

CLEVELAND PUBLIC LIBRARY
Minutes of the Regular Board Meeting
December 18, 2014
Trustees Room Louis Stokes Wing
12:00 Noon

Present: Ms. Butts, Mr. Seifullah, Mr. Corrigan,
Mr. Hairston, Mr. Werner, Mr. Parker (arrived
12:27 p.m.; departed 1:30 p.m.)

Absent: Ms. Rodriguez

Mr. Corrigan called the meeting to order at 12:06 p.m.

Approval of the Minutes

Mr. Werner moved approval of the minutes for the
11/20/14 Regular Board Meeting; 11/18/14 Joint Finance &
Human Resources Committee Meeting; and 11/08/14 Board
Work Session. Mr. Corrigan seconded the motion, which
passed unanimously by roll call vote.

COMMUNICATIONS

Director Thomas acknowledged the following
communication: letter from H. Christian Blood, Ph.D.,
Assistant Professor of Comparative Literature and
Classics, Underwood International College, Incheon,
Korea, expressing thanks to Christopher Busta-Peck,
Langston Hughes branch, for his research assistance and
to make a donation to Cleveland Public Library.

FINANCE COMMITTEE REPORT

Ms. Rodriguez presented the following report.

Resolution to Accept Gifts for the Month of November

(See page 1473)

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

MINUTES OF
REGULAR
BOARD
MEETING OF
11/20/14; JOINT
FINANCE &
HUMAN
RESOURCES
COMMITTEE
MEETING OF
11/18/14; and
BOARD WORK
SESSION OF
11/08/14
Approved

LTR. FROM:
H. CHRISTIAN
BLOOD, PH. D.,
UNDERWOOD
INTERNATIONAL
COLLEGE,
INCHEON, KOREA
Acknowledged

RESOLUTION TO
ACCEPT GIFTS
FOR THE MONTH
OF NOVEMBER
2015
Approved

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 November 2014; now therefore be it

RESOLVED, That the gifts described in the Gift Report for November 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 Advance Cash from the General Fund to the MyCom Fund

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

Mr. Corrigan moved approval of the following resolution. Mr. Hairston seconded the motion, which passed with four in favor and one abstention by Mr. Werner who explained that he serves as the Director of Health and Human Services, a funder of MyCom.

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, On November 20, 2014, the Library Board of Trustees authorized the Executive Director to enter into an agreement with the Child Care Resource Center of Cuyahoga County Inc. (dba Starting Point) for MyCom out-of-school time transitions program. Starting Point will reimburse the Library on a monthly basis in a total amount not to exceed \$95,000; and

WHEREAS Therefore, a cash advance from the Library's General Fund to the MyCom 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 \$95,000 to the MyCom Fund for the same purposes for which the funds were established, and for which repayment in an equal amount is made within a year.

Mr. Corrigan stated that this resolution provides for a cash advance from the Library's General Fund to the MyCom Fund and is a desirable method of resolving cash flow problems without the necessity of incurring additional interest expense for short-term loans and provides the necessary "seed" for grants that are allocated on a reimbursement basis.

Eighth Amendment to the Year 2014 Appropriation

(See pages 1474-1479)

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

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

WHEREAS, It is now deemed necessary to amend the Year 2014 Appropriation Measure, which complies with the Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission dated December 9, 2014; 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 Eighth Amendment to the Year 2014 Appropriation Schedule be approved.

Year 2015 Annual Appropriation Measure

(See pages 1480-1483)

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

EIGHTH
AMENDMENT TO
THE YEAR 2014
APPROPRIATION

Approved

YEAR 2015
ANNUAL
APPROPRIATION
MEASURE

Approved

WHEREAS, On December 15, 2014, the Cuyahoga County Budget Commission issued a Certificate of Estimated Resources for the Year 2015 for the Cleveland Public Library; and

WHEREAS, *Ohio Revised Code* Sections 5705.38-5705.39 provide for passage of an appropriation measure not to exceed certified estimated resources; and

WHEREAS, The appropriation totals on the attached schedules do not exceed the estimated resources on the December 15, 2014 Certificate; now therefore be it

RESOLVED, That the Year 2015 Appropriation Measure in the amount of \$50,015,938.56 for the General Fund and listed amounts for other funds be approved as detailed in the attached schedules.

Mr. Corrigan stated that this item was discussed at length at Finance Committee Meeting.

Resolution to Authorize Payment of Fees to the CLEVNET Special Revenue Fund Covering the Period February 1, 2015 through January 31, 2016

(See pages 1484-1487)

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

WHEREAS, During CLEVNET's strategic planning process, the CLEVNET Directors' Panel asked Cleveland Public Library to investigate ways to move CLEVNET revenue out of the General Fund to improve how the financial information is captured; and

WHEREAS, At their regular meeting on October 16, 2014, the Board of Trustees of the Cleveland Public Library authorized the Chief Financial Officer to take the necessary steps to create a CLEVNET Special Revenue Fund; and

WHEREAS, The Library's current independent public accounting firm, Balestra, Harr & Scherer, CPAs, Inc., confirmed that the wording in the October 2014 resolution regarding classification of funds is

RESOLUTION TO
AUTHORIZE
PAYMENT TO
FEES TO THE
CLEVNET
SPECIAL
REVENUE FUND
COVERING THE
PERIOD
FEBRUARY 1,
2015 THROUGH
JANUARY 31,
2016
Approved

sufficient from an audit standpoint to indicate commitment under GASB 54; and

WHEREAS, The CLEVNET Special Revenue Fund will start with a zero fund balance with expenditures occurring immediately making it necessary for Cleveland Public Library to make its contract cost payment of \$1,597,071.73 up-front to cover expenditures until revenues from the CLEVNET contract libraries come in steadily; now therefore be it

RESOLVED, That the Board of Trustees authorizes the payment of \$1,597,071.73 to the CLEVNET Special Revenue Fund effective January 1, 2015, with the expenditure being charged to General Fund account 13010053-53900 (Other Purchased Services).

Resolution to Purchase PCs from Business Smarts

(See pages 1488-1494)

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

WHEREAS, Providing our public with equal access to a vast range of information and resources is one of the Library's guiding principles; and

WHEREAS, For the public to have equal access to electronic information and resources, PC workstations have to be replaced and upgraded in a timely manner; and

WHEREAS, Innovating for efficient and sustainable operations is a strategic priority; and

WHEREAS, For the operations of the Library to perform efficiently, staff workstations also have to be replaced and upgraded in a timely manner; and

WHEREAS, The IT/CLEVNET Department sought proposals from three vendors and received the following:

For 100 Patron PC's and 100 Staff PC's

Business Smarts	\$139,167.00
CDW-G	\$160,910.00
HP Public Sector Online Store	\$161,400.00

RESOLUTION
TO
PURCHASE
PCs FROM
BUSINESS
SMARTS
Approved

now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, or his designee, to purchase one-hundred (100) HP EliteDesk 800 G1 computers for staff at a cost of \$626.04 each, and one-hundred (100) HP ProOne 400 G1 All-in-One computers for the public at a cost of \$765.63 each, for a total cost of \$139,167.00 from Business Smarts, with the expenditure being charged to Building and Repair Fund Account 40130105-55530 Computer Hardware.

Mr. Corrigan stated that this item was discussed at length at Finance Committee Meeting and is order to upgrade and replace staff and patron PC's.

Resolution to Purchase MyCloud Server Blades from Business Smarts

(See pages 1495-1498)

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

WHEREAS, CPL is committed to providing an environment for learning that limits no one and includes everyone; and

WHEREAS, Recognizing that users of library computers were limited in what they could do and learn spurred the development of MyCloud, an initiative that is part of a larger vision to level the playing field for the people the Library serves; and

WHEREAS, Innovating for efficient and sustainable operations is a strategic priority; and

WHEREAS, Server blades for the MyCloud solution are designed to minimize the use of physical space and energy; and

WHEREAS, The IT/CLEVNET Department sought proposals from three vendors and received the following:

RESOLUTION
TO
PURCHASE
MYCLOUD
SERVER
BLADES
FROM
BUSINESS
SMARTS
Approved

For 5 Server Blades, Hard Drives, and Memory

Business Smarts	\$40,058.70
HP Public Sector Online Store	\$44,117.55
CDW-G	\$44,307.35

now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, or his designee, to purchase five (5) HP ProLiant BL460c server blades at a cost of \$5,312.34 each; forty (40) HP 16GB dual rank memory kits at a cost of \$247.50 each; and ten (10) HP 600GB Smart Carrier hard drives at a cost of \$359.70 each; for a total cost of \$40,058.70 from Business Smarts, with the expenditure being charged to Building and Repair Fund Account 40130105-55530 Computer Hardware.

Responding to Mr. Werner's inquiry about the function of a server blade, Larry Finnegan, Director of IT, stated that server blade stores data necessary for library operations.

Mr. Corrigan stated that server blades were more sustainable and reduce waste.

Resolution Authorizing the Cleveland Public Library to Enter into an Agreement with Timothy J. Cosgrove, Esq. for Agent and Lobbyist Services

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

WHEREAS, The Board of Trustees of the Cleveland Public Library has determined that it is necessary to hire an individual to represent the interests of the Cleveland Public Library with regard to state government policies and legislation; and

WHEREAS, Timothy J. Cosgrove is an attorney with Squire Patton Boggs law firm, and is among Ohio's best connected and influential government relations professionals. He combines his experience as director of policy and legislation for former Ohio Governor George V. Voinovich with his training and experience as a lawyer practicing in the legislative counseling, public

RESOLUTION
AUTHORIZING
THE
CLEVELAND
PUBLIC
LIBRARY TO
ENTER INTO
AN
AGREEMENT
WITH
TIMOTHY J.
COSGROVE,
ESQ. FOR
AGENT AND
LOBBYIST
SERVICES
Approved

finance and administrative law areas to serve the needs of corporate, nonprofit and trade association clients in Ohio; and

WHEREAS, The Board of Trustees of the Cleveland Public Library has engaged Timothy J. Cosgrove to provide legislative lobbying and executive agency representation on behalf of the Library over the past several years, and desires to continue to engage his services at the cost of \$4,000 per month; now therefore be it

RESOLVED, That the Executive Director, CEO, or his designee, is authorized to enter into an agreement with Timothy J. Cosgrove of Squire Patton Boggs for the period commencing January 1, 2015 through December 31, 2015 in an amount not-to-exceed \$4,000 per month and \$48,000 per year, which expenditure shall be charged to General fund account 11020053-53710 (Professional Services), which agreement shall be subject to review and approval of the Chief Legal Officer.

Mr. Corrigan stated that this item was discussed at length at Finance Committee Meeting. Mr. Cosgrove has served the Library for several years and noted that there was not an increase in the monthly fee.

Director Thomas stated that Mr. Cosgrove has agreed to attend an upcoming Board Meeting to provide a legislative update.

RESOLUTION
RATIFYING
PURCHASES
OF
FURNITURE
FOR
CLEVELAND
DIGITAL
PUBLIC
LIBRARY
Approved

Resolution Ratifying Purchase of Furniture for Cleveland Digital Public Library

(See page 1499)

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

WHEREAS, At the October 16, 2014 meeting of the Cleveland Public Library Board of Trustees, this Board authorized the Executive Director to negotiate and enter into agreements for the purchase of furniture for the Cleveland Digital Public Library directly from furniture vendors without competitive bidding, in a total amount not-to-exceed \$100,000; and

WHEREAS, The Department of Property Management, with the assistance of Bostwick Design Partnership, solicited the following proposals from three different vendors for the furniture,

VENDOR	AMOUNT
Library Design Associates, Inc.	\$62,367.72
APG	\$68,424.59 and incomplete
Ohio Desk	Incomplete

WHEREAS, Library Design Associates, Inc.'s proposal was selected by the Library as the lowest and best proposal, and the Executive Director requests that this Board ratify the agreement entered into with Library Design Associates, Inc. to purchase the furniture, and authorize the expenditure of Sixty-Two Thousand, Three Hundred Seventy-Six Dollars and Seventy-Two Cents (\$62,367.72); now therefore be it

RESOLVED, That the Board of Library Trustees hereby ratifies and approves the agreement entered into with Library Design Associates, Inc. in the amount of Sixty-Two Thousand, Three Hundred Seventy-Six Dollars and Seventy-Two Cents (\$62,367.72) for furniture for the Cleveland Digital Public Library, with the expenditure being charged to 40190105-55510-10419.

Mr. Corrigan stated that this item was discussed at length at Finance Committee Meeting and noted that the Library received no responses during the initial bidding process. Our legal counsel provided a solution to negotiate and enter into agreements for the purchase of furniture for the Cleveland Digital Public Library directly from furniture vendors without competitive bidding. The Library was able to satisfy its moral obligation and select the lowest and best proposal.

RESOLUTION
RATIFYING
REPLACEMENT
OF WATER LINE
AT LAKESHORE
FACILITY

Approved

Resolution Ratifying Replacement of Water Line at
Lakeshore Facility

(See pages 1500-1501)

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

WHEREAS, The Property Management Department became
aware this Fall that the main water line connected to
the fire hydrants and fire sprinklers at the Lakeshore
Facility of the Cleveland Public Library was leaking;
and

WHEREAS, As a result, the Library was compelled to
perform emergency repairs and hired V.A. Conkey Company
to perform the work. V.A. Conkey has submitted an
invoice in the amount of \$28,965.09 for supplying the
labor, equipment and material to locate the leak,
excavate and replace 100 feet of an eight inch fire
main; and

WHEREAS, The Executive Director hereby requests that
the Board of Library Trustees ratify the agreement with
V.A. Conkey Company and authorize the expenditure of
funds in the amount of \$28,965.09 for the necessary
repairs; now therefore be it

RESOLVED, That the Board of Library Trustees hereby
ratifies and approves the agreement with V.A. Conkey
Company, and authorizes the expenditure of funds in the
amount of \$28,965.09 for the necessary emergency
repairs. The expenditure shall be charged to the General
Fund account 12100053-53310 Building Repair.

RESOLUTION
AUTHORIZING
AGREEMENT
WITH
ENTERPRISE
FM TRUST
FOR LEASE
OF VEHICLES

Approved

Resolution Authorizing Agreement with Enterprise FM
Trust for Lease of Vehicles

(See pages 1502-1503)

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

WHEREAS, The Cleveland Public Library needs to replace
a number of its older vehicles that have high mileage,

and also needs to add several vehicles to the vehicle pool used by the Department of Safety and Protective Services to support the Department's plan to expand mobile services and one to TechCentral; and

WHEREAS, The Library has received a proposal from Enterprise Fleet Management to lease, maintain and manage twelve (12) vehicles for a period of sixty (60) months and has compared the cost of leasing to the cost of purchasing new vehicles; and

WHEREAS, The cost of leasing twelve (12) vehicles with full maintenance and fleet management, taking into account the approximate trade-in values of the Library vehicles that are being replaced, is estimated to cost \$59,899 per year. The cost to purchase new vehicles with full maintenance and fleet management is approximately \$63,906 per year; and the cost to purchase new vehicles without full maintenance and fleet management is approximately \$56,443 per year; and

WHEREAS, The Administration, therefore, requests that this Board authorize the Executive Director, CEO to enter into a sixty (60) month lease and maintenance package for twelve (12) vehicles with Enterprise Fleet Management; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO, or his designee, to enter into a lease and maintenance agreement with Enterprise FM Trust (through its attorney-in-fact Enterprise Fleet Management, Inc.) for twelve (12) new vehicles for a period of sixty (60) months, at the estimated cost of \$59,899 per year, but in no event in excess of \$70,000 per year, with the expenditures being charged to the General Fund account 12xx0053-53510 (Rent/Lease), where xx = the vehicle number. The Chief Financial Officer shall report the actual annual lease cost, once known, at the next regular Board meeting.

Mr. Corrigan stated that this item was discussed at length at Finance Committee Meeting.

Mr. Hairston noted that because maintenance was included, this agreement was favorable.

RESOLUTION
AUTHORIZING
AGREEMENT
WITH
INTEGRATED
PRECISION
SYSTEMS, INC.
FOR
MAINTENANCE
OF ACCESS
CONTROL
SYSTEM
Approved

Resolution Authorizing Agreement with Integrated
Precision Systems, Inc. for Maintenance of Access
Control System

(See pages 1504-1511)

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

WHEREAS, On September 20, 2012, the Board of Trustees
of the Cleveland Public Library authorized the Executive
Director of the Cleveland Public Library to enter into
an agreement with Integrated Precision Systems, Inc.
("IPS") for the purchase and installation of access
control systems for various facilities owned by the
Library; and

WHEREAS, The Library entered into an agreement with IPS
on October 23, 2012, and this Board approved four (4)
subsequent amendments in 2013 to the agreement to
install access controls on additional doors in various
facilities; and

WHEREAS, All work was completed by IPS and accepted by
the Library on March 3, 2014. The Director of Property
Management recommends that the Library enter into a
maintenance agreement with IPS for the access control
system for the period January 1, 2015 through December
31, 2015. The cost of a maintenance agreement for all
the equipment is \$ 34,992.98; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland
Public Library hereby authorizes the Executive Director,
CEO or his designee, to enter into an agreement with
Integrated Precision Systems Inc. for maintenance
services for the Library's access control system, in the
amount of \$34,992.98, subject to approval of the Chief
Legal Officer, with the expenditure being charged to the
General Fund account 12930053-53340 Building
Maintenance.

Mr. Corrigan stated that this item was discussed at
length at Finance Committee Meeting.

Resolution Authorizing Change Order #007 for the Cleveland Digital Public Library Project

(See pages 1512-1513)

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

WHEREAS, On June 19, 2014 the Board of Library Trustees awarded the contract for the Digital Hub Project, now known as the Cleveland Digital Public Library Project, to R.L. Hill Management, Inc. as the general contractor in the amount of \$606,000.00; and

WHEREAS, On September 18, 2014, this Board approved change orders numbers 1, 2 and 3 for a net increase in the amount of \$13,121.90; and on November 20, 2014, this Board approved change orders number 4,5 and 6 for a net increase in the amount of \$13,918.96; and

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

WHEREAS, Bostwick Design Partnership, the Library's architect on this project, has reviewed the necessity of the following and recommends acceptance as detailed in the attached:

Contractor	Change	Amount
R.L. Hill Management	#007	-0-
This change order extends the contract substantial completion date to December 23, 2014, and requires contractor to replace defective carpet tile.		
Total Net Increase		\$-0-

Now therefore be it

RESOLVED, That the above listed change order is hereby approved with a net total increase of \$-0- to the contract with R.L Hill Management Group, with a total contract amount of \$633,040.86.

Mr. Corrigan stated that this item was discussed at length at Finance Committee Meeting.

RESOLUTION
AUTHORIZING
CHANGE
ORDER #007
FOR THE
CLEVELAND
DIGITAL
PUBLIC
LIBRARY
PROJECT
Approved

RESOLUTION
AUTHORIZING
AN
AGREEMENT
WITH THE
FRIENDS OF
CLEVELAND
PUBLIC
LIBRARY FOR
ADVOCACY
AND
VOLUNTEER
COORDINATION
SERVICES
Approved

Resolution Authorizing An Agreement with The Friends of
Cleveland Public Library for Advocacy and Volunteer
Coordination Services

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

WHEREAS, The Cleveland Public Library has suffered
budget losses through cuts in the State of Ohio Public
Library Fund and is currently certified at levels that
were received 20 years ago, in 1994; and

WHEREAS, The Library would like to have a pool of
volunteers available to assist it with special
activities; and

WHEREAS, The Friends of the Cleveland Public Library is
planning to hire two new employees in 2015, one being a
Director of Programs and Advocacy who will focus on the
creation and implementation of comprehensive local,
state and national level advocacy efforts for increased
funding to the Library, and the other being a
Development Coordinator to act as a volunteer
coordinator for the Friends; and

WHEREAS, The Library would like to enter into an
agreement with the Friends whereby the Friends would
provide government funding advocacy and volunteer
coordination services for the Library in 2015 at the
cost of \$4,100.00 per month, in a total amount not-to-
exceed \$49,200.00; now therefore be it

RESOLVED, That the Board of Trustees authorizes the
Executive Director CEO or his designee to enter into an
agreement with the Friends of the Cleveland Public
Library Inc. for government funding advocacy and
volunteer coordination services for the Cleveland Public
Library in 2015 at the cost of \$4,100.00 per month, in a
total amount not-to-exceed \$49,200.00, with the
expenditure being charged to General Fund account
11020053-53710 (Professional Services). The Agreement
shall be subject to the review and approval of the Chief
Legal Officer.

Mr. Corrigan stated that this item was discussed at
length at Finance Committee Meeting. This is a portion

of the cost of the new employees. If the financial success of the Friends continues, it is anticipated that the Library will not be required to contribute to this cost in 2016.

Mr. Werner recommended that there be coordination between the services provided by Tim Cosgrove and the advocacy services provided by the Friends.

Mr. Corrigan submitted the following reports.

Fiscal Officer's Report

(See pages 1514-1523)

Report on Investments

(See page 1524)

Report on Conference and Travel Expenditures

(See pages 1525-15297)

Report on Cleveland Foundation Grant for Library Learning Centers

(See page 1528)

HUMAN RESOURCES COMMITTEE REPORT

Mr. Seifullah presented the following report.

Regular Employee Report

(See pages 1529-1530)

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

Retirement Recognition Citation

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

FISCAL OFFICER'S
REPORT
Submitted

REPORT ON
INVESTMENTS
Submitted

REPORT ON
CONFER. &
TRAVEL
EXPENDITURES
Submitted

REPORT ON
CLEVELAND
FOUNDATION
GRANT FOR
LIBRARY
LEARNING
CENTERS
Submitted

REGULAR
EMPLOYMENT
REPORT
Approved

RETIREMENT
RECOGNITION
CITATION
Approved

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

Michael K. Jacobs (30 years of service); Subject Dept. Clerk; Grade B - Fine Arts; 12/31/2014

Denise O. Dameron (10 years of service; Lib Asst. Youth Grade F - Mobile Services; 12/23/2014

Paula, Taylor (16 years of service; Branch Clerk Grade B - Walz; 12/31/2014

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

Be it further resolved that the citation be sent to them forthwith if they are not present at this meeting of the Board of Trustees.

Resolution for Special Closings and Holidays in 2015

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

WHEREAS, The Cleveland Public Library desires to keep the public informed of its hours of operation, and

WHEREAS, The Cleveland Public Library will be closed in 2015 in observance of the following holidays and special closings as listed below.

New Year's Day	January 1,
Martin Luther King Day	January 19,
Presidents' Day	February 16,
Memorial Day	May 25,
Staff Development Day	June 5,
Independence Day	July 4,
Labor Day	September 7,
Columbus Day	October 12,
Veterans' Day	November 11,
Thanksgiving	November 26,
Christmas Eve	December 24,
Christmas Day	December 25,

RESOLUTION
FOR SPECIAL
CLOSINGS AND
HOLIDAYS IN
2015

Approved

WHEREAS, December 31, 2015 hours of operations will be 10 AM to 6 PM.

RESOLVED, That the proposed schedule be approved by the Library Board of Trustees, to become effective immediately.

Resolution Amending Cleveland Public Library's Medical Cost Program

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

WHEREAS, On May 31, 2013 the Board of Trustees of the Cleveland Public Library adopted an amended and restated Medical Cost Plan which permits employees to make pre-tax contributions to Health Care Reimbursement Plans and Dependent Care Spending Accounts for qualified out-of-pocket expenses under Internal Revenue Code Section 125; and

WHEREAS, At the time the Plan was adopted, the maximum amount an employee could elect to contribute to a Health Care Reimbursement Plan was \$2,500.00. Since then, the Internal Revenue Service has increased the allowable amount to \$2,550.00 The Library would like to amend its Medical Cost Plan to accommodate the higher maximum allowable contribution; now therefore be it

RESOLVED, That the restated and amended Medical Cost Plan adopted in 2013 is hereby amended to increase the maximum allowable deduction for its Health Care Reimbursement Plan in 2015 to \$2,550.00, or such higher amount as may be permitted by the Internal Revenue Service in the future; and be it further

RESOLVED, That the Executive Director, CEO or his designee is authorized to execute a Plan Amendment and such other instruments and documents as may be necessary or appropriate to maintain and administer the Plan in the future, subject to approval of the Library's Chief Legal Counsel.

Mr. Seifullah submitted the following reports.

RESOLUTION
AMENDING
CLEVELAND
PUBLIC
LIBRARY'S
MEDICAL COST
PROGRAM
Approved

REPORT ON
PAID SICK
TIME
Submitted

Report on Paid Sick Time Used by the Month

(See page 1531)

AFFIRMATIVE
ACTION PLAN
REPORT
Submitted

Affirmative Action Plan Report

(See page 1532)

INSURANCE
SUMMARY
REPORT
Submitted

Insurance Summary Report

(See page 1533)

COMMUNITY SERVICES

Mr. Werner submitted the following report.

MONTHLY
ACTIVITY
REPORT
Submitted

Monthly Activity Report

(See pages 1534-1540)

Mr. Werner thanked Ms. Diamond-Ortiz for her chart comparing physical and emedia borrowing. This reinforces the need for the Library to continue to be an outreach organization to help patrons learn and foster use about technology.

CPL150 AD
HOC
COMMITTEE
COMMUNITY
ENGAGEMENT
PROJECT
UPDATE
Presented

CPL150 Ad Hoc Committee Community Engagement Project Update

Chief Knowledge Officer Timothy Diamond presented the following report on the neighborhood community engagement work underway as part of CPL150:

The CPL150 community vision project is currently focused on eight of our neighborhood branches: a) four branches that are part of Group 1 (South, Fleet, Woodland, and Sterling) and b) four branches that are part of Group 2 (Mt Pleasant, East 131st Street, Brooklyn and South Brooklyn).

In each of the Group 1 neighborhoods, our consultants—Cleveland Urban Design Collaborative (CUDC) and Enlightenment Consulting Group have put together advisory committees of residents and stakeholders. The

advisory committees' role is to shape the goals of the public meetings and drive resident participation in the process.

Because of the public interest in the future of South Branch, that advisory committee was the first to be finalized and was the first to meet. They planned the first public meeting about the future of South Branch that was held Wednesday, December 10, 2014, at 6pm in Gruss Hall on Scranton Road. At the request of the two community development corporations that serve the area, post card invitations were sent to every household within a one-mile radius of the branch. We did not have the attendance of residents that we hoped for. Not counting library staff and trustees, 65 people were in attendance.

The interactive multi-station process that the Advisory Committee had endorsed for gathering resident input was interrupted at the beginning by a number of attendees who did not wish to participate in the process and wanted the meeting to revert to an open-mike forum. The agenda was modified to allow some time for public comment before reverting to the agreed-upon schedule of activities.

At the six stations situated around the hall, Kent State staff gathered data from the residents who did participate in the process. That information will be taken back to the Advisory Committee to be reviewed at their second meeting next month. They will use that information to plan the second public meeting about South Branch to be held at a different site. The information from the second public meeting again goes back to the Advisory Committee for their input.

The advisory committees for Woodland Branch and Fleet Branch met yesterday for the first time; and the advisory committee for Sterling Branch will have their first meeting this evening.

Meanwhile, Enlightenment Consulting Group has begun their work in the Group 2 neighborhoods surrounding Mt. Pleasant and East 131st Branches. Meetings and focus groups have been held at Union-Miles Development Corporation, Mt. Pleasant NOW, East 131st Street Branch, Union Court Apartments, and Boys & Girls Club of Mt.

Pleasant. Tomorrow evening, there will be a meeting at Mt. Pleasant Branch.

After Mr. Diamond's report, discussion followed about the South Branch public meeting. Trustee Hairston stated that the Library needed to "stay the course." President Corrigan agreed.

BUILDING
STATUS
UPDATE
Presented

Building Status Update

Mryon Scruggs, Director of Property Management gave an update on the Digital Hub carpet installation.

NEW BUSINESS

Mr. Parker presented the following item of new business.

RESOLUTION
AUTHORIZING
A VENUE
AGREEMENT
WITH THE 2016
HOST
COMMITTEE,
INC. FOR THE
REPUBLICAN
NATIONAL
CONVENTION

Resolution Authorizing a Venue Agreement with the 2016 Host Committee, Inc. for the Republican National Convention

WHEREAS, The 2016 Host Committee for the Republican National Convention has requested that the Cleveland Public Library make available some of its downtown facilities as a venue for various events to be held during the Republican National Convention, which will take place during a four (4) day period in either June or July of 2016; and

MOTION TO
TABLE
RESOLUTION
Approved

WHEREAS, The Agreement requires that the Library reserve and set aside designated facilities for groups of various officials, delegates and guests of the convention, and that no other use of those designated Library facilities may occur during this time period without the approval of the Host Committee and the RNC; and

WHEREAS, The Meeting Room Policy adopted by this Board on October 18, 2012 specifies that meeting rooms shall not be used for "political demonstrations, rallies, or campaigns for specific partisan political issues or candidates"; and

WHEREAS, It is necessary, therefore, that this Board approve the use of designated Library facilities for the RNC as an exception to the meeting room policy

prohibition on political activity on Library property;
now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director CEO or his designee, to enter into an agreement with the 2016 Host Committee, Inc. for the use of designated downtown Library facilities during the 2016 Republic National Convention, and further authorizes a one-time exception to the meeting room policy prohibition on using Library property for political demonstrations, rallies, or campaigns for specific partisan political issues or candidates in order to accommodate use by various officials, delegates and guests of the convention . The Agreement shall be subject to the review and approval of the Chief Legal Officer.

Mr. Werner wanted to clarify that library space will be rented.

Director Thomas stated that the space will be rented.

Mr. Werner asked if the Library has in the past made exceptions to the meeting room policy prohibiting political activity on Library property.

Joyce Dodrill, Chief Legal Officer, stated that she is not aware that an exception such as this has been made in the past.

Mr. Werner stated that although he is not against the proposal, he is concerned that an exception to the meeting room policy will set precedence that will require the Library to consider making exceptions for similar requests made by unsuitable or objectionable organizations.

Ms. Dodrill stated that there is an argument that this is correct. Although, we could defend the claim as this is a unique circumstance, the Library will arguably become a political speeches.

Mr. Corrigan stated that before the 2012 policy was formalized, the Library has been the venue for a couple of countywide committee meetings of various political parties and that library space was paid for. Mr. Corrigan noted that the meeting room policy specifies that meeting rooms shall not be used for "*political*

demonstrations, rallies, or campaigns for specific partisan political issues or candidates". However, the request of this national committee is sui generis and brings millions of dollars into the community. Making our facilities unavailable would not be favorable. Therefore, an exception could be defended on that basis.

Mr. Seifullah asked if library spaces would be used outside of normal business hours would an exception still need to be made.

Ms. Dodrill stated that the contract requires that all of our designated spaces be held exclusively during normal operations for the use of the Republican National Convention.

Detailed and lengthy discussion continued about distinguishing between political activity such as rallies and meeting and the use of library meeting rooms; usage of designated spaces including the Eastman Reading Garden after normal hours of operation; adjusting rental schedules; open meetings for public comment; and prohibiting specific partisan use in library spaces.

Mr. Corrigan stated that he was not certain that we could decline the use of meeting room space to any organization.

Ms. Dodrill stated that we are a limited public forum and could define the types speech to be conducted in library spaces.

Mr. Corrigan stated that we can control the types of use but not the groups who request to use the space.

Mr. Hairston stated that it would be advantageous to consider this request not only for the Library's financial benefit but the national exposure that accompanies this opportunity.

Mr. Seifullah agreed that this would be an opportunity to market the Library.

Mr. Corrigan stated that we should emphasize to the host committee that library facilities are available for meetings and receptions but not for demonstrations and rallies.

Director Thomas stated that staff has discussed this at length and agrees that visibility for the Library is a benefit. Although, the RNC is excited about the Library as a venue, they will not accept restrictions on the types of meeting. They will control the types of events hosted at the Library.

Ms. Dodrill stated that we could attempt to negotiate the library space for only meetings and receptions. However, with those restrictions, they may not elect to use the Library as a venue altogether.

Mr. Corrigan stated it is worth negotiating the Library's policy with the right to define the use of space.

Mr. Werner stated that there is a danger in disregarding library policy. The Library should be made available for receptions and meeting rooms are available with adherence to Library policy.

Director Thomas stated that the RNC wants control of designated space for the purposes that they choose.

Ms. Dodrill stated that if we permit the RNC to use meeting rooms only for political meetings, the Library will have to monitor the usage which could become problematic.

Director Thomas stated that this opportunity for national exposure for the Library in 2016, even though the opportunity is unique and may open the door that will require the Library to consider policy exceptions in the future.

In response to Mr. Werner's inquiry regarding the deadline in which agreements with the RNC needed to be signed, Ms. Dodrill stated that agreements were expected to be signed in November.

Mr. Werner recommended that staff research similar circumstances and policies that have affected other libraries.

Discussion continued about distinguishing meeting room use and library policy.

Ms. Dodrill suggested that the Library could offer its spaces after business hours and would not require adherence to meeting room policy and a separate policy could be developed for a separate facility rental policy.

Mr. Werner stated that the Library wants to be available. However, it is important that the Library stay within its mission as a public entity.

Mr. Seifullah moved to table this discussion so that staff could amend the resolution to make library spaces available to the RNC before and after regular hours of operation to be considered at the next Regular Board Meeting. Mr. Werner seconded the motion, which passed unanimously by roll call vote.

**DIRECTOR'S
REPORT**
Presented

DIRECTOR'S REPORT

Before presenting his report, Director Thomas recognized, Reba Clardy, Senior Clerk, Homebound Services, as the Five Star Award recipient; and the Graphics and Marketing & Communications Departments that includes Cathy Poilpre, Michael Young, Christine Colnar, Ryan Jaenke, Tanya Thompson, Monica Morabito and Michael Stewart as the Teamwork Award recipients.

Mr. Corrigan announced that 2014 was the anniversary for Lawrence Quincy Mumford, Cleveland Public Library Director in 1954 and eleventh Librarian of the United States Congress from 1954 to 1974.

Ms. Dodrill announced that today was the Director's birthday. Jason Jaffery, Executive Director, Friends of the Cleveland Public Library presented Director Thomas with a birthday cake to honor the occasion.

Director's Meetings and Activities

I joined Paul Clark, Regional President of PNC, and Margaret Bernstein from WKYC to inaugurate the first Little Free Library in the Fairfax community. The PNC Fairfax Community will serve as host to the first of five Little Free Libraries that will be introduced into the community. Attending the program was 8-year old Madison Reid, whose response to the LFL coming into her community has become an internet sensation. The video has over 100,000 views and Madison has been featured in

the *Huffington Post* and numerous television shows. See Madison's enthusiastic interview here:
<https://www.youtube.com/watch?v=GGHeh6OPhg4>

I served as moderator for a panel on connected learning at the National Summer Learning Association. The conference was held in San Antonio and the panel was crafted by the staff of the Aspen Institute. Nearly 300 people attended and I was able to introduce the attendees to the Aspen Institute's report "Learner at the Center of a Networked World".

Programming / Outreach

On Saturday, November 8 and Sunday, November 9, Land Studio presented Step Out Cleveland: A Community Dance Experience. The two-day program explored the culture of dance directly through movement, and brought topics of inclusivity and storytelling to light through interactive talks and workshops guided by experts from across the country.

Dance workshops were offered throughout the weekend, including hip hop, line dancing, African dance, and burlesque. Weekend activities also included yoga and a Saturday night dance party. Featured speakers were: DJ FreQ Nasty-groundbreaking electronic music producer dancer, Ana Rockafella Garcia, Ragen Chastain-writer, speaker and founder of danceswithfat.org, choreographer Sokeo Ros, international performer and arts advocate

Leah Nelson, and moderator Jared Bendis of Case Western University. The program also held performances by DJ Red-I, The Fungineers, and The Dub Kirtan All Stars. Visiting musical group, the Fungineers visited the Cleveland School of the Arts on Monday, November 10th. The group performed and held a Q&A session with select students from the schools dance and visual arts programs.

On November 10, CPL, in partnership with Cleveland State University (CSU) hosted renowned author and illustrator Patricia Pollaco at the Rockport branch as a part of the University's 50 Book Challenge. Elementary schools students from the Cleveland Metropolitan School District (CMSD) participated in the event.

On November 19, Cleveland Public Library held their first Man-Up, Cleveland empowerment event for 146 male students from Shaw High School, Martin Luther King High

School, Ginn Academy, Franklin D. Roosevelt, Paul Revere and Mary Bethune. There was a keynote address, breakout sessions and a concluding feature presentation of former Ohio State University football superstar Maurice Clarett who spoke to the young men about his life story, and inspired and encouraged the audience to make the best choices for their future. Breakout sessions were provided by the Cuyahoga County Fatherhood Initiative, Cuyahoga County Board of Health, MANSA Consulting, Reading RAMM Academy, Making a Difference Consulting, Cleveland Shambhala Meditation Group, and the Federal Reserve Bank of Cleveland.

During Winterfest 2014 on Saturday, November 29, hundreds of guests enjoyed family activities and events including performances by the River Valley Ringers Hand Bell Choir and a tuba and euphonium octet, a musical tour of December Holidays Around the World, interactive toy train displays, live reindeer, ice sculpting demonstrations and readings of Charles Dickens' *A Christmas Carol* by costumed characters from the 25th anniversary production of the holiday classic. In partnership with the Northeast Ohio Media Group, the "Who Lives Downtown? What Do They Want?" event was held Wednesday, November 12, 2014 from 6:00-8:00 p.m. A discussion about the future of downtown was led by Cleveland City Councilman Joe Cimperman and attendees were interviewed by NEOMG staff.

Professional Development

On November 6-7, the Library brought in reading and literacy expert Phyllis C. Hunter to conduct professional development workshops for our Youth Services staff. Phyllis C. Hunter is the author of *Phyllis C. Hunter Classroom Libraries* and *It's Not Complicated: What I Know for Sure About Helping Our Students of Color Become Successful Readers*.

Participants were asked to bring a book that they were excited about for children and a book they were currently reading. In addition, participants were instructed using Mrs. Hunter's *It's Not Complicated* book and also participated in a close reading, Common Core State Standards (CCSS) passage.

Youth Outreach & Programming Coordinator, Nichole Shabazz and Youth Services Manager, Annisha Jeffries facilitated a professional development debriefing at the

Youth Services meeting on November 19. During the meeting the Youth Services staff completed evaluations regarding the Phyllis C. Hunter professional development workshops and provided their book selections from the workshop held earlier in the month. These titles will be compiled into a reading list and shared with all YS staff. A group discussion was also held about what was learned during the professional development workshops and what will be implemented, at the branch level, as a result.

Outreach

I Love My Librarian Award

Kevin Ray was awarded the "I Love My Librarian" honors by *New York Times*, ALA and the Carnegie Foundation. This much sought after award showcases CPL in the best possible light and demonstrates the empowerment our organization offers its staff to reach nationwide recognition.

Legal Aid

On Saturday, November 8, the Langston Hughes Branch hosted the Legal Aid @ Your Library clinic. Forty-nine patrons signed up to receive a free consultation from a volunteer attorney. Student volunteers from Bryant & Stratton and local law schools conducted intake interviews. Twenty-nine lawyers from area law firms as well as several senior partners from Squire, Patton, Boggs (formerly Squire, Sanders) provided pro bono legal services.

Research That's Possible Only at Main Library

- * A request from a producer in Ireland wanting images to use in a documentary that will be broadcast on TG4, Ireland's National Irish Language channel.
- * An ESPN librarian contacted the Photograph Collection looking for images of the 1972 and 1976 US Olympic Women's Swim Team for a documentary.
- * Special Collections is working on a request from Japan to provide scans from an 1859 hand written diary of Francis Hall that he kept while he was in Japan (one of a kind).
- * A patron requested information about a woman Surrealist artist, Remedios Varo who worked with Diego Rivera and Frida Kahlo in Mexico during the early 1940s.

Celebrate a Cultural Perspective

In partnership with Julia De Burgos Cultural Arts Center, Cleveland Public Library presented the Hispanic Heritage Month Celebration on Saturday, November 1, 7 - 11 p.m. The evening event featured dance performances by students of the cultural arts center, sampling of Latin foods, a live band and DJ, in addition to a performance and demonstration of Bomba: the Legacy of Puerto Rico's Inherited African Identity by special guest, Dr. Pablo Luis Rivera Rivera of Puerto Rico and Grupo Restauración Cultural. Approximately 525 people of all ages attended this event.

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

CLEVNET

November's total OverDrive CLEVNET eMedia collection circulation was 98,361, significantly up from last year's total of 78,003. CPL has 9,601 total followers on Twitter and the Facebook page currently has 7,057 fans.

GRANTS & DEVELOPMENT

Awarded Grants

New York Community Bank (Ohio Savings Bank) - Friends of CPL awarded \$40,000 to create early literacy spaces at the Woodland and Carnegie West branches.

Starting Point/My Com - Contract renewed for \$95,000 to continue (Third Grade Reading Guarantee) tutoring at 4 CPL branches through September 2015.

Submitted Grants

Harry K. and Emma R. Fox Foundation - submitted (through Friends) a \$5,000 request in support of the 2015 Cleveland Mini Maker Faire

Moscow Open Challenge - The Moscow Library system put out a call for requests for "Re-imagining Public Libraries". CPL submitted an entry for the Literary Lots program for its ability to engage the community through literacy.

Projects

Little Free Libraries (LFL) -

- Hosted community celebration at PNC Fairfax Connection on November 6.
- Began process of having Friends of CPL be the official fiscal agent of the LFL Cleveland Movement.

Northeast Ohio Media Group (NEOMG) - Helped organize the event '*Downtown Who Lives Here and Why*', hosted at Main Library to showcase [digital literacy] partnership on November 12.

Chess Club at MLK Branch - closed this Friends-funded program which lasted for 10 weeks.

Letter of Support -

- Childrens Museum of Cleveland for their IMLS proposal to create STEM curriculum and teacher training
- Ohio Means Jobs for their federal proposal to implement Career Online High School
- Cleveland Seed Bank for their proposal to the George Gund Foundation
- Confucius Institute at Cleveland State University for their application for the 2014 Confucius Institute of the Year Award

PUBLIC SERVICES

PROGRAMS

During the month of November the Library hosted a total of 76 programs. Educational programming and services, not included in the above totals, accounted for approximately 95 adult education classes, and 585 hours of after-school homework help for grades K-8. After-school snacks were served at 18 branch locations.

Impact 216, College Now's college readiness program, held 88 ACT sessions at 4 CPL locations: Eastman, South Brooklyn, Martin Luther King, Jr., and Harvard-Lee. In November the Library hosted the final *Career Literacy & Education Workshops* at the Harvard-Lee Branch. The 3-part series workshop was presented by Career Transition Center. Approximately 18 students from John F. Kennedy High School attended the each of the three sessions.

In partnership with Julia De Burgos Cultural Arts Center, Cleveland Public Library presented the Hispanic Heritage Month Celebration on Saturday, November 1, 7 - 11 p.m. The evening event featured dance performances by students of the cultural arts center, sampling of Latin foods, a live band and DJ, in addition to a performance and demonstration of *Bomba: the Legacy of Puerto Rico's Inherited African Identity* by special guest, Dr. Pablo Luis Rivera Rivera of Puerto Rico and Grupo Restauración Cultural. Approximately 525 people of all ages attended this event.

On November 6-7th, the library brought in reading and literacy expert *Phyllis C. Hunter* to conduct professional development workshops for our Youth Services staff. Phyllis C. Hunter is the author of the *Phyllis C. Hunter Classroom Libraries* and *It's Not Complicated: What I Know for Sure About Helping Our Students of Color Become Successful Readers*. Participants were asked to bring a book that they were excited about for children and a book they were currently reading. In addition, participants were instructed using Mrs. Hunter's *It's Not Complicated* book and also participated in a close reading, Common Core State Standards (CCSS) passage.

Youth Outreach & Programming Coordinator, Nichole Shabazz and Youth Services Manager, Annisha Jeffries facilitated a professional development debriefing at the *Youth Services meeting* on November 19th. During the meeting the Youth Services staff completed evaluations regarding the *Phyllis C. Hunter* professional development workshops and provided their book selections from the workshop held earlier in the month. These titles will be compiled into a *reading list* and shared with all YS staff. A *group discussion* was also held about what was learned during the professional development workshops and what will be implemented, at the branch level, as a result.

On Saturday, November 8th, the Langston Hughes Branch hosted the Legal Aid @ Your Library clinic. Forty-nine patrons signed up to receive a free consultation from a volunteer attorney. Student volunteers from Bryant & Stratton and local law schools conducted intake interviews. Twenty-nine lawyers from area law firms as well as several senior partners from Squire, Patton, Boggs (formerly Squire, Sanders) provided pro bono legal services.

On Saturday, November 8 and Sunday, November 9, Land Studio presented *Step Out Cleveland: A Community Dance Experience*. The two-day program explored the culture of dance directly through movement, and brought topics of inclusivity and storytelling to light through interactive talks and workshops guided by experts from across the country.

Dance workshops were offered throughout the weekend, including hip hop, line dancing, African dance, and burlesque. Weekend activities also included yoga and a Saturday night dance party. Featured speakers were: DJ FreQ Nasty, groundbreaking electronic music producer dancer, Ana Rockafella Garcia, Ragen Chastain, writer, speaker and founder of danceswithfat.org, choreographer Sokeo Ros, international performer and arts advocate Leah Nelson, and moderator Jared Bendis of Case Western University. The program also held performances by DJ Red-I, The Fungineers, and The Dub Kirtan All Stars. Visiting musical group, the Fungineers visited the Cleveland School of the Arts on Monday, November 10th. The group performed and held a Q&A session with select students from the schools dance and visual arts programs.

On November 10th, CPL, in partnership with Cleveland State University (CSU) hosted renowned author and illustrator Patricia Pollaco at the Rockport branch and as a part of the University's 50 Book Challenge. Elementary schools students from the Cleveland Metropolitan School District (CMSD) participated in the event.

On November 19th, Cleveland Public Library held their first *Man Up, Cleveland* empowerment event for 146 male students from Shaw High School, Martin Luther King High School, Ginn Academy, Franklin D. Roosevelt, Paul Revere and Mary Bethune. There was a keynote address, breakout

sessions and a concluding feature presentation of former Ohio State University football superstar Maurice Clarett who spoke to the young men about his life story and inspired and encouraged the audience to make the best choices for their future. Breakout sessions were provided by the Cuyahoga County Fatherhood Initiative, Cuyahoga County Board of Health, MANSA Consulting, Reading RAMM Academy, Making a Difference Consulting, Cleveland Shambhala Meditation Group, and the Federal Reserve Bank of Cleveland.

During Winterfest 2014 on Saturday, November 29, hundreds of guests enjoyed family activities and events including performances by the River Valley Ringers Hand Bell Choir and a tuba and euphonium octet, a musical tour of December Holidays Around the World, interactive toy train displays, live reindeer, ice sculpting demonstrations and readings of Charles Dickens' *A Christmas Carol* by costumed characters from 25th anniversary production of the holiday classic.

EXHIBITS

Artwork by Cleveland-area Latino artists, Kevin Fernandez and Bruno Casiano, was exhibited in Main Library in honor of Hispanic Heritage Month. The exhibit took place from October 3 - November 1.

In honor of Veterans Day, the Special Collections Department displayed the 4 volume set of the *Cleveland Roll of Honor* that was put together in 1942. The volumes contain the names of Clevelanders who served in World War II.

Fine Arts Music Librarian, Andy Kaplan created a display for *Native American Heritage Month* featuring Native American artists.

The exhibition catalog for *A Great Joy: The Women's Art Club of Cleveland 1912-2006* was published in November acknowledging the Library.

Photographs by documentary photographer, Beverly Conley, highlighting East 4th and Prospect Avenues were on display in the Photographs Department.

Social Science Librarian Helena Travka created a winter holiday display aided by Shelf Supervisor Cynthia Cocarro who created beautiful paper snowflakes. Youth Services Librarians Maria Estrella and Kristen Schmidt created displays for the following subjects in the Youth Services Department: Native American Month and Thanksgiving.

EXPENDITURES & REVENUE

Total programming/educational services related encumbrances for November totaled \$ 36,599.19. As of November 31st the library has generated \$17,550.00 in rental fees for the use of the Main library's event space.

EVENTS

On Saturday, November 1, Julia De Burgos Cultural Arts Center celebrated its 25th anniversary with private banquet held on the first floor of Main Library in the North Reading Room. The banquet, a fundraiser, was attended by over 200 community members.

In partnership with the Northeast Ohio Media Group, the "*Who Lives Downtown? What Do They Want?*" event was held Wednesday, November 12, 2014 from 6:00-8:00pm. A discussion about the future of downtown was led by Cleveland City Councilman Joe Cimperman and attendees were interviewed by NEOMG staff.

On Thursday, November 6, American Red Cross held a blood drive in the LSW Auditorium. The blood drive saw 16 donors and we were able to collect 11 pints.

MEETING ROOMS and SCHEDULING

The total number of requests for Main Library in the month of November was 84. There was an estimated total attendance of 1,918. The Lake Shore Facility requested meeting rooms 18 times and 292 requests originated in branch libraries; there was an estimated total attendance of 5,102. There were a total of 67 AV requisitions for the month of November; 52 of them were for Main and 25 for Branches.

BOOKMOBILE/ON THE ROAD TO READING

The Mobile Services Department provided uninterrupted service in November. In November the Bookmobile made 70 stops and serviced 613 patrons.

Christmas Carol Display

A Christmas Carol exhibit featuring displays from the Library's collection along with images and posters from Great Lakes Theater's remarkable productions of the Christmas classic brought to life some of the Victorian world in which Dickens lived are on display from November 7th through December 31st in the Literature Department. An opening reception for the exhibit was held on Friday, November 7th and featured a Cleveland Dickens Fellowship slide show presented by Paul Siedel. Cleveland Public Poetry

The open microphone poetry reading series hosted by the Literature Department and sponsored by Ohio Center for the Book concluded the 2014 season on November 1st with featured student poets from the Cleveland School of the Arts.

Detroit Patent Trial & Appeal Board Road Show

Senior Subject Librarian Jim Bettinger planned, coordinated and hosted the *Detroit Patent Trial & Appeal Board Road Show* November 14th in the LSW Auditorium.

Five judges from the Patent Trial & Appeal Board presented material on the state of USPTO, PTAB board processes and procedures, and current topics in intellectual property law. The thirty two attorneys who attended the event were able to apply for continued legal education credits through the US Patent & Trademark Office.

Making Robots - a Youth Services and Tech Central Collaboration!

The Youth Services and Tech Central Departments collaborated on *Making Robots* in Studio 470. Every Friday between October 31st - November 21st, children, teens and families were invited to create their own Lego Robots.

Sports Icon Series Interviews

Social Science Library Assistant Pete Elwell coordinated a Sports Icon Interview with Maurice Clarett and Dan Coughlin on November 19th.

Main Library Book Clubs

The Popular Department hosted the African American Book club discussion of *Bring on the Blessings* by Beverly Jenkins.

Social Science Library Assistant Lakeisha Winstead and Librarian Helena Travka hosted the Social Sciences Non-Fiction Book Club on November 13th. Sr. Subject Librarian Mark Moore led a discussion of Joe Mackall's *Plain Secrets* about Amish life in Ohio.

Story Time and Class Visits

Students from Cleveland's John Hay High School visited Main Library on November 5th. During their visit they met with staff members from many of the Main Library public service departments.

Youth Services Manager Annisha Jefferies conducted two programs: *Let's Get Moving* and *Family Day* on November 8th and November 22nd.

Youth Services Manager, Annisha Jeffries and Librarians Maria Estrella and Kristen Schmidt conducted a school tour with students from Scranton Elementary School on November 13th.

Main Library Tours and Instructional Visits

Staff members throughout Main Library conducted tours and instructional visits to individuals and groups throughout the month of November. Groups included: a graduate music class from Case Western Reserve University and students from Bryant & Stratton Eastlake Division.

Music at Main

Cleveland Institute of Music students Katharina Kang, violin and Andrew Rosenblum, piano, played pieces by Beethoven, Bach, Manuel Ponce, Henryk Weiniawski, Jules Massenet, and Antonio Bazzini on Saturday, November 1st.
Business Chinese Program

Foreign Literature Librarian Caroline Han partnered with CSU's Confucius Institute to host sessions of "Business Chinese: Introduction to Business Culture" on November 3rd, November 5th, November 10th, and November 19th.

Main Library Outreach

Foreign Literature Librarian Mary Torres hosted a "Thanksgiving Celebration" at the Fulton Branch on November 21st which featured performances, crafts and refreshments.

Youth Services Librarian Maria Estrella visited 4 schools and 2 daycares during the month of November. Foreign Literature staff collected and processed a total of 2,253 Long Loan items various branches and Ohio Libraries.

Special Collections Librarian, Kelly Brown worked with the Friends of the Cleveland Public Library to create bookmarks based from CPL's 40 volume set of Charles Dickens custom made leather bindings.

Foreign Literature Librarian Caroline Han hosted two ESOL and Information Literacy programs for seniors at Goodrich-Gannett Community Center on November 5th and November 19th.

Literature Department Manager Amy Dawson continues to add books to the Little Free Library the Ohio Center for the Book sponsors on a regular basis.

Popular Library Assistant April Lancaster attended the Youth Opportunities Unlimited Employability Skills Boot Camp held at the Federal Reserve. Volunteers from Cleveland Public Library and other local businesses helped students from area high schools develop winning interview skills and create successful resumes.

Collection Development

The Center for Local and Global History's Map Collection Librarian Tom Edwards worked with Public Service, Legal, and Technical Services to purchase two historical 1912 Sanborn Insurance Maps for the collection. Library Assistant Danilo Milich continued to expand space for the City of Cleveland Historical Park Plans. Librarian Patrice Hamiter continues to process images for the African American Families Collection and send patron scans to Preservation to be added to the digital

gallery. Subject Department Clerk Nick Durda continues to work with page Lillie Korte processing portraits from the Plain Dealer.

Social Science Sr. Subject Librarian Mark Moore completed the survey of Cleveland high school newspapers on microfilm for Chatham Ewing's digitization project on November 5th.

Music Librarian Andy Kaplan completed combining the pieces to the *American Guild of Organists (AGO)* collection. In addition he continues to work on the "yet to be named" collection from of socialist and American music.

Kent Practicum student, Chad Statler completed his practicum hours on Nov. 24th along with the project of processing the *Howell & Thomas Architectural Drawings* and creating an OhioLINK EAD finding aid. This collection of over 650 different architectural design sets of homes, mostly in Cleveland Heights, Shaker Heights, and Bexley, Ohio were donated to the Cleveland Public Library in 2003.

The Schweinfurth Committee met on November 14th to review the last quarter of selections to approve. The Government Documents staff reports a continued increase in the number of professionals using the PubEast computer access stations since the number of stations was increased.

Research that's Possible Only at Main Library

- A request from a producer in Ireland wanting images to use in a documentary that will be broadcast on TG4, Ireland's National Irish Language channel.
- An ESPN librarian contacted the Photograph Collection looking for images of the 1972 and 1976 US Olympic Women's Swim Team for a documentary.
- Special Collections is working on a request from Japan to provide scans from an 1859 hand written diary of Francis Hall kept while he was in Japan (one of a kind).
- A patron request for information about a woman Surrealist artist, Remedios Varo who worked with Diego Rivera and Frida Kahlo in Mexico during the early 1940s.

- A patron inquired about the brick from the Great Wall of China they saw on display in the Special Collections.
- A French researcher had a number of questions pertaining to the Library edition of the *Image du monde* by Gossoon de Metz (1520).
- A patron wanted information on an old Cleveland company, Cleveland Builders Supply and Brick Company.

Staff Development

Youth Services Manager Annisha Jeffries conducted the end of the year Youth Services system-wide meeting on Wednesday, November 19th and also collaborated with Nicole Shabazz on a professional development workshop with featured guest speaker and literacy expert, Phyllis C. Hunter on November 6th-7th.

Special Collections Librarian Kelly Ross Brown attended a workshop on November 18th at Akron Public Library called "*Environmental Basics: What to do if something goes wrong.*"

Popular Library Assistants Doug Westerbeke and April Lancaster attended a Readers' Advisory Program at Cuyahoga County's Parma-Snow Branch.

Assistant Shelf Supervisor Demba Diawara attended a seminar on November 17th on *How to Supervise People: Learn Effective Leadership Skills to Maximize Employee Performance.*

Other Main Library News

Literature Department Manager Amy Dawson attended the Ohio Library Council Leadership Conference on November 7th. This one-day format includes session to plan for the 2015 Convention and Expo. Ms. Dawson is in the Action Council for the Subject and Special Collections Division and will be **Assistant Coordinator in 2015**. Fine Arts & Special Collections staff held a retirement party for Michael Jacobs and Marcia Evans (Science and Technology).

Lending staff members Sandra Smith and Veda Reid-Caliman retired from CPL each with over 30 years of service on November 29th.

Photographs Librarian Margaret Baughman retired on November 29th after fourteen years of service.

BRANCHES

Addison Branch Library Assistant Youth - Gail Green retired this month. Councilman T.J. Dow and Congresswoman Marcia Fudge provided resolutions acknowledging her community service. DC vs. Marvel Superhero Party held at the branch this month was a huge success.

Collinwood Children's Librarian, Natasha Wells resigned her position to return to CMSD as a kindergarten teacher. Collinwood Branch is proud to be part of the "Little Free Library" initiative and is one of the sites that will be collecting donations to support providing books for them in collaboration with the Literature Department and other sponsors.

East 131st street Branch manager Ginaya Willoughby participated in the following activities this month: Mt. Pleasant Collaborative; Rice Think Tank; Rockport Teen Room Grand Opening; Library Community Talk; Union Miles Development Corporation.

Garden Valley Youth Services staff Pasha Moncrief and Leonard Burks hosted the First Annual College Fair. The participating colleges/organizations were: Baldwin Wallace College, Bryant Stratton College, Cleveland State University and College Now of Greater Cleveland. Rainbow Terrace Learning Center, Anton Gardena School, Willow School and Rainbow Terrace Day Care have agreed to put deposit collections in their libraries and learning centers.

Glenville Branch Manager Sharon Jefferson conducted interview for the vacant Library Assistant Youth Services Position this month.

Harvard-Lee manager Harriette Parks attended Module I and II of the Cleveland State Leadership Academy on November 6 and 7. The opening modules were a retreat which allowed participants to meet and greet their cohorts.

Hough Branch Manager Donna Willingham attended the "Man Up, Cleveland" program sponsored by Outreach and Programming Services. Hough Branch programming for the month of November included: Pueblo Storyteller Dolls -

Participants were given play dough to create storyteller dolls that represented grandmothers holding their grandchildren in their arms. After the dolls were created participants were given the opportunity to tell a story that they thought a grandmother might tell to her grandchildren.

Langston Hughes Branch offered the following programs this month: Growing Readers story hour; Kid's Café; America Reads tutoring; Legal Aid at the Library; Drawing the Fall Landscape; Turkey Trouble.

Martin Luther King hosted several successful programs this month: College Now which included the Kids Café, Youth Opportunities Unlimited and Chess for Life. Additionally, MLK hosted a two day Friends of the Library book sale. Cynthia Davis joined the MLK team and Ricardo Jackson transferred to Popular Library as a full time Library Assistant.

Memorial Nottingham Branch grieved the passing of Library Assistant Alfonzo Daniels Library Assistant Youth Services. Mr. Daniels was a strong contributor to both internal and external customer service at the branch. His presence will be missed.

Mt. Pleasant Manager Cal Zunt attended the following meetings: Mt. Pleasant NOW and the MyCom Boys and Girls Club. Library Assistant Computer Emphasis Katie Milan resigned as she and her husband prepare to relocate out of state.

Rice Branch Library Assistant Eric Eubanks participated in the "Man up Cleveland" conference at Main Library. Mr. Eubanks and Children's Librarian Brianna Daniels attended the Phyllis Hunter workshop on improving children's reading skill and started a Kid's Crochet club.

Union Branch Manager Marcie Williams attended the Branch Manager's meeting and presented information on the New Supervisor's Academy along with fellow Academy participants. Library Assistant Greg Parker attended the "Man-Up Cleveland" conference.

Woodland Branch Youth Services staff attended a workshop presented by Dr. Phyllis Hunter on November 6 and 7 at

the Lakeshore Facility. The focus on the workshop was reading and literacy.

Brooklyn Branch staff made visits to pre-schools and day cares continued increased in November due to the colder weather. Children's librarian co-hosted a field trip to Main Library with a group of 4th graders from Scranton Elementary School. The Cleveland Food Bank set up on two occasions during the month to advice patrons of available services.

Carnegie West held their cookie cutter MakerLab on. Thanks to the Friends of CPL, sugar cookies of various shapes and sizes from Michaels Bakery and hot apple tea from Tea Revival were served to the seven participants. Science and Technology department sent an assortment of cookie cookbooks from their collection for patrons to check out. Musicians from the Oberlin Conservatory, who specialize in non-traditional music, came to our branch November 21st to share their style with teens from Garrett Morgan School of Science.

Eastman Branch's Children's Librarian Diana DeVore visited 2 Head Start classrooms at St. Ignatius of Antioch Thursday November 13th. She told the classes how to get their own library card, the books they could borrow and she also read stories and sang songs with the children.

Fleet Branch's TechCentral delivered 3-D printer and a scanner and conducted two staff training sessions on how to use the machine. New carpet was installed in the Branch. The Branch Manager visited Alexia Manor, in North Broadway and made arrangement with the Director for monthly visit.

Fulton Branch during November 2014 Parma ABLE continued to offer GED and ESOL classes at Fulton Branch three times per week. Adult Emphasis Library Assistant, Rodney Lewallen created a list of companies hiring for seasonal help for the holidays.

Jefferson Branch had their book sale took place on November 6 & 7 and it was truly as successful as it has been in years past. The sale made the sum of \$786.00; most of the proceeds came from the first day of sales. The Jefferson Branch was a stop on the Library Crawl sponsored by the Near West Family Network. Ms. Kmiecik

hosted a group of 16 that participated in a button activity.

Lorain Branch staff presented two Sew Lorain programs with 6 attendees, 2 MakerLabs with 26 participants, and a celebration of Dia de los Muertos (decorating sugar skulls and reading a story) with 9 children. Lorain served as a polling place for elections on November 4. At a nearby school and a daycare center, staff presented story time to 187 children. Staff underwent youth services and Smart Board training. New Branch Manager Shayna Muckerheide began work at the Branch on November 24 after a week of training.

Rockport Branch hosted Children's picture book author Patricia Polacco and spoke to over 70 3rd and 4th grade Artemus Ward Elementary students. Students heard stories, asked a lot of questions, and touched Ms. Polacco's wishing stone before they left. The new teen center officially opened on 11/18. Approximately 200 people stopped by for the grand opening celebration. The ribbon cutting ceremony featured a presentation of the colors by the John Marshal High School JROTC, an unveiling of the center's name and brief speeches by Deputy Director Cindy Lombardo, Andrea Hutchinson a local teenager, and Youth Librarian Cassandra Feliciano. After the ceremony the party included Xbox and Wii gaming, a photo booth, food, Tech Central's 3D printer, iPads and gaming. The room has been open after school since the party with about 20 teens spending time in the center daily. In addition to other youth events, the branch hosted a Tech Central Excel class on Monday evenings and continued work on the non-fiction weeding project.

South Branch manager, Mr. Declat has attended many community meetings, most importantly the South Branch Advisory Committee meeting on November 20, 2014. Technology and literacy continue to drive programming at the branch. The recent addition of Library Assistant, Computer Emphasis Joel Lefkowitz has brought some new and exciting technology programming to the South Branch.

South Brooklyn Branch associated is activities with the theme Thanksgiving all month long, so there were numerous Thanksgiving book displays throughout South Brooklyn. South Brooklyn borrowed various Thanksgiving and Christmas books from the following departments:

History, Social Science, and Science & Technology, and placed those books on a separate display on the adult side of the branch.

John Skrtic, Director of Public Services and Luigi Russo, Branch Manager attended a grant presentation by the director of Old Brooklyn Community Development Corp. at Neighborhood Progress, Inc., of which, OBCDC was eventually awarded \$30,000.00 that will be used for a partnership between OBCDC and South Brooklyn. South Brooklyn also partnered with Cleveland Marketplace Enrollment Team to assist patrons with healthcare questions/sign-ups.

Sterling Branch's after-School Tuesdays continue to be well attended. 33 children celebrated King Tut Day by making wearable Egyptian collars. Thanksgiving festivities began early at the branch. 25 little pilgrims made 17th century replica hats and "thankful turkeys" with feathers inscribed with reasons to give thanks.

Walz Branch Innovation grant theater program wrapped up with a presentation of two short skits--the second one a musical THE TURKEYS GO ON STRIKE brought a smile of amusement to staff when a mediator was brought in. West Park branch LA Jeanna Sauls visited the Rockport teen center and Librarian Vicki Beggiani held a book discussion at Gunning Golden Age Center. Branch manager Michael Dalby met with members of the West Park Historical Society and spoke about the new CPL Digital Library project

OHIO LIBRARY FOR THE BLIND AND PHYSICALLY DISABLED

For November 2014, OLBPD circulated 45,388 books and magazines directly to patrons. OLBPD registered 135 new readers to the service. BARD statistics were not available at the time this report was written.

On November 4th, the National Library Service initiated changes in the way BARD collects download statistics. The increased use of the BARD Mobile application is making it difficult for BARD to determine when an audiobook or audio magazine has been completely downloaded by a user and when it should be counted as a circulation in the statistical reports. For this reason NLS is changing the algorithm BARD uses to calculate

audio downloads. When BARD was built it was not programmed to consider partial downloads. Since braille materials are often circulated in pieces (volumes or parts), BARD uses a different algorithm to calculate braille downloads. NLS is applying the algorithm used to calculate braille downloads to audio materials. The change will go into effect with the November monthly reports.

In celebration of Veterans Day, OLBDP, the State Library of Ohio (SLO) Talking Books Program, and Cleveland Veteran Administration teamed up for a new Ohio Reads poster as part of the series of Ohio Reads posters produced by the SLO. The poster features photos of seven OLBDP patrons who are veterans of the Army, Navy, Air Force, and Marines with their digital talking book players. These posters were distributed to public libraries across Ohio, including Cleveland Public Library and its Branches.

OLBDP Manager Will Reed and Library Assistant Ken Redd met with CPL's Cathy Poilpre and Beth Hatch on November 5th to discuss strategies to better promote OLBDP services through email and social media. From Cathy and Beth's recommendations, OLBDP will be registering for Twitter and using it to offer patrons more meaningful and timely communications and updates from OLBDP about our service. OLBDP will also be looking to employ Constant Contact to help with email marketing and promotions.

OLBDP Librarian Michelle Makkos and OLBDP Library Assistant Ken Redd provided information and talks about the service at the Solon Health Fair on October 1st; Parma Health Fair on October 2nd; Cuyahoga County Child and Family Services on October 7th; Cuyahoga County Arthritis Expo on October 8th; East/West Eye Clinic October 8-9th; Hilltop Village Presentation on October 28th; General Motors Health Fair on October 30th. The OLBDP Book Club met on November 14th and discussed "The Ghost at the Table" by Suzanne Berne.

TECHNICAL SERVICES

Pam Mathews, Collection Manager, along with the enthusiastic United Way/Community Shares team of Elizabeth Bardossy, YoLanda Lawler, Nancy Mocsiran, Laura Mommers, Bonnie Bolton, and Lisa Kowalczyk held a

well-attended soup sale on November 17 that raised \$262. The photo contests, which ended 11/28, raised additional funds for United Way and Community Shares. As Chair of the Lake Shore United Way/Community Shares committee, Ms. Matthews also attended a system-wide planning meeting downtown this month.

The Preservation Department and many Technical Services staff members wished Laura Wallencheck, Preservation Assistant, a wonderful retirement at a party on November 26.

On November 5, Patricia Lowrey, Technical Services Director, met with Eckhard Kummrow, a librarian from Wiesbaden, Germany, to discuss eBooks. Ms. Lowrey and several Technical Services Managers met with Hilary Prysbylla and Marlene Pelyhes from the CLEVNET/IT Department to discuss ongoing issues and projects on November 7. Ms. Lowrey attended the Board Work Session on November 8. She travelled to Columbus on November 14, for the semi-annual meeting of the heads of Technical Services for the large public libraries in Ohio.

All Technical Services Managers were pleased to give tours of their departments to Branch Managers Rekiat Olayiwola and Jaime Deplet on November 19.

Collection Management: Staff processed a total of 63 telescopes by relocating the floating materials to the branches and college collections at Case Western Reserve University (CWRU), Cleveland State University (CSU), and Cuyahoga Community College Metro Campus (CCC).

am Matthews, Collection Manager, met with Cheryl Diamond manager of the Fulton Branch. Ms. Matthews also virtually "attended" a Library Leadership and Management Association webinar, the "LLAMA Thought Leaders webinar series: Sari Feldman". Nancy Mocsiran virtually "attended" the webinar "Library UX: Unique Programs and Services for an Engaged Community" sponsored by *Library Journal*.

Ms. Mommers helped out in the Acquisitions Department in both ordering and receiving materials.

Materials Processing: The Associates cataloged 1,304 new titles for the Cleveland Public Library and added 1,477 records for the CLEVNET libraries. The Associates

and Sr. Clerks added 4,775 items. The Technicians worked on 20,215 items.

Sabrina Rosario-Laureano joined the department as a Technical Services Senior Clerk. Elizabeth Hegstrom presented "RDA for Non-catalogers" to the Main Managers. Ms. Hegstrom assisted Andrea Johnson, Catalog Manager, in interviewing for a Technical Services Librarian, Catalog, Slavic emphasis.

High Demand: Staff ordered 2,339 titles and 8,229 items. They added 714 titles and 10,959 items. They received 580 items for the Acquisitions Department. The department placed all orders for branch paperback classics and began to receive and add the items when they began to arrive.

The IT Department worked hard with SirsiDynix to discover the reason for the *coredump* error message that caused some orders to have to be manually created. There is simply too much data in one of the fields on some orders. High Demand will work with Collection Management and other Technical Services Departments to prevent the recurrence of this problem next year.

Mya Warner, Technical Services Senior Clerk, attended a training session on book repair, offered by the Preservation Department. Dale Dickerson, High Demand Librarian, attended a NOTLS meeting on FAST (Faceted Application of Subject Terminology), a simplified indexing scheme which could be used to further enhance access to information.

Catalog: Librarians cataloged 3,482 titles and added 2,919 items for Cleveland Public Library. Catalog Manager Andrea Johnson conducted an interview for a Technical Services Librarian (Slavic language required) position with assistance from Elizabeth Hegstrom, Materials Processing Manager, and Dawntae Jackson, Human Resources Assistant.

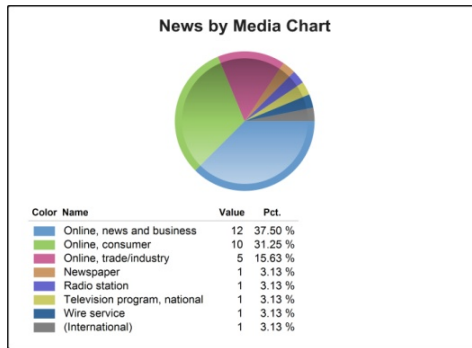
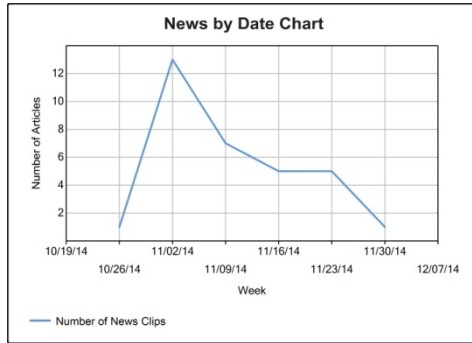
Senior Cataloger Michael Monaco attended the Ohio Library Council's Leadership Conference. He began his term as Coordinator for the Technical Services Division action council. Librarians Yeshen Dugarova-Montgomery, Regina Houseman, Perry Huang and Barbara Satow attended the NOTSL (Northern Ohio Technical Services Librarians) Fall Meeting. Ms. Johnson attended an OCLC Member Forum.

Acquisitions: Acquisitions Manager Jelar Elwell attended the Benefits Update Meeting for Non-Union employees at the Lake Shore Facility. The Acquisitions Department ordered a total of 9,812 titles and 13,428 items (including periodical subscriptions and serial standing orders); received 12,838 items, 1,422 periodicals, and 316 serials; added 191 periodical items, 105 serial items, 665 paperbacks, and 1,390 comics; and processed a total of 1,440 invoices.

Shelf/Shipping: Stephen Wohl attended a benefits meeting on Thursday November 20th. The meeting discussed the upcoming changes to the non-union benefit packages. The staff of the Lake Shore Shelf/Shipping Department sent 118 items to the Main Library for requests and 85 items to fill holds. Main Library received 335 telescopes, the Branches received 824 telescopes, CLEVENET received 110 telescopes, CASE received 7 telescopes CSU received 7 telescopes and Tri-C received 4 telescopes. A total of 1,300 telescopes were shipped out. The Technicians sent 21,216 new items to the Acquisitions and High Demand Departments.

Preservation: Alicia Naab attended the NOTSL fall meeting as a member of the board; she and other NOTSL board members selected scholarship recipients for 2015. Elizabeth Bardossy attended the Ohio Preservation Council's fall meeting as a representative of CPL. Ms. Naab, Gloria Massey, Renee Pride and Ms. Bardossy began to pack materials, tools and equipment in Preservation for the department's move to Main Library. Dozens of boxes were shipped and many more boxes and pallets packed and stored. Ms. Pride and Laura Wallencheck created documentation and examples of digicover procedures so that task can be completed by other staff in Technical Services. Ms. Wallencheck retired this month with her last work day on November 26th. There are now a total of 49,892 digital items in the Digital Gallery and 18,856 pages were viewed in November. The staff made 21 phase boxes and repaired 30 books. They treated 47 paper objects

MARKETING & COMMUNICATIONS



Media coverage for the month of November included 32 print and online publications as well as TV and radio. The full report, available in the Marketing Department, shows ad values of \$9,814.81 with outlet page views of 4,411,040 people. In November, the online print media outlets that featured CPL events and programs received 4,547,815 unique visitors. An online article in IBmag.com (Inside Business) entitled *2014 Cool Tech Awards/OneCommunity, Coolest Company Finalist* had the most media coverage discussing how Overdrive uses fiber connections from OneCommunity to transfer ebooks

for CPL.

CPL was mentioned almost equally between online news and business and online consumer. Overall online news coverage has steadily increased and now accounts for over 84% of media coverage.

Ads to promote the new Cleveland Landmark Series library card featuring artist, Julia Kuo, appeared in the *La Prensa*; Free Classes ad ran in the Julia de Burgos fundraising program; Winterfest was promoted in *Campus Observer*, *Profile News*, the *Winterfest Guide* and *Lotus*; MakerSpace was promoted in the online magazine, *Belt*.

Over 10,000 postcards were mailed to those residents within a 1 mile radius of the South Branch to announce a meeting for the CPL150 Community Vision Plan. Final graphics were approved for Cleveland Digital Public Library.

Search Engine Marketing with cleveland.com resulted in the CPL ad being viewed 7,450 times on average per week, with an average of 581 clicks to website resulting in an 8% click-through rate for the month. *Library Cleveland* was the most clicked-through phrase. Curiously, the word

"games" appeared in the top 10 clicked through for 3 out of 4 weeks.

November-SOCIAL MEDIA

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

1. Nov 28th: Coming downtown for #WinterfestCLE tomorrow? Check out the full schedule of music, activities, and fun: (Link to Winterfest schedule)
2. Nov 10th: Check out this great @wkyc story on Little Free Libraries in #CLE! (Link to WKYC video)
3. Nov 3rd: Do you live Downtown? Join @LeilaAtassi & @joecimperman on 11/12 to share your ideas, thoughts & feedback: (Link to community forum)
4. Nov 29th: Rumor has it that two of Santa's reindeer in training are at Main Library today (link to Winterfest schedule)
5. Nov 24th: Exciting news for our CPL branch in Old Brooklyn! (Link to story in Fresh Water)

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

- Nov 3rd: Check out our Rockport Branch staff dressed as their favorite book characters for Halloween
2. Nov 18th: Promotion of Scene Magazine's Holiday Hack-a-thon
3. Nov 20th: Throwback Thursday: Sterling Branch 1915 Library garden
4. Nov 21st: Sharing of photo from United Way featuring Felton Thomas
5. Nov 24th: Exciting news for our CPL branch in Old Brooklyn! (Link to story in Fresh Water)

GRAPHICS

Graphics staff designed, printed, and distributed 87 items in November in addition to graphics for the library website, and 4 staff newsletters and UpNext monthly program guide and MyBranch branch activity fliers.

Highlights included: AWinterfest promotional materials.

WEBWARE www.cpl.org

Twitter followers are up from 7,162 in 2013 to 9,601 currently. Facebook fans are up from 5,892 in 2013 to 7,057 currently.

Library News on the cpl.org homepage featured pages built for the following news items during the month of November: Board of Trustees meetings, Winterfest, Records Commission Meeting, and Holiday Hack-a-Thon.

During the month of November, the following events, programs, and information were promoted on pages of cpl.org: Step Out Cleveland; Winterfest; Exhibits; New Library Card; Gale Courses; TechCentral; Brown Bag Book Clubs; Free Tutoring; Zinio; Veterans Day Closing; Thanksgiving Day Closing; Warm-Up Cleveland; and TechCentral Makerspace.

The 39th "Off the Shelf" (November 2014 edition) was sent out on November 4, 2014. Of the emails sent, an estimated 1,495 were read, giving us a 17% open rate. The November edition featured: Step Out, Cleveland...And Shake Off the Rust!; It's beginning to look a lot like Christmas: A Christmas Carol Exhibit Opens November 7; A Cleveland Holiday Tradition: Annual Winterfest Celebration; International Games Day; and ImpACT216! The following new arrivals were featured: *The Burning Room* by Michael Connelly; *The Ship of Brides* by Jojo Moyes; and *Us: A Novel* by David Nicholls. The following news and events were promoted: Genealogy and Family History Research Clinic; Who Lives Downtown? What Do They Want?; Maker Kit Mania!; Carnegie West Knitting Club; 3D Cookie Cutter Lab; Crafty Ladies Thursdays; and Legal Aid @ Your Library.

PROPERTY MANAGEMENT

The Property Management office completed numerous branch inspections and continues to monitor utility bills. We continue to meet with and monitor the work of the contractors working on the gas conversation project for LSW and Main. We are meeting weekly with contractors working on the Digital Hub. We were asked to participate in the Cedar Extension Estates Leed and Sustainability Evaluation. Interviews are ongoing to fill open positions due to transfers and retirements.

Maintenance Mechanics continue to maintain the buildings for the safety and comfort of patrons and staff. The heating coil was replaced in the main heating unit at Addison. All clocks and time clock throughout the system were reset for the yearly time change. The duct work on air handling unit #3 was repaired at Lakeshore. Staff worked with a contractor using a large snake and camera to locate blockage in lower level restrooms located in LSW. The batteries were replaced in the water sensors located in the electrical rooms in LSW. All of the humidity sensors were replaced with new ones and we worked with a contractor to set up the humidity for the buildings automation system. The filters in the fan coil units (40) on the fourth floor of Main have been changed and work has started to replace the filters in the third floor units. A new water pressure regulating valve was installed at MLK. Boilers repairs were completed and the gas valve and ignition igniter for the lower rooftop unit were replaced at Mt. Pleasant. A bad variable frequency drive (VFD) for the air handling unit at Rice was replaced. The rooftop air handling unit was serviced and the filters were changed at West Park. The hot water pump was removed for repair and reinstalled after pump was rebuild at Woodland.

The Carpenters and Painters were working on completing open work orders.

The Garage serviced and made minor repairs to vehicles as needed.

Protective Services

Activity

Month	Total Dispatch Activities	Ave per day	Total Alarms	Branch Emergencies	Branch Visits	Downtown Campus Incidents	Incident Reports Generated	CPL access activities
Nov 2014	4442	193	170	17	237	189	40	48
Oct 2014	4939	198	196	25	307	182	54	48
Sept 2014	5222	208	193	23	333	157	28	77
Aug 2014	4997	192	90	29	313	153	34	83
Jul 2014*	3,137	224	71	22	206	69	52**	133**
Jun 2014	4,593	200	102	29	391	148	36	
May 2014	5,958	221	82	42	444	156	58	
Apr 2014	5,500	204	78	39	362	186	46	75
Mar 2014	5,531	213	179	36	284	201	47	70
Feb 2014	5,524	240	177	35	278	158	41	69
Jan 2014	5,426	226	199	21	260	209	45	76
Dec 2013	6,250	272	239	34	224	254	58	86
Nov 2013	6,407	267	257	44	211	229	84	425
Oct 2013	5,648	226	301	42	262	144	63	61
Sep 2013	6,371	265	270	20	251	140	36	204

*This month is only for 14 days due to a network drive issue and subsequent loss of data.

** This count is not impacted by loss of data.

Special Attention, Special Events, and Significant Incidents

- Hispanic Heritage Month Event in LSW and Main 11/1/2014
- Man Up Event LSW and Main 11/19/2014
- SPS staffed Winterfest 11/29/2014
- Officer Joseph Stephanos retired 11/28/2014

Protective and Fire Systems

- LSW and Main buildings emergency evacuation plan drafted and submitted for approval and distribution.
- With Tish Lowery's consent the doors to the auditorium will be opened and remain open; that will complete the tornado/earthquake evacuation plan for Lake Shore facility.
- Scheduled ABCO Fire Protections annual fire alarm inspections to begin the second week in December.

Contract Security

- G4S has their full time guard posted earlier due to short staffing at the Garden Valley branch. The new part time guard will start at Garden Valley 12/12/2014.
- G4S has a new part time guard hired for Hough branch.
- We had G4S staff a guard at Lorain branch for carpet installation after hours.

Administration

- SPS present at Board Meeting 11/20/2014
- Received notification from Human Resources 12/1/2014 to move forward with instituting changes defined in the ratified 244 Contract.

INFORMATION TECHNOLOGY & CLEVNET

CLEVNET

CLEVNET's strategic planning process started last year with a series of regional planning sessions. From the input gathered at those sessions, five areas of focus were identified: Governance, Change Management, Technology, Marketing and Training. The Directors' Panel chose to focus on Governance at their first retreat in August and condensed their concerns about Governance to Vision, Fiscal Transparency, Staffing and the Voice of the Directors' Panel. The follow-up retreat in September focused on staffing because of the pressing need to deal with staffing shortages in the IT/CLEVNET department at CPL. The retreat participants unanimously endorsed a new staffing model for CLEVNET which is reflected in the 2015 budget. Three new positions and three vacant positions are to be filled. Management staff are working on job descriptions and interview questions.

CLEVNET Projects

- Work continues of the firewall upgrade—top priority.

CPL Projects

IT continued to work closely with Public Services on the Cleveland Digital Public Library project.

Library Systems & Applications

In November, the software team completed 239 help desk cases. Support highlights:

- Changed the subject line on patron email notices for hold pickups, overdue and lost materials, and due soon notices to provide a specific description of the type of notice being sent. Previously, all email notices used the generic subject line "Library Notice"
- Investigated an issue with acquisitions reports failing to properly load orders into the database in the High Demand department. When these orders failed, staff would need to manually intervene which interrupted their workflow and prevented them from efficiently creating orders. The problem was tracked to a note field in the incoming MARC records that exceeded a character limit.
- Generated over 50 weeding/shelf list reports for CLEVNET member libraries.

Hilary Prisbylla and Marlene Pelyhes met with staff from CPL's Technical Services department to discuss upcoming projects and outstanding issues. CLEVNET meetings: Ms. Prisbylla and Beth Hatch attended the Public Relations Special Interest Group meeting at the Heights Library, and Ms. Pelyhes and Ms. Prisbylla attended the Circulation Special Interest Group meeting, also at the Heights Library.

KnowItNow24x7

Librarians working with KnowItNow24x7 in November handled a total of 2,074 chat sessions and 125 text messages. Donald Boozer, KnowItNow24x7 Coordinator, participated in the Ohio School Boards Association Conference as an exhibitor in Columbus. He shared information about Ohio's virtual reference service with the conference's attendees and fellow exhibitors. Mr. Boozer trained seven students in Kent State University's School of Library and Information Science Information Sources and Services class to staff the statewide service as part of a final project.

The KnowItNow24x7 Community Site had to be taken offline in November due to issues with a widespread attack on the Drupal content management system used as the site's platform. A new Community Site is due to be back online on a new software platform in early December. The

"Drupalgeddon" attack had no effect on the ability of the statewide virtual reference service to serve patrons.

Virtual Services

Virtual Services Manager Beth Hatch presented on eBooks and eMedia at Rock and Roll Hall of Fame Library and Archives.

EXECUTIVE SESSION

Mr. Hairston moved to adjourn into Executive Session to discuss the appointment, employment of library employees, including the Director, Felton Thomas. Mr. Werner seconded the motion, which passed unanimously by roll call vote.

The Board adjourned into Executive Session at 1:45 pm

Mr. Werner moved to return to Regular Board Meeting. Mr. Hairston seconded the motion, which passed unanimously by roll call vote.

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

The Regular Board Meeting resumed at 2:30 p.m.

Mr. Corrigan adjourned the Regular Board Meeting at 2:35 p.m.

Thomas D. Corrigan
President

Alan Seifullah
Secretary

GIFT REPORT FOR NOVEMBER 2014

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	373	12,251
Periodicals	0	1,422
Publishers Gifts	0	0
Non-Print Materials	3	733
TOTAL LIBRARY SERVICE MATERIALS	376	14,406

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
General Fund	Unrestricted	\$ (800)	\$ 6,308
Building & Repair Fund	Restricted	0	\$ 50,000
Library Fund	Restricted	0	\$ 5,610
Young Fund	Restricted	0	\$ 36,197
Schweinfurth Fund	Restricted	23,499	\$ 63,140
Founders Fund	Restricted	0	\$ 13,551
Ohio Center fo the Book	Restricted	0	\$ 900
Judd Fund	Restricted	0	\$ 155,321
Lockwood Thompson Fund	Restricted	81,856	\$ 163,712
Learning Centers	Restricted	0	\$ 228,500
TOTAL MONEY GIFTS		\$ 104,555	\$ 723,240

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	12	171	376	14,406
Money Gifts	<u>6</u>	<u>123</u>	<u>6</u>	<u>123</u>
TOTAL GIFTS	18	294	382	14,529



CLEVELAND PUBLIC LIBRARY

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

Sent via email December 9, 2014

Mr. Bryan Dunn, Department Manager
 The Cuyahoga County Administrative Headquarters
 Budget Commission, 3rd Floor
 2079 East 9th Street
 Cleveland, Ohio 44115

Dear Bryan:

Please issue an Amended Certificate of Estimated Resources to reflect the repayment of the cash advance from the Special Revenue Fund – Friends Fund – to the General Fund in the amount of \$24,500; an increase in Other Sources – Special Revenue by \$500,000 relating to the Grace Brody Trust distribution; and to reflect the resolution going before the Board for approval on December 18, 2014, to advance cash from the General Fund to the Special Revenue Fund – MyCom Fund – in the amount of \$95,000, for which repayment is to be made in 2015.

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	\$ 6,536,685.88	\$ 77,755,149.91
Special Revenue	\$12,423,156.93		\$ 3,650,577.77	\$ 16,073,734.70
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	\$ 14,013,604.65	\$ 112,152,740.05

Thank you for your assistance.

Very truly yours,

Carrie Krenicky
 Chief Financial Officer

Board of Library Trustees

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

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


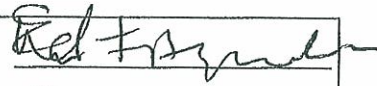
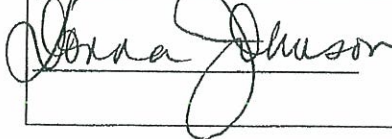

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES
Based on 82.09% current collection of current levy for previous tax year.
Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.
Cleveland, Ohio December 9, 2014

o 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	6,536,685.88	77,755,149.91
Special Revenue	12,423,156.93			3,650,577.77	16,073,734.70
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	14,013,604.65	112,152,740.05

	Budget	
	Commission	

**CLEVELAND PUBLIC LIBRARY
2014 APPROPRIATION: EIGHTH AMENDMENT
DECEMBER 18, 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	4,188,379.88	0.00	4,188,379.88
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	3,366,741.00	0.00	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/Advances Out	(24,500.00)	(70,500.00)	(95,000.00)
TOTAL RESOURCES	77,825,649.91	(70,500.00)	77,755,149.91

APPROPRIATION	Prior Appropriation	Increase/ Decrease	Amended Appropriation
Salaries/Benefits	34,563,233.00	286,000.00	34,849,233.00
Supplies	1,160,967.00	(100,000.00)	1,060,967.00
Purchased/Contracted Services	9,844,908.00	(86,000.00)	9,758,908.00
Library Materials/ Information	8,212,942.00	0.00	8,212,942.00
Capital Outlay	417,180.00	(100,000.00)	317,180.00
Other Objects	108,165.00	0.00	108,165.00
SUBTOTAL OPERATING	54,307,395.00	0.00	54,307,395.00
Transfers/Advances	3,500,000.00	0.00	3,500,000.00
TOTAL APPROPRIATION	57,807,395.00	0.00	57,807,395.00

**CLEVELAND PUBLIC LIBRARY
2014 APPROPRIATION: EIGHTH AMENDMENT
DECEMBER 18, 2014**

SPECIAL REVENUE FUNDS

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	15,503,234.70	570,500.00	16,073,734.70
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	183,306.14	0.00	183,306.14
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	3,658,741.64	0.00	3,658,741.64
Friends	14,500.00	0.00	14,500.00
Judd	206,633.00	0.00	206,633.00
Lockwood Thompson	169,401.22	0.00	169,401.22
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	247,886.09	0.00	247,886.09
MyCom	0.00	95,000.00	95,000.00
Learning Centers	228,500.00	0.00	228,500.00
TOTAL APPROPRIATION	12,986,677.20	95,000.00	13,081,677.20 (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: EIGHTH AMENDMENT
DECEMBER 18, 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: EIGHTH AMENDMENT
DECEMBER 18, 2014**

-
- (1) Certificate dated September 9, 2014
- (2) Certificate dated December 9, 2014
- (3) \$25,333,479.28 unencumbered cash carried forward includes the repayment of advances to be made from OLBPD 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 OLBPD of \$60,000 and MyCom of \$94,640 to produce the carryover balance available for appropriation in 2014; plus \$389,613.80 encumbered cash. \$3,555,577.77 additional revenue (\$500,000 of the Brody Trust is not appropriated), plus cash advance of \$95,000 to MyCom.
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 + \$3,555,577.77 - \$500,000 + \$95,000 - \$2,492,057.50 = \$13,081,677.20)
- (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 + \$3,500,000 + \$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

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 79.68% current collection of current levy for previous tax year.

Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.


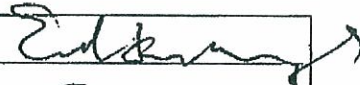
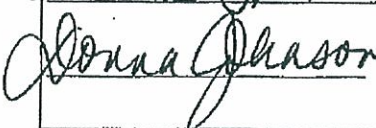

Cleveland, Ohio

December 15, 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, 2015, 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, 2015	General Property Tax	PLF L.L.G.S.F.	Other Sources	Total
General Fund	20,042,754.91	25,678,232.17	20,544,751.45	3,792,954.94	70,058,693.47
Special Revenue	12,186,057.50			7,602,861.00	19,788,918.50
Capital	12,050,000.00				12,050,000.00
Permanent	2,292,100.00			216,512.00	2,508,612.00
Agency	11,000.00			0.00	11,000.00
Totals/Subtotals	46,581,912.41	25,678,232.17	20,544,751.45	11,612,327.94	104,417,223.97

	Budget	
	Commission	

CLEVELAND PUBLIC LIBRARY

GENERAL FUND		APPROPRIATION 2015
Salaries/Benefits		
65.0%		
TOTAL		\$ 32,510,360.06
Supplies		
1.8%		
TOTAL		900,286.90
Purchased/Contracted Services		
18.0%		
TOTAL		9,009,734.52
Library Materials/Information		
13.7%		
TOTAL		6,845,318.00
Capital Outlay		
1.3%		
TOTAL		650,207.20
Other		
0.2%		
TOTAL		100,031.88
SUBTOTAL GENERAL OPERATING EXPENDITURES		
		\$ 50,015,938.56
100.0%		
Transfers/Advances		
TOTAL		-
TOTAL GENERAL FUND		
		\$ 50,015,938.56

CLEVELAND PUBLIC LIBRARY		
SPECIAL REVENUE FUNDS	FUND NO.	APPROPRIATION 2015
Anderson	201	\$ 232,980
Endowment for the Blind	202	1,992,686
Founders	203	2,790,550
Kaiser	204	53,426
Kraley	205	178,646
Library	206	161,686
Pepke	207	115,132
Wickwire	208	1,261,234
Wittke	209	79,012
Young	210	3,650,532
Friends	225	12,000
Judd	226	200,000
Lockwood Thompson	228	160,000
Ohio Center for the Book	229	900
Schweinfurth	230	63,000
CLEVNET	231	4,482,467
LSTA-OLBPD	251	1,508,194
LSTA-Know It Now	252	259,416
MyCom	254	95,000
Learning Centers	256	-
TOTAL SPECIAL REVENUE FUNDS		\$ 17,296,861

CLEVELAND PUBLIC LIBRARY		
CAPITAL FUNDS	FUND NO.	APPROPRIATION 2015
Building and Repair Fund	401	\$ 12,050,000
TOTAL CAPITAL FUNDS		\$ 12,050,000
PERMANENT FUNDS	FUND NO.	APPROPRIATION 2015
Abel	501	\$ 204,578
Ambler	502	1,826
Beard	503	116,590
Klein	504	4,460
Malon/Schroeder	505	149,912
McDonald	506	160,490
Ratner	507	76,172
Root	508	29,188
Sugarman	509	35,356
Thompson	510	106,106
Weidenthal	511	5,464
White	512	1,604,766
Beard Anna Young	513	13,704
TOTAL PERMANENT FUNDS		\$ 2,508,612
AGENCY FUNDS	FUND NO.	APPROPRIATION 2015
Unclaimed Funds	901	\$ 11,000
TOTAL AGENCY FUNDS		\$ 11,000
Total Other Funds		\$ 31,866,473

Cleveland Public Library - 2015 Costs Effective February 2015-January 2016

Contract Library	2015		Monthly Feb 15-Jan 16	Contract Costs	Station Count	Electronic Resources
	Total Cost					
Andover	15,486.30		1,290.52	11,721.91	17	3,764.39
Barberton	54,512.21		4,542.68	42,776.16	53	11,736.05
Bellevue	27,168.95		2,264.08	22,075.94	23	5,093.00
Birchard	67,956.02		5,663.00	58,434.32	43	9,521.70
Bristol	23,712.94		1,976.08	19,505.68	19	4,207.26
Burton	35,428.44		2,952.37	29,892.57	25	5,535.87
Cleveland Hts	257,962.35		21,496.86	201,496.45	255	56,465.90
Clyde	21,053.63		1,754.47	16,403.50	21	4,650.13
Conneaut	27,606.75		2,300.56	20,742.27	31	6,864.48
East Cleveland	80,484.91		6,707.08	53,469.86	122	27,015.06
Elyria	151,992.19		12,666.02	124,312.83	125	27,679.36
Euclid	158,814.04		13,234.50	127,813.16	140	31,000.89
Fairport	14,495.49		1,207.96	11,616.84	13	2,878.65
Girard	30,890.93		2,574.24	23,805.02	32	7,085.92
Global						
Harbor-Topky	27,292.63		2,274.39	21,313.89	27	5,978.74
Hawken	2,732.27		227.69	2,289.40	2	442.87
Henderson	25,944.81		2,162.07	20,187.50	26	5,757.31
Hubbard	41,630.14		3,469.18	29,672.66	54	11,957.48
Hudson	134,793.39		11,232.78	107,556.90	123	27,236.49
Huron	33,318.12		2,776.51	25,567.90	35	7,750.22
Kingsville	17,117.45		1,426.45	13,131.63	18	3,985.83
Kinsman	26,721.00		2,226.75	21,628.00	23	5,093.00
Kirtland	24,785.39		2,065.45	20,135.26	21	4,650.13
Lorain	298,875.44		24,906.29	240,416.63	264	58,458.81
Madison	57,943.03		4,828.59	49,085.64	40	8,857.40
McKinley	38,136.76		3,178.06	32,158.02	27	5,978.74
Medina	363,367.97		30,280.66	286,972.93	345	76,395.04
Milan	38,426.67		3,202.22	29,569.28	40	8,857.40

Cleveland Public Library - 2015 Costs Effective February 2015-January 2016
Report 1

Cleveland Public Library - 2015 Costs Effective February 2015-January 2016

Contract Library	2015		Monthly Feb 15-Jan 16	Contract Costs	Station Count	Electronic Resources
	Total Cost					
Newton Falls	25,838.30		2,153.19	20,745.30	23	5,093.00
Norwalk	32,620.09		2,718.34	24,427.00	37	8,193.09
Orrville	52,886.01		4,407.17	43,807.18	41	9,078.83
Peninsula	18,330.65		1,527.55	14,566.25	17	3,764.39
Perry	32,075.48		2,672.96	26,096.74	27	5,978.74
Ritter	46,871.53		3,905.96	35,578.35	51	11,293.18
Rock Creek	12,356.46		1,029.70	9,699.24	12	2,657.22
Sandusky	97,259.56		8,104.96	71,573.11	116	25,686.45
Shaker Hts	169,065.09		14,088.76	132,085.46	167	36,979.63
Twinsburg	128,533.40		10,711.12	106,832.78	98	21,700.62
Wayne	258,739.60		21,561.63	206,480.96	236	52,258.64
Wickliffe	48,944.10		4,078.68	41,415.32	34	7,528.79
Willoughby	162,599.95		13,550.00	135,142.02	124	27,457.93
Law Library	18,306.51		1,525.54	16,092.16	10	2,214.35
Cleveland	1,597,071.73		133,089.31	1,255,619.11	1,542	341,452.61
OLBPD	8,639.24		719.94	4,874.84	17	3,764.39
Total	4,808,787.96		400,732.33	3,808,787.96	4,516	1,000,000.00

Cleveland Public Library - 2015 Costs Effective February 2015-January 2016

Report 1

Contract Library	2015 Total Cost	2014 Total Cost	2015-2014 Difference	Annual % Change
Andover	15,486.30	14,574.90	911.40	6.25%
Barberton	54,512.21	50,959.17	3,553.04	6.97%
Bellevue	27,168.95	27,831.04	(662.09)	-2.38%
Birchard	67,956.02	67,976.17	(20.14)	-0.03%
Bristol	23,712.94	22,204.73	1,508.21	6.79%
Burton	35,428.44	34,269.41	1,159.03	3.38%
Cleveland Hts	257,962.35	242,299.81	15,662.53	6.46%
Clyde	21,053.63	20,106.00	947.63	4.71%
Conneaut	27,606.75	25,740.84	1,865.91	7.25%
East Cleveland	80,484.91	76,096.44	4,388.48	5.77%
Elyria	151,992.19	153,075.08	(1,082.88)	-0.71%
Euclid	158,814.04	151,930.78	6,883.26	4.53%
Fairport	14,495.49	14,234.51	260.98	1.83%
Girard	30,890.93	28,948.11	1,942.82	6.71%
Global		728.87	(728.87)	-100.00%
Harbor-Topky	27,292.63	24,525.95	2,766.69	11.28%
Hawken	2,732.27	2,617.53	114.73	4.38%
Henderson	25,944.81	22,589.07	3,355.74	14.86%
Hubbard	41,630.14	39,096.48	2,533.66	6.48%
Hudson	134,793.39	125,539.38	9,254.02	7.37%
Huron	33,318.12	30,729.93	2,588.19	8.42%
Kingsville	17,117.45	16,306.81	810.65	4.97%
Kinsman	26,721.00	24,705.75	2,015.25	8.16%
Kirtland	24,785.39	24,202.76	582.63	2.41%
Lorain	298,875.44	290,656.53	8,218.91	2.83%
Madison	57,943.03	55,451.10	2,491.93	4.49%
McKinley	38,136.76	36,283.14	1,853.62	5.11%
Medina	363,367.97	345,454.34	17,913.63	5.19%
Milan	38,426.67	32,567.12	5,859.56	17.99%

Report 1

Cleveland Public Library - 2015 Costs Effective February 2015-January 2016

Contract Library	2015 Total Cost	2014 Total Cost	2015-2014 Difference	Annual % Change
Newton Falls	25,838.30	24,746.01	1,092.29	4.41%
Norwalk	32,620.09	34,056.80	(1,436.71)	-4.22%
Orville	52,886.01	50,487.16	2,398.85	4.75%
Peninsula	18,330.65	17,151.34	1,179.30	6.88%
Perry	32,075.48	30,926.92	1,148.56	3.71%
Ritter	46,871.53	45,391.04	1,480.49	3.26%
Rock Creek	12,356.46	11,897.09	459.37	3.86%
Sandusky	97,259.56	100,287.23	(3,027.67)	-3.02%
Shaker Hts	169,065.09	162,200.22	6,864.87	4.23%
Twinsburg	128,533.40	120,899.23	7,634.17	6.31%
Wayne	258,739.60	244,368.80	14,370.80	5.88%
Wickliffe	48,944.10	46,859.46	2,084.64	4.45%
Willoughby	162,599.95	155,349.03	7,250.92	4.67%
Law Library	18,306.51	17,821.23	485.29	2.72%
Cleveland	1,597,071.73	1,519,266.15	77,805.57	5.12%
OLBPD	8,639.24	8,100.40	538.84	6.65%
Total	4,808,787.96	4,591,509.85	217,278.10	4.73%



QUOTE

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

Number AAAQ5746
 Date Nov 12, 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
TAB → 1	100	G5R50UT#ABA	HP EliteDesk 800 G1 - SFF - 1 x Core i5 4590 / 3.3 GHz - RAM 4 GB - HDD 500 GB - DVD SuperMulti - HD Graphics 4600 - GigE - Windows 7 Pro 64-bit / Windows 8.1 Pro downgrade - pre-installed: Windows 7 - vPro - Monitor : none. - Smart Buy	\$626.04	\$62,604.00
TAG → 2	100	G5R38UT#ABA	HP ProOne 400 G1 - All-in-one - 1 x Core i5 4590T / 2 GHz - RAM 4 GB - HDD 500 GB - DVD SuperMulti - HD Graphics 4600 - GigE - WLAN : 802.11 a/b/g/n, Bluetooth 4.0 - Windows 7 Pro 64-bit / Windows 8.1 Pro downgrade - pre-installed: Windows 7 - Monitor : LED 19.5" 1600 x 900 (HD+) - Smart Buy	\$765.63	\$76,563.00
3	Includes asset tagging and shipping				

SubTotal	\$139,167.00
Tax	\$0.00
Shipping	\$0.00
Total	\$139,167.00

CPL hardware
 replacement PCs
 for CPL staff & CPL public
 Desktop & All in One PCs

Carrie Krenicky

From: Cdw Government <cdwsales@cdwemail.com>
Sent: Wednesday, November 12, 2014 4:39 PM
To: Bill Hood
Subject: Cdw Government Sent You this CDW-G Shopping Cart for Review

[View Online](#)



CDW-G CART FOR REVIEW



Account Message:
 This email was sent to you from: **CDW GOVERNMENT**

Sender Comments:

CART DETAILS

ITEM	QTY	PART #	UNIT PRICE	EXT. PRICE
 <p>HP EliteDesk 800 G1 - Core i5 4590 3.3 GHz - 4 GB - 500 GB Part#: G5R50UT#ABA UNSPSC: 43211508 Go to Site</p>	100	3374943	\$754.10	\$75,410.00
 <p>HP ProOne 400 G1 - Core i5 4590T 2 GHz - 4 GB - 500 GB - LED 19.5" Part#: G5R38UT#ABA UNSPSC: 43211508 Go to Site</p>	100	3374864	\$855.00	\$85,500.00

Sub Total: \$160,910.00
GRAND TOTAL: \$160,910.00

[View the Cart](#)

Pricing is reflective of items only. Shipping, tax, and any related fees will be calculated at checkout.

SALES CONTACT INFO



General Sales
(800) 800.4239
[Email General Sales](mailto:cdwsales@cdwemail.com)

Help and Information: [Support](#) | [About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This email was sent to bill.hood@cpl.org.

Please add cdwsales@cdwemail.com to your address book.

© 2014 CDW-G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

WEB 007 | WEB7b683491-9a04-4806-8902-f23d07e44c10

NOTICE: This e-mail message and all attachments transmitted with it are intended solely for the use of the addressees and may contain legally privileged, protected or confidential information. If you have received this message in error, and/or you are not the intended recipient, please notify the sender immediately by e-mail reply and please delete this message from your computer and destroy any copies. Any unauthorized use, reproduction, forwarding, distribution, or other dissemination of this transmission is strictly prohibited and may be unlawful.

Carrie Krenicky

From: Bill Hood
Sent: Wednesday, November 12, 2014 4:28 PM
To: Bill Hood
Subject: pc's
Attachments: tmpQuote9961671.htm

**ONLINE PRICE QUOTATION****Quote Number:** 9961671**Quote Name:** pc's

Today's Date : 11/12/2014 9:28:07 PM

Quote Created Date : 11/12/2014 9:21:24 PM

Created By: bill.hood@cpl.org

Contract: OH - STATE OF OHIO (WSCA/NASPO) (OA1067)

Product availability and product discontinuation are subject to change without notice. The prices in this quotation are valid for 30 days from quote date above. Please include the quote number and contract from this quote on the corresponding purchase order.

items/description	part no	unit price	qty	ext price
- SmartBuy- HP EliteDesk 800 G1 Small Form Factor G5R50UT#ABA	Base	\$759.00	100	\$75,900.00
SmartBuy- HP EliteDesk 800 G1 Small Form Factor	G5R50UT#ABA			

TPR: Promotion pricing ends on 12/31/2014

Operating system Windows 7 Professional 64 (available through downgrade rights from Windows 8.1 Pro)	Included
Processor Intel® Core™ i5-4590 Quad Core 3.3 GHz	Included
Energy Efficiency N/A	Included
Power supply Internal 240W Power Supply, Active PFC, up to 93% efficient	Included
Manageability features Intel® vPro™ Technology	Included
Chipset Intel® Q87 Express Chipset	Included
Memory 4 GB (1x4 GB) DDR3 1600 MHz	Included
Hard drives 500 GB 7200 RPM	Included

Optical drive DVD RW	Included			
Graphics Intel HD Graphics 4600	Included			
Network card Intel® I217LM Gigabit Network Connection	Included			
Wireless hardware NA	Included			
Keyboard HP USB Keyboard	Included			
Mouse HP USB Mouse	Included			
Sound card DTS Sound audio management technology	Included			
Productivity software OPK	Included			
Additional software Cyberlink; DTS Studio Sound	Included			
Restore CD Windows 7 Professional 64-bit Recovery Media	Included			
Warranty 3 years parts, labor and onsite service (3/3/3) standard warranty. Certain restrictions and exclusions apply.	Included			
<hr/>				
Smart Buy - HP ProOne 400 G1 19.5-inch Non-Touch All-in-One PC (ENERGY STAR) G5R38UT#ABA	Base	\$855.00	100	\$85,500.00
SmartBuy - HP ProOne 400 G1 All-in-One	G5R38UT#ABA			
Operating system Windows 7 Professional 64 (available through downgrade rights from Windows 8.1 Pro)	Included			
Processor Intel® Core™ i5-4590T Dual Core 2.0 GHz	Included			
Energy Efficiency HP Energy Star Enabled Configuration	Included			
Power supply External 120W, up to 89% efficient, active PFC	Included			
Manageability features Intel® Standard Manageability	Included			
Chipset Intel® H81 Express Chipset	Included			
Display 19.5 inch HD LED Anti-Glare	Included			
Memory 4 GB (1x4 GB) DDR3 1600 MHz	Included			
Hard drives 500 GB 7200 RPM	Included			
Optical drive HP Slim SuperMulti DVD Writer Drive	Included			
Graphics Integrated Intel® HD Graphics 4600	Included			

Network card	Included
Realtek RTL8151GH-CG GbE Ethernet Controller	
Media reader	Included
SD Media Card Reader	
Keyboard	Included
HP USB standard keyboard	
Wireless hardware	Included
HP WLAN 2x2 DB MCard BT NIC	
Mouse	Included
HP USB Mouse	
Webcam	Included
1.0 MP Webcam	
Sound card	Included
DTS Sound audio management technology	
Additional software	Included
Cyberlink, HP Wireless Hotspot	
Security Software	Included
HP Client Security, Microsoft Security Essentials	
Additional accessories	Included
N/A	
Restore CD	Included
W7Pro 64	
W8.1Pro 64	
Warranty	Included
3 years parts, labor and onsite service (3/3/3) standard warranty. Certain restrictions and exclusions apply.	

SubTotal : \$161,400.00

Total : \$161,400.00

Estimated Lease Cost: \$5,011.47

The terms and conditions of the OH - STATE OF OHIO (WSCA/NASPO) will apply to any order placed as a result of this inquiry, no other terms or conditions shall apply.

To access the HP Public Sector Online Store where this quote was created, go to:
<http://gem.compaq.com/gemstore/entry.asp?SiteID=3000>

* The estimated lease cost is the monthly payment amount for a lease commencing on or before 12/12/2014 with a term of 36 months and a fair market value purchase option at the end of the lease term. This and other leasing and financing options are available through Hewlett-Packard Financial Service Company (HPFSC) or one of its affiliates to qualified education and state and local customers in the U.S. and subject to credit approval and execution of standard HPFSC documentation. Fees and other restrictions may apply. This is not a commitment to lease. Rates and payments are subject to change at any time without notice. Leasing and financing options for Federal governmental agencies (subject to a \$50,000 minimum) are available from Hewlett-Packard Company. For more information, call Hewlett-Packard Financial Services Company at 1-888-277-5942 and talk to a financial services representative who specializes in supporting government and education entities.

* HP is not liable for pricing errors. If you place an order for a product that was incorrectly priced, we will cancel your order and credit you for any charges. In the event that we inadvertently ship an order based on a pricing error, we will issue a revised invoice to you for the correct price and contact you to obtain your authorization for the additional charge, or assist you with return of the product. If the pricing error results in an overcharge to you, HP will credit your account for the amount overcharged.

* This quotation may contain open market products which are sold in accordance with HP's Standard Terms and Conditions. HP makes no representation

regarding the TAA status for open market products. Third party items that may be included in this quote are covered under the terms of the manufacturer warranty, not the HP warranty.

* Please contact HP Public Sector Sales with any questions or for additional information:

K12 Education:	800-888-3224	Higher Education:	877-480-4433
State Local Govt:	888-202-4682	Federal Govt:	800-727-5472
Fax:	800-825-2329	Returns:	800-888-3224

* For detailed warranty information, please go to www.hp.com/go/specificwarrantyinfo. Sales taxes added where applicable. Freight is FOB Destination.

NOTICE: This e-mail message and all attachments transmitted with it are intended solely for the use of the addressees and may contain legally privileged, protected or confidential information. If you have received this message in error, and/or you are not the intended recipient, please notify the sender immediately by e-mail reply and please delete this message from your computer and destroy any copies. Any unauthorized use, reproduction, forwarding, distribution, or other dissemination of this transmission is strictly prohibited and may be unlawful.



QUOTE

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

Number AAAQ5742
 Date Nov 9, 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	5	724082-B21	HP ProLiant BL460c Gen8 IVB 2 x Intel Xeon E5-2670v2 10-Core (2.50GHz 25MB) 64GB (4 x 16GB) PC3-14900R DDR3 1866MHz RDIMM Hot Plug 2.5in Small Form Factor SC Smart Array P220i/512MB FBWC 3yr NBD Warranty	\$5,312.34	\$26,561.70
2	40	708641-B21	HP 16GB (1 x 16GB) Dual Rank x4 PC3-14900R (DDR-1866) Registered CAS-13 Memory Kit	\$247.50	\$9,900.00
3	10	652583-B21	HP 600GB 6G 10k rpm HPL SAS SFF (2.5in) Smart Carrier DP ENT 3Yr Wty Hard Drive	\$359.70	\$3,597.00

TAG → 1
 Add Value

SubTotal	\$40,058.70
Tax	\$0.00
Shipping	\$0.00
Total	\$40,058.70

Qty (5) Blade servers
 for my cloud solution
 "my cloud" fund

let quote
 (cheap est)

5 blade
Quote " My blade**Bill Hood**

From: bill.hood@cpl.org
Sent: Sunday, November 9, 2014 9:04 AM
To: Bill Hood
Subject: citrix blades
Attachments: tmpQuote9953248.htm



invent

ONLINE PRICE QUOTATION**Quote Number: 9953248****Quote Name: citrix blades**

Today's Date : 11/9/2014 2:03:43 PM

Quote Created Date : 11/9/2014 1:49:15 PM

Created By: bill.hood@cpl.org

Contract: OH - STATE OF OHIO (WSCA/NASPO) (OA1067)

Product availability and product discontinuation are subject to change without notice. The prices in this quotation are valid for 30 days from quote date above. Please include the quote number and contract from this quote on the corresponding purchase order.

items/description	part no	unit price	qty	ext price
HP ProLiant BL460c Gen8 E5-2670v2 2.5GHz 10-core 2P 64GB-R P220i/512 FBWC Server	Base	\$5,875.77	5	\$29,378.85
HP ProLiant BL460c G8 Server Blade	724082-B21			
Processor	Included			
Intel® Xeon® E5-2670v2 2.5GHz 10-core 1p				
Memory	Included			
64GB (4) HP 16GB 2Rx4 PC3-14900R-13 Kit				
Storage controller	Included			
HP Embedded Smart Array P220i Controller/512MB FBWC				
Network card	Included			
HP FlexFabric 10Gb 2P 534FLB FIO Adapter				
Management - included with this Server	Included			
Insight Control Software license included				
Warranty	Included			
3-Year Limited Warranty Included				
*Note	Included			

-This product is pre-configured. Additional options ship separately.

-Pre-configured servers ship without an OEM Operating System. If you require an OEM Operating System, please shop our configurable products.

3rd Quote

HP 600GB 6G SAS 10K rpm SFF (2.5-inch) SC Enterprise 3yr Warranty Hard Drive	652583-B21	\$378.87	10	\$3,788.70
HP 16GB (1x16GB) Dual Rank x4 PC3-14900R (DDR3- 1866) Registered CAS-13 Memory Kit	708641-B21	\$273.75	40	\$10,950.00
			SubTotal :	\$44,117.55
			→ Total :	\$44,117.55

The terms and conditions of the OH - STATE OF OHIO (WSCA/NASPO) will apply to any order placed as a result of this inquiry, no other terms or conditions shall apply.

To access the HP Public Sector Online Store where this quote was created, go to:
<http://gem.compaq.com/gemstore/entry.asp?SiteID=13435>

* HP is not liable for pricing errors. If you place an order for a product that was incorrectly priced, we will cancel your order and credit you for any charges. In the event that we inadvertently ship an order based on a pricing error, we will issue a revised invoice to you for the correct price and contact you to obtain your authorization for the additional charge, or assist you with return of the product. If the pricing error results in an overcharge to you, HP will credit your account for the amount overcharged.

* This quotation may contain open market products which are sold in accordance with HP's Standard Terms and Conditions. HP makes no representation regarding the TAA status for open market products. Third party items that may be included in this quote are covered under the terms of the manufacturer warranty, not the HP warranty.

* Please contact HP Public Sector Sales with any questions or for additional information:

K12 Education:	800-888-3224	Higher Education:	877-480-4433
State Local Govt:	888-202-4682	Federal Govt:	800-727-5472
Fax:	800-825-2329	Returns:	800-888-3224

* For detailed warranty information, please go to www.hp.com/go/specificwarrantyinfo. Sales taxes added where applicable. Freight is FOB Destination.

NOTICE: This e-mail message and all attachments transmitted with it are intended solely for the use of the addressees and may contain legally privileged, protected or confidential information. If you have received this message in error, and/or you are not the intended recipient, please notify the sender immediately by e-mail reply and please delete this message from your computer and destroy any copies. Any unauthorized use, reproduction, forwarding, distribution, or other dissemination of this transmission is strictly prohibited and may be unlawful.

5 blade quote
"My Cloud"



800.808.4239

Shopping Cart

Item	Quantity	Availability	Unit Price	Item Total
 HP ProLiant BL460c Gen8 - Xeon E5-2670V2 2.5 GHz - 64 GB - 0 GB MFG Part# 724082 521 CDW Part# 3137710 UNSPSC 43211501 Pricing Option Applied: OHS HP W50A NASPC In Stock	5	In Stock	\$5,875.77	\$29,378.85
 HP - DDR3 - 16 GB - DIMM 240-pin MFG Part# 708641 821 CDW Part# 2140992 UNSPSC 43201401 Pricing Option Applied: OHS HP W50A WSP0 In Stock	40	In Stock	\$273.75	\$10,950.00
 HP Enterprise - hard drive - 600 GB - SAS 6Gb/s MFG Part# 852531 B21 CDW Part# 2537072 UNSPSC 43201800 Pricing Option Applied: OHS HP W50A NASPC In Stock	10	In Stock	\$397.85	\$3,978.50

Subtotal: **\$44,307.35**
 Tax and shipping will be calculated in checkout
 Lease Option (\$1,303.52 /month)



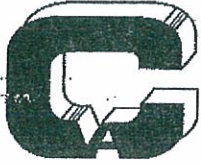
Items Related to Products in Your Cart (12)

 Cisco Aironet Dual-Band Dipole Antenna - Antenna \$29.92 Advertiser Price	 HP USB Business speakers - speakers - for PC \$26.92 Advertiser Price	 NETGEAR NIGHTHAWK WIFI ROUTER \$215.45 Advertiser Price	 VMware Support and Subscription Production - technical support \$17,872.20 Advertiser Price	 Apple SW USB Power Adapter - power adapter \$24.93 Advertiser Price
--	--	--	--	--

2nd quote

Customers Who Viewed These Items Also Viewed (12)

 HP Enterprise - hard drive - 300 GB - SAS 6Gb/s \$230.00 Advertiser Price	 HP Enterprise - hard drive - 600 GB - SAS 6Gb/s \$429.00 Advertiser Price	 HP Enterprise - hard drive - 900 GB - SAS 6Gb/s \$585.00 Advertiser Price	 HP ProLiant DL380p Gen8 High Performance - Xeon E5-2670v2 1 \$11,029.35 Advertiser Price	 HP ProLiant DL380p Gen8 - Xeon E5-2640V2 2 GHz - 32 GB - 0 GB \$3,319.00 Advertiser Price
--	--	--	---	--



V.A. CONKEY COMPANY
 1701 JOSEPH LLOYD PKWY.
 WILLOUGHBY, OHIO 44094
 PHONE: 440-269-5555 FAX: 440-269-1355

RECEIVED
 FINANCIAL SERVICES

2014 DEC -2 PM 3:21

Invoice

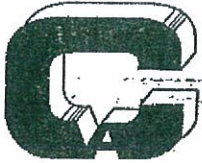
Date	Invoice #
12/1/2014	3398

Bill To
Cleveland Public Library 325 Superior Avenue Cleveland, Ohio 44114 Tim Murdock

Service Date	Description	Service	Amount
	Excavator, loader, and shoring	Labor	9,280.00
	Trucking	Equipment	3,800.00
	Pipe, Fittings, and stone	Material	2,530.00
		Material	13,355.09
	<p>LAKESHORE — MAIN WATER LINE FOR FIRE HYDRANTS AND INSIDE FIRE SPRINKLERS.</p>		

Terms	30 Days	P.O. No.	Total	\$28,965.09
-------	---------	----------	--------------	--------------------

OK
 JM
 12/12/14



V.A. CONKEY COMPANY
 1701 JOSEPH LLOYD PKWY.
 WILLOUGHBY, OHIO 44094
 PHONE: 440-269-5555 FAX: 440-269-1355

Invoice

Date:	Invoice #
12/1/2014	3398

Bill To
Cleveland Public Library 325 Superior Avenue Cleveland, Ohio 44114 Tim Murdock

Service Date	Description	Service	Amount
11/3/2014	17109 Lakeshore Blvd Fire Main Repairs Supply labor and equipment to excavate in the rear of the property to attempt to locate a leak by an isolation valve feeding a fire hydrant. Found the valve was half turned on and this gave bad results on the leak detector locate. Advise location company and had area re surveyed.		
11/4/2014	Supply labor and equipment to work with the leak detection company to locate various leaks in a (100') stretch of 8" fire main.		
11/5/2014	Supply labor and equipment to saw cut pavement and remove for piping replacement.		
11/7/2014	Supply labor, equipment, and material to replace sections (100') of 8" fire main.		
11/10/2014	Supply labor, equipment, and material to replace sections (100') of 8" fire main.		
11/11/2014	Supply labor and equipment to backfill and compact the area. All piping backfilled with #57 Limestones. Pavement areas backfilled with #304 limestones to the surface. Removed all spoils off site.		
11/12/2014	Supply labor and equipment to finish removal of spoils. Demobilized all equipment.		

Terms	30 Days	P.O. No.	Total
-------	---------	----------	-------



Vehicles for Cleveland Public Library - 5 Year Term (Lease)

Vehicle #	CPL #	Description	Year	Make	VIN Number	Estimated Mileage as of 12/1/14	Estimated Value ¹	Replace with	Annual Lease Expense ²³	Anticipated Equity at lease term ⁴	
1	2	Chevrolet Truck Uplander 2008-CLEVNET	2008	Chevrolet	1GNDU23W48D164686	68,411					
2	13	Chevrolet Truck Uplander 2008-CLEVNET	2008	Chevrolet	1GNDU23W48D164686	53,953					
3	14	Chevrolet Truck Uplander 2007-CLEVNET	2007	Chevrolet	1GNDV231X7D128288	52,698					
4	6	Chevrolet Step Van, 1998 (Carpenter's)	1998	Chevrolet	1GBHP32W4XW3317538		\$1,000	Ford 12 ft. Carpenter Truck	\$6,578	\$3,199	
5	25	Chevrolet Pickup - C1500 Ext Cab Dark Blue	2007	Chevrolet	1GCEK140672649176	64,828					
6	1	Chevrolet Malibu 4 Door Dark Blue 2006	2006	Chevrolet	1G1ZU53826F212326	76,497					
7	9	Chevrolet Malibu 4 Door Dark Blue 2006 -Cindy	2006	Chevrolet	1G1ZU53866F212619	73,534					
8	3	Chevrolet Malibu 4 Door Dark Blue 2006	2006	Chevrolet	1G1ZU53826F212648	55,029					
9	10	Chevrolet Malibu 4 Door Light Blue 2006	2006	Chevrolet	1G1ZU53836F217308	54,895					
10	19	Chevrolet Malibu 4 Door Dark Blue 2006	2006	Chevrolet	1G1ZU53846F212702	50,386					
11	18	Chevrolet Impala 2007-Felton	2007	Chevrolet	2G1WC58R679324936	56,574					
12	4	Chevrolet Pickup, 2001	2001	Chevrolet	1GCCS14W018212041	99,618	\$1,000	Ford KUV Mechanic Truck	\$7,380	\$3,403	
13	11	GMC Pick-Up, Sonoma 2002	2002	GMC	1GTCS14W28248962	76,296	\$2,500	Ford KUV Mechanic Truck	\$7,380	\$3,403	
14	7	Chevrolet Pickup, 2002	2002	Chevrolet	1GTCS14W828211673	67,228	\$2,000	Ford F150 XL Reg Cab 4x2 w/Cap	\$5,322	\$4,000	
15	21	GMC Pick-Up, Sierra, 2000	2000	GMC	1GTEK14T4YZ351186	90,078	\$4,000	Ford F150 XL Reg Cab 4x2 w/Cap	\$5,322	\$4,000	
16	20	Chevrolet Impala 2005 LS	2005	Chevrolet	2G1WH55K859276183	85,719	\$3,000	Ford Fusion SE - SPS	\$4,034	\$3,739	
17	24	Chevrolet Impala - 2007 Sedan	2007	Chevrolet	2G1WB58K179274808	65,004	\$4,000	Ford Fusion SE - SPS	\$4,034	\$3,739	
18	8	2011 GMC Sierra 1500	2011	GMC	1GNT2TEA9BZ379615	19,230					
19	17	Chevrolet Silverado 2012	2012	Chevrolet	1GCNKPEA7CZ190597	33,305					
20	12	Chevrolet Van Express 2013	2013	Chevrolet	1GB3G4CG4D1125175	15,400					
21	16	Chevrolet Impala 2009 LT	2009	Chevrolet	2G1WC57M291247148	44,218	\$7,000	Ford Fusion SE - SPS	\$4,034	\$3,739	
22		New sedan				0		Ford Fusion SE - SPS	\$4,034	\$3,739	
23		New sedan				0		Ford Fusion SE - SPS	\$4,034	\$3,739	
24		New sedan (Replace totalled 23)				0		Ford Focus SE Hatchback	\$3,561	\$2,871	
25		New Cargo Van (need lift or ramp)				0		Ford Transit Connect w/Ramp	\$4,189	\$5,300	
							\$24,500		\$59,899	\$44,871	
In place of Connect New Cargo Van (need lift or ramp)									Ford Transit-150	\$6,188	\$6,605
1. Conservative resale values based upon sight unseen estimates											
2. Equity Lease rates based upon 2015 model year vehicles										299493.6	
3. Lease rates include all preventative maintenance and unscheduled repairs for up to 7 years/100,000 miles											

Vehicles for Cleveland Public Library - 5 Year Term (Cash Purchase)

Vehicle Type	Capitalized Price	Number Of Vehicles	Total Cost Per Car Class	Management Fee	Full Maintenance	36 Month Management Fee Per Car Class	60 Month Full Maintenance Per Car Class
Ford Focus SE Hatchback	\$18,518.00	1	\$18,518.00	\$22.15	\$35.92	\$797.40	\$2,155.20
Ford Fusion SE - SPS	\$21,044.00	5	\$105,220.00	\$22.15	\$35.92	\$3,987.00	\$10,776.00
Ford KUV Mechanic Truck	\$36,721.00	2	\$73,442.00	\$22.15	\$42.65	\$1,594.80	\$5,118.00
Ford 12 ft. Carpenter Truck	\$32,531.00	1	\$32,531.00	\$22.15	\$42.65	\$797.40	\$2,559.00
Ford F150 XL Reg Cab 4x2 w/Cap	\$27,603.00	2	\$55,206.00	\$22.15	\$40.62	\$1,594.80	\$4,874.40
Ford Transit Connect w/Ramp	\$21,800.00	1	\$21,800.00	\$22.15	\$37.67	\$797.40	\$2,260.20
Total		12	\$306,717.00			\$9,568.80	\$27,742.80
Ford Transit - 150 w/Liftgate	\$30,396.00	1	\$30,396.00	\$22.15	\$40.62	\$797.40	\$2,437.20

Capitalized price includes any aftermarket equipment that is added to the vehicle, such as a ramp or cap. Management Fee and Full Maintenance Cost would be paid on a monthly basis.

Paying Cash and still having fleet maintenance/Management with Enterprise

Estimated total cost over 5 years	\$344,028.60
Estimated trade-in equity	(24,500.00)
Net Estimated total cost over 5 years	\$319,528.60
Total cost annually	\$63,905.72
vs Lease cost	\$59,898.72

Paying Cash and maintaining and managing in house

Estimated cash outflow for vehicles	\$306,717.00
Sale of Old Vehicles (50%/100% of Enterprise Equity)	(12,250.00)
Estimated net outflow	\$294,467.00
Estimated cost over 5 years	\$58,893.40
	\$56,443.40



Integrated Precision Systems, Inc.

MAINTENANCE AGREEMENT

CUSTOMER: CLEVELAND PUBLIC LIBRARY
CUSTOMER CONTACT: CLEVELAND PUBLIC LIBRARY SECURITY
LOCATIONS: Main, LSW, Lakeshore, Rice and Garden Valley
CONTRACT TYPE: GOLD #TBD
ANNUAL PAYMENT TERMS: \$30,736.05^B + Attachment C^C
CONTRACT EFFECTIVE DATES: Commencement Date _____
Expiration Date _____

[Note: This Agreement will commence the day following the expiration of the Warranty and will terminate one year later. The Commencement and Expiration Dates will be filled out and initialed by the parties once the dates of the Warranty have been determined.]

B - Covering all equipment outlined in Attachment B

C - As described in section 11 of this contract

IPS, an Ohio corporation having its principle place of business at 9321 Ravenna Road, Twinsburg, Ohio and "CUSTOMER", as listed above, hereby agree to the terms and conditions on the first and subsequent pages of this Agreement, under which IPS shall provide Maintenance Service for the Equipment, and Standard/Custom Software, as detailed in the attached itemized spreadsheet.

Customer acknowledges that they have read and understand all pages of this agreement, and agrees to be bound by its terms and conditions. Further, customer acknowledges that this agreement is the complete and exclusive statement of the agreement between the parties, which supersedes all proposals or prior agreements, oral or written, and all other communication between the parties relating to the subject matter herein.

AGREED TO AND ACCEPTED BY:

CUSTOMER: IPS:

BY: _____
(Authorized Signature)

BY: [Signature]
(Authorized Signature)

TITLE: _____

TITLE: President

ADDRESS: _____

ADDRESS: 9321 Ravenna Rd #C
Twinsburg OH 44087

DATE: _____

DATE: 10/20/12

IPS Maintenance Agreement

Customer and IPS agree that the terms and conditions contained in Section A of this Agreement apply only to maintenance for the Equipment, if any, as specified in Attachment B of this Agreement; Section B applies only to the Standard/Custom Software, if any, as specified in Attachment B of this Agreement; Section C Terms and Conditions apply to any Equipment (hardware), and any Standard/Custom Software as specified in Attachment B of this agreement.

A. TERMS AND CONDITIONS APPLICABLE TO EQUIPMENT (HARDWARE) ONLY

The following terms and conditions apply only to the Equipment, if any, at the location(s) specified in this Agreement.

1. **Equipment Maintenance.** During the Service Coverage Period, IPS will provide up to 2 Preventative Maintenance sessions per year to keep the equipment in, or restore the Equipment to, proper working order. All parts listed in attachment below are covered for 1 year parts and labor. Maintenance Parts, which will be new or reconditioned to perform as new, will be furnished on an exchange basis, and the exchanged parts will become the property of IPS. Maintenance provided under this Agreement does not assure uninterrupted operation of the equipment. If Customer requests that IPS perform maintenance outside the Service Coverage Period, any such emergency service will be provided, when available, at the IPS Service Fee Structure rates and terms then in effect.

Equipment Maintenance includes:

- a. On-Line/system support during the Service Coverage Period to an IPS Customer Support Center for problem reporting.
- b. Scheduled Preventive Maintenance during the Service Coverage Period, as defined below.
- c. Remedial maintenance performed at Customer's site during the Service Coverage Period following telephone notification by Customer to the IPS Customer Support Center that the Equipment is inoperative; Please consult attached Service Fee Structure for attributable charges.
- d. Hardware, Software and Firmware revision upgrades.
- e. "On-site in 60 seconds" WEB based remote diagnostics support sessions and meeting center.
- f. Replacement of printer print heads are left up to the discretion of the manufacturer. These items are covered only by the manufacturer's warranty, not by this contract.

B. TERMS AND CONDITIONS APPLICABLE TO STANDARD/CUSTOM SOFTWARE ONLY

The following terms and conditions apply only to the Standard/Custom Software, if any, at the location(s) specified in this Agreement.

1. **Standard Software Maintenance.** During the Service Coverage Period, IPS shall provide:
 - a. On-Line/system support during the Service Coverage Period to an IPS Customer Support Center for problem reporting.
 - b. Scheduled Preventive Maintenance during the Service Coverage Period, as defined below.
 - c. Remedial maintenance performed at Customer's site during the Service Coverage Period following telephone notification by Customer to the IPS Customer Support Center that the Equipment is inoperative; please consult attached Service Fee Structure for attributable charges.
 - d. WEB Access to iSolve™, installation specific knowledge base and training center.
 - e. Hardware, Software and Firmware revision upgrades.
 - f. WEB based/on-site training library.
 - g. "On-site in 60 seconds" WEB based remote diagnostics support sessions and meeting center.
 - h. Standard Software version upgrades and enhancements per the rates defined in the attached Service Fee Structure
2. **Standard/Custom Software Exclusions.** Services required for application program and conversions from products or software not supplied by IPS;

*IPS Maintenance Agreement***C. GENERAL TERMS AND CONDITIONS APPLICABLE TO MAINTENANCE OF EQUIPMENT (HARDWARE), AND STANDARD/CUSTOM SOFTWARE.**

1. **Term of Agreement.** This Agreement shall be in effect as described by the service coverage period. Following the end of this agreement, this agreement shall automatically renew for an additional Twelve (12) month term on the anniversary date of its commencement, *unless either party notifies the other in writing (30) days prior to that anniversary renewal date.*
2. **Service Coverage Period and IPS Response Time.** IPS agrees to provide the maintenance services described in the Agreement between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday excluding IPS holidays (hereafter "Service Coverage Period"). For maintenance required under this Agreement, IPS agrees to provide an average response time not to exceed eight (8) business hours, for sites within a 150 mile radius of an IPS Customer Support Center. For sites outside the 150-mile radius, IPS agrees to respond within a reasonable time following notification, not to exceed two (2) IPS business days.
3. **Payment.** Customer shall pay annual maintenance charges in advance, within thirty (30) days after the Commencement Date of the initial or any renewal term. Customer shall pay applicable Zone Charges, and Service Fee Structure upon receipt of invoice. IPS shall be solely responsible for any sales or other taxes imposed upon the transaction which is the subject of this Agreement. Customer shall provide IPS with an appropriate certification of Customer's sales tax exemption upon request

After the initial term of this Agreement, annual maintenance charges, additional zone charges, zone definition, and the Service Coverage Period are subject to change by IPS. IPS agrees to notify Customer of any increases in the above charges and definitions at least 60 days prior to the expiration of the initial term or any renewal. Notwithstanding any other provision of this Agreement to the contrary, Customer may terminate this Agreement or any renewal thereof at any time in the event IPS increases annual maintenance charges or zone charges.

4. **Addition of Equipment, Standard/Custom Software.** Customer may request that equipment, Standard Software and/or Custom Software other than those specified on the face of this Agreement be added to this Agreement. If IPS agrees to any such addition, Customer agrees to pay the prorated charges for such addition, and any such addition shall be automatically renewed as provided in this Agreement.
5. **Maintenance Exclusions.** Maintenance service does NOT include repair of damaged or replacement of spare parts resulting from:
 - a. Any cause external to the Equipment, or Standard/Custom Software, including, but not limited to, electrical work, fire, flood, water, wind, lightning, and transportation, or any act of God;
 - b. Customer's failure to continually provide a suitable installation environment including, but not limited to, adequate electrical power;
 - c. Customer's improper use, relocation, refinishing, management or supervision of the Equipment or Standard/Custom Software or other failure to use the Equipment, or Standard/Custom Software in accordance with IPS' Specifications;
 - d. Customer's repair, attempted repair or modification of the Equipment or Standard/Custom Software without prior authorization from IPS;
 - e. Customer's use of the Equipment or Standard/Custom Software for purposes other than those for which they are designed or the use of accessories or supplies not approved by IPS; or,
 - f. Customer's personal computer malfunctions.

Any maintenance necessary as a result of Section C.5. (a.) through (f.) above shall be charged to Customer at the then applicable IPS Service Fee Structure Rate.

6. **Responsibilities of the Customer.** Customer agrees to:
 - a. provide IPS personnel with full, free and safe access to Equipment and Standard/Custom Software for purposes of maintenance, including use of the data communications facilities, if required;

IPS Maintenance Agreement

- b. maintain and operate the Equipment, Standard/Custom Software in an environment and according to procedures which conform to IPS specifications communicated in writing to Customer; and
 - c. not to allow maintenance or repair of the Equipment, Standard/Custom Software by anyone other than IPS without prior authorization from IPS.
7. **Default.** Each party reserves the right to terminate (or as pertains to IPS, suspend) maintenance service in the event the other party is in default under this or any other Agreement between the parties and such default is not corrected within Thirty (30) days after written notice. In addition, this Agreement will terminate, in the event that either party ceases to do business as a going concern or has its assets assigned by law.
8. **Warranty Exclusion.** IPS shall provide all maintenance services in accordance with the standard of care equal to that of vendors who provide the same services and products in Ohio. The parties agree that all other warranties, expressed or implied, including warranties of merchantability and fitness for a particular purpose, are excluded.
9. **Limitation of Liability.** Except in the event of IPS' negligence or material breach of contract, Customer's sole remedy, and the sole liability of IPS, for any breach by IPS shall be repeat performance of any repair, replacement, or maintenance required under this Agreement. IN NO EVENT WILL IPS BE LIABLE FOR (a) LOST PROFIT, LOST DATA OR ANY OTHER INCIDENTAL OR CONSEQUENTIAL DAMAGES; OR (b) DAMAGES CAUSED BY CUSTOMER'S FAILURE TO PERFORM ITS RESPONSIBILITIES.
10. **General.**
- a. This Agreement shall be governed by Ohio law.
 - b. The invalidity or illegality of any provision of this Agreement shall not affect the validity of any other provision. The parties intend for the remaining unaffected provisions to remain in full force and effect.
 - c. Neither party shall assign this agreement without the prior written consent of the other and any purported assignment, without such consent, shall be void; provided however, that IPS may assign this Agreement to its parent affiliate or subsidiary without such written consent.
 - d. Neither party shall be liable for failure or delays in performance due to causes beyond its reasonable control, including war, strikes, lockouts, fire, flood, storm or other acts of God. Both parties agree to use their best efforts to minimize the effects of such failure or delays.
 - e. All notices, which must be given under this Agreement, shall be in writing and sent to the attention of the IPS Contact and the Customer Contact at the address listed on the first page of this agreement.
 - f. This agreement supersedes all prior or contemporaneous representations, negotiations, or other communications between the parties relating to the subject matter of this Agreement. This Agreement may be amended only in writing signed by authorized representatives of both parties.
11. **Contract addendums**
- a. Additional equipment may be added and covered by this contract based on an equipment inspection and the following rate table. Equipment inspections will be billed at the IPS standard labor rate.

IPS Maintenance Agreement

Attachment B:

Main/LSW Parts Covered Under Maintenance/Warranty

Model/Part #	Qty	Description
5395	54	5395 Thinline II - Gray Std. Wiegand
S2-NN-E10R-WM	2	S2 Network Node with 10 readers, 20 inputs, 20 outputs capability
S2-NN-E6R-WM	5	S2 Network Node with 6 readers, 12 inputs, 12 outputs capability
S2-NN-E4R-WM	1	S2 Network Node with 4 readers, 8 inputs, 8 outputs capability
S2NN-E2R-WM	7	S2 Network Node with 2 readers, 4 inputs, 4 outputs capability
S2-OUTP	9	Relay controlled output application extension blade: 8 outputs
S2-INP	3	Supervised input application extension blade: 8 inputs
S2-SELECT-128	1	S2 Enterprise™ Select Controller w/ 128 portal license
S2-IDC-128	1	Identity Management for systems with at least 128 portals
269R	4	Emergency Door Lock
TS14	11	RTE PNMTC TMR, 1.5" BUTTON
TS14N	9	TS14 BUT MNTD ON 1.75" SS PLAT
RCRREXW	46	REQUEST TO EXIT SENSOR WHITE
491	2	BREAK GLASS DOOR WITH SIREN
MK2	44	MOM KYSWTH MOM DPDT SNGL GNG
947-75TBR	65	STEEL DOOR CONTACT W/TERM BR
RB5	54	RELAY BOARD, 6 OR 12 V
M62	16	12/24 1200LB 62DUAL VLTAGE MGL
DSBBK	5	DUAL SENSE BAR-BLACK ANODIZED
100610401	14	1006-12/24D-630 STRIKE BODY
100620021	11	FACEPLATE KD-630
100620041	3	FACEPLATE N-630
850010405	5	Mortice Electric Strike Low Profile Bronze Tone
960010404	1	9600 12/24 606 COMP STRIKE
1012ULACM	15	10AMP 12VDC FUSED POWER SUPPLY
AL175ULX	3	12/24VDC 1.6A UL LISTED P/S GY
1270	36	12V 7AMP BATTERY
1326LSSMV	400	PROX 2 CARDS,W/STANDRD ARTWORK
PVC00500	500	14 Mil Adhesive Back
D9412GV4-C	1	D9412GV4 WITH TRANSFORMER, D8103 STANDARD ENCLOSURE, LOCK AND KEY
D1255	1	ALPHA NUMERIC COMMAND CENTER WITH VACUUM FLUORESCENT DISPLAY - OFF-WHITE ENCLOSURE
D8125	2	POPEX ZONE EXPANDER FOR G SERIES
D9127U	165	POPIT WITH NO TAMPER SWITCH
BW108	14	INSTRUMENT BOX 11X11X3
P110i-U	1	P110i w/ USB
800015-340	3	5 Panel Color Ribbon - 350 images YMCKO
31141012	All	18/2 STR JKT CL2P 1M RL BGE
32955099	All	PLENUM PROFUSION ACCESS CBL 5C
31081112	All	22/10 STR CMP/CL2P 1000'BX NAT

IPS Maintenance Agreement

Lakeshore Parts Covered Under Maintenance/Warranty

Model/Part #	Qty	Description
5395	24	5395 Thinline II - Gray Std. Wiegand
S2-NN-E4R-WM	5	S2 Network Node with 4 readers, 8 inputs, 8 outputs capability
S2-NN-E2R-WM	5	S2 Network Node with 2 readers, 4 inputs, 4 outputs capability
SS2408EX	24	NUMATC STPR STN ADJ TMR BTN BL
RCRREXW	24	REQUEST TO EXIT SENSOR WHITE
RB5	25	RELAY BOARD, 6 OR 12 V
1012ULACM	5	10AMP 12VDC FUSED POWER SUPPLY
AL175UL	5	12/24VDC 1.6AMP UL LISTED
1270	20	12V 7AMP BATTERY
D9412GV4-C	1	D9412GV2 WITH TRANSFORMER, D8103 STANDARD ENCLOSURE, LOCK AND KEY
D1255	1	ALPHA NUMERIC COMMAND CENTER WITH VACUUM FLUORESCENT DISPLAY - OFF-WHITE ENCLOSURE
D8125	2	POPEX ZONE EXPANDER FOR G SERIES
D9127U	64	POPIT WITH NO TAMPER SWITCH
PG21e	2	Local Door Alarm
PP100	2	Battery Eliminator
BW108	11	INSTRUMENT BOX 11X11X3
31141012	All	18/2 STR JKT CL2P 1M RL BGE
32955099	All	PLENUM PROFUSION ACCESS CBL 5C
31081112	All	22/10 STR CMP/CL2P 1000'BX NAT

Rice Parts Covered Under Maintenance/Warranty

Model/Part #	Qty	Description
5395	1	5395 Thinline II - Gray Std. Wiegand
S2-NN-E4R-WM	1	S2 Network Node with 4 readers, 8 inputs, 8 outputs capability
SS2408EX	1	NUMATC STPR STN ADJ TMR BTN BL
RCRREXW	1	REQUEST TO EXIT SENSOR WHITE
RB5	3	RELAY BOARD, 6 OR 12 V
AL175UL	2	12/24VDC 1.6AMP UL LISTED
1270	4	12V 7AMP BATTERY
D9412GV4-C	1	D9412GV2 WITH TRANSFORMER, D8103 STANDARD ENCLOSURE, LOCK AND KEY
D1255	1	ALPHA NUMERIC COMMAND CENTER WITH VACUUM FLUORESCENT DISPLAY - OFF-WHITE ENCLOSURE
D8125	2	POPEX ZONE EXPANDER FOR G SERIES
D9127U	42	POPIT WITH NO TAMPER SWITCH
D8129	1	OCTO-RELAY 8 RELAY MODULE FOR G SERIES
BW108	6	INSTRUMENT BOX 11X11X3
31141012	All	18/2 STR JKT CL2P 1M RL BGE
32955099	All	PLENUM PROFUSION ACCESS CBL 5C
31081112	All	22/10 STR CMP/CL2P 1000'BX NAT

IPS Maintenance Agreement

Garden Valley Parts Covered Under Maintenance/Warranty

Model/Part #	Qty	Description
5395	2	5395 Thinline II Gry Std Weig
S2-NN-E2R-WM	1	S2 Network Node with 2 readers, 4 inputs, 4 outputs capability
SS2408EX	2	NUMATC STPR STN ADJ TMR BTN BL
RCRREXW	2	REQUEST TO EXIT SENSOR WHITE
RB5	2	RELAY BOARD, 6 OR 12 V
AL175UL	2	12/24VDC 1.6AMP UL LISTED
1270	4	12V 7AMP BATTERY
D9412GV4-C	1	D9412GV2 WITH TRANSFORMER, D8103 STANDARD ENCLOSURE, LOCK AND KEY
D1255	1	ALPHA NUMERIC COMMAND CENTER WITH VACUUM FLUORESCENT DISPLAY - OFF-WHITE ENCLOSURE
D8125	1	POPEX ZONE EXPANDER FOR G SERIES
D9127U	19	POPIT WITH NO TAMPER SWITCH
BW108	2	INSTRUMENT BOX 11X11X3
31141012	All	18/2 STR JKT CL2P 1M RL BGE
32955099	All	PLENUM PROFUSION ACCESS CBL 5C
31081112	All	22/10 STR CMP/CL2P 1000'BX NAT

ATTACHMENT C

Additional Equipment to be added per customers request

Option #1

Years since system invoice date	Yearly equipment coverage rate
0-1 (included in base quote)	0% of original purchase price
1-5 (not included in quote)	10% of original purchase price if signed at time of purchase (not included in quote)
5-10 (not included in quote)	10% of original purchase price if signed at time of purchase (not included in quote)

Additional equipment maintenance cost

Option #2

Years since system invoice date	Monthly equipment coverage rate
0-1 (included in base quote)	0% of original purchase price
1-2 (not included in quote)	1% of original purchase price (not included in quote)
2-5 (not included in quote)	1.25% of original purchase price (not included in quote)
5-8 (not included in quote)	1.5% of original purchase price (not included in quote)
8-10 (not included in quote)	1.75% of original purchase price (not included in quote)

Additional equipment maintenance cost



Document G701™ – 2001

Change Order

PROJECT <i>(Name and address):</i>	CHANGE ORDER NUMBER: 007	OWNER: <input type="checkbox"/>
Cleveland Public Library Main Branch Consolidation Phase 3: Digital Hub Cleveland Public Library Main Library 325 Superior Avenue Cleveland, Ohio 44114	DATE: 19 November 2014	ARCHITECT: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i>	ARCHITECT'S PROJECT NUMBER: 13099	CONTRACTOR: <input type="checkbox"/>
R.L. Hill Management, Inc. 31875 Aurora Road, Solon, Ohio 44139	CONTRACT DATE: 30 July 2014	FIELD: <input type="checkbox"/>
	CONTRACT FOR: General Construction	OTHER: <input type="checkbox"/>

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
The carpet tiles installed did not meet contract specifications and were defective. On November 7, 2014, the Contractor was notified by the Architect in writing that the carpet was defective and was rejected. The defective work will be corrected by replacing the defective carpet tile in accordance with e-mail dated November 19, 2014 from John Woodward attached to this Change Order and incorporated by reference. The carpet reinstallation and quality of existing carpet in Digitization Room 302 is subject to Owner's approval.

The following items indicate the revised dates for Contract Time with revised Substantial Completion dates:

The carpet reinstallation in Digitization Room 302 shall be completed no later than November 26, 2014. All other Work in Digitization Room 302 shall be completed no later than November 28, 2014.

Installation of the new replacement carpet in the other areas of the project shall be completed no later than December 23, 2014. All other Work in the remaining areas of the project will be completed by December 23, 2014.

Contractor waives all claims for additional costs or expenses relative to the carpet.

A Certificate of Contract Completion for all areas of project will be issued in accordance with the General Conditions.

The original Contract Sum was	\$ 606,000.00
The net change by previously authorized Change Orders	\$ 27,040.86
The Contract Sum prior to this Change Order was	\$ 633,040.86
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 633,040.86

The Contract Time will be increased by as indicated above () days.

The date of Substantial Completion as of the date of this Change Order therefore is as indicated above.

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

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

Bostwick Design Partnership, Inc.
ARCHITECT (Firm name)

2729 Prospect Avenue, Cleveland, Ohio
44115

ADDRESS

BY (Signature)

Richard L. Ortmeier, AIA
(Typed name)

12-8-14
DATE

R.L. Hill Management, Inc.
CONTRACTOR (Firm name)

31875 Aurora Road, Solon, Ohio 44139

ADDRESS

BY (Signature)

Ralphael Hill
(Typed name)

11-21-14
DATE

Cleveland Public Library
OWNER (Firm name)

325 Superior Avenue, Cleveland, Ohio
44114

ADDRESS

BY (Signature)

Felton Thomas
(Typed name)

DATE

REPORT A

CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD NOVEMBER 1 – NOVEMBER 30, 2014

Carrie Kuenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending November 30, 2014

	General Fund	Special Revenue	Capital Projects	Permanent	Agency	Total
41 Taxes	25,132,256.80	0.00	0.00	0.00	\$ 0.00	25,132,256.80
42 Intergovernmental	21,949,008.79	1,664,154.04	189,751.00	0.00	\$ 0.00	23,802,913.83
43 Fines & Fees	371,446.32	0.00	0.00	0.00	\$ 0.00	371,446.32
44 Investment Earnings	255,510.40	18,162.94	0.00	16,573.11	\$ 0.00	290,246.45
45 Charges for Services	3,040,817.37	0.00	0.00	0.00	\$ 0.00	3,040,817.37
46 Contributions & Donations	6,308.33	666,931.32	50,000.00	0.00	\$ 0.00	723,239.65
48 Miscellaneous Revenue	734,438.53	0.00	0.00	0.00	\$ 1,125.01	735,563.54
Total Revenues	\$ 51,489,786.54	\$ 2,349,248.30	\$ 239,751.00	\$ 16,573.11	\$ 1,125.01	\$ 54,096,483.96
51 Salaries/Benefits	31,844,839.09	1,214,692.96	0.00	0.00	\$ 0.00	33,059,532.05
52 Supplies	812,221.75	36,239.75	0.00	1,599.50	\$ 0.00	850,061.00
53 Purchased/Contracted Services	8,328,482.61	895,749.55	0.00	14,725.28	\$ 0.00	9,238,957.44
54 Library Materials	6,720,401.39	90,139.66	0.00	28,395.28	\$ 0.00	6,838,936.33
55 Capital Outlay	306,118.54	54,614.20	2,803,114.78	0.00	\$ 0.00	3,163,847.52
57 Miscellaneous Expenses	99,846.70	30,899.30	0.00	0.00	\$ 410.75	131,156.75
Total Expenditures	\$ 48,111,910.08	\$ 2,322,335.42	\$ 2,803,114.78	\$ 44,720.06	\$ 410.75	\$ 53,282,491.09
Revenue Over/(Under) Expenditures	\$ 3,377,876.46	\$ 26,912.88	\$(2,563,363.78)	\$(28,146.95)	\$ 714.26	\$ 813,992.87
91 Sale of Capital Assets	0.00	0.00	0.00	0.00	\$ 0.00	0.00
98 Advances	130,140.00	(130,140.00)	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	\$(3,369,860.00)	\$(130,140.00)	\$ 3,500,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Revenue & Other Sources Over/(Under) Expenditures & Other Uses	\$ 8,016.46	\$(103,227.12)	\$ 936,636.22	\$(28,146.95)	\$ 714.26	\$ 813,992.87
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	\$ 32,161,029.79	\$ 12,864,183.61	\$ 14,856,068.15	\$ 3,111,863.73	\$ 11,163.67	\$ 63,004,308.95

**Certified Revenue, Appropriations and Balances
General Fund**

For the period Ending November 30, 2014

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	19,744,566	18,302,411	1,442,155	93%	84%
General Property Tax	24,140,419	25,132,257	(991,838)	104%	114%
Rollback, Homestead, CAT	4,188,380	3,646,598	541,782	87%	40%
Federal Grants	0	0	0	0%	0%
State Aid	0	0	0	0%	0%
Fines & Fees	370,000	371,446	(1,446)	100%	109%
Investment Earnings	157,213	255,510	(98,297)	163%	77%
Services to Others-Clevnet	3,366,741	3,040,817	325,924	90%	83%
Contributions	5,000	6,308	(1,308)	126%	100%
Miscellaneous	544,352	734,439	(190,087)	135%	115%
Return of Advances Out	0	154,640	(154,640)	154%	0%
Total	\$ 52,516,671	\$ 51,644,427	\$ 872,244	98%	94%

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	36,251,588	31,939,804	4,311,784	88%	84%
Supplies	1,299,174	957,724	341,450	74%	79%
Purchased Services	11,476,987	10,391,535	1,085,452	91%	87%
Library Materials	11,483,839	10,197,038	1,286,801	89%	83%
Capital Outlay	656,073	416,334	239,739	63%	45%
Other	113,796	112,434	1,363	99%	84%
Sub Total	\$ 61,281,458	\$ 54,014,870	\$ 7,266,588	88%	84%
Advances Out	0	24,500	(24,500)	0%	100%
Transfers Out	3,500,000	3,500,000	0	100%	0%
Total	\$ 64,781,458	\$ 57,539,370	\$ 7,242,088	89%	84%

Note (1): Certificate from Cuyahoga County Budget Commission dated September 9, 2014.

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending November 30, 2014

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	10,515,639.73	10,902,927.43	9,319,871.84	0.00	1,583,055.59
51120 Clerical Salaries	9,690,669.34	10,065,142.68	8,908,151.88	0.00	1,156,990.80
51130 Non-Clerical Salaries	1,233,085.46	1,283,755.00	1,197,351.36	0.00	86,403.64
51140 Buildings Salaries	3,601,946.88	3,733,044.19	3,215,812.35	0.00	517,231.84
51150 Other Salaries	998,698.74	1,037,559.35	914,518.56	0.00	123,040.79
51180 Severance Pay	0.00	32,971.85	135,671.99	0.00	(102,700.14)
51190 Non-Base Pay	0.00	10,353.56	275,684.23	0.00	(265,330.67)
51400 OPERS	3,577,218.98	3,716,837.20	3,352,059.96	0.00	364,777.24
51610 Health Insurance	4,067,844.96	4,234,319.35	3,758,642.66	0.00	475,676.69
51611 Dental Insurance	210,956.08	228,224.10	185,604.98	0.00	42,619.12
51612 Vision Insurance	16,017.41	16,017.41	13,926.64	0.00	2,090.77
51620 Life Insurance	13,651.20	14,781.00	12,346.80	0.00	2,434.20
51630 Workers Compensation	263,314.07	569,325.04	227,659.66	70,440.03	271,225.35
51640 Unemployment Compensation	40,000.00	59,582.55	15,631.26	23,951.29	20,000.00
51650 Medicare - ER	319,190.15	331,665.96	302,833.10	0.00	28,832.86
51900 Other Benefits	15,000.00	15,081.50	9,071.82	573.75	5,435.93
	\$34,563,233.00	\$ 36,251,588.17	\$ 31,844,839.09	\$ 94,965.07	\$ 4,311,784.01
Salaries/Benefits					
52110 Office Supplies	42,040.00	45,081.35	32,751.20	3,253.96	9,076.19
52120 Stationery	56,800.00	57,474.02	43,221.13	3,103.65	11,149.24
52130 Duplication Supplies	25,100.00	40,329.18	30,246.57	375.60	9,707.01
52140 Hand Tools	600.00	640.00	398.39	40.00	201.61
52150 Book Repair Supplies	64,200.00	110,034.89	101,251.85	8,458.15	324.89
52210 Janitorial Supplies	100,972.00	117,673.38	97,585.06	14,091.58	5,996.74
52220 Electrical Supplies	67,000.00	79,288.06	70,851.47	4,194.36	4,242.23

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending November 30, 2014

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52230	254,835.00	366,101.20	188,450.80	26,503.31	151,147.09
52240	27,100.00	26,090.85	3,479.04	1,044.42	21,567.39
52300	87,820.00	110,787.91	66,607.49	29,976.62	14,203.80
52900	319,500.00	345,673.23	177,378.75	54,460.55	113,833.93
Supplies	\$1,045,967.00	\$ 1,299,174.07	\$ 812,221.75	\$ 145,502.20	\$ 341,450.12
53100	125,000.00	93,502.95	77,979.69	15,308.76	214.50
53210	496,187.04	579,358.60	422,377.58	92,062.20	64,918.82
53230	104,100.00	113,189.32	97,848.10	14,663.30	677.92
53240	148,300.00	199,957.16	165,044.43	26,060.50	8,852.23
53310	568,400.00	547,171.96	237,248.54	120,985.52	188,937.90
53320	45,219.00	33,611.52	19,269.61	1,022.58	13,319.33
53340	190,000.00	249,926.09	185,610.54	54,450.46	9,865.09
53350	296,650.00	416,327.38	183,506.65	83,501.54	149,319.19
53360	1,025,383.31	1,090,399.37	936,743.94	21,475.22	132,180.21
53370	35,000.00	44,759.93	24,963.47	3,346.94	16,449.52
53380	1,040,000.00	975,794.97	843,133.97	128,888.33	3,772.67
53390	30,000.00	30,225.75	25,242.00	775.75	4,208.00
53400	415,817.00	473,067.00	400,092.00	57,021.00	15,954.00
53510	113,200.00	120,827.86	102,352.59	13,475.27	5,000.00
53520	60,430.76	73,671.01	45,384.21	15,247.01	13,039.79
53610	1,757,100.17	2,063,637.37	1,751,609.15	249,532.66	62,495.56
53620	171,380.00	218,045.03	167,224.30	50,338.62	482.11
53630	896,000.06	956,291.10	818,302.38	135,351.22	2,637.50
53640	91,828.62	102,825.54	62,800.54	35,241.47	4,783.53

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending November 30, 2014

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53710 Professional Services	1,274,340.40	1,856,834.12	883,235.59	734,044.92	239,553.61
53720 Auditors Fees	819,671.64	749,016.64	662,829.28	5,829.00	80,358.36
53730 Bank Service Charges	26,800.00	26,800.00	21,716.29	0.00	5,083.71
53800 Library Material Control	265,000.00	429,249.47	165,384.88	203,555.95	60,308.64
53900 Other Purchased Services	10,000.00	32,496.75	28,582.88	874.50	3,039.37
Purchased/Contracted Services	\$10,005,808.00	\$ 11,476,986.89	\$ 8,328,482.61	\$ 2,063,052.72	\$ 1,085,451.56
54110 Books	2,335,500.00	2,954,497.68	2,036,503.68	699,036.29	218,957.71
54120 Continuations	432,000.00	931,929.52	346,326.16	196,927.19	388,676.17
54210 Periodicals	815,000.00	1,649,523.05	756,002.07	666,507.06	227,013.92
54220 Microforms	123,000.00	195,750.18	38,542.10	54,684.20	102,523.88
54310 Video Media	1,354,237.00	1,501,654.88	1,104,671.48	256,523.98	140,459.42
54320 Audio Media - Spoken	156,000.00	175,760.32	126,587.49	33,998.65	15,174.18
54325 Audio Media - Music	393,000.00	502,331.64	327,063.71	124,480.55	50,787.38
54350 Computer Media	0.00	14.00	14.00	0.00	0.00
54500 Database Services	1,178,607.00	1,569,078.74	1,003,717.24	586,888.51	(21,527.01)
54530 eMedia	1,045,858.00	1,670,355.00	871,967.18	757,739.00	40,648.82
54600 Interlibrary Loan	0.00	1,905.00	2,344.00	761.00	(1,200.00)
54710 Bookbinding	25,000.00	52,739.47	13,815.10	13,924.37	25,000.00
54720 Preservation Services	57,000.00	91,834.18	32,666.33	59,167.85	0.00
54730 Preservation Boxing	8,000.00	9,001.32	853.15	820.02	7,328.15
54790 Preservation Reformatting	130,000.00	177,464.19	59,327.70	25,178.30	92,958.19
Library Materials	\$8,053,202.00	\$ 11,483,839.17	\$ 6,720,401.39	\$ 3,476,636.97	\$ 1,286,800.81
55510 Furniture	158,277.00	212,316.41	81,639.27	44,029.75	86,647.39
55520 Equipment	161,903.00	258,339.33	120,491.83	52,545.21	85,302.29

Cleveland Public Library
 Appropriation, Expenditures and Balances
 General Fund
 For the Period Ending November 30, 2014

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55530 Computer Hardware	68,000.00	100,532.38	42,703.19	13,640.73	44,188.46
55540 Software	29,000.00	26,047.33	2,446.25	0.00	23,601.08
55700 Motor Vehicles	0.00	58,838.00	58,838.00	0.00	0.00
Capital Outlay	\$417,180.00	\$ 656,073.45	\$ 306,118.54	\$ 110,215.69	\$ 239,739.22
57100 Memberships	70,584.00	72,824.00	69,313.00	2,911.00	600.00
57200 Taxes	10,956.00	11,990.74	11,535.48	378.57	76.69
57500 Refunds/Reimbursements	19,125.00	28,981.39	18,998.22	9,297.30	685.87
Miscellaneous Expenses	\$100,665.00	\$ 113,796.13	\$ 99,846.70	\$ 12,586.87	\$ 1,362.56
59810 Advances Out	0.00	0.00	24,500.00	0.00	(24,500.00)
Advances	\$0.00	\$ 0.00	\$ 24,500.00	\$ 0.00	\$(24,500.00)
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	\$ 64,781,457.88	\$ 51,636,410.08	\$ 5,902,959.52	\$ 7,242,088.28

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending November 30, 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	51,644,426.54	51,636,410.08	5,902,959.52	26,257,959.10
Total General Fund	\$ 32,152,902.16	\$ 51,644,426.54	\$ 51,636,410.08	\$ 5,902,959.52	\$ 26,257,959.10
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	70,891.67	161,385.30	36,189.77	4,971,111.80
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	(3,166.17)	13,301.23	2,653.41	162,002.75
207 Pepke	109,016.85	(498.12)	0.00	0.00	108,518.73
208 Wickwire	1,208,349.14	7,903.95	12,962.81	277.00	1,203,013.28
209 Wittke	74,421.21	0.00	0.00	0.00	74,421.21
210 Young	3,478,300.48	(1,610.02)	13,362.81	1,419.69	3,461,907.96
225 Friends	1,720.09	24,500.00	12,199.58	2,065.93	11,954.58
226 Judd	5,939.74	155,321.00	116,854.55	7,932.22	36,473.97
228 Lockwood Thompson Memorial	232,237.47	163,712.16	148,685.63	153,022.73	94,241.27
229 Ohio Center for the Book	75.00	900.00	975.00	0.00	0.00
230 Schweinfurth	65,651.08	63,139.79	51,251.79	0.00	77,539.08
251 OLBPD-Library for the Blind	71,143.04	1,382,511.00	1,431,464.10	4,289.63	17,900.31
252 LSTA-Know It Now	59,552.75	194,543.04	220,372.32	2,585.28	31,138.19
254 MyCom	53,840.00	87,100.00	166,880.00	0.00	(25,940.00)
256 Learning Centers	0.00	228,500.00	127,280.30	14,608.24	86,611.46
Total Special Revenue Funds	\$ 12,967,410.73	\$ 2,373,748.30	\$ 2,476,975.42	\$ 225,043.90	\$ 12,639,139.71
401 Building & Repair	13,919,431.93	3,739,751.00	2,803,114.78	957,106.06	13,898,962.09
Total Capital Project Funds	\$ 13,919,431.93	\$ 3,739,751.00	\$ 2,803,114.78	\$ 957,106.06	\$ 13,898,962.09
501 Abel	201,652.08	0.00	0.00	0.00	201,652.08

Cleveland Public Library
 Revenue, Expenditures and Changes in Fund Balances
 For the Period Ending November 30, 2014

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
502 Ambler	1,922.16	0.00	0.00	0.00	1,922.16
503 Beard	120,547.30	1,490.16	2,085.00	3,816.00	116,136.46
504 Klein	4,551.71	0.00	0.00	0.00	4,551.71
505 Malon/Schroeder	251,977.23	(37.74)	1,175.00	0.00	250,764.49
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	13,064.78	0.00	173,272.47
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	28,395.28	4,447.79	1,864,377.67
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	\$ 44,720.06	\$ 8,263.79	\$ 3,103,599.94
901 Unclaimed Funds	10,449.41	1,125.01	410.75	0.00	11,163.67
Others	\$ 10,449.41	\$ 1,125.01	\$ 410.75	\$ 0.00	\$ 11,163.67
Total All Funds	\$ 62,190,204.91	\$ 57,775,623.96	\$ 56,961,631.09	\$ 7,093,373.27	\$ 55,910,824.51

Cleveland Public Library
 Depository Balance Detail
 For the Period Ending November 30, 2014

Balance of All Funds	\$ 63,004,308.95
Chase - Checking	6,470.76
KeyBank - Concentration Acct	0.00
KeyBank - Checking (ZBA)	1,406,292.81
KeyBank - Merchant Acct	68,489.27
Fifth Third - Checking	664,083.40
Petty Cash	330.00
Change Fund	4,640.00
KeyBank-Payroll Account (ZBA)	255.52
Cash in Library Treasury	\$ 2,150,561.76
PNC - Money Market	10,040.47
PNC - Investments	34,900,963.55
PNC - Investments Money Market	46,570.24
STAR Ohio Investment	29,925.40
STAR Plus Program	10,797,070.44
Investments	\$ 45,784,570.10
PNC- Endowment Account	15,069,177.09
Endowment Account	\$ 15,069,177.09
Cash in Banks and On Hand	\$ 63,004,308.95

CLEVELAND PUBLIC LIBRARY

Finance Committee

REPORT ON INVESTMENTS – November 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 November 1, 2014 through November 30, 2014.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment		Investment Form
					Income		
11/01/14 - 11/30/14	30	Various	STAR Ohio	Various	1.39		Investment Pool
11/01/14 - 11/30/14	30	Various	STAR Plus	Various	2,226.13		Bank Deposit Program
11/01/14 - 11/30/14	30	Various	PNC	Various	0.80		Sweep Money Market
11/01/14 - 11/30/14	30	Various	PNC	Various	0.38		Money Market
05/26/14 - 11/06/14	165	750,000	Federal National Mortgage Assn.	0.550%	1,870.83		Federal Agency
06/30/14 - 11/14/14	138	1,000,000	Federal Home Loan Mortgage Corp.	0.350%	2,382.78		Federal Agency
05/17/14 - 11/27/14	195	1,000,000	Federal Home Loan Bank	0.950%	4,750.00		Federal Agency
05/14/14 - 11/14/14	185	1,000,000	Federal National Mortgage Assn.	0.550%	2,750.00		Federal Agency
05/30/14 - 11/26/14	181	1,000,000	Federal Home Loan Bank	0.920%	4,497.78		Federal Agency
09/19/14 - 11/18/14	61	1,500,000	Federal Home Loan Bank	0.750%	1,843.75		Federal Agency
10/29/14 - 11/21/14	24	1,000,000	Federal National Mortgage Assn.	0.875%	534.72		Federal Agency
Earned Interest November 2014					\$	20,858.56	
Earned Interest Year To Date					\$	255,510.40	

CLEVELAND PUBLIC LIBRARY

REPORT C**Finance Committee**

December 16, 2014

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR NOVEMBER 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
Ohio Society of Certified Public Accountants Improve your Finance Team's Effectiveness Cleveland, Ohio	11/17/14	Laura Armstrong	329.00
Ohio School Boards Association Annual Conference Columbus, Ohio	11/9/14 - 11/14/14	Don Boozer	546.02
National Children's Book and Literary Alliance In Search of Wonder: Common Core and More Perry, Ohio	10/17/14	Monique Christian-Long	25.00
Greater Cleveland Partnership Annual Public Officials Reception Cleveland, Ohio	11/21/14	Thomas Corrigan	225.00
Ohio Library Council Leadership Conference Worthington, Ohio	11/7/14	Jaime Declat	216.68
Fred Pryor Seminars How to Manage People Seminar Cleveland, Ohio	11/17/14	Demba Diawara	149.00
Northern Ohio Technical Service Librarians Fall Meeting Parma, Ohio	11/21/14	Yeshen Dugosva-Montgomery	40.00
CWRU - Kelvin Smith Library Acknowleging the Past Workshop Cleveland, Ohio	10/21/14 - 10/22/14	Pamela Eyerdam	180.00
Art Libraries Chapter Meeting Pittsburgh, Pennsylvania	10/31/14	Pamela Eyerdam	25.00
Northeast Ohio Regional Library System Back to the Book XV Twinsburg, Ohio	10/30/14	Adela Garcia	29.40
Ohio Library Council Leadership Conference Worthington, Ohio	11/7/14	Beth Hatch	227.32

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Northern Ohio Technical Service Librarians Fall Meeting Parma, Ohio	11/21/14	Jintao Huang	40.00
Ohio Society of Certified Public Accountants Cleveland Accounting Show Cleveland, Ohio	10/29/14 - 10/30/14	Carrie Krenicky	399.00
Info Today Internet Librarian 2014 Monterey, California	10/28/14 - 10/29/14	CJ Lynce	710.66
Ohio Library Council Leadership Conference Worthington, Ohio	11/7/14	Michael Monaco	211.64
Northeast Ohio Regional Library System Back to the Book XV Twinsburg, Ohio	10/30/14	Pash Moncrief	17.92
National Children's Book and Literary Alliance In Search of Wonder: Common Core and More Perry, Ohio	10/17/14	Sandra Nosse	69.24
Association of Bookmobile & Outreach Services Annual Conference San Diego, California	10/28/14 - 10/31/14	Rhona Pai	1,200.00
Cleveland State University Leadership Academy XXIV Program Cleveland, Ohio	11/1/2014 -12/31/15	Harriette Parks	3,100.00
State Library of Ohio Consumer Advisory Meeting Columbus, Ohio	10/29/14	William Reed	136.64
Northeast Ohio Regional Library System Back to the Book XV Twinsburg, Ohio	10/30/14	Joanna Rivera	29.36
National Children's Book and Literary Alliance In Search of Wonder: Common Core and More Perry, Ohio	10/17/14	Kristen Schmidt	25.00
National Children's Book and Literary Alliance In Search of Wonder: Common Core and More Perry, Ohio	10/17/14	Nancy Smith	25.00
Association for Information Science & Technology Seattle Makerspace and Libray Visits Seattle, Washington	11/1/14 - 11/5/14	Stamatis Tripodis	1,371.97
TOTAL			\$9,328.85

SUMMARY

FUND	NOVEMBER	YEAR TO DATE
General	\$8,646.19	\$77,979.69
Lockwood Thompson	0.00	22,800.91
OLBPD - Library for the Blind	136.64	3,338.57
LSTA - Know it Know	546.02	5,395.52
TOTAL	\$9,328.85	\$109,514.69

Report on Cleveland Foundation Grant
For Library Learning Centers
November 2014

	Budget	YTD Expended	MTD Expended	Encumbrances	Detail/Progress
Purchased/Contracted Services					
Cleveland State University America Reads after-school tutoring and homework help at 13 branches for students in grades K-8.	\$ 130,000.00	\$ 68,483.25	\$ -		CSU has been paid for services from April - December. Fall tutoring will resume in September.
College Now College Now and CPL will develop a career readiness and exposure program from students grades 9-12.	\$ 20,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	Scheduled to start October 1, 2014; will run through May 14, 2015.
Music School Settlement Providing Read to the Beat pre-school literacy program that will take place over 10 weeks at four branches in both fall 2014 and spring 2015.	\$ 12,200.00	\$ 8,160.00		\$ 3,600.00	Balance through Fall remains encumbered.
Workshop for CPL Staff to improve knowledge and skills to be able to help children at all grade and reading levels.	\$ 15,000.00	\$ 10,000.00	\$ 5,000.00	\$ 1,008.24	Phyllis C. Hunter Consulting Workshops scheduled for November 6 and 7 Plus lodging
Total Purchased/Contracted Services	\$ 177,200.00	\$ 96,643.25	\$ 5,000.00	\$ 14,608.24	
Supplies					
Books and music instruments All supplies needed for tutoring, college prep and pre-school programs.	\$ 5,400.00	\$ 1,076.62	\$ 1,076.62	\$ -	Scholastic Classroom and Community Books for Professional Development for workshop titled "It's Not Complicated".
Instruction support Hand-held dry erase boards, flashcards, etc.	\$ 2,000.00	\$ 128.10	\$ -	\$ -	Monoprice, Inc. (Cables)
Total Supplies	\$ 7,400.00	\$ 1,204.72	\$ 1,076.62	\$ -	
Capital Outlay					
24 iPads and 4 charging stations 24 iPad 2 (16g) @ \$400 each and 4 Case Cruzer 10-pack Ipad mobile charging stations @ \$715 each.	\$ 26,650.14	\$ 22,796.40	\$ -		Purchased 60 iPad mini (16g) @ \$299.94 each and 10 Griffin Multidock stations @ \$480 each
Monitors 55" Samsung flat screen TV's to be used as video monitors - 4 @ \$1,499 each	\$ 7,349.86	\$ 6,635.93	\$ 1,047.97	\$ -	
Google Nexus 7 tablets 24 Google Nexus 7 tablets @ \$230 each and 4 charging stations					see iPad line item
Digital Exterior Signage ViewMarq LED Message Display Boards 9 @ \$1099.00 per sign	\$ 9,900.00				
Total Capital Outlay	\$ 43,900.00	\$ 29,432.33	\$ 1,047.97	\$ -	Available Budget
TOTAL Cleveland Foundation Grant	\$ 228,500.00	\$ 127,280.30	\$ 7,124.59	\$ 14,608.24	\$ 86,611.46

1528
**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 11/01/2014 TO 11/30/2014**

EMPLOYEE: BOND, MYONDA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFE DATE** 11/02/2014
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.33	NEW HIRE

EMPLOYEE: JACKSON, RICARDO E
JOB TITLE: LIBRARY ASSISTANT (SUBJ DEPT)

CURRENT GRADE: F **EFFEC DATE** 11/30/2014
CURRENT STEP: 3 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	24,728.34	46,365.80	TO ACTING TEMP NON U POSITION

EMPLOYEE: ROSARIO-LAUREANO, SABRINA
JOB TITLE: TECHNICAL SERVICES SENIOR CLER

CURRENT GRADE: C **EFFEC DATE** 11/16/2014
CURRENT STEP: 10 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	42,157.44	44,261.62	PROMOTION

EMPLOYEE: KING, ZYKIA
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFE DATE** 11/16/2014
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.33	NEW HIRE

EMPLOYEE: LOVE, MATTHEW
JOB TITLE: PAGE

CURRENT GRADE: Z **EFFE DATE** 11/16/2014
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	9.33	NEW HIRE

EMPLOYEE: FOSTER, PRINCE
JOB TITLE: LIBRARY ASST-COMP EMPH

CURRENT GRADE: F **EFFE DATE** 11/16/2014
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	15,003.56	22,862.58	TRANSFER

Human Resources Committee Report
December 18, 2014

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 11/01/2014 TO 11/30/2014**

EMPLOYEE: MUCKERHEIDE, SHAYNA
JOB TITLE: BRANCH MANAGER

CURRENT GRADE: J **EFFE DATE** 11/16/2014
CURRENT STEP: 1 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	59,477.46	NEW HIRE

EMPLOYEE: BULEJSKI, JOSEPH
JOB TITLE: BUILDINGS MECHANIC

CURRENT GRADE: F **EFFE DATE** 11/23/2014
CURRENT STEP: 10 **FOR GRADE/STEP**

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE WAGE	0.00	42,867.50	NEW HIRE

CLEVELAND PUBLIC LIBRARY

REPORT E

Human Resources Committee Report

Meeting Date: December 18, 2014

Report Period: November 20, 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	4,259.31	87,450.76
March	*5,244.17	4,679.66	87,286.69
April	3,614.65	3,675.04	89,178.00
May	3,910.47	3,338.68	87,571.20
June	2,895.01	2,579.88	87,593.47
July	3,272.87	2,623.97	86,844.13
August	*4,570.23	*4,909.95	*132,642.30
September	3,414.33	3,476.70	81,609.55
October	4,081.30	3,865.92	93,159.23
November	3,591.42	3,667.80	88,430.64
December	4,130.37		

*Covers three pay dates

CLEVELAND PUBLIC LIBRARY
November 1, 2014- November 30, 2014 EE0-4 REPORT
FULL/PART-TIME EMPLOYEES

REPORT F**Human Resources Committee Report**

December 18, 2014

Totals Job Category	Male						Female				
	A	B	C	D	E	F	G	H	I	J	K
Officials/Administrators	79	19	10	1			31	17	1		
Professionals	70	11	2			1	36	13	4	3	
Technicians	17	9	2	1			4	1			
Protective Service	19	8	10					1			
Para-Professionals	133	28	27	2	2		32	31	9	2	
Administrative Support	321	32	70	6	3		59	128	21	2	
Skilled Craft	11	6	3			1		1			
Service Maintenance	47	7	33	1			2	3	1		
Grand Total	697	120	157	11	7	0	164	195	36	7	0

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

**INSURANCE REPORT
FOR THE MONTH OF**

REPORT G

Human Resources Committee Report **NOVEMBER**
DECEMBER 18, 2014 **2014**

Staff Enrollments-Health Care/Dental

	Single	Family	Total
Med Mutual Standard	24	17	41
Med Mutual Premier	248	136	384
Delta Dental	262	171	433
Vision	242	160	402
Workers' Compensation Lost Time Report			
<i>Classification</i>	<i>Dept/Location</i>	<i>Date of Injur</i>	<i>Total days missed during report</i>
NO LOST TIME INJURIES			

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR NOVEMBER 2014**

REPORT H

CIRCULATION ACTIVITY	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2014	2013	2014	2013	2014	2013	
Main Library	120,276	139,251	654	725	1,460,508	1,590,563	-8.2%
Branches	282,672	339,718	1,457	1,682	3,442,097	3,758,691	-8.4%
Mobile Units	6,349	6,143			70,124	58,502	19.9%
Library for the Blind	45,388	44,707			576,406	587,771	-1.9%
OLBPD BARD	10,208	10,952			122,097	124,510	-1.9%
eMedia	19,571	16,914			213,041	177,698	19.9%
TOTAL CIRCULATION	484,464	557,685			5,884,273	6,297,735	-6.6%

ELECTRONIC MEDIA CIRCULATION	Monthly Total		Year-to-Date		YTD Gain/Loss
	2014	2013	2014	2013	
eBook	13,842	12,932	152,211	135,819	12.1%
eAudioBook	4,839	3,854	50,675	40,255	25.9%
eMusic	44	76	344	666	-48.3%
eVideo	163	52	2,563	958	167.5%
Zinio	683		7,248		N/A
TOTAL eCIRCULATION	19,571	16,914	213,041	177,698	19.9%

Included in circulation activity.

OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD)	Monthly Total		Year-to-Date		YTD Gain/Loss
	2014	2013	2014	2013	
Downloads	10,208	10,952	122,097	124,510	-1.9%
Users	586	663	7,083	6,778	4.5%

*NLS was unable to provide BARD usage numbers for October 2014.

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	11,482	12,567	8,458	9,499	-11.0%
Branches	553	39 minutes	76,194	90,026	50,641	60,624	-16.5%
TOTAL USAGE	647		87,676	102,593	59,099	70,123	-15.7%

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*	40,759	43,463	210	215	486,899	509,463	-4.4%
Branches	203,252	227,645	1,048	1,127	2,608,422	2,784,297	-6.3%
Mobile Unit	443	787			6,482	6,737	-3.8%
TOTAL VISITS	244,454	271,895			3,101,803	3,300,497	-6.0%

CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR NOVEMBER 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	7,159	751	610	1,260	9,780	623	10,403
Brooklyn	4,424	447	434	642	5,947	832	6,779
Carnegie West	7,641	989	1,323	1,765	11,718	1,048	12,766
Collinwood	5,783	653	522	961	7,919	630	8,549
East 131st	3,221	357	341	559	4,478	345	4,823
Eastman	12,318	1,294	1,350	2,378	17,340	2,014	19,354
Fleet*	8,671	795	829	1,343	11,638	1,060	12,698
Fulton	8,729	583	639	953	10,904	855	11,759
Garden Valley	2,708	277	147	248	3,380	251	3,631
Glenville	4,840	485	480	927	6,732	588	7,320
Harvard-Lee	5,557	469	619	1,159	7,804	758	8,562
Hough	3,567	275	282	560	4,684	340	5,024
Jefferson	4,154	509	770	1,063	6,496	560	7,056
Langston Hughes	4,969	589	553	1,110	7,221	502	7,723
Lorain	6,626	833	717	1,156	9,332	824	10,156
Martin Luther King, Jr.	7,803	591	826	1,098	10,318	845	11,163
Memorial-Nottingham	7,609	827	1,109	2,068	11,613	1,124	12,737
Mt. Pleasant	3,170	414	315	498	4,397	325	4,722
Rice	7,708	503	601	1,062	9,874	873	10,747
Rockport	12,759	1,189	1,368	2,078	17,394	1,878	19,272
South	6,190	669	653	1,051	8,563	704	9,267
South Brooklyn	11,933	1,088	1,719	2,733	17,473	2,014	19,487
Sterling	4,859	410	258	646	6,173	379	6,552
Union	4,851	562	521	795	6,729	476	7,205
Walz	10,234	805	1,001	1,646	13,686	1,204	14,890
West Park	10,364	1,363	2,515	3,625	17,867	2,084	19,951
Woodland	7,587	458	460	917	9,422	654	10,076
TOTAL	185,434	18,185	20,962	34,301	258,882	23,790	282,672

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

CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR NOVEMBER 2014

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2014	2013	2014	2013		
Addison	10,403	13,467	126,081	135,791	-9,710	-7.2%
Brooklyn	6,779	7,985	75,127	85,700	-10,573	-12.3%
Carnegie West	12,766	15,038	154,429	163,142	-8,713	-5.3%
Collinwood	8,549	9,650	99,075	112,677	-13,602	-12.1%
East 131st	4,823	6,217	61,016	61,250	-234	-0.4%
Eastman	19,354	22,246	232,283	252,460	-20,177	-8.0%
Fleet*	12,698	17,175	155,924	187,555	-31,631	-16.9%
Fulton	11,759	12,364	162,699	156,231	6,468	4.1%
Garden Valley	3,631	4,852	43,409	55,699	-12,290	-22.1%
Glenville	7,320	8,979	90,830	102,639	-11,809	-11.5%
Harvard-Lee	8,562	10,465	100,817	116,613	-15,796	-13.5%
Hough	5,024	5,856	57,788	58,833	-1,045	-1.8%
Jefferson	7,056	9,416	89,984	100,049	-10,065	-10.1%
Langston Hughes	7,723	8,094	87,317	92,969	-5,652	-6.1%
Lorain	10,156	12,420	127,825	144,293	-16,468	-11.4%
Martin Luther King, Jr.	11,163	12,064	128,290	109,378	18,912	17.3%
Memorial-Nottingham	12,737	16,109	164,983	176,865	-11,882	-6.7%
Mt. Pleasant	4,722	6,931	66,034	78,902	-12,868	-16.3%
Rice	10,747	13,924	138,561	158,805	-20,244	-12.7%
Rockport	19,272	21,993	232,346	250,123	-17,777	-7.1%
South	9,267	10,126	105,763	106,333	-570	-0.5%
South Brooklyn	19,487	22,818	240,242	259,675	-19,433	-7.5%
Sterling	6,552	6,898	68,535	80,916	-12,381	-15.3%
Union	7,205	8,901	89,434	97,892	-8,458	-8.6%
Walz	14,890	19,710	181,898	211,988	-30,090	-14.2%
West Park	19,951	23,416	244,536	262,905	-18,369	-7.0%
Woodland	10,076	12,604	116,871	139,008	-22,137	-15.9%
TOTAL	282,672	339,718	3,442,097	3,758,691	-316,594	-8.4%

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

**CLEVELAND PUBLIC LIBRARY
BRANCH ATTENDANCE NOVEMBER 2014**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2014	2013	2014	2013		
Addison	5,373	5,290	67,095	81,759	-14,664	-17.9%
Brooklyn	3,419	4,007	45,914	54,126	-8,212	-15.2%
Carnegie West	14,102	15,954	164,999	181,167	-16,168	-8.9%
Collinwood	5,982	7,377	82,187	83,862	-1,675	-2.0%
East 131st	6,625	7,528	80,738	86,772	-6,034	-7.0%
Eastman	10,988	12,054	127,938	143,279	-15,341	-10.7%
Fleet	8,651	10,643	121,620	138,838	-17,218	-12.4%
Fulton	6,816	7,858	88,469	101,881	-13,412	-13.2%
Garden Valley	4,228	4,529	57,551	53,217	4,334	8.1%
Glenville	4,768	6,703	73,346	84,264	-10,918	-13.0%
Harvard-Lee	8,272	9,729	102,837	105,357	-2,520	-2.4%
Hough	10,912	9,984	128,273	120,120	8,153	6.8%
Jefferson	6,472	7,844	80,728	88,548	-7,820	-8.8%
Langston Hughes	6,973	7,175	81,984	81,155	829	1.0%
Lorain	7,129	7,609	95,915	101,382	-5,467	-5.4%
Martin Luther King, Jr.	7,836	5,842	75,004	70,374	4,630	6.6%
Memorial-Nottingham	4,471	7,704	72,527	96,933	-24,406	-25.2%
Mt. Pleasant	5,008	5,958	71,302	70,631	671	1.0%
Rice	8,801	11,547	134,223	160,342	-26,119	-16.3%
Rockport	9,250	11,350	136,399	119,390	17,009	14.2%
South	7,092	7,429	86,472	87,020	-548	-0.6%
South Brooklyn	12,109	10,881	143,811	150,438	-6,627	-4.4%
Sterling	10,202	9,939	119,851	139,708	-19,857	-14.2%
Union	4,607	5,085	71,130	68,024	3,106	4.6%
Walz	8,048	10,394	103,245	116,688	-13,443	-11.5%
West Park	8,586	9,925	108,608	111,317	-2,709	-2.4%
Woodland	6,532	7,307	86,256	87,705	-1,449	-1.7%
TOTAL	203,252	227,645	2,608,422	2,784,297	-175,875	-6.3%

CLEVELAND PUBLIC LIBRARY
BRANCH RANKINGS NOVEMBER 2014

Branch	Total Circulation	Branch	Attendance	Branch	Population
1 West Park	19,951	1 Carnegie West	14,102	1 South Brooklyn	32,043
2 South Brooklyn	19,487	2 South Brooklyn	12,109	2 West Park	27,814
3 Eastman	19,354	3 Eastman	10,988	3 Fleet**	26,727
4 Rockport	19,272	4 Hough	10,912	4 Eastman	23,674
5 Walz	14,890	5 Sterling	10,202	5 Rockport	19,896
6 Carnegie West	12,766	6 Rockport	9,250	6 Fulton	19,647
7 Memorial-Nottingham	12,737	7 Rice	8,801	7 Rice	19,462
8 Fleet*	12,698	8 Fleet	8,651	8 Memorial-Nottingham	19,271
9 Fulton	11,759	9 West Park	8,586	9 Harvard-Lee	17,655
10 Martin Luther King, Jr.	11,163	10 Harvard-Lee	8,272	10 Walz	16,063
11 Rice	10,747	11 Walz	8,048	11 Collinwood	14,769
12 Addison	10,403	12 Martin Luther King, Jr.	7,836	12 Langston Hughes	14,439
13 Lorain	10,156	13 Lorain	7,129	13 Glenville	14,006
14 Woodland	10,076	14 South	7,092	14 Addison	13,603
15 South	9,267	15 Langston Hughes	6,973	15 East 131st	13,025
16 Harvard-Lee	8,562	16 Fulton	6,816	16 Mt. Pleasant	12,792
17 Collinwood	8,549	17 East 131st	6,625	17 Lorain	12,588
18 Langston Hughes	7,723	18 Woodland	6,532	18 Martin Luther King, Jr.	12,392
19 Glenville	7,320	19 Jefferson	6,472	19 Carnegie West	10,487
20 Union	7,205	20 Collinwood	5,982	20 Union	8,416
21 Jefferson	7,056	21 Addison	5,373	21 Sterling	8,267
22 Brooklyn	6,779	22 Mt. Pleasant	5,008	22 Woodland	7,946
23 Sterling	6,552	23 Glenville	4,768	23 South	6,325
24 Hough	5,024	24 Union	4,607	24 Hough	5,667
25 East 131st	4,823	25 Memorial-Nottingham	4,471	25 Brooklyn	5,524
26 Mt. Pleasant	4,722	26 Garden Valley	4,228	26 Jefferson	3,515
27 Garden Valley	3,631	27 Brooklyn	3,419	27 Garden Valley	2,310
	282,672		203,252	28 Broadway**	1,966
					388,323

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

**Broadway and Fleet services areas merged

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

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR NOVEMBER 2014**

OTHER TRANSACTIONS Loans* to:	Monthly Total		Year-to-Date		YTD Gain/Loss
	2014	2013	2014	2013	
CLEVNET	70,608	81,106	848,403	913,592	-7.1%
MORE	371	536	6,082	7,931	-23.3%
Other Libraries	242	488	6,323	7,572	-16.5%
TOTAL	71,221	82,130	860,808	929,095	-7.3%

*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	13,922	33,083	224,536	265,254	-15.4%
KnowitNow Web Reference*	189	520	2,730	5,649	-51.7%
Interlibrary Loan Requests	613	2,170	15,297	41,420	-63.1%
TOTAL	14,724	35,773	242,563	312,323	-22.3%

*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	5,468	5,790	65,917	65,577	0.5%
Total Items Added	19,351	17,564	222,558	265,886	-16.3%

HOURS OPEN	Monthly Total		Year-to-Date		YTD Gain/Loss
	2014	2013	2014	2013	
Main Library	184	192	2,190	2,216	-1.2%
Branches	5,238	5,454	62,691	63,374	-1.1%

November 2014 Users by Address: Comparing Physical and EMedia Borrowing

