

CLEVELAND PUBLIC LIBRARY
Minutes of the Regular Board Meeting
January 21, 2021
Learning Commons Louis Stokes Wing
12:00 Noon

Present: Ms. Butts, Mr. Seifullah, Mr. Corrigan,
Ms. Rodriguez, Mr. Hairston, Ms. Thomas
(arrived, 12:30 p.m.; departed, 2:00 p.m.),
Mr. Parker (departed, 1:30 p.m.)

Absent: None

Ms. Rodriguez called the meeting to order at 12:04 p.m.

Presentations

Naming Proposal Request: The Honorable Basheer Jones,
Cleveland City Council, Ward 7

After thanking Director Thomas and the Board for the opportunity to join today's Board Meeting, Councilman Jones shared memories of visiting neighborhood branch libraries as a youth and the impact that it had on his life.

Councilman Jones stated that he has had several conversations with Director Thomas about the new branch library in the Hough neighborhood as well as the importance of honoring those who helped to get you where you are. Therefore, Councilman Jones proposed that the new Hough Branch be named in honor of Arnold Pinkney who was a mentor and friend.

Councilman Jones share the following highlights about Mr. Pinkney's career and contributions:

- Cleveland businessman and political figure who played major roles in both local and national politics for almost 50 years;
- Instrumental in the election of the first black mayor of a major city which was not majority African America at that time;
- Served as deputy campaign manager for Hubert Humphrey;
- Severed on national campaigns for Jimmy Carter and Jesse Jackson;

- Cared that the next generation was prepared for success;
- Instrumental in the passage of school levies

Councilman Jones stated that he believed that Mr. Pinkney deserved to be depicted formally in history. Many of Mr. Pinkney's past contributions still impact us today.

Councilman Jones mentioned that there may be a hesitancy to name buildings after people but rather they should be named after neighborhoods. Councilman Jones stated that neighborhoods, in fact, are named after people. Councilman Jones shared examples of such and stated that there is no better person who can be honored that would remind the neighborhood and visitors of the rich history

Ms. Butts stated that Mr. Pinkney was a member of the School Board and served as president.

Councilman Jones stated that during his tenure on the School Board, Mr. Pinkney was very instrumental in passing levies.

Councilman Jones continued the discussion about the importance of succession planning as well as honoring the people who helped us get to where we are.

Ms. Butts acknowledged that Mr. Pinkney was supportive of the Library's levies as well.

Councilman Jones stated that although the Board may have concerns about naming its buildings, Arnold Pinkney deserves that honor.

Ms. Rodriguez thanked Councilman Jones for sharing his thoughts and ideas with the Board and noted that there are many people in this great city of ours who deserve to be acknowledged for their significant contributions. As we are redoing our branches, we are working to make sure that there are spaces within the branch to acknowledge and honor those heroes and their contributions by books, documents and other materials.

Ms. Rodriguez stated that the Library's naming policy has been discussed at great length and for many years. Although this policy was formally adopted by the Library Board of Trustees in 2007, we will review it. It is our

hope that by designating spaces in our branches, a child can enjoy a dedicated space containing a lot of different information about them.

Councilman Jones added that walking into the Addison Branch means something different from walking into the Arnold Pinkney library. We are already a city separated by neighborhoods. However, we can come together under people and movements that have impacted us. Dedicated spaces can be beautiful. However, among the people who deserve recognition, there are some who stand out among them and Arnold Pinkney is one of them.

Councilman Jones stated that the Hough community is very excited about a new library.

Councilman Jones stated that as a councilman of this community, the community does not want a library named after Hough. We desire that this library displays particularly the black experience of the Hough neighborhood and highlight those who have made a profound impact on our neighborhood.

Councilman Jones stated that petitions and letters will be presented in support of this initiative and requested that the Board review the naming policy and give strong consideration to his proposal to name the new Hough Branch in honor of Arnold Pinkney.

In response to Ms. Butts' inquiry, Ms. Rodriguez stated that the Board's naming policy would be redistributed to the Board for review.

Mr. Hairston stated that he appreciated Councilman Jones' proposal but asked that he take into consideration the discussions about the existing policy.

Mr. Hairston stated that Hough has a positive national and international reputation with the leadership of individuals like Fannie Lewis and others. The idea of honoring those who have gone before us and the contributions they have made is a noble one.

Mr. Hairston stated that the petitions and letters of support will be reviewed upon their receipt. The existing policy will be reviewed as well and the Board will issue a response to Councilman Jones' proposal.

Mr. Hairston stated that if we work together there are ways to acknowledge others and added that it would be nice to see a street named Arnold Pinkney Way leading to the new branch as an appropriate honor to Mr. Pinkney.

Mr. Seifullah stated that when you think of Hough, you think of Fannie Lewis and noted that without a Ph.D. but with only street-smarts and a will to make change, the many contributions made by Ms. Lewis were significant and worthy of the recognition of having a building named in her honor.

Councilman Jones stated that in her honor, Fannie Lewis already has buildings and streets named after her including a bust.

Ms. Rodriguez and other Trustees thanked Councilman Jones for his presentation.

Legislative Update: Timothy Cosgrove, Partner, Squire Patton Boggs

Timothy Cosgrove, Partner, Squire Patton Boggs, introduced his team that works on behalf of the Library: Claire Bennett, Public Policy Advisor; Nathanael J. Jonhenry, Principal, who were present; and Alex Shumate, Senior Columbus Office Partner, who was unable to join the presentation.

After thanking Mr. Cosgrove and his team for joining today's Board Meeting, Shenise Johnson-Thomas, Chief of External Relations & Development, stated that this presentation is an opportunity for Squires to share their outlook on the General Assembly. The Library's PLF is a little more than 40% of our funding. Because this is an integral part our revenue stream, it is important for us to understand what the climate is like in Columbus as this is a General Fund Operating budget year. We would also like to articulate what our primary goals are for this year.

Ms. Johnson Thomas stated that for the first part of the presentation, Mr. Cosgrove will discuss the lay of the land followed by her articulation of advocacy goals for this year.

Mr. Cosgrove stated that getting a sense of the political dynamic in Columbus is important. Historically, Ohio has been a state that has been a microcosm for the country. Over the last couple of election cycles in Ohio, Republicans in Ohio did just a little better than Republicans did nationally. Since the 1930's, Ohio was the mirror of national results. However, this has not been the case for the last 3 national elections. Ohio has deviated significantly from the main national politics. Those changes are represented in the General Assembly.

Mr. Cosgrove shared the following information regarding the 134th Ohio General Assembly: House

- House Republicans gained a net 3 seats for a 64-35 supermajority
- 22 House Members are true freshmen legislators (18R-4D)
- House Majority Leadership: Speaker Bob Cupp (R-Lima), Speaker Pro Tempore Tim Ginter (R-Salem), Majority Floor Leader Bill Seitz (R-Cincinnati), Assistant Majority Floor Leader Rick Carfagna (R-Westerville), Majority Whip Don Jones (R-Freeport), Assistant Majority Whip Cindy Abrams (R-Harrison)
- House Minority Leadership: Minority Leader Emilia Sykes (D-Akron), Assistant Minority Leader Kristin Boggs (D-Columbus), Minority Whip Paula Hicks-Hudson (D-Toledo), Assistant Minority Whip Richard Brown (D-Canal Winchester)

Mr. Cosgrove shared the following information regarding the 134th Ohio General Assembly: Senate

- Senate Republicans gained 1 seat for a 25-8 supermajority
- Senate Majority Leadership: President Matt Huffman (R-Lima), President Pro Tempore Jay Hottinger (R-Newark), Majority Floor Leader Kirk Schuring (R-Canton), Majority Whip Rob McColley (R-Napoleon)
- Senate Minority Leadership: Minority Leader Kenny Yuko (D-Richmond Hts), Assistant Minority Leader Cecil Thomas (D-Cincinnati), Minority Whip Nickie Antonio (D-Lakewood), Assistant Minority Whip Tina Maharath (D-Canal Winchester)

- Senate Committee Membership: Senate Finance Chair, Matt Dolan (R- Chagrin Falls), Senate Finance Committee Member, Nickie Antonio (D- Lakewood)

Mr. Cosgrove continued his presentation and noted the following:

- The Ohio General Assembly is set to begin Session and Committee work at the end of January and the beginning of February
- Chamber caucus retreats are occurring as priority legislation is developed and committee assignments are released
- The month of January is a new GA is largely an organizational month in which members are sworn- in, leadership is established, and committee assignments are decided and made official

Mr. Cosgrove shared the following good news about Ohio Tax Revenues:

- Quick rebound from lockdowns and stay-at-home orders helped sustain Ohio's budget
- Ohio's tax revenues have dropped only \$412 million - just under 2.3 percent - over the same period in 2019
- While other states have made withdrawals from their rainy day fund, Ohio's fund still boasts just under \$2.7B
- While uncertainty continues, in its most recent report, OBM noted the state remains above the national level in the Back-to-Normal Index created by Moody's Analytics, at 79% of normal activity, compared to the national 74.4%

Mr. Cosgrove gave an overview of the Ohio Budget Process: FY 2022-2023

- February 1: Executive Budget (Blue Book) Published
- Feb-June: Main Operating Budget considered in legislature
- February 9: Main Operating Budget Bill Introduced
- July 1: New main operating budget appropriations become effective

Ms. Johnson Thomas continued the presentation and discussed Cleveland Public Library Priorities: 2021

1. Public Library Fund (PLF)

Ms. Johnson Thomas stated that we would like to get at least what we received of the PLF from the previous biennium or an increase if possible.

2. Broadband/Digital Equity

Ms. Johnson Thomas stated that there is the dichotomy between the haves and the have nots that relates to digital equity. Since 2017, our organization has invested over \$700,000 in the digital equity space. Our job is to continue to educate our legislators and external stakeholders that there is still work to do in this space.

Ms. Johnson Thomas stated that it is important to know that these two priorities align with the Ohio Library Council in addition to the work that we are doing with the Metro Libraries of Ohio.

Ms. Johnson Thomas shared the following 2021 Action Steps & Outreach in order to achieve these priorities:

- Clarify and re-establish Cleveland Public Library message to lawmakers to make sure that we articulate our uniqueness, our impact and the hard work that we have been doing especially during the pandemic. While we are grateful for the funding we have, there are always gaps in funding. We need to articulate why we need additional funding and the role that it will play as The People's University.
- Outreach to DeWine Administration and Legislature with monthly communications
- Coordinate with allies and stakeholders. Ms. Johnson Thomas noted that her office is part of the United Way's Communities of Practice. Organizations that are also a part of that are very supportive of each other by writing individual or collective letters of support for funding for perspective organizations given the topic. □ Utilize and leverage board member (CPL and CPLF) participation to help tell our message

well in order to maintain the amount of money that we are getting from PLF with the hopes of receiving more.

Ms. Johnson Thomas and Mr. Cosgrove were available for any questions the Board may have had.

Ms. Butts spoke about the benefit and importance of collaboration among organizations rather than working separately.

Director Thomas state that through a recent phone call with OLC, he learned that this year, rather than have one Legislative Day, is to tie it into National Library Week, April 4-11, 2021. During that week, a series of programs will be held at which legislators will be invited to attend and participate.

In response to Ms. Butts' inquiry, Director Thomas stated that although legislators will be on Easter Break, they generally work in their districts and will be able to participate from there.

Director Thomas stated that there will be one week of events. One event will be held with the Governor. We will look to do events here with our legislators. Director Thomas stated that he will work with Ms. Johnson Thomas and Mr. Cosgrove about the types of events that the Library will host and the invitees. The Board will be invited to join as well.

In response to Mr. Corrigan's inquiry regarding redistricting, Mr. Cosgrove stated that it will probably result in just a handful of more competitive districts. Those numbers are so large that it will not switch control. With congressional redistricting and state legislative reapportionment, after the budget, that will be the most significant thing that will happen in Columbus this year.

In response to Mr. Hairston's inquiry, Mr. Cosgrove recommended that we wait until committee assignments have been assigned to determine who the real opinion will be in playing the most significant roles in representing Northeast Ohio. Mr. Cosgrove noted that on the Democratic side would likely be Representative Stephanie Howse. Senator Matt Dolan and Representative Tom Patton on the Republican side will be an

increasingly important player. In addition, Senator Nickie Antonio and Senator Sandra Williams will be important as well.

Mr. Corrigan stated that broadband/digital equity would be our best way to unite with rural area Republicans as they understand that they are denied the internet just like our inner city residents.

Mr. Cosgrove stated that broadband is going to be a big issue. Part of the problem on broadband is right now is that the state needs to approach it is to more of an emphasis on rural areas. In rural areas, the need is to build infrastructure. In urban areas, in many cases, the infrastructure is there but fiber is not. These are two different issues that are funded differently. One of the challenges is the focus on the rural infrastructure problem as opposed to the urban access problem. We will wait to see what happens in Washington, DC with COVID relief as broadband may be a part of it.

Ms. Rodriguez thanked Ms. Johnson Thomas and Mr. Cosgrove for their presentation.

COMMUNICATIONS

Director Thomas stated that there were no communications to be acknowledged.

FINANCE COMMITTEE REPORT

Before presenting his report, Mr. Seifullah stated that the following items were discussed at length at Finance Committee Meeting.

Resolution to Accept Gifts for the Month of December

(See page 79)

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

WHEREAS, The Board receives gifts of moneys, library service materials, technology resources and

**RESOLUTION TO
ACCEPT GIFTS
FOR THE MONTH
OF DECEMBER
2020
Approved**

miscellaneous non-monetary gifts 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 December of 2020; now therefore be it

RESOLVED, That the gifts described in the Gift Report for December of 2020 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40(K) of the Ohio Revised Code.

First Amendment to the Year 2021 Appropriation

(See pages 80-86)

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

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

WHEREAS, It is now deemed necessary to amend the Year 2021 Appropriation Measure, which complies with the Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission dated January 13, 2021; and

HEREAS, The aggregate of all appropriation classifications does not exceed the total amount submitted to the Cuyahoga County Budget Commission; now therefore be it

RESOLVED, That the sums indicated on the attached First Amendment to the Year 2021 Appropriation Schedule be approved.

Resolution to Authorize Payment of Fees to the CLEVNET Special Revenue Fund Covering the Period January 1, 2021 through December 31, 2021

(See pages 87-89)

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

FIRST
AMENDMENT TO
THE YEAR 2021
APPROPRIATION
Approved

RESOLUTION TO
AUTHORIZE
PAYMENT OF FEES
TO THE CLEVNET
SPECIAL REVENUE
FUND COVERING
THE PERIOD
JANUARY 1, 2021
THROUGH
DECEMBER 31,
2021
Approved

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, 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. As of January 1, 2015, the CLEVNET Special Revenue Fund (#231) was created; and

WHEREAS, Upon implementation of the Government Finance Officers Association's ("GFOA") updated pricing model in 2019, one of the recommendations made was to allocate direct and indirect costs over 12 months and make year-end adjustments based on the actual expenditures. The first 12 months of direct and indirect costs within a calendar year is December 31, 2020; and

WHEREAS, On September 30, 2020, the CLEVNET Executive Panel discussed the unencumbered balance of the CLEVNET Special Revenue Fund and all agreed that a third of the balance is to be reserved for unforeseen future expenses; a third for the network; and a third to be applied to the overhead costs reimbursed to the Cleveland Public Library; and

WHEREAS, On October 30, 2020, the 2021 CLEVNET Fees were presented at the CLEVNET Directors' Meeting. The Cleveland Public Library's initial monthly contract cost was \$128,577.55 which included Ohio Library for the Blind and Physically Disabled, from January 1, 2021 through December 31, 2021, for a total initial annual cost of \$1,542,930.63; and

WHEREAS, Upon closing December 2020, the 2021 CLEVNET Fees were updated to reflect a reduction of one-third of the CLEVNET Special Revenue's unencumbered balance. The Cleveland Public Library's updated monthly contract cost is \$116,405.23 which includes Ohio Library for the Blind and Physically Disabled, from January 1, 2021 through December 31, 2021, for a total annual cost of \$1,396,862.80; now therefore be it

RESOLVED, That the Board of Trustees authorizes the payment of \$1,396,862.80 to the CLEVNET Special Revenue Fund effective January 1, 2021, with the expenditure

being charged to General Fund account 13010053-53900 (Other Purchased Services).

**RESOLUTION
REVISING
THE
LIBRARY'S
INVESTMENT
POLICY**

Approved

Resolution Revising the Library's Investment Policy

(See pages 90-99)

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

WHEREAS, On April 18, 2019, the Board of Library Trustees approved the Library's Investment Policy; and

WHEREAS, It is now deemed necessary to amend the Library's Investment Policy; now therefore be it

RESOLVED, That the Board of Library Trustees approves the attached Cleveland Public Library Investment Policy to become effective January 21, 2021; and be it further resolved

RESOLVED, That the Fiscal Officer obtain the required acknowledgments and convey this policy to the Auditor of State.

**RESOLUTION
TO ENGAGE
L.A.N.D.
STUDIO INC.
TO ORGANIZE
2021 SEE
ALSO AND
ART WALL
PROGRAMS**

Approved

Resolution to Engage L.A.N.D. Studio Inc. to Organize 2021 SEE ALSO and Art Wall Programs

(See pages 100-111)

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

WHEREAS, The Board of Trustees of the Cleveland Public Library receives a generous annual grant from the Cleveland Foundation for the Lockwood Thompson Memorial Fund; and

WHEREAS, One of the goals of the grant is to support "The underwriting of expense in bringing to the Library for purpose of one or more lectures, one or more individuals in the field of literature or the visual arts"; and

WHEREAS, The Library desires to engage L.A.N.D. Studio, Inc., to organize the spring 2021 annual program, "See

Also", which began in 2010 and brings contemporary public artwork to the Eastman Reading Garden on a temporary basis to activate a beloved public space with artwork by emerging artists from the Great Lakes region; and

WHEREAS, For 2021, L.A.N.D. Studio, Inc. has proposed a second artistic component, known as the "Art Wall," which will consist of a changeable mural installation at a Library location outside of downtown Cleveland; and

WHEREAS, L.A.N.D. Studio, Inc. has presented a budget for the spring 2021 See Also and Art Wall temporary public art programs at a cost not-to-exceed \$100,000; now therefore be it

RESOLVED, That the Executive Director, CEO, or his designee, is hereby authorized to enter into an agreement between the Cleveland Public Library and L.A.N.D. Studio Inc., for the spring 2021 See Also and Art Wall temporary public art programs, in an amount not-to-exceed \$100,000, which shall be charged to the Lockwood Thompson Fund Account: 22880103-53710 (Professional Services), which agreement shall be subject to review and approval of the Director of Legal Affairs.

Sadie Winlock, Chief Equity, Education, and Engagement Officer, introduced Darius Steward, American Artist from East Cleveland, Ohio, who was selected for this work and Erin Guido, Project Manager, L.A.N.D. Studio, who were present.

Ms. Guido stated that L.A.N.D. Studio is always excited about the See Also program in the Eastman Reading Garden and this year they are especially excited for this year's installation. We are working with local artist Darius Steward.

Ms. Guido explained that L.A.N.D. Studio has worked with Mr. Steward on other projects in the 2D realm. Mr. Stewards is a local well-known artist whose work can be seen downtown, at gallery shows, on murals. Mr. Steward does portraiture pieces.

Ms. Guido continued her discussion about the overall concept of this project. As in previous years, the installation will be in the Eastman Reading Garden where

Mr. Steward will do 5-6 kid scale sculptures. The second component of this project will consist of Mr. Steward doing an art wall that is modeled similar to the art wall located on Public Square. The art wall on Public Square is actually a digital print and is rotated quarterly. This allows us to work with all kinds of artists even if they do not have mural experience or if they are a photographer. This gives them an opportunity to show their work in a public way.

Ms. Guido stated that we are working with the Library to choose a location in a neighborhood to do a similar thing. The first iteration will be artwork by Darius Steward to tie into the Eastman Reading Garden and the framework will be there to continuously rotate artwork showing emerging artists or showcasing artists coming to the Library.

Mr. Steward shared information about his concept and shows some initial sketches and spoke about his creative process for this project. Mr. Steward stated that the kids are metaphoric that have helped him relate to certain situations. This project will be children carrying books bags. These book bags relate to the amount of baggage that we all carry throughout life. If we could visualize the baggage that others carry, we could identify common ground and grow stronger together as a people.

Ms. Butts expressed her approval of Mr. Stewards' concept.

After thanking Mr. Steward and Ms. Guido, Ms. Winlock stated that she was pleased at how L.A.N.D. Studio internalized previous conversations about how the Library could become more inclusive with demonstrating our brand and artwork throughout the city.

Finally, Ms. Winlock stated that we are still in the process of selecting the branch where some of this work will show.

As a follow up to Ms. Butts' inquiry at Finance Committee Meeting, Ms. Winlock stated that the Library only has one mural which is located at our Rice Branch.

John Skrtic, Chief of Special Projects and Collections, added a framing system was instituted at South Branch

for the purposes of public art in the future. We are working with L.A.N.D. Studio to do that.

In response to Ms. Butts' inquiry, Mr. Skrtic stated that the framing systems are located on the back wall of South Branch.

Mr. Corrigan asked that the record reflect that our public art is largely funded by Lockwood Thompson funds and related Founders fund contributions and not by taxpayer money.

Resolution Authorizing Agreement with Art Therapy Studio for Art Therapy Programming During 2021

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

WHEREAS, Art Therapy Studio is a non-profit corporation that was founded in 1967 and is dedicated to the mission of "enhancing individuals' quality of life through therapeutic art"; and

WHEREAS, Since 2016, the Library has contracted with Art Therapy Studio to provide art workshops to youth as a means of teaching teens self-expression through artistic media; and

WHEREAS, On January 16, 2020, the Board of Library Trustees authorized the Library to enter into an agreement with Art Therapy Studio to provide a total of 288 group art workshops during 2020 for up to eight youth per group at the Library's East 131st Street, Hough, Sterling, and West Park branches for a total fee of \$37,376; and

WHEREAS, Due to the COVID-19 pandemic and the Library's closure in the Spring of 2020, the Library and Art Therapy Studio were not able to provide all 288 group art workshops as originally planned. Upon reopening, the Library and Art Therapy Studio provided workshops virtually to participants; and

WHEREAS, Art Therapy Studio has proposed to provide a total of 288 group art workshops during 2021 for up to eight youth per group using a virtual meeting platform for a total fee of \$37,440; and

**RESOLUTION
AUTHORIZING
AGREEMENT WITH
ART THERAPY
STUDIO FOR ART
THERAPY
PROGRAMMING
DURING 2021**
Approved

WHEREAS, The Library Administration finds Art Therapy Studio's proposed fee of \$37,440 to be fair and reasonable and hereby requests that the Board of Library Trustees authorize the Executive Director to enter into a contract with Art Therapy Studio for programming during 2021; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO, or his designee, to enter into an agreement with Art Therapy Studio, for art therapy programming during the year 2021 for a total cost not-to-exceed \$37,440, which shall be charged to the Founders Fund Account 20380103-53710 (Professional Services) and which agreement shall be subject to the review and approval of the Director of Legal Affairs.

Resolution to Amend Agreement with Cleveland State University for America Reads Tutoring Service

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

WHEREAS, The Cleveland Public Library has contracted with Cleveland State University to provide student tutors for America Reads tutoring services at various branches every year since 2012; and

WHEREAS, America Reads tutors children in grades kindergarten through eighth grade by providing tutoring and homework help in math, science, history, and language arts; and

WHEREAS, On April 16, 2020, the Board of Library trustees authorized the Executive Director, CEO, or his designee to enter into an agreement with Cleveland State University to provide tutoring services at 13 branches for three hours each day from Monday through Thursday for the period beginning March 4, 2020 and ending January 31, 2021 for a total cost of \$78,212; and

WHEREAS, Due to the COVID-19 pandemic and a resulting staffing shortage at Cleveland State University, the tutoring services were not provided as planned, and Cleveland State University has requested that the agreement be extended through June 30, 2021 at no additional cost to the Library; now therefore be it

**RESOLUTION
TO AMEND
AGREEMENT
WITH
CLEVELAND
STATE
UNIVERSITY
FOR AMERICA
READS
TUTORING
SERVICES**
Approved

RESOLVED, That the Board of Library Trustees hereby authorizes the Executive Director, CEO or his designee to enter into such agreement or instrument as are necessary in order to extend the agreement with Cleveland State University for America Reads tutoring services through June 30, 2021 at no additional cost to the Library, and which agreement or instrument shall be subject to the approval of the Director of Legal Affairs.

Resolution Approving Option Agreement with Detroit Shoreway Community Development Organization for the Walz Branch Project

(See pages 112-127)

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

WHEREAS, On February 20, 2020, the Board of Library Trustees authorized the Library to enter into an Option Agreement with the Detroit Shoreway Community Development Organization ("DSCDO") in order to allow DSCDO to apply for low income housing tax credits by the February 2020 deadline and to demonstrate site control for a proposed mixed-use building to house the new Walz branch and senior housing; and

WHEREAS, DSCDO was not awarded the low income housing tax credits in 2020, and DSCDO wishes to reapply for the low income housing tax credits February 2021 and has requested that the Library enter into a second and final option agreement; and

WHEREAS, The Library's legal team has negotiated an Option Agreement with DSCDO that provides for transfers of property whether or not DSCDO is awarded the low income housing tax credits; and

WHEREAS The Option Agreement provides, among other things, that if DSCDO is awarded the tax credits, the Library and DSCDO will enter into a Purchase Agreement under which the parties will exchange title to their respective properties, with the library retaining ownership of the parking lot and DSCDO owning air rights over a portion of the Library. The agreement further provides that the parties will enter into a

**RESOLUTION
APPROVING
OPTION
AGREEMENT WITH
DETROIT
SHOREWAY
COMMUNITY
DEVELOPMENT
ORGANIZATION
FOR THE WALZ
BRANCH PROJECT**
Approved

Construction, Operation and Restrictive Easement Agreement ("COREA") and a shared construction cost allocation agreement and that the Library shall have the right of first refusal to purchase the residences after expiration of the tax credit compliance period if the residences will no longer be operated by DSCDO, a related party, or used for low income housing; and

WHEREAS, If DSCDO is not awarded the tax credits, the Option Agreement provides for a similar transfer, except that DSCDO would not receive an air rights parcel above the Library, and the parties would enter into a Reciprocal Easement Agreement ("REA") to govern use and maintenance of shared property such as the parking lot; and

WHEREAS, In either case, the Option Agreement provides that the transfer shall close in 2022 and that DSCDO shall pay the Library \$1,000 for the option; now therefore be it

RESOLVED, The Board of Trustees of the Cleveland Public Library hereby authorizes the Executive Director, CEO, or his designee, to execute the Option Agreement in substantially the form attached to this Resolution, and, in accordance with the terms of the Option Agreement, to negotiate a Purchase Agreement and either a COREA and a shared cost allocation agreement or REA, which agreements shall be subject to further Board approval; be it further

RESOLVED, That the Board authorizes the Executive Director to negotiate and execute such other agreements and instruments, including those in excess of \$25,000, as may be necessary to effectuate the terms and conditions of this Resolution, which agreements and instruments shall be subject to the approval of the Library's Director of Legal Affairs.

Bryan Szalewski, Director of Legal Affairs, stated that this resolution seeks authorization for the Library to enter into an option agreement similar to what we did last year with the Detroit Shoreway Community Development Organization as a part of their application for low-income housing tax credits to build a mixed used senior apartment complex with the new Walz Branch.

Mr. Szalewski stated that they have requested that we enter into a second option agreement for the second round of funding applications which will take place at the beginning of next month in order for them to demonstrate that they have site control for their application. If Detroit Shoreway's tax credits are granted, this will give them the option that will automatically be exercised in which the Library's property will be transferred to Detroit Shoreway and Detroit Shoreway's property at 79th and Detroit Avenue would be transferred to the Library so that the mixed-use development can be built. In that regard, this is the same agreement that the Board approved last year.

Mr. Szalewski noted that the biggest change from last year is that if Detroit Shoreway is unable to get their funding this year, we do need to move forward with the Walz Branch in order to stay on track with our bond spend down requirements. In the agreement there is an option that will be exercised automatically if they do not get their tax credit. It will transfer the same properties and allow the Library to build a free-standing building on the corner of 79th and Detroit Avenue and will transfer the site of the current Walz Branch to Detroit Shoreway to allow for them to build a building at a later date that would be free standing. We would hope that it would be low-income senior housing as initially planned, but it is too early, we are unable to say what it would be at this time.

Mr. Szalewski stated that this is the first in a number of steps for this project. Regardless of whether they get their tax credits or not, we would be coming back to the Board to approve a purchase agreement for the exchange of the properties. If we are building a mixed-use building, there will be other agreements to further define our relationship that will be coming before the Board.

In response to Ms. Butts' inquiry, Mr. Szalewski stated that we have retained Bialosky who have come up with a conceptual design with Detroit Shoreway for the building as a mixed-use building. We have not explored what the building would look like if the Detroit Shoreway does not get their low-income housing tax credits. The idea is that it would be more or less the same design without the apartment building attached to the branch. The property boundaries would be the same in either case.

Mr. Corrigan stated that Walz Branch was named Dr. Walz who gave us the original branch and that is how a person's name is on that library. Mr. Corrigan asked Mr. Szalewski to find out what the Library's legal obligations are to retain the Walz name.

Mr. Szalewski stated that he would report back.

Resolution Authorizing Amendment to Software Support Agreement with Integrated Precision Systems, Inc.

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

WHEREAS, On December 29, 2020, the Library and Integrated Precision Systems, Inc. ("IPS") entered into an agreement for annual support services to the Library's security cameras and access control systems at all locations for a total contract amount not-to-exceed \$25,000; and

WHEREAS, Under the terms of the software support agreement, IPS will provide unlimited remote service calls for one year for a fixed fee of \$18,216 and will provide onsite hardware repair and replacement services on a time and material basis; and

WHEREAS, The Property Management Department estimates that the cost of necessary onsite repairs and maintenance during 2021 will cost an additional \$25,000, and therefore recommends increasing the December 29, 2020 agreement with IPS by an additional \$25,000, thus increasing the total contract price to an amount not-to-exceed \$50,000; 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 amendment to the December 29, 2020 agreement with Integrated Precision Systems, Inc. for software support services for the Library's security cameras and access control systems in the amount not-to-exceed \$25,000, thus increasing the total cost of the agreement to an amount not-to-exceed \$50,000, for the period commencing January 1, 2021 through December 31, 2021, subject to approval of the Director of Legal Affairs, with the expenditure being charged to the 12930053-53340 Building Maintenance.

**RESOLUTION
AUTHORIZING
AMENDMENT TO
SOFTWARE
SUPPORT
AGREEMENT
WITH
INTEGRATED
PRECISION
SYSTEMS, INC.**
Approved

At Finance Committee Meeting, Mr. Corrigan asked for information about the rate of failure of security cameras.

In response, Lindsey Duncan, Safety & Protective Services Manager, stated that we do not experience any systemic failures with the IP security cameras. However, we do experience failures do to local neighborhood power outages that interrupt our server service. Once those servers have been rebooted, the cameras do come back online and are operational. We have not had any camera failures prior to the RNC in 2016.

Mr. Duncan added that power failures in the neighborhoods of our 27 branch locations may cause server interruptions perhaps twice on a quarterly basis at most. These interruptions can also be determined by the season as well. For example, during the spring and winter, extreme weather can knock down power lines.

Mr. Corrigan stated that when we first began using cameras and modern software, we were having failure rates approaching 30%.

In response to Ms. Butts' inquiry, Mr. Duncan stated that the branch libraries are individually serviced either by Cleveland Public Power or Cleveland Electric Illuminating Company. Should there be a power outage, servers are rebooted immediately once the power is restored to the neighborhood. After that, we experience no further issues with the cameras.

Mr. Corrigan thanked Mr. Duncan for his update.

Resolution Authorizing Amendment to Agreement with HBM Architects, Inc. for Architectural Design Services for the Lorain Branch of the Cleveland Public Library

(See page 128)

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

WHEREAS, On September 17, 2020, the Board of Trustees of the Cleveland Public Library authorized the Executive Director to enter into an agreement with HBM Architects,

**RESOLUTION
AUTHORIZING
AMENDMENT TO
AGREEMENT WITH
HBM
ARCHITECTS, INC.
FOR
ARCHITECTURAL
DESIGN SERVICES
FOR LORIAN
BRANCH OF THE
CLEVELAND
PUBLIC LIBRARY
Approved**

Inc. ("HBM") in an amount not-to-exceed \$331,847 for the design of the renovation of the Lorain branch; and

WHEREAS, During the pre-design process, HBM and the Library met and determined that the current architectural drawings of the Lorain branch—known as "as-built" drawings—are not accurate and do not depict the current configuration of the building's HVAC system; and

WHEREAS, As-built drawings are not included in the Library's agreement with HBM as the Library had not anticipated needing this service; and

WHEREAS, HBM has proposed to prepare a set of up-to-date as-built drawings for the Lorain branch for an additional fee of \$15,000, thus increasing their total compensation to an amount not-to-exceed \$346,847, and the Property Management Department recommends accepting HBM's proposal; and

WHEREAS, This Board finds that HBM's fee for preparing as-built drawings of the Lorain branch is fair and reasonable; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to negotiate and execute an amendment to the agreement with HBM Architects, Inc. for the provision of as-built drawings for an additional fee of \$15,000, thus increasing the architect's total fee to an amount not-to-exceed \$346,847, which amount shall be charged to the Construction - Tax-Exempt fund account 40276405-55300 (Construction/Improvements), and which amendment shall be subject to the approval of the Library's Director of Legal Affairs.

Resolution Authorizing Sixth Amendment to Agreement for Security Services with Royce Security Services, LLC

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

WHEREAS, On January 21, 2020, the Library entered into an agreement with Royce Security Services, LLC ("Royce") to provide contract security services at the Library's

branches on a month-to-month basis for an amount not-to-exceed \$25,000; and

WHEREAS, During 2020, this Board authorized the Library to enter into four separate amendments to the agreement with Royce to continue to provide security services to the Library's branches on an as-needed basis for additional fees totaling \$520,000, thus increasing Royce's total fee under the agreement to \$545,000 and extending the term of the agreement through December 31, 2020; and

WHEREAS, This extension afforded our Human Resources recruiters and Safety and Protective Services Department ("SPS") an opportunity to interview 14 candidates and complete the recruitment process. However, due to withdrawals, insufficient background checks, and a military active order extension, the recruitment complement is incomplete. The Library Administration has determined that until the new complement of SPS Officers have been hired, it will be necessary to contract with an outside security company to provide services at branches to continue to ensure protection and security; and

WHEREAS, Through January 1, 2021, Royce's contract security services amounted to \$518,902.30. The Library Administration recommends that this Board authorize the Library to enter into a sixth amendment to the agreement with Royce to increase the contract by an additional \$130,000, bringing the total contract amount to \$675,000, and retroactively extending the term of the agreement through April 2, 2021; now therefore be it

RESOLVED, That this Board authorizes the Executive Director, CEO or his designee, to negotiate and execute an amendment to the contract with Royce Security Services, LLC for security services on an as-needed basis to supplement the Library's Safety and Protective Services Department while, by increasing the contract by \$130,000, bringing the total contract to an amount not-to-exceed \$675,000, and retroactively extending the term of the contract through April 2, 2021, with such amount to be charged to the General Fund Account No. 12930053-53380 (Contracted Security), and which amendment shall be subject to approval of the Director of Legal Affairs.

Resolution Authorizing Purchase of Ionizing Air
Filtration Equipment

Carrie Krenicky, Chief Financial Officer, explained that although all 27 library branches would be installed with cold plasma bi-polar ionizers, 3 branches would receive the ionizers during the FMP process, and recommended that the resolution be amended to reflect that clarification.

Mr. Corrigan moved that the resolution be amended as follows: *"RESOLVED That the Board of Trustees authorizes the Executive Director, CEO, or his designee, to enter into an agreement with Gardiner Service Company LLC for the purchase of cold plasma bi-polar ionizers for 24 of the Library's branches as well as the Main Library and Louis Stokes Wing in an amount not-to-exceed \$172,050..."* Ms. Butts seconded the motion, which passed unanimously by roll call vote.

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

WHEREAS, The Library Administration has determined that it is in the best interest of Library staff, patrons, and visitors to install ionizing air filtration equipment on the HVAC systems of the Library's 27 branches in order to further prevent the spread of airborne viruses, including COVID-19; and

WHEREAS, On June 2, 2020, the Library entered into an agreement with Wright Engineering, LLC to develop drawings and specifications to install cold plasma bi-polar ionizers on existing HVAC systems at six Library branches, and on ; and

WHEREAS, On June 18, 2020, the Board of Library Trustees authorized the Library to amend its agreement with Wright Engineering, LLC to expand the scope of the engineering services to include 21 additional branches so that specifications for the purchase and installation of cold plasma bi-polar ionizers could be developed for all 27 Library branches; and

WHEREAS, The Property Management Department, with the assistance of Wright Engineering, LLC, received the

following quotes from three vendors for the purchase of air ionizer equipment for 24 of the Library's branches as well as the Main Library and Louis Stokes Wing:

1. Gardiner Service Company LLC (\$172,050);
2. Ketchum & Walton Co. (\$192,034); and
3. Refrigeration Sales Corporation (\$195,000)

WHEREAS, Equipment for the Jefferson, West Park, and Woodland branches were not included in any of the quotes as these branches will be closing shortly to undergo work for the Facilities Master Plan, and HVAC upgrades will be made at that time; and

WHEREAS, The Library Administration finds the price quoted by Gardiner Service Company LLC to be fair and reasonable and recommends that this Board authorize the Library to enter into an agreement for the purchase of air ionizers with Gardiner Service Company LLC; and

WHEREAS, The cost of the purchase of the air ionizers for the Library branches was not included in the Library's most recent budget, which was approved as of March 27, 2020; and

WHEREAS, On September 17, 2020, this Board accepted funding in the amount of \$700,000 from the Coronavirus Aid, Relief, and Economic Security (CARES) Act for the funding period March 1, 2020 through December 30, 2020, for receipt into the Coronavirus Relief Fund Account 260042-42100 (Federal Aid), and in December 2020, legislation was passed extending the time period for the expenditure of such funds through December 31, 2021; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby finds the purchase of cold plasma bi-polar ionizers for installation in the Cleveland Public Library's branches to be a necessary expense incurred due to the public health emergency caused by COVID-19 and further asserts that the cost of such were not accounted for in the budget most recently approved as of March 27, 2020; be it further

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO, or his designee, to enter into an agreement with Gardiner Service Company LLC for the purchase of cold plasma bi-polar ionizers for 24 of the

Library's branches as well as the Main Library and Louis Stokes Wing in an amount not-to-exceed \$172,050, which shall be charged to Coronavirus Relief Fund 260 and which agreement shall be subject to the review and approval of the Director of Legal Affairs.

**FISCAL
OFFICER'S
REPORT**

Submitted

Fiscal Officer's Report

(See pages 129-188)

**REPORT ON
INVESTMENTS**

Submitted

Report on Investments

(See pages 189-191)

**REPORT ON
CONFER. &
TRAVEL
EXPENDITURES**

Submitted

Report on Conference and Travel Expenditures

(See page 192)

**PURCHASES
FROM \$5,000 to
\$25,000, 10/1/20-
12/31/20**

Submitted

Purchases from \$5,000 to \$25,000, 10/1/20-12/31/20

(See page 193)

**PURCHASES
EXCEEDING,
\$25,000, 10/1/20-
12/31/20**

Submitted

Purchases Exceeding \$25,000, 10/1/20-12/31/20

(See page 194)

**FEES PAID FOR
LEGAL
SERVICES,
10/1/20-12/31/20**

Submitted

Fees Paid for Legal Services, 10/1/20-12/31/20

(See page 195)

HUMAN RESOURCES COMMITTEE REPORT

Mr. Hairston presented the following report.

**REGULAR
EMPLOYMENT
REPORT**

Approved

Regular Employee Report

(See page 196)

After complimenting Lynn Sargi, Chief Legal Officer, on its new format, Mr. Hairston moved approval of the Regular Employee Report. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

Resolution Appointing North Coast Administrators As
Third-party Administrator Of The Cleveland Public
Library's Flexible Spending Account And Commuter
Benefits Plan, Ratifying Contract, And Amending Flexible
Spending Account Plan

(See pages 197-207)

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

WHEREAS, In January 2012, the Board of Trustees of the
Cleveland Public Library adopted a Restated Flexible
Spending Account Plan for employees of the Cleveland
Public Library in accordance with Internal Revenue Code
Section 125 (Cafeteria Plan) permitting employees to
make pre-tax contributions to health and dependent care
Flexible Spending Accounts for qualified out-of-pocket
expenses; and

WHEREAS, In January 2012, this Board also appointed NEO
Administration Company as the third party administrator
for the Library's Flexible Spending Account Plan and
Commuter Benefits Plan effective January 1, 2012. NEO
Administration Company has since undergone a change of
ownership and has become BASIC Benefits; and

WHEREAS, In December 2020, the Library administration
worked with its benefits consultant, Taylor Oswald, to
locate a new vendor to provide administration services
to replace BASIC Benefits, and the Library determined
that North Coast Administrators, Inc. was the best
suited provider of such services; and

WHEREAS, On December 23, 2020, the Library entered into
a Flexible Spending Accounts and Commuter Accounts
Service Agreement with North Coast Administrators, Inc.,
effective January 1, 2021 for an initial term of two
years and that will automatically renew for one-year
terms thereafter. The total cost of services under the
agreement is not expected to exceed \$25,000 for the year
2021; and

WHEREAS, With the passage of the stimulus bill in
December 2020, Congress has allowed for additional
flexibility with regard to Health Care Flexible Spending
Accounts and Dependent Care Account that permits

**RESOLUTION
APPOINTING
NORTH COAST
ADMINISTRATORS
AS THIRD-PARTY
ADMINISTRATOR
OF THE
CLEVELAND
PUBLIC
LIBRARY'S
FLEXIBLE
SPENDING
ACCOUNT AND
COMMUTER
BENEFITS PLAN,
RATIFYING
CONTRACT, AND
AMENDING
FLEXIBLE
SPENDING
ACCOUNT PALN**
Approved

extending the grace period during which participants may spend unused funds from 2020 and 2021 to 12 months instead of the usual two and one-half months in order to afford employees and their families greater flexibility during these times of economic distress; and

WHEREAS, Employers who desire to make these changes available to their employees must adopt plan amendments to their Cafeteria Plans no later than one year after the end of the plan year in which the amendment is effective; now therefore be it

RESOLVED, That North Coast Administrators, Inc. is hereby appointed the third-party administrator of the Flexible Spending Account Plan and Commuter Benefits Plan effective January 1, 2021; and be it further

RESOLVED, That the Flexible Spending Accounts and Commuter Accounts Service Agreement entered into by the Library on December 23, 2020 is hereby ratified and approved; be it further

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby adopts and approves the attached amendment to the Cleveland Public Library's health care and dependent care Flexible Spending Account Plan, to allow extending the grace period for plan years 2020 and 2021 from two and one-half months to 12 months in the manner and to the extent described in the amendments, which changes shall be effective retroactive to January 1, 2021, and authorizes the Executive Director, CEO or his designee to execute the Plan amendment and any other instruments, documents, and amendments to Plans and agreements as may be necessary or appropriate to effectuate the terms of this Resolution.

**RETIREMENT
RECOGNITION
CITATION**
Approved

Retirement Recognition Citation

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

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

Rhonda Henderson (31 years of service); Clerk
Harvard-Lee Branch; retired on 12/22/2020

Be it resolved that the citation for the above staff member 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.

Employee Demographics (EEO-4) Report

(See page 208)

Insurance Summary Report

(See page 209)

Report on Paid Sick Time Used by the Month

(See page 210)

Salary Changes Report

(See pages 211-283)

**EMPLOYEE
DEMOGRAPHICS
(EEO-4) REPORT**
Submitted

**INSURANCE
SUMMARY
REPORT**
Submitted

**REPORT ON PAID
SICK TIME**
Submitted

**SALARY CHANGE
REPORT**
Submitted

COMMUNITY SERVICES

Mr. Corrigan submitted the following report.

Monthly Activity Report

(See pages 284-287)

**MONTHLY
ACTIVITY
REPORT**
Submitted

Mr. Corrigan noted the following highlights of these year-end numbers: 42% loss in total circulation; 26% increase in eMedia use; 52970 curbside service units; OLBDP BARD system, which is a statewide service that the Library provides, reflects a 12% increase in the number of users and 38% in overall use; the Virtual Reference Question Load shows a 160% increase which reflects the way our service model works because of the pandemic.

Mr. Corrigan commended Library staff and leadership for continuing to overcome any challenges caused by COVID. This activity report reflects resilience on our part.

Mr. Corrigan commended Library staff and leadership for continuing to overcome any challenges caused by COVID. This activity report reflects resilience on our part.

**BUILDING
STATUS
UPDATE**
Presented

Building Status Update

John Lang, Chief Operating Officer, stated that most of the activity has been routine operations and maintenance. Mr. Lang noted the following: emergency HVAC repairs were performed on the air handling unit at Harvard Lee Branch, and the preconstruction meeting for roof repairs at Main Library was held last week. Roof repairs will be scheduled when the weather breaks.

Mr. Corrigan thanked Mr. Lang for his update.

**ADVOCACY
TASKFORCE
UPDATE**
Presented

Advocacy Taskforce Update

Shenise Johnson Thomas, Chief of External Relations and Development, stated that this update was discussed during the Mr. Cosgrove's earlier presentation.

**FOUNDATION
UPDATE**
Presented

Foundation Update

Shenise Johnson Thomas, Chief of External Relations and Development, stated that the Foundation secured a \$5,000 grant from Dominion Ohio to support the Library's Tech Central STEM programming efforts.

Ms. Johnson Thomas reported that the Foundation's revenue goal had been reached and surpassed for 2020.

Finally, Ms. Johnson Thomas stated that the Foundation is embarking on its business plan. We were very intentional about waiting until the Library's strategic priorities were defined so that the Foundation could prioritize their work within the Library's priorities and the work they wanted to focus in on relative to fundraising. That process is just commencing and it officially starts month. The Board will remain updated.

**DIVERSITY,
EQUITY &
INCLUSION
UPDATE**
Presented

Diversity, Equity & Inclusion Update

Sadie Winlock, Chief Equity, Education & Engagement Officer, stated that we continue to look at the Library's procurement process. Everyone in the Library system who is involved in ordering supplies has been

given an overview as well as an opportunity to provide their input for a smoother process. Hopefully, this process will have been completed by the early part of the first quarter.

OLD BUSINESS

There were no items of Old Business to be discussed.

NEW BUSINESS

There were no items of New Business to be discussed.

DIRECTOR'S REPORT

Before presenting his report, Director Thomas stated that one of the greatest examples of how we are doing programs as result of COVID is the Library's Martin Luther King, Jr. Commemoration. Although we could have decided to cancel this year's program due to COVID, it was moved into a different type of program as it was partnered with Channel 19. Director Thomas commended Sadie Winlock, Chief Equity, Education, and Engagement Officer, Tana Peckham, Chief Strategy Officer, and their staff for their hard work.

Director Thomas asked Ms. Winlock to share her perspective on how she views the change from in-person programming to the new hybrid model of mostly virtual doing things in a different way.

Ms. Winlock stated that beginning in March, we had begun to think about a different way to engage our patrons with programs, events and activities across the entire Library system in light of COVID. Considering the requirements of social distancing, we began to look at programming from a virtual perspective.

Ms. Winlock stated that while we have always had the capacity for Zoom, we began to identify additional platforms to use to allow us to serve small and large audiences both internally and externally. Therefore, we added Zoom Education and Hopin as additional platforms. Those platforms would allow us to include an audience of over 10,000 people.

**DIRECTOR'S
REPORT**
Presented

Ms. Winlock stated that we have also expanded our licenses so that each of our branches had Zoom in order for their partners and vendors to provide their programs virtually.

Ms. Winlock stated that we reached out to all of our contracted partners. In our communications, we helped them to determine how to shift their deliverables from face-to-face programming to a virtual platform. We also helped them identify the best platform respectively. Ms. Winlock noted that we were able to support the City of Cleveland with one of their conferences on Hopin as well as Global Cleveland with their international Sister Cities program.

Ms. Winlock stated that specifically for Library programs, we have seen a substantial drop in participation across the system. For example, our Summer Lit League in past years has had from 10,000-13,000 participants, across Cleveland, state of Ohio and other states. However, at the same time, we have seen an increase in virtual programs such as Bryan Stevenson. For our Writers & Readers, we average between 250-300 participants. For Bryan Stevenson, we had close to 1,200 participants.

Ms. Winlock stated that the virtual world has forced us to become creative. We have generated live storytimes; dial-a-story where a child or family can pick up the phone and hear a story read to them; instructing children to play the violin virtually; and as previously mentioned, we took our MLK program from the auditorium of John Hay High School to a recorded program.

Ms. Winlock stated that the daily meals provide by our Kids Café has begun to see a reduction. However, by working with the Greater Cleveland Food Bank, we are preparing to introduce the Backpack program. With the Backpack program, families can pick up the food on Fridays that will last them the entire weekend.

In addition, Ms. Winlock continued, and stated that we are also expanding with another Food Bank program called the Disaster Box. The Disaster Box is a box of food that feeds a family.

Ms. Winlock stated that she has reached out to Mr. Parker who will be helping to determine how we can

include the faith-based community in helping our patrons understand what programs are available at the Library and how we can connect with them.

Ms. Winlock stated that through the Library's Director of Education, we are making more contacts with school principals and director programs specifically to particular schools.

Ms. Winlock stated that although we are adjusting to virtual programming, we will likely continue with virtual even when we return to in-person programming. We have discovered that with virtual, we can reach a set audience that we did not reach before through our social media and other platforms. The Library is becoming and remaining more relevant to the community.

Finally, Ms. Winlock stated that she and Shenise Johnson Thomas, Chief of External Relations & Development, have been having conversations about how we can include our City Council members in some of our programming.

After discussion continued about the MLK program; possible virtual tours of the Library; media center for recording located on LSW 2nd floor, Ms. Winlock stated that we are reaching out to consider all possibilities to continue to connect with the community. As we become more comfortable in virtual learning in programming, they will as well. Right now, we are working with all of our branches to look at every program to identify those programs that really help to drive our strategic plan that we will eventually introduce. With this alignment, we can best provide service and best programming to our communities.

In response to Mr. Hairston's inquiry, Director Thomas stated that we do need additional resources around this area and noted that Ms. Winlock and Ms. Johnson Thomas are working to identify those resources. Because of the pandemic, other agencies are trying to find out how they can partner and do something different.

Ms. Winlock stated that she continues to look for new partnership opportunities and shared that she had a recent conversation with some members of the board from

the City Club and discussed jointly bringing Amanda Gorman, National Youth Poet Laureate, to Cleveland.

Director Thomas thanked Ms. Winlock for her update.

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

PUBLIC SERVICES

Programs, Services, and Exhibits

Center for Local and Global History Department Librarian Terry Metter presented the program *An American Icon: Bob Hope* via Zoom where Dr. Deborah Abbott presented her research into the family history of entertainer and Cleveland-native Bob Hope. Dr. Abbott discussed how Library resources assisted her research and demonstrated the value of the collections of multiple Main Library departments for family history researchers.

Center for Local and Global History Department Library Assistant Lisa Sanchez chose four Throwback Thursday images that were featured on the library's social media platforms. Some of the photos included the Central Hotel, Broadway-Slavic Village neighborhood, and the Higbee's building construction site.

Literature/Ohio Center for the Book Manager Don Boozer and Senior Librarian Nick Durda announced the soft opening for staff of the semi-permanent exhibit highlighting the *Mike Curtis Collection of Superman Memorabilia* in the corridor on the second floor of Main Library.

General Research Collections Manager Sarah Dobransky hosted a live interactive continuing legal education

webinar for attorneys and legal professionals in Ohio on December 9th. *Civil Rights and Legal Discrimination in Ohio* was approved by the Ohio Supreme Court for 3 hours of attorney conduct Continuing Legal Education (CLE) credits.

Popular Librarian Judy Daniels and Popular Library Assistant Ricardo Jackson assembled hot lists for books and DVDs for patrons to place holds.

Out of an abundance of caution to help minimize the spread of COVID-19, Main Library Lending staff resumed providing Drive-Up and Curbside service to patrons. Patrons walk-up to the front door of the Louis Stokes wing, or use the Drive-Up window, to retrieve holds, utilize printing/copying/faxing services, as well as register for a library card or renew an existing account.

Outreach

Popular Library Assistant April Lancaster prepared items to be delivered to satellite collections.

Social Sciences Librarian Mark Moore continues to work with the Marketing Department team to supply weekly bibliographies for the Next 400 series with WOIO.

International Department staff selected, processed, and shipped 1,845 items to fill long requests.

Literature/Ohio Center for the Book Librarian Timothy Phillips, Library Assistant Michael Haverman, and Senior Clerk Debbie Nunez sent out 196 packages to fulfill 188 Homebound requests from patrons: a more than 35% increase over December 2019! Cumulatively, August through December 2020 saw a 17% increase over the same months of 2019.

Collection Development

Center for Local & Global History Map Librarian Tom Edwards visited the Lake Shore Facility to remove a collection of superseded Canadian topographical maps from a set of map cases which will soon be relocated to the Map Collection on the 6th floor of Louis Stokes Wing.

Imbedded Technical Services Cataloger/Librarian Barbara Satow finalized cataloging the newly acquired Sanborn Fire Insurance maps. These maps will be forwarded to

Map Collection in the Center for Local & Global History where they were applied to the respective volumes.

Photograph Collection Librarian Brian Meggitt continued working on the item-level inventory of the second section of the Cleveland City Hall Collection. During December, Mr. Meggitt added unique identifying numbers, re-housed items, and created initial metadata for 1,810 items. In addition, Mr. Meggitt created metadata for 136 records in CONTENTdm for the Neighborhood Photographic Survey.

Center for Local & Global History Library Assistant Adam Jaenke photographed and processed 400 images from Hough, Collinwood, Detroit-Shoreway, and Puritas-Longmead for the Neighborhood Photographic Survey.

Center for Local & Global History Library Assistant Lisa Sanchez continued to add item descriptions to the Cleveland City Hall Collection. In addition, Mx. Sanchez has been updating the list of Cleveland newspapers housed in CLGH to reflect updated titles and new acquisitions.

Social Sciences Librarian Helena Travka continues to work with the United Nations library staff to substitute print publications with online resources available through their UN iLibrary.

In searching for items this month for the transcription project initiated by the Cleveland Digital Public Library, a number of treasures from the Weidenthal Collection were re-discovered including theater playbills from 1863 starring John Wilkes Booth (including a photograph of the notorious actor) and a 1901 program from the London (UK) performance of Buffalo Bill's Wild West show.

Public Administration Library staff has withdrawn 13 titles and transferred 55 titles to Main library.

Popular Library Clerk Benjie Smith transferred weeded items to subject departments.

Popular Library Assistant Ricardo Jackson worked to update and weed the non-fiction area of the DVD collection.

Youth Services Department staff members are stack weeding, reorganizing tasks, collections and sections in Youth Services.

Team members are also currently weeding in various areas in the department.

Fine Arts Librarian Bruce Biddle continues to stock the Little Free Library on Superior and 14th Street, maintain the Doodle Desk, review items in the Art Vertical Files and update the database, manage Page assignments, and weed and shift the art books in the NK section in the Fine Arts area and in stacks.

Fine Arts librarian Andy Kaplan continues to process the *Anvil Music Collection*.

Fine Arts Library Assistant Mark Fox Morgan continues to work on relabeling and boxing the Special Collections Juvenile collection.

Fine Arts staff focused on reviewing duplicates in the collection for possible weeding. This entails checking items relevance to the collection, appraised value online, and condition. In addition, staff members worked on reviewing the indexes and vertical files for the revisions of the Collection policy.

Special Collections staff Bill Chase, Ray Rozman and Manager Pam Eyerdam shifted approximately 435 shelves (approximately 4,000 books) in the vault.

Special Collections Librarian Stacie Brisker continues to work with Catalog to have biographies reclassified to LC, 46 titles were completed, and 6 Islamic titles were cataloged.

Research that is Possible Only at Main Library

- Center for Local & Global History Photograph Librarian Brian Meggitt assisted a patron with finding and obtaining an image of her great-great-grandfather's shop in downtown Cleveland. The shop was in the Brotherhood of Locomotive Engineers building (demolished in the 1980s).
- Center for Local & Global History Photograph Librarian Brian Meggitt assisted a patron with locating and obtaining three images of a relative's business from the 1940s. The photographs of the

Lloyd P. Jones Chrysler dealership (6810-20 Euclid Avenue) were found in the Cleveland City Hall Collection.

- Center for Local & Global History Librarian Terry Metter used Cleveland City Directories to provide scans of pages listing Householders in the Buckeye neighborhood in the 1960s to a Geauga County Public Library staff member who was assisting a patron at that location.
- Center for Local & Global History Library Assistant Adam Jaenke helped a local historian acquire images of the Franklin Boulevard Y.M.C.A from the City Hall Collection for an article in Cleveland Historical.
- Center for Local & Global History Library Assistant Adam Jaenke assisted a writer of Cleveland Magazine, to acquire photographs of past Cleveland snowstorms from the Subject Cleveland collection. They will be used in an upcoming article in the magazine.
- Center for Local & Global History Library Assistant Lisa Sanchez conducted genealogy research for a patron who was trying to find information about her grandmother. Using the Ancestry database, Mx. Sanchez was able to find passenger manifests and documents to assist the patron.
- Center for Local & Global History Library Assistant Lisa Sanchez assisted a patron who was looking for information on a relative who was brutally murdered in January 1964, one of a string of vicious murders on Cleveland's east side. Using multiple research databases and microfilm, Mx. Sanchez was able to find information for the patron.
- Using the digitized Cleveland City Directories, Center for Local & Global History Library Manager Olivia Hoge found the name of a tearoom on East 4th and Prospect in 1955 for a patron. In addition, she also found the name of a bakery near the Le Salle Theatre on East 185th street from the 1950s.
- A small sampling of items requested by Cleveland Public Library patrons from the Fine Arts and

Special Collections Department included: Scores by Sammy Rollins, Janelle Monae, *Monumentum Marcelle*, *Duschene-Guillemine* (Ancient musical instruments), *Kuntasi Harappan emporium on west coast* (Indus River valley civilization), *Religions in coastal Canataka* (c1937), *Revista italiana di numismatica e scienze affine* (1898), *Legendes de Provence* (1841), *Kurzes verzeichniss der schachbibliotheken* by van der Lasa (a handwritten chess bibliography (1857), 1920 issue of the *American Chess Bulletin* (games between Emanuel Lasker and Frank Marshall, 1920 article from Russian chess magazine "64", 1859 chess article from *The Philidorian*, scans request from the 1873 *Manuscript Believed To Be In The Handwriting Of A.D. Philidor, Including His Rules At The Game Of Chess, Observations On The Ends Of Parties ...* , 1893 *Buddhibalāchā kheḷa.*, [The game of mental power, a treatise on chess], 1914 edition of *Deutsches Wochenschach*

- A Chess columnist interviewed Special Collections Librarian Ray Rozman for an article and wanted information about the John G. White chess collection.
- Special Collections staff assisted a German researcher who requested a scan of a 1928 book of limericks entitled *Poems Upon Several Occasions*.
- Social Science staff worked with staff in the Center for Local and Global History Departments to assist a patron in locating two schools that have been closed and demolished: Addison Junior High and the Thomas Edison School at East 65th and Woodland.
- Science and Technology Senior Subject Librarian Jim Bettinger assisted a professor from a Virginia university for a research project on the circulation of a recipe in the Americas and Western Europe. He arranged for *Buen Provecho! Caracas Cookery*, to be brought from storage. This 1943 edition of the book is one of twelve copies in the nation.
- A small sampling of items requested by Cleveland Public Library patrons from the Literature

collection includes: *The Heidenmauer* (1889) by James Fenimore Cooper, *The Lion and the Mouse* (1906) by Charles Klein, *Justinian and Theodora: a drama, being a chapter of history and the one gleam of light during the Dark Ages* (1906) by E. and A. Hubbard and *How to be Topp* (1954) by Geoffrey Willans and Ronald Searle.

- A former City of Cleveland official contacted PAL for commission documents from 1977. PAL staff was able to assist with the inquiry and provide additional information to assist with the research.
- City of Cleveland Vital Statistics personnel continued to make copies of birth and death certificates with the scan pro machine located in the Public Administration Library.

Staff Development

Business, Economics, and Labor Librarian Susan Mullee earned a certificate of achievement in the Lynda research database for the course "Learning Zoom" by Garrick Chow.

Social Science Librarian Helena Travka attended the CANDID Quarterly Meeting on December 8th. Ms. Travka and Social Science Subject Librarian Forrest Kilb also completed 2020 CANDID Recertification Modules one and two on how to research and pursue grant opportunities using the Foundation Directory Online. In addition, Ms. Travka monitored the NEO-RLS Adult Book Buzz webinar on December 9th.

Science and Technology Sr. Librarian Jim Bettinger attended the online webinar "Patent searching: Concepts, strategies, and tools" from the United States Patent and Trademark Office (USPTO). In addition, Mr. Bettinger was asked to run for another two-year term as a Public Library division representative for the Patent and Trademark Resource Center Association (PTRCA). PTRCA is comprised of 83 academic, public, and special libraries in the United States and Puerto Rico.

Literature Department Manager Don Boozer participated in a final meeting hosted by the State Library of Ohio to discuss nominations for the Choose to Read Ohio Floyd's Pick Book Award.

Assistant Shelf Manager Cynthia Coccaro attended a NEO-RLS webinar titled "How to be an Effective Anti-Racist" on December 8, 2020.

Several Main Library staff members participated on the Words on Wheels implementation team. They include: Robin Wood, Demba Diawara, Cynthia Coccaro, Steve Wohl, Reggie Rudolph, and Olivia Hoge.

TechCentral

Outreach

Inside Programs-via Zoom

| Name of Program | Date of Program | Total # of Attendees | # of Adults | # of YA | # of Juveniles |
|-------------------------|-----------------|----------------------|-------------|---------|----------------|
| Resume Workshop | 12/01/20 | 0 | | | |
| Job Searching Online | 12/03/20 | 0 | | | |
| Resume Workshop | 12/09/20 | 1 | | | |
| Microsoft PowerPoint I | 12/10/20 | 2 | | | |
| Job Searching Online | 12/11/20 | 1 | | | |
| Resume Workshop | 12/14/20 | 0 | | | |
| Job Searching Online | 12/16/20 | 1 | | | |
| Microsoft PowerPoint II | 12/17/20 | 0 | | | |
| 1-on-1 | Dec 2020 | 8 | | | |

Professional Development and Meetings

TechCentral staff meeting was held on December 15.

TechCentral Library Assistants-Computer Emphasis, Tawana Campbell, Allison Collins, and Denise Williams-Riseng, have volunteered to be part of the Hotspot team. Hotspot meeting held to discuss the hotspot process on December 22.

TechCentral staff received LibChat training for possible computer assistance on December 23.

Melissa Canan, TechCentral Assistant Manager

| Date | Topic | Location | Notes |
|----------|--|----------|--------------------------|
| 12/02/20 | Digital Inclusion Fellows- Mentor Group Monthly Call | Virtual | |
| 12/18/20 | CPL Community Conversations: CMSD | " | |
| 12/22/20 | TechCentral Hotspot Team Meeting | " | |
| 12/22/20 | Monthly Digital Inclusion Fellow Check-in w/Leana | " | |
| 12/23/20 | TechCentral LibChat Training Discussion | " | |
| 12/29/20 | Words on Wheels Information Session | " | |
| 12/20/20 | Main Managers Meeting | " | Feb sub requests due 1/6 |

Jorge Arganza, Library Assistant-Computer Emphasis

| Date | Topic | Location | Notes |
|----------|---|----------|-------|
| 12/16/20 | Webinar: How to influence informal learning: Science, Technology, Engineering, and Math | Online | |

Allison Collins, Library Assistant-Computer Emphasis

| Date | Topic | Location | Notes |
|----------|---|---------------|----------------------------------|
| 12/01/20 | Y is STEM Still White? | Zoom | 1 hr, SLECOB webinar |
| 12/11/20 | CPL Townhall: The Literacy Cooperative | Teams | 45 min, Bob Paponetti |
| 12/11/20 | Meeting with bargaining unit staff & HR | Teams | 1.25 hrs, attended as Union Rep. |
| 12/16/20 | How to influence informal learning: STEM | Zoom | 1 hr, Bibliotheca webinar |
| 12/16/20 | Monthly SEIU-CPL Chapter Leadership meeting | Online, jitsi | 1 hr, Union delegates & AO |
| 12/18/20 | CPL Townhall: CMHA | Teams | 45 min, Eric Gordon |

Alison Guerin, Library Assistant-Computer Emphasis

| Date | Topic | Location | Notes |
|----------|--|----------|-------|
| 12/03/20 | FIT Meeting | Zoom | |
| 12/08/20 | ALA Webinar – Maximizing and Measuring Virtual Programs | “ | |
| 12/11/20 | CPL Community Conversations: Town Hall with Literary Cooperative | “ | |
| 12/18/20 | CPL Community Conversations: Town Hall with CMSD | “ | |
| 12/29/20 | LibChat Training video | “ | |
| 12/30/20 | FIT Meeting | “ | |

Matt Sucre, Library Assistant-Computer Emphasis

| Date | Topic | Location | Notes |
|----------|--|--------------------|--|
| 12/16/20 | "Introduction to Digital Credentials" | | Discussion of products to record issuance of digital credentials |
| 12/21/20 | Communicate under Stress | Nonprofitready.org | Mental Health Series |
| 12/21/20 | Recognize the signs of Stress on your Team | “ | “ |
| 12/21/20 | Normalize Mental Health on your Team | “ | “ |
| 12/21/20 | The Value of Mental Health in the Workplace | “ | “ |
| 12/17/20 | Mood Boosters: How to Feel better through Stormy Times | “ | “ |
| 12/17/20 | Interviewing Skills: Career Advancement Techniques | “ | Job Advancement / Interviewing |
| 12/17/20 | Qualitative Data Analysis | “ | Skills Development |
| 12/17/20 | Prepare for your Design Thinking Workshop | “ | Design Thinking |
| 12/17/20 | Facilitate a Design Thinking Workshop | “ | “ |
| 12/17/20 | The Stages of a Design Thinking Workshop | “ | “ |
| 12/21/20 | Creating an Engaging Webcast | “ | Webcasting/Digital Presenting |
| 12/21/20 | Plan an Online Presentation | “ | “ |
| 12/21/20 | Structure a Meaningful Presentation | “ | “ |

| | | | |
|----------|---|---|---|
| 12/21/20 | Tools to use in an Online Presentation | " | " |
| 12/21/20 | Keep your Audience Engaged | " | " |
| 12/21/20 | Keep Yourself Focused While Presenting | " | " |
| 12/21/20 | Prepare to Deliver an Online Presentation | " | " |
| 12/21/20 | Create the Right Environment for Presenting | " | " |
| 12/21/20 | Use Memorable Slides for an Effective Presentation | " | " |
| 12/21/20 | Guide Your Team through Uncertainty | " | Management Preparation/Career Advancement |
| 12/29/20 | Making Your New Management Position Successful part A & B | " | " |
| 12/29/20 | Common Misconceptions of New Managers | " | " |
| 12/29/20 | Find Quick Wins as a New Manager | " | " |
| 12/29/20 | What's the Difference between Management and Leadership? | " | " |
| 12/29/20 | The Emotional Skills of the Manager | " | " |
| 12/30/20 | Fostering and Maintaining Motivation | " | " |
| 12/30/20 | Making Change Stick | " | " |
| 12/30/20 | Make the Time you Need: Get Organized | " | " |

Computer Usage

No computer usage; closed to the public.

Special Projects

Produced 1000 5-Star Library buttons
Hotspot Circulation: 295 hotspots

PST - Dec 1 - 30 - 2020 Report

Service Calls and Tickets Summary

Service Calls and Tickets Received: 56
 - CPL Help Desk Tickets: 32
 - CPL TechCentral Tickets: 24

Service Calls and Tickets Resolved: 43
Tickets currently in Progress: 29

Service Ticket and Project Detail

Workstation: 26
Computer Software: 8
iPad Management: 1
Hotspot Resets: 8
Maker Equipment: 2
Form 001's: 5

Cleveland Digital Public Library

Summary: ClevDPL scanned items, maintained books, did ILL, created media, and served patrons.

Programs & Exhibits: ClevDPL, working with Robin Wood, who represented CPL in Census efforts, obtained reports from 63 local non-profit's that supported Census 2020. In another program ClevDPL now is using 'From the Page' a tool which will soon be populated with manuscripts on which ClevDPL will do crowdsourced translation/transcription programming early next year.

Public Service Statistics: Library facilities were closed to the public this month, though online, walk-up, and drive through services were open. From December 1st to December 31st, Google Analytics (GA) reports 6242 sessions for 3984 users and 105,982 page-views. Search engines delivered 56% of our accesses (Google). Searching in ContentDM accounts for 26% of our accesses. Referrals were 9% of our accesses (29% from Facebook, 15% from Wikipedia, 9% from Twitter, 5% each from cpl.org and DPLA). 9% of our sessions were referred through social media (76% came from Facebook, 17% from Twitter, and 4% from Instagram). Like last month, 50% of our users accessed our site using desktop computers, and 50% of our users accessed ContentDM through mobile devices (15% tablets and 85% phones). The trend is towards mobile.

Outreach: We communicated with community partners during December and talked to Soldiers and Sailors Monument (scanning the Index to the Ohio Roster), Cleveland Grays (glass plate scanning), Karamu House (we continued to advise on collection assessment and description), Old

Brooklyn Historical Society (newspaper digitization), Cleveland Orchestra (scrapbook project), Moreland Courts (scanning project for anniversary and display), and many others. We have initiated planning and scanning for transcription projects for community outreach, particularly with seniors, and have several projects lined up with local organizations.

Collection Development: As of December 31st, 2279 images were scanned, 2174 were post-processed and QA'd, and 1269 images were uploaded, some of which were included in 28 multiple-image .pdfs. ClevDPL supported projects documenting local non-profit's Census efforts. We received the first installment of Census reports from non-profits which we will describe and upload in January. Additional scanning highlights include continuing scanning the Brooklyn News, scanning chess materials, and continuing the Cleveland Orchestra scrapbook project. We are also continuing to work on sheet music collections. Web archives did monthly capture for 44 unique Cleveland and NE Ohio organizations.

ILL: Statistics from OCLC are one month behind and cover November. We had 16 requests from CPL users for materials from other libraries, and response time by other libraries, likely due to the pandemic, averaged 20 days for turn around on our patron's requests. Partner libraries made 524 requests to borrow from CPL during November and CPL staff managed a turn around average of 9 days. 7 copy requests (digital and analog) were fulfilled. The ILL team continues to work on the legacy fines and fees on transit accounts.

Preservation: As of December 31st, preservation received 74 items and returned 44. The team produced 12 labels. The team did 34 complex and 11 simple book repairs and completed 20 simple and 24 complex flat paper repairs, including washing, encapsulation, and mending. The preservation team has continued working on an inventory of artwork in the library system, finishing inventory for phase 1A branches, and is now working on additional branches in phase one of the master plan.

Media: During December these media projects were created and/or edited: Director's Global Community Building Award (video), Website work to organize and view video/photo content, Shipping B-roll (video), Karamu

House (videos), 3 MLK Performances (videos) [Singer, Monologue, Band].

Ohio Library for the Blind and Physically Disabled

For December 2020, OLBPD circulated 23,631 books and magazines directly to patrons. OLBPD registered 72 new readers to the service. Additionally, OLBPD circulated 10,682 patron newsletters in December. Approximately 754 BARD patrons among 1,447 active users downloaded 24,035 items.

As 2020 came to an end, OLBPD remained busy and productive despite the challenges throughout the year brought on by COVID-19. OLBPD circulated approximately 372,931 items to 10,715 active readers. The collection has more than 56,000 titles, including new Playaway books as well as described Blu-Ray and DVD titles. Patrons using BARD downloaded 214,827 books and magazines. OLBPD inspected over 372,000 returned books, and less than one-percent were damaged or missing media. OLBPD added nearly 9,400 copies of high-demand digital talking books to meet patron reading needs. OLBPD answered over 18,000 patron phone calls requesting service and over 6,000 mail and email requests.

The National Library Service (NLS) recalled demo units of the Zoommax braille e-reader devices sent to OLBPD as part of the pilot test. Replacement units will be sent and staff training will be scheduled with NLS staff the first week of January 2021.

NLS rescheduled its postponed biennial 2020 conference in Lincoln, NE to 2022, and hosted this year's conference virtually from December 1st-3rd. The conference theme was 'Access-Discovery-Engagement,' and included updates on new NLS products and initiatives, sessions on implementing the Marrakesh Treaty, uploading locally produced books to BARD, and the impact of changes in the publishing industry on NLS collection development.

OLBPD submitted its 2020 Annual Report to CPL Public Services as requested.

The OLBPD adult book club met on December 10th to discuss "Dachshund through the Snow" by David Rosenthal.

BRANCHES**District One**

Eastman - December came in roaring like a lion with an unusually heavy snowstorm, which closed the entire system for the first two days of the month. We returned to using the Eastman Branch windows to communicate important information to our community since we moved to curbside and walk-up Services. Children's Librarian Cassandra Feliciano and Manager Jamie Lauver facilitated multiple UBTech Robotics sessions and attended the Final Event Showcase on Tuesday, December 8. The Eastman Branch had two students that participated on a regular basis for this 13-week program. The students had a lot of fun building and programming their various robots. Our Branch Facebook page is all set; Mr. Lauver reached out to the Westown Community Development Corporation (WCDC) asking them to help us promote our page. WCDC gave away a \$25 Home Depot Gift Card to the 25th person to "like" our page. Currently, we have about 36 followers. Grab 'n Go Lunches have not been popular since we closed to the public. Ms. Feliciano requested a temporary reduction in our meals and asked for shelf-stable lunches for the last three weeks of this month. We added additional signage to promote the Grab 'n Go Lunches available through our curbside and walk-up services. During our closure, all staff worked on scanning the entire collection and checked Sirsi to make sure that each item is correctly cataloged. Staff also used this time to complete professional development courses. Custodian Tony Pujolas, used this time to clean the branch carpeting on both floors, which really brightened up our space.

Lorain - During the month of December, the Lorain Branch returned to providing walk-up services to patrons. Through a partnership with the Greater Cleveland Food Bank, branch staff offered free meals to youth on weekdays. Library Assistant Youth Emphasis Todd Fagan and Library Assistant Computer Emphasis Larisse Mondok hosted Zoom tutoring sessions. Lorain Branch also hosted the Didgeridoo Down Under: Protect the Planet Show via Zoom for youth. Ms. Mondok created 3D printed take-and-make crafts for patrons. Other take-and-make crafts were also distributed to patrons throughout the month. Ms. Mondok attended an Employee Resource Group meeting. Children's Librarian Adela Santana attended the Youth Services meeting. Ms. Santana also attended

several NEO-RLS webinars including How to be an Effective Anti-Racist, Compassionate Collaborations: Innovative Library Programs and Partnerships Around Mental Health, De-escalation and Productive Conversations: Working with Individuals Experiencing Mental Health Challenges in a Library Setting, Mental Health Issues and Your Library: An Introduction, Spanish in a Pinch for Library Staff, and 2020 Gadgets and Gizmos: Exploring Technology for Youth. Branch Manager Crystal Tancak attended the MyCom Steering Committee meeting as well as the West Side Collaborative meeting. Ms. Tancak also provided virtual reference via LibChat on Saturdays in December.

Rockport - Rockport entered the final month of 2020 as one of the Library's designated curbside locations. Weather and pandemic conditions greatly limited our community impact. Staff members focused on developing skills through online training opportunities and improving curbside services and Grab 'n Go offerings for our patrons. Ten patrons attended a trivia event, 2 school classes attended virtual story time, and 28 patrons took advantage of Grab 'n Go crafts. Staff planned programs for January through May, ordered supplies for the branch, weeded the collection, and created Book Bundles and Flick Picks for patrons to encourage circulation. Best Buy Teen Tech Center members finally completed their Engineer for the Week program, quite an accomplishment considering they had to do it entirely remotely. Merlene Santiago completed The Clubhouse Network Immersion Week (online). In addition to the ongoing clubs, BBTC hosted a TinkerCad Cookie Cutter craft, Plastic Yarn Project Week, and a handful of ornament projects over Zoom.

Walz - December 2020 at Walz was a month of finding new and unique ways to connect with our patrons while we were closed to the public. Staff built out-facing eye-catching and cozy displays complete with holiday lights, as well as a large movie shelf where patrons can browse up to 25 movies through the window. The Senior Movie/Bookclub met this month to discuss "The Greatest Gift" and the movie it inspired, "It's a Wonderful Life." Ms. Gielty delivered two dozen "Cookie in a Jar" holiday treats for the St. Augustine Towers residents to make in the safety of their own residence (purchased with generous funding from the CPL Foundation). Mr. DiMarco and Ms. Gielty participated in the OPS Strategic

Planning for Programming and feel they have come up with some innovative new programming to offer the Walz community. Ms. Gielty looks forward to utilizing the Facebook page to promote Walz programming and more.

West Park - West Park continues to be quite busy with their curbside and walk-up services, as many of our patrons regularly check out a large number of materials on a frequent basis. We offered a few very popular take home crafts: a snowman craft, a build-you-own gingerbread house, and knit kits including yarn, knitting needles, and how-to knit resources. These crafts have been a great way to entice community members to the branch for additional fun. District Manager Dalby continues to attend and participate in many work groups and meetings; He also continues to prepare statistic reports for ELT every weekend. Children's Librarian Libby McCuan participated in the UBTech season finale where kids displayed their final robotic creations. Clerk Phil Creter continues to process a huge amount of eCard applications in between helping our patrons. He was also asked to serve in the Words on Wheels group. Our branch holiday card sent to all branches and some administration was a hit, created by staff members Katie Power and Gerard Saunders.

District Two

Brooklyn - December 2020 saw the branch continue with efforts from the previous month to serve the community. Library Assistant Catherine Hankins shared three holiday crafts and decoration ideas for families and kids to take home. Librarian Laura McShane continued with her efforts to link useful online resources to area schools, educators, and families. Despite the challenges with walk-up only service, the branch provided shelf stable lunches to a core group of families with children.

Carnegie West - Santa Claus and his top elf visited Frank Novak Park, the city park in which the library resides, on December 17th and 18th. He provided candy canes and Carnegie West provided holiday crafts and books. The park is beautifully decorated for the holidays thanks to funds from CPL Foundation, creative staff and neighborhood volunteers. The decorations and freshly fallen snow made it a magical experience for Ohio City's youngest residents. With a team effort from staff, Carnegie West Branch was able to

give away additional holiday craft kits to neighborhood families and local daycare facilities. Zoom story time programming this month had 42 in attendance as of December 18th with neighborhood families tuning in along with children from Urban Community School and Horizon Daycare.

Fulton - December at the Fulton Branch was spent cleaning, weeding, and rearranging, in preparation for 2021 and the start of construction of our Innovation Lab. Children's Librarian Beverly Austin conducted 11 story times throughout the month using Zoom, Microsoft teams and our webcam. Mrs. Barrett attended the District 1/District 2 managers meeting on Wednesday, December 9, 2020 via Microsoft Teams. On December 15, 2020, Mrs. Barrett attended a People with Disabilities ERG meeting via Microsoft Teams. Custodian Antonio Jackson has been diligently working on cleaning the carpet and stripping and relaying wax on the floors here at the Fulton Branch. District Branch Clerk Lindsay Palma and Page Gabrielle Murray worked on the Grinch display in the meeting room window. Beverly Austin and Leslie Barrett prepared gingerbread house kits for students to take home and make. Mrs. Austin prepared Grab 'n Go Three Kings Day craft kit. Fulton Branch continued to provide Grab 'n Go meals to the children in the community. On December 17, 2020 we hosted our very first Winterfest Virtual Karaoke via Mrs. Austin and Zoom. Branch Clerk Rachel Izi, Mrs. Austin, and Mrs. Barrett assisted with fall tutoring by being moderators on Thursdays in conjunction with Jefferson Branch. LACE Niyre Merriweather said goodbye to CPL and Cleveland as he moves on to future endeavors. The Fulton community is still visiting the branch for walk up services, many are frustrated that they cannot enter the building and need computer usage, but staff continues to assist the community and patrons in any way we can.

Jefferson - Curbside and walk-up services continued throughout the month at Jefferson. In addition to delivering books that patrons had selected via holds, the branch did a lively business in materials selected from the window displays. Patrons also received bags filled with books and videos carefully selected by staff. The branch distributed take-and-make holiday craft kits to neighborhood families. Library Assistants Bernadette Lemak and Grace French created eye-catching window displays. With much-appreciated support from the

Tremont-based Christmas Story House and Museum, the branch was able to acknowledge the role of A Christmas Story to the Cleveland holiday season. Karen Kelly Grasso, Children's Librarian, continued to support the Stem@Home program while Alex Story, Library Assistant Youth Emphasis participated in the online tutoring program. Ms. Kelly Grasso also assisted community partner Merrick House by serving as a judge for a professional speaking competition for area students. Steve Capuzzo, Branch Manager, accepted the role as chair of the newly formed LGBTQIA+ Employee Resource Group. Continuing Education remained a top priority, with all staff participating in a webinar entitled "Burnout and Stress: Strategies in Case 2021 is as Bad as 2020," sponsored by the State Library of Ohio. Staff also donated food items to the Tremont Block Clubs' annual Holiday Food Drive.

South - The South Branch hosted its last virtual tutoring session of the year. Due to Covid-19 cases rising, the library has switched back to walk-up services. The South Branch staff has been creating multiple craft kits to hand out to keep the young patrons busy. Both Family Circle and La Hora Del Cuento story times were held throughout the month via Zoom. Youth staff attended the monthly Youth Services meeting. This month Joel Lefkowitz has been presenting Pro Tool classes via Zoom. The Facebook Page activity has come down to 416 views. Mr. Lefkowitz has been busy assisting other branches to work on their editing skills.

South Brooklyn - Branch staff has been maintaining enthusiasm and positivity by tidying up collections, checking record notes, and attending webinars and workshops for professional development. Assistant Manager Tammy Houghton was invited to the Words on Wheels initial trial group and attended the following meetings: D1/D2 meeting, Second District Community Relations meeting, Kids Café virtual site visit, and a Words on Wheels meeting. Staff ends the year in joy and good cheer by decorating the branch. They also received individual holiday mugs with goodie bags to help liven spirits and motivation.

District Three

Garden Valley - The Garden Valley Branch team is continuously following re-issued work protocols, attending virtual training, working on special projects, and assisting patrons through the walk-up services initiative. The Clerk team, Marla McConnell and Melissa Brooks are quarantining returned materials and discharging items after 96 hours. Ms. Andrea Csia and Mr. Leonard Burks presented virtual story times for the Harvest Day Care, Rainbow Terrace Day Care, and the I learn N Play Enrichment Center. Ms. Csia also facilitated the UBTech/Stem/Robotics program. Library Assistant-Computer Emphasis, Alicia Woodman and Latoya Barnes, provided customer service by assisting library patrons with their faxing, scanning, and printing needs. Ms. Alycia Woodman also facilitated the Greater Cleveland Food Bank Kids Cafe Program. During December 2020, Assistant Branch Manager, Donald Smith, attended the following training: NEO-RLS Creating Programs for Patrons in their 20s and 30s, and NEO-RLS De-escalation and Productive Conversations: Working with Individuals Experiencing Mental Health Challenges in a Library Setting. Public Services Branch Manager, Maria Estrella attended the NEO-RLS: How to Be an Effective Anti-Racist Workshop.

Hough - This month saw staff settling into curbside and walk-up services only. The staff at Hough are wonderful at providing excellent customer service in all types of weather. Kids Cafe has continued, and the branch saw a virtual visit from the Cleveland Food Bank this month. Two Grab 'n Go crafts were provided to the community from Youth Services staff at the branch. Staff have kept busy scanning the entire collection in their down time. Multiple staff members attended various Town Halls and the virtual Board Meeting. Library Assistant-Computer Emphasis Michael Barkacs attended the following webinars: COVID-19 & Collections, and ICA-Art Conservation. Library Assistant-Youth Emphasis Romael Young completed the webinars: De-escalation and Productive Conversations: Working with Individuals Experiencing Mental Health Challenges in a Library Setting, and ALAO/SWON Innovation Conversation: What We (don't) Talk About When We Talk About Diversity. Branch Manager Lexy Kmiecik attended the East 66th Street Stakeholders virtual meeting, multiple meetings

regarding the new Hough Branch and a Re-opening Task Force meeting.

Martin Luther King, Jr. - MLK's Branch Manager, Dr. Tonya Briggs, updated and added to the library services the MLK branch provides to the Cuyahoga County Detention Center. Beginning in December 2020, MLK will provide up to 25 books and 15 DVDs per housing unit on topics of interest to Detention Center residents on a bi-monthly basis (the Detention Center has five housing units.) Detention Center staff will track and provide statistics on the number of youth who "checkout" each book and DVD. This will help MLK's Manager with collection and program development for Detention Center residents as well as increase the MLK branch's materials circulation and virtual program attendance. In addition, beginning in January 2021, MLK youth staff will provide virtual programs and book clubs to Detention Center residents. Residents will also use MLK's Tutor Me program when it starts in February 2021.

Sterling - Sterling continues to provide walk-up service to the residents of the Central Neighborhood. The most requested services are fax, email, copy, and print. Kids Cafe snack program attendance averages 100 per week. The branch distributed 72 bags of kid-friendly weekend meals through the GCFB Backpack program. All staff attended the December CPL Community Conversations. Sterling is pleased to host two substitute employees for a two-week training period. Monica Rudzinski attended the following community meetings: Cleveland Central Promise Neighborhood Directors Network, St. Vincent Charity Hospital Medical Center Community Advisory Board, and Central Neighborhood MyCom. Ms. Rudzinski met with a group of individuals from Central Promise, Friendly Inn, CMHA Outhwaite and a donor to identify families who will need additional food assistance during the holidays. Additionally, long-term needs and challenges were discussed. The Sisters of Charity Foundation awarded a \$1000 discretionary grant to the CPL Foundation designated for the "Basic Needs of Children in Central through the Sterling Library".

Woodland Branch - The Woodland Branch served as a pickup location for PCs for People clients. The Clerk team, Shannon Muhammad and Latasha Brent are quarantining returned materials and discharging items after 96 hours. Ms. Kelli Newsom presented virtual story times for the

All-Around Children Day Care and co-facilitated the Greater Cleveland Foodbank Kids Cafe Program with Ms. Desiree Smith. Library Assistant-Computer Emphasis, Desiree Smith, also provided customer service by assisting library patrons with their faxing, scanning, and printing needs. During December 2020, Mrs. Estrella also attended the monthly MyCom Community meeting for the Goodrich Gannet-Kinsman Neighborhood, the Core Team meeting: FMP Move Management, the CPL Community Conversations: A Town Hall with the Literacy Cooperative, and the Words on Wheels meeting.

District Four

East 131st Street - The East 131 Branch continues to provide quality walk-up service. To better serve our patrons, Branch Manager Marina Marquez purchased a doorbell using the Foundation's branch card and Custodian Lloyd Ali installed the doorbell at the branch entrance. Children's Librarian Kelli Minter and Library Assistant Rosa Simone attended the MyCom Community meeting. Ms. Marquez participated in the Design Thinking Committee meeting to discuss the five stages of design thinking. Ms. Marquez virtually met with the Cleveland Seed Bank to discuss the future of the CPL Seed Libraries. As an active member of American Library Association's Sustainable Round Table, Ms. Marquez was invited to present at ALA's Midwinter Conference. Youth Services staff actively promoted East 131's upcoming PBS Play & Learn Science Family and Community Learning virtual program with families of preschoolers and kindergarteners. Branch staff presented two Facebook Live events: How to Make Holiday Cards Using the Print Block Technique and How to Make Pom-Pom Ornaments. Branch staff assisted the Corlett Volunteens with a take-and-make holiday card making initiative for our most vulnerable and isolated population - our seniors. They partnered with Warm Up Cleveland to include hand knitted hat and scarf sets with the 40 handmade cards. The East 131 Branch ended the month in partnership with D2's Addison, D3's MLK and D4's Rice branches to host a holiday gift giveaway for our respective neighborhoods. Staff wrapped up hygiene products for those who wanted or needed the items. Over 30 kits were given out to the East 131 community.

Fleet - December welcomed the activation of Fleet's Facebook account. Youth Services Staff, Tracie Forfia

and Anna Fullmer quickly began recording youth friendly content for this page. The Branch received a visit from Kellie Mayle, from External Relations and Development. She was given a tour of the branch and spoke with the Manager and Youth Librarian to gather information on funding needs and concerns. Community Partners, Oak Street Health and The Benjamin Rose Center provided literature to stuff gift bags for adult and senior patrons as a part of The Branch's Adult Patron Appreciate Week. Patrons were treated to gifts of books, music CDs, and movie DVDs. In addition, Youth Service Staff wrapped books for children donated from the Kids Book Bank as giveaways for area daycares. Lastly, the branch greeted SPS Officer Joseph Cleveland as its new Security Guard.

Harvard-Lee - In December, Harvard-Lee Branch hosted five sessions of virtual tutoring for the winter session, with one student attending for homework help. Branch Manager Kristen Schmidt participated in a seminar by Northern Ohio Recovery Association for Building Communities of Recovery & Resilience, Leadership & Board Training; a NEO-RLS webinar on being an active anti-racist; as well as CPL's Community Conversation with the Literacy Cooperative and a managers' meeting on the Words on Wheels initiative. Ms. Schmidt worked a Saturday shift providing LibChat reference. Youth Librarian Olivia Morales attended the Mt. Pleasant MyCom partners meeting via Zoom. Branch Clerk Rhonda Henderson retired after 30 years of service! The air handler and HVAC units were repaired by Property Management to restore heat.

Mount Pleasant - In December, the Youth Services staff continued to host virtual story time via Zoom. Attendance from families within the community has continued to grow each month. The Branch Manager, Youth Services Librarian, Library Assistant- Youth Emphasis, and the Library Assistant- Computer Emphasis compiled twenty program ideas for the Outreach and Programming Services Department. Traditionally the programming at the branch has centered around youth, but staff are excited to expand programming to the Strivers and Senior community members.

Branch Manager, Shayla Boyce, attended HSAN: Exploring Food Insecurity Among Seniors hosted by Community Solutions, Who Are We Designing for and Why? Service

Design Techniques for Responsive Libraries hosted by Webjunction, The Charts are Off: Approaches to Ethical Decision-making in Data Visualization hosted by National Network of Libraries of Medicine, and Civic Literacy & Citizenship: cultivating space for communities to co-create knowledge and make change hosted by Indiana State Library. Ms. Boyce also participated in BCORR Leadership and Board Training sponsored by the Northern Ohio Recovery Association. Library Assistant- Computer Emphasis, Kyra Berzonsky, attended the webinar Respecting Authority: An Intro to Subject Analysis for Copy Catalogers hosted by the Northeast Ohio Regional Library System. Youth Librarian, Mark Tidrick, attended the webinar Five Kinds of Nonfiction: Rethinking Your Book Collection hosted by School Library Journal.

Rice - December was a month of celebration and giving at the Rice branch. In partnership with the Cleveland Public Library Friends Foundation, branch staff gift wrapped the book cart and offered patrons 50% off themed books and popular artist picks which are perfect for holiday gifts. On the branch Facebook page, Rice highlighted a multitude of holiday books and DVD. Youth, families and educators continued to enjoy seasonal crafts to share with each other, students and friends that coincided with our month's giving theme. Each activity pack consisted of a box of colored pencils, coloring sheets, a Bob Books activity book and a cloth mask from a COVID donation made to Rice. District Manager Amiya Hutson attended BCORR's Leadership and Board Training. The branch ended the month with a holiday and New Year's party to celebrate the end of 2020 where staff exchanged gifts and shared our hopes for 2021.

Union - For the month of December, patrons continue to visit for pickups, faxing, copying, and printing services as we have returned to walkup/curbside service. Youth staff continue to enjoy their time with the students during the UB Tech Stem program sessions. The students had a grand time showing off some of their creative work during the year-end culminating event. Youth LA Valerie Johnson participated in CPL-ERG committee meetings. Ms. Steward and Ms. Johnson attended Pedagogy and Programming, Equity and Youth virtual trainings offered by MyCom Partners. Ms. Williams attended BCORR Leadership and Board Training. Ms. Williams and Ms. Johnson attended a virtual welcome to

TRUE2U and have completed several trainings required for the program including Abuse Awareness and Teach It Online Now.

District Five

Addison - During the Month of December, Addison staff was busy completing end of year assigned professional development and community outreach. Both branch clerks completed one hour of professional development inclusive of the Ohio Reference Excellence Module number five. Branch Clerk Ms. Carter also participated in NEORLS' webinar called "Cultivating Loyal Library Customers". Ms. Means, the Branch Manager, attended the Neighbor UP, Community of Practice, meeting and participated with NEORLS' webinar called "How to Be An Effective Anti-Racist". LAYE, Ron Clark, watched a Webjunction webinar called "Extreme Customer Service, Every Time" and continues to participate with NEORLS' Teen/Youth Services Virtual Networking Meetings. Youth Librarian Heidi Malinoski distributed reading material to both learning pods in the Addison service area to 91 students. Mrs. Malinoski also attended OLC's webinar called "Managing Space, Managing Expectations: Patrons, the Children's Area, and You."

Collinwood - The Collinwood Branch continues to strive for success with programming and services to the community. Our branch participated in Pop-Up PCs for People distributing 41 computers and 29 hotspots - 40 families overall being served! With returning to curbside/walk-up services, the staff has not missed a beat. Outreach efforts are still in place with learning pods visits to collect additional library card applications and any books borrowed. Virtual story time programs are being posted to Facebook page. Manager Peak visited Kenneth Clement Boys Academy to share "Winter Break" activities for families. New this month LACE staff began introducing patrons to the Web Printing feature to able to print from phones and devices. Patrons have been able to send documents more easily, and process needed prints through these services using their library and print cards or using the library's print card. The ease of use with this service has helped both patrons and staff navigate printing services greatly.

Glenville - Youth Librarian Peter Roth presented story time to Citizen's Academy East to over one hundred twenty students, and to Ever Changing Lives Ministry Daycare. He also, along with, LAYE Difranco Barnes facilitated the STEM@Home program with the engineers model building along with creating curbside crafts weekly. They along with LACE Lanecia Smith, attended the webinar, Youth Book Buzz for spring 2021. Staff, Peter Roth, Difranco Barnes, Jamilah Salaam-Bey, Lanecia Smith, and Sharon Jefferson participated in the Literacy Cooperative Townhall. Mr. Barnes created the Facebook page for the Branch. He attended the Food Bank site visit protocol via phone, and the Youth Services meeting. Manager, Sharon Jefferson attended Leadership and Training, Re-opening Task Force meeting and was added to the "Books by Mail" committee. She also started the medical coding through Gale learning course.

Langston Hughes - In December Langston Hughes Children's Librarian, Christopher Busta-Peck, was featured on a Cleveland Fox-8 News report centering on a state marker of the famed Cleveland player and coach John Heisman. The marker, which has since been relocated, had been located at an incorrect Ohio City address, and Mr. Busta-Peck was instrumental in finding the true address of Mr. Heisman. Repairs to the branch included re-plastering and painting the upper wall of the multi-purpose room where two water leaks had developed. Branch Manager, Mr. Bradford, attended the following webinars: Circulating optimism: How library workers have shifted rapidly to engage and assist their communities; Think and Do, Customer Service at the Library; and Leading with Compassion during the COVID-19 Crisis. Mr. Bradford also has been asked to join the community organization Know Your Neighborhood (KYN) in partnership with Case Western Reserve University. The organization will focus on discussing issues and concerns that involve educating students on the neighborhoods that surround the Case Western Reserve University community.

Memorial Nottingham - Memorial-Nottingham Branch provided books as Christmas gifts to some of the elderly patrons through a donation from the Gamma Delta Zeta Chapter of Zeta Phi Delta Sorority, Inc. Manager, Pasha Moncrief Robinson, attended a virtual professional development workshop sponsored by Cleveland State University and Cleveland Leadership Center. Children's Librarian, Joanna Rivera and Library Assistant-Youth

Emphasis, Marvin Benton attended the virtual Youth Services meeting. Ms. Rivera hosted a number of virtual story times. Take-and-make bags continue to be popular among patrons. Adult and Youth Services staff continued with the ongoing collection management efforts to provide the best materials for patrons.

OUTREACH & PROGRAMMING SERVICES

SUMMARY

3E/OPS directed programs concluded in the month of December. The most notable of December's programs were the #CLEReads Young Adult Book Festival and the final Writers & Readers author of the 2020 series. The department's most recently added program, Coach Sam, concluded on December 18th.

PARTNERS AND PROGRAMS

The 2nd Annual #CLEReads Young Adult Book Festival was held virtually on Friday, December 4, 2020. #CLEReads is Cleveland's premier book festival featuring high-profile young adult authors, hosted by the Cleveland Public Library, College Now of Greater Cleveland, and local author Justin A. Reynolds. The event's presenting sponsor with additional support from the Center for Arts Inspired Learning and The Rock and Roll Hall of Fame. The event featured a live introductory musical selection, courtesy of The Rock and Roll Hall of Fame, Cleveland. This year's panelists included Dr. Ibram X. Kendi, Ibi Zoboi, Dr. Yusef Salaam, Kim Johnson, Angie Thomas, Dhonielle Clayton, Sarah Enni, Noni Ramos, Jasmine Warga, Randy Ribay, Adib Khorram, Aida Salazar, Brittany Cavallaro, Emily Henry, Jessie Ann Foley, and Justin A. Reynolds. DJ Kristyles was the event MC.

Approximately 344 patrons logged in, including teachers who shared their screens with students. 147 students registered to receive free books, tote bags, and #CLEReads shirts, bringing the total number of participants to 491.

On December 5th, the Library hosted its final event of the 2020 Writers and Readers series. Bryan Stevenson, the founding director of the Equal Justice Institute in Montgomery, Alabama and author of *Just Mercy: A Story of*

Justice and Redemption shared his insights and lessons learned in 30 years on the front lines fighting injustice and inequality in the criminal justice system of the United States.

Under Mr. Stevenson's leadership, EJI has won major legal challenges eliminating excessive and unfair sentencing, exonerating innocent death row prisoners, confronting abuse of the incarcerated and the mentally ill, and aiding children prosecuted as adults.

Mr. Stevenson has argued and won multiple cases at the United States Supreme Court, including a 2019 ruling protecting condemned prisoners who suffer from dementia and a landmark 2012 ruling that banned mandatory life-imprisonment-without-parole sentences for all children 17 or younger. Mr. Stevenson and his staff have won reversals, relief, or release from prison for over 135 wrongly condemned prisoners on death row and won relief for hundreds of others wrongly convicted or unfairly sentenced.

Over one-thousand people attended this virtual event, 738 of which lived in the northeast Ohio region and 355 in the city of Cleveland.

EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION

The following Office of External Relations and Development efforts took place December 2020

EXTERNAL RELATIONS & ADVOCACY UPDATES:

- **Goal:** *Increase Elected Officials and Key Stakeholders' Awareness and Understanding of CPL's Community Impact*
 - *Engage*
 - City Council Member(s) participated in the Library's design and construction virtual kick-off events
 - Councilman Basheer Jones, Hough Branch

CPL DEVELOPMENT UPDATES:

- **Goal:** *Secure Funding to Buttress CPL Organizational Goals*
 - **Education Funding:** Secured \$5,000 grant from Dominion in support of CPL's TechCentral STEM education efforts.

CPL FOUNDATION UPDATES:

- **Goal:** *Reach Annual Financial Targets*
 - *Fundraising*
 - Reached and surpassed 2020 financial goal
 - Executed end of year appeal
 - Continued Cleveland Public Library Eastman Reading Garden Tile Campaign solicitation efforts
 - Secured Democracy 2020 Corporate Sponsorships
 - Gilbane Building Company
 - Eaton
 - Additional CPL Foundation Efforts
 - Held CPL Foundation Board Meeting
 - 2021 CPL Board Officers
 - Thomas Dewey, Board President, Medical Mutual
 - Tracey McGurk, Board Vice President, Mansour Gavin
 - Greg Stefani, Board Treasurer, Federal Reserve Bank of Cleveland
 - LaRese Purnell, Board Secretary, CLE Consulting Firm
 - Held CPL Foundation Development Committee Meeting

ADDITIONAL DEPARTMENT EFFORTS:

- Staff attended virtual conferences/webinars including:
 - Candid: Digital Marketing, Carl Bloom- Webinar: How to Launch a Successful Virtual Fundraising Event, Virtual Fundraising in Action: Keeping Donor Momentum & Engagement

- o Candid: Expand Your Fundraising and Donor Engagement With Digital Marketing and Cloud Computing

COLLECTION & TECHNICAL SERVICES

Interim Director of Collection and Technical Services Sandy Jelar Elwell worked with IT/CLEVNET Library Systems and Applications Analyst Jim Benson to resume the Purchase Order project and transition the end-of-year Acquisitions reports to BLUEcloud Analytics (BCA) reports.

Ms. Jelar Elwell attended a virtual meeting of the Urban Libraries Council (ULC) Collection Leaders and two webinars on ROAM.plus for OhioNET Members. Ms. Jelar Elwell also attended a Move Management meeting on Collections and continued to participate in meetings of the Capital Improvement Plan Core Team.

Collection and Technical Services staff attended the Town Hall Community Conversations with Cleveland Metropolitan School District (CMSD) and the Literacy Cooperative.

Acquisitions: The Acquisitions Department ordered 1,732 titles and 57,149 items (including periodical subscriptions and serial standing orders); received 15,530 items, 790 periodicals, and 122 serials; added 281 periodical items, 66 serial items, 78 paperbacks, and 768 comics; and processed 1,363 invoices and 131 gift items.

Acquisitions staff worked on placing any remaining orders for 2020 selections and completed the annual end of the year clean-up projects for open and partial orders. All EDI order and invoice reports were temporarily suspended for the remainder of the year so that the funds could be balanced and will be reinstated once ordering for the 2021 fiscal year begins. Vendors were also contacted for any invoices listed on statements that had an outstanding balance so payments for these balances could be processed before the end of the year.

Acquisitions Librarian Leslie Pultorak continued to assist with the unpacking, verifying, and receiving of new foreign materials when needed.

Catalog: Librarians cataloged 2,635 titles and added 3,625 items for Cleveland Public Library. Librarians also added 1,622 titles, merged 70 records, and made 107 corrections for CLEVNET member libraries. Clerical staff cataloged 535 new titles and added 1,773 items for the Cleveland Public Library, and added 604 records for the CLEVNET libraries.

Catalog Librarian Perry Huang worked in the International Languages Department at the Main Library on December 3 when the Lake Shore Facility was closed due to a power outage. Technical Services Librarian Michael Gabe cataloged a score for the first time. Technical Services Librarians Amei Hu and Celia Halkovich provided special treatment for the first orders from A Kids Book About, Inc. to accommodate the publisher's restriction on resale.

Collection Management: Collection Management kept selecting in both the physical and electronic formats in December, although for only less than three weeks. 455 titles and 2,589 copies were selected and almost \$52,000 was spent on physical items alone.

Collection Manager Pam Matthews attended two meetings of the Editorial Team. Ms. Matthews also met with the Women's Employee Resource Group (ERG) co-Chair Valerie Johnson and Executive Sponsor and Chief of External Relations and Development Shenise Johnson-Thomas to plan for the first full membership meeting scheduled for January 2020. Collection Management Librarian Laura Mommers attended the December Youth Services Monthly Meeting and two webinars on new books for children and young adults: Baker & Taylor's "Title Talk: Spring/Winter Books for Young Adults" and Ingram's "Youth Book Buzz Spring 2021."

High Demand: The High Demand Department ordered 440 titles and 2,485 items; received and added 5,319 items; processed 447 invoices, and added 285 records for the CLEVNET libraries.

High Demand Librarian Dale Dickerson cataloged and processed 35 circulating maps for the Map Collection.

Materials Processing: The Materials Processing Technicians processed 8,014 items for the month.

Shelf/Shipping: The staff of the Lake Shore Shelf/Shipping Department sent 74 items to the Main Library for requests and 82 items to fill holds. Main Library received 190 telescopes, the Branches received 255 telescopes, CLEVNET received 45 telescopes, and CSU, Tri-C, and CWRU each received 1 telescope. A total of 493 telescopes were shipped out. The Technicians sent out 467 items of foreign material and in total 7,770 new items were sent to the Acquisitions and High Demand Departments.

MARKETING & COMMUNICATIONS

FIVE STAR RATING: Cleveland Public Library received a top level, Five-Star rating for another year in a row for its world-class collection, thought-provoking programming, top-notch services, and family-friendly environment.

Marketing Efforts: Media coverage (Click [here](#)); promotional buttons, social and digital (cpl.org and email announcement)

AUTHORS ON DEMOCRACY Culminating Event BRYAN STEVENSON (SAT, DEC 5 @ 12 pm, ZOOM): The author of the award winning, New York Times bestseller, and recently adapted film Just Mercy, Bryan Stevenson will share insights and lessons from more than 30 years fighting injustice and inequality.

Marketing Efforts: Media release; advertisements (radio, digital, print, news), printed materials (post cards, table tents, posters, Fall Program Guide of Adults and Seniors); social and digital (cpl.org, Off the Shelf, community calendars, social media toolkit, [Eventbrite](#))

Library Services

Objective: *Remain relevant by promoting services to help Greater Clevelanders thrive.*

WORDS ON WHEELS: Starting January 1, all Cleveland residents can get books, movies, and more by mail with their Cleveland Public Library card. This is an

expansion of the Library's Homebound Service, which caters to those unable to visit the library due to age or disability.

Marketing Efforts: Media release (Click [here](#) for coverage), ads (radio, TV, digital, billboards and bus shelters), social and digital (cpl.org, Off the Shelf)

CURBSIDE SERVICE: Due to the recent increase in COVID-19 cases across the county, Cleveland Public Library is making changes to protect staff and visitors. Starting Saturday, November 21, all Library buildings returned to drive-up and walk-up services only.

Marketing Efforts: Media release (Click here for [coverage](#)), signage and printed materials (sandwich board inserts, handouts); social and digital (cpl.org, Off the Shelf)

Other Features

CLE READS YOUNG ADULT BOOK FESTIVAL (FRI, DEC 4 @ 2 PM, HOPIN): CLE Reads Young Adult Book Festival returns with a day of panel discussions covering antiracism, injustice and diversity from amazing authors including Dr. Ibram X. Kendi (*Stamped*), one of the "Exonerated Five" Dr. Yusef Salaam (*Punching the Air*), and many more! CLE Reads is made in partnership with Cleveland Public Library, College Now, Rock & Roll Hall of Fame, and Cleveland author Justin Reynolds. Sponsored by Center for Arts-Inspired Learning.

Marketing Efforts: Media release, ads ([radio](#), digital, print, news), printed materials (post cards, table tents, posters, Fall Program Guide for Kids, Teens and Families); social and digital (cpl.org, Off the Shelf, local community calendars, social media toolkit)

WINTER READING CHALLENGE (January 1-31, 2021, BEANSTACK): Cozy up with a good book! Cleveland Public Library launches a community winter reading challenge sponsored by Simon and Schuster.

Marketing Efforts: Media release, flyer; social and digital ([cpl.org](#), local community calendars)

STEM @ Home: This virtual program encourages kids, grades 3-12, to engage science-related topics including robotics, coding and more!

Marketing Efforts: Media coverage (Click [here](#)), post cards; social and digital (cpl.org, Off the Shelf, local community calendars)

MARTIN LUTHER KING, JR DAY COMMEMORATIVE CELEBRATION:

Cleveland Public Library is partnering with WOIO to present three special airings - Sunday, Jan. 17 at 7PM on WUAB Channel 43; Monday, Jan. 18 at 9AM and 11AM on WOIO Channel 19. This year's theme is *And Justice for All*. Be sure to tune in for:

- Rev. Marvin A. McMickle, Ph.D., Pastor Emeritus, Antioch Baptist Church
- CPL Drum Major for Change 2021 Recipient India Pierce Lee, Senior Vice President at the Cleveland Foundation and Community Leader
- Recognition of two dozen community heroes who make a difference in our neighborhoods every day
- Performances include Cleveland Metropolitan School District All-City Arts Choir, A Karamu House reenactment of Robert F. Kennedy's 1968 eulogy of Dr. King, Alpha Phi Alpha Fraternity, Inc., Delta Alpha Lambda Chapter, and The Rubber City Jazz & Blues Festival

Marketing Efforts: media release, social and digital ([cpl.org](#), Off the Shelf, community calendars), printed materials (post cards, calendar, commemorative poster); paid advertisement (radio, TV, digital, email)

PUBLIC RELATIONS OVERVIEW

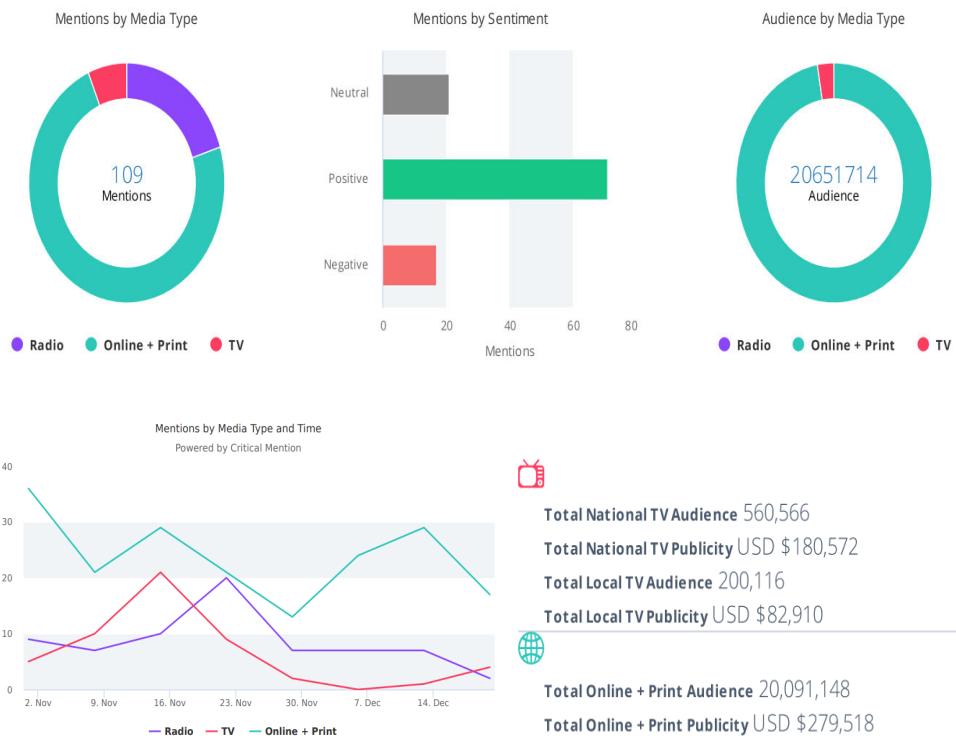
Cleveland Public Library garnered over 100 mentions this month, reaching more than 20.6 million people in national and local TV news, and online and print.

Coverage included:

- The Library's Superman exhibit inspired Cleveland native and graphic novelist Brian Michael Bendis to write his [adaptation](#) of the superhero
- Cleveland Public Library received \$148,242 from a Cleveland Foundation [grant](#) to purchase thirty solar-powered portable charging units and two

hundred laptops for the 27 branches and downtown location

- Cleveland Public Library's [collection](#) includes hundreds of books, audiobooks and eBooks on yoga, meditation and mindfulness that patrons can explore online.
- Cleveland Public Library Foundation's Eastman Reading Garden [paver](#) campaign
- Cleveland Public Library is moving to the next chapter of the [capital development project](#) and held community meetings to show the plans for the new [Hough Branch](#).
- The Library participated in The Rock Hall's virtual [Fam Jam series](#) by providing Storytime to viewers.


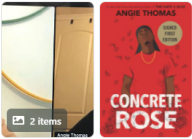
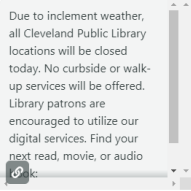











[Click here to view additional media coverage.](#)

SOCIAL MEDIA SUMMARY

December focused on Library-related news, partnership initiatives and the Library's Throwback Thursdays photo series. Cross network total metrics for Instagram, Twitter, Facebook and LinkedIn experienced slight increases of impressions (20.1%), engagements (3%) and post clicks (19.4%) compared to the previous month. December experienced a drastically lower audience engagement across all platforms due to a decrease in paid ads.

| Impressions 📄 | Engagements 👍 | Post Link Clicks 🔗 |
|--------------------------------|----------------------------|---------------------------------|
| 1,394,391 📈 20.1% | 9,830 📈 3% | 1,525 📈 19.4% |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-----------|-----|----------|----|----------|----|------------------|----|-------------------|-----|---|-----------|---|----------|----|----------|----|------------------|----|-------------------|----|---|-----------|-------------------|----------|---|--------|----|------------------|---|-------------------|-----|------------------|----|-------------------|-----|-------------------|---|
| <p>Cleveland_PL Thu 12/31/2020 4:00 pm UTC</p> <p>#TBT Higbee Co. Construction site, 1930. Subject Cleveland Collection No. 17740. Cleveland Public Library Photograph</p>  <p>Total Engagements 346</p> <table border="1"> <tr><td>Likes</td><td>27</td></tr> <tr><td>@Replies</td><td>1</td></tr> <tr><td>Retweets</td><td>8</td></tr> <tr><td>Post Link Clicks</td><td>1</td></tr> <tr><td>Other Post Clicks</td><td>309</td></tr> <tr><td>Other Engagements</td><td>0</td></tr> </table> | Likes | 27 | @Replies | 1 | Retweets | 8 | Post Link Clicks | 1 | Other Post Clicks | 309 | Other Engagements | 0 | <p>Cleveland_PL Fri 12/4/2020 6:58 pm UTC</p> <p>Fight for your joy even when you're writing - @angielecthomas for #CLEReads. Check out her new book, "Concrete Rose". It's the</p>  <p>Total Engagements 253</p> <table border="1"> <tr><td>Likes</td><td>40</td></tr> <tr><td>@Replies</td><td>0</td></tr> <tr><td>Retweets</td><td>5</td></tr> <tr><td>Post Link Clicks</td><td>19</td></tr> <tr><td>Other Post Clicks</td><td>189</td></tr> <tr><td>Other Engagements</td><td>0</td></tr> </table> | Likes | 40 | @Replies | 0 | Retweets | 5 | Post Link Clicks | 19 | Other Post Clicks | 189 | Other Engagements | 0 | <p>Cleveland_PL Tue 12/1/2020 12:05 pm UTC</p> <p>Due to inclement weather, all Cleveland Public Library locations will be closed today. No curbside or walk-up services will be offered. Library patrons are encouraged to utilize our digital services. Find your next read, movie, or audio</p>  <p>Total Engagements 181</p> <table border="1"> <tr><td>Likes</td><td>26</td></tr> <tr><td>@Replies</td><td>2</td></tr> <tr><td>Retweets</td><td>18</td></tr> <tr><td>Post Link Clicks</td><td>28</td></tr> <tr><td>Other Post Clicks</td><td>107</td></tr> <tr><td>Other Engagements</td><td>0</td></tr> </table> | Likes | 26 | @Replies | 2 | Retweets | 18 | Post Link Clicks | 28 | Other Post Clicks | 107 | Other Engagements | 0 |
| Likes | 27 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| @Replies | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Post Link Clicks | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Post Clicks | 309 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Engagements | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likes | 40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Other Post Clicks | 107 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Engagements | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Ohio Center for the Book Wed 12/16/2020 6:41 am PST</p> <p>If you're looking for a must-read crime novel, then check out "Lady Chevy" by author and Ohio native John Woods. Lady Chevy ma...</p>  <p>Total Engagements 723</p> <table border="1"> <tr><td>Reactions</td><td>256</td></tr> <tr><td>Comments</td><td>41</td></tr> <tr><td>Shares</td><td>29</td></tr> <tr><td>Post Link Clicks</td><td>48</td></tr> <tr><td>Other Post Clicks</td><td>349</td></tr> </table> | Reactions | 256 | Comments | 41 | Shares | 29 | Post Link Clicks | 48 | Other Post Clicks | 349 | <p>Cleveland Public Library Thu 12/10/2020 2:38 pm PST</p> <p>Congratulations to our friends at Cuyahoga County Public Library! Northeast Ohio is home to some of the best libraries in the</p>  <p>Total Engagements 340</p> <table border="1"> <tr><td>Reactions</td><td>215</td></tr> <tr><td>Comments</td><td>17</td></tr> <tr><td>Shares</td><td>15</td></tr> <tr><td>Post Link Clicks</td><td>38</td></tr> <tr><td>Other Post Clicks</td><td>55</td></tr> </table> | Reactions | 215 | Comments | 17 | Shares | 15 | Post Link Clicks | 38 | Other Post Clicks | 55 | <p>Cleveland Public Library Thu 12/10/2020 8:00 am PST</p> <p>From Langston to Lebron: How Black Youth Have Shaped Cleveland and Beyond A virtual presentation by Sherrae "Dr. Rae" M. Mack</p>  <p>Total Engagements 194</p> <table border="1"> <tr><td>Reactions</td><td>29</td></tr> <tr><td>Comments</td><td>25</td></tr> <tr><td>Shares</td><td>6</td></tr> <tr><td>Post Link Clicks</td><td>5</td></tr> <tr><td>Other Post Clicks</td><td>129</td></tr> </table> | Reactions | 29 | Comments | 25 | Shares | 6 | Post Link Clicks | 5 | Other Post Clicks | 129 | | | | | | |
| Reactions | 256 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comments | 41 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Shares | 29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Post Link Clicks | 48 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Post Clicks | 349 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Reactions | 215 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comments | 17 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Shares | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Post Link Clicks | 38 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Post Clicks | 55 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Reactions | 29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comments | 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Shares | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Post Link Clicks | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Post Clicks | 129 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|-------------------|-----|-------|-----|----------|---|-------|---|--|-------------------|-----|-------|-----|----------|---|-------|---|--|-------------------|----|-------|----|----------|---|-------|---|
| <p> clevelandpubliclibrary Thu 12/10/2020 8:00 am PST</p> <p>#TBT This 1935 view shows the Central Hotel on the corner of West 10th St. and Superior Ave. looking northwest towards the</p>  <table border="1"> <tr><td>Total Engagements</td><td>126</td></tr> <tr><td>Likes</td><td>122</td></tr> <tr><td>Comments</td><td>1</td></tr> <tr><td>Saves</td><td>3</td></tr> </table> | Total Engagements | 126 | Likes | 122 | Comments | 1 | Saves | 3 | <p> clevelandpubliclibrary Thu 12/17/2020 6:00 am PST</p> <p>#TBT 1963 street scene near 7670 Broadway Ave. in the Broadway-Slavic Village neighborhood. Looking southeast on</p>  <table border="1"> <tr><td>Total Engagements</td><td>106</td></tr> <tr><td>Likes</td><td>103</td></tr> <tr><td>Comments</td><td>1</td></tr> <tr><td>Saves</td><td>2</td></tr> </table> | Total Engagements | 106 | Likes | 103 | Comments | 1 | Saves | 2 | <p> clevelandpubliclibrary Thu 12/31/2020 8:00 am PST</p> <p>#TBT New store now building here! This 1930 photo shows the construction site for the future Higbee Co. store in the Terminal Tower</p>  <table border="1"> <tr><td>Total Engagements</td><td>66</td></tr> <tr><td>Likes</td><td>65</td></tr> <tr><td>Comments</td><td>0</td></tr> <tr><td>Saves</td><td>1</td></tr> </table> | Total Engagements | 66 | Likes | 65 | Comments | 0 | Saves | 1 |
| Total Engagements | 126 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likes | 122 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comments | 1 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Saves | 3 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Engagements | 106 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likes | 103 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comments | 1 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Saves | 2 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Engagements | 66 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likes | 65 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comments | 0 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Saves | 1 | | | | | | | | | | | | | | | | | | | | | | | | | |

PROPERTY MANAGEMENT

Carpenters

- Installed emergency lockdown pins at all east side branches.
- Fleet- re-installed carpet in children's area.
- South- built and installed wood privacy fence in the back of the branch.
- Harvard-Lee- built and installed door to circulation desk.
- Sterling- installed safety mirror at the parking lot entrance.

Maintenance Mechanics

- Continued preventative maintenance and winterization of HVAC equipment system wide.
 - replaced belts and pre-filters on all branch, LSW/Main and Lakeshore rooftop HVAC units and air handlers.
 - PM on boilers, hydronic equipment and closed loop systems (checked levels/added chemical treatments).
- Worked with contractors and suppliers on the emergency repair of Harvard Lee's main air handler. Adjusted set points on aux HVAC equipment and setup temporary space heaters to avoid branch closure.
- Worked with accounting on last minute/year end purchases and procurement of equipment and services.

- Worked with Siemens and Simplex on smoke evacuation sequence programming/duct detector issues for LSW air handlers.
- Continuing work to address programming/hardware issues with Siemens on the Desigo building automation system and lighting system upgrade project.
- Working with All Seasons Roofing on the roof replacement project for the Lakeshore garages. Starting the work of relocating the carpenters/painters workshop and garage equipment storage in support of the Woodland/CDF FMP project.
- Working with Taylor consulting on Main roofing project.
- Working with Wright Engineering on the Ionization project.
- Continuing work/meetings with FMP Core Group and the Capital projects team on FMP design, building standards and move management.
- Continuing work with KONE Elevator on repair, compliance and capital projects for LSW/Main and branches.
- 24/7 response to building emergencies and critical work orders.
- Continuing work on scheduled preventative maintenance requisitions generated by Hippo CMMS.
- Continuing work on the balance of the security camera project (IPS/Harrington Electric).
- Installed holiday lighting for the Eastman Garden.

SAFETY & PROTECTIVE SERVICES

Safety Services

- Safety & Protective Services intranet page was updated to include the new SPS officers.
- Safety & Protective Services officers are now posted at fifteen branches.

Protective Services

Activity

| Month | Total Dispatch Activity | Total Alarms | Branch Incidents | Downtown Campus Incidents | Incident Reports Gen. | CPL access activities |
|-------------------|-------------------------|--------------|------------------|---------------------------|-----------------------|-----------------------|
| Dec 2020 | 1846 | 9 | 12 | 4 | 21 | 8 |
| Nov 2020 | 2487 | 52 | 16 | 17 | 73 | 29 |
| Oct 2020 | 2303 | 69 | 22 | 43 | 94 | 34 |
| Sept 2020 | 2550 | 42 | 29 | 30 | 82 | 87 |
| Aug 2020 | 2226 | 27 | 12 | 9 | 20 | 37 |
| July 2020 | 1148 | 12 | 5 | 2 | 10 | 23 |
| June 2020 | 802 | 13 | 8 | 1 | 30 | 30 |
| May 2020 | 200 | 11 | 2 | 0 | 5 | 14 |
| April 2020 | 909 | 29 | 0 | 0 | 0 | 4 |
| March 2020 | 896 | 13 | 18 | 15 | 90 | 103 |
| Feb 2020 | 1446 | 12 | 77 | 44 | 255 | 46 |
| Jan 2020 | 1934 | 19 | 53 | 57 | 161 | 63 |
| Dec 2019 | 2180 | 14 | 54 | 48 | 227 | 31 |

Special Attention, Special Events, and Significant Incidents

- SPS filled the following overtime requests: Fire watch at Harvard Lee.
- No video requests requested.
- Steam was found leaking from a pipe in the LSW sub-basement by an SPS officer. The problem was reported to property management.

Protective and Fire Systems

- Participated in a gunshot detection device meeting with Siemens and Capital Projects.
- Fire extinguisher checks completed.
- SPS started checking downtown campus emergency elevator phones.
- Staff members alarm pass code was entered at Collinwood.

Contract Security

- The Fulton branch Royce guard was removed because of performance issues.
- Meeting scheduled with Royce Security Management in January to discuss staffing.

Administration

- Replacement ballistic vests received and distributed to SPS officers.
- SPS branch patrol officers are no longer taking lunches inside branches to eliminate crowded staff areas.
- Branch patrol officers were directed to limit time inside branches on visits.

INFORMATION TECHNOLOGY & CLEVNET

The CLEVNET Executive Panel held their regular meeting on December 1, 2020, using Microsoft Teams. The first part of the meeting focused on how CLEVNET staff are serving the member libraries during this challenging time.

Brian Leszcz, Lead Solutions Architect, then provided the Panel with an explanation of patch management (the process of distributing and applying updates to software) and why CLEVNET is making the move to centralize patching so it is done in a consistent and timely manner. Beginning December 7, CLEVNET will automatically patch all the computers in every CLEVNET member library unless a member library chooses to opt out. The computers will be patched every day between 10pm and 6am. Automatic patching reduces the exposure to critical security flaws and reduces interruptions to regular work.

Mr. Leszcz explained that December 7 is also the date when CLEVNET will be updating the virtual private network (VPN) that allows staff across CLEVNET to work remotely. VPN has been a critical service during the COVID-19 pandemic. The VPN allows staff to safely connect to the CLEVNET network over the internet by encrypting the connection from their hardware devices. Essentially, it is a way to securely connect to the CLEVNET network without being in the physical location of the office or library.

Hilary Prisbylla, Director of CLEVNET, informed the Panel that her team will upgrade CLEVNET's ILS (integrated library system) to SirsiDynix Symphony 3.7 on December 13 at 7pm. The ILS is the enterprise-level software package that manages, integrates, and

centralizes multiple core library functions and services for all of CLEVNET. It is the largest expenditure CLEVNET makes each year. SirsiDynix was acquired in 2015 by ICV Partners, one of the few black-owned private equity firms in the country.

The last part of the meeting picked up on the e-rate conversation begun at the October 2020 annual CLEVNET directors meeting. Previously unavailable to consortia such as CLEVNET, e-rate funding is now available. The sticking point is that, in order to receive the funding, all the member libraries would have to be CIPA (Child Internet Protection Act) compliant and filter the internet. Currently, 20 member libraries do not filter the internet, including Cleveland Public Library. The robust discussion at the October meeting made it clear that a decision to pursue e-rate funding would not be made that day. It was suggested that smaller, regional meetings might be held to discuss the matter further. The only region to hold a meeting was the West region. Held on November 25, 2020, nine of the 11 west region libraries were represented. Molly Carver, Director of Sandusky Library and West Region Representative on the CLEVNET Executive Panel summarized the meeting in an email message to the attendees:

We had a strong consensus from the group against moving forward with systemwide E-Rate and internet filtering. Everyone in the group felt strongly that local control and intellectual freedom values far outweighed any estimated savings. Many of the directors said they would have strong resistance or outright refusal from their boards for filtering. Concern was also raised about the impact of losing local control on this issue could have on potential new libraries joining CLEVNET in the future. We acknowledged the support and concern that all Directors Panel members expressed about the significance of this decision for CLEVNET. For the Westside members at least, this topic is a non-starter and that is the message that Jamie [Mason] and I will carry back to the Directors Panel in December.

Since the topic was a "non-starter" for the West region, the Panel members decided that there was no point in

holding regional meetings in the South and East regions. E-rate funding will not be pursued for CLEVNET at this time.

After the regular meeting adjourned, the annual organizational meeting was held to elect the Executive Panel Chair and Secretary for 2021. With no other nominations put forth, the current Chair (Lorena Hegedus, Director of Hubbard Public Library) and Secretary (Molly Carver) were unanimously reelected to another one-year term.

The CLEVNET directors will hold their first quarterly meeting of 2021, using Microsoft Teams, on Friday, January 29, 2021, at 10:00 a.m.

Ms. Rodriguez adjourned to the 2021 Organizational Meeting of the Library Board at 2:17 p.m.

Maritza Rodriguez
President

Thomas D. Corrigan
Secretary

CLEVELAND PUBLIC LIBRARY
2021 ORGANIZATIONAL MEETING OF THE LIBRARY BOARD

January 21, 2021

Learning Commons Louis Stokes Wing
Immediately following Regular Board Meeting

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

Absent: Ms. Thomas, Mr. Parker

Ms. Rodriguez called the 2021 Organizational Meeting of
the Library Board to order at 12:17 p.m.

OFFICERS
Elected

Election of Officers

Mr. Hairston, Nominating Committee Chair, presented the
following report on behalf of the Nominating Committee
which was comprised of himself, Alice Butts and Anthony
Parker.

President-----Maritza Rodriguez
Vice President-----John M. Hairston, Jr.
Secretary-----Thomas D. Corrigan

Mr. Hairston moved to accept the Nominating Committee's
recommendations as proposed. Mr. Corrigan seconded the
motion, which passed unanimously by roll call vote.

After Mr. Hairston congratulated the 2021 Officers, Ms.
Rodriguez thanked the Nominating Committee and shared
the following Committee assignments:

FINANCE COMMITTEE

Alan Seifullah, Chair
Thomas D. Corrigan, Vice Chair
Anthony T. Parker
John M. Hairston, Jr

HUMAN RESOURCES COMMITTEE

John Hairston, Chair
Alice G. Butts, Vice Chair
Thomas D. Corrigan
Anthony T. Parker

COMMUNITY SERVICES COMMITTEE

Thomas D. Corrigan, Chair
 Anthony T. Parker, Vice Chair
 Alice G. Butts
 Alan Seifullah
 Teleange' Thomas

CAPITAL/DIVERSITY COMMITTEE

Anthony T. Parker, Chair
 Thomas D. Corrigan, Vice Chair
 Alice G. Butts
 Teleange' Thomas

STRATEGIC PLANNING COMMITTEE

Alice G. Butts, Chair
 Maritza Rodriguez, Vice Chair
 John M. Hairston, Jr.,
 Teleange' Thomas

CPL ADVOCACY TASKFORCE

Teleange' Thomas, Chair
 John M. Hairston, Jr., Vice Chair
 Thomas D. Corrigan
 Alan Seifullah

AD HOC COMMITTEE

Maritza Rodriguez, Chair

Ms. Rodriguez stated that members for the Ad Hoc Committee will be appointed on an as needed basis.

Election of Fiscal Officer and Appointment of Deputy Fiscal Officer

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

BE IT RESOLVED, That Carolyn ("Carrie") Krenicky be elected to serve as Fiscal Officer from the Year 2021 Organizational Meeting through the Year 2022 Organizational Meeting and that a stipend of \$500.00 per month be paid for the duties as Fiscal Officer; and

BE IT RESOLVED, That Laura Armstrong be appointed to serve as Deputy Fiscal Officer from the Year 2021 Organizational Meeting through the Year 2022

**FISCAL
OFFICER**
Elected

**DEPUTY
FISCAL
OFFICER**
Appointed

Organizational Meeting and that a stipend of \$350.00 per month be paid for the duties as Deputy Fiscal Officer.

As in his tradition, Mr. Corrigan jokingly stated that these are the only people who could go to jail for us.

Renewal of Surety Bonds on Fiscal Officers

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

BE IT RESOLVED, That the Public Official Surety Bond on the Fiscal Officer and Deputy Fiscal Officer for coverage of \$50,000 be renewed through the next Organizational Meeting in 2022.

Ms. Rodriguez adjourned the 2021 Organizational Meeting of the Library Board at 2:22 p.m.

**RENEWAL OF
SURETY
BONDS ON
FISCAL
OFFICERS**
Approved

Maritza Rodriguez
President

Thomas D. Corrigan
Secretary

GIFT REPORT FOR DECEMBER 2020

LIBRARY SERVICE MATERIALS

| DESCRIPTION | QUANTITY | |
|--|------------|--------------|
| | Month | Year to date |
| Books | 109 | 2,319 |
| Periodicals | 1 | 24 |
| Publishers Gifts | 2 | 12 |
| Non-Print Materials | 1 | 203 |
| Total Library Service Materials | 113 | 2,558 |

TECHNOLOGY RESOURCES

| | | |
|-----------------------------------|----------|----------|
| Tech Gifts | 0 | 6 |
| Total Technology Resources | 0 | 6 |

MISCELLANEOUS NON-MONETARY GIFTS

| | | |
|---|----------|-----------|
| Miscellaneous Gifts | 0 | 10 |
| Total Miscellaneous Non-Monetary Gifts | 0 | 10 |

MONEY GIFTS

| FUND | PURPOSE | AMOUNT | |
|--------------------------|--------------|-------------------|---------------------|
| | | Month | Year to date |
| General Fund | Unrestricted | \$ 0 | \$ 510 |
| Library Fund | Restricted | 361 | 4,417 |
| Young Fund | Restricted | 12,801 | 51,202 |
| Schweinfurth Fund | Restricted | 73,222 | 73,222 |
| Founders Fund | Restricted | 94,121 | 219,552 |
| Ohio Center for the Book | Restricted | 0 | 2,225 |
| Judd Fund | Restricted | 62,226 | 250,486 |
| Lockwood Thompson Fund | Restricted | 0 | 196,272 |
| Paulson Fund | Restricted | 0 | 148,784 |
| Tech Centers | Restricted | 0 | 108,000 |
| Total Money Gifts | | \$ 242,730 | \$ 1,054,671 |

SUMMARY

| CATEGORY | DONORS | | QUANTITY | |
|----------------------------------|-----------|--------------|------------|--------------|
| | Month | Year to date | Month | Year to date |
| Library Service Materials | 6 | 64 | 113 | 2,558 |
| Technology Resources | 0 | 3 | 0 | 6 |
| Miscellaneous Non-Monetary Gifts | 0 | 54 | 0 | 68 |
| Money Gifts | 5 | 21 | 9 | 26 |
| TOTAL GIFTS | 11 | 142 | 122 | 2,658 |

Cleveland Public Library
2021

January 12, 2021

Cuyahoga County Budget Commission
Attention: Bryan Dunn
1219 Ontario Street
Cleveland, Ohio 44113

Dear Bryan,

Cleveland Public Library requests a Certificate of Estimated Resources as noted below for the following funds:

| Fund Number | Fund Description | Actual Unencumbered Balance as of 1-Jan-21 | "Taxes/PLF" from: | Requested "Taxes/PLF" to | "Other Sources" from: | Requested "Other Sources" to | Overall Increase/ (Decrease) |
|-------------------------------|---------------------------|--|-------------------|--------------------------|-----------------------|------------------------------|------------------------------|
| General Fund | | | | | | | |
| 101 | General Fund | \$ 36,550,206.71 | \$ 37,339,195.00 | \$ 37,339,195.00 | \$ 1,320,813.51 | \$ 1,320,813.51 | \$ 2,589,756.87 |
| | | | \$ 20,872,065.10 | \$ 23,461,821.97 | | | |
| Special Revenue Funds | | | | | | | |
| 201 | Anderson | \$ 394,352.65 | | | \$ - | \$ - | \$ - |
| 202 | Endowment for the Blind | \$ 3,021,022.46 | | | \$ - | \$ - | \$ - |
| 203 | Founders | \$ 6,013,336.15 | | | \$ 148,242.00 | \$ 74,121.00 | \$ (74,121.00) |
| 204 | Kaiser | \$ 84,138.78 | | | \$ - | \$ - | \$ - |
| 205 | Kraley | \$ 224,615.95 | | | \$ - | \$ - | \$ - |
| 206 | Library | \$ 204,839.02 | | | \$ - | \$ - | \$ - |
| 207 | Pepke | \$ 179,786.70 | | | \$ - | \$ - | \$ - |
| 208 | Wickwire | \$ 1,847,965.41 | | | \$ - | \$ - | \$ - |
| 209 | Wittke | \$ 114,363.97 | | | \$ - | \$ - | \$ - |
| 210 | Young | \$ 5,797,311.25 | | | \$ 50,000.00 | \$ 50,000.00 | \$ - |
| 225 | Friends | \$ - | | | \$ - | \$ - | \$ - |
| 226 | Judd | \$ 202,879.08 | | | \$ 245,000.00 | \$ 245,000.00 | \$ - |
| 228 | Lockwood Thompson | \$ 224,813.02 | | | \$ 190,000.00 | \$ 190,000.00 | \$ - |
| 229 | Ohio Center for the Book | \$ - | | | \$ - | \$ - | \$ - |
| 230 | Schweinfurth | \$ 197,762.52 | | | \$ 50,000.00 | \$ 50,000.00 | \$ - |
| 231 | CLEVNET | \$ 1,499,844.35 | | | \$ 5,298,834.00 | \$ 4,828,376.00 | \$ (470,458.00) |
| 251 | OLBPD | \$ 203,768.33 | | | \$ 1,508,194.00 | \$ 1,508,194.00 | \$ - |
| 254 | MyCom | \$ (48,901.34) | | | \$ 75,159.03 | \$ 75,159.03 | \$ - |
| 256 | Learning Centers | \$ - | | | \$ - | \$ - | \$ - |
| 257 | Tech Centers | \$ 64,990.12 | | | \$ 10,000.00 | \$ 10,000.00 | \$ - |
| 258 | Early Literacy | \$ - | | | \$ - | \$ - | \$ - |
| 259 | Rice Solar Panel System | \$ 470.62 | | | \$ - | \$ - | \$ - |
| 260 | Coronavirus Relief Fund | \$ 215,682.27 | | | \$ - | \$ - | \$ - |
| | | \$ 30,843,847.77 | | | \$ 7,675,429.02 | \$ 7,670,450.03 | \$ (544,579.00) |
| Debt Service | | | | | | | |
| 301 | Debt Service | \$ 705,397.50 | \$ - | \$ - | \$ 2,588,329.50 | \$ 2,588,329.50 | \$ - |
| Capital Projects Funds | | | | | | | |
| 401 | Building and Repair | \$ 1,802,420.83 | | | \$ - | \$ - | \$ - |
| 402 | Construction - Tax-Exempt | \$ 46,597,518.14 | | | \$ - | \$ - | \$ - |
| 401 | Construction - Taxable | \$ 9,138,482.28 | | | \$ - | \$ - | \$ - |
| Personnel Funds | | | | | | | |
| 501 | Abel | \$ 300,086.97 | | | \$ - | \$ - | \$ - |
| 502 | Ambler | \$ 2,953.44 | | | \$ - | \$ - | \$ - |
| 503 | Bead | \$ 56,365.09 | | | \$ - | \$ - | \$ - |
| 504 | Klein | \$ 6,955.81 | | | \$ - | \$ - | \$ - |
| 505 | Malon/Schroeder | \$ 249,579.98 | | | \$ - | \$ - | \$ - |
| 506 | McDonald | \$ 240,288.86 | | | \$ - | \$ - | \$ - |
| 507 | Ratner | \$ 121,809.54 | | | \$ - | \$ - | \$ - |
| 508 | Root | \$ 48,663.37 | | | \$ - | \$ - | \$ - |
| 509 | Sugarman | \$ 92,400.13 | | | \$ - | \$ - | \$ - |
| 510 | Thompson | \$ 132,539.58 | | | \$ - | \$ - | \$ - |
| 511 | Weidental | \$ 8,732.20 | | | \$ - | \$ - | \$ - |
| 512 | White | \$ 2,409,531.50 | | | \$ - | \$ - | \$ - |
| 513 | Beard Anna Young | \$ 40,849.71 | | | \$ - | \$ - | \$ - |
| 514 | Paulson | \$ - | | | \$ - | \$ - | \$ - |
| | | \$ 3,750,782.58 | | | \$ - | \$ - | \$ - |
| Agency Funds | | | | | | | |
| 901 | Unclaimed Funds | \$ 9,005.09 | | | \$ - | \$ - | \$ - |
| 905 | CLEVNET Fines & Fees | \$ 5,804.82 | | | \$ - | \$ - | \$ - |

The reason for the increase/decrease in Estimated Resources:

Please reflect the Actual Unencumbered Balances for January 1, 2021 along with an increase in PLF from ODT's 12/21/20 estimate and a decrease in Other Sources-Special Revenue in the Founders fund by \$74,121 for revenue received in 2020 and a decrease in the CLEVNET fund by \$470,458 relating to recalculating the 2021 costs applying one-third of the 12/31/20 unencumbered balance.

Thank You,
Carrie Krenicky
Treasurer/CFO
Cleveland Public Library

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 90.99% current collection of current levy for previous tax year.

Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.

Cleveland, Ohio

January 13, 2021

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, 2021, as revised by the Budget Commission of said County, which shall govern the total of appropriations made at any time during such fiscal year:

| Fund | Unencumbered Balace | General Property Tax | P.L.F. | Other Sources | Total |
|-------------------------|-------------------------|------------------------|------------------------|------------------------|-------------------------|
| General Fund | \$36,550,206.71 | \$37,339,195.00 | \$23,461,821.97 | \$1,320,813.51 | \$98,672,037.19 |
| Special Revenue | \$20,443,041.31 | | | \$7,030,850.03 | \$27,473,891.34 |
| Debt Service | \$705,397.50 | | | \$2,588,329.59 | \$3,293,727.09 |
| Capital | \$57,538,421.25 | | | \$0.00 | \$57,538,421.25 |
| Permanent | \$3,710,756.18 | | | \$0.00 | \$3,710,756.18 |
| Agency | \$14,809.91 | | | \$0.00 | \$14,809.91 |
| Totals/Subtotals | \$118,962,632.86 | \$37,339,195.00 | \$23,461,821.97 | \$10,939,993.13 | \$190,703,642.96 |

| | | |
|---|----------------------|---|
|  | <p>Budget</p> |  |
| <p>Commission</p> | | |

**CLEVELAND PUBLIC LIBRARY
2021 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2021**

GENERAL FUND

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|-----------------------------------|----------------------------------|-------------------------------|------------------------------------|
| Cash January 1 | 31,056,806.16 | 5,493,400.55 | 36,550,206.71 |
| Taxes - General Property | 34,939,195.00 | - | 34,939,195.00 |
| Public Library Fund (PLF) | 20,872,065.10 | 2,589,756.87 | 23,461,821.97 |
| State Rollbacks/CAT | 2,400,000.00 | - | 2,400,000.00 |
| Fines and Fees | 132,000.00 | - | 132,000.00 |
| Earned Interest | 343,721.00 | - | 343,721.00 |
| Restricted Gifts | - | - | - |
| Unrestricted Gifts | - | - | - |
| Miscellaneous | 845,092.51 | - | 845,092.51 |
| Return of Advances/(Advances Out) | - | - | - |
| TOTAL RESOURCES | 90,588,879.77 | 8,083,157.42 | 98,672,037.19 (3) |

| APPROPRIATION | Original Appropriation | Increase/ Decrease | Amended Appropriation |
|-----------------------------------|-----------------------------------|-------------------------------|----------------------------------|
| Salaries/Benefits | 39,317,513.68 | - | 39,317,513.68 |
| Supplies | 848,690.17 | - | 848,690.17 |
| Purchased/Contracted | | | |
| Services | 9,863,710.00 | - | 9,863,710.00 |
| Library Materials/ Information | 6,789,691.00 | - | 6,789,691.00 |
| Capital Outlay | 1,105,724.22 | - | 1,105,724.22 |
| Other Objects | 137,533.26 | - | 137,533.26 |
| SUBTOTAL OPERATING | 58,062,862.33 | - | 58,062,862.33 |
| Transfers | 2,588,329.59 | - | 2,588,329.59 |
| TOTAL APPROPRIATION | 60,651,191.92 | - | 60,651,191.92 |

**CLEVELAND PUBLIC LIBRARY
2021 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2021**

SPECIAL REVENUE FUNDS

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|----------------------------|---------------------------|-----------------------|----------------------------|
| | 24,853,585.19 | 2,620,306.15 | 27,473,891.34 (4) |
| APPROPRIATION | Original Appropriation | Increase/ Decrease | Amended Appropriation |
| Anderson | - | - | - |
| Endowment for the Blind | - | - | - |
| Founders | 1,177,377.37 | - | 1,177,377.37 |
| Kaiser | - | - | - |
| Kraley | 30,000.00 | - | 30,000.00 |
| Library | 35,000.00 | - | 35,000.00 |
| Pepke | - | - | - |
| Wickwire | - | - | - |
| Wittke | - | - | - |
| Young | - | - | - |
| Friends | - | - | - |
| Judd | 245,000.00 | 202,879.08 | 447,879.08 |
| Lockwood Thompson | 190,000.00 | 224,813.02 | 414,813.02 |
| Ohio Center for the Book | - | - | - |
| Schweinfurth | 50,000.00 | - | 50,000.00 |
| CLEVNET | 5,298,834.00 | 1,029,386.35 | 6,328,220.35 |
| LSTA-OLBPD | 1,508,194.00 | 203,768.33 | 1,711,962.33 |
| MyCom | 26,257.69 | - | 26,257.69 |
| Learning Centers | - | - | - |
| Tech Centers | - | 74,990.12 | 74,990.12 |
| Early Literacy | - | - | - |
| Rice Solar Panel System | - | - | - |
| Coronavirus Relief Fund | - | 215,682.27 | 215,682.27 |
| TOTAL APPROPRIATION | 8,560,663.06 | 1,951,519.17 | 10,512,182.23 |

**CLEVELAND PUBLIC LIBRARY
2021 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2021**

DEBT SERVICE FUND

| | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|--------------------------|-----------------------------------|-------------------------------|----------------------------------|
| CERTIFIED REVENUE | 3,293,704.00 | 23.09 | 3,293,727.09 |
| APPROPRIATION | Original Appropriation | Increase/ Decrease | Amended Appropriation |
| DEBT SERVICE] | 3,293,704.00] | - | 3,293,704.00] |

CAPITAL PROJECT FUNDS

| | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|-----------------------------|-----------------------------------|-------------------------------|----------------------------------|
| CERTIFIED REVENUE | 52,145,460.83 | 5,392,960.42 | 57,538,421.25 (5) |
| APPROPRIATION | Original Appropriation | Increase/ Decrease | Amended Appropriation |
| Building & Repair | 1,798,460.83 | 3,960.00 | 1,802,420.83 |
| Construction - Tax-Exempt | 20,000.00 | 5,369,023.79 | 5,389,023.79 |
| Construction - Taxable | 5,000.00 | - | 5,000.00 |
| TOTAL APPROPRIATION] | 1,823,460.83] | 5,372,983.79] | 7,196,444.62] |

**CLEVELAND PUBLIC LIBRARY
2021 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2021**

PERMANENT FUNDS

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|-------------------|--------------------------|-----------------------|----------------------------|
| | 3,616,355.97 | 94,400.21 | 3,710,756.18 (6) |

| APPROPRIATION | Original Appropriation | Increase/ Decrease | Amended Appropriation |
|----------------------------|---------------------------|-----------------------|--------------------------|
| Abel | - | - | - |
| Ambler | - | - | - |
| Beard | 8,423.00 | - | 8,423.00 |
| Klein | - | - | - |
| Malon/Schroeder | 10,000.00 | - | 10,000.00 |
| McDonald | 3,900.00 | - | 3,900.00 |
| Ratner | - | - | - |
| Root | - | - | - |
| Sugarman | - | - | - |
| Thompson | - | - | - |
| Weidenthal | - | - | - |
| White | 50,000.00 | - | 50,000.00 |
| Beard Anna Young | - | - | - |
| TOTAL APPROPRIATION | 72,323.00 | - | 72,323.00 |

AGENCY FUNDS

| CERTIFIED REVENUE | Prior Certificate (1) | Increase/ Decrease | Amended Certificate (2) |
|-------------------|--------------------------|-----------------------|----------------------------|
| | 6,130.00 | 8,679.91 | 14,809.91 |

| APPROPRIATION | Original Appropriation | Increase/ Decrease | Amended Fund Balance/ |
|----------------------------|---------------------------|-----------------------|--------------------------|
| Unclaimed Funds | 6,130.00 | 2,875.09 | 9,005.09 |
| CLEVNET Fines & Fees | - | 5,804.82 | 5,804.82 |
| TOTAL APPROPRIATION | 6,130.00 | 8,679.91 | 14,809.91 |

**CLEVELAND PUBLIC LIBRARY
2021 APPROPRIATION: FIRST AMENDMENT
JANUARY 21, 2021**

(1) Certificate dated December 23, 2020

(2) Certificate dated January 13, 2021

(3) \$36,465,198.15 unencumbered cash carried forward plus the repayment of advances to be made from MyCom of \$75,008.56 and Tech Centers of \$10,000 plus \$62,121,830.48 certified operating revenue produces the balance available for appropriation in 2021 (plus \$7,354,103.65 12/31/20 encumbered cash).
($\$36,465,198.15 + \$75,008.56 + \$10,000 + \$62,121,830.48 = \$98,672,037.19$)

(4) \$20,528,049.87 unencumbered cash carried forward less the repayment of advances to be made from MyCom of \$75,008.56 and Tech Centers of \$10,000 plus \$7,030,850.03 additional revenue to receive in 2021 produces the certified revenue of \$27,473,891.34.

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 available for appropriation.

($\$27,473,891.34 - \$2,492,057.50 = \$24,981,833.84$ available for appropriation (plus \$944,969.42 12/31/20 encumbered cash).

(5) \$57,538,421.25 unencumbered cash carried forward produces the balance available for appropriation in 2021 (plus \$5,180,957.75 12/31/20 encumbered cash).

(6) \$4,643,856.96 unencumbered cash carried forward less non-expendable principal amounts of \$933,100.72 produces the balance available for appropriation in 2021 (plus \$45,430.69 12/31/20 encumbered cash).

($\$4,643,856.96 - \$933,100.72 = \$3,710,756.24$)

Non-expendable principal amounts of \$933,100.72 are not included in either the certified fund balances or the appropriated amounts.

CLEVNET - 2021
IT/CLEVNET Department Projected for 2021

Report 1

| 2021 CONTRACT COSTS (SHARED COSTS) | |
|---|---------------------|
| Personnel | 1,965,460.94 |
| Hardware/Software | 321,998.13 |
| Maintenance | 1,221,150.00 |
| Electronic Database Access | 1,000,000.00 |
| Other | 380,592.00 |
| Subtotal Direct Shared Costs | 4,889,201.07 |
| Administration | 387,548.25 |
| Buildings | 2,530.22 |
| Security | 1,725.48 |
| Motor Vehicles | 2.05 |
| Subtotal Overhead Costs | 391,806.00 |
| Less 1/3 of 12/31/20 Unencumbered Balance | (499,948.12) |
| Total Shared Contract Costs | 4,781,058.95 |
| Pricing Measurements | |
| Total Inventory (25%) | 1,195,264.74 |
| Active Users (25%) | 1,195,264.74 |
| Square Footage (25%) | 1,195,264.74 |
| Total Circulation (25%) | 1,195,264.74 |
| | 4,781,058.95 |

CLEVNET - 2021

Costs Effective January - December 2021

| Contract Library | 2021 | Monthly | 2020 | 2021-2020 | Annual |
|-------------------|------------|---------------|------------|-------------|----------|
| | Total Cost | Jan 21-Dec 21 | Total Cost | Difference | % Change |
| Andover | 13,649.16 | 1,137.43 | 15,794.00 | (2,144.83) | -13.58% |
| Barberton | 58,714.40 | 4,892.87 | 67,940.80 | (9,226.40) | -13.58% |
| Bellevue | 28,817.70 | 2,401.47 | 33,346.12 | (4,528.42) | -13.58% |
| Birchard | 77,017.17 | 6,418.10 | 89,119.68 | (12,102.51) | -13.58% |
| Bristol | 17,746.55 | 1,478.88 | 20,535.25 | (2,788.70) | -13.58% |
| Burton | 31,101.25 | 2,591.77 | 35,988.51 | (4,887.26) | -13.58% |
| Cleveland Heights | 233,971.38 | 19,497.62 | 270,737.73 | (36,766.35) | -13.58% |
| Clyde | 18,882.43 | 1,573.54 | 21,849.62 | (2,967.19) | -13.58% |
| Conneaut | 25,767.12 | 2,147.26 | 29,816.17 | (4,049.05) | -13.58% |
| East Cleveland | 40,233.75 | 3,352.81 | 46,556.09 | (6,322.35) | -13.58% |
| Elyria | 132,801.85 | 11,066.82 | 153,670.38 | (20,868.53) | -13.58% |
| Euclid | 121,247.41 | 10,103.95 | 140,300.27 | (19,052.86) | -13.58% |
| Fairport | 13,018.22 | 1,084.85 | 15,063.91 | (2,045.69) | -13.58% |
| Geauga | 285,372.01 | 23,781.00 | 330,215.48 | (44,843.46) | -13.58% |
| Girard | 26,811.32 | 2,234.28 | 31,024.47 | (4,213.14) | -13.58% |
| Harbor-Topky | 19,928.76 | 1,660.73 | 23,060.37 | (3,131.61) | -13.58% |
| Henderson | 24,141.35 | 2,011.78 | 27,934.93 | (3,793.58) | -13.58% |
| Hubbard | 29,028.36 | 2,419.03 | 33,589.89 | (4,561.53) | -13.58% |
| Hudson | 124,377.25 | 10,364.77 | 143,921.93 | (19,544.69) | -13.58% |
| Huron | 37,908.87 | 3,159.07 | 43,865.88 | (5,957.01) | -13.58% |
| Kingsville | 13,922.74 | 1,160.23 | 16,110.56 | (2,187.82) | -13.58% |
| Kinsman | 22,182.36 | 1,848.53 | 25,668.10 | (3,485.74) | -13.58% |
| Kirtland | 23,763.94 | 1,980.33 | 27,498.21 | (3,734.27) | -13.58% |
| Lorain | 245,823.09 | 20,485.26 | 284,451.83 | (38,628.73) | -13.58% |
| Madison | 55,748.90 | 4,645.74 | 64,509.30 | (8,760.40) | -13.58% |
| McKinley | 38,184.18 | 3,182.01 | 44,184.45 | (6,000.28) | -13.58% |
| Medina | 323,167.87 | 26,930.66 | 373,950.59 | (50,782.72) | -13.58% |
| Mentor | 126,600.05 | 10,550.00 | 146,494.03 | (19,893.98) | -13.58% |

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CLEVNET - 2021

Costs Effective January - December 2021

| Contract Library | 2021 | Monthly | 2020 | 2021-2020 | Annual |
|--------------------------|---------------------|-------------------|---------------------|---------------------|----------------|
| | Total Cost | Jan 21-Dec 21 | Total Cost | Difference | % Change |
| Milan | 28,705.49 | 2,392.12 | 33,216.28 | (4,510.79) | -13.58% |
| Morley | 83,416.34 | 6,951.36 | 96,524.42 | (13,108.07) | -13.58% |
| Newton Falls | 23,932.81 | 1,994.40 | 27,693.62 | (3,760.81) | -13.58% |
| Norwalk | 25,919.22 | 2,159.94 | 29,992.18 | (4,072.96) | -13.58% |
| Orrville | 51,883.82 | 4,323.65 | 60,036.86 | (8,153.04) | -13.58% |
| Peninsula | 16,014.86 | 1,334.57 | 18,531.44 | (2,516.58) | -13.58% |
| Perry | 27,295.41 | 2,274.62 | 31,584.63 | (4,289.21) | -13.58% |
| Ritter | 49,400.44 | 4,116.70 | 57,163.24 | (7,762.80) | -13.58% |
| Rock Creek | 8,619.36 | 718.28 | 9,973.81 | (1,354.45) | -13.58% |
| Rocky River | 103,337.35 | 8,611.45 | 119,575.81 | (16,238.47) | -13.58% |
| Sandusky | 81,232.58 | 6,769.38 | 93,997.50 | (12,764.92) | -13.58% |
| Shaker Heights | 127,047.48 | 10,587.29 | 147,011.77 | (19,964.29) | -13.58% |
| Twinsburg | 119,253.73 | 9,937.81 | 137,993.30 | (18,739.57) | -13.58% |
| Wayne County | 213,848.25 | 17,820.69 | 247,452.44 | (33,604.19) | -13.58% |
| Wickliffe | 46,076.38 | 3,839.70 | 53,316.84 | (7,240.46) | -13.58% |
| Willoughby Eastlake | 148,037.50 | 12,336.46 | 171,300.17 | (23,262.67) | -13.58% |
| Cleveland Law Library | 20,245.71 | 1,687.14 | 23,427.13 | (3,181.42) | -13.58% |
| Cleveland Public Library | 1,396,862.80 | 116,405.23 | 1,616,366.34 | (219,503.54) | -13.58% |
| Total | 4,781,058.95 | 398,421.58 | 5,532,356.32 | (751,297.37) | -13.58% |

CLEVELAND PUBLIC LIBRARY INVESTMENT POLICY

- I. Scope
- II. Standards of Care
 - A. Delegation of Authority
 - B. Prudence
 - C. Ethics and Conflicts of Interest
- III. The Portfolio
 - A. Investment Objectives
 - B. Authorized Investments
 - C. Safekeeping and Custody
 - D. Board of Trustees of the Library
 - E. Reporting
 - F. Selection of Investment Adviser and Broker/Dealers
 - G. Sale of Securities Prior to Maturity
 - H. Procedures for the Purchase and Sale of Securities
- IV. Endowments
 - A. Investment Objectives
 - B. Authorized Investments
 - C. Equity Guidelines
 - D. Fixed Income Guidelines
 - E. Liquidity Guidelines
 - F. Prohibited Investments
 - G. Investment Review
 - H. Endowment Fund Manager
- V. Amendments to Policy
- VI. Effective Date of Policy and Previous Revision Dates
- VII. Statements of Compliance
- VIII. Appendices
 - A. Agreement with Investment Adviser for the Portfolio
 - B. Agreement with Custodial Bank for the Portfolio
 - C. Sample of Monthly Investment Report to the Board
 - D. Agreement with Endowment Fund Manager
 - E. Agreement with Custodial Bank for the Endowment

I. Scope

The scope of this investment policy encompasses the Library's investment and bond proceed funds (Section III) (hereafter referred to as the "Portfolio") and the Library's endowment funds (Section IV) (hereafter referred to as the "Endowments").

II. Standards of Care

A. Delegation of Authority

The Board of Trustees will retain ultimate fiduciary responsibility for the Portfolio and the Endowments. All participants in the investment process shall seek to act responsibly as custodians of the public trust. No officer or designee may engage in an investment transaction except as provided under the terms of this policy and internal operating procedures.

Authority to manage both the Portfolio and Endowment investment programs is delegated to the Fiscal Officer or the Deputy Fiscal Officer, which includes accounting, recordkeeping, and reporting functions. Investment guidelines for the Portfolio are based upon Ohio Revised Code Chapter 135.14 and prudent money management. Investment guidelines for the Endowment are based upon Ohio Revised Code Chapters 2109.37 and 2109.371 as delineated by a 1975 Cuyahoga County Probate Court Order and a ruling from the Cuyahoga County Prosecutor's Office.

B. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The "prudent person" standard means that investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Investment officers acting in accordance with this investment policy and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Any registered investment adviser retained by the Library will be held to the "prudent expert" standard. The "prudent expert" standard means that investments shall be made with the care, skill, prudence, and diligence, under circumstances then prevailing, which prudent persons acting in like capacities and familiar with such matters would use in the conduct of an enterprise of like character and with like aims, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

C. Ethics and Conflicts of Interest

The Fiscal Officer, Deputy Fiscal Officer, members of the Board of Trustees, and any other Library employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial investment decisions. They shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose

any personal financial/investment positions that could be related to the performance of the Portfolio or the Endowments. They shall refrain from undertaking personal investment transactions with the same individual(s) with whom business is conducted on behalf of the Library.

III. The Portfolio

A. Investment Objectives

The objectives of the Library's investment program include legality, safety, liquidity, and yield.

Legality:

The Library's investment program will comply with federal, state, and other legal requirements.

Safety:

Safety of principal is the most important objective of the Library's investment program. Investments of the Library shall be undertaken in a manner that seeks to ensure preservation of capital in the overall Portfolio. The objective will be to mitigate credit risk and interest rate risk.

Credit risk is the risk of loss due to the failure of a security issuer to pay principal or interest, or the failure of the security issuer to make timely payments of principal or interest. Credit risk will be minimized by (1) diversifying the Portfolio so that potential losses on individual securities will be minimized; (2) ensuring that required, minimum credit quality ratings exist prior to the purchase of commercial paper and bankers acceptances; (3) maintaining adequate collateralization of certificates of deposit and other deposit accounts pursuant to the method as determined by the Fiscal Officer; and (4) pre-qualifying the financial institutions, broker/dealers, and advisers with which the Library does business.

Interest rate risk is the risk that the market value of securities in the Portfolio will fluctuate due to changes in the level of interest rates. Interest rate risk will be minimized by (1) structuring the Portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities prior to maturity; (2) diversification of maturities; and (3) diversification of assets.

Liquidity:

The Portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The Portfolio may be structured so that securities mature concurrently with cash needs. Furthermore, since all possible cash demands cannot be anticipated, the Portfolio should consist largely of securities with active secondary or resale markets. Minimum liquidity levels (as a percentage of average investable funds) may be established in order to meet all current obligations.

Yield:

The Portfolio shall be managed to consistently attain a market rate of return throughout budgetary and economic cycles, considering investment risk constraints and liquidity needs.

Return on investment is of secondary importance compared to safety and liquidity objectives. The Library may seek to augment returns above the market average through the implementation of active portfolio management strategies, consistent with risk limitations and prudent investment principles.

B. Authorized Investments

The Library is authorized to invest public funds pursuant to the requirements set forth in Ohio Revised Code Section 135.14, provided the Fiscal Officer and/or Deputy Fiscal Officer has completed additional training required for making investments authorized by divisions (B)(4) and (B)(7) of that section. The Library will not invest in prohibited investments defined in Ohio Revised Code Section 135.14. The Library will adhere to maximum maturity lengths specified in Ohio Revised Code Section 135.14.

C. Safekeeping and Custody

Securities purchased for the Library will be held in safekeeping by a qualified trustee (hereafter referred to as the "custodian"), as provided in Ohio Revised Code Section 135.18. Securities held in safekeeping by the custodian will be evidenced by a monthly statement describing such securities. The records of the custodian shall identify such securities in the name of the Library. The custodian may safekeep the Library's securities in (1) Federal Reserve Bank book entry form; (2) Depository Trust Company (DTC) book entry form in the account of the custodian or the custodian's correspondent bank; or (3) Non-book entry (physical) securities held by the custodian or the custodian's correspondent bank. All securities transactions will settle using standard delivery-vs-payment (DVP) procedures. Under no circumstances will the Library's investment assets be held in safekeeping by a broker/dealer firm, or a firm acting on behalf of a broker/dealer firm.

D. Board of Trustees of the Library

The Library Board of Trustees shall meet as necessary to review the Portfolio. Areas of review may include, but are not limited to, the investment inventory, transactions for the period, realized income, economic outlook, diversification and maturity structure, potential risks to the Library's funds, and the target rate of return on the Portfolio.

E. Reporting

The Library shall maintain an inventory of all Portfolio assets. This inventory will include each investment's CUSIP number, security type, issuer, principal cost, book cost, par (maturity) value, settlement (purchase/sale) date, maturity date, and interest (coupon/discount) rate. The inventory will also include a record of all security purchases and sales.

The Library will provide a monthly report on investments of interim deposits to the Board of Trustees. A supplemental monthly Portfolio report detailing the current inventory will also be provided.

F. Selection of Investment Adviser and Broker/Dealers

The Library may retain the services of a registered investment adviser, to be procured through a formal competitive process, who will meet the qualifications established in Ohio Revised Code Section 135.14(N). The investment adviser will manage the Library's Portfolio and will be responsible for the investment and reinvestment of such investment assets, including the execution of investment transactions.

Upon the request of the Fiscal Officer, the investment adviser will attend meetings and will provide a Portfolio review. The investment adviser will be required to issue Portfolio reports as defined in the Library's agreement with the investment adviser. These reports should include information such as the initial cost of the investment, stated yield, dates of purchase and maturity, market value, accrued interest income, and comparable information for the Portfolio as a whole.

The investment adviser may transact business (execute the purchase and/or sale of securities) with eligible Ohio financial institutions, primary securities dealers regularly reporting to the New York Federal Reserve Bank, and regional securities firms or broker dealers licensed with the Ohio Department of Commerce, Division of Securities, to transact business in the State of Ohio.

Under no circumstances will brokers or broker/dealer firms act as an investment adviser or in a similar capacity as an investment adviser, either directly or indirectly, if such broker/dealer participates in transaction business (purchase and sale of securities) with the Fiscal Officer or the Fiscal Officer's investment adviser.

G. Sale of Securities Prior to Maturity

Investments in the Portfolio are made with the expectation, at the time of making the investment, that the investment will be held until maturity. Portfolio securities may be "redeemed or sold" prior to maturity under the following conditions:

- (1) To meet additional liquidity needs,
- (2) To purchase another security to increase yield or current income,
- (3) To lengthen or shorten the Portfolio's average maturity (average duration),
- (4) To realize any capital gains and/or income, and/or
- (5) To adjust the Portfolio's asset allocation.

Such transactions may be referred to as a "sale and purchase" or a "bond swap." For purposes of this section, redeemed shall also mean "called" in the case of a callable security.

H. Procedures for the Purchase and Sale of Securities

Securities will be purchased or sold through approved broker/dealers on a "best price and execution" basis. All such investment transactions will be communicated by electronic transmission to the Fiscal Officer or to an authorized representative designated by the Fiscal Officer. A purchase or sale of securities will be represented by transaction advices issued by the Library's investment adviser. Notification will also be sent to the Library's designated custodian bank and will serve as an authorization to said custodian to receive or deliver securities versus payment.

IV. Endowments

A. Investment Objectives

The Library seeks to maximize the long-term total return of its Endowments. As a result, the maintenance and growth of the funds are the primary objectives. The Library's ability to achieve these returns will depend upon the acceptance of moderate risk, recognizing that a reasonable degree of volatility in market value is necessary to achieve long-term capital appreciation.

B. Authorized Investments

In recognition of the expected returns and volatility from financial assets, the Library will be invested in the following ranges with the target allocation noted:

| | Range | Target |
|------------------|--------|--------|
| Equities | 55-75% | 65% |
| Fixed Income | 15-35% | 25% |
| Alternatives | 0-20% | 10% |
| Cash Equivalents | 0-20% | |

The midpoints of the above ranges will be considered the long-term or policy allocation. Any deviations beyond this mix of securities must have prior approval by the Board of Library Trustees. Allocations to cash equivalents are to be considered a subset of the Fixed Income allocation along with Convertible Assets.

Within the above ranges, the Library's Endowment Fund Manager will make all tactical asset allocation decisions (over-and-under-weights). Deviations outside of the above ranges require prior approval from the Library.

C. Equity Guidelines

Objective:

To achieve long term returns which exceed those of the overall equity market. Specialty equities (styles differing from the S&P 500) have been incorporated into this policy with the intention of delivering superior long-term performance and improved diversification.

In evaluating long term (full market cycle) performance, overall equity returns will be compared to the indices noted below.

In recognition of the expected returns and volatility provided by different segments of the equity market, equity assets will be invested in the following ranges with the policy allocation noted:

| | Range | % Allocation |
|------------------------|--------|--------------|
| Large-Cap Stocks | 40-80% | 60% |
| Mid-Cap Stocks | 0-20% | 10% |
| Small-Cap Stocks | 0-20% | 10% |
| International Equities | 10-30% | 20% |

E. Liquidity Guidelines*Objective:*

Cash equivalents will be invested in an appropriate cash-equivalent fund. Returns should be comparable to or benchmarked to the 90-day Bank of America Merrill-Lynch Treasury Bill Index.

Cash equivalent investments must be made in high quality obligations of the U.S. Government and its Agencies. Money market mutual funds may be used, so long as these mutual funds meet the high standards suitable for the funds of this nature.

F. Prohibited Investments

The investment manager is prohibited from investments in the following:

- Fixed Income securities not denominated in U.S. Dollars or Eurodollars
- Venture Capital
- Guaranteed Insurance Contracts
- Commodities
- Precious Metals or Gems
- Options, futures, or any contract whose value is derived from the price of an underlying asset or index (derivatives)
- Short-selling and other hedging strategies
- Private Placements or “restricted” stock
- No investments in securities deemed to be in violation of prohibited transaction standard of ERISA.
- It is understood that investments into funds (i.e. mutual or ETF’s) may utilize derivatives and are exempted from the above exceptions.

G. Investment Review*Objective:*

To achieve financial returns for the Library which preserve the principal asset value and are competitive relative to those offered by the financial markets.

Review:

The Investment Committee will compare the investment performance of the Investment Manager to the following benchmarks:

- The blended performance of 60% MSCI ACWI and 40% Barclays Capital U.S. Aggregate Bond Index policy benchmark over a full market cycle and/or a blended benchmark in the same allocation at the portfolio.

In addition, the Investment Committee will compare the various asset classes to the following benchmarks:

1. The annual total return of U.S. equity securities will be compared to the Russell 3000 Index measured over a three-to five-year time period.
2. Within each equity allocation/style, performance will be compared to the respective manager benchmark.
3. The annual total return of fixed income securities will be compared to the Barclays Capital Aggregate Bond Index over a three-to five-year time period and/or the respective strategy benchmark.
4. Real estate investment will be compared to the NAREIT (applicable benchmark) Index. Convertible Assets will be compared to BoA/Merrill Lynch Investment Grade Convertible Securities index.
5. The annual total return of cash equivalents will be compared to the BoA/Merrill Lynch 90-day T-Bill Index.

H. Endowment Fund Manager

The Board of Library Trustees shall select an endowment fund manager and custodian for the Library's Endowments by authorizing Board resolution. The Board of Library Trustees shall approve a separate written agreement with its selected endowment fund manager governing terms of service, compensation, and related issues.

V. Amendments to Policy

The Fiscal Officer may recommend revisions to this investment policy from time to time as deemed necessary to comply with the Ohio Revised Code, other legal requirements, and/or best practices for investing public funds. Any changes shall be approved by the Board of Trustees.

VI. Effective Date of Policy and Previous Revision Dates

The effective date of this policy is January 21, 2021 and represents a revision to the previously submitted policy, April 18, 2019. It is the sixth revision to the original submitted policy dated June 17, 2000 (first revision September 18, 2003; second revision September 15, 2005; third revision March 20, 2014; fourth revision June 16, 2016; fifth revision April 18, 2019). This policy includes best practices recommended by the Government Finance Officers Association for a comprehensive investment policy. This policy also simplifies the definition of "authorized investments" for the Portfolio.

VII. Statements of Compliance

This investment policy has been approved by the Library and the governing board and filed with the Auditor of State, pursuant to Ohio Revised Code 135.14 (O)(1).

All brokers, dealers, and financial institutions executing transactions initiated by the Library or the Library's investment adviser have signed the approved investment policy. Investment policies (signed by such brokers, dealers, and financial institutions) are filed with the Fiscal Officer of the Library.

The Library's Portfolio and Endowment investment advisers are registered with the Securities and Exchange Commission and/or the Comptroller of the Currency and possesses public funds investment management experience, specifically in the area of state and local government investment portfolios. The investment adviser has additionally signed the approved investment policy and the signed policy is filed with the Fiscal Officer of the Library.

Any amendments to this policy will be filed with the Auditor of State within fifteen days of the effective date of the amendment.

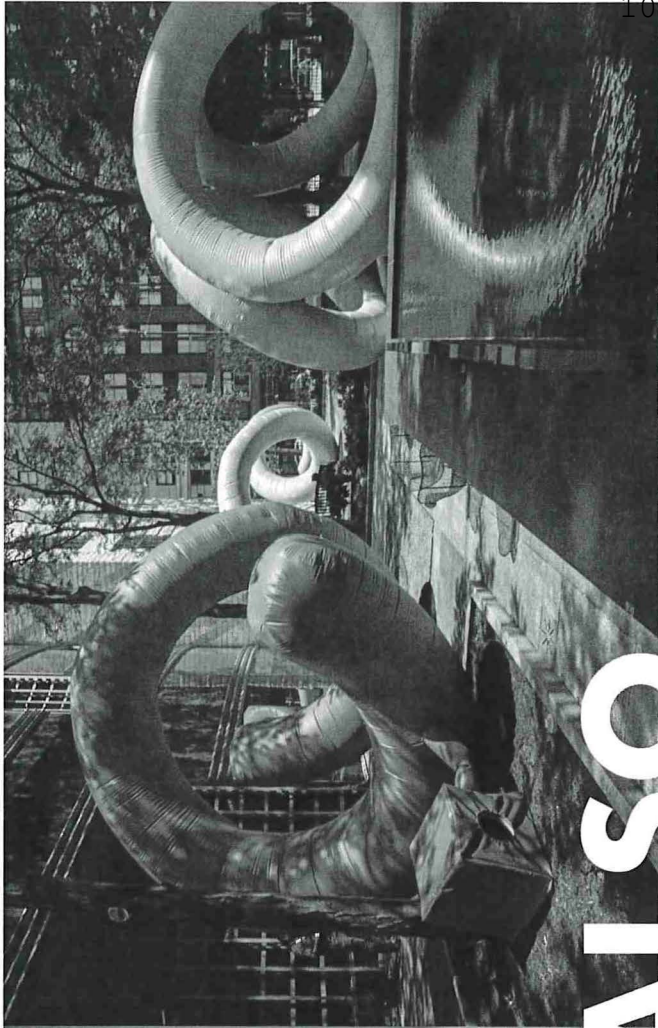
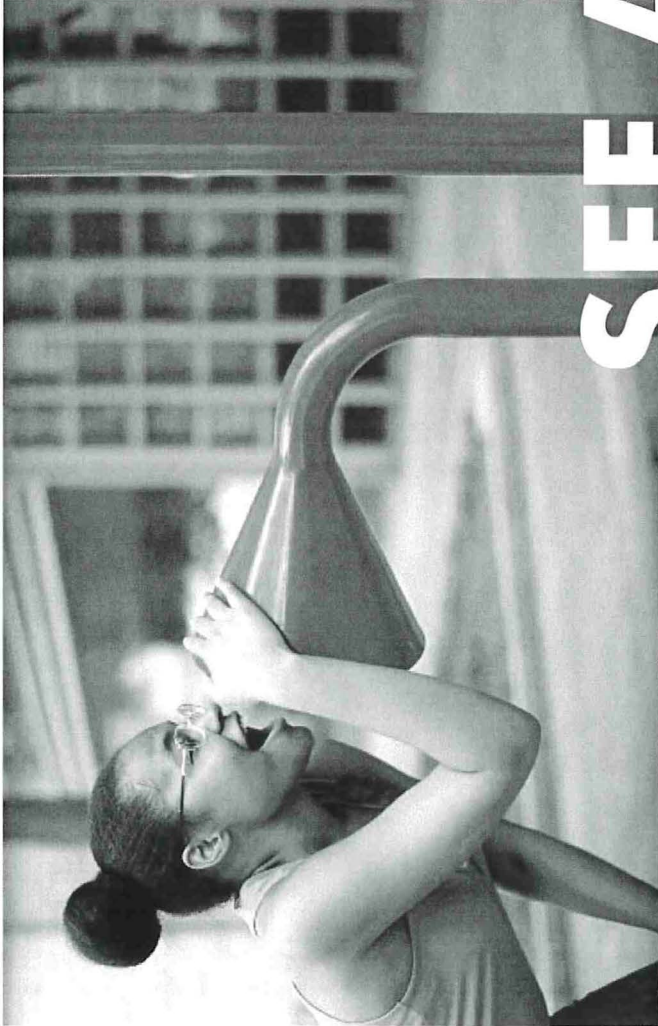
The following broker/dealer/financial institution/investment adviser or Endowment fund manager has signed, herein, this approved investment policy, having read the policy's contents thereby acknowledging comprehension and receipt:

| | |
|--|---|
| For _____ | _____ |
| Name of Broker/Dealer/Bank Adviser/Manager | Date |
| _____ Signature of Registered Representative or Financial Institution Representative | _____ Print Name of Registered Representative or Financial Institution Representative |

VIII. Appendices

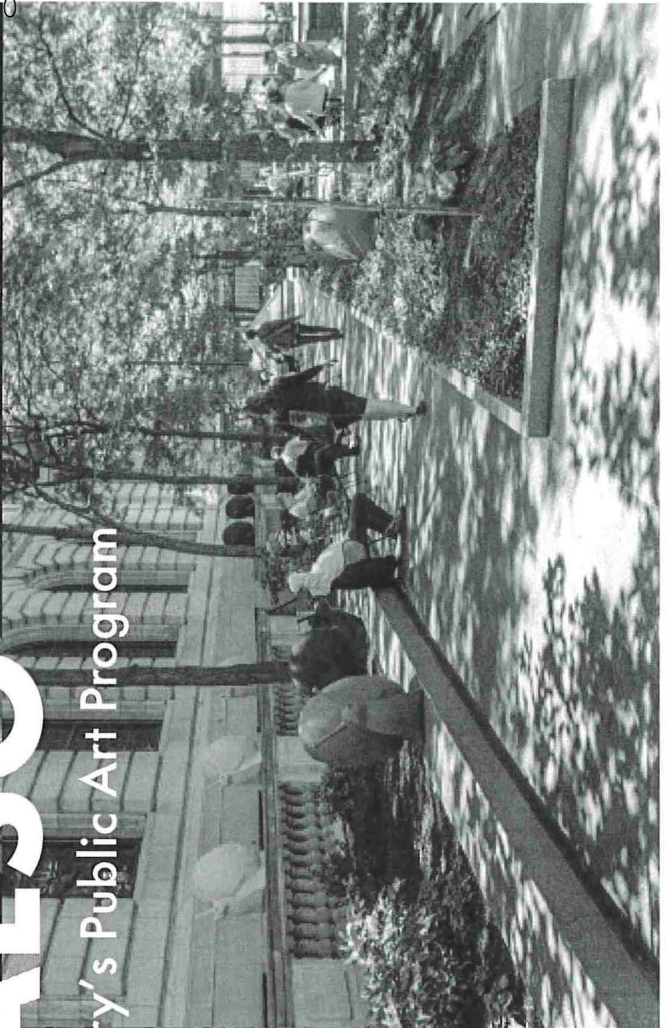
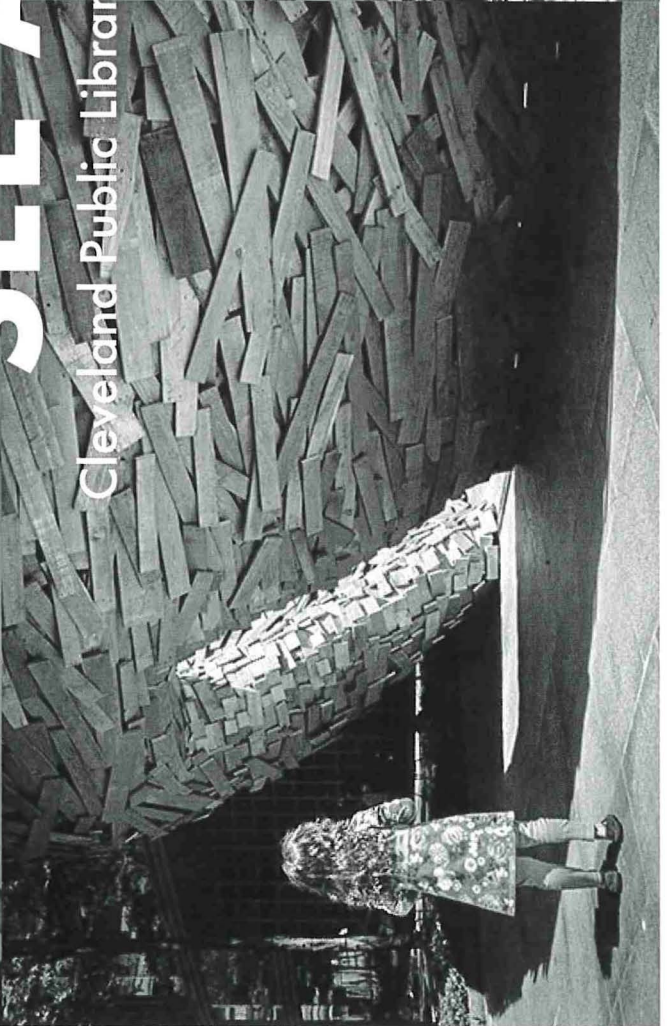
Appendices to follow as attachments to policy:

- A. Agreement with Investment Adviser for the Portfolio
- B. Agreement with Custodial Bank for the Portfolio
- C. Sample of Monthly Investment Report to the Board
- D. Agreement with Endowment Fund Manager
- E. Agreement with Custodial Bank for the Endowment



SEE ALSO

Cleveland Public Library's Public Art Program



See Also 2021 Proposed Concept

Project component 1

Work with local artist Darius Steward and a local fabricator with sculpture ability to develop a sculpture series for the Eastman Reading Garden, turning his figurative watercolor paintings into 3D figurative sculptures.

Sculptures would likely be made out of fiberglass, but we would need to work with artist and fabricator to figure out more details and alternative material options. If made out of fiberglass, the sculptures could potentially move to alternative locations after showing in the Eastman Reading Garden.

Project component 2

Install a large-scale rotating mural system on a CPL or partner's building in a Cleveland neighborhood, similar to the system that showcases emerging local artists on Public Square. Coincidentally with the installation in the library, Darius Steward would be the first artist to design a mural for the new vinyl mural system. After Darius, other local artists could be featured throughout the year.



Example of figurative sculpture by London-based artist



Example of artwork featured on the Public Square Art Wall

Darius Steward

Local Artist

Local artist Darius Steward

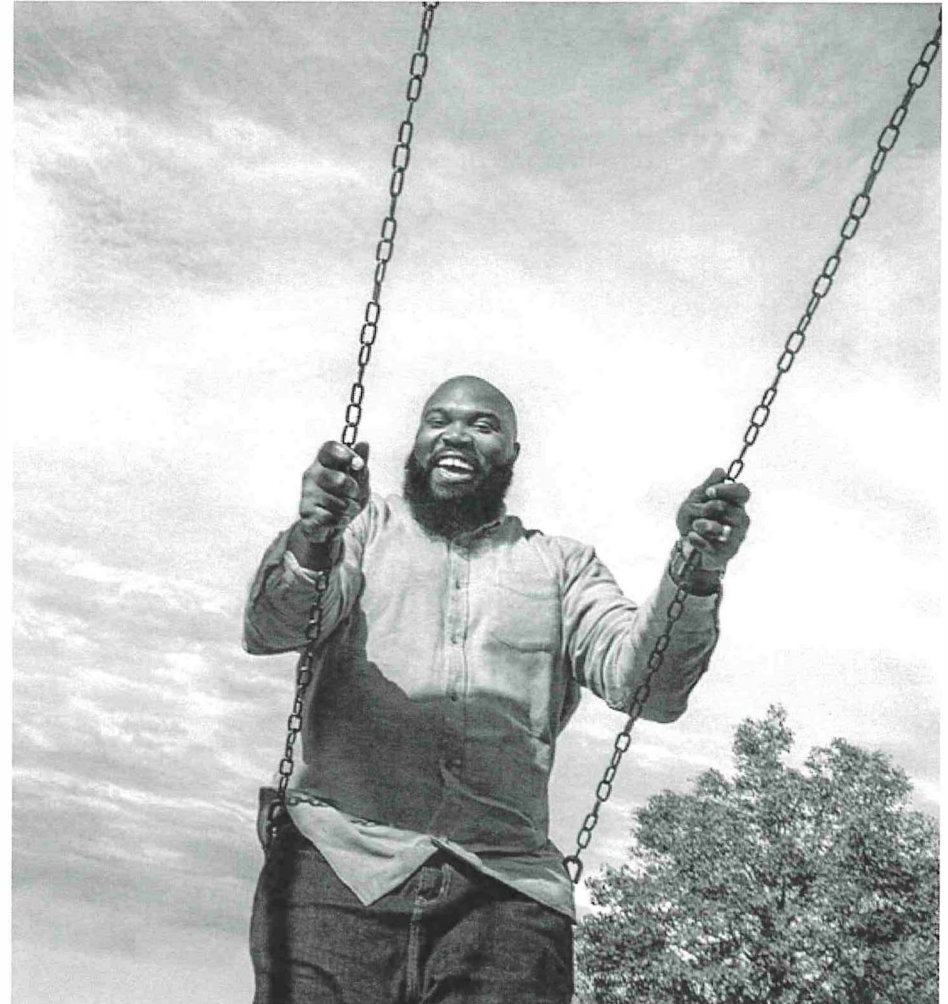
Darius Steward (1984) is an American Artist from East Cleveland, Ohio. Outliving the neighborhood, he grew up in, Steward is one of a select few whose determination got him out of the zip code. Completing his undergrad at the Cleveland Institute of Art in 2008 and his MFA at the University of Delaware in 2010 he recognized the importance of education and mentorship, investing himself and his creative process in the future of humanity. Symbolically and literally, he addresses cultural and societal conflicts and opens conversation across racial, socioeconomic, gender and cultural lines.

Steward also serves as the Program Manager for the Cleveland Museum of Art in their Education Department for "Currently under Curation." He recruits and mentors inner city youth across interdisciplinary arts fields. Teaching them the art of curation in addition to numerous professional skills with the intended purpose of increased college application and attendance.

Artist Statement

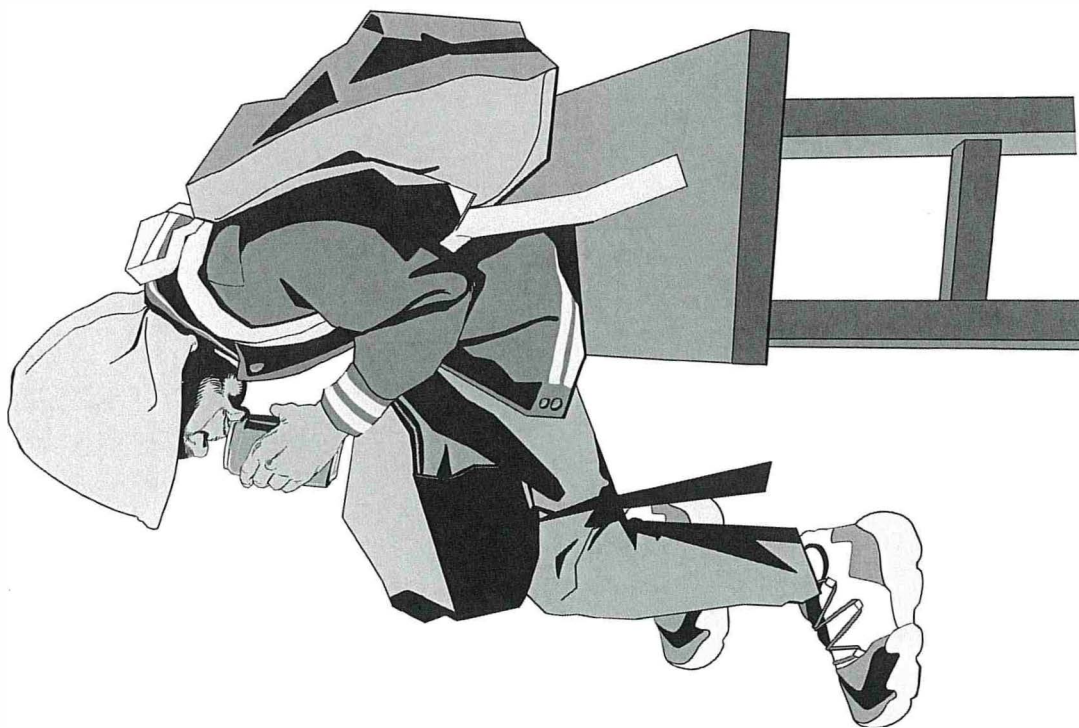
My creativity deals with social issues of identity, race and placement within western culture. I am a Watercolorist who creates and highlights cultural consciousness. I chronicle the development of my children, family and the community around me, permanently documenting their place in history within various moments. I adapt this imagery to illustrate my own vision from painting to painting. I use this working method as a metaphor to express both the connection and disconnection of African Americans in our society.

When I approach a new series an event happens or an idea pops into my awareness. I sit with it for a while. Days, weeks, sometimes months until I know exactly what I want to achieve and say. Through the use of metaphors, I address subjects such as learned helplessness, mental health, loss, emotion, and greater contemporary culture and the modern media. My portrayal of my children now borders on appropriation of many personal moments and memories. I recognize what they are experiencing and make connections between what I experienced some 30 years ago versus what I missed out on in East Cleveland. I have greater aspirations for a better life for my children and all people.

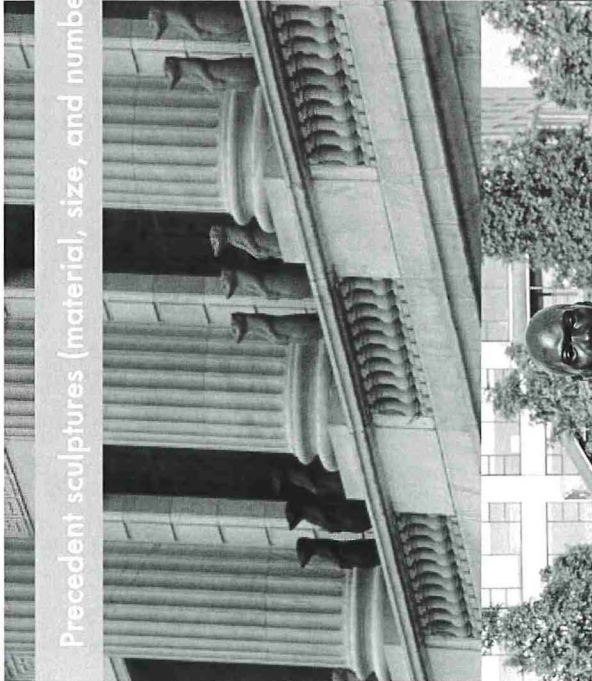


Photographs, collages, or paintings by Darius Steward





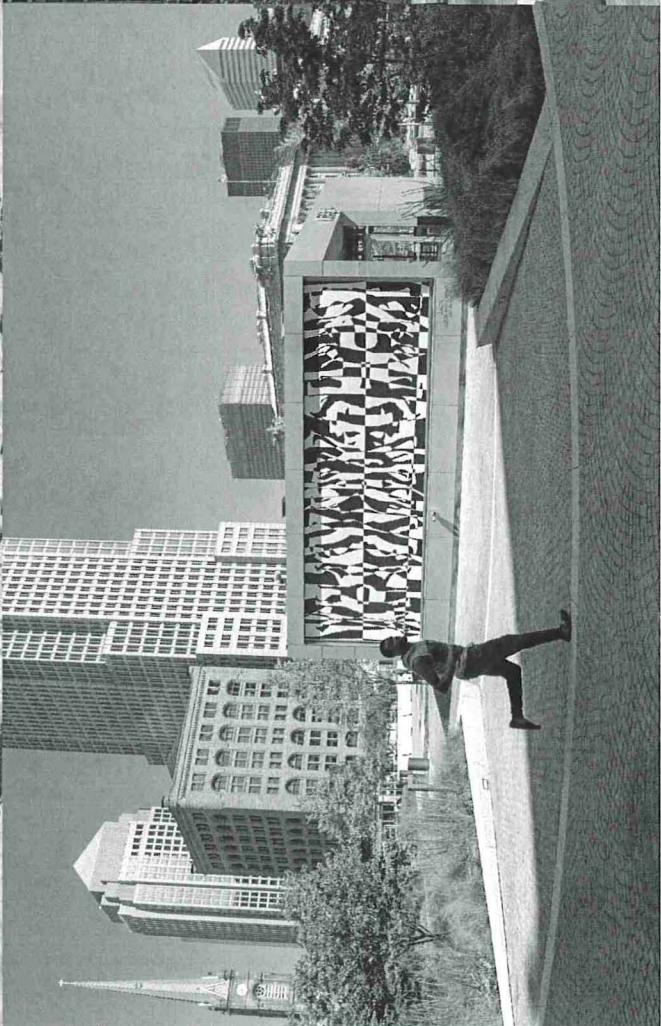
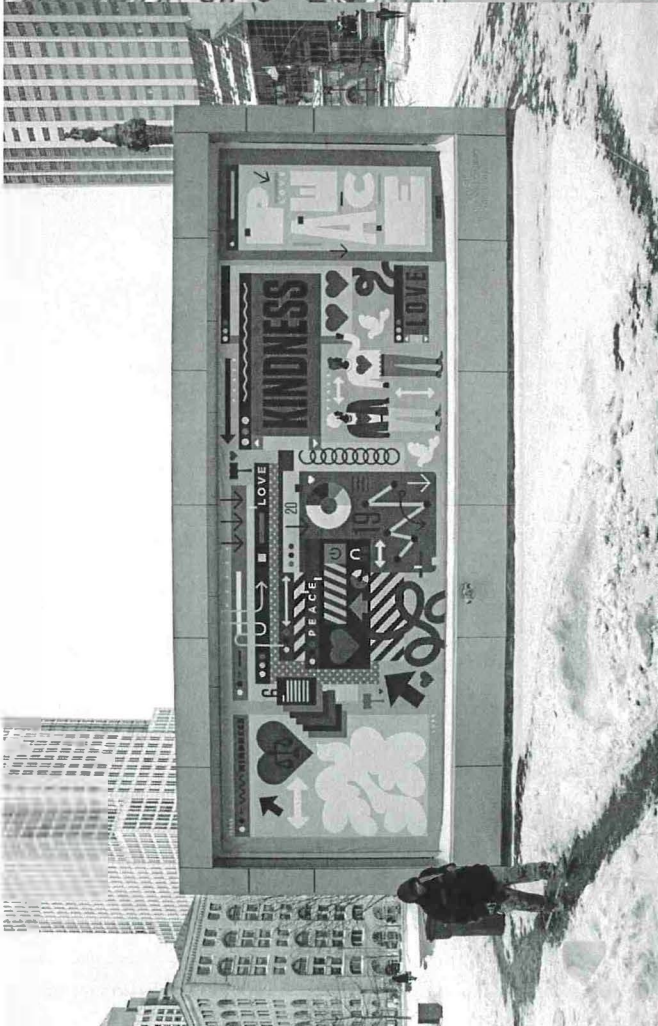
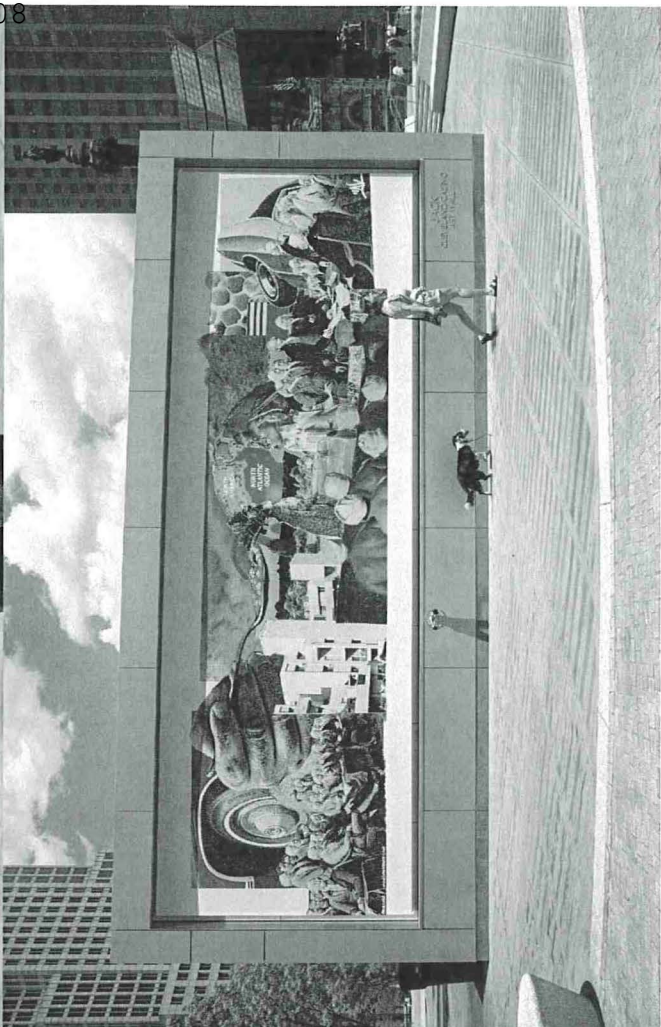
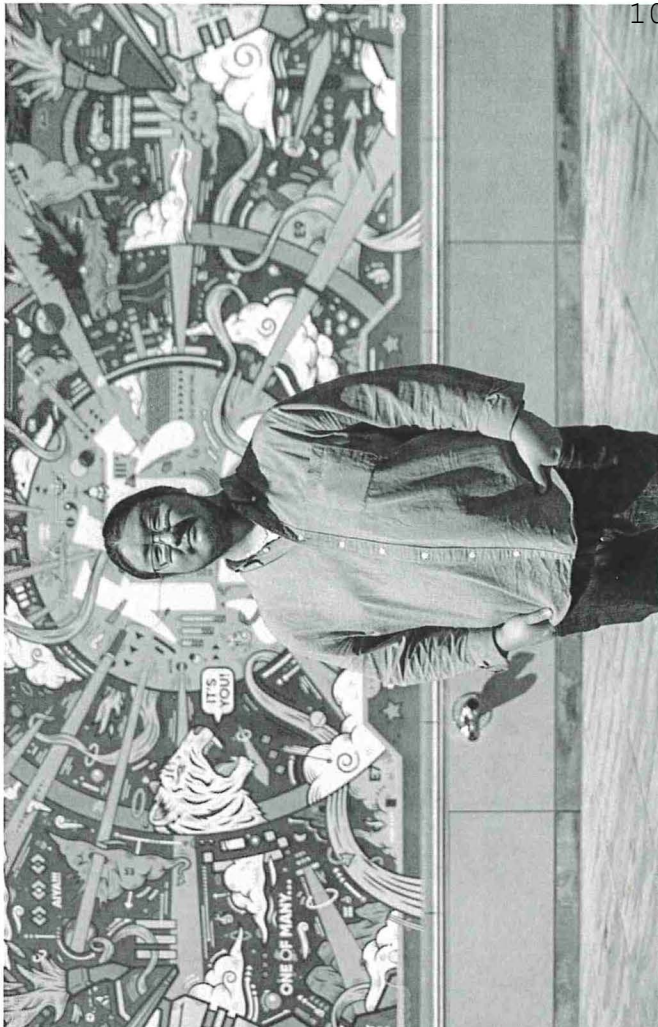
Initial concept sketches

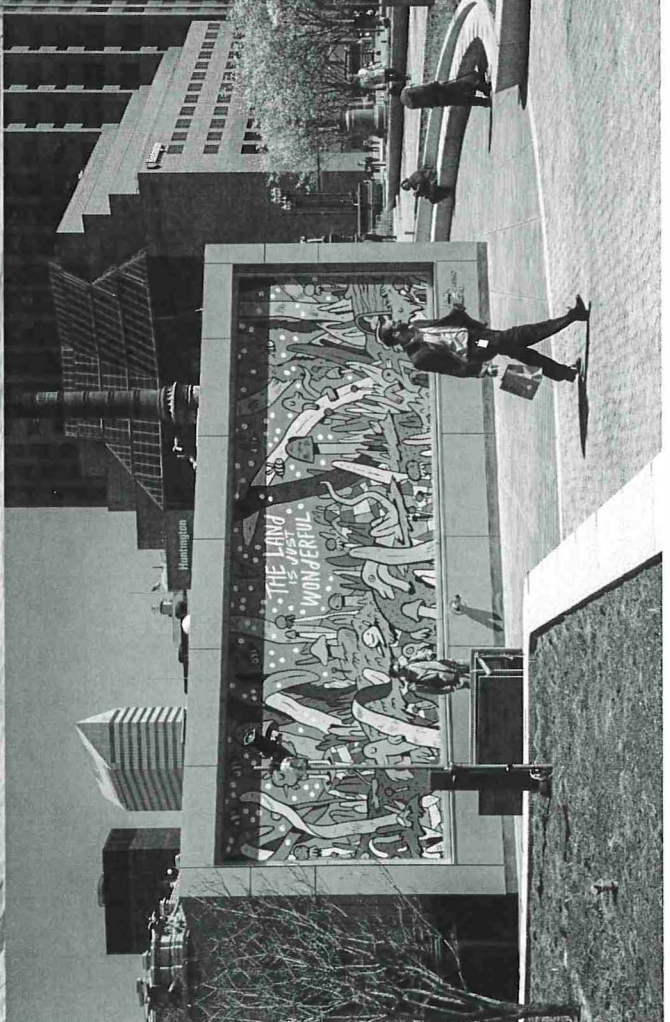
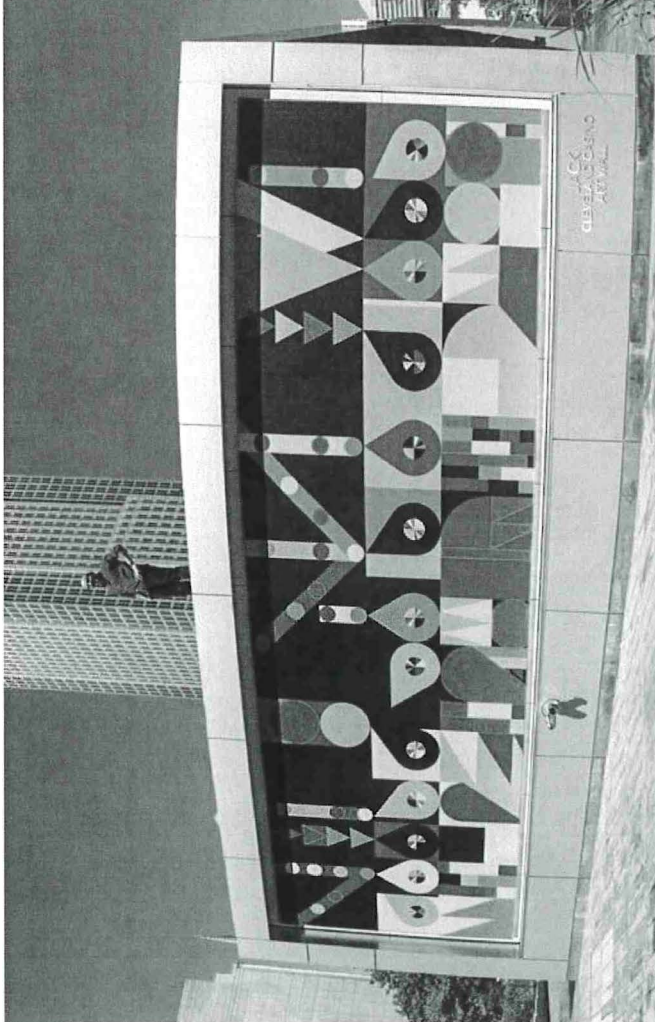
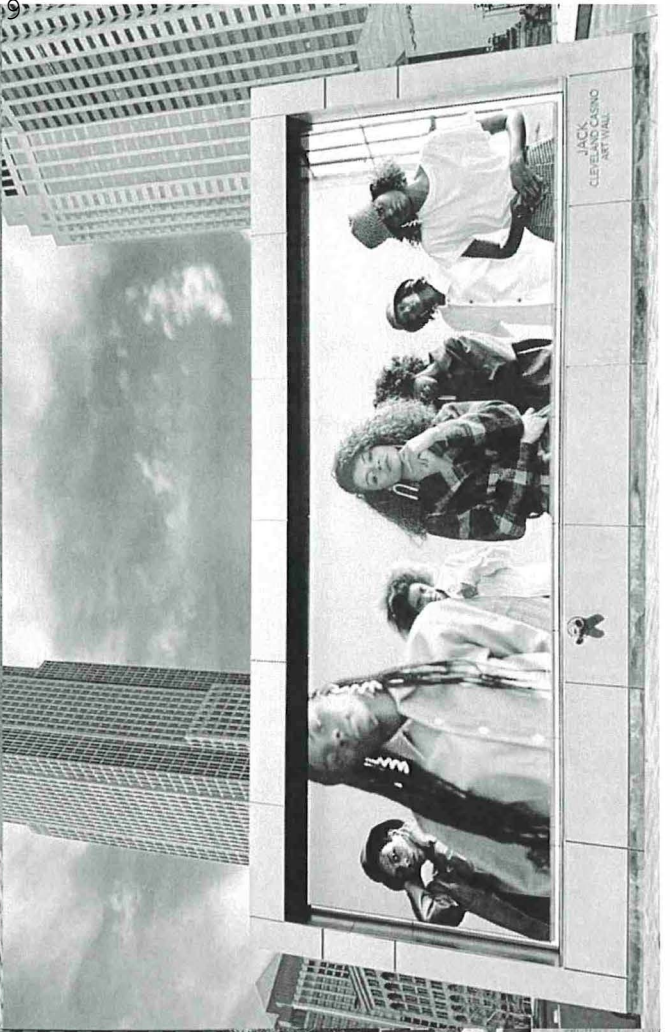
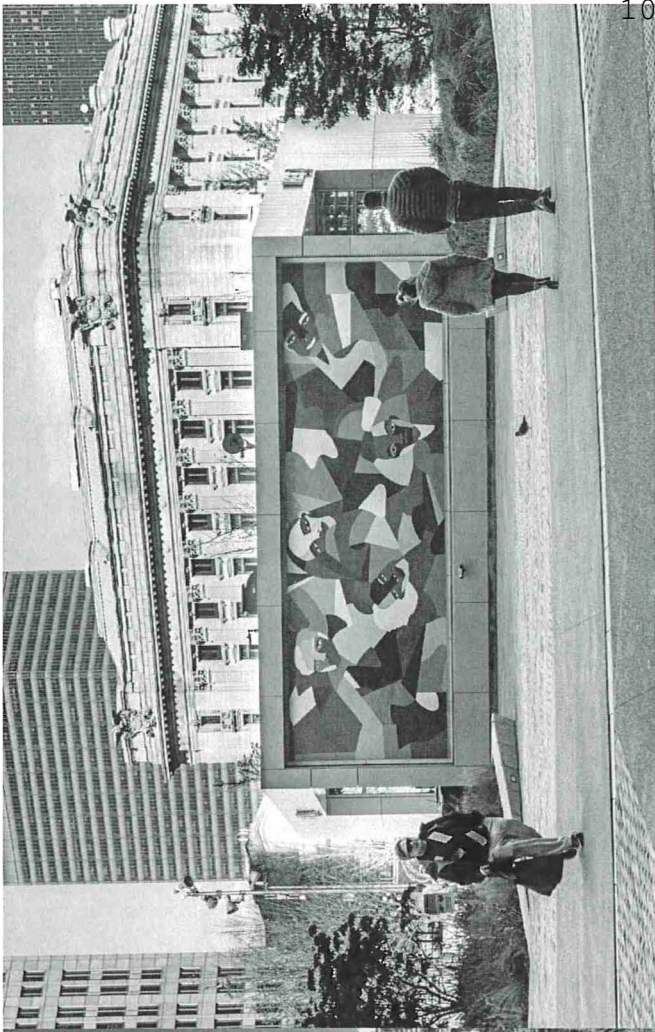


Precedent sculptures (material, size, and number of pieces TBD)

Art Wall

Public Square rotating mural space for emerging local art-





JACK CLEVELAND CASINO ART WALL

JACK CLEVELAND CASINO ART WALL

THE LAND IS JUST WONDERFUL

Budget

2021 Budget Estimate

| | LAND studio contributed funds | Cleveland Public Library funds | TOTAL |
|--|-------------------------------|--------------------------------|------------------|
| Project Component 1: Eastman Reading Garden Site | | | |
| Fabrication | \$20,000 | \$35,000 | \$55,000 |
| Painting/finishing/clay/artist supplies | \$7,000 | | \$7,000 |
| Transportation/Installation | | \$10,000 | \$10,000 |
| Signage/Marketing/Permits | | \$1,000 | \$1,000 |
| Ongoing Maintenance/Repair | | \$2,000 | \$2,000 |
| Project Component 2: Second Site (TBD)/Art Wall Pilot Program | | | |
| Framing Installation (includes change-out) | | \$9,000 | \$9,000 |
| Wall or site prep? | | \$3,000 | \$3,000 |
| Signage/Marketing/Permits | \$1,000 | | \$1,000 |
| Project Component 1&2 (Both Sites) | | | |
| LAND studio fee | | \$20,000 | \$20,000 |
| Artist Fee* | | \$20,000 | \$20,000 |
| Contingency | \$8,000 | | \$8,000 |
| TOTAL | \$36,000 | \$100,000 | \$136,000 |

*2021 only we would combine into one total art fee for both componets. Typical artist fees ~20% total project budget.

CPL Art Wall Yearly Change Out Estimate

Art Wall Yearly Change Out

| | | |
|----------------------------|--|-----------------|
| Artist Fee | | \$2,500 |
| Fabrication + Installation | | \$5,000 |
| Ongoing project management | | See Also Budget |

OPTION AGREEMENT

This Option Agreement (“**Agreement**”) is entered into as of _____, 2021 (“**Effective Date**”) by and between the Cleveland Public Library, a political subdivision of the State of Ohio, 325 Superior Avenue, Cleveland, Ohio 44114 (“**CPL**”) and Detroit Shoreway Community Development Organization, an Ohio non-profit corporation, 6516 Detroit Avenue, Suite 1, Cleveland, Ohio 44102 (“**DSCDO**”) (collectively, the “**Parties**”).

RECITALS

A. CPL owns certain real property located at 7910 Detroit Avenue, Cleveland, Ohio 44102, being tax parcel number 002-01-008 (“**CPL Property**”), where CPL currently operates the existing Walz library branch (the “**Existing Walz Branch**”). DSCDO currently owns property located at 7918 Detroit Avenue, 1377 West 80th Street, 1373 West 80th Street and 1369 West 80th Street, in Cleveland, Ohio 44102, being tax parcel numbers 002-01-007, 002-01-048, 002-0147 and 002-01-046 (“**DSCDO Property**”). The CPL Property and DSCDO Property are collectively referred to herein as the “**Property**” and are more particularly identified on Exhibit A-1 and legally described on Exhibit A-2 attached hereto and made a part hereof.

B. CPL is planning to demolish the Existing Walz Branch and construct a new library location, as more particularly described herein (“**New Walz Branch**”), which will be located on the corner of West 80th and Detroit Avenue and substantially located on the DSCDO Property. DSCDO desires to develop and construct an affordable, senior living apartment project (“**Residences**”) located on a portion of the CPL Property as well as above the New Walz Branch as more particularly shown on Exhibit B attached hereto and made a part hereof (the New Walz Branch and Residences are collectively referred to herein as the “**Project**”). It is intended that the New Walz Branch and the Residences will be part of an integrated building design, generally consistent with the Bialosky renderings dated January 8, 2020, but the ownership of the New Walz Branch and the Residences, respectively, will be independent and not through any partnership or joint venture between the parties.

C. The Parties acknowledge and agree that the Option Agreement dated February 21, 2020 by and between CPL and DSCDO (the “**Original Option Agreement**”) automatically terminated pursuant to its terms.

D. CPL and DSCDO desire to set forth the terms under which DSCDO has the option to move forward with the development of the Project.

NOW, THEREFORE, for good and valuable consideration received, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

AGREEMENT

1. **Basic Transaction**

- a) **Purchase Terms.** DSCDO wishes to sell the DSCDO Property to CPL and CPL wishes to sell the Residences Property to DSCDO on an “as is”, “where is” and “with all faults” basis without any contingencies except as set forth

in this Agreement or in the Purchase Agreement (hereinafter defined). The Parties shall negotiate an agreement for purchase of the Property (“**Purchase Agreement**”) that shall contain the basic terms contained in this Agreement and other terms and conditions to be negotiated between the Parties. The Parties shall not commence negotiation of the Purchase Agreement until DSCDO has elected to exercise its option hereunder.

- b) **Purchase Price.** In the event DSCDO exercises its option hereunder, CPL will contribute the CPL Property and DSCDO will contribute the DSCDO Property, with each party being given a credit for the appraised value thereof. CPL and DSCDO have each obtained an appraisal by a qualified MAI appraiser, with significant experience appraising commercial mixed-use properties to determine the valuation of the DSCDO Property and the CPL Property. DSCDO acknowledges that CPL has completed the appraisal for the CPL Property and agrees to use identical methodology and assumptions for the DSCDO Property appraisal.

To the extent a cash consideration credit is owed to either party as a result of the appraised valuation process described above, in the event of an Integrated Transaction (herein defined), such credit shall be applied against the funds owed by such party as part of its construction cost allocation contribution with respect to the construction of parking areas, footings and subsurface supports, elevators, and other elements that will be for common use at the Project or which are allocated to such party due to the nature of the design of the Residences Property as being integrated with and partially on top of the New Walz Branch (the “**Shared Construction Cost Allocation**”). Such cost allocations will be more fully described in the COREA (as hereinafter defined) or a separate agreement concerning cost allocations.

To the extent a cash consideration credit is owed to either party as a result of the appraised valuation process described above, in the event of a Land Transaction (herein defined), such credit shall be applied to such party at Closing (herein defined).

2. **Option**

- a) **Grant of Option.** CPL hereby grants to DSCDO and DSCDO hereby accepts from CPL, the exclusive, irrevocable right and option (the “**Option**”) to elect to either (i) move forward with the development of the Project as shown on Exhibit B (the “**Integrated Transaction**”), or (ii) move forward with CPL acquiring from DSCDO the DSCDO Property and DSCDO acquiring from CPL the CPL Property and not developing the Project as shown on Exhibit B (the “**Land Transaction**”).
- b) **Option Period.** CPL shall grant DSCDO the Option for the period commencing on the Effective Date and expiring on August 15, 2021 (the

“**Option Period**”); provided, however, that if (i) DSCDO does not receive the Low Income Housing Tax Credit award (“**LIHTC Award**”) prior to June 1, 2021, the Option to enter into the Land Transaction shall be automatically exercised as of June 15, 2021, as documented in accordance with Section 2(e) below, and (ii) DSCDO is awarded the LIHTC Award prior to June 1, 2021, the Option to enter into the Integrated Transaction (shall be automatically exercised as of June 15, 2021 as documented in accordance with Section 2(e) below.

- c) **Option Consideration.** DSCDO shall pay to CPL the sum of One Thousand and 00/100 Dollars (\$1,000.00) for the Option (the “**Option Consideration**”). DSCDO shall pay the Option Consideration to CPL within ten (10) business days of DSCDO’s receipt of a fully executed original of this Agreement authorized by CPL’s Board of Trustees.
- d) **Effect of Option Consideration on Purchase.** CPL acknowledges and agrees that DSCDO deposited a \$1,000.00 option fee to CPL pursuant to the Original Option Agreement (the “**Original Option Fee**”). If DSCDO exercises the Option to enter into the Integrated Transaction, CPL shall apply \$1,000.00 of the Option Consideration plus the Original Option Fee towards DSCDO’s portion of the Shared Construction Cost Allocation, and if DSCDO exercises the Option to enter into the Land Transaction, CPL shall apply \$1,000.00 of the Option Consideration plus the Original Option Fee towards DSCDO’s operating expenses under the REA (herein defined). In no event shall CPL be required to refund the Option Consideration to DSCDO.
- e) **Notice of Exercise: Purchase Agreement.** In the event DSCDO desires to exercise the Option (or if the Option is automatically exercised with respect to the Integrated Transaction or the Land Transaction, as applicable), DSCDO shall give written notice of such exercise to CPL and the Parties shall thereupon proceed to negotiate, execute and deliver the Purchase Agreement and to consummate the transaction in accordance with the terms and conditions contained therein. Closing of such transaction shall occur in accordance with the terms of the Purchase Agreement.

3. **Closing Date and Possession.**

- a) **Closing Process.** The “**Closing**” shall be a multi-step process that will occur as follows:
 - (1) In the event of an Integrated Transaction, the following shall occur:
 - (i) DSCDO will sell and transfer title to the DSCDO Property to CPL (for purposes hereof, the property where the New Walz Branch will be located is referred to herein as the “**Walz Branch Property**”),

- (ii) The Property will be consolidated and subdivided pursuant to a subdivision plat approved by both parties and recorded with the Cuyahoga County Recorder's Office (the "**Plat**"),
 - (iii) CPL shall convey to DSCDO the land upon which the Residences will be built and an air rights parcel within which the portion of the Residences above the New Walz Branch will be built (together with any easement rights in favor of DSCDO, collectively the "**Residences Property**"), and
 - (iv) CPL and DSCDO shall record a Construction, Operation and Reciprocal Easement Agreement ("**COREA**").
- (2) In the event of a Land Transaction, the following shall occur:
- (i) DSCDO will sell and transfer title to the DSCDO Property to CPL,
 - (ii) The Property will be consolidated and subdivided pursuant to the Plat,
 - (iii) CPL shall convey to DSCDO the CPL Property only (the "**New DSCDO Property**"), and
 - (iv) CPL and DSCDO shall record a Reciprocal Easement Agreement ("**REA**").

b) Closing Conditions.

- (1) The Closing of the Integrated Transaction shall be subject to the satisfaction or waiver in writing of the following conditions:
- (i) CPL's and DSCDO's mutual agreement on the final design for the Residences Property, which agreement by CPL shall include considerations relating to (i) the impact of the design of the Residences Property to the cost and design of the New Walz Branch, (ii) whether the design of the Residences Property detracts from the character or design intent of the New Walz Branch, and (iii) whether the design of the Residences Property interferes with ingress and egress to and from the New Walz Branch.
 - (ii) CPL's and DSCDO's mutual agreement on the form of COREA and Shared Construction Cost Allocation.
 - (iii) DSCDO's confirmation that it has obtained all financing required to build the Residences and provided evidence of such reasonably acceptable to CPL; provided, however,

DSCDO shall be required to submit a loan commitment or term sheet mutually agreed upon by DSCDO and its lender(s) prior to the execution of the Purchase Agreement and shall continue to use good faith efforts to close on its financing prior to the Closing Date.

- (iv) DSCDO providing a completion guaranty, bond or similar financial security in favor of CPL with respect to the timely, lien-free and workmanlike completion of the construction of the Residences Property and securing DSCDO's financial obligations with respect to DSCDO's portion of the Shared Construction Cost Allocation. CPL (i) providing a letter signed by CPL's Chief Financial Officer stating that CPL has bond funding in place to fully fund the construction of the New Walz Branch and (ii) agreeing to a covenant in the COREA to commence construction promptly following Closing (subject to any permitting or force majeure type delays or delays caused by DSCDO) and thereafter diligently completing construction.
 - (v) Approval by all applicable governmental entities of the Plat, zoning variances (if required), and final design of the Residences and the New Walz Branch.
 - (vi) An irrevocable commitment from the Title Company (herein defined) to issue ALTA policies of title insurance, insuring title in the Residences Property (in favor of DSCDO) and the Walz Branch Property (in favor of CPL), including without limitation, providing title insurance coverage with respect to the easements set forth in the COREA.
 - (vii) An opinion from CPL's Bond Counsel satisfactory to CPL concerning the use of CPL funds as part of the mixed used development and preserving tax exempt nature of the bonds.
 - (viii) The mutual approval of the environmental conditions of the Property and the extent of any recommended environmental remediation.
 - (ix) CPL's and DSCDO's engagement of a geotechnical engineer and such engineer has confirmed that all geotechnical requirements for the construction of the parking lot and foundations for the New Walz Branch are met.
- (2) The Closing of the Land Transaction shall be subject to the satisfaction or waiver in writing of the following conditions:

- (i) CPL's and DSCDO's mutual agreement on the form of REA.
 - (ii) Approval by all applicable governmental entities of the Plat and zoning variances (if required).
 - (iii) An irrevocable commitment from the Title Company (herein defined) to issue ALTA policies of title insurance, insuring title in the New DSCDO Property (in favor of DSCDO) and the Walz Branch Property (in favor of CPL), including without limitation, providing title insurance coverage with respect to the easements set forth in the REA.
 - (iv) An opinion from CPL's Bond Counsel satisfactory to CPL concerning the use of CPL funds as part of the development and preserving tax exempt nature of the bonds.
 - (v) The mutual approval of the environmental conditions of the Property and the extent of any recommended environmental remediation.
 - (vi) CPL's and DSCDO's engagement of a geotechnical engineer and such engineer has confirmed that all geotechnical requirements for the construction of the parking lot and foundations for the New Walz Branch are met.
- c) **Closing Date.** The final step of Closing ("**Closing Date**") shall occur no later than May 15, 2022; provided, however, solely in the event that DSCDO is unable to secure all financing required to build the Residences prior to the Closing Date for the Integrated Transaction only, despite good faith efforts, DSCDO shall have the right to extend the Closing Date as reasonably necessary, but in no event later than September 1, 2022 ("**Outside Closing Date**"), by depositing with CPL such sum that shall be set forth in the Purchase Agreement, which shall not be applied to DSCDO's portion of the Shared Construction Cost Allocation.

4. **Title Commitment and Escrow Agent.** The title company and escrow agent for the transaction contemplated in the Purchase Agreement shall be Ohio Real Title (the "**Title Company**"); provided, however, CPL acknowledges and agrees that DSCDO may require Surety Title Company to issue the title policy for the New DSCDO Property.

5. **Purchase Agreement.** Upon DSCDO exercising its Option, the Parties shall begin negotiating in good faith to reach a written Purchase Agreement containing comprehensive representations, warranties, disclosures, indemnities, conditions and agreements. The Purchase Agreement shall also include, without limitation, the timing for demolition of the buildings on the DSCDO Property and the CPL Property and, in the event of the Land Transaction, DSCDO's portion of the construction costs due to CPL in order to construct the parking areas and driveways.

6. **Inspection Period.** Following DSCDO exercising its Option and at any time prior to the Closing Date, DSCDO and CPL shall each have the right to enter onto the Property, upon at least forty-eight (48) hours prior written notice to the other Party (for purposes of this Section 6, electronic mail is deemed sufficient) in order to review, examine, inspect and conduct any reasonable due diligence. The Parties shall at all times conduct their due diligence reviews, inspections and examinations (and shall cause their consultants and other third party reviewers to perform their reviews, inspections and examinations) in a manner so as not to cause liability, damage, lien, loss, cost or expense (other than normal and customary costs and expenses as a result of facilitating such due diligence) to the other Party or the Property and so as to not interfere with or disturb (i) the current operation of the Existing Walz Branch or (ii) the rights of tenants of the DSCDO Property. In the event such due diligence reviews, inspections and examinations of the Property will occur during the current hours of operation of the Existing Walz Branch, CPL's prior written consent shall be required, and in the event such due diligence reviews, inspections and examinations of the Property will require access to any tenant-occupied portion of the DSCDO Property, DSCDO's prior written consent shall be required. Prior to entry upon the Property for such due diligence reviews, inspections and examinations, DSCDO and CPL shall provide to the other Party proof of any insurance required pursuant to this Option Agreement and the Purchase Agreement. Notwithstanding the foregoing, in no event shall either Party conduct any invasive physical testing (environmental, structural or otherwise) on the other Party's property, or take physical samples from the other Party's property without such Party's express written consent, which consent may be given or withheld in such Party's sole and absolute discretion. The terms and restrictions of any due diligence reviews, inspections and examinations shall be more fully described in the Purchase Agreement.

7. **COREA.** Upon DSCDO exercising its Option for the Integrated Transaction, the Parties shall begin negotiating the COREA and shall use good faith efforts to reach an agreement as to the substantially final form of the COREA prior to December 14, 2021 in order to present to the Board of CPL for approval on December 16, 2021. The COREA will serve as the governing regime for the construction, use and operation of the New Walz Branch and the Residences, and shall include the following:

- a) **Uses:** The Residences shall only be used for an affordable senior living facility. All other uses will require CPL's consent. The New Walz Branch shall only be used as a public library while owned by CPL. The Property shall be encumbered by restrictions against noxious uses and prohibited uses, as more further defined in the written Purchase Agreement.
- b) **Easements:** The Property will be subject, at a minimum, to the following easements: common driveway and access; parking; common areas; maintenance rooms; elevator shaft(s); utilities and construction.
- c) **Construction:** All developments on the Property will be consistent with the Bialosky renderings dated January 8, 2020 (as the same may be modified and amended by both parties' mutual consent).

- d) **Parking:** CPL and DSCDO shall each have at least eighteen (18) parking spaces in the parking area that are maintained as designated library or residential spaces, as applicable.
- e) **Operating Expenses:** The Parties will share in the operating expenses for the common areas, such expenses will be determined by taking into account the level, degree, scope and volume of usage of, and traffic volume over, the common areas, as well as evolving uses of the Property and other relevant factors.
- f) **Non-Subordination:** The COREA shall at all times remain superior in interest to any mortgages (or other forms of financing), leases or other similar encumbrances affecting title to either the Walz Branch Property or the Residences Property.
- g) **ROFR:** The sale of the Residences Property (or any portion thereof) following the expiration of the tax credit compliance period shall be subject to CPL having a right of first refusal over the proposed sale of the Residences Property (or any portion thereof), but shall in no event apply to (i) a related party transfer or (ii) the sale of the Residences to an experienced and reputable LIHTC operator approved by the Ohio Housing Finance Agency (“**OHFA**”), which has sufficient capitalization to own and operate the Residences Property in a manner consistent with good practices in the industry.

8. **REA.** Upon DSCDO exercising its Option for the Land Transaction, the Parties shall begin negotiating the REA and shall use good faith efforts to reach an agreement as to the substantially final form of the REA prior to December 14, 2021 in order to present to the Board of CPL for approval on December 16, 2021. The REA will serve as the governing regime for the use and operation of the New Walz Branch and the Residences, and shall include the following:

- a) **Uses:** DSCDO shall use good faith efforts to use the New DSCDO Property for an affordable senior living facility. All additional prohibited uses encumbering the New DSCDO Property shall be mutually agreed upon in the written Purchase Agreement. All other uses violating the foregoing will require CPL’s consent. The New Walz Branch shall only be used as a public library while owned by CPL. All additional prohibited uses encumbering the New Walz Branch shall be mutually agreed upon in the written Purchase Agreement. The Property shall be encumbered by restrictions against noxious uses.
- b) **Easements:** The Property will be subject, at a minimum, to the following easements: common driveway and access; parking; common areas; and construction.

- c) **Parking:** CPL and DSCDO shall each have at least eighteen (18) parking spaces in the parking area that are maintained as designated library or residential spaces, as applicable.
- d) **Operating Expenses:** The Parties will share in the operating expenses for the common areas, such expenses will be determined by taking into account the level, degree, scope and volume of usage of, and traffic volume over, the common areas, as well as evolving uses of the Property and other relevant factors.
- e) **Non-Subordination:** The REA shall at all times remain superior in interest to any mortgages (or other forms of financing), leases or other similar encumbrances affecting title to either the Walz Branch Property or the New DSCDO Property.

9. **Exclusive Dealing.** During the Option Period, the Parties shall not negotiate with any other person or entity relating to the acquisition or lease of the Property, in whole or in part.

10. **Notices.** Any notice which may be or is required to be given pursuant to the provisions of this Agreement shall be personally delivered, sent by certified or registered mail, postage prepaid, return receipt requested, by overnight delivery service, or by electronic mail during normal business hours (prior to 6:00 p.m. Eastern) with a confirmation copy delivered by recognized, overnight delivery service (e.g., Federal Express), and addressed as follows.

If to CPL, to:

325 Superior Avenue
 Cleveland, Ohio 44114
 Attn: Bryan K. Szalewski, Esq., Director of Legal Affairs
 Email: bryan.szalewski@cpl.org

With a copy to:

325 Superior Avenue
 Cleveland, Ohio 44114
 Attn: Felton Thomas, Jr., Executive Director
 Email: Felton.Thomas@cpl.org

And with a copy to:

Benesch Friedlander Coplan & Aronoff LLP
 200 Public Square, Suite 2300
 Cleveland, Ohio 44114
 Attention: Jared E. Oakes
 E-mail: joakes@beneschlaw.com

If to DSCDO, to:

Detroit Shoreway Community Development Organization
 6516 Detroit Avenue, Suite 1
 Cleveland, Ohio 44102
 Attn: Anya Kulcsar, Director of Real Estate Development
 Email: akulcsar@dscdo.org

With a copy to:

Randall B. Shorr, Esq.
 6314 Franklin Boulevard
 Cleveland, OH 44102
 Email: rshorr@shorrlaw.com

The Parties may change the contact information within this Section by written communication in lieu of Amendment to this Agreement. Notices given by CPL's counsel shall be deemed given by CPL and notices given by DSCDO's counsel shall be deemed given by DSCDO.

11. **Authority.** Each person and entity signing on behalf of a party to this Agreement individually warrants his and its authority so to do and individually warrants that all necessary actions have been taken to authorize the execution of this Agreement by such party.

12. **Real Estate Brokers' Commissions.** In the Purchase Agreement, CPL and DSCDO will represent and warrant to each other that such Parties have had no dealings with any real estate broker or agent so as to entitle any broker or agent to any commission in connection with the Project.

13. **Insurance.** DSCDO shall indemnify CPL for any injury or harm directly or indirectly resulting from DSCDO's inspections conducted on the Property pursuant to this Agreement. DSCDO shall provide upon execution of this Agreement evidence of commercial liability insurance covering DSCDO's operation with minimum coverage of \$1,000,000 per occurrence. Said insurance shall include contractual liability. CPL shall be made an additional insured on said insurance policy. CPL hereby agrees to release DSCDO from any responsibility for any injury or harm directly resulting from CPL's negligence on the Property pursuant to this Agreement. CPL shall provide upon execution of this Agreement evidence of commercial liability insurance covering CPL's operation with minimum coverage of \$1,000,000 per occurrence. Said insurance shall include contractual liability. DSCDO shall be made an additional insured on said insurance policy. The provisions of this Section 11 shall survive termination or expiration of this Agreement.

14. **Confidentiality.** The Parties agree that the terms of this Agreement are confidential and to the extent required by law, no Party will make any disclosure of the terms of this Agreement to any third party without the prior written consent of the other Party. Notwithstanding the foregoing, (i) CPL acknowledges that this Agreement shall be disclosed to the OHFA and to other potential funding sources for the Residences and (ii) DSCDO acknowledges that this Agreement shall be disclosed to the Board of the CPL and shall become public record upon such disclosure.

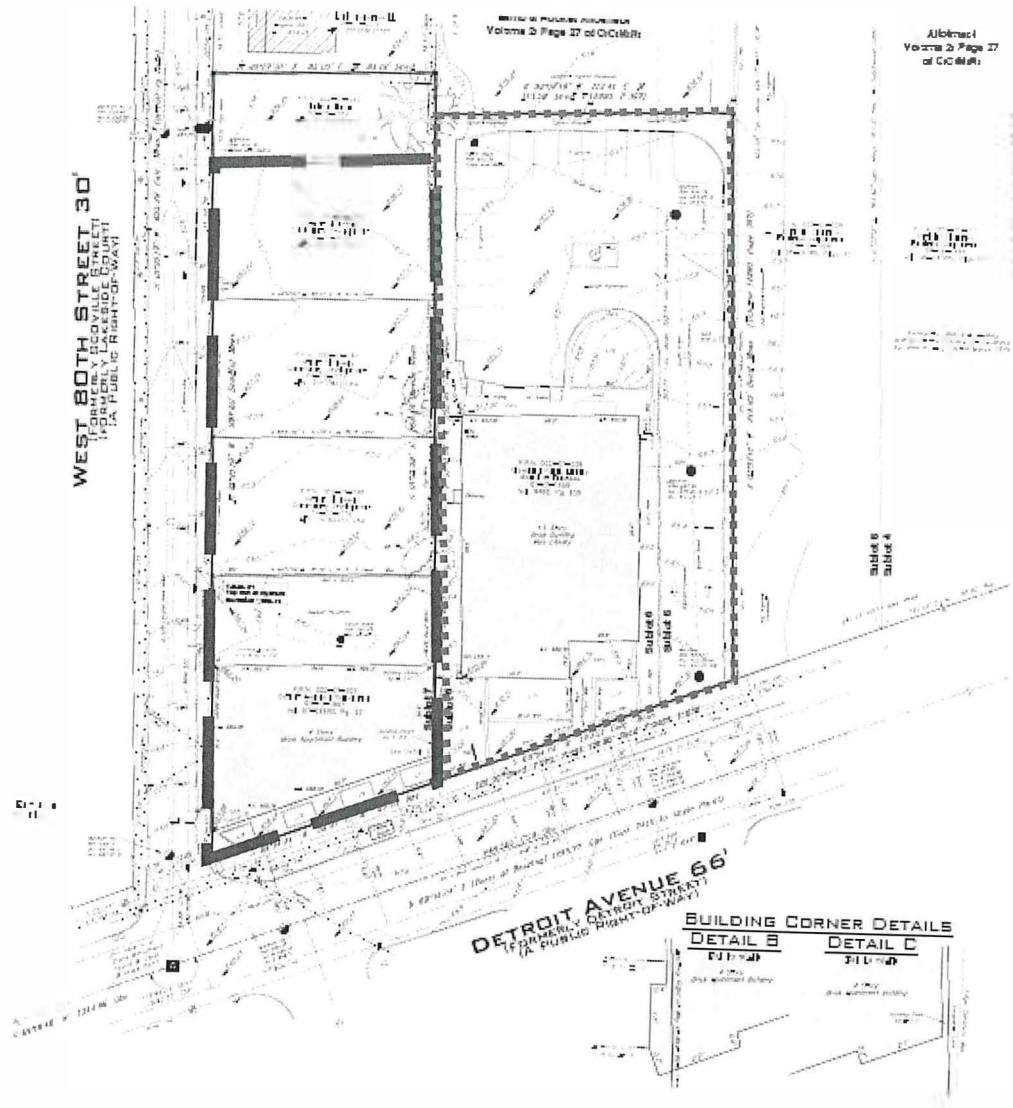
15. **Binding.** Each Party hereto acknowledges that this Agreement embodies the entire agreement between the parties and supersedes all prior agreements and understandings, if any, relating to the Property, and may be amended or supplemented only by an instrument in writing executed by the party against whom enforcement is sought.

16. **Construction.** Each Party hereto acknowledges that it was represented by counsel and participated equally in the drafting and negotiation of this Agreement and that, accordingly, no court construing this Agreement shall construe it more stringently against one Party than against the other.

17. **Multiple Counterparts.** The parties may execute this Agreement in one or more identical counterparts, all of which when taken together will constitute one and the same instrument. An electronic mail submission shall be binding on the party or parties whose signatures appear thereon. If executed in counterparts, each counterpart will be deemed an original for all purposes, and all such counterparts shall, collectively, constitute one agreement.

Exhibit A-1

The Property



DSCDO Property

CPL Property

Exhibit A-2**Legal Description of the Property****CPL Property:**

NOTE: Legal Description subject to change based upon survey and title work to be completed during due diligence of the Property.

Parcel No. 1:

Situated in the City of Cleveland, County of Cuyahoga and State of Ohio, and known as being Sub Lot No. 6 and the westerly part of Sub Lot No. 5 in Lamb and Hooker's Allotment of a part of Original Brooklyn Township's Lots Nos. 29 and 30 as shown by the recorded plat in Volume 2 of Maps, Page 27 of Cuyahoga County Records and together bounded and described as follows:

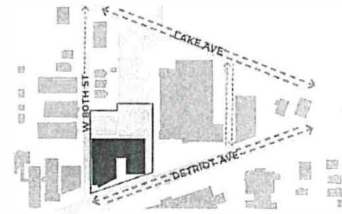
Commencing at a point on the northerly side of Detroit Street 60 feet westerly from the southeasterly corner of said lot No. 5; thence running northerly parallel with the easterly line of said Lot No. 5 about 383 feet to the northerly line of said Lot No. 5; thence westerly along the northerly line of said Lots Nos. 5 and 6 to the northwesterly corner of said Lot No. 6; thence southerly along the westerly line of said Lot No. 6 to the northerly line of Detroit Street; thence easterly along the northerly line of Detroit Street 120 feet to the place of beginning. Be the same more or less, but subject to all legal highways.

Exhibit B The Project



SITE PLAN

RESIDENCES
55,000 GSF +/-
LIBRARY
15,000 GSF +/-
PARKING
36 TOTAL SPACES



DSCDO/CPL W. 80'S MIXED USE
BIALOSKY
CLEVELAND
January 27, 2020



Owner / Architect
Additional Services

O/A #01
Date: 01.08.21

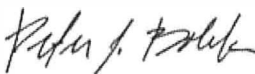
| | |
|--|---|
| OWNER/PROJECT: Cleveland Public Library Lorain Branch | HBM Architects, LLC Principal: Peter J. Bolek, A.I.A. Project Manager: Kevin Kennedy |
|--|---|

Scope of Work:

Documentation and creation of drawings of the existing building systems including mechanical, electrical and plumbing utilities.

Fee Basis:

| | | | |
|-------------------------------------|---------------------------------|-------------------|--------------------------------------|
| <input type="checkbox"/> | Percentage of Construction Cost | _____ % | estimated Construction Cost \$ _____ |
| <input checked="" type="checkbox"/> | Lump Sum | | \$15,000 |
| <input type="checkbox"/> | Hourly | Fee Est: \$ _____ | |
| <input type="checkbox"/> | Hourly not to exceed | \$ _____ | |

| | |
|--|--|
| HBM ARCHITECTS, LLC Peter J. Bolek, A.I.A. BY President TITLE  SIGNATURE 01-08-2021 DATE OF SIGNATURE | OWNER (AUTHORIZED REPRESENTATIVE) BY TITLE SIGNATURE DATE OF SIGNATURE |
|--|--|

Work to be performed under the Conditions of:

Existing Agreement AIA B133 dated: September 28, 2020.

Other _____

**CLEVELAND PUBLIC LIBRARY
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES
FOR THE PERIOD DECEMBER 1 – DECEMBER 31, 2020**

Carrie Krenicky

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

Cleveland Public Library
Revenues, Expenditures and Changes in Fund Balance
For the Period Ending December 31, 2020

| | <u>General Fund</u> | <u>Special Revenue</u> | <u>Debt Service</u> | <u>Capital Projects</u> | <u>Permanent</u> | <u>Agency</u> | <u>Total</u> |
|--|-------------------------|-------------------------|-------------------------|-------------------------|------------------------|---------------------|--------------------------|
| 41 Taxes | 37,057,037.68 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 37,057,037.68 |
| 42 Intergovernmental | 25,838,333.37 | 2,262,350.08 | 0.00 | 0.00 | 0.00 | 0.00 | 28,100,683.45 |
| 43 Fines & Fees | 117,880.61 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 117,880.61 |
| 44 Investment Earnings | 663,282.70 | 362,248.53 | 14,471.55 | 955,334.22 | 87,993.55 | 0.00 | 2,083,330.55 |
| 45 Charges for Services | 0.00 | 5,542,462.76 | 0.00 | 0.00 | 0.00 | 0.00 | 5,542,462.76 |
| 46 Contributions & Donations | 510.00 | 905,376.25 | 0.00 | 0.00 | 148,784.42 | 0.00 | 1,054,670.67 |
| 48 Miscellaneous Revenue | 1,502,053.81 | 0.00 | 0.00 | 0.00 | 0.00 | 74,835.93 | 1,576,889.74 |
| Total Revenues | \$ 65,179,098.17 | \$ 9,072,437.62 | \$ 14,471.55 | \$ 955,334.22 | \$ 236,777.97 | \$ 74,835.93 | \$ 75,532,955.46 |
| 51 Salaries/Benefits | 35,524,987.29 | 3,096,299.55 | 0.00 | 0.00 | 0.00 | 0.00 | 38,621,286.84 |
| 52 Supplies | 427,785.52 | 443,486.46 | 0.00 | 0.00 | 1,591.97 | 0.00 | 872,863.95 |
| 53 Purchased/Contracted Services | 8,474,722.33 | 2,555,066.17 | 0.00 | 57,759.44 | 42,404.78 | 0.00 | 11,129,952.72 |
| 54 Library Materials | 5,879,531.35 | 1,112,195.29 | 0.00 | 0.00 | 22,227.42 | 0.00 | 7,013,954.06 |
| 55 Capital Outlay | 349,398.20 | 228,409.44 | 0.00 | 1,969,574.69 | 0.00 | 0.00 | 2,547,382.33 |
| 56 Debt Service | 0.00 | 0.00 | 3,292,635.20 | 0.00 | 0.00 | 0.00 | 3,292,635.20 |
| 57 Miscellaneous Expenses | 181,803.90 | 413,714.40 | 0.00 | 0.00 | 0.00 | 73,228.94 | 668,747.24 |
| Total Expenditures | \$ 50,838,228.59 | \$ 7,849,171.31 | \$ 3,292,635.20 | \$ 2,027,334.13 | \$ 66,224.17 | \$ 73,228.94 | \$ 64,146,822.34 |
| Revenue Over/(Under) Expenditures | \$ 14,340,869.58 | \$ 1,223,266.31 | \$(3,278,163.65) | \$(1,071,999.91) | \$ 170,553.80 | \$ 1,606.99 | \$ 11,386,133.12 |
| 95 Notes Issued | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 98 Advances | (10,008.56) | 10,008.56 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 99 Transfers | (1,090,385.20) | 0.00 | 1,090,385.20 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Other Sources / Uses | \$(1,100,393.76) | \$ 10,008.56 | \$ 1,090,385.20 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Revenue & Other Sources Over/ (Under) Expenditures & Other Uses | \$ 13,240,475.82 | \$ 1,233,274.87 | \$(2,187,778.45) | \$(1,071,999.91) | \$ 170,553.80 | \$ 1,606.99 | \$ 11,386,133.12 |
| Beginning Year Cash Balance | \$ 30,578,825.98 | \$ 20,239,744.42 | \$ 0.00 | \$ 63,791,378.91 | \$ 4,518,733.85 | \$ 13,202.92 | \$ 122,035,062.03 |
| Current Cash Balance | \$ 43,819,301.80 | \$ 21,473,019.29 | \$ 705,397.50 | \$ 62,719,379.00 | \$ 4,689,287.65 | \$ 14,809.91 | \$ 133,421,195.15 |

Cleveland Public Library
Certified Revenue, Appropriations and Balances
General Fund
For the Period Ending December 31, 2020

| | Certified Revenue (1) | Income To Date | Balance | Percent To Date | Percent Prior Year |
|--------------------------|----------------------------------|---------------------------|---------------------|----------------------------|-----------------------------------|
| PLF State Income Tax | 23,260,064 | 23,260,064 | - | 100% | 100% |
| General Property Tax | 37,057,038 | 37,057,038 | - | 100% | 100% |
| Rollback, Homestead, CAT | 2,578,269 | 2,578,269 | - | 100% | 100% |
| Fines & Fees | 113,052 | 117,881 | (4,829) | 104% | 105% |
| Investment Earnings | 657,998 | 663,283 | (5,285) | 101% | 107% |
| Contributions | 510 | 510 | - | 100% | 100% |
| Miscellaneous | 1,069,915 | 1,502,054 | (432,139) | 140% | 113% |
| Return of Advances Out | 0 | 75,000 | (75,000) | 0% | 0% |
| Total | \$ 64,736,846 | \$ 65,254,098 | \$ (517,252) | 101% | 101% |

| | Appropriation(2) | Expended/ Encumbered | Balance | Percent To Date (3) | Percent Prior Year |
|--------------------|-------------------------|---------------------------------|---------------------|--------------------------------|-----------------------------------|
| Salaries/Benefits | 37,118,542 | 36,929,323 | 189,219 | 99% | 100% |
| Supplies | 1,099,275 | 691,442 | 407,833 | 63% | 83% |
| Purchased Services | 11,081,825 | 10,228,976 | 852,849 | 92% | 97% |
| Library Materials | 9,552,588 | 9,522,044 | 30,544 | 100% | 100% |
| Capital Outlay | 1,584,033 | 625,655 | 958,378 | 39% | 90% |
| Other | 218,889 | 194,894 | 23,996 | 89% | 89% |
| Subtotal | \$ 60,655,151 | \$ 58,192,332 | \$ 2,462,819 | 96% | 99% |
| Advances Out | 0 | 85,009 | (85,009) | | |
| Transfers Out | 1,090,385 | 1,090,385 | 0 | | |
| Total | \$ 61,745,536 | \$ 59,367,726 | \$ 2,377,810 | 96% | 99% |

Note (1): Certificate from Cuyahoga County Budget Commission dated December 10, 2020.

Note (2): Subtotal Amended Appropriation of \$56,561,717.20 plus carried forward encumbrance of \$5,183,818.88.

Note (3): Subtotal includes 84% expended and 12% encumbered.

**Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2020**

| | | <u>Current Year Appropriation</u> | <u>Total Appropriated Funds</u> | <u>Current Year Expenditures</u> | <u>Encumbered and Unpaid</u> | <u>Unencumbered Balance</u> |
|-------|--------------------------------|---|---|--|--------------------------------------|---------------------------------|
| 51110 | Professional Salaries | 11,992,715.71 | 11,268,066.20 | 10,881,929.68 | 377,477.41 | 8,659.11 |
| 51120 | Clerical Salaries | 11,151,894.98 | 9,601,699.75 | 9,266,508.35 | 327,334.24 | 7,857.16 |
| 51130 | Non-Clerical Salaries | 1,322,588.05 | 903,598.05 | 859,379.69 | 28,471.34 | 15,747.02 |
| 51140 | Buildings Salaries | 5,040,100.86 | 4,440,806.43 | 4,273,671.04 | 157,703.44 | 9,431.95 |
| 51150 | Other Salaries | 585,727.69 | 404,737.69 | 391,413.24 | 11,657.24 | 1,667.21 |
| 51180 | Severance Pay | 0.00 | 495,585.65 | 280,552.85 | 209,471.09 | 5,561.71 |
| 51190 | Non-Base Pay | 423,000.00 | 809,542.68 | 714,010.00 | 84,332.51 | 11,200.17 |
| 51400 | OPERS | 4,312,417.07 | 3,804,043.98 | 3,656,239.26 | 137,740.59 | 10,064.13 |
| 51610 | Health Insurance | 4,764,735.97 | 4,565,079.91 | 4,468,175.72 | 0.00 | 96,904.19 |
| 51611 | Dental Insurance | 221,465.71 | 187,785.71 | 185,493.22 | 0.00 | 2,292.49 |
| 51612 | Vision Insurance | 16,977.78 | 17,047.78 | 15,343.84 | 0.00 | 1,703.94 |
| 51620 | Life Insurance | 13,786.20 | 14,636.20 | 14,288.98 | 0.00 | 347.22 |
| 51625 | Short Term Disability Insuranc | 29,623.34 | 50,663.34 | 49,825.35 | 0.00 | 837.99 |
| 51630 | Workers Compensation | 87,345.50 | 66,859.20 | 58,060.30 | 0.00 | 8,798.90 |
| 51640 | Unemployment Compensation | 25,000.00 | 69,101.94 | 26,552.63 | 42,545.14 | 4.17 |
| 51650 | Medicare - ER | 412,902.76 | 378,855.66 | 360,479.06 | 17,656.65 | 719.95 |
| 51900 | Other Benefits | 44,431.38 | 40,431.38 | 23,064.08 | 9,945.63 | 7,421.67 |
| | Salaries/Benefits | \$40,444,713.00 | \$ 37,118,541.55 | \$ 35,524,987.29 | \$ 1,404,335.28 | \$ 189,218.98 |
| 52110 | Office Supplies | 44,260.00 | 44,421.59 | 20,633.54 | 2,149.99 | 21,638.06 |
| 52120 | Stationery | 31,812.00 | 33,541.96 | 18,578.99 | 4,224.49 | 10,738.48 |
| 52130 | Duplication Supplies | 20,935.00 | 22,079.33 | 10,316.02 | 0.00 | 11,763.31 |
| 52140 | Hand Tools | 500.00 | 540.68 | 381.48 | 0.00 | 159.20 |
| 52150 | Book Repair Supplies | 65,463.00 | 54,313.00 | 20,695.38 | 10,676.29 | 22,941.33 |
| 52210 | Janitorial Supplies | 98,421.00 | 199,304.89 | 69,724.47 | 15,247.76 | 114,332.66 |

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2020

| | | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|-------|-----------------------------|---|---|--|--------------------------------------|---------------------------------|
| 52220 | Electrical Supplies | 51,034.00 | 52,514.88 | 38,619.78 | 3,016.21 | 10,878.89 |
| 52230 | Maintenance Supplies | 404,348.00 | 366,702.11 | 167,811.73 | 185,858.19 | 13,032.19 |
| 52240 | Uniforms | 21,675.00 | 38,089.00 | 14,993.38 | 10,429.22 | 12,666.40 |
| 52300 | Motor Vehicle Supplies | 56,585.00 | 67,640.31 | 25,217.17 | 4,481.01 | 37,942.13 |
| 52900 | Other Supplies | 164,434.00 | 220,126.92 | 40,813.58 | 27,573.16 | 151,740.18 |
| | Supplies | \$959,467.00 | \$ 1,099,274.67 | \$ 427,785.52 | \$ 263,656.32 | \$ 407,832.83 |
| 53100 | Travel/Meetings | 100,000.00 | 96,079.63 | 13,983.67 | 557.00 | 81,538.96 |
| 53210 | Telecommunications | 276,904.00 | 331,747.85 | 281,527.32 | 18,793.63 | 31,426.90 |
| 53230 | Postage/Freight | 78,600.00 | 113,699.44 | 23,783.73 | 24,835.61 | 65,080.10 |
| 53240 | PR/Other Communications | 198,409.00 | 206,440.32 | 90,274.14 | 60,444.08 | 55,722.10 |
| 53310 | Building Repairs | 473,609.47 | 390,007.09 | 212,032.70 | 136,216.60 | 41,757.79 |
| 53320 | Machine Repairs | 17,897.00 | 44,794.91 | 24,261.71 | 2,530.11 | 18,003.09 |
| 53340 | Building Maintenance | 485,000.00 | 530,779.03 | 290,487.74 | 240,291.29 | 0.00 |
| 53350 | Machine Maintenance | 145,490.30 | 228,732.90 | 108,959.22 | 59,934.35 | 59,839.33 |
| 53360 | Computer Maintenance | 436,400.00 | 418,363.35 | 310,647.96 | 107,715.39 | 0.00 |
| 53370 | Motor Vehicle Repairs/Maint | 27,000.00 | 41,874.30 | 33,344.86 | 8,283.30 | 246.14 |
| 53380 | Contract Security | 15,000.00 | 621,179.74 | 567,559.24 | 53,620.50 | 0.00 |
| 53390 | Landscaping | 26,600.00 | 6,785.00 | 6,185.00 | 0.00 | 600.00 |
| 53400 | Insurance | 473,180.00 | 473,180.00 | 471,012.25 | 0.00 | 2,167.75 |
| 53510 | Rent/Leases | 172,222.14 | 207,009.58 | 156,007.84 | 35,313.64 | 15,688.10 |
| 53520 | Equipment Rental | 22,384.00 | 27,442.62 | 25,392.94 | 1,144.37 | 905.31 |
| 53610 | Electricity | 1,790,200.00 | 1,805,922.24 | 1,567,705.39 | 184,547.05 | 53,669.80 |
| 53620 | Gas | 147,300.00 | 154,987.02 | 127,085.70 | 27,901.32 | 0.00 |
| 53630 | Chilled Water | 841,333.00 | 687,700.68 | 610,882.28 | 52,447.70 | 24,370.70 |

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2020

| | | Current Year Appropriation | Total Appropriated Funds | Current Year Expenditures | Encumbered and Unpaid | Unencumbered Balance |
|-------|--------------------------------------|---|---|--|--------------------------------------|---------------------------------|
| 53640 | Water/Sewer | 161,700.00 | 170,757.78 | 122,607.49 | 43,790.67 | 4,359.62 |
| 53710 | Professional Services | 1,068,979.75 | 1,588,016.81 | 784,586.62 | 512,877.91 | 290,552.28 |
| 53720 | Auditors Fees | 820,000.00 | 850,728.80 | 723,568.97 | 25,562.00 | 101,597.83 |
| 53730 | Bank Service Charges | 11,000.00 | 11,000.00 | 7,317.36 | 0.00 | 3,682.64 |
| 53800 | Library Material Control | 266,500.00 | 448,537.69 | 290,015.61 | 157,390.37 | 1,131.71 |
| 53900 | Other Purchased Services | 1,624,866.34 | 1,626,057.84 | 1,625,492.59 | 56.75 | 508.50 |
| | Purchased/Contracted Services | \$9,680,575.00 | \$ 11,081,824.62 | \$ 8,474,722.33 | \$ 1,754,253.64 | \$ 852,848.65 |
| 54110 | Books | 2,032,500.00 | 2,029,255.27 | 1,357,918.06 | 671,337.21 | 0.00 |
| 54120 | Continuations | 282,030.00 | 602,993.12 | 348,348.07 | 254,645.05 | 0.00 |
| 54210 | Periodicals | 750,500.00 | 931,441.31 | 610,641.08 | 320,800.23 | 0.00 |
| 54220 | Microforms | 29,070.00 | 86,115.64 | 44,902.64 | 41,213.00 | 0.00 |
| 54310 | Video Media | 1,315,000.00 | 1,111,402.17 | 764,359.87 | 347,042.30 | 0.00 |
| 54320 | Audio Media - Spoken | 105,150.00 | 65,574.25 | 37,724.98 | 27,849.27 | 0.00 |
| 54325 | Audio Media - Music | 120,150.00 | 154,898.34 | 99,640.08 | 55,258.26 | 0.00 |
| 54500 | Database Services | 645,000.00 | 1,556,337.87 | 916,621.23 | 639,716.64 | 0.00 |
| 54530 | eMedia | 1,807,600.00 | 2,758,848.88 | 1,585,513.03 | 1,173,335.85 | 0.00 |
| 54600 | Interlibrary Loan | 3,000.00 | 3,260.00 | 2,554.90 | 705.10 | 0.00 |
| 54710 | Bookbinding | 20,000.00 | 42,873.69 | 10,283.76 | 5,279.28 | 27,310.65 |
| 54720 | Preservation Services | 20,000.00 | 42,973.45 | 37,995.08 | 2,406.00 | 2,572.37 |
| 54730 | Preservation Boxing | 5,000.00 | 3,078.38 | 2,188.38 | 228.98 | 661.02 |
| 54790 | Preservation Reformatting | 25,000.00 | 15,052.92 | 15,052.92 | 0.00 | 0.00 |
| 54905 | Other LM-Hotspots | 120,000.00 | 148,482.32 | 45,787.27 | 102,695.05 | 0.00 |
| | Library Materials | \$7,280,000.00 | \$ 9,552,587.61 | \$ 5,879,531.35 | \$ 3,642,512.22 | \$ 30,544.04 |
| 55100 | Land | 0.00 | 3.00 | 3.00 | 0.00 | 0.00 |

Cleveland Public Library
Appropriation, Expenditures and Balances
General Fund
For the Period Ending December 31, 2020

| | <u>Current Year Appropriation</u> | <u>Total Appropriated Funds</u> | <u>Current Year Expenditures</u> | <u>Encumbered and Unpaid</u> | <u>Unencumbered Balance</u> |
|---------------------------------|---|---|--|--------------------------------------|---------------------------------|
| 55300 Construction/Improvements | 0.00 | 27,368.65 | 8,271.76 | 19,096.89 | 0.00 |
| 55510 Furniture | 222,592.42 | 224,903.26 | 13,645.13 | 15,864.59 | 195,393.54 |
| 55520 Equipment | 620,716.58 | 773,375.61 | 203,507.35 | 167,857.80 | 402,010.46 |
| 55530 Computer Hardware | 385,500.00 | 373,629.05 | 113,568.23 | 47,784.72 | 212,276.10 |
| 55540 Software | 75,500.00 | 97,792.50 | 10,402.73 | 25,652.53 | 61,737.24 |
| 55700 Motor Vehicles | 86,961.00 | 86,961.00 | 0.00 | 0.00 | 86,961.00 |
| Capital Outlay | \$1,391,270.00 | \$ 1,584,033.07 | \$ 349,398.20 | \$ 276,256.53 | \$ 958,378.34 |
| 57100 Memberships | 94,164.26 | 96,510.26 | 84,903.44 | 3,650.00 | 7,956.82 |
| 57200 Taxes | 15,000.00 | 16,714.96 | 5,118.41 | 9,258.69 | 2,337.86 |
| 57500 Refunds/Reimbursements | 106,142.74 | 105,664.14 | 91,782.05 | 180.97 | 13,701.12 |
| Miscellaneous Expenses | \$215,307.00 | \$ 218,889.36 | \$ 181,803.90 | \$ 13,089.66 | \$ 23,995.80 |
| 59810 Advances Out | 0.00 | 0.00 | 85,008.56 | 0.00 | (85,008.56) |
| Advances | \$0.00 | \$ 0.00 | \$ 85,008.56 | \$ 0.00 | \$(85,008.56) |
| 59900 Transfers Out | 1,090,385.20 | 1,090,385.20 | 1,090,385.20 | 0.00 | 0.00 |
| Transfers | \$1,090,385.20 | \$ 1,090,385.20 | \$ 1,090,385.20 | \$ 0.00 | \$ 0.00 |
| TOTAL | \$61,061,717.20 | \$ 61,745,536.08 | \$ 52,013,622.35 | \$ 7,354,103.65 | \$ 2,377,810.08 |

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2020

| | <u>Beginning Year Balance</u> | <u>Year to Date Receipts</u> | <u>Year to Date Expenditures</u> | <u>Year to Date Encumbrances</u> | <u>Unencumbered Balance</u> |
|------------------------------------|-----------------------------------|----------------------------------|--------------------------------------|--------------------------------------|---------------------------------|
| 101 General Fund | 30,578,825.98 | 65,254,098.17 | 52,013,622.35 | 7,354,103.65 | 36,465,198.15 |
| Total General Fund | \$ 30,578,825.98 | \$ 65,254,098.17 | \$ 52,013,622.35 | \$ 7,354,103.65 | \$ 36,465,198.15 |
| 201 Anderson | 387,801.04 | 6,779.81 | 111.45 | 116.75 | 394,352.65 |
| 202 Endowment for the Blind | 2,966,435.07 | 54,587.39 | 0.00 | 0.00 | 3,021,022.46 |
| 203 Founders | 6,328,403.07 | 389,117.05 | 526,552.65 | 177,631.32 | 6,013,336.15 |
| 204 Kaiser | 82,631.57 | 1,507.21 | 0.00 | 0.00 | 84,138.78 |
| 205 Kralej | 225,208.14 | 3,274.66 | 3,866.85 | 0.00 | 224,615.95 |
| 206 Library | 200,152.80 | 6,186.22 | 1,500.00 | 0.00 | 204,839.02 |
| 207 Pepke | 176,596.14 | 3,190.56 | 0.00 | 0.00 | 179,786.70 |
| 208 Wickwire | 1,832,259.49 | 28,509.23 | 11,779.22 | 1,024.09 | 1,847,965.41 |
| 209 Wittke | 112,324.15 | 2,039.82 | 0.00 | 0.00 | 114,363.97 |
| 210 Young | 5,653,196.59 | 144,114.66 | 0.00 | 0.00 | 5,797,311.25 |
| 226 Judd | 127,525.23 | 250,486.00 | 153,764.33 | 21,367.82 | 202,879.08 |
| 228 Lockwood Thompson Memorial | 213,724.58 | 196,272.00 | 138,259.05 | 46,924.51 | 224,813.02 |
| 229 Ohio Center for the Book | 372.42 | 2,225.00 | 2,597.42 | 0.00 | 0.00 |
| 230 Schweinfurth | 176,930.52 | 73,222.00 | 43,815.00 | 8,575.00 | 197,762.52 |
| 231 CLEVNET | 1,471,491.29 | 5,542,462.76 | 5,081,308.66 | 432,801.04 | 1,499,844.35 |
| 251 OLBPD-Library for the Blind | 113,077.26 | 1,508,194.00 | 1,361,679.14 | 55,823.79 | 203,768.33 |
| 254 MyCom | 25,728.45 | 124,165.64 | 123,786.87 | 0.00 | 26,107.22 |
| 256 Learning Centers | 21,361.67 | 0.00 | 13,319.62 | 8,042.05 | 0.00 |
| 257 Tech Centers | 0.00 | 118,000.00 | 42,356.03 | 653.85 | 74,990.12 |
| 258 Early Literacy | 10,337.48 | 0.00 | 10,337.48 | 0.00 | 0.00 |
| 259 Rice Solar Panel System | 114,187.46 | 289.39 | 0.00 | 114,006.23 | 470.62 |
| 260 Coronavirus Relief Fund | 0.00 | 702,822.78 | 409,137.54 | 78,002.97 | 215,682.27 |
| Total Special Revenue Funds | \$ 20,239,744.42 | \$ 9,157,446.18 | \$ 7,924,171.31 | \$ 944,969.42 | \$ 20,528,049.87 |

Cleveland Public Library
Revenue, Expenditures and Changes in Fund Balances
For the Period Ending December 31, 2020

| | <u>Beginning Year Balance</u> | <u>Year to Date Receipts</u> | <u>Year to Date Expenditures</u> | <u>Year to Date Encumbrances</u> | <u>Unencumbered Balance</u> |
|------------------------------------|-----------------------------------|----------------------------------|--------------------------------------|--------------------------------------|---------------------------------|
| 301 Debt Service | 2,893,175.95 | 1,104,856.75 | 3,292,635.20 | 0.00 | 705,397.50 |
| Total Debt Service Fund | \$ 2,893,175.95 | \$ 1,104,856.75 | \$ 3,292,635.20 | \$ 0.00 | \$ 705,397.50 |
| 401 Building & Repair | 2,190,953.93 | 0.00 | 229,187.68 | 159,345.42 | 1,802,420.83 |
| 402 Construction - Tax-Exempt | 52,590,171.10 | 821,845.42 | 1,793,845.96 | 5,020,652.42 | 46,597,518.14 |
| 403 Construction - Taxable | 9,010,253.88 | 133,488.80 | 4,300.49 | 959.91 | 9,138,482.28 |
| Total Capital Project Funds | \$ 63,791,378.91 | \$ 955,334.22 | \$ 2,027,334.13 | \$ 5,180,957.75 | \$ 57,538,421.25 |
| 501 Abel | 304,642.27 | 5,444.70 | 0.00 | 0.00 | 310,086.97 |
| 502 Ambler | 3,098.23 | 55.21 | 0.00 | 0.00 | 3,153.44 |
| 503 Beard | 91,987.04 | 1,561.62 | 27,344.20 | 953.44 | 65,251.02 |
| 504 Klein | 7,325.62 | 130.19 | 0.00 | 0.00 | 7,455.81 |
| 505 Malon/Schroeder | 358,043.47 | 6,313.09 | 4,776.58 | 0.00 | 359,579.98 |
| 506 McDonald | 250,338.21 | 4,772.25 | 5,580.00 | 310.00 | 249,220.46 |
| 507 Ratner | 124,528.50 | 2,281.04 | 0.00 | 0.00 | 126,809.54 |
| 508 Root | 53,700.74 | 962.63 | 0.00 | 0.00 | 54,663.37 |
| 509 Sugarman | 242,255.89 | 5,067.65 | 6,295.97 | 250.00 | 240,777.57 |
| 510 Thompson | 174,844.24 | 1,449.09 | 0.00 | 0.00 | 176,293.33 |
| 511 Weidenthal | 9,071.67 | 160.53 | 0.00 | 0.00 | 9,232.20 |
| 512 White | 2,792,445.72 | 58,117.08 | 22,227.42 | 43,917.25 | 2,784,418.13 |
| 513 Beard Anna Young | 106,452.25 | 1,678.47 | 0.00 | 0.00 | 108,130.72 |
| 514 Paulson | 0.00 | 148,784.42 | 0.00 | 0.00 | 148,784.42 |
| Total Permanent Funds | \$ 4,518,733.85 | \$ 236,777.97 | \$ 66,224.17 | \$ 45,430.69 | \$ 4,643,856.96 |
| 901 Unclaimed Funds | 7,585.80 | 2,866.59 | 1,447.30 | 0.00 | 9,005.09 |
| 905 CLEVNET Fines & Fees | 5,617.12 | 71,969.34 | 71,781.64 | 0.00 | 5,804.82 |
| Total Agency Funds | \$ 13,202.92 | \$ 74,835.93 | \$ 73,228.94 | \$ 0.00 | \$ 14,809.91 |
| Total All Funds | \$ 122,035,062.03 | \$ 76,783,349.22 | \$ 65,397,216.10 | \$ 13,525,461.51 | \$ 119,895,733.64 |

**Cleveland Public Library
Year-To-Date Budget Report
Construction - Tax-Exempt Fund 402
For the Period Ending December 31, 2020**

| | <u>Original Budget</u> | <u>Revised Budget</u> | <u>YTD Actual</u> | <u>Encumbered and Unpaid</u> | <u>Available Balance</u> |
|--------------------------------------|----------------------------|-----------------------|------------------------|--------------------------------------|------------------------------|
| 44400 Investment Earnings (Capital) | 0.00 | -800,000.00 | -821,845.42 | 0.00 | 21,845.42 |
| Investment Earnings | 0.00 | -800,000.00 | -821,845.42 | 0.00 | 21,845.42 |
| 53710 Professional Services | 0.00 | 76,872.80 | 49,136.95 | 27,735.85 | 0.00 |
| Purchased/Contracted Services | 0.00 | 76,872.80 | 49,136.95 | 27,735.85 | 0.00 |
| 55300 Construction/Improvements | 3,255,714.00 | 12,091,649.37 | 1,744,709.01 | 4,992,916.57 | 5,354,023.79 |
| Capital Outlay | 3,255,714.00 | 12,091,649.37 | 1,744,709.01 | 4,992,916.57 | 5,354,023.79 |
| TOTAL Revenues | 0.00 | -800,000.00 | -821,845.42 | | 21,845.42 |
| TOTAL Expenditures | 3,255,714.00 | 12,168,522.17 | 1,793,845.96 | 5,020,652.42 | 5,354,023.79 |
| | | | Prior Fund Balance | | 52,590,171.10 |
| | | | Change in Fund Balance | | (972,000.54) |
| | | | Current Fund Balance | | 51,618,170.56 |

Cleveland Public Library
Year-To-Date Budget Report
Construction - Taxable Fund 403
For the Period Ending December 31, 2020

| | Original Budget | Revised Budget | YTD Actual | Encumbered and Unpaid | Available Balance |
|--------------------------------------|--------------------|--------------------|------------------------|-----------------------------|----------------------|
| 44400 Investment Earnings (Capital) | 0.00 | -130,000.00 | -133,488.80 | 0.00 | 3,488.80 |
| Investment Earnings | 0.00 | -130,000.00 | -133,488.80 | 0.00 | 3,488.80 |
| 53710 Professional Services | 0.00 | 5,550.00 | 4,300.49 | 959.91 | 289.60 |
| Purchased/Contracted Services | 0.00 | 5,550.00 | 4,300.49 | 959.91 | 289.60 |
| TOTAL Revenues | 0.00 | -130,000.00 | -133,488.80 | | 3,488.80 |
| TOTAL Expenditures | 0.00 | 5,550.00 | 4,300.49 | 959.91 | 289.60 |
| | | | Prior Fund Balance | | 9,010,253.88 |
| | | | Change in Fund Balance | | 129,188.31 |
| | | | Current Fund Balance | | 9,139,442.19 |

**Cleveland Public Library
 Depository Balance Detail
 For the Period Ending December 31, 2020**

| | |
|----------------------------------|--------------------------|
| Balance of All Funds | \$ 133,421,195.15 |
| | \$ 0.00 |
| Huntington - Checking | 91,741.55 |
| KeyBank - Checking (ZBA) | (231,108.97) |
| KeyBank - FSA Account | 5,207.19 |
| Petty Cash | 270.00 |
| Change Fund | 1,490.00 |
| KeyBank-Payroll Account (ZBA) | 255.52 |
| Cash in Library Treasury | \$(132,144.71) |
| Huntington Escrow Account | 114,476.85 |
| U.S. Bank - 2019A-Money Market | 25,290.16 |
| U.S. Bank - 2019B-Money Market | 157,869.00 |
| U.S. Bank - Investments | 34,222,580.66 |
| U.S. Bank - Inv - Money Market | 908,972.16 |
| U.S. Bank - Series 2019A Notes | 53,890,828.29 |
| U.S. Bank - Series 2019B Notes | 8,984,734.15 |
| Huntington Trust -Money Market | 870,740.80 |
| STAR Ohio Investment | 10,237,357.10 |
| STAR Plus Program | 2,500,119.18 |
| Investments | \$ 111,912,968.35 |
| PNC- Endowment Account | 21,640,371.51 |
| Endowment Account | \$ 21,640,371.51 |
| Cash in Banks and On Hand | \$ 133,421,195.15 |

About your account

The PNC Financial Services Group, Inc. ("PNC") uses the marketing name PNC Institutional Asset Management® for the various discretionary and non-discretionary institutional investment activities conducted by PNC Bank, National Association ("PNC Bank"), which is a Member FDIC, and investment management activities conducted by PNC Capital Advisors, LLC, a registered investment adviser ("PNC Capital Advisors"). PNC Bank uses the marketing name PNC Institutional Advisory Solutions® to provide discretionary investment management, trustee, and other related services. Standalone custody, escrow, and directed trustee services; FDIC-insured banking products and services; and lending of funds are also provided through PNC Bank. PNC does not provide legal, tax, or accounting advice unless, with respect to tax advice, PNC Bank has entered into a written tax services agreement. PNC does not provide services in any jurisdiction in which it is not authorized to conduct business. PNC Bank is not registered as a municipal advisor under the Dodd-Frank Wall Street Reform and Consumer Protection Act ("Act"). Investment management and related products and services provided to a "municipal entity" or "obligated person" regarding "proceeds of municipal securities" (as such terms are defined in the Act) will be provided by PNC Capital Advisors. "Vested Interest," "PNC Institutional Asset Management," "PNC Retirement Solutions," and "PNC Institutional Advisory Solutions" are registered service marks of The PNC Financial Services Group, Inc.


NOTICE OF LIMITATION OF LIABILITY - Trust Accounts

An action for breach of trust based on matters disclosed in a trust accounting or other written reports of the trustee - such as this statement - may be subject to a statute of limitations under the laws of the state governing the trust, which limits your right to sue, measured from the date the trust accounting, statement, or written report is sent, delivered, given, furnished or received, as listed in the following chart. For purposes of this notice, to the extent permitted by applicable law, you are deemed to act as representative of (a) all minor, unborn, unknown or unascertained members of each class of trust beneficiaries of which you are a member and all members of each class of trust beneficiaries for which you are permitted to act; (b) all potential appointees of any power of appointment you hold, and any other beneficiaries from the default of the exercise of the power; and (c) your minor and unborn descendants. In other words, to the extent allowable, you are representing all other persons who may someday have rights under the Trust. If Pennsylvania law governs the trust, you have 30 days in which to decline to act as a representative by giving written notice to PNC. If you have questions regarding your rights, please contact your attorney.

| | | | | | |
|----------------------------|----------------------------------|----------------------------|-----------------------------|------------------------------|---------------------------|
| AL: 2 years from date sent | FL: 6 months from receipt | KY: 1 year from date sent | MO: 1 year from date sent | PA: 30 months from date sent | VA: 1 year from date sent |
| AZ: 1 year from date sent | GA: 2 years from receipt | MD: 1 year from date sent | NJ: 6 months from date sent | SC: 1 year from date sent | WA: 3 years from delivery |
| DC: 1 year from date sent | IL: 2 years from date furnished* | MI: 1 year from date sent | OH: 2 years from date sent | TN: 1 year from date given | WI: 1 year from date sent |
| DE: 2 years from date sent | or 3 years from date furnished** | MN: 3 years from date sent | | | |

* For a trust made irrevocable after 1/1/2020 and an accepted trustee appointment after 1/1/2020.

** For a trust made irrevocable before 1/1/2020 or an accepted trustee appointment before 1/1/2020.

 Please visit pnc.com/insights for PNC's latest investment perspectives.

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

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

Investments: Not FDIC Insured. No Bank or Federal Government Guarantee. Not a Deposit. May Lose Value.

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

This statement includes an accounting of asset holdings and transactional activity as well as additional informational schedules. It is not intended to be used for tax reporting purposes or to replace or supplement any tax information provided to you for that purpose.

Table of contents

| | Page |
|--|------|
| Summary..... | 5 |
| Portfolio value..... | 5 |
| Portfolio value by asset class | 5 |
| Change in account value | 6 |
| Gain/loss summary | 6 |
| Accrued income summary | 6 |
| Investment income summary | 6 |
| Transaction summary - measured by cash balance | 7 |
| Transaction summary - measured by tax cost | 7 |
| Analysis | 8 |
| Asset allocation | 8 |
| Equity sectors | 8 |
| Bond rating | 9 |
| Maturity schedule | 9 |
| Detail | 10 |

Table of contents (continued)

| | Page |
|--|------|
| Portfolio detail | 10 |
| Transaction detail..... | 49 |
| Additions | 49 |
| Investment income | 49 |
| Sales and maturities | 86 |
| Transfers between income and principal | 103 |
| Other receipts..... | 103 |
| Disbursements | 104 |
| Account to account transfers..... | 104 |
| Purchases | 105 |
| Transfers between income and principal | 118 |
| Fees and charges | 118 |
| Account to account transfers..... | 119 |
| Non-cash transactions..... | 120 |
| Realized gain/loss detail..... | 121 |

Summary

Portfolio value

| Income | | Principal | | Total | |
|-----------------------|--------------|--------------------------|-----------------|--------------------------------------|-----------------|
| Income on December 31 | \$155,532.72 | Principal on December 31 | \$28,799,786.11 | Total portfolio value on December 31 | \$28,955,318.83 |
| Income on October 1 | 143,561.20 | Principal on October 1 | 25,885,947.79 | Total portfolio value on October 1 | 26,029,508.99 |
| Change in value | \$11,971.52 | Change in value | \$2,913,838.32 | Total change in value | \$2,925,809.84 |

Portfolio value by asset class

| Income | Value Dec. 31 | Value Oct. 1 | Change in value | Tax cost* |
|---------------------------|------------------------|------------------------|------------------------|------------------------|
| Cash and cash equivalents | \$117,203.42 | \$143,561.20 | -\$26,357.78 | \$117,203.42 |
| Fixed income | 33,520.43 | - | 33,520.43 | 33,406.89 |
| Alternative investments | 4,808.87 | - | 4,808.87 | 4,736.96 |
| Principal | Value Dec. 31 | Value Oct. 1 | Change in value | Tax cost* |
| Cash and cash equivalents | \$1,040,102.79 | \$1,028,878.05 | \$11,224.74 | \$1,040,102.79 |
| Fixed income | 6,957,215.91 | 6,872,112.71 | 85,103.20 | 6,882,415.67 |
| Equities | 19,757,672.81 | 16,999,044.76 | 2,758,628.05 | 12,558,896.18 |
| Alternative investments | 1,044,794.60 | 985,912.27 | 58,882.33 | 1,003,609.60 |
| Total | \$28,955,318.83 | \$26,029,508.99 | \$2,925,809.84 | \$21,640,371.51 |

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

Summary

Change in account value

| | This period | From Jan. 1, 2020 |
|--------------------------------|------------------------|------------------------|
| Beginning account value | \$26,049,836.96 | \$25,799,753.94 |
| Additions | | |
| Cash contributions | - | \$148,784.42 |
| Investment income | 207,680.74 | 545,707.47 |
| Other receipts | 15.25 | 15.25 |
| Disbursements | | |
| Fees and charges | -\$36,362.48 | -\$132,187.03 |
| Other disbursements | - | -470,700.00 |
| Change in value of investments | 2,754,476.33 | 3,108,522.13 |
| Net accrued income | 1,937.64 | -22,311.74 |
| Ending account value | \$28,977,584.44 | \$28,977,584.44 |

Investment income summary

| | This period | From Jan. 1, 2020 | Estimated annual income | Accrued income this period |
|----------------------------------|---------------------|---------------------|-------------------------|----------------------------|
| Income-cash and cash equivalents | \$54.36 | \$5,592.03 | \$115.74 | \$9.71 |
| Interest-fixed income | 93,015.96 | 250,329.73 | 194,014.57 | 17,107.28 |
| Dividends-equities | 109,300.86 | 271,358.42 | 273,418.19 | 4,102.16 |
| Income-alternative investments | 5,309.56 | 18,427.29 | 1,046.46 | 1,046.46 |
| Total | \$207,680.74 | \$545,707.47 | \$468,594.96 | \$22,265.61 |

Gain/loss summary

| | Net realized gain/loss | | Net unrealized gain/loss* Since acquisition |
|-----------------|------------------------|--------------------|--|
| | This period | From Jan. 1, 2020 | |
| Fixed income | \$16,276.97 | \$88,503.57 | \$74,913.78 |
| Equities | 110,750.35 | 261,634.11 | 7,198,776.63 |
| Alternative inv | - | -316,543.46 | 41,256.91 |
| Total | \$127,027.32 | \$33,594.22 | \$7,314,947.32 |

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

Accrued income summary

| | |
|-------------------------------|-------------------|
| Accrued income on December 31 | \$22,265.61 |
| Accrued income on October 01 | 20,327.97 |
| Net accrued income | \$1,937.64 |

Summary

Transaction summary - measured by cash balance

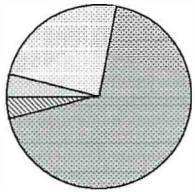
| | Income | | Principal | |
|----------------------------|---------------------|---------------------|--------------------|--------------------|
| | This period | From Jan. 1, 2020 | This period | From Jan. 1, 2020 |
| Beginning cash balance | \$9,164.54 | -\$4,646.07 | -\$9,164.54 | \$4,646.07 |
| Additions | | | | |
| Contributions | - | - | - | \$148,784.42 |
| Investment income | 117,267.64 | 384,213.75 | 90,413.10 | 161,493.72 |
| Sales and maturities | 44,596.13 | 476,646.30 | 767,553.98 | 4,651,454.54 |
| Transfers within account | - | - | 69,119.09 | 503,434.32 |
| Other receipts | - | - | 15.25 | 15.25 |
| Disbursements | | | | |
| Purchases | -\$87,762.62 | -\$242,808.51 | -\$895,721.00 | -\$4,976,912.44 |
| Transfers within account | - 69,119.09 | - 503,434.32 | - | - |
| Fees and charges | - 36,362.48 | - 132,187.03 | - | - |
| Other disbursements | - | - | - | - 470,700.00 |
| Ending cash balance | -\$22,215.88 | -\$22,215.88 | \$22,215.88 | \$22,215.88 |
| Change in cash | -\$31,380.42 | -\$17,569.81 | \$31,380.42 | \$17,569.81 |

Transaction summary - measured by tax cost

| | This period | From Jan. 1, 2020 |
|------------------------|------------------------|------------------------|
| Beginning tax cost | \$21,342,010.68 | \$21,515,157.18 |
| Additions | | |
| Purchases | \$983,483.62 | \$5,219,720.95 |
| Securities received | 7,577.53 | 47,817.91 |
| Disbursements | | |
| Sales | -\$685,122.79 | -\$5,094,506.62 |
| Securities delivered | - 7,577.53 | - 47,817.91 |
| Change in cash | | |
| Ending tax cost | \$21,640,371.51 | \$21,640,371.51 |

Analysis

Asset allocation



| | Dec. 31, 2020 |
|----------------------------------|----------------|
| Cash and cash equivalents | 4.00 % |
| Mutual funds | 4.00 % |
| Fixed income | 24.14 % |
| Corporate | 3.30 % |
| US treasury | 3.92 % |
| Agency | 1.68 % |
| Mutual funds | 14.94 % |
| Mortgages | 0.27 % |
| Other | 0.04 % |
| Equities | 68.24 % |
| Stock | 21.56 % |
| Etf's | 33.13 % |
| Mutual funds | 13.55 % |
| Alternative investments | 3.63 % |
| Mutual funds | 3.63 % |

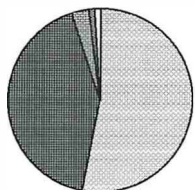
Equity sectors

| | Market value | % of equities | % of total portfolio |
|----------------------------|-----------------------|-----------------|----------------------|
| Industrials | \$626,208.03 | 10.03 % | 2.16 % |
| Consumer discretionary | 629,496.36 | 10.09 % | 2.18 % |
| Consumer staples | 334,081.84 | 5.35 % | 1.15 % |
| Energy | 116,197.49 | 1.86 % | 0.40 % |
| Financial | 725,257.03 | 11.62 % | 2.50 % |
| Materials | 233,750.88 | 3.75 % | 0.81 % |
| Information technology | 1,571,712.35 | 25.18 % | 5.43 % |
| Real estate | 353,179.76 | 5.66 % | 1.22 % |
| Utilities | 23,734.44 | 0.38 % | 0.08 % |
| Health care | 1,149,777.42 | 18.42 % | 3.97 % |
| Telecommunication services | 478,588.56 | 7.67 % | 1.65 % |
| Total | \$6,241,984.16 | 100.00 % | 21.55 % |

Analysis

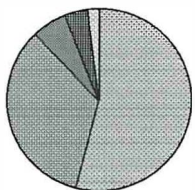
Bond analysis

Bond rating



| | Market Value | % of bonds | % of total portfolio |
|-------------|----------------|------------|----------------------|
| Moody's Aaa | \$1,426,103.20 | 53.52 % | 4.93 % |
| Moody's Aa1 | 5,244.80 | 0.20 % | 0.02 % |
| Moody's Aa2 | 74,551.95 | 2.80 % | 0.26 % |
| Moody's Aa3 | 35,943.20 | 1.35 % | 0.12 % |
| Other | 1,122,790.59 | 42.14 % | 3.88 % |

Maturity schedule



| Market value (% of bonds maturing in) | % of bonds | Corporate | US treasury and agency | Municipal | Other |
|--|------------|------------------------|---------------------------|-----------|--------------------|
| Less than 1 year | 1.69 % | \$45,108.75 [100.00 %] | - [-] | - [-] | - [-] |
| 1 - 5 years | 54.61 % | 437,028.15 [30.03 %] | 976,916.60 [67.14 %] | - [-] | 41,152.00 [2.83 %] |
| 6 - 10 years | 33.77 % | 453,065.25 [50.35 %] | 400,967.78 [44.56 %] | - [-] | 45,753.20 [5.08 %] |
| 11 - 15 years | 5.54 % | 20,890.90 [14.14 %] | 126,814.44 [85.86 %] | - [-] | - [-] |
| 16 or more years | 4.39 % | - [-] | 116,936.67 [100.00 %] | - [-] | - [-] |

Detail

Portfolio - income

Cash and cash equivalents

Uninvested cash

| Description | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------|--------------------------|----------------------|---------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| UNINVESTED CASH | - 22,215.880 | | - \$22,215.88 \$1.0000 | - 0.08 % | - \$22,215.88 \$1.00 | | | | |

Mutual funds - money market

| Description | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|-----------------------------|----------------------|--------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 21-75-073-4453885 | \$106,123.48 139,419.300 | | \$139,419.30 \$1.0000 | 0.49 % | \$139,419.30 \$1.00 | | 0.01 % | \$13.94 | \$0.90 |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 PNC CAPITAL ADVISORS | 28,273.18 | | 1.0000 | 0.01 % | | | | | 0.20 |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 ARISTOTLE CAPITAL MANAGEMENT | | | 1.0000 | 0.01 % | | | | | 0.01 |
| Total mutual funds - money market | | | \$139,419.30 | 0.48 % | \$139,419.30 | | 0.01 % | \$13.94 | \$1.11 |
| Total cash and cash equivalents | | | \$117,203.42 | 0.41 % | \$117,203.42 | | 0.01 % | \$13.94 | \$1.11 |

Detail

Fixed income

Mutual funds - fixed income

| Description (Symbol) | Market value last period | | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|----------------|----------------------|--------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | Price per unit | Quantity | Price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| DODGE & COX INCOME FUND (DODIX) FD #147 21-75-073-4453885 | 1,612.908 | \$14.6500 | | \$23,629.10 | 0.09 % | \$23,548.47 \$14.60 | \$80.63 | 2.44 % | \$575.81 | |
| METROPOLITAN WEST UNCONSTRAINED (MWCIX) BOND FUND CLASS I FUND #0518 21-75-073-4453885 | 822.906 | 12.0200 | | 9,891.33 | 0.04 % | 9,858.42 11.98 | 32.91 | 2.96 % | 292.13 | |
| Total mutual funds - fixed income | | | | \$33,520.43 | 0.12 % | \$33,406.89 | \$113.54 | 2.59 % | \$867.94 | |
| Total fixed income | | | | \$33,520.43 | 0.12 % | \$33,406.89 | \$113.54 | 2.59 % | \$867.94 | |

Alternative investments

Mutual funds - alternative invest

| Description (Symbol) | Market value last period | | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------|----------------------|----------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | Price per unit | Quantity | Price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| GOLDMAN SACHS ABSOLUTE (GJRTX) RETURN TRACKER FUND CL I FD # 3279 21-75-073-4453885 | 479.449 | \$10.0300 | | \$4,808.87 | 0.02 % | \$4,736.96 \$9.88 | \$71.91 | 0.10 % | \$4.79 | |

Detail

Portfolio - principal

Cash and cash equivalents

Uninvested cash

| Description | Market value last period | | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-----------------|--------------------------|------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | Current price per unit | | | | | | |
| UNINVESTED CASH | 22,215.880 | \$22,215.88 | \$1.0000 | 0.08 % | \$22,215.88 | \$1.00 | | | |

Mutual funds - money market

| Description | Market value last period | | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | Current price per unit | | | | | | |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 21-75-073-4453885 | \$919,013.70 | \$919,028.95 | \$1.0000 | 3.18 % | \$919,028.95 | \$1.00 | 0.02 % | \$91.91 | \$7.81 |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 PNC CAPITAL ADVISORS | 19,763.490 | 19,763.49 | 1.0000 | 0.07 % | 19,763.49 | 1.00 | 0.02 % | 1.98 | |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 ARISTOTLE CAPITAL MANAGEMENT | 56,654.06 | 43,566.20 | 1.0000 | 0.16 % | 43,566.20 | 1.00 | 0.02 % | 4.36 | 0.47 |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 EDGEWOOD MGMT | 47,568.56 | 26,699.43 | 1.0000 | 0.10 % | 26,699.43 | 1.00 | 0.02 % | 2.67 | 0.22 |
| FEDERATED HERMES GOVERNMENT OBLIGATIONS FUND #07 GW&K INVESTMENT MANAGEMENT | 14,806.27 | 8,828.84 | 1.0000 | 0.04 % | 8,828.84 | 1.00 | 0.01 % | 0.88 | 0.10 |
| Total mutual funds - money market | | \$1,017,886.91 | | 3.52 % | \$1,017,886.91 | | 0.01 % | \$101.80 | \$8.60 |
| Total cash and cash equivalents | | \$1,040,102.79 | | 3.59 % | \$1,040,102.79 | | 0.01 % | \$101.80 | \$8.60 |

Detail

Fixed income

Corporate bonds

| Description (Cusip) | Market value last period | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|---------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | | | | | | |
| AIR PRODUCTS & CHEMICALS CALL 03/15/2027 UNSC 01.850% DUE 05/15/2027 RATING: A2 (009158AY2) PNC CAPITAL ADVISORS | \$10,503.20 10,000 | \$10,585.10 \$105.8510 | 0.04 % | \$9,990.10 \$99.90 | \$595.00 | 1.75 % | \$185.00 | \$23.64 |
| ALPHABET INC CALL 05/15/2030 UNSC 01.100% DUE 08/15/2030 RATING: AA2 (02079KAD9) PNC CAPITAL ADVISORS | 4,977.90 5,000 | 4,931.65 98.6330 | 0.02 % | 4,986.30 99.73 | - 54.65 | 1.12 % | 55.00 | 22.31 |
| AMAZON.COM INC CALL 03/03/2030 UNSC 01.500% DUE 06/03/2030 RATING: A2 (023135BS4) PNC CAPITAL ADVISORS | 10,205.50 10,000 | 10,170.10 101.7010 | 0.04 % | 9,988.90 99.89 | 181.20 | 1.48 % | 150.00 | 11.67 |
| AMERICAN EXPRESS CREDIT SER MTN CALL 04/03/2027 03.300% DUE 05/03/2027 RATING: A2 (0258MOEL9) PNC CAPITAL ADVISORS | 22,589.60 20,000 | 22,818.80 114.0940 | 0.08 % | 19,754.80 98.77 | 3,064.00 | 2.90 % | 660.00 | 106.33 |
| AMERIPRISE FINANCIAL INC UNSC 03.000% DUE 03/22/2022 RATING: A3 (03076CAJ5) PNC CAPITAL ADVISORS | 10,376.60 5,000 | 5,163.35 103.2670 | 0.02 % | 5,015.85 100.32 | 147.50 | 2.91 % | 150.00 | 41.25 |

Detail

Fixed income

Corporate bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| APPLE INC UNSC 02.400% DUE 05/03/2023 RATING: AA1 (037833AK6) PNC CAPITAL ADVISORS | 5,264.40 | 5,000 | 5,244.80 104.8960 | 0.02 % | 4,933.20 98.66 | 311.60 | 2.29 % | 120.00 | 19.33 |
| ATMOS ENERGY CORP CALL 03/15/2027 UNSC 03.000% DUE 06/15/2027 RATING: A1 (049560AN5) PNC CAPITAL ADVISORS | 16,639.05 | 15,000 | 16,597.95 110.6530 | 0.06 % | 15,614.55 104.10 | 983.40 | 2.72 % | 450.00 | 20.00 |
| AVALONBAY COMMUNITIES SER MTN CALL 02/15/2027 03.350% DUE 05/15/2027 RATING: A3 (05348EBA6) PNC CAPITAL ADVISORS | 11,200.70 | 10,000 | 11,200.70 112.0070 | 0.04 % | 11,197.10 111.97 | 3.60 | 3.00 % | 335.00 | 42.81 |
| BB&T CORPORATION SER MTN CALL 11/06/2023 03.750% DUE 12/06/2023 RATING: A3 (05531FBF9) PNC CAPITAL ADVISORS | 10,924.00 | 10,000 | 10,985.60 109.8560 | 0.04 % | 9,984.60 99.85 | 1,001.00 | 3.42 % | 375.00 | 26.04 |
| BANK OF AMERICA CORP SR UNSEC CALL 01/23/25 @ 100 VAR% DUE 01/23/2026 RATING: A2 (06051GGZ6) PNC CAPITAL ADVISORS | 16,372.05 | 15,000 | 16,513.50 110.0900 | 0.06 % | 15,000.00 100.00 | 1,513.50 | 3.04 % | 500.78 | 219.78 |

Detail

Fixed income
 Corporate bonds

| Description (C usip) | Market value last period | Current market value | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| BANK OF AMERICA CORPORATION SER MTN CALL 10/24/2030 @ 100 VAR% DUE 10/24/2031 RATING: N/A (06051GJL4) PNC CAPITAL ADVISORS | 10,000 | 10,142.30 101.4230 | 0.04 % | 10,025.40 100.25 | 116.90 | 1.90 % | 192.20 | 37.37 |
| BANK OF MONTREAL SEDOL 2GSR702 ISIN US06367WJM64 02.900% DUE 03/26/2022 RATING: A2 (06367WJM6) PNC CAPITAL ADVISORS | 10,375.00 10,000 | 10,325.00 103.2500 | 0.04 % | 10,230.50 102.31 | 94.50 | 2.81 % | 290.00 | 76.53 |
| BANK OF NEW YORK MELLON CALL 04/15/2024 @ 100,000 UNSC 03.400% DUE 05/15/2024 RATING: A1 (06406HCV9) PNC CAPITAL ADVISORS | 16,455.45 15,000 | 16,407.00 109.3800 | 0.06 % | 14,929.75 99.53 | 1,477.25 | 3.11 % | 510.00 | 65.17 |
| BANK OF NOVA SCOTIA SEDOL 2GZR8F7 ISIN US064159QD10 02.375% DUE 01/18/2023 RATING: A2 (064159QD1) PNC CAPITAL ADVISORS | 10,416.00 10,000 | 10,412.10 104.1210 | 0.04 % | 9,995.30 99.95 | 416.80 | 2.29 % | 237.50 | 107.53 |
| BERKSHIRE HATHAWAY FIN CALL 07/15/2030 COGT 01.450% DUE 10/15/2030 RATING: AA2 (084664CW9) PNC CAPITAL ADVISORS | 10,000 | 10,130.30 101.3030 | 0.04 % | 9,979.60 99.80 | 150.70 | 1.44 % | 145.00 | 30.61 |

155

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| BP CAP MARKETS AMERICA SER * CALL 01/14/2027 03.588% DUE 04/14/2027 RATING: A1 (10373QAZ3) PNC CAPITAL ADVISORS | 10,000 | 11,373.30 113.7330 | 0.04 % | 11,241.10 112.41 | 132.20 | 3.16 % | 358.80 | 76.74 |
| BP CAP MARKETS AMERICA CALL 01/06/2030 COGT 03.633% DUE 04/06/2030 RATING: A1 (10373QBL3) PNC CAPITAL ADVISORS | 11,471.60 10,000 | 11,649.60 116.4960 | 0.05 % | 10,000.00 100.00 | 1,649.60 | 3.12 % | 363.30 | 85.78 |
| BRISTOL-MYERS SQUIBB CO UNSC 01.125% DUE 11/13/2027 RATING: A2 (110122DP0) PNC CAPITAL ADVISORS | 10,000 | 10,100.00 101.0000 | 0.04 % | 9,969.20 99.69 | 130.80 | 1.12 % | 112.50 | 15.00 |
| CAMDEN PROPERTY TRUST CALL 06/15/2024 UNSC 03.500% DUE 09/15/2024 RATING: A3 (133131AV4) PNC CAPITAL ADVISORS | 10,867.50 10,000 | 10,860.00 108.6000 | 0.04 % | 10,920.60 109.21 | - 60.60 | 3.23 % | 350.00 | 103.06 |
| CATERPILLAR INC CALL 06/19/2029 UNSC 02.600% DUE 09/19/2029 RATING: A3 (149123CG4) PNC CAPITAL ADVISORS | 16,413.90 15,000 | 16,572.60 110.4840 | 0.06 % | 15,044.45 100.30 | 1,528.15 | 2.36 % | 390.00 | 110.50 |

Detail

Fixed income
Corporate bonds

| Description [Cusip] | Market value last period | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | | | | | | |
| CHEVRON CORP CALL 01/03/2024 UNSC 02.895% DUE 03/03/2024 RATING: AA2 (166764BT6) PNC CAPITAL ADVISORS | 16,105.35 15,000 | 16,073.70 107.1580 | 0.06 % | 14,460.90 96.41 | 1,612.80 | 2.71 % | 434.25 | 142.34 |
| CHEVRON CORP CALL 03/11/2027 UNSC 01.995% DUE 05/11/2027 RATING: AA2 (166764BX7) PNC CAPITAL ADVISORS | 15,865.80 15,000 | 15,907.35 106.0490 | 0.06 % | 15,324.45 102.16 | 582.90 | 1.89 % | 299.25 | 41.56 |
| COCA-COLA CO/THE UNSC 03.450% DUE 03/25/2030 RATING: A1 (191216CT5) PNC CAPITAL ADVISORS | 11,793.00 10,000 | 11,787.20 117.8720 | 0.05 % | 9,966.50 99.67 | 1,820.70 | 2.93 % | 345.00 | 92.00 |
| CONNECTICUT LIGHT & PWR SER A CALL 12/15/2026 03.200% DUE 03/15/2027 RATING: A1 (207597EJ0) PNC CAPITAL ADVISORS | 11,158.30 10,000 | 11,223.20 112.2320 | 0.04 % | 10,514.30 105.14 | 708.90 | 2.86 % | 320.00 | 94.22 |
| CONSOLIDATED EDISON CO O SER C UNSC VAR% DUE 06/25/2021 RATING: BAA1 (209111FR9) PNC CAPITAL ADVISORS | 15,035.55 15,000 | 15,026.55 100.1770 | 0.06 % | 15,053.85 100.36 | - 27.30 | 0.66 % | 98.18 | 1.91 |

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | | | | | | |
| CONSOLIDATED EDISON CO O SER D CALL 09/01/2028 04.000% DUE 12/01/2028 RATING: BAA1 (209111FS7) PNC CAPITAL ADVISORS | 17,823.75 15,000 | 17,713.05 118.0870 | 0.07 % | 14,988.90 99.93 | 2,724.15 | 3.39 % | 600.00 | 50.00 |
| JOHN DEERE CAPITAL CORP SER MTN UNSC 03.200% DUE 01/10/2022 RATING: A2 (24422EUQ0) PNC CAPITAL ADVISORS | 5,182.45 5,000 | 5,149.80 102.9960 | 0.02 % | 4,995.20 99.90 | 154.60 | 3.11 % | 160.00 | 76.00 |
| JOHN DEERE CAPITAL CORP SER MTN UNSC 02.250% DUE 09/14/2026 RATING: A2 (24422EVB2) PNC CAPITAL ADVISORS | 10,860.10 10,000 | 10,822.80 108.2280 | 0.04 % | 9,975.50 99.76 | 847.30 | 2.08 % | 225.00 | 66.88 |
| DUKE ENERGY FLORIDA LLC CALL 04/15/2028 MORT 03.800% DUE 07/15/2028 RATING: A1 (26444HAE1) PNC CAPITAL ADVISORS | 17,567.70 15,000 | 17,605.80 117.3720 | 0.07 % | 15,031.80 100.21 | 2,574.00 | 3.24 % | 570.00 | 262.83 |
| EMERSON ELECTRIC CO CALL 08/15/2027 UNSC 01.800% DUE 10/15/2027 RATING: A2 (291011BL7) PNC CAPITAL ADVISORS | 15,649.65 15,000 | 15,851.25 105.6750 | 0.06 % | 14,986.50 99.91 | 864.75 | 1.71 % | 270.00 | 57.00 |

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period Quantity | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|--|--------------------------------------|------------------------|----------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | | Current price per unit | Current | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| ENTERGY LOUISIANA LLC CALL 11/17/2021 MORT 00.620% DUE 11/17/2023 RATING: A2 (29364WBF4) PNC CAPITAL ADVISORS | 10,000 | 10,033.20 | 100.3320 | 0.04 % | 9,998.20 99.98 | 35.00 | 0.62 % | 62.00 | 6.37 |
| FLORIDA POWER & LIGHT CO CALL 03/01/2025 MORT 02.850% DUE 04/01/2025 RATING: AA2 (341081FZ5) PNC CAPITAL ADVISORS | 10,963.70 10,000 | 10,882.50 108.8250 | | 0.04 % | 9,989.80 99.90 | 892.70 | 2.62 % | 285.00 | 71.25 |
| HERSHEY COMPANY CALL 03/01/2030 UNSC 01.700% DUE 06/01/2030 RATING: A1 (427866BE7) PNC CAPITAL ADVISORS | 10,285.60 10,000 | 10,288.40 102.8840 | | 0.04 % | 10,004.60 100.05 | 283.80 | 1.66 % | 170.00 | 14.17 |
| HOME DEPOT INC CALL 01/15/2030 UNSC 02.700% DUE 04/15/2030 RATING: A2 (437076CB6) PNC CAPITAL ADVISORS | 11,128.70 10,000 | 11,161.10 111.6110 | | 0.04 % | 9,944.10 99.44 | 1,217.00 | 2.42 % | 270.00 | 57.00 |
| HONEYWELL INTERNATIONAL CALL 03/01/2030 UNSC 01.950% DUE 06/01/2030 RATING: A2 (438516BZ8) PNC CAPITAL ADVISORS | 5,261.50 5,000 | 5,282.95 105.6590 | | 0.02 % | 4,994.55 99.89 | 288.40 | 1.85 % | 97.50 | 8.12 |

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| HONEYWELL INTERNATIONAL CALL 08/19/2021 UNSC VAR% DUE 08/19/2022 RATING: A2 (438516CD6) PNC CAPITAL ADVISORS | 10,008.00 | 10,000 | 10,010.00 | 0.04 % | 10,000.00 | 10.00 | 0.50 % | 50.04 | 5.98 |
| HORMEL FOODS CORP CALL 03/11/2030 UNSC 01.800% DUE 06/11/2030 RATING: A1 (440452AF7) PNC CAPITAL ADVISORS | 10,321.80 | 10,000 | 10,342.40 | 0.04 % | 9,972.70 | 369.70 | 1.75 % | 180.00 | 10.00 |
| INTEL CORP CALL 03/11/2024 UNSC 02.875% DUE 05/11/2024 RATING: A1 (458140BD1) PNC CAPITAL ADVISORS | 16,214.70 | 15,000 | 16,186.05 | 0.06 % | 14,996.25 | 1,189.80 | 2.67 % | 431.25 | 59.90 |
| JPMORGAN CHASE & CO SR UNSEC VAR% DUE 12/05/2024 RATING: A2 (46647PAY2) PNC CAPITAL ADVISORS | 38,406.55 | 35,000 | 38,557.05 | 0.14 % | 35,020.30 | 3,536.75 | 3.66 % | 1,408.05 | 101.69 |
| JP MORGAN CHASE & CO SR UNSEC CALL 04/22/30 @ 100 VAR% DUE 04/22/2031 RATING: A2 (46647PBL9) PNC CAPITAL ADVISORS | 10,640.70 | 10,000 | 10,748.60 | 0.04 % | 10,000.00 | 748.60 | 2.35 % | 252.20 | 48.34 |

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|-----------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| JOHNSON & JOHNSON CALL 06/01/2030 UNSC 01.300% DUE 09/01/2030 RATING: AAA (478160CQ5) PNC CAPITAL ADVISORS | 10,082.40 10,000 | 10,074.60 100.7460 | 0.04 % | 9,997.20 99.97 | 77.40 | 1.30 % | 130.00 | 45.50 | |
| KIMBERLY-CLARK CORP CALL 07/15/2027 UNSC 01.050% DUE 09/15/2027 RATING: A2 (494368CC5) PNC CAPITAL ADVISORS | 10,075.20 10,000 | 10,135.90 101.3590 | 0.04 % | 10,000.00 100.00 | 135.90 | 1.04 % | 105.00 | 32.08 | |
| MUFG AMERICAS HLDGS CORP CALL 01/20/2025 @ 100.000 UNSC 03.000% DUE 02/10/2025 RATING: A3 (553794AC2) PNC CAPITAL ADVISORS | 16,200.75 15,000 | 16,380.75 109.2050 | 0.06 % | 15,304.80 102.03 | 1,075.95 | 2.75 % | 450.00 | 176.25 | |
| MASTERCARD INC CALL 03/01/2029 UNSC 02.950% DUE 06/01/2029 RATING: A1 (57636QAM6) PNC CAPITAL ADVISORS | 16,941.00 15,000 | 16,835.40 112.2360 | 0.06 % | 14,979.30 99.86 | 1,856.10 | 2.63 % | 442.50 | 36.87 | |
| MERCK & CO INC CALL 12/07/2028 UNSC 03.400% DUE 03/07/2029 RATING: A1 (58933YAX3) PNC CAPITAL ADVISORS | 11,650.70 10,000 | 11,633.70 116.3370 | 0.05 % | 9,943.80 99.44 | 1,689.90 | 2.93 % | 340.00 | 107.67 | |

Detail

Fixed income

Corporate bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|----------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| METLIFE INC SER D UNSC 04.368% DUE 09/15/2023 RATING: A3 (59156RBB3) PNC CAPITAL ADVISORS | 11,136.80 | 10,000 | 11,077.80 110.7780 | 0.04 % | 10,799.30 107.99 | 278.50 | 3.95 % | 436.80 | 19.41 |
| MICROSOFT CORP CALL 06/08/2023 @ 100.000 UNSC 02.000% DUE 08/08/2023 RATING: AAA (594918BQ6) PNC CAPITAL ADVISORS | 5,220.60 | 5,000 | 5,215.50 104.3100 | 0.02 % | 4,940.45 98.81 | 275.05 | 1.92 % | 100.00 | 39.72 |
| PROLOGIS LP CALL 02/15/2027 UNSC 02.125% DUE 04/15/2027 RATING: A3 (74340XBN0) PNC CAPITAL ADVISORS | 15,971.25 | 15,000 | 16,095.75 107.3050 | 0.06 % | 14,833.05 98.89 | 1,262.70 | 1.99 % | 318.75 | 67.29 |
| PUBLIC STORAGE CALL 06/15/2027 UNSC 03.094% DUE 09/15/2027 RATING: A2 (74460DAC3) PNC CAPITAL ADVISORS | 11,218.60 | 10,000 | 11,177.90 111.7790 | 0.04 % | 10,084.80 100.85 | 1,093.10 | 2.77 % | 309.40 | 91.10 |
| REALTY INCOME CORP CALL 10/15/2026 @ 100.000 UNSC 03.000% DUE 01/15/2027 RATING: A3 (756109AS3) PNC CAPITAL ADVISORS | 15,000 | 15,000 | 16,597.20 110.6480 | 0.06 % | 16,401.45 109.34 | 195.75 | 2.72 % | 450.00 | 207.50 |

Detail

Fixed income
Corporate bonds

| Description [Cusip] | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| ROYAL BANK OF CANADA SEDOL ISIN US78013XW204 03.700% DUE 10/05/2023 RATING: A2 (78013XW20) PNC CAPITAL ADVISORS | 16,383.00 | 15,000 | 16,354.80 109.0320 | 0.06 % | 14,839.95 98.93 | 1,514.85 | 3.40 % | 555.00 | 132.58 |
| SHELL INTERNATIONAL FIN SEDOL ISIN US822582BD31 03.250% DUE 05/11/2025 RATING: AA2 (822582BD3) PNC CAPITAL ADVISORS | 16,593.75 | 15,000 | 16,626.45 110.8430 | 0.06 % | 15,868.05 105.79 | 758.40 | 2.94 % | 487.50 | 67.71 |
| SIERRA PACIFIC POWER CO CALL 02/01/2026 MORT 02.600% DUE 05/01/2026 RATING: A2 (826418BM6) PNC CAPITAL ADVISORS | 10,898.80 | 10,000 | 10,858.70 108.5870 | 0.04 % | 9,330.70 93.31 | 1,528.00 | 2.40 % | 260.00 | 43.33 |
| SUMITOMO MITSUI FINL GRP SEDOL BZ1H048 ISIN US86562MAU45 02.778% DUE 10/18/2022 RATING: A1 (86562MAU4) PNC CAPITAL ADVISORS | 10,436.70 | 10,000 | 10,421.70 104.2170 | 0.04 % | 9,926.70 99.27 | 495.00 | 2.67 % | 277.80 | 56.33 |
| TORONTO-DOMINION BANK SER MTN UNSC VAR% DUE 12/01/2022 RATING: AA3 (89114QCE6) PNC CAPITAL ADVISORS | 10,097.00 | 10,000 | 10,080.30 100.8030 | 0.04 % | 10,000.00 100.00 | 80.30 | 0.79 % | 78.67 | 26.44 |

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | | | | | | |
| TORONTO-DOMINION BANK SER MTN SEDOL 2HBR8L4 ISIN US89114QCF37 VAR% DUE 01/27/2023 RATING: AA3 (89114QCF3) PNC CAPITAL ADVISORS | 10,027.60 10,000 | 10,037.50 100.3750 | 0.04 % | 10,000.00 100.00 | 37.50 | 0.57 % | 56.78 | 10.09 |
| TOYOTA MOTOR CREDIT CORP SER MTN UNSC VAR% DUE 08/13/2021 RATING: A1 (89236TGS8) PNC CAPITAL ADVISORS | 15,010.05 15,000 | 15,006.75 100.0450 | 0.06 % | 15,000.00 100.00 | 6.75 | 1.86 % | 278.38 | 37.89 |
| U S BANCORP CALL 05/30/2029 SUB 03.000% DUE 07/30/2029 RATING: A1 (91159HHW3) PNC CAPITAL ADVISORS | 16,682.10 15,000 | 16,753.50 111.6900 | 0.06 % | 14,998.65 99.99 | 1,754.85 | 2.69 % | 450.00 | 188.75 |
| UNITEDHEALTH GROUP INC UNSC 03.750% DUE 07/15/2025 RATING: A3 (91324PCP5) PNC CAPITAL ADVISORS | 11,413.70 10,000 | 11,393.40 113.9340 | 0.04 % | 10,479.95 104.80 | 913.45 | 3.30 % | 375.00 | 172.92 |
| UNITEDHEALTH GROUP INC CALL 02/15/2030 UNSC 02.000% DUE 05/15/2030 RATING: A3 (91324PDX7) PNC CAPITAL ADVISORS | 10,477.90 10,000 | 10,606.90 106.0690 | 0.04 % | 9,985.35 99.85 | 621.55 | 1.89 % | 200.00 | 25.56 |

Detail

Fixed income
Corporate bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------------|------------------------|----------------------|---|----------------------|---------------|-------------------------|-------------------|
| | | Quantity | Current price per unit | | | | | | |
| VF CORP CALL 02/23/2027 UNSC 02.800% DUE 04/23/2027 RATING: A3 (918204BB3) PNC CAPITAL ADVISORS | 10,923.80 | 10,000 | 10,938.10 109.3810 | 0.04 % | 10,026.80 100.27 | 911.30 | 2.56 % | 280.00 | 52.89 |
| VISA INC CALL 01/15/2030 UNSC 02.050% DUE 04/15/2030 RATING: AA3 (92826CAM4) PNC CAPITAL ADVISORS | 10,714.20 | 10,000 | 10,695.20 106.9520 | 0.04 % | 10,020.65 100.21 | 674.55 | 1.92 % | 205.00 | 43.28 |
| WELLS FARGO & COMPANY SER MTN CALL 06/02/2023 @ 100 VAR% DUE 06/02/2024 RATING: A2 (95000U2R3) PNC CAPITAL ADVISORS | 10,186.50 | 10,000 | 10,278.80 102.7880 | 0.04 % | 10,006.85 100.07 | 271.95 | 1.61 % | 164.94 | 13.29 |
| WESTPAC BANKING CORP SEDOL ISIN US961214DG53 02.800% DUE 01/11/2022 RATING: AA3 (961214DG5) PNC CAPITAL ADVISORS | 5,160.70 | 5,000 | 5,130.20 102.6040 | 0.02 % | 4,798.10 95.96 | 332.10 | 2.73 % | 140.00 | 66.11 |
| XILINX INC UNSC 03.000% DUE 03/15/2021 RATING: A3 (983919AH4) PNC CAPITAL ADVISORS | 15,178.50 | 15,000 | 15,075.45 100.5030 | 0.06 % | 15,016.05 100.11 | 59.40 | 2.99 % | 450.00 | 132.50 |
| Total corporate bonds | | | \$808,318.95 | 2.79 % | \$756,601.65 | \$51,717.30 | 2.45 % | \$19,799.32 | \$4,402.07 |

Detail

Treasury bonds

| Description (Cusip) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|----------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | | | | | |
| USA TREASURY NOTES 02.375% DUE 08/15/2024 RATING: AAA (912828D56) PNC CAPITAL ADVISORS | 260,109.60 240,000 | \$258,664.80 \$107.7770 | 0.90 % | \$243,415.97 \$101.42 | \$15,248.83 | 2.21 % | \$5,700.00 | \$2,152.99 |
| USA TREASURY NOTES 02.250% DUE 11/15/2025 RATING: AAA (912828M56) PNC CAPITAL ADVISORS | 159,410.10 260,000 | 283,927.80 109.2030 | 0.99 % | 282,223.61 108.55 | 1,704.19 | 2.07 % | 5,850.00 | 759.53 |
| USA TREASURY NOTES 01.625% DUE 05/15/2026 RATING: AAA (912828R36) PNC CAPITAL ADVISORS | 128,592.00 85,000 | 90,505.45 106.4770 | 0.32 % | 90,843.74 106.88 | - 338.29 | 1.53 % | 1,381.25 | 179.33 |
| USA TREASURY NOTES 01.625% DUE 08/15/2022 RATING: AAA (912828T J9) PNC CAPITAL ADVISORS | 149,073.05 145,000 | 148,523.50 102.4300 | 0.52 % | 140,493.93 96.89 | 8,029.57 | 1.59 % | 2,356.25 | 890.00 |
| USA TREASURY NOTES 02.500% DUE 08/15/2023 RATING: AAA (912828VS6) PNC CAPITAL ADVISORS | 21,345.40 55,000 | 58,381.40 106.1480 | 0.21 % | 56,797.66 103.27 | 1,583.74 | 2.36 % | 1,375.00 | 519.36 |
| USA TREASURY NOTE 01.875% DUE 01/31/2022 RATING: AAA (912828V72) PNC CAPITAL ADVISORS | 138,142.80 55,000 | 56,040.05 101.8910 | 0.20 % | 53,170.90 96.67 | 2,869.15 | 1.85 % | 1,031.25 | 431.56 |
| USA TREASURY NOTES 02.500% DUE 05/15/2024 RATING: AAA (912828WJ5) PNC CAPITAL ADVISORS | 113,744.40 135,000 | 145,473.30 107.7580 | 0.51 % | 139,712.68 103.49 | 5,760.62 | 2.33 % | 3,375.00 | 438.19 |

Detail

Treasury bonds

| Description (Cusip) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|-------------------|
| | Market value last period | Current price per unit | | | | | | |
| USA TREASURY NOTES 01.750% DUE 11/15/2029 RATING: AAA {912828YS3} PNC CAPITAL ADVISORS | 10,000 | 108.0740 | 0.04 % | 10,754.30 107.54 | 53.10 | 1.62 % | 175.00 | 22.72 |
| USA TREASURY NOTES 00.625% DUE 05/15/2030 RATING: AAA {912828ZQ6} PNC CAPITAL ADVISORS | 50,000 | 48,883.00 97.7660 | 0.17 % | 48,850.79 97.70 | 32.21 | 0.64 % | 312.50 | 40.57 |
| USA TREASURY NOTES TREASURY INFLATION PROTECT SECS 00.375% DUE 07/15/2027 RATING: N/A {9128282L3} PNC CAPITAL ADVISORS | 11,761.85 10,000 | 11,977.56 119.7756 | 0.05 % | 9,891.79 98.92 | 2,085.77 | 0.33 % | 38.48 | 17.78 |
| USA TREASURY NOTES 02.875% DUE 05/15/2028 RATING: AAA {9128284N7} PNC CAPITAL ADVISORS | 29,425.75 5,000 | 5,792.95 115.8590 | 0.03 % | 5,140.62 102.81 | 652.33 | 2.49 % | 143.75 | 18.66 |
| USA TREASURY NTS 02.375% DUE 05/15/2029 RATING: AAA {9128286T2} PNC CAPITAL ADVISORS | 15,000 | 16,952.40 113.0160 | 0.06 % | 16,978.12 113.19 | - 25.72 | 2.11 % | 356.25 | 46.25 |
| Total treasury bonds | | \$1,135,929.61 | 3.92 % | \$1,098,274.11 | \$37,655.50 | 1.95 % | \$22,094.73 | \$5,516.94 |

167

Detail

Agency bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|---------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| FEDERAL HOME LOAN BANK BNDS 03.250% DUE 11/16/2028 RATING: AAA (3130AFFX0) PNC CAPITAL ADVISORS | \$12,003.20 10,000 | \$11,958.80 \$119.5880 | | 0.05 % | \$11,470.80 \$114.71 | \$488.00 | 2.72 % | \$325.00 | \$40.62 |
| FEDERAL NATL MTG ASSN UNSC 01.875% DUE 09/24/2026 RATING: AAA (3135G0Q22) PNC CAPITAL ADVISORS | 81,288.00 75,000 | 81,093.75 108.1250 | | 0.29 % | 70,862.85 94.48 | 10,230.90 | 1.74 % | 1,406.25 | 378.91 |
| FEDERAL NATL MTG ASSN BNDS 02.625% DUE 09/06/2024 RATING: AAA (3135G0ZR7) PNC CAPITAL ADVISORS | 10,925.70 10,000 | 10,876.20 108.7620 | | 0.04 % | 10,804.30 108.04 | 71.90 | 2.42 % | 262.50 | 83.85 |
| FEDERAL NATL MTG ASSN NTS 00.875% DUE 08/05/2030 RATING: AAA (3135G05Q2) PNC CAPITAL ADVISORS | 24,684.75 25,000 | 24,534.75 98.1390 | | 0.09 % | 24,812.00 99.25 | - 277.25 | 0.90 % | 218.75 | 88.72 |
| FEDERAL HOME LOAN MTG CORP NTS 00.250% DUE 08/24/2023 RATING: AAA (3137EAEV7) PNC CAPITAL ADVISORS | 15,010.20 15,000 | 15,029.55 100.1970 | | 0.06 % | 14,984.70 99.90 | 44.85 | 0.25 % | 37.50 | 13.54 |
| FEDERAL NATL MTG ASSN POOL #AH3765 04.000% DUE 01/01/2041 RATING: N/A (3138A5FF4) PNC CAPITAL ADVISORS | 13,934.87 10,917.960 | 11,939.12 109.3530 | | 0.05 % | 11,694.12 107.11 | 245.00 | 3.66 % | 436.72 | 37.61 |

Detail

Agency bonds

| Description (C usip) | Market value last period | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|-----------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| FEDERAL NATL MTG ASSN POOL #AL0578 03.500% DUE 08/01/2026 RATING: N/A (3138EGUC6) PNC CAPITAL ADVISORS | 6,436.19 5,440.801 | 5,770.46 106.0590 | | 0.02 % | 5,795.25 106.52 | - 24.79 | 3.31 % | 190.43 | 16.40 |
| FEDERAL NATL MTG ASSN POOL AS5327 03.000% DUE 07/01/2030 RATING: N/A (3138WE4M8) PNC CAPITAL ADVISORS | 34,749.58 30,096.515 | 32,160.23 106.8570 | | 0.12 % | 31,094.65 103.32 | 1,065.58 | 2.81 % | 902.90 | 77.75 |
| FEDERAL NATL MTG ASSN POOL AS8018 03.000% DUE 09/01/2031 RATING: N/A (3138WH4C3) PNC CAPITAL ADVISORS | 26,518.01 23,289.080 | 25,022.02 107.4410 | | 0.09 % | 24,060.52 103.31 | 961.50 | 2.80 % | 698.67 | 60.16 |
| FEDERAL NATL MTG ASSN POOL BC4777 02.500% DUE 10/01/2031 RATING: N/A (3140F0JX3) PNC CAPITAL ADVISORS | 31,640.78 28,409.918 | 29,671.32 104.4400 | | 0.11 % | 29,066.90 102.31 | 604.42 | 2.40 % | 710.25 | 61.16 |
| FEDERAL NATL MTG ASSN POOL BM3954 02.500% DUE 12/01/2028 RATING: N/A (3140J8MC4) PNC CAPITAL ADVISORS | 39,651.67 34,848.278 | 36,412.27 104.4880 | | 0.13 % | 34,129.53 97.94 | 2,282.74 | 2.40 % | 871.21 | 75.02 |
| FEDERAL NATL MTG ASSN POOL BM4202 03.500% DUE 12/01/2029 RATING: N/A (3140J8U43) PNC CAPITAL ADVISORS | 26,169.42 22,493.599 | 24,118.76 107.2250 | | 0.09 % | 23,442.56 104.22 | 676.20 | 3.27 % | 787.28 | 67.79 |

Detail

Agency bonds

| Description [Cusip] | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|-----------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| FEDERAL NATL MTG ASSN POOL CA5540 03.000% DUE 04/01/2050 RATING: N/A (3140QDEN0) PNC CAPITAL ADVISORS | 14,103.794 | 15,015.46 | 106.4640 | 0.06 % | 15,048.09 106.70 | - 32.63 | 2.82 % | 423.11 | 35.26 |
| FEDERAL NATL MTG ASSN POOL FM0008 03.500% DUE 08/01/2049 RATING: N/A (3140X3AJ7) PNC CAPITAL ADVISORS | 12,339.35 9,723.248 | 10,420.60 107.1720 | | 0.04 % | 10,087.87 103.75 | 332.73 | 3.27 % | 340.31 | 29.30 |
| FEDERAL NATL MTG ASSN POOL FM1221 03.500% DUE 07/01/2049 RATING: N/A (3140X4LB0) PNC CAPITAL ADVISORS | 12,272.46 9,585.266 | 10,334.16 107.8130 | | 0.04 % | 9,925.24 103.55 | 408.92 | 3.25 % | 335.48 | 28.89 |
| FEDERAL NATL MTG ASSN POOL FM3522 03.000% DUE 02/01/2035 RATING: N/A (3140X64G3) PNC CAPITAL ADVISORS | 19,834.75 17,212.870 | 18,409.68 106.9530 | | 0.07 % | 18,312.88 106.39 | 96.80 | 2.81 % | 516.39 | 44.47 |
| FEDERAL NATL MTG ASSN POOL FM4138 02.500% DUE 09/01/2050 RATING: N/A (3140X7S42) PNC CAPITAL ADVISORS | 26,305.51 24,775.424 | 26,250.30 105.9530 | | 0.10 % | 26,149.68 105.55 | 100.62 | 2.36 % | 619.39 | 53.34 |
| FEDERAL NATL MTG ASSN POOL #AB2077 04.000% DUE 01/01/2041 RATING: N/A (31416XJX9) PNC CAPITAL ADVISORS | 47,163.70 38,667.184 | 42,977.03 111.1460 | | 0.15 % | 38,174.80 98.73 | 4,802.23 | 3.60 % | 1,546.69 | 133.19 |

Detail

Agency bonds

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|-----------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|-------------------|
| | | Quantity | Current price per unit | | | | | | |
| FEDERAL NATL MTG ASSN POOL MA2803 02.500% DUE 11/01/2031 RATING: N/A (31418CDH4) PNC CAPITAL ADVISORS | 42,800.39 37,186.300 | 38,872.70 104.5350 | | 0.14 % | 37,391.12 100.55 | 1,481.58 | 2.40 % | 929.66 | 80.05 |
| FEDERAL NATL MTG ASSN POOL MA4095 02.000% DUE 08/01/2035 RATING: N/A (31418DRR5) PNC CAPITAL ADVISORS | 15,366.65 14,194.570 | 14,838.72 104.5380 | | 0.06 % | 14,737.96 103.83 | 100.76 | 1.92 % | 283.89 | 24.45 |
| Total agency bonds | | \$485,705.88 | | 1.68 % | \$462,045.82 | \$23,660.06 | 2.44 % | \$11,842.38 | \$1,430.48 |

Mutual funds - fixed income

| Description (Symbol) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|-------------------------------|-----------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|-------------------|
| | | Quantity | Current price per unit | | | | | | |
| DODGE & COX INCOME FUND (DODIX) FD #147 21-75-073-4453885 | \$1,856,024.56 128,226.256 | \$1,878,514.65 \$14.6500 | | 6.49 % | \$1,791,196.62 \$13.97 | \$87,318.03 | 2.44 % | \$45,776.77 | |
| METROPOLITAN WEST UNCONSTRAINED (MWCIX) BOND FUND CLASS I FUND #0518 21-75-073-4453885 | 1,297,312.45 109,867.573 | 1,320,608.23 12.0200 | | 4.57 % | 1,310,396.68 11.93 | 10,211.55 | 2.96 % | 39,002.99 | 3,126.01 |
| T ROWE PRICE INSTITUTIONAL (PFRX) FLOATING RATE FUND FD #430 21-75-073-4453885 | 556,685.69 59,386.411 | 574,860.46 9.6800 | | 1.99 % | 594,423.02 10.01 | - 19,562.56 | 4.18 % | 23,992.11 | 2,366.25 |
| TEMPLETON GLOBAL BOND FUND R6 (FBNRX) 21-75-073-4453885 | 514,540.78 53,189.624 | 518,598.83 9.7500 | | 1.80 % | 645,122.83 12.13 | - 126,524.00 | 5.03 % | 26,062.92 | |
| Total mutual funds - fixed income | | \$4,292,582.17 | | 14.83 % | \$4,341,139.15 | - \$48,556.98 | 3.14 % | \$134,834.79 | \$5,492.26 |

171

Detail

Mortgages

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|----------------------|---------------------------|----------------------|--|----------------------|---------------|-------------------------|-----------------|
| | | Quantity | Current price per unit | | | | | | |
| CAPITAL ONE MULTI-ASSET EXECUT SERIES 2017 A6 CLASS A6 02.290% DUE 07/15/2025 RATING: N/A (14041NFQ9) PNC CAPITAL ADVISORS | \$31,159.20 | 30,000 | \$31,056.30 \$103.5210 | 0.11 % | \$28,425.00 \$94.75 | \$2,631.30 | 2.22 % | \$687.00 | \$30.53 |
| FHLMC MULTIFAMILY STRUCTURED P SERIES K067 CLASS A2 03.194% DUE 07/25/2027 RATING: AAA (3137FAWS3) PNC CAPITAL ADVISORS | 45,610.00 | 40,000 | 45,753.20 114.3830 | 0.16 % | 40,205.07 100.51 | 5,548.13 | 2.80 % | 1,277.60 | 106.47 |
| Total mortgages | | | \$76,809.50 | 0.27 % | \$68,630.07 | \$8,179.43 | 2.56 % | \$1,964.60 | \$137.00 |

Asset backed

| Description (Cusip) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|----------------------|---------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| BMW VEHICLE OWNER TRUST SERIES 2019 A CLASS A3 01.920% DUE 01/25/2024 RATING: N/A (05588CAC6) PNC CAPITAL ADVISORS | \$10,180.80 | 10,000 | \$10,152.50 \$101.5250 | 0.04 % | \$9,625.00 \$96.25 | \$527.50 | 1.90 % | \$192.00 | \$3.20 |
| CNH EQUIPMENT TRUST SERIES 2018 B CLASS A3 03.190% DUE 11/15/2023 RATING: AAA (12596EAC8) PNC CAPITAL ADVISORS | 10,605.200 | | 10,807.65 101.9090 | 0.04 % | 10,820.20 102.03 | - 12.55 | 3.14 % | 338.31 | 15.04 |

Detail

Asset backed

| Description (Cusip) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | | | | | |
| CNH EQUIPMENT TRUST SERIES 2019 C CLASS A3 02.010% DUE 12/16/2024 RATING: AAA (12597CAC1) PNC CAPITAL ADVISORS | 35,939.75 35,000 | 35,784.00 102.2400 | 0.13 % | 34,995.93 99.99 | 788.07 | 1.97 % | 703.50 | 31.27 |
| DISCOVER CARD EXECUTION NOTE T SERIES 2019 A1 CLASS A1 03.040% DUE 07/15/2024 RATING: AAA (254683CK9) PNC CAPITAL ADVISORS | 15,542.25 15,000 | 15,443.70 102.9580 | 0.06 % | 15,014.06 100.09 | 429.64 | 2.96 % | 456.00 | 20.27 |
| HONDA AUTO RECEIVABLES OWNER T SERIES 2020 3 CLASS A4 00.460% DUE 04/19/2027 RATING: N/A (43813KAD4) PNC CAPITAL ADVISORS | 9,997.80 10,000 | 10,033.30 100.3330 | 0.04 % | 9,997.34 99.97 | 35.96 | 0.46 % | 46.00 | 1.66 |
| HYUNDAI AUTO RECEIVABLES TRUST SERIES 2020 C CLASS A3 00.380% DUE 05/15/2025 RATING: N/A (44891RAC4) PNC CAPITAL ADVISORS | 40,000 | 40,069.20 100.1730 | 0.14 % | 39,990.79 99.98 | 78.41 | 0.38 % | 152.00 | 6.76 |
| JOHN DEERE OWNER TRUST SERIES 2019 B CLASS A3 02.210% DUE 12/15/2023 RATING: AAA (477870AC3) PNC CAPITAL ADVISORS | 10,236.90 10,000 | 10,192.90 101.9290 | 0.04 % | 9,997.88 99.98 | 195.02 | 2.17 % | 221.00 | 9.82 |

Detail

Asset backed

| Description (Cusip) | Market value last period | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|-----------------|
| | Quantity | Current price per unit | | | | | | |
| VERIZON OWNER TRUST SERIES 2019 A CLASS A1 02.930% DUE 09/20/2023 RATING: AAA (92347YAA2) PNC CAPITAL ADVISORS | 15,000 | 15,290.85 101.9390 | 0.06 % | 15,318.17 102.12 | - 27.32 | 2.88 % | 439.50 | 13.43 |
| Total asset backed | | \$147,774.10 | 0.51 % | \$145,759.37 | \$2,014.73 | 1.72 % | \$2,548.31 | \$101.45 |

Other fixed income assets

| Description (Cusip) | Market value last period | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|---------------------------|----------------------|--|----------------------|---------------|-------------------------|--------------------|
| | Quantity | Current price per unit | | | | | | |
| EUROPEAN INVESTMENT BANK SEDOL 2HHZN17 ISIN US298785JD98 00.625% DUE 07/25/2025 RATING: AAA (298785JD9) PNC CAPITAL ADVISORS | \$10,094.60 10,000 | \$10,095.70 \$100.9570 | 0.04 % | \$9,965.50 \$99.66 | \$130.20 | 0.62 % | \$62.50 | \$27.08 |
| Total fixed income | | \$6,957,215.91 | 24.03 % | \$6,882,415.67 | \$74,800.24 | 2.78 % | \$193,146.63 | \$17,107.28 |

Equities

Stocks

Consumer discretionary

| Description (Symbol) | Market value last period | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|--------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Quantity | Current price per unit | | | | | | |
| HELEN OF TROY LIMITED (HELE) SEDOL 2419530 ISIN BMG4388N1065 GW&K INVESTMENT MANAGEMENT | \$11,030.64 42 | \$9,331.98 \$222.1900 | 0.04 % | \$6,592.54 \$156.97 | \$2,739.44 | | | |
| AMAZON COM INC (AMZN) EDGEWOOD MGMT | 116,503.01 37 | 120,506.41 3,256.9300 | 0.42 % | 56,477.62 1,526.42 | 64,028.79 | | | |

Detail

Equities

Stocks

Consumer discretionary

| Description (Symbol) | Market value last period Quantity | Current market value | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-------------------------------------|--------------------------------------|---------------------------|----------------------------|--|----------------------|------------------|----------------------------|-------------------|
| | | Current price per unit | | | | | | |
| BOOT BARN HOLDINGS INC (BOOT) | | 8,498.56 | 0.03 % | 6,387.82 | 2,110.74 | | | |
| GW&K INVESTMENT MANAGEMENT | 196 | 43,3600 | | 32.59 | | | | |
| CHIPOTLE MEXICAN GRIL CL A (CMG) | | 90,136.15 | 0.32 % | 85,331.36 | 4,804.79 | | | |
| EDGEWOOD MGMT | 65 | 1,386.7100 | | 1,312.79 | | | | |
| CHURCHILL DOWNS INC (CHDN) | 8,846.28 | 10,518.66 | 0.04 % | 6,664.67 | 3,853.99 | 0.32 % | 33.59 | 33.59 |
| GW&K INVESTMENT MANAGEMENT | 54 | 194.7900 | | 123.42 | | | | |
| CHUY'S HOLDINGS INC (CHUY) | 3,641.88 | 4,927.14 | 0.02 % | 4,388.73 | 538.41 | | | |
| GW&K INVESTMENT MANAGEMENT | 186 | 26.4900 | | 23.60 | | | | |
| FIVE BELOW (FIVE) | 12,192.00 | 12,073.62 | 0.05 % | 8,657.08 | 3,416.54 | | | |
| GW&K INVESTMENT MANAGEMENT | 69 | 174.9800 | | 125.47 | | | | |
| GRAND CANYON EDUCATION INC (LOPE) | 15,028.72 | 17,504.68 | 0.07 % | 21,095.48 | - 3,590.80 | | | |
| GW&K INVESTMENT MANAGEMENT | 188 | 93.1100 | | 112.21 | | | | |
| LENNAR CORP (LEN) | 58,564.56 | 54,656.91 | 0.19 % | 39,712.74 | 14,944.17 | 1.32 % | 717.00 | |
| CLASS A | 717 | 76.2300 | | 55.39 | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | |
| LITHIA MTRS INC (LAD) | 17,323.44 | 22,242.92 | 0.08 % | 10,015.27 | 12,227.65 | 0.43 % | 94.24 | |
| CL A | 76 | 292.6700 | | 131.78 | | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | | |
| NIKE INC (NKE) | 109,094.26 | 122,937.43 | 0.43 % | 80,200.12 | 42,737.31 | 0.78 % | 955.90 | |
| CLASS B | 869 | 141.4700 | | 92.29 | | | | |
| EDGEWOOD MGMT | | | | | | | | |
| OLLIE'S BARGAIN OUTLET HOLDI (OLLI) | 10,394.65 | 9,730.63 | 0.04 % | 7,575.79 | 2,154.84 | | | |
| GW&K INVESTMENT MANAGEMENT | 119 | 81.7700 | | 63.66 | | | | |
| OXFORD INDUSTRIES INC (OXM) | 3,874.56 | 6,288.96 | 0.03 % | 6,749.75 | - 460.79 | 1.53 % | 96.00 | |
| GW&K INVESTMENT MANAGEMENT | 96 | 65.5100 | | 70.31 | | | | |
| PATRICK INDUSTRIES INC (PATK) | 12,769.44 | 15,173.70 | 0.06 % | 10,394.20 | 4,779.50 | 1.64 % | 248.64 | |
| GW&K INVESTMENT MANAGEMENT | 222 | 68.3500 | | 46.82 | | | | |
| SKYLINE CHAMPION CORP (SKY) | 12,260.66 | 14,913.08 | 0.06 % | 14,127.29 | 785.79 | 1.17 % | 173.52 | |
| GW&K INVESTMENT MANAGEMENT | 482 | 30.9400 | | 29.31 | | | | |
| SONY CORP AMERICAN SHARE NEW (SNE) | 62,321.00 | 82,093.20 | 0.29 % | 48,301.53 | 33,791.67 | 0.35 % | 283.39 | |
| SPONSORED ADR | 812 | 101.1000 | | 59.49 | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | |

Detail

Equities

Stocks

Consumer discretionary

| Description (Symbol) | Market value last period | | Current market value | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|-------------------------------------|--------------------------|---------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| TEXAS ROADHOUSE INC (TXRH) | 15,987.77 | 20,556.08 | 20,556.08 | 0.08 % | 13,782.57 | 6,773.51 | 1.85 % | 378.72 | |
| GW&K INVESTMENT MANAGEMENT | 263 | 78.1600 | 78.1600 | | 52.41 | | | | |
| WOLVERINE WORLD WIDE INC (WWW) | 6,124.08 | 7,406.25 | 7,406.25 | 0.03 % | 6,762.04 | 644.21 | 1.29 % | 94.80 | 23.70 |
| GW&K INVESTMENT MANAGEMENT | 237 | 31.2500 | 31.2500 | | 28.53 | | | | |
| Total consumer discretionary | | \$629,496.36 | | 2.17 % | \$433,216.60 | \$196,279.76 | 0.49 % | \$3,075.80 | \$57.29 |

Consumer staples

| Description (Symbol) | Market value last period | | Current market value | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|------------------------------------|--------------------------|---------------------|------------------------|----------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| | Quantity | price per unit | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| CENTRAL GARDEN & PET CO (CENT) | \$2,874.96 | \$2,779.92 | \$2,779.92 | 0.01 % | \$2,009.33 | \$770.59 | | | |
| GW&K INVESTMENT MANAGEMENT | 72 | \$38.6100 | \$38.6100 | | \$27.91 | | | | |
| CENTRAL GARDEN AND PET CO (CENTA) | 12,612.86 | 12,679.17 | 12,679.17 | 0.05 % | 9,207.60 | 3,471.57 | | | |
| CL A | 349 | 36.3300 | 36.3300 | | 26.38 | | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | | | |
| COCA COLA CO (KO) | 49,370.00 | 54,840.00 | 54,840.00 | 0.19 % | 54,236.44 | 603.56 | 3.00 % | 1,640.00 | |
| ARISTOTLE CAPITAL MANAGEMENT | 1,000 | 54.8400 | 54.8400 | | 54.24 | | | | |
| LAUDER ESTEE COS INC (EL) | 108,906.75 | 132,828.81 | 132,828.81 | 0.46 % | 90,924.15 | 41,904.66 | 0.80 % | 1,057.88 | |
| CL A | 499 | 266.1900 | 266.1900 | | 182.21 | | | | |
| EDGEWOOD MGMT | | | | | | | | | |
| PERFORMANCE FOOD GROUP CO (PFGC) | 13,986.48 | 19,234.44 | 19,234.44 | 0.07 % | 18,814.28 | 420.16 | | | |
| GW&K INVESTMENT MANAGEMENT | 404 | 47.6100 | 47.6100 | | 46.57 | | | | |
| PROCTER & GAMBLE CO (PG) | 52,399.23 | 52,455.78 | 52,455.78 | 0.19 % | 51,933.45 | 522.33 | 2.28 % | 1,192.45 | |
| ARISTOTLE CAPITAL MANAGEMENT | 377 | 139.1400 | 139.1400 | | 137.76 | | | | |
| TYSON FOODS INC (TSN) | 36,223.32 | 39,243.96 | 39,243.96 | 0.14 % | 52,348.04 | - 13,104.08 | 2.77 % | 1,084.02 | |
| CLASS A | 609 | 64.4400 | 64.4400 | | 85.96 | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | | |
| WALGREENS BOOTS ALLIANCE INC (WBA) | 18,031.84 | 20,019.76 | 20,019.76 | 0.07 % | 27,169.03 | - 7,149.27 | 4.69 % | 938.74 | |
| ARISTOTLE CAPITAL MANAGEMENT | 502 | 39.8800 | 39.8800 | | 54.12 | | | | |
| Total consumer staples | | \$334,081.84 | | 1.15 % | \$306,642.32 | \$27,439.52 | 1.77 % | \$5,913.09 | |

Detail

| Energy | | Current market value | % | Total tax cost | Current | Estimated | Accrued |
|--------------------------------|--------------------------|------------------------|--------------------|------------------------|----------------------|-------------------|-----------------|
| Description [Symbol] | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | Unrealized gain/loss | annual income | income |
| CABOT OIL & GAS CORP COM (COG) | \$51,281.44 | \$48,091.12 | 0.17 % | \$52,220.63 | - \$4,129.51 | \$1,181.60 | |
| ARISTOTLE CAPITAL MANAGEMENT | 2,954 | \$16.2800 | | \$17.68 | | | |
| PHILLIPS 66 (PSX) | 26,127.36 | 35,249.76 | 0.13 % | 51,911.41 | - 16,661.65 | 1,814.40 | |
| ARISTOTLE CAPITAL MANAGEMENT | 504 | 69.9400 | | 103.00 | | | |
| PIONEER NAT RES CO (PXD) | 18,401.86 | 24,372.46 | 0.09 % | 27,733.08 | - 3,360.62 | 470.80 | 117.70 |
| ARISTOTLE CAPITAL MANAGEMENT | 214 | 113.8900 | | 129.59 | | | |
| WPX ENERGY INC (WPX) | 4,145.40 | 8,484.15 | 0.03 % | 7,761.85 | 722.30 | | |
| GW&K INVESTMENT MANAGEMENT | 1,041 | 8.1500 | | 7.46 | | | |
| Total energy | | \$116,197.49 | 0.40 % | \$139,626.97 | - \$23,429.48 | \$3,466.80 | \$117.70 |

| Financial | | Current market value | % | Total tax cost | Current | Estimated | Accrued |
|---|--------------------------|------------------------|--------------------|------------------------|----------------------|---------------|----------|
| Description [Symbol] | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | Unrealized gain/loss | annual income | income |
| CHUBB LTD (CB) | \$32,745.84 | \$43,405.44 | 0.15 % | \$44,714.96 | - \$1,309.52 | \$879.84 | \$219.96 |
| SEDOL B3BQMF6 ISIN CH0044328745 | 282 | \$153.9200 | | \$158.56 | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | |
| AMERISAFE INC (AMSF) | 9,636.48 | 9,648.24 | 0.04 % | 11,264.30 | - 1,616.06 | 181.44 | |
| GW&K INVESTMENT MANAGEMENT | 168 | 57.4300 | | 67.05 | | | |
| AMERIPRISE FINANCIAL INC (AMP) | 50,085.75 | 63,157.25 | 0.22 % | 47,484.40 | 15,672.85 | 1,352.00 | |
| ARISTOTLE CAPITAL MANAGEMENT | 325 | 194.3300 | | 146.11 | | | |
| AMERIS BANCORP (ABCB) | 6,742.88 | 14,314.32 | 0.05 % | 14,011.22 | 303.10 | 225.60 | 56.40 |
| GW&K INVESTMENT MANAGEMENT | 376 | 38.0700 | | 37.26 | | | |
| BOK FINL CORP (BOKF) NEW | 16,792.26 | 22,324.48 | 0.08 % | 26,078.14 | - 3,753.66 | 678.08 | |
| ARISTOTLE CAPITAL MANAGEMENT | 326 | 68.4800 | | 79.99 | | | |
| CME GROUP INC (CME) | 89,343.54 | 94,483.95 | 0.33 % | 108,881.19 | - 14,397.24 | 1,764.60 | 1,297.50 |
| A DERIVATIVES EXCHANGE EDGEWOOD MGMT | 519 | 182.0500 | | 209.79 | | | |
| CAPITAL ONE FINANCIAL CORP (COF) | 30,468.64 | 41,912.40 | 0.15 % | 38,786.20 | 3,126.20 | 169.60 | |
| ARISTOTLE CAPITAL MANAGEMENT | 424 | 98.8500 | | 91.48 | | | |
| CATHAY GENERAL BANCORP (CATY) | 8,064.96 | 11,974.68 | 0.05 % | 13,171.48 | - 1,196.80 | 461.28 | |
| GW&K INVESTMENT MANAGEMENT | 372 | 32.1900 | | 35.41 | | | |

177

Detail

| Description (Symbol) | Financial | | Current market value | % | Total tax cost | Current yield | Estimated annual income | Accrued income | |
|--------------------------------------|--------------------------|------------|----------------------|---------------|---------------------|---------------------|-------------------------|--------------------|------------------------|
| | Market value last period | Quantity | | | | | | | Current price per unit |
| CINCINNATI FINANCIAL CORP (CINF) | | | 43,248.15 | 0.15 % | 41,553.22 | 1,694.93 | 2.75 % | 1,188.00 | |
| ARISTOTLE CAPITAL MANAGEMENT | | 495 | 87.3700 | | 83.95 | | | | |
| COHEN & STEERS INC (CNS) | | 8,639.70 | 13,522.60 | 0.05 % | 10,164.94 | 3,357.66 | 2.10 % | 283.92 | |
| GW&K INVESTMENT MANAGEMENT | | 182 | 74.3000 | | 55.85 | | | | |
| COMMERCE BANCSHARES INC (CBSH) | | 27,356.94 | 33,507.00 | 0.12 % | 29,023.78 | 4,483.22 | 1.65 % | 550.80 | |
| ARISTOTLE CAPITAL MANAGEMENT | | 510 | 65.7000 | | 56.91 | | | | |
| CULLEN FROST BANKERS INC (CFR) | | 18,033.90 | 24,598.86 | 0.09 % | 24,749.68 | - 150.82 | 3.31 % | 812.16 | |
| ARISTOTLE CAPITAL MANAGEMENT | | 282 | 87.2300 | | 87.77 | | | | |
| EAST WEST BANCORP INC (EWBC) | | 19,283.86 | 29,868.19 | 0.11 % | 26,326.86 | 3,541.33 | 2.17 % | 647.90 | |
| ARISTOTLE CAPITAL MANAGEMENT | | 589 | 50.7100 | | 44.70 | | | | |
| GLACIER BANCORP INC (GBCI) | | 10,608.55 | 15,229.31 | 0.06 % | 13,283.71 | 1,945.60 | 2.61 % | 397.20 | |
| GW&K INVESTMENT MANAGEMENT | | 331 | 46.0100 | | 40.13 | | | | |
| HORACE MANN EDUCATORS CORP NEW (HMN) | | 10,688.00 | 13,452.80 | 0.05 % | 13,699.88 | - 247.08 | 2.86 % | 384.00 | |
| GW&K INVESTMENT MANAGEMENT | | 320 | 42.0400 | | 42.81 | | | | |
| HOULIHAN LOKEY INC (HLI) | | 10,747.10 | 12,235.86 | 0.05 % | 8,364.27 | 3,871.59 | 1.97 % | 240.24 | |
| GW&K INVESTMENT MANAGEMENT | | 182 | 67.2300 | | 45.96 | | | | |
| JPMORGAN CHASE & CO (JPM) | | 40,433.40 | 53,369.40 | 0.19 % | 22,996.63 | 30,372.77 | 2.84 % | 1,512.00 | |
| ARISTOTLE CAPITAL MANAGEMENT | | 420 | 127.0700 | | 54.75 | | | | |
| MERIDIAN BANCORP INC (EBSB) | | 3,788.10 | 5,457.06 | 0.02 % | 6,315.23 | - 858.17 | 2.15 % | 117.12 | |
| GW&K INVESTMENT MANAGEMENT | | 366 | 14.9100 | | 17.26 | | | 29.28 | |
| MITSUBISHI UFJ FINL GRP ADR (MUFG) | | 19,600.88 | 21,653.84 | 0.08 % | 25,471.96 | - 3,818.12 | 4.36 % | 943.38 | |
| ARISTOTLE CAPITAL MANAGEMENT | | 4,888 | 4.4300 | | 5.21 | | | | |
| OCEANFIRST FINANCIAL CORP (OCFC) | | | 6,445.98 | 0.03 % | 5,303.11 | 1,142.87 | 3.66 % | 235.28 | |
| GW&K INVESTMENT MANAGEMENT | | 346 | 18.6300 | | 15.33 | | | | |
| PACIFIC PREMIER BANCORP INC (PPBI) | | 7,270.54 | 13,033.28 | 0.05 % | 13,005.46 | 27.82 | 3.58 % | 465.92 | |
| GW&K INVESTMENT MANAGEMENT | | 416 | 31.3300 | | 31.26 | | | | |
| S&P GLOBAL INC (SPGI) | | 101,689.20 | 105,851.06 | 0.37 % | 44,005.92 | 61,845.14 | 0.82 % | 862.96 | |
| EDGEWOOD MGMT | | 322 | 328.7300 | | 136.66 | | | | |
| SEACOAST BANKING CORP OF FLA (SBCF) | | 5,463.09 | 15,255.10 | 0.06 % | 13,395.93 | 1,859.17 | | | |
| GW&K INVESTMENT MANAGEMENT | | 518 | 29.4500 | | 25.86 | | | | |
| STIFEL FINL CORP (SF) | | 11,578.24 | 17,307.78 | 0.06 % | 12,825.83 | 4,481.95 | 0.90 % | 155.38 | |
| GW&K INVESTMENT MANAGEMENT | | 343 | 50.4600 | | 37.39 | | | | |
| Total financial | | | \$725,257.03 | 2.51 % | \$614,878.30 | \$110,378.73 | 2.00 % | \$14,508.70 | \$1,603.14 |

Detail

| Description (Symbol) | Market value last period | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------|--------------------------|----------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | | Quantity | Current price per unit | | | | | | |
| Health care | | | | | | | | | |
| MEDTRONIC PLC (MDT) | \$53,414.88 | | \$60,209.96 | 0.21 % | \$56,747.83 | \$3,462.13 | 1.99 % | \$1,192.48 | \$298.12 |
| SEDOL BTN1Y11 | | 514 | \$117.1400 | | \$110.40 | | | | |
| ISIN IE00BTN1Y115 | | | | | | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | | |
| ALCON INC (ALC) | 46,015.60 | | 53,311.84 | 0.19 % | 45,156.48 | 8,155.36 | | | |
| SEDOL BJXBP41 | | 808 | 65.9800 | | 55.89 | | | | |
| ISIN CH0432492467 | | | | | | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | | |
| ALIGN TECHNOLOGY INC (ALGN) | 93,624.96 | | 141,610.70 | 0.49 % | 47,698.80 | 93,911.90 | | | |
| EDGEWOOD MGMT | | 265 | 534.3800 | | 180.00 | | | | |
| AMGEN INC (AMGN) | 71,927.28 | | 65,067.36 | 0.23 % | 41,800.60 | 23,266.76 | 3.07 % | 1,992.32 | |
| ARISTOTLE CAPITAL MANAGEMENT | | 283 | 229.9200 | | 147.71 | | | | |
| ATRICURE INC (ATRC) | 10,294.20 | | 14,362.86 | 0.05 % | 6,594.98 | 7,767.88 | | | |
| GW&K INVESTMENT MANAGEMENT | | 258 | 55.6700 | | 25.56 | | | | |
| CASTLE BIOSCIENCES INC (CSTL) | | | 5,506.30 | 0.02 % | 5,693.25 | - 186.95 | | | |
| GW&K INVESTMENT MANAGEMENT | | 82 | 67.1500 | | 69.43 | | | | |
| COVETRUS INC-WHEN ISSUED (CVET) | 10,101.60 | | 14,887.32 | 0.06 % | 12,701.83 | 2,185.49 | | | |
| GW&K INVESTMENT MANAGEMENT | | 518 | 28.7400 | | 24.52 | | | | |
| CRYOLIFE INC (CRY) | 7,738.93 | | 9,892.59 | 0.04 % | 10,100.02 | - 207.43 | 0.51 % | 50.28 | |
| GW&K INVESTMENT MANAGEMENT | | 419 | 23.6100 | | 24.11 | | | | |
| CRYOPORT INC (CYRX) | 11,992.20 | | 8,600.48 | 0.03 % | 3,732.63 | 4,867.85 | | | |
| GW&K INVESTMENT MANAGEMENT | | 196 | 43.8800 | | 19.04 | | | | |
| DANAHER CORP (DHR) | 106,373.02 | | 109,737.16 | 0.38 % | 63,390.92 | 46,346.24 | 0.33 % | 355.68 | 88.92 |
| ARISTOTLE CAPITAL MANAGEMENT | | 494 | 222.1400 | | 128.32 | | | | |
| DANAHER CORP (DHR) | 48,449.25 | | 107,293.62 | 0.38 % | 104,491.73 | 2,801.89 | 0.33 % | 347.76 | 86.94 |
| EDGEWOOD MGMT | | 483 | 222.1400 | | 216.34 | | | | |
| ELANCO ANIMAL HEALTH INC (ELAN) | 40,275.06 | | 44,226.14 | 0.16 % | 29,522.50 | 14,703.64 | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | 1,442 | 30.6700 | | 20.47 | | | | |
| EMERGENT BIOSOLUTIONS INC (EBS) | 13,226.24 | | 14,784.00 | 0.06 % | 12,900.66 | 1,883.34 | | | |
| GW&K INVESTMENT MANAGEMENT | | 165 | 89.6000 | | 78.19 | | | | |
| GLOBUS MEDICAL INC A (GMED) | 13,221.84 | | 17,413.74 | 0.07 % | 13,981.54 | 3,432.20 | | | |
| GW&K INVESTMENT MANAGEMENT | | 267 | 65.2200 | | 52.37 | | | | |
| HAEMONETICS CORP (HAE) | 7,416.25 | | 10,093.75 | 0.04 % | 9,111.58 | 982.17 | | | |
| GW&K INVESTMENT MANAGEMENT | | 85 | 118.7500 | | 107.20 | | | | |

Detail

| Description (Symbol) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------------|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|-----------------|
| | Market value last period | Current price per unit | | | | | | |
| Health care | | | | | | | | |
| HALOZYME THERAPEUTICS INC (HALO) | | 9,866.01 | 0.04 % | 6,990.11 | 2,875.90 | | | |
| GW&K INVESTMENT MANAGEMENT | 231 | 42.7100 | | 30.26 | | | | |
| HEALTHEQUITY INC (HQY) | 9,811.67 | 13,314.61 | 0.05 % | 9,962.93 | 3,351.68 | | | |
| GW&K INVESTMENT MANAGEMENT | 191 | 69.7100 | | 52.16 | | | | |
| ICU MED INC (ICUI) | 9,686.28 | 7,078.17 | 0.03 % | 5,265.15 | 1,813.02 | | | |
| GW&K INVESTMENT MANAGEMENT | 33 | 214.4900 | | 159.55 | | | | |
| ILLUMINA INC (ILMN) | 123,632.00 | 148,000.00 | 0.52 % | 122,840.39 | 25,159.61 | | | |
| EDGEWOOD MGMT | 400 | 370.0000 | | 307.10 | | | | |
| INTEGRA LIFESCIENCES HLDG CORP (IART) | 7,507.98 | 10,322.28 | 0.04 % | 9,302.77 | 1,019.51 | | | |
| GW&K INVESTMENT MANAGEMENT | 159 | 64.9200 | | 58.51 | | | | |
| INTUITIVE SURGICAL INC (ISRG) | 130,555.36 | 150,530.40 | 0.52 % | 99,151.36 | 51,379.04 | | | |
| EDGEWOOD MGMT | 184 | 818.1000 | | 538.87 | | | | |
| LHC GROUP INC (LHCG) | 14,454.08 | 12,372.56 | 0.05 % | 6,857.25 | 5,515.31 | | | |
| GW&K INVESTMENT MANAGEMENT | 58 | 213.3200 | | 118.23 | | | | |
| MEDPACE HOLDINGS INC (MEDP) | | 12,667.20 | 0.05 % | 11,014.91 | 1,652.29 | | | |
| GW&K INVESTMENT MANAGEMENT | 91 | 139.2000 | | 121.04 | | | | |
| NOVARTIS AG (NVS) | 41,219.04 | 44,759.82 | 0.16 % | 40,993.29 | 3,766.53 | 2.13 % | 951.32 | |
| SPONSORED ADR | 474 | 94.4300 | | 86.48 | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | |
| PHREESIA INC (PHR) | 8,610.84 | 14,541.68 | 0.06 % | 7,959.32 | 6,582.36 | | | |
| GW&K INVESTMENT MANAGEMENT | 268 | 54.2600 | | 29.70 | | | | |
| PROGYNY INC (PGNY) | 7,798.95 | 11,233.35 | 0.04 % | 6,961.32 | 4,272.03 | | | |
| GW&K INVESTMENT MANAGEMENT | 265 | 42.3900 | | 26.27 | | | | |
| SUPERNUS PHARMACEUTICALS INC (SUPN) | 6,356.20 | 8,906.64 | 0.04 % | 8,759.54 | 147.10 | | | |
| GW&K INVESTMENT MANAGEMENT | 354 | 25.1600 | | 24.74 | | | | |
| SYNEOS HEALTH INC (SYNH) | 16,532.76 | 17,441.28 | 0.07 % | 14,095.31 | 3,345.97 | | | |
| GW&K INVESTMENT MANAGEMENT | 256 | 68.1300 | | 55.06 | | | | |
| VERACYTE INC (VCYT) | 11,858.85 | 11,745.60 | 0.05 % | 6,998.28 | 4,747.32 | | | |
| GW&K INVESTMENT MANAGEMENT | 240 | 48.9400 | | 29.16 | | | | |
| Total health care | | \$1,149,777.42 | 3.97 % | \$820,777.28 | \$329,000.14 | 0.43 % | \$4,889.84 | \$473.98 |

Detail

| Description (Symbol) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--------------------------------|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | | | | | |
| Industrials | | | | | | | | |
| ALLEGION PLC (ALLE) | \$42,432.39 | \$49,927.02 | 0.18 % | \$43,726.64 | \$6,200.38 | 1.10 % | \$549.12 | |
| SEDOL BFRT3W7 | 429 | \$116.3800 | | \$101.93 | | | | |
| ISIN IE00BFRT3W74 | | | | | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | |
| IHS MARKIT LTD (INFO) | 87,146.10 | 99,711.30 | 0.35 % | 73,525.17 | 26,186.13 | 0.76 % | 754.80 | |
| SEDOL BD0Q558 | 1,110 | 89.8300 | | 66.24 | | | | |
| ISIN BMG475671050 | | | | | | | | |
| EDGEWOOD MGMT | | | | | | | | |
| JOHNSON CTLS INTL PLC (JCI) | 46,119.65 | 52,600.11 | 0.19 % | 49,182.49 | 3,417.62 | 2.24 % | 1,174.16 | 293.54 |
| SEDOL BY7QL61 | 1,129 | 46.5900 | | 43.56 | | | | |
| ISIN IE00BY7QL619 | | | | | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | |
| ALAMO GROUP INC (ALG) | 9,938.76 | 12,691.40 | 0.05 % | 10,968.38 | 1,723.02 | 0.41 % | 51.52 | |
| GW&K INVESTMENT MANAGEMENT | 92 | 137.9500 | | 119.22 | | | | |
| ALLEGiant TRAVEL CO (ALGT) | 7,427.60 | 11,732.88 | 0.05 % | 9,336.66 | 2,396.22 | 1.48 % | 173.60 | |
| GW&K INVESTMENT MANAGEMENT | 62 | 189.2400 | | 150.59 | | | | |
| GENERAL DYNAMICS CORP (GD) | 33,776.92 | 36,312.08 | 0.13 % | 45,209.16 | - 8,897.08 | 2.96 % | 1,073.60 | |
| ARISTOTLE CAPITAL MANAGEMENT | 244 | 148.8200 | | 185.28 | | | | |
| HEARTLAND EXPRESS INC (HTLD) | 7,309.80 | 7,113.30 | 0.03 % | 8,363.08 | - 1,249.78 | 0.45 % | 31.44 | |
| GW&K INVESTMENT MANAGEMENT | 393 | 18.1000 | | 21.28 | | | | |
| HELIOS TECHNOLOGIES INC (HLIO) | 7,898.80 | 13,109.34 | 0.05 % | 10,150.61 | 2,958.73 | 0.68 % | 88.56 | |
| GW&K INVESTMENT MANAGEMENT | 246 | 53.2900 | | 41.26 | | | | |
| HONEYWELL INTL INC (HON) | 46,584.63 | 60,194.10 | 0.21 % | 44,040.35 | 16,153.75 | 1.75 % | 1,052.76 | |
| ARISTOTLE CAPITAL MANAGEMENT | 283 | 212.7000 | | 155.62 | | | | |
| ICF INTERNATIONAL INC (ICFI) | 8,860.32 | 10,703.52 | 0.04 % | 10,834.93 | - 131.41 | 0.76 % | 80.64 | 20.16 |
| GW&K INVESTMENT MANAGEMENT | 144 | 74.3300 | | 75.24 | | | | |
| OSHKOSH CORPORATION (OSK) | 47,407.50 | 55,515.15 | 0.20 % | 48,585.47 | 6,929.68 | 1.54 % | 851.40 | |
| CLASS B | 645 | 86.0700 | | 75.33 | | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | | |
| PARKER HANNIFIN CORP (PH) | 53,620.10 | 72,188.65 | 0.25 % | 47,706.85 | 24,481.80 | 1.30 % | 932.80 | |
| ARISTOTLE CAPITAL MANAGEMENT | 265 | 272.4100 | | 180.03 | | | | |
| PRIMORIS SERVICES CORP (PRIM) | 8,063.88 | 12,341.67 | 0.05 % | 8,844.30 | 3,497.37 | 0.87 % | 107.28 | 26.82 |
| GW&K INVESTMENT MANAGEMENT | 447 | 27.6100 | | 19.79 | | | | |

Detail

| Industrials | | Current market value | % | Total tax cost | Current | Estimated | Accrued |
|---------------------------------------|--------------------------|------------------------|--------------------|------------------------|----------------------|---------------|-------------------|
| Description (Symbol) | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | Unrealized gain/loss | annual income | income |
| | Quantity | | | | | | |
| RBC BEARINGS INC (ROLL) | 10,424.06 | 15,397.44 | 0.06 % | 14,451.64 | 945.80 | | |
| GW&K INVESTMENT MANAGEMENT | 86 | 179.0400 | | 168.04 | | | |
| RITCHIE BROS AUCTIONEERS INC (RBA) | 18,308.25 | 17,735.25 | 0.07 % | 9,797.00 | 7,938.25 | 1.27 % | 224.40 |
| SEDOL 2202729 | 255 | 69.5500 | | 38.42 | | | |
| ISIN CA7677441056 | | | | | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| SHYFT GROUP INC/THE (SHYF) | | 4,711.08 | 0.02 % | 4,167.73 | 543.35 | 0.36 % | 16.60 |
| GW&K INVESTMENT MANAGEMENT | 166 | 28.3800 | | 25.11 | | | |
| SITEONE LANDSCAPE SUPPLY INC (SITE) | 12,682.80 | 8,566.02 | 0.03 % | 3,757.73 | 4,808.29 | | |
| GW&K INVESTMENT MANAGEMENT | 54 | 158.6300 | | 69.59 | | | |
| UFP INDUSTRIES INC (UFPI) | 16,500.92 | 16,220.60 | 0.06 % | 11,609.92 | 4,610.68 | 0.46 % | 73.00 |
| GW&K INVESTMENT MANAGEMENT | 292 | 55.5500 | | 39.76 | | | |
| US ECOLOGY INC (ECOL) | 6,403.32 | 7,120.68 | 0.03 % | 12,208.38 | - 5,087.70 | 1.99 % | 141.12 |
| GW&K INVESTMENT MANAGEMENT | 196 | 36.3300 | | 62.29 | | | |
| WILLSCOT MOBILE MINI HLDGS CORP (WSC) | 9,974.64 | 7,553.42 | 0.03 % | 4,568.19 | 2,985.23 | | |
| CLASS A | 326 | 23.1700 | | 14.01 | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| XYLEM INC (XYL) | 45,256.56 | 54,763.02 | 0.19 % | 44,565.07 | 10,197.95 | 1.03 % | 559.52 |
| ARISTOTLE CAPITAL MANAGEMENT | 538 | 101.7900 | | 82.84 | | | |
| Total industrials | | \$626,208.03 | 2.16 % | \$515,599.75 | \$110,608.28 | 1.27 % | \$7,936.32 |
| | | | | | | | \$340.52 |
| Information technology | | Current market value | % | Total tax cost | Current | Estimated | Accrued |
| Description (Symbol) | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | Unrealized gain/loss | annual income | income |
| | Quantity | | | | | | |
| ADOBE INC (ADBE) | \$98,086.00 | \$100,024.00 | 0.35 % | \$54,668.00 | \$45,356.00 | 0.01 % | \$10.00 |
| ARISTOTLE CAPITAL MANAGEMENT | 200 | \$500.1200 | | \$273.34 | | | |
| ADOBE INC (ADBE) | 127,511.80 | 130,031.20 | 0.45 % | 72,639.13 | 57,392.07 | 0.01 % | 13.00 |
| EDGEWOOD MGMT | 260 | 500.1200 | | 279.38 | | | |
| ANSYS INC (ANSS) | 83,443.65 | 92,769.00 | 0.33 % | 54,967.91 | 37,801.09 | | |
| ARISTOTLE CAPITAL MANAGEMENT | 255 | 363.8000 | | 215.56 | | | |
| BROOKS AUTOMATION INC (BRKS) | | 9,363.30 | 0.04 % | 10,149.21 | - 785.91 | 0.59 % | 55.20 |
| GW&K INVESTMENT MANAGEMENT | 138 | 67.8500 | | 73.55 | | | |

Detail

| Information technology | | Current market value | % | Total tax cost | Current | Estimated | Accrued |
|-----------------------------------|--------------------------|------------------------|--------------------|------------------------|---------|---------------|---------|
| Description (Symbol) | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | yield | annual income | income |
| CACI INTL INC (CACI) | 7,673.76 | 8,975.88 | 0.04 % | 7,567.15 | | | |
| CL A | 36 | 249.3300 | | 210.20 | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| CERENCE INC-WI (CRNC) | | 8,741.76 | 0.04 % | 6,907.99 | | | |
| GW&K INVESTMENT MANAGEMENT | 87 | 100.4800 | | 79.40 | | | |
| DESCARTES SYS GROUP INC (DSGX) | 6,780.62 | 6,959.12 | 0.03 % | 3,814.76 | | | |
| ISIN CA2499061083 SEDOL 2528834 | 119 | 58.4800 | | 32.06 | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| ENDAVA PLC- SPON ADR (DAVA) | 5,557.20 | 18,266.50 | 0.07 % | 15,441.74 | | | |
| SEDOL BZ0WK66 | 238 | 76.7500 | | 64.88 | | | |
| ISIN US29260V1052 | | | | | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| INTUIT SOFTWARE (INTU) | 116,456.97 | 135,606.45 | 0.47 % | 93,083.59 | | 842.52 | |
| EDGEWOOD MGMT | 357 | 379.8500 | | 260.74 | 0.63 % | | |
| MACOM TECHNOLOGY SOLUTIONS (MTSI) | 11,121.27 | 17,998.08 | 0.07 % | 8,152.44 | | | |
| HOLDINGS INC | 327 | 55.0400 | | 24.93 | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| MICROSOFT CORP (MSFT) | 91,072.89 | 96,307.86 | 0.34 % | 59,520.35 | | 969.92 | |
| ARISTOTLE CAPITAL MANAGEMENT | 433 | 222.4200 | | 137.46 | 1.01 % | | |
| MICROSOFT CORP (MSFT) | 102,430.71 | 121,441.32 | 0.42 % | 60,073.03 | | 1,223.04 | |
| EDGEWOOD MGMT | 546 | 222.4200 | | 110.02 | 1.01 % | | |
| MICROCHIP TECHNOLOGY INC (MCHP) | 59,909.08 | 80,518.13 | 0.28 % | 52,919.70 | | 859.34 | |
| ARISTOTLE CAPITAL MANAGEMENT | 583 | 138.1100 | | 90.77 | 1.07 % | | |
| NOVANTA INC (NOVT) | 11,376.72 | 12,767.76 | 0.05 % | 9,344.50 | | | |
| SEDOL BD8S5H8 | 108 | 118.2200 | | 86.52 | | | |
| ISIN CA67000B1040 | | | | | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| NVIDIA CORP (NVDA) | 156,953.80 | 151,438.00 | 0.53 % | 51,048.64 | | 185.60 | |
| EDGEWOOD MGMT | 290 | 522.2000 | | 176.03 | 0.13 % | | |
| PAYLOCITY HOLDING CORP (PCTY) | 17,110.52 | 17,090.53 | 0.06 % | 8,319.92 | | | |
| GW&K INVESTMENT MANAGEMENT | 83 | 205.9100 | | 100.24 | | | |
| PAYPAL HOLDINGS INC-W/I (PYPL) | 53,395.13 | 63,468.20 | 0.22 % | 27,841.21 | | 35,626.99 | |
| ARISTOTLE CAPITAL MANAGEMENT | 271 | 234.2000 | | 102.74 | | | |

Detail

Information technology

| Description (Symbol) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-------------------------------------|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | | | | | |
| PAYPAL HOLDINGS INC-W/I (PYPL) | 160,973.51 | 191,341.40 | 0.67 % | 84,873.74 | 106,467.66 | | | |
| EDGEWOOD MGMT | 817 | 234.2000 | | 103.89 | | | | |
| PROOFPOINT INC (PFPT) | 8,655.10 | 11,185.62 | 0.04 % | 10,517.54 | 668.08 | | | |
| GW&K INVESTMENT MANAGEMENT | 82 | 136.4100 | | 128.26 | | | | |
| QUALCOMM (QCOM) | 59,075.36 | 76,474.68 | 0.27 % | 38,475.84 | 37,998.84 | 1.71 % | 1,305.20 | |
| ARISTOTLE CAPITAL MANAGEMENT | 502 | 152.3400 | | 76.65 | | | | |
| RAPID7 INC (RPD) | 9,369.72 | 16,859.92 | 0.06 % | 10,372.58 | 6,487.34 | | | |
| GW&K INVESTMENT MANAGEMENT | 187 | 90.1600 | | 55.47 | | | | |
| ROGERS CORP (ROG) | 6,177.78 | 5,124.57 | 0.02 % | 4,625.27 | 499.30 | 0.02 % | 0.99 | |
| GW&K INVESTMENT MANAGEMENT | 33 | 155.2900 | | 140.16 | | | | |
| SILICON LABORATORIES INC (SLAB) | 12,622.65 | 16,426.86 | 0.06 % | 14,596.50 | 1,830.36 | | | |
| GW&K INVESTMENT MANAGEMENT | 129 | 127.3400 | | 113.15 | | | | |
| VIAVI SOLUTIONS INC -W/I (VIAV) | 8,504.25 | 12,579.00 | 0.05 % | 10,288.07 | 2,290.93 | | | |
| GW&K INVESTMENT MANAGEMENT | 840 | 14.9750 | | 12.25 | | | | |
| VISA INC (V) | 155,376.69 | 169,953.21 | 0.59 % | 90,060.95 | 79,892.26 | 0.59 % | 994.56 | |
| CLASS A SHARES | 777 | 218.7300 | | 115.91 | | | | |
| EDGEWOOD MGMT | | | | | | | | |
| Total information technology | | \$1,571,712.35 | 5.43 % | \$860,269.76 | \$711,442.59 | 0.41 % | \$6,459.37 | |

Materials

| Description (Symbol) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---------------------------------|--------------------------|------------------------|----------------------|--|----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | | | | | |
| AVIENT CORPORATION (AVNT) | \$12,436.20 | \$18,931.60 | 0.07 % | \$14,486.80 | \$4,444.80 | 2.12 % | \$399.50 | \$99.88 |
| GW&K INVESTMENT MANAGEMENT | 470 | \$40.2800 | | \$30.82 | | | | |
| BALCHEM CORP CL B (BCPC) | 10,153.52 | 11,982.88 | 0.05 % | 10,119.03 | 1,863.85 | 0.51 % | 60.32 | 60.32 |
| GW&K INVESTMENT MANAGEMENT | 104 | 115.2200 | | 97.30 | | | | |
| COMPASS MINERALS INTL INC (CMP) | 6,765.90 | 7,036.08 | 0.03 % | 6,595.99 | 440.09 | 4.67 % | 328.32 | |
| GW&K INVESTMENT MANAGEMENT | 114 | 61.7200 | | 57.86 | | | | |
| CORTEVA INC-W/I (CTVA) | 49,898.92 | 67,063.04 | 0.24 % | 48,778.77 | 18,284.27 | 1.35 % | 900.64 | |
| ARISTOTLE CAPITAL MANAGEMENT | 1,732 | 38.7200 | | 28.16 | | | | |
| MARTIN MARIETTA MATLS INC (MLM) | 48,954.88 | 59,065.76 | 0.21 % | 55,882.69 | 3,183.07 | 0.81 % | 474.24 | |
| ARISTOTLE CAPITAL MANAGEMENT | 208 | 283.9700 | | 268.67 | | | | |

Detail

| Materials | | Current market value | % | Total tax cost | Current | Estimated | Accrued |
|-----------------------------------|--------------------------|------------------------|--------------------|------------------------|----------------------|-------------------|-------------------|
| Description (Symbol) | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | Unrealized gain/loss | annual income | income |
| | Quantity | | | | | | |
| MINERALS TECHNOLOGIES INC (MTX) | 5,518.80 | 10,063.44 | 0.04 % | 8,679.54 | 1,383.90 | 32.40 | |
| GW&K INVESTMENT MANAGEMENT | 162 | 62.1200 | | 53.58 | | | |
| RPM INTERNATIONAL INC (RPM) | 48,709.92 | 53,378.64 | 0.19 % | 45,118.30 | 8,260.34 | 893.76 | |
| ARISTOTLE CAPITAL MANAGEMENT | 588 | 90.7800 | | 76.73 | | | |
| SILGAN HLDGS INC (SLGN) | 8,898.34 | 6,229.44 | 0.03 % | 5,008.95 | 1,220.49 | 80.64 | |
| GW&K INVESTMENT MANAGEMENT | 168 | 37.0800 | | 29.82 | | | |
| Total materials | | \$233,750.88 | 0.81 % | \$194,670.07 | \$39,080.81 | \$3,169.82 | \$160.20 |
| Real estate | | Current market value | % | Total tax cost | Current | Estimated | Accrued |
| Description (Symbol) | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | Unrealized gain/loss | annual income | income |
| | Quantity | | | | | | |
| AGREE RLTY CORP (ADC) | \$7,891.36 | \$8,255.92 | 0.03 % | \$8,017.87 | \$238.05 | \$307.52 | \$76.88 |
| REIT | 124 | \$66.5800 | | \$64.66 | | | |
| GW&K INVESTMENT MANAGEMENT | | | | | | | |
| AMERICAN TOWER CORP (AMT) | 131,259.39 | 121,881.78 | 0.43 % | 122,104.19 | - 222.41 | 2,459.79 | 657.03 |
| EDGEWOOD MGMT | 543 | 224.4600 | | 224.87 | | | |
| EQUINIX INC (EQIX) | 130,742.36 | 122,838.96 | 0.43 % | 99,870.08 | 22,968.88 | 1,830.08 | |
| EDGEWOOD MGMT | 172 | 714.1800 | | 580.64 | | | |
| EQUITY LIFESTYLE PROPERTIES (ELS) | 24,949.10 | 25,787.52 | 0.09 % | 27,492.75 | - 1,705.23 | 557.59 | 139.40 |
| REIT | 407 | 63.3600 | | 67.55 | | | |
| ARISTOTLE CAPITAL MANAGEMENT | | | | | | | |
| NATIONAL HEALTH INVS INC (NHI) | 9,221.31 | 10,583.01 | 0.04 % | 11,667.29 | - 1,084.28 | 674.73 | 168.68 |
| GW&K INVESTMENT MANAGEMENT | 153 | 69.1700 | | 76.26 | | | |
| QTS REALTY TRUST INC-CL A (QTS) | 13,297.22 | 13,056.68 | 0.05 % | 10,705.30 | 2,351.38 | 396.68 | 99.17 |
| GW&K INVESTMENT MANAGEMENT | 211 | 61.8800 | | 50.74 | | | |
| RYMAN HOSPITALITY PPTYS INC (RHP) | 3,459.20 | 6,369.44 | 0.03 % | 8,080.54 | - 1,711.10 | 357.20 | |
| GW&K INVESTMENT MANAGEMENT | 94 | 67.7600 | | 85.96 | | | |
| STAG INDUSTRIES INC (STAG) | 14,238.83 | 16,599.60 | 0.06 % | 15,515.88 | 1,083.72 | 763.20 | 63.60 |
| GW&K INVESTMENT MANAGEMENT | 530 | 31.3200 | | 29.28 | | | |
| SUN CMNTYS INC (SUI) | 25,731.63 | 27,806.85 | 0.10 % | 27,512.39 | 294.46 | 578.28 | 144.57 |
| ARISTOTLE CAPITAL MANAGEMENT | 183 | 151.9500 | | 150.34 | | | |
| Total real estate | | \$353,179.76 | 1.22 % | \$330,966.29 | \$22,213.47 | \$7,925.07 | \$1,349.33 |

Detail

| Telecommunication services | | Current market value | % | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|---|--------------------------|------------------------|--------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| Description [Symbol] | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | | | | |
| FACEBOOK INC (FB) | \$142,735.50 | \$148,872.20 | 0.52 % | \$78,084.28 | \$70,787.92 | | | |
| EDGEWOOD MGMT | 545 | \$273.1600 | | \$143.27 | | | | |
| NETFLIX INC (NFLX) | 86,005.16 | 93,005.56 | 0.33 % | 51,671.24 | 41,334.32 | | | |
| EDGEWOOD MGMT | 172 | 540.7300 | | 300.41 | | | | |
| SNAP INC - A (SNAP) | 109,923.10 | 178,499.55 | 0.62 % | 65,715.68 | 112,783.87 | | | |
| EDGEWOOD MGMT | 3,565 | 50.0700 | | 18.43 | | | | |
| TWITTER INC (TWTR) | 47,837.50 | 58,211.25 | 0.21 % | 44,595.44 | 13,615.81 | | | |
| ARISTOTLE CAPITAL MANAGEMENT | 1,075 | 54.1500 | | 41.48 | | | | |
| Total telecommunication services | | \$478,588.56 | 1.65 % | \$240,066.64 | \$238,521.92 | | | |

| Utilities | | Current market value | % | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--------------------------------|--------------------------|------------------------|--------------------|------------------------|-----------------------|---------------|-------------------------|-------------------|
| Description [Symbol] | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | | | | |
| IDACORP INC (IDA) | \$9,268.40 | \$11,139.48 | 0.04 % | \$12,473.10 | - \$1,333.62 | 2.96 % | \$329.44 | |
| GW&K INVESTMENT MANAGEMENT | 116 | \$96.0300 | | \$107.53 | | | | |
| NORTHWESTERN CORPORATION (NWE) | 10,506.24 | 12,594.96 | 0.05 % | 15,449.32 | - 2,854.36 | 4.12 % | 518.40 | |
| GW&K INVESTMENT MANAGEMENT | 216 | 58.3100 | | 71.53 | | | | |
| Total utilities | | \$23,734.44 | 0.08 % | \$27,922.42 | - \$4,187.98 | 3.57 % | \$847.84 | |
| Total stocks | | \$6,241,984.16 | 21.56 % | \$4,484,636.40 | \$1,757,347.76 | 0.93 % | \$58,192.65 | \$4,102.16 |

| Etf - equity | | Current market value | % | Total tax cost | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|-------------------------------|--------------------------|------------------------|--------------------|------------------------|----------------------|---------------|-------------------------|----------------|
| Description [Symbol] | Market value last period | Current price per unit | of total portfolio | Avg. tax cost per unit | | | | |
| ISHARES CORE S&P 500 (IVV) | \$4,301,231.94 | \$4,804,616.61 | 16.60 % | \$2,831,777.48 | \$1,972,839.13 | 1.58 % | \$75,616.49 | |
| ETF | 12,799 | \$375.3900 | | \$221.25 | | | | |
| 21-75-073-4453885 | | | | | | | | |
| ISHARES RUSSELL MID-CAP (IWR) | 1,978,691.92 | 2,363,878.20 | 8.17 % | 1,021,668.24 | 1,342,209.96 | 1.28 % | 30,207.98 | |
| ETF | 34,484 | 68.5500 | | 29.63 | | | | |
| 21-75-073-4453885 | | | | | | | | |

Detail

Etf - equity

| Description (Symbol) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|--------------------------|----------------------|--|-----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | | | | | |
| VANGUARD FTSE ALL WORLD EX-US (VEU) INDEX FUND ETF 21-75-073-4453885 | 735,409.65 14,577 | 850,713.72 58.3600 | 2.94 % | 729,207.38 50.03 | 121,506.34 | 2.00 % | 16,982.21 | |
| VANGUARD REAL ESTATE (VNQ) ETF 21-75-073-4453885 | 520,820.16 6,596 | 560,198.28 84.9300 | 1.94 % | 538,023.41 81.57 | 22,174.87 | 3.93 % | 21,991.06 | |
| VANGUARD SMALL CAP (VB) ETF 21-75-073-4453885 | 799,606.20 5,199 | 1,012,141.32 194.6800 | 3.50 % | 700,407.71 134.72 | 311,733.61 | 1.15 % | 11,567.78 | |
| Total etf - equity | | \$9,591,548.13 | 33.13 % | \$5,821,084.22 | \$3,770,463.91 | 1.63 % | \$156,365.52 | |

Mutual funds - equity

| Description (Symbol) | Current market value | | % of total portfolio | Total tax cost Avg. tax cost per unit | Unrealized gain/loss | Current yield | Estimated annual income | Accrued income |
|--|------------------------------|-----------------------------|----------------------|--|-----------------------|---------------|-------------------------|----------------|
| | Market value last period | Current price per unit | | | | | | |
| FEDERATED HERMES INTERNATIONAL (PEIRX) EQUITY FUND 21-75-073-4453885 | \$2,029,018.56 81,238.677 | \$2,455,845.21 \$30.2300 | 8.49 % | \$976,321.50 \$12.02 | \$1,479,523.71 | 1.17 % | \$28,514.78 | |
| SEAFARER OVERSEAS GROWTH & (SIGIX) INCOME INSTL CLASS FD # 11602 21-75-073-4453885 | 802,314.24 65,905.648 | 969,472.08 14.7100 | 3.35 % | 763,427.18 11.58 | 206,044.90 | 1.25 % | 12,060.73 | |
| LAZARD GLOBAL LISTED (GLIFX) INFRASTRUCTURE PORTFOLIO FUND# 1243 21-75-073-4453885 | 474,988.67 34,049.367 | 498,823.23 14.6500 | 1.73 % | 513,426.88 15.08 | - 14,603.65 | 3.67 % | 18,284.51 | |
| Total mutual funds - equity | | \$3,924,140.52 | 13.55 % | \$2,253,175.56 | \$1,670,964.96 | 1.50 % | \$58,860.02 | |

| | | | | | | | | |
|-----------------------|--|------------------------|----------------|------------------------|-----------------------|---------------|---------------------|-------------------|
| Total equities | | \$19,757,672.81 | 68.24 % | \$12,558,896.18 | \$7,198,776.63 | 1.38 % | \$273,418.19 | \$4,102.16 |
|-----------------------|--|------------------------|----------------|------------------------|-----------------------|---------------|---------------------|-------------------|

187

Detail

Alternative investments
Mutual funds - alternative invest

| Description (Symbol) | Market value last period | Current market value | | % of total portfolio | Total tax cost | | Current yield | Estimated annual income | Accrued income |
|--|--------------------------|----------------------|------------------------|----------------------|------------------------|-----------------------|---------------|-------------------------|--------------------|
| | | Quantity | Current price per unit | | Avg. tax cost per unit | Unrealized gain/loss | | | |
| GOLDMAN SACHS ABSOLUTE (GJRTX) | \$985,912.27 | | \$1,044,794.60 | 3.61 % | \$1,003,609.60 | \$41,185.00 | 0.10 % | \$1,041.67 | \$1,046.46 |
| RETURN TRACKER FUND CL I FD # 3279 21-75-073-4453885 | 104,166.959 | | \$10.0300 | | \$9.64 | | | | |
| Total portfolio | | | \$28,955,318.83 | 100.00 % | \$21,640,371.51 | \$7,314,947.32 | 1.62 % | \$468,594.96 | \$22,265.61 |

CLEVELAND PUBLIC LIBRARY

Board Meeting

REPORT ON INVESTMENTS – December 2020

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 issues, agency issues, commercial paper, and negotiable certificates of deposit as managed by UACC (a Meeder Investment Management Company), STAR Ohio, STAR Plus, and a federal money market fund.

Following is a description of interim deposit earnings for the period December 1, 2020 through December 31, 2020.

OPERATING FUND:

| Investment Period | No. of Days | Amount | Bank | Interest Rate | Investment Income | Investment Form |
|---------------------|-------------|-----------|----------------------------------|---------------|-------------------|----------------------|
| 12/01/20 - 12/31/20 | 31 | Various | STAR Ohio | Various | 1,305.58 | Investment Pool |
| 12/01/20 - 12/31/20 | 31 | Various | STAR Plus | Various | 119.18 | Bank Deposit Program |
| 12/01/20 - 12/31/20 | 31 | Various | U.S. Bank | Various | 12.45 | Sweep Money Market |
| 06/03/20 - 12/03/20 | 184 | 1,000,000 | Federal Home Loan Mortgage Corp. | 0.400% | 2,000.00 | Federal Agency |
| 06/10/20 - 12/10/20 | 184 | 500,000 | Federal Home Loan Mortgage Corp. | 2.000% | 5,000.00 | Federal Agency |
| 06/26/20 - 12/10/20 | 168 | 750,000 | Federal Farm Credit Bank | 0.680% | 2,323.33 | Federal Agency |
| 08/28/20 - 12/26/20 | 121 | 500,000 | Federal Home Loan Mortgage Corp. | 0.250% | 409.72 | Federal Agency |
| 07/01/20 - 12/29/20 | 182 | 850,000 | Federal Home Loan Mortgage Corp. | 0.400% | 1,681.11 | Federal Agency |
| 11/01/20 - 12/01/20 | 31 | 100,000 | Live Oak Banking Co. | 1.800% | 147.95 | Negotiable CD |
| 06/05/20 - 12/05/20 | 184 | 246,000 | Goldman Sachs Bank USA | 2.700% | 3,330.10 | Negotiable CD |
| 06/06/20 - 12/06/20 | 184 | 246,000 | Morgan Stanley Bank NA | 2.550% | 3,145.09 | Negotiable CD |
| 06/06/20 - 12/06/20 | 184 | 246,000 | Ally Bank | 2.500% | 3,083.42 | Negotiable CD |
| 06/06/20 - 12/06/20 | 184 | 246,000 | Morgan Stanley PVT Bank | 2.700% | 3,330.10 | Negotiable CD |
| 11/11/20 - 12/11/20 | 31 | 249,000 | UBS Bank USA | 1.000% | 204.66 | Negotiable CD |
| 11/11/20 - 12/11/20 | 31 | 249,000 | First Internet Bank of Indiana | 0.850% | 173.96 | Negotiable CD |
| 11/13/20 - 12/13/20 | 31 | 249,000 | Enerbank USA | 1.800% | 368.38 | Negotiable CD |
| 11/17/20 - 12/17/20 | 31 | 249,000 | Wells Fargo National Bank West | 1.900% | 388.85 | Negotiable CD |
| 11/18/20 - 12/18/20 | 31 | 225,000 | Wells Fargo Bank NA | 1.950% | 360.62 | Negotiable CD |

REPORT B

| | | | | | | |
|---------------------|-----|---------|-----------------------------|--------|----------|-------------------|
| 11/18/20 - 12/18/20 | 31 | 249,000 | Congressional Bank | 0.200% | 40.93 | Negotiable CD |
| 11/20/20 - 12/20/20 | 31 | 210,000 | Merrick Bank | 2.350% | 405.62 | Negotiable CD |
| 11/20/20 - 12/20/20 | 31 | 249,000 | Texas Exchange Bank SSB | 0.850% | 173.96 | Negotiable CD |
| 11/21/20 - 12/21/20 | 31 | 249,000 | SeviFirst Bank | 1.600% | 327.45 | Negotiable CD |
| 11/26/20 - 12/26/20 | 31 | 249,000 | Axos Bank | 1.650% | 337.68 | Negotiable CD |
| 11/27/20 - 12/27/20 | 31 | 249,000 | Comenity Capital Bank | 2.500% | 511.64 | Negotiable CD |
| 11/27/20 - 12/27/20 | 31 | 249,000 | Bank of Old Monroe | 1.250% | 255.82 | Negotiable CD |
| 06/28/20 - 12/28/20 | 184 | 246,000 | Flagstar Bank FSB | 2.400% | 2,960.09 | Negotiable CD |
| 11/30/20 - 12/30/20 | 31 | 249,000 | Nicolet National Bank | 1.150% | 243.20 | Negotiable CD |
| 11/30/20 - 12/30/20 | 31 | 245,000 | Partners Bank | 0.350% | 70.48 | Negotiable CD |
| 11/30/20 - 12/30/20 | 31 | 249,000 | Celtic Bank | 1.850% | 378.62 | Negotiable CD |
| 06/15/20 - 12/15/20 | 184 | 275,000 | United States Treasury Note | 1.875% | 7,476.57 | Treasury Security |

Earned Interest December 2020 \$ 40,566.56
 Earned Interest Year To Date \$ 666,105.48

SERIES 2019A TAX-EXEMPT NOTES:

| <u>Investment Period</u> | <u>No. of Days</u> | <u>Amount</u> | <u>Bank</u> | <u>Interest Rate</u> | <u>Investment Income</u> | <u>Investment Form</u> |
|--------------------------|--------------------|---------------|----------------------------------|----------------------|--------------------------|------------------------|
| 12/01/20 - 12/31/20 | 31 | Various | U.S. Bank | Various | 49.15 | Sweep Money Market |
| 06/01/20 - 12/01/20 | 184 | 1,500,000 | Federal Farm Credit Bank | 1.550% | 11,625.00 | Federal Agency |
| 06/12/20 - 12/08/20 | 180 | 1,500,000 | Federal Home Loan Mortgage Corp. | 0.300% | 2,200.00 | Federal Agency |
| 11/30/20 - 12/31/20 | 32 | 249,000 | First State Financial | 1.350% | 285.50 | Negotiable CD |
| 06/30/20 - 12/31/20 | 185 | 3,175,000 | United States Treasury Note | 1.125% | 17,859.38 | Treasury Security |

Earned Interest December 2020 \$ 32,019.03
 Earned Interest Year To Date \$ 821,845.42

SERIES 2019B TAXABLE NOTES:

| <u>Investment Period</u> | <u>No. of Days</u> | <u>Amount</u> | <u>Bank</u> | <u>Interest Rate</u> | <u>Investment Income</u> | <u>Investment Form</u> |
|--------------------------|--------------------|---------------|----------------------------------|----------------------|--------------------------|------------------------|
| 12/01/20 - 12/31/20 | 31 | Various | U.S. Bank | Various | 3.50 | Sweep Money Market |
| 07/07/20 - 12/29/20 | 176 | 1,500,000 | Federal Home Loan Mortgage Corp. | 0.350% | 2,508.33 | Federal Agency |

Earned Interest December 2020 \$ 2,511.83
 Earned Interest Year To Date \$ 133,488.80

NOTE RETIREMENT FUND:

| <u>Investment Period</u> | <u>No. of Days</u> | <u>Amount</u> | <u>Bank</u> | <u>Interest Rate</u> | <u>Investment Income</u> | <u>Investment Form</u> |
|--------------------------|--------------------|---------------|--------------------------|-------------------------------|--------------------------|------------------------|
| 12/01/20 - 12/31/20 | 31 | Various | Huntington National Bank | Various | 23.09 | Sweep Money Market |
| | | | | Earned Interest December 2020 | \$ 23.09 | |
| | | | | Earned Interest Year To Date | \$ 14,471.55 | |

ESCROW ACCOUNT:

| <u>Investment Period</u> | <u>No. of Days</u> | <u>Amount</u> | <u>Bank</u> | <u>Interest Rate</u> | <u>Investment Income</u> | <u>Investment Form</u> |
|--------------------------|--------------------|---------------|--------------------------|---|--------------------------|------------------------|
| 12/01/20 - 12/31/20 | 31 | Various | Huntington National Bank | Various | 0.97 | Money Market |
| | | | | Earned Interest December 2020 | \$ 0.97 | |
| | | | | Earned Interest Year To Date | \$ 289.39 | |
| | | | | Earned Interest December 2020--All Funds | \$ 75,121.48 | |
| | | | | Earned Interest Year To Date--All Funds | \$ 1,636,200.64 | |

CLEVELAND PUBLIC LIBRARY

REPORT C

Board Meeting
January 21, 2021

REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR DECEMBER 2020

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

| ITEM | DATE | TRUSTEE/STAFF MEMBER | AMOUNT |
|--|-----------|-------------------------|----------------|
| American Payroll Association Virtual Chapter Meeting Cleveland, Ohio | 12/3/2020 | Ronelle Miller-Hood | 20.00 |
| TOTAL | | | \$20.00 |

SUMMARY

| FUND | DECEMBER | YEAR TO DATE |
|-------------------|----------------|--------------------|
| General | \$20.00 | \$13,983.67 |
| Lockwood Thompson | 0.00 | 3,323.70 |
| CLEVNET | 0.00 | 165.00 |
| TOTAL | \$20.00 | \$17,472.37 |

CLEVELAND PUBLIC LIBRARY**Board Meeting**

January 21, 2021

**PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE PERIOD
OCTOBER 1 THROUGH DECEMBER 31, 2020**

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

| <u>DATE</u> | <u>ITEM DESCRIPTION</u> | <u>AGENCY</u> | <u>SUPPLIER</u> | <u>AMOUNT</u> |
|-------------|-------------------------|---------------|-------------------------|---------------|
| 10/02/20 | Security Strips | Stockroom | OhioNet | 7,737.60 |
| 10/30/20 | Equipment | OPS | Amazon | 5,990.00 |
| 11/06/20 | Equipment | Property Mgmt | SunBelt Rentals | 8,200.00 |
| 11/12/20 | Equipment | Rockport | GlowForge, Inc. | 6,990.00 |
| 12/07/20 | Computer Hardware | IT/CLEVNET | Network Dynamics, LLC | 24,826.77 |
| 12/07/20 | Software | IT/CLEVNET | Network Dynamics, LLC | 5,850.00 |
| 12/18/20 | Equipment | Property Mgmt | Enviro Chemical | 11,999.97 |
| 12/18/20 | Labels | Stockroom | BFC Print Network, Inc. | 6,130.03 |
| 12/31/20 | Equipment | OPS | B&H Photo Video | 8,136.84 |
| 12/31/20 | Equipment | Graphics | Millcraft Paper Co. | 5,000.00 |
| 12/31/20 | Computer Hardware | IT/CLEVNET | CDW Government | 8,871.18 |
| 12/31/20 | Computer Hardware | IT/CLEVNET | CDW Government | 18,574.76 |
| 12/31/20 | Gas for Vehicles | Property Mgmt | BP Oil Co. | 8,041.79 |
| 12/31/20 | Maintenance Supplies | Shipping | Grainger | 6,696.00 |

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

REPORT E**CLEVELAND PUBLIC LIBRARY**

Board Meeting
January 21, 2021

**PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD
OCTOBER 1 THROUGH DECEMBER 31, 2020**

In accordance with Board Policy adopted by resolution on May 16, 2002, a description of expenditures exceeding \$25,000.00 for library service materials and for CLEVNET - related goods and services is submitted.

LIBRARY SERVICE MATERIALS

| Date | Description | Agency | Supplier | Amount |
|-------------|------------------------|---------------|-----------------------------|---------------|
| 12/07/20 | Database Subscriptions | Main Library | OhioNet | 144,647.09 |
| 12/31/20 | Database Subscriptions | IT/CLEVNET | OverDrive, Inc. | 88,004.83 |
| 12/31/20 | Periodicals | Main Library | EBSCO Subscription Services | 436,570.87 |
| 12/31/20 | Periodicals | Tech Services | EBSCO Subscription Services | 25,356.61 |
| 12/31/20 | Database Subscriptions | Main Library | West Publishing | 104,032.75 |

CLEVNET-RELATED GOODS AND SERVICES

| Date | Description | Agency | Supplier | Amount |
|-------------|----------------------------|---------------|-----------------------|---------------|
| 12/07/20 | Computer Hardware/Software | IT/CLEVNET | Network Dynamics, LLC | 27,780.77 |
| 12/11/20 | Computer Maintenance | IT/CLEVNET | PolicyMap, Inc. | 35,000.00 |
| 12/18/20 | Computer Maintenance | IT/CLEVNET | Patron Point, Inc. | 46,100.00 |

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

CLEVELAND PUBLIC LIBRARY**Board Meeting**

January 21, 2021

**FEES PAID FOR LEGAL SERVICES FOR THE PERIOD OCTOBER 1 THROUGH
DECEMBER 31, 2020**

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

| | | |
|---------------------------------------|----|------------------------|
| General Labor & Miscellaneous Matters | \$ | 330.00 |
| EEOC/OCRC | | - |
| 4th Quarter Total | \$ | <u>330.00</u> |
| Year to Date Total | \$ | <u><u>2,477.50</u></u> |

In accordance with the Board resolution adopted on August 6, 2020, quarterly fees paid for legal services in connection with the Facilities Master Plan from **Bricker & Eckler LLP** are hereby submitted:

| | |
|---------------------------------------|----------------------------|
| PO# 200939 - LEGAL SERVICES FOR FMP - | \$60,000 |
| Fund 402 Brooklyn (725) | \$ 3,340.66 |
| Fund 402 Eastman (738) | 3,340.66 |
| Fund 402 Hough (752) | 8,002.66 |
| Fund 402 Jefferson (754) | 606.66 |
| Fund 402 Lorain (764) | 3,340.68 |
| Fund 402 Rockport (779) | 5,043.68 |
| Fund 402 Sterling (790) | 3,340.68 |
| Fund 402 West Park (797) | 326.66 |
| Fund 402 Woodland (799) | 10,275.66 |
| 4th Quarter Total | \$ <u>37,618.00</u> |
| Year to Date Total | \$ <u><u>42,133.00</u></u> |

In accordance with the Board resolution adopted on December 17, 2020, quarterly fees paid for legal services in connection with the Martin Luther King, Jr. branch relocation project from **Chilcote & Wright LLP** are hereby submitted:

| | | |
|--------------------|----|-------------------------|
| 4th Quarter Total | \$ | <u>24,365.00</u> |
| Year to Date Total | \$ | <u><u>47,492.50</u></u> |

| CLEVELAND PUBLIC LIBRARY | | | | |
|----------------------------|--------------------------|--------------------------|-----------------------|--------------------------|
| EMPLOYMENT REPORT | | | EXHIBIT 12 | |
| Period: Dec 1-Dec 31, 2020 | | | | |
| Name | Title | <u>Department/Branch</u> | <u>Effective Date</u> | <u>Compensation Rate</u> |
| New Hires | | | | |
| None | | | | |
| Resignations | | | | |
| Merriweather, Niyre | Library Assistant - Comp | Fulton Branch | 12/31/2020 | |
| Wells, Trinette | Page | Shelf Department | 12/23/2020 | |
| Terminations | | | | |
| Boodan, Liza | Branch Clerk | Rockport Branch | 12/7/2020 | |
| Carter, Gary | Custodian II | Carnegie West Branch | 12/14/2020 | |
| Retirements | | | | |
| Henderson, Rhonda | Branch Clerk | Harvard-Lee Branch | 12/22/2020 | |

Cleveland Public Library
Flexible Spending Accounts and Commuter Accounts
Service Agreement

As arranged by Oswald Company

December 23, 2020



North Coast Administrators, Inc.
24700 Center Ridge Road, Suite 260
Westlake, OH 44145
Phone (440) 835-4900
Toll Free (800) 677-6690
Fax (440) 835-1188



FLEXIBLE SPENDING & COMMUTER ACCOUNTS SERVICE AGREEMENT

This agreement dated December 23, 2020, specifies the services to be provided to Cleveland Public Library, hereafter referred to as "Company", in the ongoing administration of the Company's Section 125 and Section 132 Reimbursement Account Type Plans, and the specified responsibilities of the Company to begin January 1, 2021.

ADMINISTRATOR

The Company shall be the Plan Administrator and North Coast Administrators, Inc., hereinafter referred to as "NCA", shall be engaged as a subcontractor in the performance of administrative services for the plan.

The Company is the plan administrator and the claims fiduciary as described under ERISA and the Internal Revenue Code. As such, only you have the power to waive, alter, breach or modify any of the terms and conditions of the Section 125 and Section 132 plans ("Plan"), and you exercise all discretion, control or authority with respect to the disposition of the available benefits.

The Company shall execute a Funding Agreement and provide all funding required to cover all payments (e.g., FSA claim reimbursements, payment requests and card transactions) made under the Plan in accordance with the Funding Agreement. NCA shall not be obligated to issue any payments in the absence of an executed Funding Agreement. You have the sole responsibility and obligation to provide us with all required funding.

The Company shall comply with all applicable laws (e.g., HIPAA, COBRA and ERISA) with respect to your Plan and make any required filings with the appropriate governmental agencies, including the DOL and the IRS.

ADMINISTRATIVE SERVICES TO BE PROVIDED BY NCA

- Create a Plan Document, as requested, according to the specifications of the Company
- Create a Summary Plan Description (SPD), as requested, according to the specifications of the Company
- Provide annual Open Enrollment materials for the benefit, including educational materials. As requested, NCA will provide participant Online Open Enrollment portal to be used during the enrollment process OR use Company Election Form/HRIS system if applicable.
- Process initial enrollment to initiate the Administrative function and issue debit cards as applicable to employees, spouses and eligible dependents. NCA will issue limited access debit card to each eligible plan participant for the purposes of paying for claims under FSA and Commuter account plan guidelines.
- Prepare confirmation letters and/or emails to employees to verify election amounts.
- Provide each participant with information on how reimbursements work and how to file claims.
- Process submitted claims (submitted via portal, fax, mail).
- Provide reimbursement checks or direct deposit to employees based upon reimbursement schedule as agreed upon by Company and NCA for paper/manual claims.



- Provide payment register to Company to view the reimbursements issued for each reimbursement schedule.
- Post employee contributions to the Company's Plan according to per pay election(s) made by the participants. (Changes from Company will be reflected on participant accounts as provided by Company.)
- Provide Company access to the Employer Portal, with online access to a suite of reports, including Balance Reports, Year to Date Reports, Claim Amounts, Payments and Card Transactions.
- Provide each participant a Statement of Accounts at least bi-annually – *included on check*, and access to account information online.
- Provide Discrimination testing and reports at year-end (mid-year as requested) based on elections, contributions and disbursements or as often as applicable to ensure compliance.
- Provide forms to the Company for use by the Company in communicating Participant's termination and changes of family status.
- Continually monitor debit card transactions on an ongoing basis by receipt/EOB request and other measures not limited to direct contact with the transaction point of service to ensure compliance with proper card usage and immediately inform Company of any question or suspicion of unauthorized or inappropriate card activity.
- Deactivate or temporarily deactivate any debit card until such time as NCA is satisfied that plan guidelines have been adhered to.

COMMUNICATION SERVICES TO BE PROVIDED BY NCA

- Present informational seminar to the HR staff and employee group annually at corporate office and main area offices on an as needed basis. NCA offers virtual options.
- Design and supervise communication and enrollment process.
- Provide toll free number for direct access to Benefit Plan counselors.
- Design employee benefit communication piece for benefit plans based on benefits design currently offered.
- Provide online access to enable employees to evaluate information concerning the FSA and Commuter plan guidelines and review their account balance online. Free mobile app is also available with plan information and option to submit claims.
- Issue warning notices to plan participants with balances to claim before the end of the Plan Year and prior to the end of the claim runout period for submitting claims incurred for that Plan Year.



RESPONSIBILITIES OF THE COMPANY

- Secure legal review of the Reimbursement Account Plan Document and Summary Plan Description from Company's legal counsel.
- Notify NCA of new benefit eligibility and qualifying event or status change of an employee via file, form or email, to allow NCA to immediately change the applicable annual election amount of such plan participant's file and issue changes as appropriate to their card. Please note NCA cannot accept eligibility notices via voicemail.
- Notify NCA of termination of an employee via file, form, or email, to allow NCA to immediately deactivate such plan participant's card. Please note NCA cannot accept termination notices via voicemail.
- Notify any terminated participants eligible for COBRA as to their rights for continuation coverage for their health care reimbursement account. NCA will notify terminated participants as appropriate if the Company utilizes NCA for current COBRA administration services.
- Responsibility for all costs incurred for subsequent card transactions made by the terminated employee, such as a force post transaction after card has been deactivated.
- Maintain a written Section 125 and Section 132 plan document that is consistent with the terms and administrative procedures of the Plan. It is the Company's responsibility to review and verify the accuracy of the Plan Document and SPD for the Company's Plan, and to ensure that those documents are in accord with applicable laws.
- Company assures that amounts entered into the claims system will be available for payment of card transactions, via the daily settlement process.
- Company ensures to effectively communicate problems or service issues within the claims system within five business days of when they occur to enable NCA to appropriately review and respond to service issues promptly.
- Company agrees to reasonably ensure compliance with proper use of the card and take whatever action is necessary to investigate and resolve errors in card transactions asserted by Plan Participants within five (5) business days, and to immediately allow NCA to cancel access to the Plan Participant's Account when Cards are reported as being lost or stolen. Company further agrees to notify NCA upon suspicion or confirmation of inappropriate, unauthorized, or fraudulent card use.
- Company agrees to initiate any action required in the event plan(s) become discriminatory.
- Company will execute a Business Associate Agreement with NCA as required by HIPAA Privacy and Security regulations.
- Pay fees provided for in this Agreement.

LIABILITY AND RELEASE OF CLAIMS

NCA agrees to hold the Company harmless and expressly releases all claims against the Company relative to any claim or cause of action, directly or indirectly, which results from their failure to comply with Flexible Spending Account Plan guidelines under IRS Code Section 125, and Commuter Benefit Plan guidelines under IRS Code Section 132, or provisions of this Agreement. The Company



and the NCA accept responsibility and are not released from any claim or cause of action for their failure to comply with the terms of this Agreement.

FEES AND TERMS OF PAYMENT

Each month, NCA will submit an invoice statement showing the amount of fees due. The Company will pay NCA the amount within **30 days of receipt of the statement**. The fee schedule is attached as Exhibit A. NCA has the right to change the fee schedule by giving at least 60 days' notice to the Company. However, fees will remain at the same rate for the period of two years.

AUDIT RIGHTS, REPORTS AND DATA

The Company may inspect any FSA or Commuter plan transactions, procedures, records, and participation files maintained by the Company relating to their employees/retirees or covered dependents, subject to 10 days written notice to North Coast Administrators, Inc.

All reports and data remain the property of the Company. NCA will provide the Company data, upon request, in the electronic format used by NCA in its administration procedures. The Company will be issued a password to enable them to access the Alegeus WCA reporting system and print reports on an as needed basis.

OWNERSHIP RIGHTS

The Company and NCA acknowledge that they shall have no title or ownership rights to any of the products or material relating to the benefits delivered to the Company in conjunction with this Agreement. They mutually agree that they shall not license, market, copy, modify, sell or transfer any of such materials, in whole or part. It is expressly understood and agreed that such materials are proprietary to each. The Company and NCA acknowledge and recognize that any breach of this paragraph may result in irreparable harm to each other, and, accordingly, agrees that in addition to and not in lieu of all other remedies available to the both by reason of such breach they shall be entitled to equitable relief (including, without limitation, specific performance and injunctive relief) to enjoin the occurrence and continuation of such breach.

TERM OF AGREEMENT

The term of this agreement shall be two (2) years, beginning January 1, 2021 through December 31, 2022, and shall be automatically renewed from year to year thereafter. This agreement may be amended at any time by mutual agreement as reflected in writing signed by both parties hereto. Either party may cancel this agreement by giving ninety (90) days written notice to the other party. In the event of cancellation of this agreement, NCA agrees to the continuation of the Plan's administration for claims incurred prior to the cancellation date, for a period of thirty (30) days following the effective date of cancellation. The administration fee shall be the fee in force as of the date of cancellation.

ARBITRATION

Any dispute under this Agreement may, upon mutual agreement by the parties, be settled in Cuyahoga County, Ohio by arbitration before a panel of three arbitrators, one selected by the Company, one selected by NCA, and the third be appointed by the two so chosen. The initiating party notifying the other party of its demand for arbitration, identifying the arbitrator, whom it selected, providing a brief description of the dispute, and demanding that the other party select its arbitrator, shall commence the arbitration. If the third arbitrator is not selected within 14 days after the demand is serviced the third arbitrator shall be selected in accordance with the rules and regulations of the Commercial Arbitration Rules of the American Arbitration Association. Except as otherwise provided herein, arbitrations under this section shall be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration



Association or its successor. Each party shall pay for the arbitrator of its selection and the parties shall share equally the expenses of the third arbitrator and other arbitration expenses. Attorney fees and other expenses incurred by a party in preparing for the arbitration are not "arbitration expenses" and shall be paid by the party incurring them. In the discretion of the arbitrators, the prevailing party in the arbitration proceeding may be awarded reasonable attorneys' fees, expert and non-expert witness costs and expenses, and all other costs and expenses incurred directly or indirectly in connection with the proceedings. Notwithstanding the foregoing, nothing in this section is intended to limit either party from the rights and remedies available to them at law and equity.

MISCELLANEOUS

This agreement shall be governed by, and construed in accordance with the laws of the State of Ohio and in the courts situated in that State. The rights, duties, obligations and/or benefits of NCA under this agreement shall not be assigned without written consent of the Company.

NCA agrees to keep confidential all information concerning the Company, its affiliates and employees, covered employees and beneficiaries that it acquires in connection with the performance of its services hereunder.

The Parties intend that NCA shall be an independent contractor and that nothing in this Agreement shall be deemed or construed as creating a principal, agent, partnership, joint venture, or exclusive dealing relationship between the Parties. NCA will be fully and solely responsible for the supervision, control, performance, compensation, benefits, withholdings, and workers compensation coverage of any of its employees and agents. NCA affirms that its employees are not "public employees" for purposes of membership in the Ohio Public Employees Retirement System.

This Agreement may be executed in counterparts, each of which taken together shall constitute one single agreement between the parties. Faxed signatures or signatures in PDF copies transmitted via e-mail will be deemed original signatures for all purposes.

In witness whereof, the parties have caused this agreement to be executed by their duly authorized officers of the day and year first written.

North Coast Administrators, Inc.

By: Nicolette Rios

Date: December 23, 2020

Name: Nicolette Rios

Title: President & CEO

Cleveland Public Library

By: Felton Thomas, Jr.

Date: December 30, 2020

Name: Felton Thomas, Jr.

Title: Executive Director, CEO



**ADMINISTRATIVE FEES SCHEDULE
Cleveland Public Library
Exhibit A:**

| | |
|--|-----------------|
| INITIAL SET UP: | \$150.00 |
| <ul style="list-style-type: none"> • Plan design • Data configuration and import • Open Enrollment services and materials • Virtual or onsite meetings, and/or recorded enrollment webinar • Plan Documents and SPDs • Enrollment confirmation to participants | |
| | |
| MONTHLY ADMINISTRATION FEE: | |
| Per participant per month (Medical/Dependent Care or Commuter) | \$4.25 |
| Per participant per month (Medical/Dependent Care and Commuter) | \$5.50 |
| Minimum monthly fee (Applies only if the monthly administrative fee times the number of participants is less than this amount) | \$150.00 |
| Bundled annual renewal fees for FSA & COBRA (<i>beginning 2022</i>) | \$200.00 |

Rates will be guaranteed for a two year period.

**CLEVELAND PUBLIC LIBRARY FLEXIBLE BENEFITS PLAN
AMENDMENT**

**ARTICLE I
PREAMBLE**

- 1.1 **Adoption and effective date of amendment.** The Employer adopts this Amendment to CLEVELAND PUBLIC LIBRARY Flexible Benefits Plan (the "Plan"). The sponsor intends this Amendment as good faith compliance with the requirements of these provisions. This Amendment shall be effective on or after the date the Employer elects in Section 2.1 below.
- 1.2 **Supersession of inconsistent provisions.** This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3 **Construction.** Except as otherwise provided in this Amendment, any reference to "Section" in this Amendment refers only to sections within this Amendment and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section, or other numbering designations.

**ARTICLE II
ELECTIONS**

- 2.1 **Effective Date.** The provisions of this Amendment, unless otherwise indicated are effective as of January 1, 2020 (the "Effective date").
- 2.2 **Extension of the Grace Period.** Effective as of January 1, 2020, the Employer amends their plan to allow for the extension of the Grace Period for the twelve month period immediately following the plan year. Additionally, a twelve month grace period will be allowed immediately following the plan year ending in 2021.

On December 27, 2020, legislation was passed impacting section 125 cafeteria plans. This law was designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19). A health and/or dependent care FSA ending in 2020 or 2021 with a grace period may extend its grace period to last up to 12 months rather than the usual 2.5 months.

Specifically, for the plan year or grace period ending in 2020, the employer hereby amends the plan to allow employees to use dollars remaining in that plan as of the last day in the plan year for claims. Additionally, a twelve month grace period will be allowed immediately following the plan year ending in 2021. Health FSA amounts must still be used for medical expenses and dependent care FSA amounts must still be used for dependent care expenses.

The extension of the period for incurring claims under this guidance is an extension of coverage that is not HSA compatible, consequently any employee with unused amounts remaining at the end of a plan year or grace period ending in 2020 will not be eligible to contribute to an HSA during the extend period (unless the FSA is a limited FSA).

This amendment has been executed this _____ day of _____, _____.

Name of Employer:
Cleveland Public Library

By: _____
EMPLOYER

CERTIFICATE OF ADOPTING RESOLUTION

The undersigned authorized representative of CLEVELAND PUBLIC LIBRARY hereby certifies that the following resolutions were duly adopted on _____ (date) and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that the Amendment to the Plan (the Amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: _____

Signed: _____

[print name/title]

**SUMMARY OF MATERIAL MODIFICATIONS
for the**

CLEVELAND PUBLIC LIBRARY
Flexible Benefits Plan

I

INTRODUCTION

This is a Summary of Material Modifications regarding the Employer Name Flexible Benefits Plan (the "Plan"). This is merely a summary of the most important changes to the Plan and information contained in the Summary Plan Description ("SPD") previously provided to you. It supplements and amends that SPD so you should retain a copy of this document with your copy of the SPD. If you have any questions, contact the Administrator. If there is any discrepancy between the terms of the Plan, as modified, and this Summary of Material Modifications, the provisions of the Plan will control.

II

SUMMARY OF CHANGES

Extension of the Grace Period.

Effective as of the effective date, the Employer amends their plan to allow for the extension of the Grace Period for twelve months immediately following the plan year.

On December 27, 2020, legislation was passed impacting section 125 cafeteria plans. This law is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19). A health and/or dependent care FSA ending in 2020 and 2021 with a grace period may extend its grace period to last up to 12 months rather than the usual 2.5 months.

Specifically, for the plan year or grace period ending in 2020 and 2021, the employer hereby amends the plan to allow employees to use dollars remaining in those plans as of the last day in the plan year for claims. Health FSA amounts must still be used for medical expenses and dependent care FSA amounts must still be used for dependent care expenses.

The extension of the period for incurring claims under this guidance is an extension of coverage that is not HSA compatible, consequently any employee with unused amounts remaining at the end of a plan year or grace period ending in 2020 or 2021 will not be eligible to contribute to an HSA during the extend period (unless the FSA is a limited FSA).

CLEVELAND PUBLIC LIBRARY
STATE AND LOCAL GOVERNMENT INFORMATION
2020 EEO-4 REPORT

CLEVELAND PUBLIC LIBRARY
LYNN SARGI
325 Superior Avenue
Cleveland, OH 44114

Report G

CONTROL NUMBER 12345

FUNCTION JURISDICTION TOTALS: FULL/PART-TIME EMPLOYEES

| JOB CATEGORY | HISPANIC / LATINO | | *****MALE***** | | | | | *****FEMALE***** | | | | | TOTAL | |
|---------------|-------------------|----|----------------|-------|-------|---------------|------|------------------|-------|-------|---------------|------|-------|-----|
| | M | F | WHITE | BLACK | ASIAN | HAWAII NATIVE | TWO+ | WHITE | BLACK | ASIAN | HAWAII NATIVE | TWO+ | | |
| OFFICIALS/ADM | 2 | 3 | 23 | 15 | | 1 | | 25 | 17 | | | | 3 | 89 |
| PROFESSIONALS | | 7 | 19 | 1 | | | | 28 | 10 | 4 | | | 1 | 70 |
| TECHNICIANS | 1 | 1 | 12 | 2 | | | | 2 | 2 | | | | | 20 |
| PROTECT/SERV | 3 | 1 | 6 | 19 | | | | 1 | 6 | | | | | 36 |
| PARA-PROFESS | 3 | 7 | 22 | 26 | 1 | | 1 | 37 | 22 | 2 | | | 2 | 123 |
| ADMIN SUPPORT | 3 | 11 | 28 | 35 | 3 | | 1 | 34 | 76 | 3 | | | 2 | 196 |
| SKILLED CRAFT | 1 | | 5 | 3 | | | | 1 | 1 | | | | | 11 |
| SERV/MAINT | 1 | 2 | 8 | 28 | | | | 2 | 4 | | | | | 45 |
| GRAND TOTAL | 14 | 32 | 123 | 129 | 4 | 1 | 2 | 130 | 138 | 9 | | | 8 | 590 |

Insurance Report for the Month of December 2020

Human Resources Committee Report

Staff Enrollments-Health Care/Dental

| | Single | Family | Total |
|---|----------------------|-----------------------|--|
| MMO - National Networ | 246 | 139 | 385 |
| MMO - CleCare Networl | 44 | 22 | 66 |
| Cobra | | 2 | 2 |
| Total MMO | | | 453 |
| | | | |
| Dental Insurance | 293 | 177 | 470 |
| | | | |
| Vision Employee | | | 262 |
| Vision Children | | | 44 |
| Vision Spouse | | | 51 |
| Vision Family | | | 74 |
| Total Vision | | | 431 |
| Workers' Compensation Lost Time Report | | | |
| | | | <i>Total days missed during report month</i> |
| <i>Classification</i> | <i>Dept/Location</i> | <i>Date of Injury</i> | |
| | | | 0 |

CLEVELAND PUBLIC LIBRARY

REPORT I

Human Resources Committee Report

Meeting Date:

Report Period: December 2020

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

| MONTH | 2019 SICK LEAVE HOURS USED | 2020 SICK LEAVE HOURS USED | 2020 EPSL/EFMLA HOURS USED | 2020 TOTAL HOURS |
|--------------|---|---|---|-----------------------------|
| January | 3251.75 | 2,760.84 | 0 | 95,763.81 |
| February | 3853.94 | 4,394.77 | 0 | 90,709.19 |
| March | 4016.19 | 4,142.85 | 0 | 90,404.18 |
| April | 3867.74 | 352.08 | 64.00 | 86,495.15 |
| May | 6050.12* | 454.05 | 160.00 | 128,852.23 |
| June | 3239.28 | 1,390.44 | 463.50 | 49,259.42 |
| July | 2975.39 | 1,359.48 | 828.00 | 52,295.99 |
| August | 3682.01 | 3,835.58 | 1,030.50 | 75,550.06 |
| September | 4069.11 | 3,447.08 | 1,190.75 | 85,560.84 |
| October | 4051.19 | 6,646.54* | 2666.50* | 128,086.26* |
| November | 5729.44* | 3781.63 | 2,296.25 | 86,770.80 |
| December | 3992.39 | 3,210.64 | 1,694.84 | 84,034.71 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

*Covers three pay dates

April and May Library was shut down due to Covid-19

June and July – Employees were back to work 50%

**CLEVELAND PUBLIC LIBRARY
SALARY CHANGES REPORT
FROM 12/01/2020 TO 12/31/2020**

Report J

EMPLOYEE: ADORNO-CRUZ, MARISOL **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: MATERIALS PROCESSING S **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,696.08 | 45,366.62 | |

EMPLOYEE: ALHIBSHI-DEVORE, YEHA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: ALLEN, ANTOINETTE R **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 36,034.70 | 38,709.58 | |

EMPLOYEE: ANALA, IVYA **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: ARGANZA, JORGE **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: ARMSTRONG, LAURA M **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: FINANCIAL SERVICES MAN/ **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,590.37 | 88,322.18 | |

EMPLOYEE: ARMSTRONG, MICHAEL **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMP/ **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: AUSTIN, BEVERLY R **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: AUSTIN, LOREALA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMP/ **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 24.27 | 25.71 | |

EMPLOYEE: BABBITS, MICHAEL A **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,983.14 | 52,002.60 | |

EMPLOYEE: BAILEY, CHARLES H **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTH **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,883.04 | 51,646.40 | |

EMPLOYEE: BALDWIN, SHAWNTEA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: BARKACS, MICHAEL E **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: BARNES, DIFRANCO E **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTI **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: BARNES, LATOYA C **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: BARONAK, RYAN A **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: CARPENTER **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: BARONE, CHRISTOPHER J **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: ELECTRONICS DUPLICATIO **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: BARRETT, LESLIE J CURRENT GRADE: J EFFECTIVE DATE
 JOB TITLE: BRANCH MANAGER (MEDIU CURRENT STEP: 1 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: BARTEL, KEVIN G CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: BRANCH CLERK CURRENT STEP: 9 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: BATTAGLIA, JOSEPH B CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: COMP. NET TECH (TECHCE CURRENT STEP: 9 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: BENSON, JAMES C CURRENT GRADE: K EFFECTIVE DATE
 JOB TITLE: LIBRARY SYS & APP ANALY: CURRENT STEP: 5 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 89,477.73 | 91,267.28 | |

EMPLOYEE: BERZONSKY, KYRAM CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASST-COMP EMPH CURRENT STEP: 9 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: BEST, ZITA M CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: BRANCH CLERK CURRENT STEP: 8 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 37,765.52 | 38,709.58 | |

EMPLOYEE: BLAND, ALKEISHA M **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: ADMINISTRATIVE ASSISTAN **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 47,796.58 | 48,752.60 | |

EMPLOYEE: BOLDEN, DAUNTE B **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: BOOZER, DONALD E **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT MC **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,036.33 | 87,757.06 | |

EMPLOYEE: BOSHARA, KALIE L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: BOWERS, KEVIN L **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: BOYCE, SHAYLA J **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: BRADEN-DORSEY, GIOVOI **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: BRADFORD, WILLIAM K **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 87,758.99 | 89,514.17 | |

EMPLOYEE: BRIGGS, TONYA M **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 66,638.37 | 69,330.56 | |

EMPLOYEE: BROOKS, MELISSA R **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: BROWN, MARQUETTA M **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: LENDING DEPARTMENT CLI **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 34,648.12 | 36,844.34 | |

EMPLOYEE: BROWN, STACY **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: BRYANT, WHITNEY **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: BUDZIAK, BLASE J **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 56,267.90 | 57,703.10 | |
| SALARY AFFECTS BASE | 57,703.10 | 59,113.60 | |

EMPLOYEE: BUENO, ANGELINA C **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: ACCOUNTING SUPERVISOR **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 57,715.79 | 58,870.11 | |

EMPLOYEE: BUENO, ANTHONY W **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: BURTON, PAUL **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: BUSCH, ANDREW **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: SOLUTIONS ARCHITECT **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 70,690.60 | 72,104.41 | |

EMPLOYEE: BUSTA-PECK, CHRISTOPH **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 13 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 61,116.64 | 62,033.14 | |

EMPLOYEE: BYRD, CHARLES C **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: DIRECTOR OF OPS **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: CALDWELL, KAHLIL G **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: CALLIER, EUGENE **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: CAMACHO, LUIS **CURRENT GRADE:** E **EFFECTIVE DATE**
JOB TITLE: PAINTER **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 45,001.84 | 46,126.86 | |

EMPLOYEE: CAMACHO, ZULEIKA **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN(**CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 34,648.12 | 36,844.34 | |

EMPLOYEE: CAMPBELL, TAWANA S **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: CANAN, MELISSA K **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: TECH CENTRAL ASSISTANT **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 0.00 | 68,283.85 | PARTIME REGULAR |

EMPLOYEE: CANTWELL, GARY T **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 0 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: CAPUOZZO, STEVEN K **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: CARPENTER-RIZK, DENISE **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: PROFESSIONAL PARALEGA **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 57,715.84 | 58,870.24 | |

EMPLOYEE: CARR, MELISSA H **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: ADMINISTRATIVE ASSISTAN **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 47,796.58 | 48,752.60 | |

EMPLOYEE: CARRAWAY, CARLA S **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: CARTER, GARY L **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: CUSTODIAN II (DAYS/BRANC **CURRENT STEP:** 2 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| TERMINATION | 32,565.00 | 32,565.00 | TERMINATION INVOLUNTARY |
| SALARY AFFECTS BASE | 32,565.00 | 33,379.06 | |

EMPLOYEE: CARTER, YVETTE M **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: CERNEY, KARENA **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: CHAMBERS, NELETHA **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 17 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,035.68 | 44,696.08 | |

EMPLOYEE: CHAPMAN, ERIN D **CURRENT GRADE:** C EFFECTIVE DATE
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: CHAPPLE, REGINALD E **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 17 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,035.68 | 44,696.08 | |

EMPLOYEE: CLARDY, JAMES A **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: MATERIALS HANDLING SUP **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,370.04 | 65,657.44 | |

EMPLOYEE: CLARK, BRIDGET A **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,950.46 | 36,849.28 | |

EMPLOYEE: CLARK, RONALD L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTI **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: CLEVELAND, JOSEPH **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: COCCARO, CYNTHIA L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: SHELF DIV ASSISTANT MAN **CURRENT STEP:** 12 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,488.28 | 66,798.16 | |

EMPLOYEE: COLEMAN, BESSIE L **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: COLLINS, ALLISON T **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: COLLINS, FRANCIS A **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: ADULT LIBRARIAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 36.01 | 36.73 | |

EMPLOYEE: CONGRESS, QUENTIN L **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: CONTI, FRANK R **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: CARPENTER **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: CORBIN-MCKENZIE, LINDA **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 42,725.28 | 43,411.68 | |
| SALARY AFFECTS BASE | 43,411.68 | 44,470.40 | |

EMPLOYEE: COWLING, MATTHEW A **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: CREDICO, MICHAEL P **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,915.10 | 50,137.88 | |

EMPLOYEE: CROMPTON, EMILY B **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 24.27 | 25.71 | |

EMPLOYEE: CRUZ, RAYMOND A **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTI **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: CSIA, ANDREA **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: DALBY, MICHAEL E **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: DISTRICT MANAGER **CURRENT STEP:** 3 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 82,726.81 | 84,381.35 | |

EMPLOYEE: DAVIS, SUMAYYAH M CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: BRANCH CLERK CURRENT STEP: 2 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 32,565.00 | 33,379.06 | |

EMPLOYEE: DECLET, JAIME CURRENT GRADE: K EFFECTIVE DATE
 JOB TITLE: BRANCH MANAGER (LARGE CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: DENG, DEMAN CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASSISTANT (SUBJ CURRENT STEP: 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,883.04 | 51,646.40 | |

EMPLOYEE: DEVORE, JAIME E CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASST-COMP EMPH CURRENT STEP: 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: DIAL, DAVID B CURRENT GRADE: K EFFECTIVE DATE
 JOB TITLE: ASST FACILITIES MANAGER CURRENT STEP: 3 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 82,726.81 | 84,381.35 | |

EMPLOYEE: DIAWARA, DEMBA CURRENT GRADE: I EFFECTIVE DATE
 JOB TITLE: SHELF DEPARTMENT SUPE CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,370.04 | 65,657.44 | |

EMPLOYEE: DICKERSON, DALE **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: HIGH DEMAND LIBRARIAN **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,839.80 | 66,827.54 | |

EMPLOYEE: DIXON, CAROLA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: ADMINISTRATIVE ASSISTAN **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 47,796.58 | 48,752.60 | |

EMPLOYEE: DOBRANSKY, SARAH M **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT MC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: DRAEGER, MARSHA **CURRENT GRADE:** A **EFFECTIVE DATE**
JOB TITLE: MATERIALS PROCESSING T **CURRENT STEP:** 19 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 42,813.16 | 43,455.10 | |

EMPLOYEE: DUGAROVA-MONTGOMER **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: TECH SERVICES LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: DUNCAN, LINDSEY **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: SAFETY & PROTECTIVE SV(**CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: DUNCAN, PHILLIP **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: CARPENTER **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: DUNN-CHILDRESS, CASSA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: DUNN-FORD, SACHEEN **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: RECRUITMENT SPECIALIST **CURRENT STEP:** 3 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 62,424.93 | 63,673.43 | |

EMPLOYEE: DURDA, NICHOLAS S **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: SENIOR SUBJECT DEPT. LI **CURRENT STEP:** 12 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,622.70 | 66,607.06 | |

EMPLOYEE: EARLEY, MICHAEL D **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: EDMONDSON, LAMAR **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: EDWARDS, HARRY **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: ELDER, PHILLIP **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 13 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.88 | 27.29 | |

EMPLOYEE: ERVIN, BRITTANY D **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: ESTRELLA, MARIA F **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (LARGE **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: EWING, CHATHAM **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: DIGITAL INITIATIVES SVC S1 **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,590.37 | 88,322.18 | |

EMPLOYEE: EYERDAM, PAMELA J **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT MA **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 105,350.19 | 107,457.19 | |

EMPLOYEE: FELDER, KARIE J **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: FELICIANO, CASSANDRA L **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: FIELDS, EBONY **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: FILE, FELICIA N **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: FILLINGER, MICHAEL W **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 16.70 | 17.12 | |

EMPLOYEE: FINNEGAN, LAWRENCE D **CURRENT GRADE:** M **EFFECTIVE DATE**
JOB TITLE: DIRECTOR, IT **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 136,601.46 | 139,333.49 | |

EMPLOYEE: FISHER, MICHAEL D **CURRENT GRADE:** G **EFFECTIVE DATE**
JOB TITLE: EXECUTIVE ASSISTANT **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 66,503.58 | 67,833.74 | |

EMPLOYEE: FLINN, SARAH E **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT MA **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,590.37 | 88,322.18 | |

EMPLOYEE: FLOWERS, CURTIS **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: FLOWERS, GLORIA G **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,696.08 | 45,366.62 | |

EMPLOYEE: FORD, BENJAMIN K **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 21.10 | 21.63 | |

EMPLOYEE: FORD, BOBBY J **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRANC **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: FORFIA, TRACIE L **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: FORTSON, CARMINE **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SHIPPING CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: FOSTER, KEITH T **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 45,366.88 | 47,363.68 | |
| SALARY AFFECTS BASE | 47,363.68 | 48,505.60 | |

EMPLOYEE: FOSTER, PRINCE M **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: FOX-MORGAN, MARKE **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT (SUBJ **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,883.04 | 51,646.40 | |

EMPLOYEE: FRENCH, GRACE K **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: FRYE, CRISTYLE **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: FULLMER, ANNA E **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: FULLMER, PATRICIAA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: GABB, JULIE A **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: GABE, MICHAEL **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: TECH SERVICES LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: GALEWOOD, KRISTIN **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: GAO, LAN **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: SENIOR SUBJECT DEPT. LIÉ **CURRENT STEP:** 12 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,622.70 | 66,607.06 | |

EMPLOYEE: GATEWOOD, CORTNEY R **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: GAVEL, MELISSA A **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: DIGITAL PRESS TECHNICIAI **CURRENT STEP:** 7 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,411.24 | 42,446.56 | |

EMPLOYEE: GIELTY, JEANMARIE M **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: GODFREY, JURMOND C **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 34,213.66 | 35,069.06 | |

EMPLOYEE: GOLDBERG, AARON **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SHIPPING CLERK (LBPH) **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: GRAHAM, KYLE A **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: GRAVES, DENNICE P **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 40,272.44 | 40,876.42 | |

EMPLOYEE: GRAVES, MELINDA M **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: ENGAGEMENT SPECIALIST **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 57,715.84 | 58,870.24 | |

EMPLOYEE: GRAVINO, GIOVANNI A **CURRENT GRADE:** G **EFFECTIVE DATE**
JOB TITLE: ER&D ADMINSTRATIVE COC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,661.36 | 55,754.40 | |

EMPLOYEE: GREEN, ANTHONY L **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: GREEN, GREGORY R **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: GUDER, ROBERT E **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRANK) **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: GUERIN, ALISON L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: GUERIN, TYLER V **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 32,565.00 | 33,379.06 | |

EMPLOYEE: GUNTHER, ANGELA **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU) **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,458.37 | 77,987.54 | |

EMPLOYEE: GUNTHER, DANIEL W **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: RESEARCH ANALYST **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 36.01 | 36.73 | |

EMPLOYEE: GUSTER, KYLE M **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: NETWORK SPECIALIST **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: HAJZAK, DEBORAH A **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: OPS PROJECT COORDINAT **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,839.80 | 66,827.54 | |

EMPLOYEE: HALKOVICH, CELIA R **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: TECH SERVICES LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: HAMMOND, CRYSTAL C **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,765.52 | 38,709.58 | |

EMPLOYEE: HANSHAW, ERIC C **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: HARDY, HEATHER A **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: HARRIS, GARY P **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,983.14 | 52,002.60 | |

EMPLOYEE: HARRIS, GLENN **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,765.52 | 38,709.58 | |

EMPLOYEE: HARRIS, STEPHEN **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 10 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,486.12 | 55,848.52 | |

EMPLOYEE: HARRIS-SCOTT, ANGELA C **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,696.08 | 45,366.62 | |

EMPLOYEE: HAVERMAN, MICHAEL C **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT (SUBJ **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,915.10 | 50,137.88 | |

EMPLOYEE: HAY, ZACHARY G **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIBRARIAN (SUBJECT DEPA **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 57,148.78 | 60,213.40 | |

EMPLOYEE: HAYES, WILBUR G **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: HELD, LISA M CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASST-COMP EMPH CURRENT STEP: 2 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 21.10 | 21.63 | |

EMPLOYEE: HERMAN, ERIC J CURRENT GRADE: H EFFECTIVE DATE
 JOB TITLE: CAPITAL PROJ MANAGER CURRENT STEP: 3 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 62,424.93 | 63,673.43 | |

EMPLOYEE: HESTER, ELIZABETH J CURRENT GRADE: C EFFECTIVE DATE
 JOB TITLE: SAFETY&PROTECTIVE SVC CURRENT STEP: 0 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: HILL, ANGELA CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: SUBJECT DEPARTMENT CL CURRENT STEP: 8 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,765.52 | 38,709.58 | |

EMPLOYEE: HILL, DIANE A CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: BRANCH CLERK CURRENT STEP: 17 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,035.68 | 44,696.08 | |

EMPLOYEE: HILL, MARTINA CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: CUSTODIAN II (DAYS/BRANC CURRENT STEP: 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: HILL, RONA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: SHIPPING MANAGER **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 58,152.53 | 59,315.58 | |

EMPLOYEE: HILL, STEVEN J **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: HLAFKA, TRACI **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMP **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: HOGAN, JAZ D **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: RECEIVING & DISTRIBUTION **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 18.43 | 18.89 | |

EMPLOYEE: HOGUE, OLIVIAA **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT MA **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: HOOD, WILLIAM T **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: COMPUTER NETWORKING **CURRENT STEP:** 12 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 104,796.21 | 106,892.13 | |

EMPLOYEE: HOOPER, MARLIE E **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: HOPPER, CAROLYN **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: HOUGHTON, TAMMY M **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: ASSISTANT BRANCH MANA **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,370.04 | 65,657.44 | |

EMPLOYEE: HOUSTON, LARRY D **CURRENT GRADE:** E **EFFECTIVE DATE**
JOB TITLE: PAINTER **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 45,001.84 | 46,126.86 | |

EMPLOYEE: HOWARD, DIANNE E **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: HR INFORMATION CLERK **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 20.71 | 21.13 | |

EMPLOYEE: HU, AMEI **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: TECH SERVICES LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: HUANG, PERRY **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CATALOG LIBRARIAN **CURRENT STEP:** 15 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 62,963.68 | 63,908.26 | |

EMPLOYEE: HUBLER, CAROLA **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: PROCUREMENT AND CONT **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 57,715.79 | 58,870.11 | |

EMPLOYEE: HUDSON, JACQUELINE A **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 16 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,384.90 | 44,035.68 | |

EMPLOYEE: HUTSON, AMIYA P **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: DISTRICT MANAGER **CURRENT STEP:** 3 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 82,726.81 | 84,381.35 | |

EMPLOYEE: INFANTE, NATHANIEL M **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: TECHNICAL SERVICES ASSI **CURRENT STEP:** 15 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,042.02 | 48,762.48 | |

EMPLOYEE: ISBY, RODNEY **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: JACKSON, ANTONIO **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN) **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,765.52 | 38,709.58 | |

EMPLOYEE: JACKSON, BIANCA M **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: JACKSON, DAWNTAE L **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: HR ASST.-MUNIS COORD **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,458.37 | 77,987.54 | |

EMPLOYEE: JACKSON, RICARDO E **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT (SUBJ) **CURRENT STEP:** 13 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 52,421.20 | 53,207.44 | |

EMPLOYEE: JACKSON, RICHARD M **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: RECEIVING & DISTRIBUTIOI **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: JAENKE, ADAM **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT (SUBJ) **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: JAMES, ERIC M **CURRENT GRADE:** A **EFFECTIVE DATE**
JOB TITLE: MATERIALS PROCESSING T **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 17.40 | 17.83 | |

EMPLOYEE: JARRETT, JAMES E **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 56,663.10 | 58,285.50 | |
| SALARY AFFECTS BASE | 58,285.50 | 59,696.00 | |

EMPLOYEE: JARVIS, LAMEL R **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: JEFFERSON, ANISE **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: JEFFERSON, KIAIRA S **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: JEFFERSON, SHARON **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 70,690.60 | 72,104.41 | |

EMPLOYEE: JEFFRIES, ANNISHA M **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: YOUTH SERVICES MANAGE **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,036.33 | 87,757.06 | |

EMPLOYEE: JEFFRIES, EVONE **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIBRARIAN (SUBJECT DEPA **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: JELAR ELWELL, SANDRA L **CURRENT GRADE:** M **EFFECTIVE DATE**
JOB TITLE: DIRECTOR OF TECHNICAL : **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 110,032.06 | 112,232.70 | |

EMPLOYEE: JENKINS, RICHARD A **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: CUSTODIAL SUPERVISOR **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 53,764.79 | 54,840.09 | |

EMPLOYEE: JENKINS, TONYA L **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: TECH SERVICES LIBRARIAN **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,839.80 | 66,827.54 | |

EMPLOYEE: JOHNS, CEDRIC K **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: DIR OF EE & LABOR RELATI **CURRENT STEP:** 7 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 107,457.46 | 109,606.61 | |

EMPLOYEE: JOHNSON, ALTHEA CURRENT GRADE: L EFFECTIVE DATE
 JOB TITLE: DIRECTOR OF HUMAN RESI CURRENT STEP: 7 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 107,457.46 | 109,606.61 | |

EMPLOYEE: JOHNSON, ANDREA E CURRENT GRADE: L EFFECTIVE DATE
 JOB TITLE: CATALOG MANAGER CURRENT STEP: 7 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 107,457.46 | 109,606.61 | |

EMPLOYEE: JOHNSON, DAKARI W CURRENT GRADE: E EFFECTIVE DATE
 JOB TITLE: PAINTER CURRENT STEP: 10 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 45,103.24 | 47,989.24 | |

EMPLOYEE: JOHNSON, VALERIE S CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASSISTANT-YOUTI CURRENT STEP: 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,883.04 | 51,646.40 | |

EMPLOYEE: JOHNSON, WHITNEY CURRENT GRADE: H EFFECTIVE DATE
 JOB TITLE: CHILDRENS LIBRARIAN CURRENT STEP: 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: JOHNSON-NEWBERRY, SY CURRENT GRADE: C EFFECTIVE DATE
 JOB TITLE: SAFETY&PROTECTIVE SVC CURRENT STEP: 0 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: JOHNSON-THOMAS, SHEN **CURRENT GRADE:** O **EFFECTIVE DATE**
JOB TITLE: CHIEF OF EXTERNAL REL & **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|------------------------------|
| SALARY AFFECTS BASE | 0.00 | 130,215.42 | CERTIFIED PURCHASING MANAGER |
| MASTER CHANGE MISC | 0.00 | 130,215.42 | CORRECTING GROUP |
| MASTER CHANGE MISC | 130,215.42 | 130,215.42 | CORRECTING GROUP |

EMPLOYEE: JONES, DWAYNE L **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: TECHNICAL SERVICES ASSI **CURRENT STEP:** 7 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,411.24 | 42,446.56 | |

EMPLOYEE: JONES, JOSEPH F **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 0 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: JONES, SHANELL V **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: ASSISTANT BRANCH MANA **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,370.04 | 65,657.44 | |

EMPLOYEE: JOSEY-ALLEN, TRACEY **CURRENT GRADE:** E **EFFECTIVE DATE**
JOB TITLE: ACCOUNTING SPECIALIST **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 45,001.84 | 46,126.86 | |

EMPLOYEE: KACHEVAS, ZACHARY P **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: LEGAL OFFICER **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,370.04 | 65,657.44 | |

EMPLOYEE: KAPLAN, ANDREW F **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIBRARIAN (SUBJECT DEPA **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: KELLY GRASSO, KAREN M **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,331.48 | 60,221.20 | |

EMPLOYEE: KENNEDY, ALLISON J **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTI **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: KILB, FORREST **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIBRARIAN (SUBJECT DEPA **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: KIMMEL, AQUENE R **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: KMIECIK, ALEXANDRA M **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: KOHR, HANNAH K **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: KOLONICK, SARAH L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: KONKOLY, DANIELLE T **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: KORTE, LILY K **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: KROUSE, CARRIE L **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: LAPRAIRIE, NATHAN K **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: LARION, ABIGAIL A **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: LAUVER, JAMIE W **CURRENT GRADE:** K EFFECTIVE DATE
JOB TITLE: BRANCH MANAGER (LARGE **CURRENT STEP:** 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: LAWSON, BRANDON M **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 40,272.44 | 40,876.42 | |

EMPLOYEE: LEFKOWITZ, JOEL F **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASSISTANT-YOUTI **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: LEMAK, BERNADETTE C **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: LEONARD, ALEXANDER C **CURRENT GRADE:** A **EFFECTIVE DATE**
JOB TITLE: SHELF DEPARTMENT CLER **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 33,922.46 | 34,770.58 | |

EMPLOYEE: LESZCZ, BRIAN E **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: SOLUTIONS ARCHITECT **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 93,056.70 | 94,917.83 | |

EMPLOYEE: LEWIS, ISIAH M **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 28.96 | 29.39 | |

EMPLOYEE: LEWIS, JEFFREY D **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 13 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,489.76 | 42,111.94 | |

EMPLOYEE: LEWIS, JOSEPH P **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SHIPPING CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: LIANG, ANTHONY **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: ACCOUNT CLERK **CURRENT STEP:** 7 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,411.24 | 42,446.56 | |

EMPLOYEE: LONDON, PETER L **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASSISTANT (SUBJ **CURRENT STEP:** 13 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 51,189.06 | 53,207.44 | |

EMPLOYEE: LOPEZ, MARIA **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: LOVE, MATTHEW C **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: LYKINS, FORREST E **CURRENT GRADE:** K EFFECTIVE DATE
JOB TITLE: BRANCH MANAGER (LARGE **CURRENT STEP:** 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: LYTTLE, ALEA **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASSISTANT (SUBJ **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,915.10 | 50,137.88 | |

EMPLOYEE: MAKKOS, MICHELLE **CURRENT GRADE:** I EFFECTIVE DATE
JOB TITLE: SENIOR SUBJECT DEPT. LI **CURRENT STEP:** 19 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 72,831.20 | 73,923.46 | |

EMPLOYEE: MALDONADO, CARLOS **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: MALINOSKI, HEIDI L **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MALONE, DERRICK **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 40,272.44 | 40,876.42 | |

EMPLOYEE: MARBLEY, ANDREA P **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: MARGERUM, ANGELA P **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MARKOVIC, MILOS **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT MC **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 93,056.70 | 94,917.83 | |

EMPLOYEE: MARKS, ERICA T **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: OUTREACH & PROG CO YO **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: MARQUEZ, MARINA B **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: MARTIN, TRACY S **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: DIRECTOR OF DEVELOPME **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 79,545.14 | 81,136.04 | |

EMPLOYEE: MASON, AARON **CURRENT GRADE:** M **EFFECTIVE DATE**
JOB TITLE: DIRECTOR OF COMMUNITY **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 110,032.06 | 112,232.70 | |

EMPLOYEE: MASON, DENENE N **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: MASSEY, GLORIA D **CURRENT GRADE:** E **EFFECTIVE DATE**
JOB TITLE: PRESERVATION ASSISTANT **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 47,989.24 | 48,709.18 | |

EMPLOYEE: MASTERS, BRANDON C **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 32,565.00 | 33,379.06 | |

EMPLOYEE: MATTHEWS, CARVELL D **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 0 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 37,440.00 | |
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: MATTHEWS, PAMELAA **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: COLLECTION MANAGER **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,590.37 | 88,322.18 | |

EMPLOYEE: MAYLE, KELLIE A **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: ER&D DEVELOPMENT COOI **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 66,944.95 | 68,283.85 | |

EMPLOYEE: MCCARTER, MELANIE G **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: OPS PROJECT COORDINAT **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MCCORD, SONJA **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MCCOY, PATRICIA A **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 20 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,804.34 | 49,536.50 | |

EMPLOYEE: MCCUAN, LIBBY A **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MCFARREN, JEAN D **CURRENT GRADE:** N **EFFECTIVE DATE**
JOB TITLE: DIRECTOR OF TECHNICAL : **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 121,600.91 | 124,032.93 | |

EMPLOYEE: MCSEARS, TARRA L **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 32,565.00 | 33,379.06 | |

EMPLOYEE: MEANS, TAMARA A **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: MEGGITT, BRIAN **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: PHOTO COLL LIBRARIAN **CURRENT STEP:** 12 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,622.70 | 66,607.06 | |

EMPLOYEE: MERRIWEATHER, NIYRE **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |
| RESIGNATION | 25.71 | 25.08 | |

EMPLOYEE: METTER, TERRENCE J **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIBRARIAN (SUBJECT DEPA **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MILICH, DANILO **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT (SUBJ **CURRENT STEP:** 16 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,815.80 | 55,637.92 | |

EMPLOYEE: MILLER-HOOD, RONELLE I **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BENEFIT & COMP MANAGER **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: MILLS, LINELLA **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 0 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: MINTER, KELLI N **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MOCSIRAN, ANDREW **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: MOCSIRAN, NANCY A **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: KNOWLEDGE MANAGER **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: MONCAYO, JENNIFER C **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,331.48 | 60,221.20 | |

EMPLOYEE: MONCRIEF ROBINSON, PA **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (LARGE **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: MONDOK, LARISSA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: MOORE, KEVIN **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTH **CURRENT STEP:** 16 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,815.80 | 55,637.92 | |

EMPLOYEE: MORALES, OLIVIA **CURRENT GRADE:** H EFFECTIVE DATE
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: MOSER, CHRISTOPHER **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: MUDGETT-PRICE, SHEILA **CURRENT GRADE:** F EFFECTIVE DATE
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 16 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 28.11 | 28.53 | |

EMPLOYEE: MYHAND, TERRENCE D **CURRENT GRADE:** A EFFECTIVE DATE
JOB TITLE: SHELF DEPARTMENT CLER **CURRENT STEP:** 7 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 17.83 | 18.28 | |

EMPLOYEE: NAAB, ALICIA S **CURRENT GRADE:** J EFFECTIVE DATE
JOB TITLE: ACQUISITIONS COORDINAT **CURRENT STEP:** 17 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 77,075.44 | 78,231.66 | |

EMPLOYEE: NELSON, JOSEPH T **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: NORRIS, NYSHIA **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: NOSSE, SANDRA L **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: FAMILY ENGAGEMENT SPEI **CURRENT STEP:** 12 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 65,622.70 | 66,607.06 | |

EMPLOYEE: NOVAK, DARREN K **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: SYSTEMS MANAGER **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 97,402.15 | 99,350.19 | |

EMPLOYEE: ODUM, JESSICA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: ADMINISTRATIVE ASSISTAN **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 47,796.58 | 48,752.60 | |

EMPLOYEE: OJO, KEMET C **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SHIPPING CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: OLAJIDE, ANDREW E **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRANC **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: ORESKOVIC, SHELLIE R **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: PAI, RHONDA D **CURRENT GRADE:** J EFFECTIVE DATE
JOB TITLE: EARLY CHILDHOOD LITERA **CURRENT STEP:** 4 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 39.21 | 40.00 | |

EMPLOYEE: PALKA-ROMAN, RONALD J **CURRENT GRADE:** H EFFECTIVE DATE
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: PALMA, LINDSAY Z **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: PAPPENHAGEN, JILL N **CURRENT GRADE:** H EFFECTIVE DATE
JOB TITLE: TEEN TECH CENTER COOR **CURRENT STEP:** 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 57,715.84 | 58,870.24 | |

EMPLOYEE: PARKER, MICHAEL W **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 18 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,696.08 | 45,366.62 | |

EMPLOYEE: PARKER, SHERRY **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: OCCUPATIONAL HEALTH AN **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: PARRA, JORGE P **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: PARSONS, TRACY L **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 20 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 46,047.04 | 46,737.86 | |

EMPLOYEE: PAS, JOHN J **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: LIBRARY SYS & APP ANALY **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: PATRICK, ROBERT L **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: NETWORK SPECIALIST **CURRENT STEP:** 15 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 62,963.68 | 63,908.26 | |

EMPLOYEE: PATTERSON, DEVON M **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: DRIVER **CURRENT STEP:** 19 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,083.10 | 48,804.34 | |

EMPLOYEE: PEACOCK, TARA G **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: PEAK, CAROLINE J **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: PEGUES, DOMINIQUE **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SHIPPING CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: PENTOWSKI, LUKE S **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN(**CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: PEREZ, SUZI **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: TECH CENTRAL MANAGER **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,590.37 | 88,322.18 | |

EMPLOYEE: PERRY, MICHELLE **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: PETERS, MAGNOLIA S **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (LARGE **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,036.33 | 87,757.06 | |

EMPLOYEE: PETERSON, DELSHUN L **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: PETERSON, MARLA S **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 0.00 | 36,844.34 | NAME CHANGE |
| MASTER CHANGE MISC | 36,844.34 | 36,844.34 | NAME CHANGE |

EMPLOYEE: PETRUCZ, WILLIAM **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-YOUTI **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: PHELPS, SANDRA **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 8 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,765.52 | 38,709.58 | |

EMPLOYEE: PHELPS, TIMOTHY F **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: COMP. NET TECH (TECHCE **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: PIEPENBURG, CARLOS **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: PIERSON, APRIL D **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 45,366.88 | 47,363.68 | |
| SALARY AFFECTS BASE | 47,363.68 | 48,505.60 | |

EMPLOYEE: PORTER, AKILAH **CURRENT GRADE:** G **EFFECTIVE DATE**
JOB TITLE: MARKETING COORDINATOR **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,661.36 | 55,754.40 | |

EMPLOYEE: PORTIS, PAULA T **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: POWER, KATIE M **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH- **CURRENT STEP:** 10 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.71 | 26.09 | |

EMPLOYEE: PRIDE, RENEE **CURRENT GRADE:** E **EFFECTIVE DATE**
JOB TITLE: PRESERVATION SENIOR TE **CURRENT STEP:** 20 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,870.40 | 55,693.56 | |

EMPLOYEE: PRISBYLLA, HILARY A **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: DIRECTOR,CLEVNET **CURRENT STEP:** 5 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 101,297.83 | 103,323.79 | |

EMPLOYEE: PROCTOR, KENDRA **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: PRUDE, DONNA L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: CUSTODIAL SUPERVISOR **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,204.12 | 65,488.20 | |

EMPLOYEE: PUJOLAS, ANTHONY R **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: PULTORAK, LESLIE A **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: ACQUISITIONS LIBRARIAN **CURRENT STEP:** 13 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 61,116.64 | 62,033.14 | |

EMPLOYEE: REDD, KENNETH F **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT-LBPH **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,883.04 | 51,646.40 | |

EMPLOYEE: REED, TEDDY R **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 42,974.88 | 43,786.08 | |
| SALARY AFFECTS BASE | 43,786.08 | 44,865.60 | |

EMPLOYEE: REED, WILLIAM R **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: LBPH MANAGER **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 86,590.37 | 88,322.18 | |

EMPLOYEE: REYES, OLIVER T **CURRENT GRADE:** M **EFFECTIVE DATE**
JOB TITLE: FACILITIES ADMINISTRATOR **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 105,800.28 | 107,916.29 | |

EMPLOYEE: REYNOLDS, MICHAEL E **CURRENT GRADE:** A **EFFECTIVE DATE**
JOB TITLE: MATERIALS PROCESSING T **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 33,922.46 | 34,770.58 | |

EMPLOYEE: RICHARDSON, TAMMY **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: RIVERA, JOANNA **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: RIVERA, NINA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: RIVERS, NATASHA M **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 0 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: ROBERSON, SHELDON E **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 34,213.66 | 35,069.06 | |

EMPLOYEE: ROBERTS, RONALD A **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: ROBERTS, TRISHA G **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: ROBINSON, DERRICK C **CURRENT GRADE:** A **EFFECTIVE DATE**
JOB TITLE: SHELF DEPARTMENT CLER **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 33,922.46 | 34,770.58 | |

EMPLOYEE: ROBINSON, LATRISHA M **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: RODRIGUEZ, YARIMILKA **CURRENT GRADE:** G **EFFECTIVE DATE**
JOB TITLE: HUMAN RESOURCES COOF **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 56,847.70 | 57,984.68 | |

EMPLOYEE: ROTH, PETER J **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: ROZMAN, RAYMOND **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIBRARIAN (SUBJECT DEPA **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: RUDOLPH, REGINALD M **CURRENT GRADE:** E **EFFECTIVE DATE**
JOB TITLE: LENDING ASST. SUPERVISC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,798.82 | 44,674.76 | |

EMPLOYEE: RUDZINSKI, MONICA A **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: RUFFING, MICHAEL J **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: PROJECT MANAGER **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 52.69 | 53.74 | |

EMPLOYEE: RUSH, STEVEN **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: CUSTODIAL SUPERVISOR **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 49,708.56 | 50,702.73 | |

EMPLOYEE: RUSSO, LUIGI C **CURRENT GRADE:** K **EFFECTIVE DATE**
JOB TITLE: DISTRICT MANAGER **CURRENT STEP:** 3 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 82,726.81 | 84,381.35 | |

EMPLOYEE: RYAN, CAITLIN **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: LIB SYS APP SPEC **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,921.63 | 66,220.06 | |

EMPLOYEE: SALAAM-BEY, JAMILAH K **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: SALEM, SUMMER **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: TECHNICAL SERVICES ASS' **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,507.62 | 44,595.46 | |

EMPLOYEE: SANCHEZ, LISA D **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT (SUBJ **CURRENT STEP:** 10 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 50,131.12 | 50,883.04 | |

EMPLOYEE: SANDLIN, ALVIN **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,696.08 | 45,366.62 | |

EMPLOYEE: SANTANA, ADELA I **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: SANTANA, JOSE L **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: SANTIAGO, MERLENE **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: ASST COORD, BEST BUY TE **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 46,859.54 | 48,752.60 | |

EMPLOYEE: SATOW, BARBARA M **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: TECH SERVICES LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: SAXTON, ALBERT L CURRENT GRADE: C EFFECTIVE DATE
 JOB TITLE: CUSTODIAN III CURRENT STEP: 19 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,083.10 | 48,804.34 | |

EMPLOYEE: SCAGGS, JESSE R CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: COMP. NET TECH CURRENT STEP: 18 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 56,472.52 | 57,319.60 | |

EMPLOYEE: SCHMIDT, KRISTEN M CURRENT GRADE: J EFFECTIVE DATE
 JOB TITLE: BRANCH MANAGER (MEDIU CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: SCOTT, KELLY A CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: CUSTODIAN II (DAYS/BRANK CURRENT STEP: 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: SETTLES, RAQIB D CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: SHIPPING CLERK CURRENT STEP: 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: SIMONE, ROSA M CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASSISTANT-YOUTH CURRENT STEP: 13 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 52,421.20 | 53,207.44 | |

EMPLOYEE: SIMS, JASMINE C CURRENT GRADE: G EFFECTIVE DATE
 JOB TITLE: OPERATIONS PROJECT CO CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,661.36 | 55,754.40 | |

EMPLOYEE: SKORA, WILLIAM CURRENT GRADE: K EFFECTIVE DATE
 JOB TITLE: WEB ADMINISTRATOR CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,485.63 | 78,015.34 | |

EMPLOYEE: SMITH WILLIAMS, SHARDA CURRENT GRADE: C EFFECTIVE DATE
 JOB TITLE: SAFETY&PROTECTIVE SVC CURRENT STEP: 0 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: SMITH, DESIREE K CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASST-COMP EMPLOYE CURRENT STEP: 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: SMITH, DONALD D CURRENT GRADE: I EFFECTIVE DATE
 JOB TITLE: ASSISTANT BRANCH MANAGER CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,370.04 | 65,657.44 | |

EMPLOYEE: SMITH, DONTE D CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: CUSTODIAN II (DAYS/BRAND) CURRENT STEP: 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: SMITH, ERICKA **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: SMITH, JUSTIN **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: SMITH, LANECIA S **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: SMITH, ROSZITA L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: PAYROLL & BENEFIT PRACT **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 49,708.36 | 50,702.60 | |

EMPLOYEE: SMITH, SHAKENYA J **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRANK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: SONNHALTER, KATHLEEN **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CAPITAL PROJ MANAGER **CURRENT STEP:** 10 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,007.09 | 77,527.23 | |

EMPLOYEE: SPIRCHEZ, CORINA **CURRENT GRADE:** S **EFFECTIVE DATE**
JOB TITLE: PUBLIC SERVICE SUB **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 10.46 | 20.00 | |

EMPLOYEE: SPIVEY, MANISHA J **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: SPIVEY, R-RIANA I **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: STACHNIK, ANTHONY T **CURRENT GRADE:** E **EFFECTIVE DATE**
JOB TITLE: CAPITAL PROJECT ASSISTA **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,798.82 | 44,674.76 | |

EMPLOYEE: STEPHENS, MARQUESA D **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: STEWARD, TAMARA L **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: STORY, ALEXANDER L CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASSISTANT-YOUTH CURRENT STEP: 9 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: STOUT, PAULA CURRENT GRADE: C EFFECTIVE DATE
 JOB TITLE: TECHNICAL SERVICES SENIOR CURRENT STEP: 19 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 48,083.10 | 48,804.34 | |

EMPLOYEE: STRAZEK, BRIAN T CURRENT GRADE: D EFFECTIVE DATE
 JOB TITLE: AV & EVENT PLANNING SPECIALIST CURRENT STEP: 12 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 45,943.30 | 46,632.56 | |

EMPLOYEE: STRICKLAND, HEIDI L CURRENT GRADE: G EFFECTIVE DATE
 JOB TITLE: EVENT SERVICES COORDINATOR CURRENT STEP: 1 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 54,661.36 | 55,754.40 | |

EMPLOYEE: STRNAD, CHRISTOPHER A CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: COMP. NET TECH CURRENT STEP: 18 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 56,472.52 | 57,319.60 | |

EMPLOYEE: SUCRE, MATTHEW L CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASST-COMP EMPLOYEE CURRENT STEP: 9 FOR GRADE/STEP

| TYPE OF CHANGE | PREVIOUS VALUE | CURRENT VALUE | REASON FOR CHANGE |
|---------------------|----------------|---------------|-------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: SZALEWSKI, BRYAN K **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: CHIEF LEGAL OFFICER **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 97,402.15 | 99,350.19 | |

EMPLOYEE: TALLEY, JAMES S **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,709.58 | 39,677.30 | |

EMPLOYEE: TANCAK, CRYSTAL M **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: TANKERSLEY, KATHY **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 16 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,384.90 | 44,035.68 | |

EMPLOYEE: TATE, ANGELO **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRANC **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,138.48 | 49,341.76 | |

EMPLOYEE: THOMPSON, TONYAR **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: GRAPHICS DESIGNER **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 56,472.52 | 57,319.60 | |

EMPLOYEE: THOMPSON, TREVOR M **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,016.48 | 43,848.48 | |
| SALARY AFFECTS BASE | 43,848.48 | 44,928.00 | |

EMPLOYEE: TIDORESCU, MARCEL D **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 54,726.10 | 56,930.90 | |
| SALARY AFFECTS BASE | 56,930.90 | 58,302.40 | |

EMPLOYEE: TIDRICK, MARK S **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: TISDALE, BRANDON E **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 19.89 | 20.39 | |

EMPLOYEE: TOBIN, MICHAEL G **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,941.78 | 45,898.58 | |
| SALARY AFFECTS BASE | 45,898.58 | 47,028.80 | |

EMPLOYEE: TOLBERT, LAKITHA K **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: SUBJECT DEPARTMENT CL **CURRENT STEP:** 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 34,648.12 | 36,844.34 | |

EMPLOYEE: TRAPP, ALVIN **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: TRENT, DIANNA L **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 2 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 32,565.00 | 33,379.06 | |

EMPLOYEE: TRIFILETTI, MEGAN R **CURRENT GRADE:** H EFFECTIVE DATE
JOB TITLE: LIB SYS APP SPEC **CURRENT STEP:** 4 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,921.63 | 66,220.06 | |

EMPLOYEE: TULLY, ADAM N **CURRENT GRADE:** H EFFECTIVE DATE
JOB TITLE: CHILDRENS LIBRARIAN **CURRENT STEP:** 11 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: ULMSCHNEIDER, MARY AN **CURRENT GRADE:** B EFFECTIVE DATE
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: VALENTINE, ERIN E **CURRENT GRADE:** H **EFFECTIVE DATE**
JOB TITLE: TECH SERVICES LIBRARIAN **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 59,323.42 | 60,213.40 | |

EMPLOYEE: VAUGHN, CHEMIKA N **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: VAUGHN, CHERITA M **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPH **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: VEGA, NILKIA **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRANCH) **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: VERES, LINDA M **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 40,272.44 | 40,876.42 | |

EMPLOYEE: WADSWORTH, AMBER M **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 41,373.28 | 42,407.56 | |

EMPLOYEE: WALKER, DENNIS **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: DRIVER **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 38,098.06 | 39,050.44 | |

EMPLOYEE: WALKER, ERICK B **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: SUBJECT DEPARTMENT SE **CURRENT STEP:** 17 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 49,493.86 | 50,236.42 | |

EMPLOYEE: WALTER, LAURA **CURRENT GRADE:** G **EFFECTIVE DATE**
JOB TITLE: WRITER/EDITOR **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 28.03 | 28.59 | |

EMPLOYEE: WARNER, MYA C **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: TECHNICAL SERVICES SEN **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 47,372.52 | 48,083.10 | |

EMPLOYEE: WEBSTER, MICHAEL J **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: WEN, GRACE WEI-CHIH **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 18.43 | 18.89 | |

EMPLOYEE: WESTERBEKE, DOUGLAS **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASSISTANT (SUBJ **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: WHEELER, TRISTAN H **CURRENT GRADE:** D **EFFECTIVE DATE**
JOB TITLE: AV& EVENT PLANNING SPEI **CURRENT STEP:** 10 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 44,595.46 | 45,264.44 | |

EMPLOYEE: WHEELIS, SETH **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: WILLIAMS, ANTONIO M **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 25.08 | 25.71 | |

EMPLOYEE: WILLIAMS, CORNELL W **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: DRIVER **CURRENT STEP:** 20 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,804.34 | 49,536.50 | |

EMPLOYEE: WILLIAMS, CURTIS L **CURRENT GRADE:** C **EFFECTIVE DATE**
JOB TITLE: SAFETY&PROTECTIVE SVC **CURRENT STEP:** 0 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 37,440.00 | 38,376.00 | |

EMPLOYEE: WILLIAMS, DAMIEN D **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: CUSTODIAN II (DAYS/BRAN **CURRENT STEP:** 16 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,384.90 | 44,035.68 | |

EMPLOYEE: WILLIAMS, LATRICE N **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: BRANCH CLERK **CURRENT STEP:** 6 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 35,945.78 | 36,844.34 | |

EMPLOYEE: WILLIAMS, MARCIE A **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: BRANCH MANAGER (MEDIU **CURRENT STEP:** 4 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 76,458.37 | 77,987.54 | |

EMPLOYEE: WILLIAMSON, CHERYL L **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: WILLIAMS-RISENG, DENIS **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 18 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 28.96 | 29.39 | |

EMPLOYEE: WISNIEWSKI, CHRIS **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: SOLUTIONS ARCHITECT **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 70,690.60 | 72,104.41 | |

EMPLOYEE: WOHL, STEPHEN N **CURRENT GRADE:** I **EFFECTIVE DATE**
JOB TITLE: AUDIO VISUAL- LENDING M **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 64,370.04 | 65,657.44 | |

EMPLOYEE: WONDOWSKY, HOPE D **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: ADMINISTRATIVE ASSISTAN **CURRENT STEP:** 1 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 34,988.46 | 47,796.58 | |
| SALARY AFFECTS BASE | 47,796.58 | 48,752.60 | |

EMPLOYEE: WOOD, ROBIN S **CURRENT GRADE:** L **EFFECTIVE DATE**
JOB TITLE: ASST DIR OF PUBLIC SERVI **CURRENT STEP:** 9 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 111,798.07 | 114,034.03 | |

EMPLOYEE: WOODARD, KELLY L **CURRENT GRADE:** J **EFFECTIVE DATE**
JOB TITLE: COMMUNICATION MANAGE **CURRENT STEP:** 2 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 70,690.60 | 72,104.41 | |

EMPLOYEE: WOODMAN, ALYCIA M **CURRENT GRADE:** F **EFFECTIVE DATE**
JOB TITLE: LIBRARY ASST-COMP EMPF **CURRENT STEP:** 11 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 26.09 | 26.49 | |

EMPLOYEE: WORKMAN, MANUELA **CURRENT GRADE:** B **EFFECTIVE DATE**
JOB TITLE: SHIPPING CLERK (LBPH) **CURRENT STEP:** 16 **FOR GRADE/STEP**

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,384.90 | 44,035.68 | |

EMPLOYEE: YATES, WAYNE C CURRENT GRADE: C EFFECTIVE DATE
 JOB TITLE: SAFETY&PROTECTIVE SVC CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 42,621.28 | 43,245.28 | |
| SALARY AFFECTS BASE | 43,245.28 | 44,304.00 | |

EMPLOYEE: YOUNG, CATHERINE E CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASST-COMP EMPH CURRENT STEP: 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: YOUNG, MICHAEL D CURRENT GRADE: J EFFECTIVE DATE
 JOB TITLE: MARKETING & WEB MANAG CURRENT STEP: 1 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 67,971.14 | 69,330.56 | |

EMPLOYEE: YOUNG, ROMAEL P CURRENT GRADE: F EFFECTIVE DATE
 JOB TITLE: LIBRARY ASSISTANT-YOUTH CURRENT STEP: 9 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 48,908.60 | 50,131.12 | |

EMPLOYEE: ZAMORA, VICTOR M CURRENT GRADE: E EFFECTIVE DATE
 JOB TITLE: INVENTORY SPECIALIST CURRENT STEP: 13 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 61,083.10 | 62,304.84 | |

EMPLOYEE: ZAWASKI, JAMIE A CURRENT GRADE: B EFFECTIVE DATE
 JOB TITLE: BRANCH CLERK CURRENT STEP: 16 FOR GRADE/STEP

| <u>TYPE OF CHANGE</u> | <u>PREVIOUS VALUE</u> | <u>CURRENT VALUE</u> | <u>REASON FOR CHANGE</u> |
|-----------------------|-----------------------|----------------------|--------------------------|
| SALARY AFFECTS BASE | 43,384.90 | 44,035.68 | |

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR DECEMBER 2020**

| CIRCULATION ACTIVITY | Monthly Total | | Year-to-Date | | YTD |
|--------------------------|----------------|----------------|------------------|------------------|-------------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| Main Library | 83,244 | 131,036 | 878,775 | 1,664,309 | -47% |
| Branches | 87,114 | 245,641 | 1,304,047 | 3,021,915 | -57% |
| Mobile Units | 83 | 1,222 | 1,875 | 30,258 | -94% |
| Library for the Blind | 23,631 | 37,172 | 324,549 | 478,025 | -32% |
| OLBPD BARD | 24,039 | 13,401 | 203,147 | 147,223 | 38% |
| eMedia | 68,652 | 54,355 | 765,437 | 609,206 | 26% |
| TOTAL CIRCULATION | 286,763 | 482,827 | 3,477,830 | 5,950,936 | -42% |

| ELECTRONIC MEDIA CIRCULATION | Monthly Total | | Year-to-Date | | YTD |
|---------------------------------|---------------|---------------|----------------|----------------|------------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| eBook | 35,807 | 25,906 | 396,026 | 297,679 | 33% |
| eAudiobook | 21,196 | 19,991 | 242,700 | 217,082 | 12% |
| eMusic | 4,766 | 4,699 | 58,002 | 55,889 | 4% |
| eVideo | 5,051 | 2,258 | 50,527 | 19,019 | 166% |
| eMagazines | 1,832 | 1,501 | 18,182 | 19,537 | -7% |
| TOTAL eCIRCULATION | 68,652 | 54,355 | 765,437 | 609,206 | 26% |

Included in circulation activity

| | Month | YTD |
|-------------------|-------|-------|
| eCARDS ISSUED | 439 | 4897 |
| eMEDIA NEW USERS | 639 | 25863 |
| CURBSIDE SERVICES | 16792 | 52970 |

| WIRELESS SESSIONS | Monthly Total | | Year-to-Date | | YTD |
|-----------------------|---------------|---------------|----------------|----------------|-------------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| TOTAL SESSIONS | 23,318 | 56,601 | 294,737 | 692,952 | -57% |

| VIRTUAL REFERENCE | Month | YTD |
|--------------------------------|--------------|---------------|
| Email/LibAnswers* | 602 | 4,256 |
| ASK CPL Live Chat* | 325 | 6,054 |
| FAQ Views | 786 | 6,637 |
| TOTAL VIRTUAL REFERENCE | 1,713 | 16,947 |

All in-person interactions and physical circulation services ceased operation at the close of business on March 13, 2020 due to precautions related to the COVID-19 pandemic. Curbside and Walk-up Services began June 8, 2020. The Library reopened to the public on August 24, 2020 but returned to curbside and walk-up services only beginning November 21, 2020.

*ASK CPL LibAnswers and LibChat virtual reference service launched on April 20, 2020.

REPORT K

**CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION FOR DECEMBER 2020**

| | a | b | c | d | e | f | g |
|-------------------------|-------------------------------|---|---------------------------|--|---|--|--|
| BRANCH | Branch Circulation | Sent from Other Branches | Sent from Main | Sent from Other CLEVNET Systems | Total Direct Circulation (a+b+c+d) | Sent to Other CLEVNET Systems | Total Circulation (e+f) |
| Addison | 416 | 535 | 394 | 635 | 1,980 | 250 | 2,230 |
| Brooklyn | 530 | 363 | 152 | 323 | 1,368 | 326 | 1,694 |
| Carnegie West | 1,133 | 662 | 1,147 | 1,449 | 4,391 | 1,162 | 5,553 |
| Collinwood | 469 | 274 | 262 | 689 | 1,694 | 376 | 2,070 |
| East 131st | 365 | 196 | 69 | 93 | 723 | 227 | 950 |
| Eastman | 1,042 | 1,035 | 932 | 1,533 | 4,542 | 2,037 | 6,579 |
| Fleet | 1,195 | 497 | 508 | 728 | 2,928 | 397 | 3,325 |
| Fulton | 831 | 448 | 308 | 493 | 2,080 | 404 | 2,484 |
| Garden Valley | 154 | 189 | 41 | 116 | 500 | 110 | 610 |
| Glenville | 391 | 295 | 206 | 503 | 1,395 | 238 | 1,633 |
| Harvard-Lee | 674 | 264 | 297 | 485 | 1,720 | 450 | 2,170 |
| Hough | 528 | 283 | 214 | 270 | 1,295 | 280 | 1,575 |
| Jefferson | 943 | 434 | 550 | 826 | 2,753 | 622 | 3,375 |
| Langston Hughes | 419 | 324 | 189 | 361 | 1,293 | 258 | 1,551 |
| Lorain | 759 | 314 | 166 | 325 | 1,564 | 416 | 1,980 |
| Martin Luther King, Jr. | 284 | 288 | 276 | 468 | 1,316 | 311 | 1,627 |
| Memorial-Nottingham | 971 | 546 | 760 | 1,372 | 3,649 | 746 | 4,395 |
| Mt. Pleasant | 338 | 461 | 290 | 580 | 1,669 | 220 | 1,889 |
| Rice | 510 | 342 | 358 | 552 | 1,762 | 660 | 2,422 |
| Rockport | 2,149 | 1,111 | 1,125 | 2,049 | 6,434 | 1,317 | 7,751 |
| South | 1,945 | 582 | 318 | 683 | 3,528 | 1,424 | 4,952 |
| South Brooklyn | 1,575 | 864 | 1,281 | 2,211 | 5,931 | 1,496 | 7,427 |
| Sterling | 491 | 352 | 270 | 259 | 1,372 | 369 | 1,741 |
| Union | 215 | 279 | 149 | 390 | 1,033 | 233 | 1,266 |
| Walz | 1,142 | 728 | 656 | 1,039 | 3,565 | 791 | 4,356 |
| West Park | 1,318 | 1,137 | 2,162 | 3,877 | 8,494 | 1,487 | 9,981 |
| Woodland | 424 | 308 | 128 | 256 | 1,116 | 412 | 1,528 |
| TOTAL | 21,211 | 13,111 | 13,208 | 22,565 | 70,095 | 17,019 | 87,114 |

CLEVELAND PUBLIC LIBRARY
BRANCH TOTAL CIRCULATION COMPARATIVE FOR DECEMBER 2020

| BRANCH | Monthly Total | | Year-to-Date | | YTD Gain/Loss | YTD %G/L |
|-------------------------|---------------|----------------|------------------|------------------|-------------------|-------------|
| | 2020 | 2019 | 2020 | 2019 | | |
| Addison | 2,230 | 9,517 | 43,355 | 105,751 | -62,396 | -59% |
| Brooklyn | 1,694 | 5,482 | 30,105 | 64,625 | -34,520 | -53% |
| Carnegie West | 5,553 | 11,113 | 66,434 | 138,656 | -72,222 | -52% |
| Collinwood | 2,070 | 7,955 | 36,796 | 89,337 | -52,541 | -59% |
| East 131st | 950 | 4,510 | 17,395 | 49,124 | -31,729 | -65% |
| Eastman | 6,579 | 15,448 | 90,752 | 189,076 | -98,324 | -52% |
| Fleet | 3,325 | 9,796 | 50,568 | 127,770 | -77,202 | -60% |
| Fulton | 2,484 | 8,409 | 45,695 | 107,588 | -61,893 | -58% |
| Garden Valley | 610 | 3,251 | 13,950 | 44,732 | -30,782 | -69% |
| Glenville | 1,633 | 7,483 | 35,711 | 94,701 | -58,990 | -62% |
| Harvard-Lee | 2,170 | 6,639 | 33,133 | 80,530 | -47,397 | -59% |
| Hough | 1,575 | 6,182 | 30,351 | 81,311 | -50,960 | -63% |
| Jefferson | 3,375 | 6,116 | 40,343 | 74,570 | -34,227 | -46% |
| Langston Hughes | 1,551 | 7,231 | 35,058 | 89,480 | -54,422 | -61% |
| Lorain | 1,980 | 8,011 | 32,868 | 89,181 | -56,313 | -63% |
| Martin Luther King, Jr. | 1,627 | 6,254 | 29,377 | 78,583 | -49,206 | -63% |
| Memorial-Nottingham | 4,395 | 11,764 | 63,232 | 142,053 | -78,821 | -55% |
| Mt. Pleasant | 1,889 | 4,298 | 22,655 | 56,181 | -33,526 | -60% |
| Rice | 2,422 | 11,909 | 50,049 | 143,011 | -92,962 | -65% |
| Rockport | 7,751 | 18,396 | 105,034 | 227,842 | -122,808 | -54% |
| South | 4,952 | 9,905 | 65,609 | 124,794 | -59,185 | -47% |
| South Brooklyn | 7,427 | 16,591 | 101,272 | 200,510 | -99,238 | -49% |
| Sterling | 1,741 | 6,132 | 26,638 | 69,654 | -43,016 | -62% |
| Union | 1,266 | 5,097 | 24,055 | 63,108 | -39,053 | -62% |
| Walz | 4,356 | 10,970 | 64,405 | 156,451 | -92,046 | -59% |
| West Park | 9,981 | 18,455 | 111,192 | 227,328 | -116,136 | -51% |
| Woodland | 1,528 | 8,727 | 38,015 | 105,968 | -67,953 | -64% |
| TOTAL | 87,114 | 245,641 | 1,304,047 | 3,021,915 | -1,717,868 | -57% |

**CLEVELAND PUBLIC LIBRARY
MONTHLY ACTIVITY REPORT FOR DECEMBER 2020**

| OTHER TRANSACTIONS | Monthly Total | | Year-to-Date | | YTD |
|--------------------|---------------|---------------|----------------|----------------|-------------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| Loans* to: | | | | | |
| CLEVNET | 53,615 | 65,133 | 495,547 | 845,295 | -41% |
| Other Libraries | ** | 386 | ** | 4,429 | #VALUE! |
| | 53,615 | 65,519 | 495,547 | 849,724 | -42% |

*Totals included in Main Library and Branch circulation counts

| REFERENCE QUESTION LOAD | Monthly Total | | Year-to-Date | | YTD |
|----------------------------|---------------|---------------|---------------|----------------|-------------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| Projected | 1,616 | 12,640 | 44,199 | 158,299 | -72% |
| Virtual Reference | 1,713 | 552 | 16,947 | 6,523 | 160% |
| Interlibrary Loan Requests | ** | 1,340 | ** | 10,748 | #VALUE! |
| | 3,329 | 14,532 | 61,146 | 175,570 | -65% |

| CHANGES IN PERMANENT COLLECTION | Monthly Total | | Year-to-Date | | YTD |
|---------------------------------|---------------|--------|--------------|---------|-----------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| New Titles Added | 3,789 | 3,641 | 65,616 | 58,416 | 12% |
| Total Items Added | 10,782 | 13,702 | 120,754 | 223,503 | -46% |

| HOURS OPEN | Monthly Total | | Year-to-Date | | YTD |
|--------------|---------------|-------|--------------|--------|-----------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| Main Library | 0 | 192 | 1,400 | 2,416 | -42% |
| Branches | 0 | 5,525 | 37,619 | 69,106 | -46% |

| OHIO BRAILLE & AUDIO READING DOWNLOAD (BARD) | Monthly Total | | Year-to-Date | | YTD |
|--|---------------|--------|--------------|---------|-----------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| Downloads | 24,039 | 13,401 | 203,147 | 147,223 | 38% |
| Users | 754 | 684 | 8,954 | 7,998 | 12% |

Included in circulation activity

| STREAMING MEDIA | Monthly Total | | Year-to-Date | | YTD |
|-----------------|---------------|--------|--------------|---------|-----------|
| | 2020 | 2019 | 2020 | 2019 | Gain/Loss |
| Songs | 19,101 | 16,909 | 219,776 | 192,468 | 14% |
| Users | 310 | 300 | 3,512 | 3,336 | 5% |

**Data not available at time of reporting