------------------------|-------------------|----------------------------|------------|----------------------------|------------|
| 1 West Park | 21,927 | 1 Carnegie West | 13,008 | 1 South Brooklyn | 32,043 |
| 2 Eastman | 21,502 | 2 Rice | 11,970 | 2 West Park | 27,814 |
| 3 South Brooklyn | 20,770 | 3 Eastman | 10,986 | 3 Fleet** | 26,727 |
| 4 Rockport | 20,440 | 4 Rockport | 10,229 | 4 Eastman | 23,674 |
| 5 Walz | 17,564 | 5 South Brooklyn | 10,024 | 5 Rockport | 19,896 |
| 6 Memorial-Nottingham | 15,262 | 6 Sterling | 9,598 | 6 Fulton | 19,647 |
| 7 Fleet* | 15,259 | 7 West Park | 9,270 | 7 Rice | 19,462 |
| 8 Carnegie West | 13,267 | 8 Fleet | 9,254 | 8 Memorial-Nottingham | 19,271 |
| 9 Fulton | 12,896 | 9 Harvard-Lee | 8,572 | 9 Harvard-Lee | 17,655 |
| 10 Rice | 12,847 | 10 Hough | 8,267 | 10 Walz | 16,063 |
| 11 Addison | 12,256 | 11 South | 7,789 | 11 Collinwood | 14,769 |
| 12 Martin Luther King, Jr. | 12,187 | 12 Walz | 7,787 | 12 Langston Hughes | 14,439 |
| 13 Woodland | 11,440 | 13 Jefferson | 7,123 | 13 Glenville | 14,006 |
| 14 Lorain | 10,619 | 14 Lorain | 6,927 | 14 Addison | 13,603 |
| 15 South | 10,169 | 15 East 131st | 6,552 | 15 East 131st | 13,025 |
| 16 Collinwood | 9,103 | 16 Woodland | 6,409 | 16 Mt. Pleasant | 12,792 |
| 17 Glenville | 8,770 | 17 Fulton | 6,361 | 17 Lorain | 12,588 |
| 18 Harvard-Lee | 8,759 | 18 Collinwood | 6,066 | 18 Martin Luther King, Jr. | 12,392 |
| 19 Union | 8,551 | 19 Glenville | 5,793 | 19 Carnegie West | 10,487 |
| 20 Jefferson | 8,480 | 20 Mt. Pleasant | 5,729 | 20 Union | 8,416 |
| 21 Langston Hughes | 7,007 | 21 Martin Luther King, Jr. | 5,681 | 21 Sterling | 8,267 |
| 22 Brooklyn | 6,769 | 22 Langston Hughes | 5,579 | 22 Woodland | 7,946 |
| 23 Mt. Pleasant | 6,650 | 23 Memorial-Nottingham | 5,164 | 23 South | 6,325 |
| 24 Sterling | 6,592 | 24 Addison** | 5,111 | 24 Hough | 5,667 |
| 25 Hough | 5,373 | 25 Union | 4,238 | 25 Brooklyn | 5,524 |
| 26 East 131st | 5,271 | 26 Garden Valley | 3,451 | 26 Jefferson | 3,515 |
| 27 Garden Valley | 3,920 | 27 Brooklyn | 3,258 | 27 Garden Valley | 2,310 |
| | 313,650 | | 200,196 | 28 Broadway** | 1,966 |
| | | | | | 388,323 |
| | | | | | 473,177 |

**Broadway and Fleet services areas merged

*Broadway branch library closed its doors on November 16, 2012

**Equipment malfunction; substitute value used

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 JANUARY 2014**

OTHER TRANSACTIONS
Loans* to:

| | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|------------------------|---------------|---------------|---------------|---------------|------------------|
| | 2014 | 2013 | 2014 | 2013 | |
| CLEVNET | 73,484 | 73,405 | 73,484 | 73,405 | 0.1% |
| MORE | 534 | 862 | 534 | 862 | -38.1% |
| Other Libraries | 633 | 800 | 633 | 800 | -20.9% |
| TOTAL | 74,651 | 75,067 | 74,651 | 75,067 | -0.6% |

*Totals included in Main Library and Branch circulation counts.

**ANALYSIS OF MAIN LIBRARY
REFERENCE QUESTION LOAD**

| | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|----------------------------|---------------|---------------|---------------|---------------|------------------|
| | 2014 | 2013 | 2014 | 2013 | |
| Projected | 31,141 | 22,476 | 31,141 | 22,476 | 38.6% |
| KnowItNow Web Reference* | 310 | 705 | 310 | 705 | -56.0% |
| Interlibrary Loan Requests | 2,450 | 5,429 | 2,450 | 5,429 | -54.9% |
| TOTAL | 33,901 | 28,610 | 33,901 | 28,610 | 18.5% |

*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 |
|-------------------|---------------|--------|--------------|--------|------------------|
| | 2014 | 2013 | 2014 | 2013 | |
| New Titles Added | 5,657 | 4,509 | 5,657 | 4,509 | 25.5% |
| Total Items Added | 16,260 | 19,437 | 15,260 | 19,437 | -21.5% |

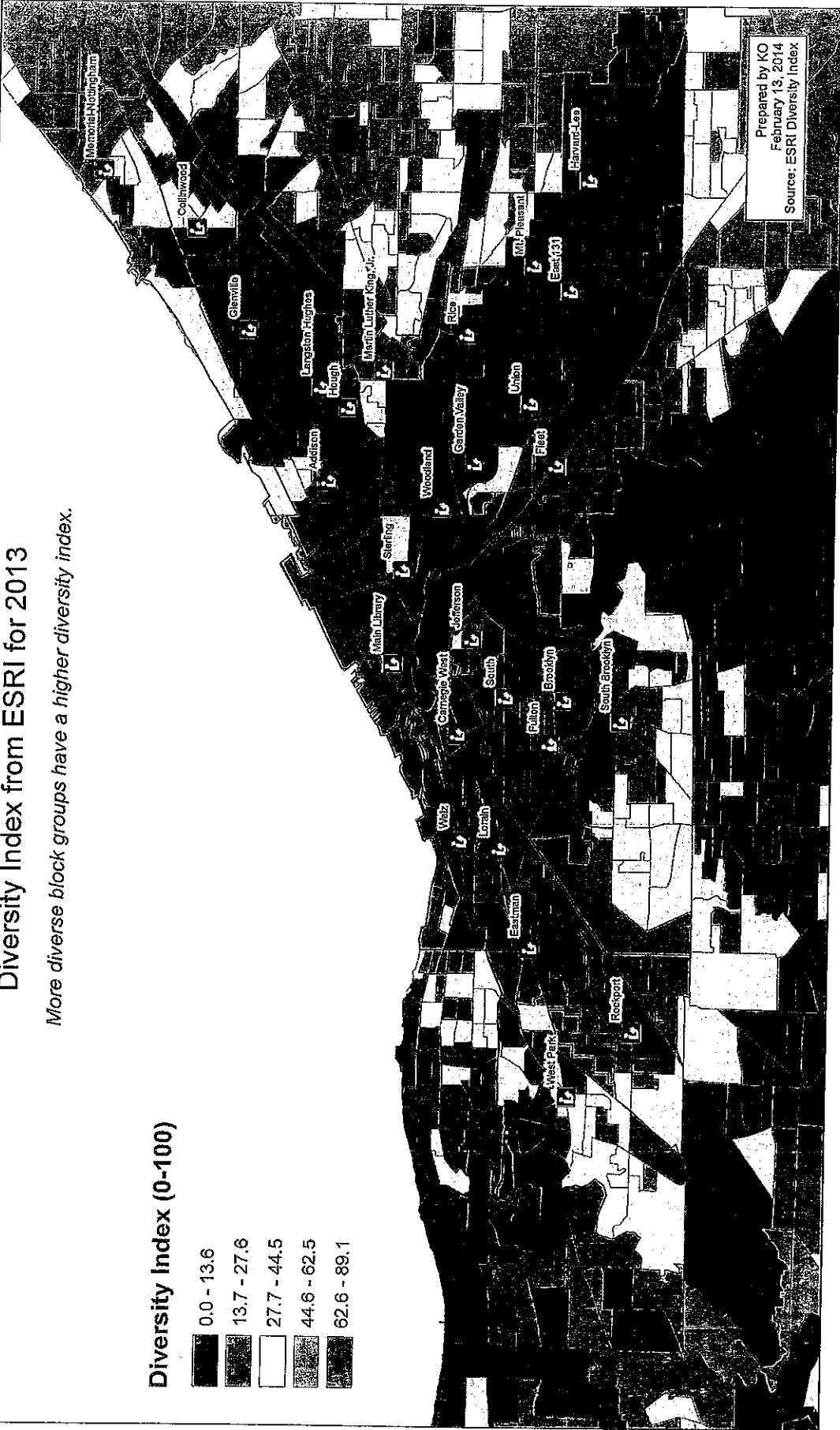
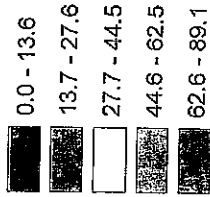
HOURS OPEN

| | Monthly Total | | Year-to-Date | | YTD Gain/Loss |
|--------------|---------------|-------|--------------|-------|------------------|
| | 2014 | 2013 | 2014 | 2013 | |
| Main Library | 182 | 200 | 182 | 200 | -9.0% |
| Branches | 5,173 | 5,707 | 5,173 | 5,707 | -9.4% |

Diversity Index from ESRI for 2013

More diverse block groups have a higher diversity index.

Diversity Index (0-100)



Prepared by KO
February 13, 2014
Source: ESRI Diversity Index