

CLEVELAND PUBLIC LIBRARY  
Minutes of the Regular Board Meeting  
April 16, 2020  
Learning Commons                      Louis Stokes Wing  
12:00 Noon

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

Absent: None

Ms. Rodriguez called the meeting to order at 12:10 p.m.

**Approval of the Minutes**

Ms. Rodriguez moved approval of the Special Board Meeting of 1/30/20; Regular Board Meeting of 2/20/20; Joint Capital, Finance & Human Resources Committee Meeting of 2/18/20. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

**COMMUNICATIONS**

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

**MOTION TO TEMPORARILY SUSPEND THE REGULATIONS**

Because the Joint Finance & Human Resources Committee Meeting was cancelled, Ms. Rodriguez moved to temporarily suspend the Regulations of the Board of Trustees in Article IX and X requiring referral of resolutions to committees, to consider the following resolutions. Mr. Hairston seconded the motion, which passed unanimously by roll call vote.

**FINANCE COMMITTEE REPORT**

Mr. Seifullah presented the following report.

SPECIAL BOARD MEETING OF 1/30/20; REGULAR BOARD MEETING OF 2/20/20; JOINT CAPITAL, FINANCE & HUMAN RESOURCES MEETING OF 2/18/20  
Approved

MOTION TO TEMPORARILY SUSPEND THE REGULATIONS  
Approved

RESOLUTION  
TO ACCEPT  
GIFTS FOR THE  
MONTHS OF  
FEBRUARY  
AND MARCH

Approved

Resolution to Accept Gifts for the Months of February  
and March

(See page 401-402)

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

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

WHEREAS, Attached to this Resolution are the Gift Reports itemizing the gifts received by the Library for the months of February and March of 2020; now therefore be it

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

Third Amendment to the Year 2020 Appropriation

(See page 403-409)

Mr. Seifullah moved approval of the following resolution. Mr. Parker 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 2020 Appropriation Measure, which complies with the Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission dated March 11, 2020; and

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

THIRD  
AMENDMENT  
TO THE YEAR  
2020 APPRO-  
PRIATION

Approved



RESOLVED, That the sums indicated on the attached Third Amendment to the Year 2020 Appropriation Schedule be approved.

Resolution to Ratify Agreement for Purchase of Natural Gas

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

WHEREAS, On August 9, 2018 the Board of Library Trustees ratified the natural gas agreement entered into by the Executive Director on June 19, 2018 with Volunteer Energy Services, Inc. at the rate of \$2.79 per Mcf for a 12-month term from November 1, 2018 through October 31, 2019; and

WHEREAS, On February 20, 2020, the Board of Library Trustees authorized the Executive Director or his designee to enter into an agreement commencing November 2020, through the Library's broker North Shore Energy Consulting, LLC, with a natural gas supplier that have the best fixed rates for a 12, 24, or 36 month term, provided the rates did not exceed the rate of \$2.95 per MCF; and

WHEREAS, The Library received, through its energy broker, North Shore Energy Consulting, LLC, a quote from Constellation NewEnergy-Gas Division, LLC, to supply natural gas for a 24-month term at a rate of \$2.77 per MCF commencing in November of 2020; and

WHEREAS, On February 28, 2020, the Library's Chief Financial Officer, in the Executive Director's absence, executed the agreement with Constellation NewEnergy-Gas Division, LLC at the rate of \$2.77 per MCF effective from November 2020 through October 2022 in order to lock in the rate and avoid market increases before November; now therefore be it

RESOLVED, That the Board of Library Trustees hereby ratifies the agreement entered into by the Library on February 28, 2020 with Constellation NewEnergy-Gas Division, LLC at the rate of \$2.77 per MCF for a 24-month term effective from November 2020 through October 2022.

RESOLUTION  
TO RATIFY  
AGREEMENT  
FOR  
PURCHASE OF  
NATURAL GAS  
Approved

RESOLUTION  
TO  
AUTHORIZE  
CONTRACT  
WITH EQUAL  
JUSTICE  
INITIATIVE  
FOR  
SPEAKER  
ENGAGEMENT  
Approved

Resolution to Authorize Contract with Equal Justice Initiative for Speaker Engagement

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

WHEREAS, The Cleveland Public Library, through its Outreach and Programming Services Department, has selected Bryan Stevenson, an author, attorney, and advocate for social justice to speak at a Library event on December 5, 2020; and

WHEREAS, Mr. Stevenson founded the Equal Justice Initiative in Montgomery, Alabama in 1989 to provide representation to people who have been illegally convicted, unfairly sentenced, or abused in jails and prisons. The Equal Justice Initiative is committed to ending mass incarceration and excessive punishment, to challenging racial and economic injustice, and to protecting basic human rights for those most vulnerable in American society; and

WHEREAS, In addition to founding the Equal Justice Initiative, Mr. Stevenson is the author of New York Times Bestseller, *Just Mercy*, which tells the story of the Equal Justice Initiative from its inception, through its successful campaigns to confront our history of racial injustice; and

WHEREAS, The cost of the engagement is \$45,000 plus Mr. Stevenson's travel, lodging, and meal expenses; now therefore be it

RESOLVED, That the Board of Library Trustees authorizes the Executive Director, CEO, or his designee to enter into an amendment to an agreement with the Equal Justice Initiative in the amount of \$45,000, plus an estimated \$5,000 in travel, lodging, and meal expenses, to engage Bryan Stevenson to speak at the Library event on December 5, 2020, which expenditure shall be charged to the Founders Fund Account 20380103-53710 (Professional Services), subject to the approval of the Chief Legal Officer.

Sadie Winlock, Chief Equity, Education & Engagement Officer, stated that when we first thought about engaging Bryan Stevenson, we engaged several

other organizations in the community that includes Cleveland State University, The City Club, and the Cleveland Foundation. While we are asking the Board to approve this amount, we do not anticipate that the Library would have to pay at this level.

Considering where we are with the coronavirus, we will be watching this closely as we may have to reschedule this event for next year because we want to make sure that people are safe. We have had conversations with Mr. Stevenson's office about live-streaming but we do not think that it would be as impactful. We are, however, asking the Board to approve this amount knowing that we will be watching this closely and we may possibly move this to next year.

In response to Ms. Butts' inquiry, Ms. Winlock stated that we currently plan to host this event at Tri-C.

Ms. Butts stated that she knew that Mr. Stevenson would be amazingly popular and expressed her approval of the Library engaging him.

Mr. Hairston commended Ms. Winlock for this partnership and was surprised that Mr. Stevenson will be coming for this low amount.

Ms. Winlock stated that funds for this will go towards Mr. Stevenson's travel and the remainder goes to his organization.

Resolution Authorizing Agreement with AED Ventures, LLC  
for Purchase of Automatic External Defibrillators

(See pages 410-412)

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

WHEREAS, The Cleveland Public Library is dedicated to providing a healthy, safe, and secure environment for its staff and patrons alike and maintains automatic external defibrillators (AEDs) at each Library location in case of emergency; and

WHEREAS, The Library bought 39 AED units between 2010 and 2013 and installed them system-wide. These units

RESOLUTION  
AUTHORIZING  
AGREEMENT  
WITH AED  
VENTURES, LLC  
FOR PURCHASE  
OF AUTOMATIC  
EXTERNAL  
DEFIBRILLATORS  
Approved

came with a seven-year warranty and are now nearing the end of their useful lives; and

WHEREAS, In 2019, the Library replaced 13 of the AEDs with new Physio-Control LIFEPAK CR Plus fully-automatic AEDs and now desires to replace the remaining 26 AEDs with the same model to ensure uniformity at all Library locations; and

WHEREAS, The Library sought and received the following three quotes for the new AED units: AED Ventures, LLC (\$29,978); UniFirst First Aid Corporation d/b/a Green Guard (\$30,849); and W.W. Grainger, Inc. (\$45,405.36); and

WHEREAS, The Library Administration recommends purchasing the AEDs from AED Ventures, LLC as AED Ventures, LLC offers not only the lowest price, but is also offering a total rebate of \$3,900 for turning in the remaining 26 AED units; now therefore be it

RESOLVED, That this Board authorizes the Executive Director, CEO or his designee, to enter into an agreement with AED Ventures, LLC d/b/a AEDventure for the purchase of automatic external defibrillators at a total cost of \$29,978 and to include a rebate of \$3,900 in exchange for the Library's 26 existing AED units, with such expenditure to be charged to the General Fund Account 12100055-55520 (Equipment), and which agreement shall be subject to the approval of the Chief Legal Officer.

In response to Ms. Butts' inquiry, Director Thomas stated that we have used the AEDs in the past and although we have paused most of our purchases, it is important that we move forward with procuring necessary items related to safety and security.

Oliver Reyes, Facilities Manager, stated that in 2019 we began to look into the process of identifying and replacing the AED units as they approached the end of their life cycle.

In response to Ms. Butts' inquiry, Mr. Reyes further explained that although these units hang and sit idle on the wall, they periodically perform automatic system diagnostics and functionality tests that eventually

deplete their battery life. Therefore, it is necessary to keep these units updated.

Resolution Authorizing Agreement with Siemens Industry, Inc. for Switchboard Electrical Preventative Maintenance Services

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

WHEREAS, The Property Management Department has determined that the 4000A, 1200A, and 800A switchboards located in the Main Library are in need of electrical preventative maintenance; and

WHEREAS, In May 2019, the Library contracted with Siemens Industry, Inc. to provide electrical preventative maintenance to the Library's 3000A and 1200A switchboards, and the Library has been pleased with the service provided by Siemens; and

WHEREAS, Siemens has proposed to perform preventative maintenance to the Library's three 4,000-amp switchboards, 1,200-amp switchboard, and 800-amp switchboard and related components for a total fee of \$34,826; and

WHEREAS, The Property Management Department finds Siemens' fee to be fair and reasonable and recommends contracting with Siemens for preventative maintenance to the Library's switchboards; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby authorizes the Executive Director, CEO, or his designee, to enter into an agreement with Siemens Industry, Inc. for switchboard electrical preventative maintenance in the amount of \$34,826, subject to approval of the Chief Legal Officer, with the expenditure being charged to the General Fund Account 12100053-53340 (Building Maintenance).

RESOLUTION  
AUTHORIZING  
AGREEMENT  
WITH SIEMENS  
INDUSTRY, INC.  
FOR  
SWITCHBOARD  
ELECTRICAL  
PREVENTATIVE  
MAINTENANCE  
SERVICES  
Approved

RESOLUTION  
AUTHORIZING  
AGREEMENT  
WITH KONE,  
INC. FOR  
ELEVATOR  
MAINTENANCE  
AND REPAIR  
SERVICES

Approved

Resolution Authorizing Agreement with Kone, Inc. for  
Elevator Maintenance and Repair Services

Ms. Butts presented this item on behalf of Mr. Seifullah and moved approval of the following resolution. Mr. Seifullah seconded the motion, which passed unanimously by roll call vote.

WHEREAS, The Library's Property Management Department has determined that the DC drives on the elevators in the Main Library complex are obsolete and are nearing the end of their product lifecycle; and

WHEREAS, The Board of Library Trustees has authorized new drives and software on two elevators in the Main Library complex each year since 2016, and the following elevators have been serviced to date: 20012127, 20090017, 20090019, 20012123, 20090018, 20012104, 20012123, and 20090017; and

WHEREAS, The Property Management Department recommends installing new drives and software for the remaining two (#20012111) and (#20090020) elevators in the Main Library complex for a total cost of \$39,028 as proposed by KONE INC. As each drive is being repaired, the parts will be saved in the event parts are needed for the remaining two drives; and

WHEREAS, The Property Management Department has also determined that it is necessary to replace the door operators in elevators #1 and #2 in the Main Library and elevators #4 and #5 in the Louis Stokes Wing, and KONE has provided the Library with quotes of \$108,785.35 and \$118,613.00 for replacing the door operators in the elevators located in the Main Library and Louis Stokes Wing, respectively; and

WHEREAS, The Property Management Department has further determined that it is necessary to properly decommission the 10-stop dumbwaiter located at the Main Library and the 3-stop dumbwaiter at the Lakeshore facility for which KONE has provided quotes of \$4,778.20 and \$3,860.90, respectively; and

WHEREAS, KONE Inc. has provided the attached letter attesting that they are the sole source provider for the DC drives in the Library's elevator system; and

WHEREAS, KONE has an existing competitively bid contract for elevator maintenance and repair services through the U.S. Communities Government Purchase Alliance, an OMNIA Partner, that encompasses KONE's replacement of the elevator door operators and decommissioning of the dumbwaiters; and

WHEREAS, Pursuant to Ohio Revised Code Section 9.48, political subdivisions such as the Library are not required to engage in competitive bidding when purchasing materials and services through participation in joint purchasing programs in which contracts with the suppliers have been procured through competitive bidding; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby authorizes the Executive Director, CEO, or his designee, to enter into an agreement or agreements with KONE Inc. for the labor and materials to install new drives and software on elevator numbers 20012111 and 20090020 in the amount of \$39,028 and the decommissioning of the dumbwaiters at the Main Library and Lakeshore Facility for a total amount of \$8,639.10, subject to approval of the Chief Legal Officer, with the expenditure being charged to the General Fund Account 12100053-53310 (Building Repair); and be it further

RESOLVED, That this Board hereby authorizes the Executive Director, CEO, or his designee, to enter an agreement or agreements with KONE Inc. for the labor and materials quoted by KONE Inc. for replacement of the elevator door operators at the Main Library and Louis Stokes Wing for a total amount of \$227,398.35, subject to the approval of the Chief Legal Officer, with the expenditure being charged to the Building and Repair Fund Account 40190105-55300 (Construction/Improvements).

In response to Ms. Butts' inquiry, Director Thomas stated that this work can be done during the Library's current closure to the public.

In response to Ms. Butts' inquiry, Oliver Reyes, Facilities Manager, stated that this is a response to a citation from the City of Cleveland as a result of

the dumbwaiters being improperly decommissioned. We want to ensure that the dumbwaiters are properly decommissioned to address that citation. Several staff expressed concerns that we are removing functional units that are currently in service, they were reassured that these dumbwaiters have been inoperable for years.

Mr. Corrigan stated that it is necessary to spend money to properly decommission the dumbwaiters as they can become safety issues.

Mr. Reyes stated that although there were no safety issues with the way the dumbwaiters were taken out of service, this decommissioning will ensure that we are in compliance with City codes.

Resolution Authorizing Agreement with Cleveland State University for America Reads Tutoring Services

After an explanation by Joyce Dodrill, Chief Legal Officer, Mr. Corrigan moved approval that the following resolution to be amended to indicate that the contract would go through January 31, 2021. Mr. Parker 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 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, In 2019, America Reads tutors provided tutoring services at thirteen branches for three hours each day from Monday through Thursday; and

WHEREAS, Cleveland State University has proposed to again provide tutoring services for the Library at 13 branches for three hours each day from Monday through Thursday for the period beginning April 29, 2020 and ending January 31, 2021 for a total cost of \$78,212; and

RESOLUTION  
AUTHORIZING  
AGREEMENT  
WITH  
CLEVELAND  
STATE  
UNIVERSITY  
FOR AMERICA  
READS  
TUTORING  
SERVICES  
Approved



WHEREAS, Tutoring services are an essential service that the Library provides to the community, and therefore, the Library desires to enter into an agreement with Cleveland State University to provide tutoring services for the period beginning retroactively on April 29, 2020 and ending on January 31, 2021; now therefore be it

RESOLVED, That the Board of Library Trustees hereby authorizes the Executive Director, CEO or his designee to enter into an agreement with Cleveland State University for America Reads tutoring services retroactively from April 29, 2020 through January 31, 2021 in an amount not to exceed \$78,212, with such expenditures to be charged to the Founders Fund Account 20380103-53710 (Professional Services), and which agreement shall be subject to the approval of the Chief Legal Officer.

Sadie Winlock, Chief Equity, Education & Engagement Officer, explained that these services would actually begin on April 29, 2020 and we are working with Cleveland State University to provide tutoring services virtually for students to help close this gap during the time that schools are closed.

In addition, Ms. Winlock stated that she has developed a relationship with Case Western Reserve University to provide tutoring services to the other 13 branches not served by the America Reads tutors at no charge to the Library.

Joyce Dodrill, Chief Legal Officer, stated that in light of the information provided by Ms. Winlock that the tutoring services would go beyond December 31, 2020, she recommended that the Board authorize the contract to go to January 31, 2021.

Ms. Rodriguez asked if this amount would be prorated since the Library was not open for the majority of the month of March and April.

Ms. Winlock stated that that these services would be expanded into January since the schools have been closed.

RESOLUTION  
AUTHORIZING  
AND RATIFYING  
LICENSE  
AGREEMENTS  
WITH CITY OF  
CLEVELAND  
FOR ACCESS  
TO CITY  
PROPERTY FOR  
FACILITIES  
MASTER PLAN

Approved

Resolution Authorizing and Ratifying License Agreements  
with City of Cleveland for Access to City Property for  
Facilities Master Plan

(See pages 413-416)

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

WHEREAS, The Library Administration has determined that it is necessary to acquire property for the Library's Collinwood, Hough, Rockport, West Park, and Woodland branches in order to implement the first phase of the Library's Facilities Master Plan; and

WHEREAS, The Library intends to construct new library branches using the parcels identified in the attached diagrams for the Hough, Rockport, and Woodland branches and to construct parking facilities on the parcels identified for the Collinwood and West Park branches; and

WHEREAS, With the exception of four parcels located near the Woodland branch that are privately owned, all of the parcels that the Library intends to acquire are either owned directly by the City of Cleveland or by its land bank; and

WHEREAS, The City of Cleveland requires that the Library enter into license agreements for the various parcels owned by the City and the land bank before the Library may access those parcels to complete such due diligence as surveying and conducting environmental and geotechnical assessments; and

WHEREAS, The Library and the City of Cleveland have negotiated a license agreement in the form attached hereto; and

WHEREAS, In order to allow the Library's architects to proceed with work on the new Hough and Woodland branches, the Library entered into a license agreement in the form attached hereto, effective March 31, 2020 with the City of Cleveland for the parcels that comprise the future site of the new Hough branch; now therefore be it

RESOLVED, The Board of Trustees of the Cleveland Public Library hereby authorizes the Executive Director, CEO or his designee, to enter into license agreements with the City of Cleveland, substantially in the form attached hereto, for the purpose of allowing the Library and its contractors to access property identified to conduct due diligence in preparation for acquisition for the first phase of the Library's Facilities Master Plan, which agreements shall be subject to the approval of the Chief Legal Officer; be it further

RESOLVED, The Board of Trustees of the Cleveland Public Library hereby ratifies the March 31, 2020 License Agreement entered into by the Library and City of Cleveland for parcels located at the site of the new Hough branch for a one-year period ending on March 30, 2021.

In response to Mr. Seifullah's inquiry, Director Thomas stated that we currently do not have an anticipated date for breaking ground for the new Hough Branch.

Resolution to Purchase Replacement Washable Keyboards for Public PCs from Business Smarts

(See pages 417-419)

Ms. Rodriguez presented this item on behalf of Mr. Seifullah and moved approval of the following resolution. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

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

WHEREAS, The Library strives to provide a safe and healthy environment for its patrons, and with the recent onset of the COVID-19 pandemic, the Library is taking measures to reduce patrons' exposure to the virus while using Library facilities; and

WHEREAS, The Library Administration has determined that an investment in washable keyboards for public PC would be beneficial in preventing the spread of disease among patrons using the Library's computers; and

RESOLUTION  
TO PURCHASE  
REPLACEMENT  
WASHABLE  
KEYBOARDS  
FOR PUBLIC  
PCs FROM  
BUSINESS  
SMARTS  
Approved

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

For 800 Seal Shield Waterproof Keyboards

Business Smarts	\$54,400.00
CDW-G	\$55,472.00
Seal Shield	\$64,689.60

; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO, or his designee, to purchase from Business Smarts (800) Seal Shield waterproof keyboards for public PCs at a cost of \$68.00 each, for a total cost of \$54,400.00, with the expenditure being charged to General Fund Account 13010052-52900 (Other Supplies).

Mr. Hairston stated that he recognizes that Business Smarts in the past done work for the Library and he is pleased with their work and noted that Business Smarts was reflected on financial reports of Purchases from \$5,000-\$25,000 as well as Purchases Exceeding \$25,000.

Mr. Hairston expressed his concern about the Library's process to identify and engage minority contractors for work with the Library and asked for the total amount that the Library has paid Business Smarts.

Director Thomas stated that we could provide that information to the Board at the next meeting and explained that although we usually secure three quotes Business Smarts comes in lower and has a history of good work with the Library.

Director Thomas continued to explain that we are working with Ms. Winlock to include as many minority contractors as possible for work with the Library.

Sadie Winlock, Chief Equity, Education & Engagement Officer, explained that one of the responsibilities of the Diversity Council is to help us develop a procurement process to ensure that we are inclusive. Unfortunately, we have not been able to do that yet. However, this issue is first priority on the agenda for the Diversity Council that will help us ensure that the Library is inclusive regardless of the size of the

contracts so that we have a consistent procurement process moving forward.

Resolution to Renew the Maintenance Agreement with Tyler Technologies, Inc. for Support and to Update Licensing of the MUNIS ERP System

(See pages 420-421)

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

WHEREAS, In March 2006, the Library entered into a system agreement with Tyler Technologies, Inc. for maintenance of the Library's MUNIS ERP system, and continues to expand the functionality of the Library's ERP system implementing modules to improve efficiency; and

WHEREAS, The Library's ERP system includes Financials, Human Resources, Payroll, and General Revenue and the Library needs to continue support and to update licensing; and

WHEREAS, The effective date of termination of the current maintenance agreement with Tyler Technologies, Inc. for the support and to update licensing of the Library's MUNIS ERP system is May 16, 2020; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to execute all documents necessary to renew the Maintenance Agreement with Tyler Technologies, Inc., subject to the Chief Legal Officer's approval, for the period beginning May 17, 2020 and ending May 16, 2021 at a cost not-to-exceed \$75,864.67, with the expenditure being charged to the General Fund Account 13010053-53360 (Computer Maintenance).

Fiscal Officer's Reports, February, March

(See pages 422-492)

Reports on Investments, February, March

(See pages 493-496)

RESOLUTION TO RENEW THE MAINTENANCE AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR SUPPORT AND TO UPDATE LICENSING OF THE MUNIS ERP SYSTEM

Approved

FISCAL OFFICER'S REPORTS, FEBRUARY, MARCH

Submitted

REPORTS ON INVESTMENTS, FEBRUARY, MARCH

Submitted

REPORTS ON  
CONFER. & TRAVEL  
EXPENDITURES,  
FEBRUARY, MARCH  
Submitted

Reports on Conference and Travel Expenditures, February,  
March

(See pages 497-498)

PURCHASES FROM  
\$5,000-\$25,000, 1/1/20-  
3/31/20  
Submitted

Purchases from \$5,000-\$25,000 for the period 1/1/20-  
3/31/20

(See page 499)

PURCHASES  
EXCEEDING \$25,000,  
1/1/20-3/31/20  
Submitted

Purchases Exceeding \$25,000 for the period 1/1/20-  
3/31/20

(See page 500)

FEES PAID FOR  
LEGAL ADVICE AND  
SERVICES TO  
OGLETREE  
Submitted

Fees Paid for Legal Advice and Services to Ogletree

(See page 501)

UPDATE REPORT ON  
EXPENDITURES  
MADE FROM THE  
OWNER'S  
CONTINGENCY FUND  
FOR SAFE, WARM  
AND DRY  
CONSTRUCTION  
PROJECT,  
FEBRUARY, MARCH  
Submitted

Update Report on Expenditures Made from the Owner's  
Contingency Fund for Safe, Warm and Dry Construction  
Project, February, March

(See pages 502-508)

UPDATE REPORT ON  
EXPENDITURES  
MADE FROM THE  
OWNER'S  
CONTINGENCY FUND  
FOR SOUTH BRANCH  
RENOVATION  
PROJECT,  
FEBRUARY, MARCH  
Submitted

Update Report on Expenditures Made from the Owner's  
Contingency Fund for South Branch Renovation Project,  
February, March

(See page 509)

UPDATE REPORT ON  
EXPENDITURES  
MADE FROM THE  
OWNER'S  
CONTINGENCY FUND  
FOR EASTMAN  
READING GARDEN  
FEBRUARY, MARCH  
Submitted

Report on Expenditures Made from the Owner's Contingency  
Fund for Eastman Reading Garden, February, March

(See page 510)

**HUMAN RESOURCES COMMITTEE REPORT**

Mr. Hairston presented the following report.

Regular Employment Reports, February & March

(See pages 511-603)

REGULAR  
EMPLOYMENT  
REPORTS, FEBRUARY,  
MARCH  
Approved

After thanking Director Thomas and Ms. Sargi, Chief Talent Officer, for regularly scheduled informational meetings to provide updates, Mr. Hairston moved approval

of the Regular Employee Reports, February & March. Ms. Rodriguez seconded the motion, which passed unanimously by roll call vote.

Resolution Proclaiming Library Special Closure and Administrative Close Due to COVID-19 and Revising Human Resources Manual

(See page 604)

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

WHEREAS, The Library announced that it was closing all its facilities to the public until further notice at the end of the day on Friday, March 13, 2020 in an effort to protect staff and patrons from the spread of COVID-19, and the Library required staff to report to work for a final day on Monday, March 16, 2020 in order to thoroughly clean work areas and to take other measures to prepare for the closing; and

WHEREAS, The Library Administration has been continuing to monitor the evolving COVID-19 situation during the closure and has and will continue to gauge its response based on guidelines, recommendations, and orders issued by the State of Ohio, the City of Cleveland, and other public entities; and

WHEREAS, As a result of the Ohio Department of Health's (ODH) amended Stay at Home Order issued on April 2, 2020, the Cleveland Public Library recommends implementing an Administrative Close policy effective April 26, 2020. Under the proposed Section 392 of the Human Resources Manual, titled "Administrative Close," which is attached to this Resolution as Exhibit "A," an Administrative Close occurs when the Library is closed due to proclamation of the Board of Trustees or order of local, state or federal government for a period of time exceeding that typically addressed by a Special Closing pursuant to Section 386 of the Human Resources Manual, titled "Special Library Closings". An Administrative Close may result in all or a portion of the Library facilities being closed to the public, or being closed to the public but with or without the expectation that staff report to or conduct work. During an Administrative Close, employees will be paid for hours

RESOLUTION  
PROCLAIMING  
LIBRARY SPECIAL  
CLOSURE AND  
ADMINISTRATIVE  
CLOSE DUE TO  
COVID-19 AND  
REVISING HUMAN  
RESOURCES  
MANUAL

Approved

worked in accordance with relevant procedures and policies and relevant provisions of collective bargaining agreements. Based on the circumstances and length of the Administrative Close, employees who are unable or unwilling to work may be paid at the Executive Director's discretion for the hours they would have worked had the Library been open; and

WHEREAS, The Library Administration recommends that the Board of Library Trustees proclaim the closure due to COVID-19 a Special Closing for the period effective from March 17, 2020 through April 25, 2020, and an Administrative Close for the period effective from April 26, 2020 until May 4, 2020 or until such other time as the Executive Director, CEO, determines is in the best interests of the Library, its patrons, and employees to resume operations; now therefore be it

RESOLVED, That the Cleveland Public Library Board of Trustees hereby approves the proposed revisions to the Human Resources Manual as set forth in Exhibit "A" of this Resolution to create a new Section 392 titled "Administrative Close" to become effective April 26, 2020, and instructs the Library's management to be responsible for implementation and execution of the provisions of this policy and any related procedures; be it further

RESOLVED, That the Cleveland Public Library Board of Trustees hereby proclaims the closure of the Library due to COVID-19 a Special Closing for the period effective from March 17, 2020 through April 25, 2020, and an Administrative Close for the period effective from April 26, 2020 until May 4, 2020 or until such other time as the Executive Director, CEO, determines is in the best interests of the Library, its patrons, and employees to resume operations.

Lynn Sargi, Chief Talent Officer, stated that she believed that this Resolution captured the many details that were pertinent. This resolution recommends that there be a Special Close up until April 26, 2020 at which point it will convert to an Administrative Close. Ms. Sargi explained that one of the implications that may not be apparent in this resolution but becomes more apparent in Exhibit 14, is that collective bargaining agreements as well as our policies require employees that do work during an emergency in a Special Close to



be paid time and a half. Under this new policy, under the category of Administrative Close, would not necessarily result in employees who are required to work to be paid time and a half.

Resolution Establishing Compensation for Certain Employees During Special Closure and Administrative Close Due to COVID-19

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

WHEREAS, The Library announced that it was closing to the public until further notice at the end of the day on Friday, March 13, 2020 in an effort to protect staff and patrons from the spread of COVID-19; and

WHEREAS, The Cleveland Public Library has communicated to its employees that, during this uncertain time due to COVID-19, the Library will continue to pay its employees during this extended closing for hours that they were expected to work; and

WHEREAS, The collective bargaining agreements for employees represented by the Service Employees International Union, District 1199 and Laborers International Union of North America, Local 860 specify that union employees required to work during Special Closings are to be paid overtime at the rate of time and one half; and

WHEREAS, Under Section 386.24 of the Human Resources Manual, when the Library is closed for an entire day because of a Special Closing, non-bargaining unit employees who are required to work on such a day are to be paid overtime for their hours worked, while those who are not scheduled to work will not be affected by the closing; and

WHEREAS, Section 386 of the Human Resources Manual was written to address short-term closings, but was not adopted with the possibility of a long-term closure in mind such as the closing announced by the Library on March 13, 2020; and

WHEREAS, The Library Administration recommends that this Board temporarily suspend the overtime provisions

RESOLUTION  
ESTABLISHING  
COMPENSATION  
FOR CERTAIN  
EMPLOYEES  
DURING SPECIAL  
CLOSURE AND  
ADMINISTRATIVE  
CLOSE DUE TO  
COVID-19

Approved

set forth in Section 386 of the Human Resources Manual for non-bargaining unit, non-exempt employees for the duration of the Special Closing due to COVID-19 from March 17, 2020 through April 25, 2020 as proclaimed by this Board; and

WHEREAS, The Library Administration further recommends that, during the Administrative Close under Section 392 of the Human Resources Manual as proclaimed by the Board commencing on April 26, 2020 and ending on May 4, 2020 or until such other time as the Executive Director, CEO, determines is in the best interests of the Library, its patrons, and employees to resume operations, all employees will be paid at regular time for the hours they worked, or would have worked had the Library been open, unless and until further notice and determination of the Executive Director; and

WHEREAS, The Library Administration further recommends that this Board, during the Special Closing from March 17, 2020 through April 25, 2020, temporarily suspend application of Section 386 of the Human Resources Manual which does not contemplate paying employees who are not scheduled to work, to allow regular substitute employees to be paid for twenty hours per week at their regular rate of pay and Saturday-only substitutes to be paid for seven and one half hours per week at their regular rate of pay, and pages to be paid according to their regularly scheduled hours for up to seventeen hours per week at their regular rate of pay, during the duration of the special closing due to COVID-19; and

WHEREAS, The Library Administration further recommends that during the Administrative Close beginning April 26, 2020 and ending on May 4, 2020 or until such other time as the Executive Director, CEO, determines is in the best interests of the Library, its patrons, and employees to resume operations, regular substitute employees be paid for twenty hours per week at their regular rate of pay and Saturday-only substitutes to be paid for seven and one half hours per week at their regular rate of pay, and pages to be paid according to their regularly scheduled hours for up to seventeen hours per week at their regular rate of pay, unless and until further notice and determination of the Executive Director; now therefore be it

RESOLVED, That this Board temporarily suspends the overtime provisions set forth in Section 386 of the Human Resources Manual for non-bargaining unit, non-exempt employees for the duration of the Special Closing due to COVID-19 from March 17, 2020 through April 25, 2020 as proclaimed by this Board; and be it further

RESOLVED, That during the Administrative Close under Section 392 of the Human Resources Manual as proclaimed by the Board commencing on April 26, 2020 and ending on May 4, 2020 or until such other time as the Executive Director, CEO, determines is in the best interests of the Library, its patrons, and employees to resume operations, all employees will be paid at regular time for the hours that they have worked, or would have worked had the Library open, unless and until further notice and determination of the Executive Director; and be it further

RESOLVED, That this Board during the Special Closing from March 1, 2020 through April 25, 2020 temporarily suspends application of Section 386 of the Human Resources Manual which does not contemplate paying employees who are not scheduled to work, to allow regular substitute employees to be paid for twenty hours per week at their regular rate of pay and Saturday-only substitutes to be paid for seven and one half hours per week at their regular rate of pay, and pages to be paid according to their regularly scheduled hours for up to seventeen hours per week at their regular rate of pay, during the duration of the special closing due to COVID-19; and be it further

RESOLVED, That during the Administrative Close beginning April 26, 2020 and ending on May 4, 2020 or until such other time as the Executive Director, CEO, determines is in the best interests of the Library, its patrons, and employees to resume operations, this Board authorizes regular substitute employees to be paid for twenty hours per week at their regular rate of pay and Saturday-only substitutes to be paid for seven and one half hours per week at their regular rate of pay, and pages to be paid according to their regularly scheduled hours for up to seventeen hours per week at their regular rate of pay, unless and until further notice and determination of the Executive Director.

Lynn Sargi, Chief Talent Officer, stated that she was available to answer any questions the Board may have.

Mr. Corrigan's inquiry, stated that he understands that this resolution makes it clear that under Special Closing we are creating exemptions and if employees do work during Special Closings, they receive time and a half. Administrative Closure that would start ten days from now, and all employees would be treated equally going forth as if they were able to work, with provisions being made for substitutes, pages and Saturday-only substitutes. Basically, what we are doing is in accordance with the leadership that Congress took to try to having employers maintain making payroll, we are continuing to pay our employees through the Special Closing and through the Administrative Closing ending on May 4, 2020.

Ms. Sargi concurred with Mr. Corrigan's summation.

Mr. Hairston stated that he especially appreciated that this means that Library's patrons and staff would be taken care of during this time and expressed his support of this resolution.

Ms. Sargi, clarified that the collective bargaining language will be applicable during the period of the Special Closing up until April 25, 2020. When we change to Administrative Close, bargaining unit members would not receive time and a half if they actually worked.

Reports on Paid Sick Time, February & March

(See pages 605-606)

Employee Demographics (EE04) Reports, February & March

(See pages 607-608)

Insurance Summary Reports, February & March

(See pages 609-610)

REPORTS ON  
PAID SICK TIME,  
FEBRUARY,  
MARCH

Submitted

EMPLOYEE  
DEMOGRAPHIC  
S (EEO-4)  
REPORTS,  
FEBRUARY,  
MARCH

Submitted

INSURANCE  
SUMMARY  
REPORTS,  
FEBRUARY,  
MARCH

Submitted

**COMMUNITY SERVICES**

Mr. Corrigan submitted the following report.

Monthly Activity Reports, February & March

(See pages 611-622)

Mr. Corrigan noted the following: in March there was a decline in circulation and patrons coming through the door as a result of the Library's closure with the largest seen at the Main Library with a 19% reduction; and electronic media is up 20%.

Ms. Rodriguez stated that she would like the community to be reminded that during these challenging times, she is pleased that the Library is fine free for checked out materials and that Hot Spots that have been checked out remain active and will not be disconnected.

Building Status Update

Oliver Reyes Sr., Facilities Manager, stated the Building Status Update can be found in the Director's Report.

Mr. Corrigan noted that Safe, Warm & Dry Construction Project has been closed out as reflected in the Update Report on Expenditures Made from the Owner's Contingency Fund for Safe, Warm and Dry Construction Project, February, March.

Advocacy Taskforce Update

Shenise Johnson Thomas, Chief of External Relations and Development, reported that the primary focus has been educating local elected officials about the resources and services that the Library continues to provide the community even through COVID-19.

Ms. Johnson Thomas stated that she participated in Congresswoman Marcia Fudge's Tele-Town Hall Meeting on April 2, 2020 and received good information.

Ms. Johnson Thomas stated that we are also engaging local elected officials in our virtual story time sessions and have extended invitations to Congresswoman

MONTHLY  
ACTIVITY REPORT  
Submitted

BUILDING STATUS  
UPDATE  
Presented

ADVOCACY  
TASKFORCE  
UPDATE  
Presented

Marcia Fudge, Senator Robert Portman and Cleveland City Council President Kevin Kelley. This is another way to keep our local elected officials engaged and educated about the work that the Library continues to do for the community even during this uncertain time.

**FOUNDATION  
UPDATE**  
Presented

Foundation Update

Mr. Corrigan stated that he attended the CPL150 Thank You Breakfast hosted by the Foundation at OverDrive on March 11, 2020. Mr. Corrigan noted that he was glad that the Foundation was able to show appreciation to the companies, organizations, and individuals that supported our anniversary in 2019 before the Governor's stay at home orders were issued.

Mr. Corrigan stated that the Foundation has kept its members involved and updated on what the Library is doing during COVID-19 and thanks Ms. Johnson Thomas and her staff for their hard work.

Diversity, Equity & Inclusion Update

Sadie Winlock, Chief Equity, Education & Engagement Officer, stated that there was no update to report at this time.

Mr. Seifullah asked for an update on the construction timetable for the new Martin Luther King, Jr. Branch.

Joyce Dodrill, Chief Legal Officer, stated that the Library has been notified by the Developer that there has been a delay in their planning for the Library Lofts which is the name of the complex that is supposed to be built above the new MLK Branch, because of the financial insecurities resulting from the COVID-19 pandemic.

Ms. Dodrill stated that originally, they were to start construction on the structural aspects of the whole building including our portion in early summer and they have since put that on hold and are reevaluating what they are going to do. They hope to be able to notify us by mid-June and no later than July 1, as whether they will be able to go forward with it or not. If they are going forward with it, then everything will get back on track but will be delayed a few months. The developer would probably start structural construction in the fall and we will follow several months after that with

the construction of the framework of our library. If they do not go forward with the Library Lofts, there will be a period where we will have to redesign the library so that it will not have to accommodate a building over top of it. This would enable us to do different things with the interior and get rid of some of the columns and some of the structural aspects will change. We will know more, hopefully by the end of June.

Ms. Dodrill stated that currently, we are continuing to design the branch as though the Library Lofts will be built over top of it. Our design development is scheduled to be finished in the next few weeks at which time we will get another estimate and see where we are coming in in terms of the budget. Then we will wait before going any further until we receive word from the Developer.

Director Thomas stated that he had a conversation with the Developers and told them that we would not wait in limbo for several months as they figure out how they will do this. They did make a commitment and we will see if they would give us the answer as soon as they knew it. They have been talking with lenders trying to figure out how they were going to move forward with this.

Director Thomas stated that he believed it is a fifty-fifty possibility as they have funders available and have money set aside. However, we do not know what the environment will look like next year.

Mr. Seifullah thanked Director Thomas and Ms. Dodrill for their updates.

#### **OLD BUSINESS**

Ms. Rodriguez stated that there were no items of Old Business to discuss.

#### **NEW BUSINESS**

Ms. Rodriguez stated that there were no items of New Business to discuss.

DIRECTOR'S  
REPORT,  
FEBRUARY,  
MARCH  
Presented

DIRECTOR'S REPORT, February & March

Before presenting his reports for February and March, Director Thomas showed a video that was shared with all staff on April 15, 2020 to provide an update on the Library's financial status.

The Director stated that in 2020, Property Tax is certified at 58% of our funding and the Public Library Fund is 39%. Property Tax lags behind PLF in regards to funding. The Property tax that we may receive, may be affected up to a maximum of 10% through the end of the year. However, for the most part, that funding will come in. In PLF funding for April which includes part of March, we are down only %10. For PLF January, February and March, we are currently even.

Director Thomas stated that PLF is being ravaged as we are looking at an economic coma. Most of our businesses have been shut down in the State. The PLF gets most of its funding from income, excise tax and sales tax. Income tax has been moved back to July 2020 and sales taxes that are coming in are falling very short of what we could have ever imagined. What we originally thought would be a 20% cut could more realistically be a 30-35% cut in PLF.

Director Thomas showed a slide depicting an overview in dollars of the Library's funding: \$23 million received from PLF; \$35 million from Property Tax. Our revenue coming in is \$60 million; what we will expend in 2020 is \$59.97 million.

Director Thomas stated that if the PLF comes in at a 20% cut, we will see for the rest of 2020 about \$3.2 or \$3.3 million cut. A 50% cut in PLF could hit us as hard as a \$8.2 million.

Director Thomas showed a slide with the following recommendations on how we would reduce our expenses to get us to a point where we would be able to make up the \$6 million: a hiring freeze would save us \$1.5 million; operational expenses (gas, utilities) as we are not using our facilities will save us another million; reduction in the Collections budget would save us one million; that added to the using \$2.5 million from the unencumbered balance would get us to \$6 million allowing



us to get through this year. However, this was built on a model that got us through May 4, 2020. We will have to examine how we go beyond that if the economy continues to move in the way that it is on what could be an additional \$3-4 million reduction.

Director Thomas stated that he has had conversations with the Board President and Vice President regarding this issue and they felt comfortable with this as an initial move two weeks ago. However, we need to discuss with the Board how to move forward and to consider recommendations in the future.

Various Trustees thanked Director Thomas for bringing this to their attention.

Finally, Director Thomas thanked staff who continue to find creative ways to deliver services. The Director acknowledged Suzi Perez, TechCentral Manager, for her work making face shields and getting them out. 85 face shields are created daily with hopes to provide nearly 3,000 face shields over the next 90 days for our city's first responders. In addition, Director Thomas commended the Finance Department and all staff who are working during this challenging time.

Mr. Parker thanked Director Thomas and staff for their hard work to navigate the Library during these times.

Ms. Rodriguez thanked Director Thomas for his report.

## **FEBRUARY 2020**

### **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 and Events**

#### **PAL Programs**

A Digital Darkroom Makerlab was held at the Public Administration Library on February 5th with assistance from TechCentral staff. Attendees, including a city photographer were happy to learn about the app, Pixlr. Also in February, Popular Library Manager Sarah Flinn along with Public Administration Library Assistant Monica Musser, hosted a knitting class for City Hall employees. Members are working on squares to make blankets for donations.

#### **Sports Icon Series**

The Social Science Department hosted the latest Sports Icon Interview with Cleveland Indians Vice President Bob DiBiasio on February 12th. Dan Coughlin conducted the interview, which was recorded and edited by Cleveland Digital Public Library Assistant Catherine Young.

#### **International Languages Programming**

International Languages Department staff hosted 19 programs attracting over 180 attendees. These programs, which feature language and cultural understanding, encourage communities of learning among patrons and their families.

#### **Youth Services Programming**

Throughout the month of February, the Youth Services Department Staff led story times and art programs to serve a variety of patron needs and interests.

#### **Open Mic Poetry**

Literature/Ohio Center for the Book (OHCFB) Librarian Evone Jeffries hosted the Cleveland Public Poetry open mic "Poetry of Love" event on February 14<sup>th</sup>.

## **Music at Main**

The Whitehouse Band performed in honor of Black History Month in the Indoor Reading Garden on February 8th to an audience of 60 guests.

## **Book Clubs**

On February 4th, Literature/Ohio Center for the Book Library Assistant Michael Haverman hosted the Award-Winning Book Club discussing the book *Severance* by Ling Ma.

Literature/OCFTB Senior Librarian Nick Durda, along with OCFTB Scholar-in-Residence Valentino Zullo, hosted the bi-weekly *Get Graphic! Book Club* with a discussion of *Skyward*, Volume 1, by Joe Henderson and Lee Garbett.

## **Digital Literacy**

TechCentral staff conducted 19 one-on-one appointments throughout the month along with 36 computer classes. TechCentral is in the process of overhauling their digital literacy courses with a Fall 2020 launch.

## **Learning Commons/Programs**

In coordination with CPL FIT, Cleveland Digital Public Library hosted Yoga and Core Strengthening three times a week. Classes average 35+ attendees per week. Attendees include patrons and staff. Lunchtime chess on Thursdays draws around 13 patrons.

## **Services at Main Library**

### ***Scanning Assistance***

Cleveland Digital Public Library staff assisted 13 reservations and drop-in sessions of two hours (or more) in length. Scanning consisted of both large personal and library collections in the Digital Hub. Patrons used the new Epson 12000XL flatbed, ATIZ book scanner, and I2S oversized flatbed scanner to accomplish their projects for personal and publication use.

### **Exhibits and Displays at Main Library**

Staff across Main Library created displays honoring Black History Month. Business, Economics and Labor

Department staff created displays which included books by black authors about investing and the stock market, worker's rights and labor unions, economics, finance, management, transportation, as well as books about black Clevelanders, and black business history. The Government Documents Department created a display which featured black congressmen and congresswomen, with a tribute to the late United States Representative Elijah Cummings. Fine Arts staff created a display featuring black musicians and artists.

ClevDPL continues to provide support and assistance with displays across Main Library through the management of the Kiosk, Magic Box, Touchwall and online exhibits. Requests for videography, photography and other media projects continue to grow.

#### **Main Library Tours**

Staff docents provided tours of Main Library throughout the month of February. Groups touring Main Library included a group of senior citizens for the Aurora Senior Center, students for the MC2 Stem High School, students from a Cleveland State University Urban Studies class and photography students from Cuyahoga Community College.

#### **Outreach**

Literature/OCFTB Manager Don Boozer represented Cleveland Public Library and the Ohio Center for the Book at an event held at Oberlin College in celebration of Toni Morrison on February 18th. On the same day, Mr. Boozer also attended a rededication of Lorain County Public Library System's Toni Morrison Reading Room. The event was attended by federal, state, and local government officials.

From February 1st through the 28th, the Literature Department staff processed 172 packages for 153 Homebound patrons.

On February 27th, Fine Arts & Special Collections Manager Pam Eyerdam presented on the John G. White Collection of Chess, Folklore and Orientalia for 20

guests of the Northeast Ohio Bibliographic Society (NOBS) at Loganberry Books.

For the second year in a row, Science and Technology Department Senior Subject Librarian Jim Bettinger and General Research Collections Interim Manager Sarah Dobransky were guest lecturers on February 14th for Craig Nard, Law Professor and Director of the Spangenberg Center for Law, Technology & the Arts School of Law at the Case Western Reserve University School of Law. The course, PHYS 499, is a physics course focused on patents and other intellectual property for engineers.

Social Sciences Library Assistant Peter Elwell met with a local writer who will be writing a weekly blog this summer about the 1920 Cleveland Indians championship season. He discussed the many resources available through the Library's online research databases as well as the Sports Research Center materials.

International Department staff filled Long Loan requests for nine CPL/CCPL/CLEVNET agencies. A total of 2,463 items were selected, processed and shipped to fill outstanding requests.

ClevDPL continues to work with the Cleveland Orchestra to scan scrapbooks and has completed the scanning of Cleveland Scene from 1970-2000. In addition, ClevDPL continues to work with local newspapers to provide access to the back files of member news organizations.

### **Collection Management**

Literature/Ohio Center for the Book Library Assistant Michael Haverman processed nine trucks of Popular Library transfers to Literature of fiction, graphic novels, and urban fiction with an estimated 2,500 books added to the department's collection.

Center for Local and Global History Photograph Librarian Brian Meggitt moved the Poster Collection (about 1,500 items), the panoramic and oversize photographs of the Subject Cleveland Collection, and the panoramic, oversize and folio-size photographs of the Cleveland

Picture Collection, into the elephant folio cases now sited in the Photograph Collection.

Center for Local and Global History Library Assistant Adam Jaenke has continued working on the Neighborhood Photographic Survey. This month, Mr. Jaenke went to Ohio City Incorporated's office, Dave's Supermarket in Ohio City, the Carnegie West Branch, Old-Fashioned Hot Dogs, and Franklin Circle Church to take photographs.

Center for Local and Global History Library Assistant Lisa Sanchez has continued to add item descriptions to the Cleveland City Hall Collection. At the time of this report, Ms. Sanchez has described over 7,400 images and has integrated 49 new stereoscopic views into the Stereoscopic Views Collection.

Cataloger Erin Valentine worked on several cataloging projects in Special Collections including the Allen Vandenberg Brett collection, several 19<sup>th</sup> century Cleveland Public Library accession ledgers, and Cleveland Public School catalogs.

BEL Librarian Zachary Hay worked with the Catalog Department to have six titles added back into the catalog, five of which were a part of Business Department's Garfield-Perry Stamp Club collection. One of the titles, *The Imperial postage stamp album and catalogue* published by E.S. Gibbons in 1874, can only be found at two other libraries in the world. Cleveland Public Library is the only library in North America to hold a copy.

ClevDPL staff have been working on digitizing Scene Magazine. Years 1970-2000 has been completed. In addition, ClevDPL continues to work with the Maps Department to preserve the loose maps inherited from the City of Cleveland.

CPL has one of the largest and most significant Art Collections in any public library in the country. ClevDPL has begun the process of updating the database listing of items in the collection, and has met again with financial services regarding adding all of CPL's art holdings to the real property inventory maintained in our MUNIS system so CPL's art will be audited on a regular schedule.

**Research That's Only Possible at Main Library**

- PAL staff assisted a patron with Civil Service amendments from 1988 and 1989 Cleveland City Record.
- Cleveland Public Library is the only public library in the State of Ohio to own copies of several holds this month in the Literature Department
- Literature/OCFTB staff aided a PhD candidate in finding material regarding the topic of philosophy in film, specifically existentialism, and film.
- A patron came to the Science and Technology Department to use the reference book, *Internal Corrosion of Water Distribution Systems* (1996.) No other Ohio public or academic library owns the book.
- A local author visited BEL and Government Documents to do research for an upcoming book about John D. Rockefeller and his Cleveland business partners. Staff were able to find obscure newspaper articles and several books to assist the patron.
- Social Sciences staff assisted a staff member from Ideastream with the Foundation Directory Online Professional.
- CLGH staff assisted a property developer with finding and obtaining historical images and Sanborn Fire Insurance maps of a specific area and neighborhood.
- CLGH staff assisted a patron with finding and obtaining historical images of the exterior of St. John the Baptist Church, which was once located at Scovill Avenue and East 22nd Street in the Central neighborhood.
- CLGH staff assisted a former member of the Hell's Angels Motorcycle Club with finding newspaper stories about his activities with the club in the 1980s.
- A scholar in Nigeria contacted the Center for Local and Global History to request a scan of the frontispiece of a book about the life of a

missionary in Africa. CPL is the only public library in the country to own this volume

- CLGH staff assisted a patron with box scores and game recaps of Cleveland pitcher Cy Young's first two games for a baseball researcher
- CLGH staff assisted a patron with biographical information about Joseph Stadler, a track and field athlete in the 1904 Summer Olympics in St. Louis, for a sports researcher
- CLGH staff helped a patron find the location and name of an old television repair shop on the corner of Memphis Avenue and Ridge Road from 1962.
- CLGH staff used the Cleveland City Directories to help a patron find the names of childhood friends.
- CLGH staff found articles for a patron about former haircare maven Christina M. Jenkins. Christina invented and popularized the "hair-weave".
- CLGH staff conducted research for a patron on the history of St. Luke United Church of Christ on Pearl Rd.
- Staff assisted a patron from California who called to request a reference book entitled *Shabtis: An Introduction to the history of ancient Egyptian Funerary statuettes*. Only a few public libraries own this title.
- Staff assisted a patron who requested items related to the Great Lakes Exposition of 1936-37.
- Staff assisted a patron requested to see an early edition of the *Book of Mormon* from 1830.
- A Corporate Archivist for the J.M. Smucker Co. requested information on a house on their Orville campus that was renovated by architect Robert Gaede in the 1980s.
- The Curatorial Assistant for the Decorative Arts & Design department from the Carnegie Museum of Art inquired about the *Lietzke collection: correspondence, papers, and memorabilia of Luke and Rolland Lietzke (Mogadore, OH)1929-2001*.



- Staff assisted a researcher from the Berlin-Brandenburg Academy of Sciences & Humanities who inquired about a Quran in the collection.
- Staff assisted a chess researcher from Belgium with a scan of the 3-page obituary for chess player John Keeble from the *British Chess Magazine* of 1939 and scans from the November 1895 *Newcastle Weekly Courant* about chess player Emanuel Lasker
- Staff assisted with a patron request to view the architectural trade catalogs on lighting from the 1920s.

### **Staff Development**

Director of Public Services, John Skrtic and Assistant Director of Public Services Robin Wood attended the Public Library Association Conference in Nashville, TN.

Literature/OCFTB Manager Don Boozer presented a reference service workshop - *Ready for Reference: Service, Sources, and Saving the Day* - at the request of the director of the Tuscarawas County Public Library System for their Staff Development Day on February 17th.

International Department Librarian Victoria Kabo was interviewed by Ideastream and featured on their program under the title "Far from Russia, The Place to be Comfortably Russian" on February 6th.

Special Collections Library Assistant Bill Chase attended the Dublin Committee meeting at the Carnegie West Branch on February 6th.

Interim General Research Collections Manager Sarah Dobransky attended the webinar *Orientation to Legal Research Webinar Series: U.S. Case Law (2020)* from the Law Library of Congress, and *Research is Not a Basic Skill: Using the Contextual Nature of Research to Transform Information Literacy Instruction* from Georgia Library Association.

Social Science Sr. Librarian Mark Moore attended the OCLC webinar *Benefits of a FirstSearch/WorldCat Discovery Subscription*.

Social Science Librarian Helena Travka attended the Northeast Ohio Regional Library System Webinar *the Road to Copyright Clarity, Part 2*. She also attended *Galleys to Grab at PLA* from Virginia Public Library.

TechCentral Manager Suzi Perez and TechCentral Coordinator Melissa Canan attended a Cleveland Leadership workshop on February 7th as well as the *Digital Inclusion Anchors* meeting at PCs for People on February 19th.

LACE Cortney Gatewood attended a CPL Play Meeting on February 12th.

LACE Allison Collins attended Gadgets and Gizmos 2020 webinar through NEO-RLS on February 19th.

### **Census Activities**

Assistant Director of Public Services Robin Wood continued coordinating CPL Census activities during the month of February. Ms. Wood has been representing CPL on multiple committees (Cuyahoga Counts, State Library of Ohio - Census Committee, Cuyahoga County Library Census Committee, etc.) and overseeing staff Census training, Census Outreach and other Census related activities.

### **Other**

The Ohio Center for the Book was very pleased to announce that Valentino Zullo will be the 2020-2021 Ohio Center for the Book Scholar-in-Residence. Valentino L. Zullo is a PhD candidate in the Department of English at Kent State University. Zullo brings a wealth of expertise and a passion for comics to his Residency as well as the ability to communicate and to educate. The Ohio Center for the Book looks forward to sharing that expertise and passion with all Ohioans.

The Ohio Center for the Book was very pleased to announce that Adopt A Book, Inc. has been selected as a winner of the 2020 Library of Congress State Literacy Awards Program! Adopt A Book, Inc., headquartered in Loveland near Cincinnati, will receive \$2,225 in recognition of their outstanding contribution to the promotion of literacy and reading in their local community and the state.

Business, Economics, and Labor Library Assistant Joseph Parnell, in association with the CPL FIT Committee, assisted in the planning and presentation of the fourth annual CPL Staff Appreciation Gala for 2020. This year's event was held at the Crawford Auto & Aviation Museum of the Western Reserve Historical Society. Once again, Mr. Parnell was the master of ceremonies for the evening, including the service awards program recognizing milestone anniversaries.

### **TechCentral and CDPL Statistics**

Service Calls and Tickets Received: 23  
 Service Calls and Tickets Resolved: 19  
 Service Calls and Tickets in Progress: 15

Resolved Main Library Service Calls and Tickets: 8  
 Resolved Tech Central Service Calls and Tickets: 6  
 Resolved Branches Services Calls and Tickets: 9

### **OLBPD**

For May 2019, OLBPD circulated 40,478 books and magazines directly to patrons. OLBPD registered 135 new readers to the service. Approximately 640 BARD patrons among 1,460 active users downloaded 11,330 items.

OLBPD and CPL Financial Services submitted the State Fiscal Year 2020 Program Budget Request to the State Library of Ohio. The State Library of Ohio's Board of Trustees unanimously approved the budget requests for OLBPD during their May meeting.

OLBPD partnered with the Cuyahoga County Board of Developmental Disabilities to place a third volunteer at OLBPD as part of a cooperative vocational training initiative. Volunteers perform a variety of work related tasks, such as inspecting books, labeling mailers, preparing new books for inventory, and more in hopes of building relevant job skills toward finding future employment.

OLBPD Manager Will Reed attended the Ohio Braille and Talking Book Program Consumer Advisory Meeting on May 23rd at the State Library of Ohio. Consumers were provided updates on Family Fun and Learning Day, the

Summer Lit League, and progress reports on future developments at the National Library Service (NLS).

The National Library Service (NLS) announced in May that they received final approval from the Librarian of Congress to change their name. Beginning on October 1st, their name will change officially to the "National Library Service for the Blind and Print Disabled," though they will continue to be referred to by the abbreviation NLS.

OLBPD staff provided information and talks about the service at the Independence Health Fair on May 10th; South Park Mall Senior Expo on May 16th; Westlake Community Health and Safety Fair on May 18th; NFB Youngstown Vision Fair on May 18th; Cleveland Senior Day on May 21st; and Riverview Towers CMHA on May 23rd.

The OLBPD adult book club met on May 10th to discuss "Merle's Door" by Ted Kerasote.

### **BRANCHES**

During the month of **February**, the Public Services Branches maintained their commitment to provide effective service through programming and community outreach. Two highlights for this month were: Branch Manager Monica Rudzinski of our Sterling location providing basic computer instruction to residents of Joseph's Home (a medical respite program providing temporary housing to acutely ill homeless). Many of our staff participated in a program entitled, "Understanding Social Emotional Competencies" hosted by MyCom. The program focused on knowing oneself, which makes one better equipped to maintain positive and empathetic relationships with patrons and co-workers.

Additional branch highlights are as follows:

#### **District One**

**Eastman** - In celebration of Black History Month our Eastman Branch presented: Discover West African Rhythm Drumming Work Shop on February 13, 2020. Sogbety

Diomande is a native of the Ivory Coast in West Africa. He has been a member of the prestigious Ballet National de Cote d'Ivoire, Kotchegna Dance Company, and has been featured with many troupes in NYC and around the U.S. Sogbety works as a solo artist performing and leading drum workshops, assemblies and lectures in schools, universities, community centers, festivals and juvenile correctional facilities providing his participants an opportunity to experience history, art and culture from a different land.

**Lorain** - Youth programs presented at the Lorain Branch in February included Origami Hour, Spaghetti Tower, Day at the Beach Craft, Healthy Relationships (Rape Crisis Center), Popsicle Picnic Table Craft, Marble Maze (game), Rubber Band Guitar (Stem Program), Black History Month Trivia, Button Bonanza, The Brary Awards (Oscar nominated movies), Valentine's Day Cards Craft, Lemon Battery (S.T.E.A.M program) and Heart Healthy Snacks. Sewing Fundamentals with Cosmic Bobbins continues to be a success with the Lorain Branch Community. Children's Librarian Adela Santana attended monthly MyCom Steering Committee Meeting at Detroit Shoreway. Santana also represented Lorain Branch at Almira Elementary Career Night.

**Rockport** - Rockport continued several exciting Winter programs this month, including the Great Lakes Science Center STEM series for our young scientists, our Minute-To-Win-It weekly challenge, and our new Board Game Club! AARP began providing free tax services for our patrons, and will continue to do so through mid-April. Several more America Reads tutors have joined us from Cleveland State University to help with homework. Our branch hosted class visits from John Marshall High School. We also hosted an information booth from the Cleveland Department of Aging and met with the CPD community relations team to explore future programming collaborations. In the Best Buy Teen Tech Center, members continued their push to submit projects to the Clubhouse Network's RE@CH Media Festival, and held a RE@CH Media viewing party at the end of the month. DesignExplorr held a two-day Adobe InDesign Workshop, helping members create posters for REACH. Members also focused on Scratch programming for individual and collaborative projects. For "Pal-entine's Day," we held a gingerbread cottage decorating contest and created DIY snacks. West Park Academy began their twice monthly STEM

visits, focusing this month on TinkerCad and 3D Design. Members made masks and costumes to celebrate Mardi Gras. We had our first girls-only and boys-only programs to focus on the unique interests of each group. Our new assistant coordinator, Merlene Santiago, has been training and creating relationships all month. The Clubhouse Network has renewed our partnership and awarded us a generous sustaining grant.

**Walz** - February was incredibly busy for the Walz Branch. The month consisted of: weekly Black History Art programs, weekly stem activity with the Ohio Extension agency, a resumption of visits from Catholic Charities Refugee unit to use the computers, school visits to Our Lady of Mt Carmel, Marion Seltzer, Joseph Gallagher and Waverly, visits to St. Augustine Towers and St Augustine Manor, and our monthly Saturday Morning Book to Movie plus doughnuts Club (This Month was Hidden Figures). Our SPS Officer has been a blessing in observing and preventing a number of incidents from happening in the branch.

**West Park** - Our Builders' Club program has expanded from the first Saturday of every month to every Saturday with positive feedback from our youth and parents. Manager Michael Dalby and Assistant Manager Jamie Lauver participated in the Design Direction meeting held with Vocon to hear their proposed ideas for the branch renovation and provide feedback. The children enjoyed a Groundhog Day-themed STEAM program led by Children's Librarian Libby McCuan and Art Therapy instructor, Sarah Gotschall. Libby hosted a music trivia program, Don't Forget the Lyrics, for Black History Month utilizing the Rock & Roll Hall of Fame, Rock Hall EDU materials. LACE Katie Power worked with the after-school kids to make Valentine's Day cards. The Page Turner Book Club used our new Main Floor Meeting Room for the first time. They appreciate the new space and the fact that they no longer have to navigate the stairway to the basement. Libby and Sarah (Art Therapy) held a joint program for Black History Month where the children made paper Freedom Quilts, teaching them about the Underground Railroad. Katie and Sarah (Art Therapy) presented a Basquait themed art program where the children made self-portraits or a collage in the style of the artist, Jean-Michel Basquait. The after-school children enjoyed the MLK, Jr. trivia contest so much last month that Libby decided to hold a Black History Month trivia

program. Lunch & Learn was presented by Nancy Miller, RN, Hospice of the Western Reserve. The theme was Questions are the Answer: Strategies for Making the Most of Your Doctor Visits.

### **District Two**

**Brooklyn** - 3E/OPS staff Sandy Nosse and Children's Librarian Laura McShane coordinated a first time event with the Nurse Family Partnership program, in which several families with young children participated in the story time, play time, and resource sharing time. Ms. McShane provided outreach to Denison school, and provided deposit collection books in honor of African-American history month. Youth enjoyed Valentine's Day creations, Mardi Gras craft, and a MakerLab activity. Branch Manager Ron Roberts attended the following; the 2<sup>nd</sup> District Community Relations meeting, a special Art House, Inc. community event, Inc., and the quarterly Cleveland Community Police Commission meeting.

**Carnegie West** - Adam Jaenke from Photograph Collection visited Carnegie West on February 20, 2020 to take pictures of staff and the library for inclusion in the permanent collection. The large meeting room was filled to capacity for the annual Kentucky Gardens 'returning gardeners' meeting on February 15, 2020. AARP volunteers prepared tax returns for patrons, and the head volunteer, Howard Frank, was one of Carnegie West's Unsung Heroes honored at the ceremony in January. School partnerships continued with Urban Community School and Welsh Academy, of which both have attended the library for STEM programming multiple times: K'Nex education sets (led by Children's Librarian Helen Zaluckyj) and Snap Circuits maker labs (led LACE Michael Webster). MyCom awarded a \$750.00 grant to Carnegie West for education and recreation items to be used outside in Frank Novak Park; the items will provide families, care givers and daycares with ways to play and learn in the park.

**Fulton** - The Branch had a variety of organizations utilize the meeting room/branch space: Aspire (ESOL and Citizenship classes), Census 2020 (recruiter), Los

Amigos Spanish Club, English Every Day Tutor, Sahaja Yoga/Meditation, NEOMED/UH/MetroHealth/CSU (free health screening), Board of Elections, League of Women Voters, Tri-C/TRIO/Educational Opportunity Centers, CWRU (Mean Green Science Machine), CSU tutors, Caresource, ODJFS, Ohio Virtual Academy, and Greater Cleveland Food Bank (Healthy Foods Workshop). Children's Librarian Beverly Austin provided outreach to Thomas Jefferson International Newcomers Academy, Garden Christian Academy, Kids of the Future, and Busy Bee, and hosted Valentine's Day Craft, and Word Bingo. Library Assistant Adult Emphasis Rodney Lewallen attended Ward 14 Democratic Club meeting, Jones Home Neighborhood Association, and MetroWest CDC meeting. The Branch welcomed Leslie Barrett, who was promoted from 3E /OPS to become the new Branch Manager.

**Jefferson** - In partnership with the Merrick House and through a grant from MyCom, the Jefferson Branch hosted a series of programs celebrating Black History Month: instructors from AfricaHouse led a drumming class followed by a mac and cheese feast, and shared stories followed by wings and jo-jos. Building upon these programs, youth had the opportunity to Tell Their Own Stories through spoken word, which was followed with a Polish Boy spread. TechCentral brought the mobile MakerSpace to the Branch on Wednesdays, demonstrating the laser engraver and 3D printers, making buttons, and teaching basics of 3D design. The youth spent an afternoon crafting Valentine's Day cards for loved ones. The Anime Club hosted a gaming tournaments with Smash Brothers and Mario Kart. Branch staff participated in the Tremont Montessori's Pancakes and Poetry celebration, hosted an outreach table at the Near West Theatre, and attended a MyCom meeting and the 2<sup>nd</sup> District Police-Community Relations meetings.

**South** - Ms. Regina from Studio 11 presented a program for third graders and preschoolers from Luis Munoz Marin Dual Language Academy. Adult programming has also been popular on the weekends with Family Coloring Day, Knitting Between the Pages and Retro Gaming. The laser



engraver was greatly utilized and generated different activities for the children. The Branch also welcomed new staff member Sheldon Robertson on February 18, 2020 as the new Branch Custodian.

**South Brooklyn** - The Branch had numerous organizations utilize the meeting room/branch space: Fruitful in a Desert Place Ministry, Metro Hospital, Financial Peace University, AARP (tax assistance), Board of Elections, and Census 2020. Children's Librarian Ronald Palka-Roman cohosted the Ohio Sea Grant -The Problem with Plastic, and attended the Youth Services and MyCom meetings. LAYE Raymond Cruz hosted Gamers' Guild (video game club), Anime/Manga Club, and Valentine's Day craft, provided outreach to Cleveland Prep. Academy, and Horizon Education Center, and attended Youth Services Meeting. Assistant Manager Tammy Houghton attended the 2<sup>nd</sup> District Police-Community Relations meeting.

### **District Three**

**Garden Valley** - Children's Librarian Andrea Csia conducted the Tween Book club where teens read and discussed the book titled "One Crazy Summer", and initiated contact with a new community daycare, I Play n' Learn to set up story time outreach. LAYE Leonard Burks presented the Moments in Time program where adults listened and learned about the legacy of Sam Cooke, and attended the NEO-RLS Teen Summer Reading Workshop at the Stark County Library.

**Hough** - Art Therapy with Miss Carrie provided a creative outlet to the youth. Children's Librarian Manisha Spivey and Library Assistant- Youth Emphasis Romael Young stayed busy with multiple story times each week. Mr. Young has done spontaneous programs with the children, such as crafts, board games and video games. Library Assistant- Computer Emphasis Hannah Kohr held the MakerLab: Digital Darkroom on two separate occasions. Staff were excited to attend, and participate in the staff portion of engagement meetings for the upcoming new Hough building. Branch Manager Lexy Kmiecik held one-on-one's with staff, taught two Bookends classes:

Operations 101 and Circulation, and facilitated a call for the OLC's Membership Committee's bi-annual conference call. Mrs. Kmiecik also attended the East 66th Street/ Midtown Corridor Community Stakeholder meeting, and gave an interview with Tyisha C. Blade of the Vindicator Magazine about the Hough Reads Program.

**Martin Luther King, Jr.** - Black history month was acknowledged and celebrated with author and cosmetologist LaDosha Wright, who presented, "What they don't tell you at the hair salon." College Now/Impact 216 continued with ACT/SAT prep for area high schoolers. Youth staff Eric Eubanks and Angela Margerum facilitated a black history month trivia game with the teens, and provided story time outreach to PNC. Mr. Eubanks continued his Line dance instruction class. LACE Prince Foster held his weekly gaming and anime activities for the youth. Interim Branch Manager Shanell Jones visited Fenway Manor senior building for the monthly book club, and discussed "Stalker" by Brenda Hampton and "Head Games" by Mary B. Morrison," and facilitated a Bookends (Mental Health Awareness).

**Sterling** - Youth programming through the Center for Arts-Inspired Learning and Art Therapy Studio continued to be well-received. The Greater Cleveland Food Bank's backpack program is in its third week. Sterling staff distribute 40 bags of shelf stable food on Fridays to children who may experience shortages during the weekends. Branch Manager Monica Rudzinski worked with Carrie Hetsler to provide basic computer instruction to residents of Joseph's Home (a medical respite program providing temporary housing to acutely ill homeless). Ms. Rudzinski became a member of the Community Advisory Board of St. Vincent Charity Medical Center, which will serve as a link between SVCMC and its surrounding communities, and acted as a judge at the City Club's Hope and Stanley Adelstein Free Speech Essay Contest 2020.

**Woodland** - Branch Clerks Shannon Muhammad attended the L&S Steering committee, and Latasha Brent created a window display with a "Black History Month" theme. LAYE

Kelli Newsom presented the "Name That Tune Program" (snippets from songs and fun facts that youth had to guess). Children's Librarian Ayesha Drake El and LACE Desiree Smith updated the display window with a "Democracy" theme. The Legal Aid Society of Cleveland hosted a legal clinic on Saturday, February 8, 2020. Branch Manager Maria Estrella participated in the Books@Work Program with the Cleveland Police Dept. in hopes to deepen social connections and build community.

#### **District Four**

**East 131<sup>st</sup> Street** - For the month of February Library Assistant Computer Emphasis Carla Carraway created month long programming to celebrate Black History Month (BHM). The East 131 Branch kicked off BHM with the film the "Wiz". Additional programming included *Black Jeopardy*, *Black History Scavenger Hunt and Trivia*, *It's a Photo Shoot*, and the *Michael Jackson Experience WII* program. Manger Marina Marquez along with Director Felton Thomas and the co-leaders of Group 10A-Free Public Transit pitched their grant proposal to the Fund for Our Economic Future of Northeast Ohio's Paradox Prize. Ms. Carraway along with the Corlett Volunteens attended advocacy training at the Shaker Heights Public Library. Later in the month the branch hosted the Volunteens Newspaper Fashion Show where they donned their creations for the community to see. Ms. Minter and Ms. Simone provided outreach story times, crafts, and literacy information to Chapelside Academy and Miles Elementary. Along with Ms. Marquez, they also worked on a grant for a bike program that will allow children to receive bicycles, helmets and bike locks. The East 131<sup>st</sup> Street Branch in collaboration with Margaret Bernstein and Rhonda Crowder, hosted the Dickens Reads Family Literacy Night.

**Fleet** - This month the Fleet team had a lot of staff movement. FLE said goodbye to L.A.C.E., Giovanni Braden-Dorsey as he made the lateral transfer to Memorial Nottingham Branch. Former CPL Page, Tarra McSears is now Fleet's Branch Clerk. And, former Langston Hughes CPL Page, Loreal Austin is now Fleet's LACE. Fleet held its first quarterly staff meeting of the New Year which focused on security. Chief, Lindsey Duncan addressed staff issues and answered questions. Cuyahoga County Board of Elections; conducted poll worker

training. Family Connections, SPARK Ohio conducted a Black History Month Program for children and parents which included stories, crafts and refreshments, courtesy of Fleet youth staff. Tri-C Trio Program provided a recruitment table for their youth, adult and community connections programs. Lastly, Councilman Brancatelli hosted a voter's registration table to encourage voter participation for the May 2020 election.

**Harvard Lee** - In February 2020, Library Assistant Computer Emphasis (LACE) Stacy Brown led a 3D Paper craft Maker Lab in the branch. Youth Librarian Olivia Morales presented Black History literacy activities at Whitney Young School's family literacy event. Library Assistant Youth Emphasis Kevin Moore conducted a preschool story time at CEOGC Louis Stokes Daycare. Harvard-Lee's Adult Book Club read *Their Eyes Were Watching God* by Zora Neale Hurston and joined Oak Street Health for a discussion. Branch Manager Kristen Schmidt attended the MyCom meeting convened by Lisa Mack at Mt Pleasant Branch. Ms. Schmidt also attended the Social Emotional Learning training offered by MyCom at MTP Now. Ms. Morales conducted Early Literacy training for CPL staff. In addition, she attended the Adolescent Brain Development training offered by MyCom at MTP Now. Ms. Schmidt participated in the L&D Steering Committee meeting. NEOMED provided health screenings. The Food Bank of Greater Cleveland provided SNAP benefits registration. Recovery Resources tabled at Harvard-Lee to provide STD 101 resources for teens.

**Mt. Pleasant** - Mount Pleasant Branch Library celebrated Black History Month with several Black History Programs for our juvenile patrons - Harlem Renaissance Bingo where participants learned about major African American writers, actors, revolutionaries, artists and musicians. Black History Bingo continued on Mondays and Thursdays throughout the month. An art program presented by 99 Treasures/ Peace in the Hood entitled Art 4 Peace Program. The children made colorful candle designs out of different wax grains and they painted Cleveland signs carved out of wood. Children's Librarian Mark Tidrick attended a training entitled, "Understanding Social Emotional Competencies" hosted by MyCom. The program was all about knowing oneself which makes one better equipped to maintain positive and empathetic relationships with patrons and co-workers.

**Rice** - Rice celebrated Black History month (BHM) by showing love. A Black History Month Trivia Battle was held and then right afterwards patrons of all ages made their very own DIY Valentine's Day Cards. Additional, well attended programming, was make your own Forky craft (From Toy Story 4), craft lab and Media Monday. Rice also hosted a group of student from Cleveland School of the Arts for a special live BHM Slam Poetry Live performance. Whitney Johnson presented Early Literacy Training to CPL staff. The Rice youth team have begun working on Rice Branch Summer Lit League programming. Rice received word that the Saint Martin de Porres High School Drum Line and Great Lakes Science Center will be present for a week long build up to kick off event for us this year. Ms. Hutson, District 4, Rice and the new Mount Pleasant Manager attended the Public Library Association conference in Nashville, Tennessee. Rice closed the month by continuing to show love to our patrons as we hosted a patron appreciation day, providing adult patrons with coffee and cookies.

**Union** - Union Youth explored a fun way of learning more about Black History through a Black History Trivia Bingo Game. The Union Branch youth also enjoyed decorating sugar cookies for Valentine's Day. Youth played video games on our Xbox and Arcade style video game in preparation for next month's March Madness Tournament. Youth staff continue to do outreach story times to neighborhood schools and daycares. Valerie Johnson attended the True2U training conference which was held at Cleveland State University.

#### **District Five**

**Addison** - Addison held its first STEM Escape Room on Saturday, February 22, 2020. Twelve youth used thesauri, dictionaries and other resources to answer trivia questions to unlock boxes with fidget spinners, squishy balls and other small prizes in them. This program was submitted, planned and facilitated by LAYE, Ron Clark. Manager Tonya Briggs worked with SPARK Literacy representatives, Demitria McKenzie and Monica Gaulden, to plan family literacy events at Addison on the following dates: Friday, February 21, Friday, April 17, Friday, July 17 and Friday, September 18. Children and their caregivers experience story time, crafts and other activities that promote literacy skills in pre-kindergarten age children.

**Collinwood** - Patrons love the African American History display at the branch along with our "Books We Love" selections. We have reached out to our schools and daycares to re-establish our schedule for story times and school visits. In addition, Literacy Monday (1/27, 2/3, 2/10, 2/17): Mr. Tully and Ms. Jefferson have been tying Literacy Monday projects into current events; most specifically highlighting African American History month. 2/4: *Black History Month: Living Museum*. Mr. Tully and Ms. Jefferson had **4 children** who engaged in a visual museum like activity to learn about African Americans today and in the past that are making and have made significant contributions to our community and the world. This program is also able to travel to different schools and daycare environments. 2/13: *Make Your Masterpiece: Digital Darkroom MakerLab*. Ms. Jefferson led children into learning how to use digital darkroom techniques to manipulate color, contrast and size of your photos. Manager, interviewed for open LACE position and looks forward to having someone aboard in March.

**Glenville** - Children's Librarian Peter Roth did outreach at EBC Daycare, Brightside Academy and Bright Star Kiddie Tots Nursery. He also did Origami with the kids at the branch to create Valentine's project. Branch Manager, Sharon Jefferson attended the Innovation Team informal meet and greet, plus session one and two for the grant program sponsored by Neighborhood Connection for Adult Literacy. Additionally, she attended the 2020 Census community Stakeholders meeting hosted by Cuyahoga County District Seven, Councilperson Yvonne Conwell. Difranco Barnes joined Glenville as our new District Library Assistant Youth Emphasis.

**Langston Hughes** - This month the branch hosted the Oberlin Sanctuary Project Program with the help of the Oberlin College Libraries, the Oberlin Heritage Center and the Council of Independent Colleges. Langston Hughes will also be the temporary home to a traveling exhibit by the Sanctuary Project that will remain at the branch through the end of March. The following programs were offered during the month of February: Happy Birthday, Langston Hughes, Feb. 3rd; Valentine's Day Excitement, Feb. 11th; African American Artists in Cleveland- Printmaking, Feb. 18th; African American Artists in Cleveland -Painting, Feb.25th. Repair work has been done to fill in several cracks on the upper walls on the north side of the branch possibly due to vibrations from

construction by the Northeast Ohio Sewer District Project. Inspectors from DRW Associates had previously visited the branch and took pictures of the cracks. Additionally, the branch had a "touch-up paint job" by Property Management that included several high traffic areas, i.e., the upper walls on the north side of the branch and our multi-purpose room. Traffic has now been restored in the southbound lane of East Blvd. just to the west of the branch.

**Memorial Nottingham** - Memorial Nottingham Branch began the month of February by celebrating, "I Love My Library Month." Manager, Pasha Moncrief Robinson and Children's Librarian, Joanna Rivera created colorful hearts for patrons to express in writing what they love about Memorial-Nottingham Branch. Patrons and staff from other agencies expressed their love on over 200 hearts. The hearts were displayed throughout the branch. Mrs. Moncrief Robinson, created a Black History Month display to showcase materials created by African and African-American writers, artists, musicians, actors and actresses. Memorial-Nottingham branch hosted a Patrons Appreciation Day where patrons enjoyed treats provided by staff. Ms. Rivera and Library Assistant, Marvin Benton, conducted story time to multiple daycares and schools in the North Collinwood neighborhood and hosted several programs in February, including the 1st Annual Chocolate Olympics, Black History Month Contest ("Who Am I Challenge"), Valentine's Day Card making and coloring, as well as a multiple self-directed programs and activities.

## **OUTREACH & PROGRAMMING SERVICES**

### **SUMMARY**

In the months of February and March the Library hosted approximately 217 programs ranging from Black History Month programming to neighborhood law clinics. The Library offered 57 preschool story times to children throughout the city in addition to food service at all 28 locations. Education services such as GED and ESOL classes, and SAT and ACT preparation classes were held at 14 branch locations and Main Library; K-8 tutoring in the month of February; all library programming was indefinitely discontinued on March 9<sup>th</sup> due to the library closure.

**YOUTH**

2020 *Express Yourself!* youth art programs reconvened at East 131, Hough, Sterling, and West Park branches. Workshops were offered two days a week at each of the participating locations.

In each session, students continued to learn various art mediums for self-expression by interacting with licensed art therapists. Due to the Cleveland Public Library emergency closing, Art Therapy classes ended on Thursday, March 12, 2020. However, classes will resume virtually at a later date.

In February 2020, CSU Viking Corps and America Reads Tutoring services resumed at thirteen branch locations: Addison, Collinwood, East 131, Fleet, Fulton, Garden Valley, Glenville, Hough, Langston Hughes, Rice, Rockport, Sterling, Walz and Woodland Branches. Tutors offer K-8 weekly support, Monday - Thursday in math, science, history, and language arts. As of Thursday, March 12, America Reads tutoring support concluded due to the Cleveland Public Library emergency closing. There are tentative plans to resume virtual tutoring in the month of May.

*Impact! 216* the ACT/SAT prep program for high school students facilitated by College Now, retained 15 students for the winter session. In addition to facilitating ACT/SAT curriculum, students and educators toured the Tech Central and Youth Services Departments at Main Library on March 5 and March 9, 2020. Due to the Cleveland Public Library emergency closing, College Now canceled all in-person classes as of Thursday, March 12, 2020. Virtual classes are scheduled to begin April 13 - June 5.

The Greater Cleveland Food Bank and Cleveland Public Library continue to partner to provide children healthy meals. Kid's Café is offered at all twenty-seven Cleveland Public Library branch locations and Main Library. In addition, monthly nutritional education classes are offered at all participating locations. In February 2020, a total of 10,844 lunches were served; March, 5,477. As of March 13, 2020, meal service ceased at all Cleveland Public Library locations, due to the library's emergency closing.



**ADULT**

On Saturday, February 8<sup>th</sup> at the Cleveland State University, Berkman Hall Auditorium Robin DiAngelo, author of *White Fragility: Why It's So Hard for White People to Talk About Racism*, and Cleveland native Jennifer Eberhardt, who wrote *Biased: Uncovering the Hidden Prejudice that Shapes What We See, Think, and Do*, appeared in an on-stage conversation about race, racism, and the power of bias.

On Saturday, February 15<sup>th</sup> at the Martin Luther King Jr. Branch author and cosmetologist LaDosha Wright gave a presentation on the legalities, racial inequalities of hair, as well as the history and evolution of society's views on hair in various races, cultures, and traditions.

On Saturday February 22<sup>nd</sup> in the Louis Stokes Wing, Indoor Reading Garden the Tri-C Creative Arts Academy students performed "Let Freedom Sing" a collection of vocal, instrumental, and spoken word selections that celebrated freedom and diversity through arts and culture while showcasing the talents of area students.

On Saturday, February 29<sup>th</sup> in the Main Library's Digital Public Library, Diversity & Inclusion Strategist James E. Wright led a discussion about race, diversity and inclusion.

On Saturday, February 8<sup>th</sup> at the Woodland branch the Legal Aid Society of Greater Cleveland held a brief advice clinic that served 17 families. Four attorneys and nine non-attorney volunteers from Case Western and Cleveland State University Law Schools participated in the clinic. Two Legal Aid attorneys were also on-site to support the clinic. A hearing disabled couple attended the February 8<sup>th</sup> clinic and could not be served because a sign-language interpreter was unavailable. Legal Aid staff secured an interpreter and rescheduled the appointment for a future date. The March Legal Aid Clinic was cancelled due to the Library's closure.

**FACILITY USE**

During the months of February and March the total number of requests for library-system, was 1,546. Lake Shore Facility meeting rooms were requested 76 times. All

meeting room reservations from March 8<sup>th</sup> through May 18<sup>th</sup> were cancelled due to the library's closure.

## **EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION**

### **EXTERNAL RELATIONS & ADVOCACY UPDATES:**

- **Goal:** *Increase Elected Officials and Key Stakeholders' Awareness and Understanding of CPL's Community Impact:*
  - Planning and preparation has begun for OLC Legislative Day - April 21<sup>st</sup>
  - Planning and preparation has begun for Congresswoman Fudge's annual Congressional Art Competition
  - Attended City Councilman Basheer Jones' State of the Ward Address
  - Attended County Councilwoman Cheryl Stephens' Meet & Greet at Collinwood Branch

### **CPL DEVELOPMENT UPDATES:**

- **Goal:** *Secure Funding to Buttress Organizational Goals (i.e. strategic plan)*
  - Fundraising
    - Submitted request for census micro grants
    - Submitted information for technology funding opportunity with JumpStart
  - Continued planning and preparation for Library Giving Day - April 23<sup>rd</sup>
  - Created and implemented new process for withdrawn books

### **CPL FOUNDATION UPDATES:**

- *Cultivation & Stewardship:* Continued planning and preparation for CPL150 Thank You Breakfast for last year's anniversary supporters
- CPLF Board
  - Held board orientation for new board members  
New members include:
    - Nancy Bostwick, Community Volunteer
    - Margaret Cannon, Community Volunteer
    - Manicka Collins-Bryant, Y.O.U.
    - LaRese Purnell, CLE Consulting Firm

- Paul Putman, Cleveland Foundation
- Victor Ruiz, Esperanza
- Gregory Stefani, Federal Reserve Bank of Cleveland

### COLLECTION & TECHNICAL SERVICES

Director of Collection Services Jean Duncan McFarren, Assistant Director of Collection and Technical Services Sandy Jelar Elwell, Catalog Manager Andrea Johnson, Collections Manager Pam Matthews, and Materials Handling and Receiving and Distribution Supervisor James Clardy attended an information gathering session lead by Consultant June Garcia and the Bostwick Architectural Team to discuss the new Woodland Central Distribution Facility.

Ms. McFarren, Ms. Jelar Elwell, Ms. Matthews, and Collection Management Librarian Laura Mommers met with Senior Account Executive Ed Altwies from the vendor Midwest Tape to review CPL's accounts and service and to learn about new products and updates to existing products. Ms. McFarren, Ms. Jelar Elwell, Ms. Matthews, and Ms. Mommers also met with Senior Key Account Northeast Manager Donna Destefano and Digital Acquisitions Specialist Colleen Tsironis from the vendor Findaway to learn about updates to existing products and additional titles that were added to their Wonderbook read along collection.

Ms. Jelar Elwell met jointly with staff from both the Acquisitions and High Demand Departments to discuss and temporarily redistribute the work previously being done by Technical Services Clerk Mya Warner in the High Demand Department while Ms. Warner is out on a leave of absence. In addition, Technical Services Senior Clerk Shirley Jones in the Catalog Department has also temporarily assumed some of Ms. Warner's responsibilities during her leave of absence.

Ms. McFarren attended the Public Library Association (PLA) 2020 Conference in Nashville.

Collection Services staff added 667 items for the Lucky Day Collection at Main Library.

**Acquisitions:** The Acquisitions Department ordered 6,668 titles and 7,645 items (including periodical subscriptions and serial standing orders); received 9,408 items, 1,223 periodicals, and 104 serials; added 329 periodical items, 39 serial items, 534 paperbacks, and 881 comics; and processed 943 invoices.

Acquisitions Coordinator Alicia Naab provided the vendor Blackstone Audio with documentation about Electronic Data Interchange (EDI) ordering to assist them with developing those capabilities for the future. Ms. Naab worked with Fine Arts & Special Collections Manager Pam Eyerdam to resolve a problem with a damaged item sent from a vendor. Ms. Naab also provided International Languages Manager Milos Markovic with clarification regarding how the ordering of DVDs is handled for both the International Languages Department and the Popular Library.

Acquisitions Librarian Leslie Pultorak continued to assist with the unpacking and verifying of foreign language materials for the Lake Shore Shelf/Shipping Department. Technical Services Associate Anarie Lanton and Ms. Stout continued to assist with the unpacking and receiving of new materials in the Lake Shore Shelf/Shipping Department when needed.

**Catalog:** Librarians cataloged 3,178 titles and added 3,916 items for Cleveland Public Library. Librarians also added 1,194 titles, merged 101 records, and made 190 corrections for CLEVNET member libraries.

Catalog Manager Andrea Johnson finished working with CLEVNET/IT to create a report identifying vendor records needing copy cataloging for CLEVNET Member Libraries, and began developing procedures for handling the report. Technical Services Librarians Barbara Satow and Erin Valentine worked a half day at Main Library. Ms. Valentine completed the Allen Vandenberg Brett collection catalog record, and created a name authority record for Mr. Brett. Ms. Valentine created a catalog records for the 1792 article "On the morals of chess" by Benjamin Franklin, three booklets from courses given by the Brotherhood of Light, a 19th century Cleveland Public Library accessions ledger and several 19th century Cleveland Public School Library and Cleveland Public Library print catalogs. Senior Catalog Librarian Dawn Grattino cataloged two rare books during February:

A dissertation on singing in the worship of God by Dan Taylor, 1786, and Concordantiæ Bibliorum Sacrorum Vulgatae editionis by Hvgone Cardinali, 1640.

Ms. Grattino attended the Book Ends Sirsi training on February 6. Ms. Satow attended the Ohio Library Council Technical Services Action Council meeting on February 5. She serves as Secretary for the Action Council.

**Collection Management:** Collection Management selected 1,175 titles and 9,890 copies, and spent \$193,136 in February.

**High Demand:** The High Demand Department ordered 1,156 titles and 10,143 items; received 11,088 items, and added 11,852 items; processed 280 invoices, and added 164 records for the CLEVNET libraries.

Technical Services Senior Clerk Mya Warner began a leave of absence on February 19.

**Materials Processing:** Technical Services Associates cataloged 556 new titles for the Cleveland Public Library and added 392 records for the CLEVNET libraries. Technical Services Associates and Senior Clerks added 2,341 items. The Materials Processing Technicians processed 17,908 items for the month.

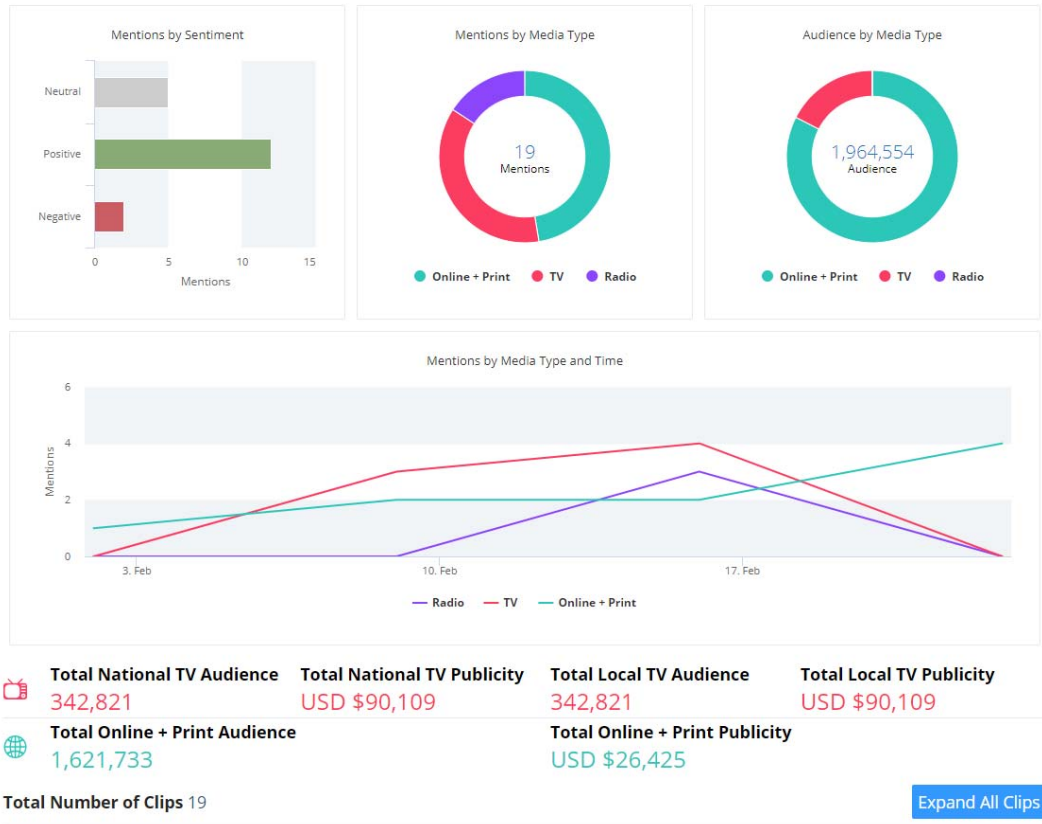
**Shelf/Shipping:** The staff of the Lake Shore Shelf/Shipping Department sent 43 items to the Main Library for requests and 102 items to fill holds. Main Library received 191 telescopes, the Branches received 440 telescopes, CLEVNET received 43 telescopes, CSU and CWRU each received 2 telescopes, and Tri-C received 1 telescope. A total of 673 telescopes were shipped out. The Technicians sent out 169 items of foreign material and in total 13,875 new items were sent to the Acquisitions and High Demand Departments.

## **MARKETING & COMMUNICATIONS**

Marketing and communications efforts for the month of February centered around Black History Month, Democracy 2020, One Community Reads and Founders Day.

**PUBLIC RELATIONS OVERVIEW:** Cleveland Public Library in the news in February focused on library-rich events -

Black History Month and One Community Reads – along with some coverage of the Sugarman Awards and contract negotiations with SEIU District 1199 up until the contract agreement was reached, ratified, and approved.



**GRAPHICS:** In addition to copies of forms and other materials, CPL graphics focused on preparing materials for Black History Month signature events and branch programs including Writers & Readers, Democracy 2020 and Summer Lit League. Materials consist of fliers, postcards, registration forms and reading logs.



**SOCIAL MEDIA: IMPRESSIONS:** Visitors to social media properties. **ENGAGEMENTS:** Reaction to CPL content - retweets, shares, and likes. **LINK CLICKS:** clicks on links to select destinations.

Impressions




 **157,534**

Engagements

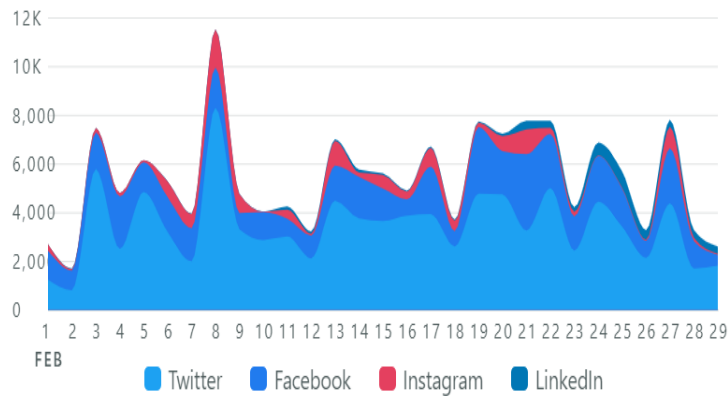
 **5,563**

Link Clicks

 **871**

Profile/Page	Total Fans / Followers	Fan / Follower Increase	Messages Sent	Impressions	Impressions per Message Sent	Engagements	Engagements per Message Sent	Link Clicks
 <b>Cleveland...</b> @Cleveland_PL	17.6k	0.6%	59	100.1k	1,697.3	1,554	26.3	178
 <b>Cle... ibrary</b> Business Page	13.7k	0.1%	27	41.7k	1,545.6	3,090	114.4	546
 <b>Cleveland...</b> clevelandpubli...	3,512	2.5%	21	11.5k	546.5	569	27.1	-

Impressions Per Day



Impression Metrics	Totals	% Change
<b>Total Impressions</b>	<b>157.5k</b>	<b>↘ 79%</b>
Twitter Impressions	100.1k	↘ 66%
Facebook Impressions	41.7k	↘ 90%
Instagram Impressions	11.5k	↘ 71%

### **PROPERTY MANAGEMENT**

#### **PAINTERS**

- Fleet- painted front and rear ceilings of entrance ways to building, painted blue walls in children's area and touched up paint in staff break room.
- Brooklyn- painted behind circulation desk and meeting room ceiling. Patched and painted front doorway entrance and children's area.
- Main- patched and painted ceiling on room 529.
- Carnegie West- painted front entrance ceiling behind circulation desk and hallway.

#### **MAINTENANCE MECHANICS**

- LSW/Main - continued repairs on AHU #25 coil leak, replacing defective freeze protection
- Thermostats, checked electric heat bank.
- Performed repairs on AHU#5, replaced blown fuses, burnt contactors and wires
- On heat bank, checked/cycled heat stages.
- P.M. on HVAC equipment.  
Continued re-lamping/ballast replacement on public areas in Main and LSW.
- Branches - P.M. on HVAC equipment.
- Emergency service calls/Hippo work orders.
- Met with maintenance mechanics and capital projects to discuss MEP building standards for the Facilities Master Plan.



**SAFETY & PROTECTIVE SERVICES**

## Safety Services

- The Safety & Protective Services Manager attended the CPL District 4 & 5 Manager's meeting.
- Safety & Protective Services Officers are posted at ten CPL branches.
- Safety & Protective Services facilitated a meeting between Cleveland Police Fourth District Commander and CPL Fourth District managers.

**PROTECTIVE SERVICES**

## Activity

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
Feb 2020	1446	12	77	44	255	46
Jan 2020	1934	19	53	57	161	63
Dec 2019	2180	14	54	48	227	31
Nov 2019	1842	25	54	52	295	59
Oct 2019	2039	20	64	53	345	42
Sept 2019	1792	19	62	24	243	52
Aug 2019	1854	13	46	26	147	272
July 2019	1916	25	64	20	186	96
June 2019	1939	23	53	24	147	35
May 2019	1958	24	58	38	116	65
April 2019	1970	22	48	46	90	47
March 2019	126	42	45	79	168	75
Feb 2019	2249	53	117	32	153	178

## Special Attention, Special Events, and Significant Incidents

- SPS filled the following overtime requests: Dickens Family Literacy Event, CPL/860 negotiations coverage, Upstage players, OT used to staff branches with SPS officers, meeting the SPS three car minimum and vacation/sick call offs.
- Video requests fulfilled for Cleveland Police Department, law firms, CPL legal, and District Managers.
- All SPS officers have received uniforms from Rent Wear.

#### Protective and Fire Systems

- SILCO was called to troubleshoot the ADA door at the LSW entrance and the Main building rear dock double doors.
- Property management identified the problem with Lake Shore's entrance doors.
- SPS completed the majority of first quarter fire drills. All fire drills should be completed by the third week of March.
- SPS is working with Property Management in identifying different tools to lockdown CPL branches.

#### Contract Security

- SPS informed Royce Security to make staffing Sterling and Collinwood branches a priority.
- Royce guards were posted at eighteen CPL branches at some point during February.

#### Administration

- SPS Supervisors and manager now receive regular updates from Homeland Security regarding issues which could affect CPL.
- SPS management will take part in a tele conference with officials from Homeland Security, CDC, and HHS about Corona Virus precautions. Robin Wood will participate as well.
- SPS Manager attended a Fleet branch staff meeting. Security questions were answered and security concerns were addressed.

#### **INFORMATION TECHNOLOGY & CLEVNET**

Throughout the month of February, IT/CLEVNET staff kept their focus on the priorities and goals for 2020 approved by the CLEVNET Executive Panel in the fall of 2019. The Network + Telecommunications Team were particularly focused on:

- Decommissioning shared drives and migrating legacy documents to SharePoint/Office 365;
- Standardizing all workstation names throughout CLEVNET; and
- Migrating to a new service provider for VoIP.

The CLEVNET Executive Panel held their regular meeting on March 4, 2020, at Burton Public Library. The members

sat six feet apart around the large meeting room, nervously practicing "social distancing," a term no one had heard of before the COVID-19 pandemic hit America's shores. At the time of the meeting, the crisis was just beginning to unfold. President Trump and his cabinet were still downplaying the threat to public health. Little did the Panel members know, that in less than ten days, all of their libraries would be closed or in the process of closing to the public indefinitely.

Once the first CLEVNET member library announced that it was closing due to the pandemic, there was a trickle of other closures; but once CPL announced its closure on March 13, there was a flood. Hilary Prisbylla, Director of CLEVNET; Larry Finnegan, Director of IT; and their teams immediately responded by putting into effect protocols they had tested and made ready for emergency closures. The following is the message that was shared with all CLEVNET member libraries on March 11:

We have developed a plan internally to maintain all services including Sirsi, public catalog, mobile apps, emedia, databases, Office 365 and the underlying servers and network infrastructure. We will monitor the help desk ticketing system and triage issues based on severity. Responses to certain tickets may be delayed during this time frame. Also, please note the emergency support procedures available on the members site.

### **Individual Library Closures**

Please notify us if you are thinking of closing or limiting operations. CLEVNET will:

- Automatically extend due dates for patrons to prevent fines or overdues.
- Automatically extend the hold pickup date for items available on the hold shelf.
- Automatically suspend holds for patrons for pickup at your library.
- Make items non-holdable and suspend pull-lists.
- Extend the expiration dates on library cards so patrons can continue to access remote resources like emedia.

CLEVNET staff will also post regular updates to the members site and distribution lists to share information

about multiple library closures, delivery interruptions, etc.

Since CLEVNET staff are accustomed to working remotely with libraries spread over 12 counties, they slipped effortlessly into the new routine of working from home. They were able to immediately assist library directors, fiscal officers, and other essential staff make the same transition.

The next quarterly meeting of the CLEVNET Directors that was to be held on Friday, April 24, at Hudson Library & Historical Society will not be held in person; the Executive Panel may decide to host a webinar-style meeting instead.

## **MARCH 2020**

### **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 and Events**

#### **International Languages Programming**

The International Languages departmental conducted a total of eight programs both at Main Library and at off-site locations attracting a total of 64 patrons during the month of March.

### **Music at Main**

*The Portersharks* performed Irish tunes to an audience of 73 people on March 7<sup>th</sup> hosted by the Fine Arts Department.

### **Book Clubs**

Literature/Ohio Center for the Book Library Assistant Michael Haverman hosted the Award-Winning Book Club discussion of *Less* by Andrew Sean Greer, Winner of the 2018 Pulitzer Prize on March 3<sup>rd</sup>.

Literature/OCFTB Senior Librarian Nick Durda, along with OCFTB Scholar-in-Residence Valentino Zullo, hosted the bi-weekly *Get Graphic! Book Club* with a discussion of the Comics on Comics series. A lively group discussed *Making Comics* by Lynda Barry on March 5<sup>th</sup>.

### **Exhibits and Displays at Main Library**

During the month of March staff across Main Library prepared exhibits and displays. Examples include: Displays for Women's *History Month* featuring musicians and artists in Fine Arts, a display in History featuring the photographs of female photographers' Ruby Dee, Stella Walsh, Dorothy Fuldheim and Blanche Noyes and displays in General Research Collections featuring women in the military, prominent female scientists, and politicians. Staff in Youth Services hosted a display for Read Across America Day and St. Patrick's Day and the History department hosted displays on the Second War of Independence and the 2020 Presidential candidates.

### **Main Library Tours**

Assistant Director of Public Services Robin Wood hosted a "tour of main library" on March 12<sup>th</sup> at the West Park Branch for a group of patrons who were unable to come to Main Library. The presentation *Cleveland Public Library: A treasure in your own backyard!* was well received by the group.

### **Outreach**

Center for Local and Global History Manager Olivia Hoge, Senior Photograph Librarian Brian Meggitt, and General Research Collections Interim Manager Sarah Dobransky served as judges for the Region Three Ohio History Day

Competition at the Western Reserve Historical Society on March 7<sup>th</sup>.

Science and Technology Senior Librarian Jim Bettinger and Government Documents Supervisor/Interim General Research Collections Manager Sarah Dobransky led an online training session for the LIGHTS program at Ohio University on March 5<sup>th</sup>.

International Languages Departmental staff responded to eight agency requests for loans of foreign language materials. A total of 1,285 items were selected, processed and shipped to respective agencies.

Popular Library Manager Sarah Flinn weeded the satellite collection at Tri-C and refreshed it with new books and Popular Library Assistant April Lancaster prepared items for display at the satellite collection at the Kelvin Smith Library.

### **Homebound**

The abbreviated service month of March saw 83 packages sent out to fulfill 73 patron requests via Homebound Services. Literature staff also discharged over 100 items returned from Homebound patrons.

### **Collection Management Highlights**

Government Documents Supervisor/Interim General Research Collections Manager Sarah Dobransky, staff from Science and Technology Department and staff from the History Department visited the Cleveland Museum of Natural history on March 12<sup>th</sup>. They met with Librarian/Archivist Joe Tait and Director of Research and Collections Gavin Svenson to tour the library and look at potential books to be de-accessed from their collection and added to the Library. One title that was already identified was the Sanborn Fire Insurance Maps set. Once all paperwork is approved and signed, the volumes can be moved to their new home at the Cleveland Public Library.

### **Research That's Only Possible at Main Library**

- Staff assisted a patron find historical images of various figures related to Eliot Ness, during his time in Chicago and in Cleveland.

- Staff assisted a patron find information on the history of the Central Bath House for a patron. The Central Bath House was built in 1919 and converted to a recreation center in 1940.
- Staff assisted a researcher who requested documents related to Cleveland architect Charles S. Schneider. Mr. Schneider worked with F.A. Seiberling in 1912 on the design of Stan Hywet Hall in Akron.
- Staff assisted a patron seeking documents related to the Severance Barn (aka Millikin Stables) from the former Longwood Estate in Cleveland Heights, designed by Charles Schweinfurth.
- Staff assisted an Ursuline college graduate who requested newspaper articles on the contractors that worked on Trinity Cathedral designed by Charles Schweinfurth.
- The Library of Congress requested scans of color swatches on the last several pages of Section I of Linguistic fragments discovered in 1870, 1872, and 1879 relating to the dialect of the Mag adds and other wandering tribes, the argots of thieves, the secret trade-dialects, and systems of native cryptography in Kabul, Kashmir, and the Punjab : followed by an account of shawl-weaving / Leitner, G. W. (Gottlieb William), 1840-1899.
- Staff assisted a patron seeking the plans for a circa 1920 Shaker Hts. home designed by Cleveland architect Philip L. Small.
- Staff assisted a chess blogger from Switzerland who requested a scanned article from 1937 and credited the John G. White Collection
- A Chess researcher from Michigan was planning a visit to Cleveland the week of March 16<sup>th</sup>. Staff were able to contact him informing the library closure due to the Coronavirus.
- Staff assisted a chess researcher from Argentina who requested scans from a 1938 and 1939 Polish chess journal *Szachy*.

### **Staff Development**

Government Documents Supervisor/Interim General Research Collections Manager Sarah Dobransky completed the *Librarian's Guide to Homelessness* training by Ryan Dowd with access from the State Library of Ohio and she attended numerous webinars including: the United States Customs and Immigration Services (USCIS), the Institute

of Museum and Library Services (IMLS) webinar and, *Unauthorized Practice of Immigration Law*.

Interim Shelf Department Manager Demba Diawara attended *Teaching Better Behavior: Social Emotional Learning in Library Programming* an online training through NEO-RLS on March 23<sup>rd</sup>.

Fine Arts librarian Andy Kaplan attended the 2020 Music Library Association conference in Norfolk, VA February 26<sup>th</sup> - February 29<sup>th</sup>.

Main Library Managers attended training hosted by The Cleveland Leadership Center on community engagement.

Lending Manager Stephen Wohl and Lending Supervisors Reginald Rudolph and Tracy Isaac continued their work as part of the BookEnds training team.

Lending Manager Steve Wohl attended The American Heart Association Heartsaver CPR&AED Class consisting of Adult and Child CPR, Adult and Child airway obstruction and the use of an AED on Adults and Children on March 3<sup>rd</sup>.

Social Sciences Supervisor Ron Antonucci retired on March 31<sup>st</sup>.

### **Census Activities**

Assistant Director of Public Services Robin Wood continued coordinating CPL Census activities during the month of March. Ms. Wood has been representing CPL on multiple committees and overseeing staff Census training, Census Outreach and other Census related activities.

Government Documents Supervisor/Interim General Research Collections Manager Sarah Dobransky continued to represent CPL at the City of Cleveland Complete Count Committee for the 2020 Census.

Staff across Main Library viewed the Census 2020 training video (produced by staff at Cleveland Public Library) in preparation for the upcoming decennial US census.

Assistant Director of Public Services Robin Wood represented CPL at the One Community Reads event on



March 9<sup>th</sup>. Ms. Wood hosted a Census information table for event attendees.

### **Other**

Assistant Director of Public Services Robin Wood presented information on the Coronavirus to the ELT meeting on Monday, March 9<sup>th</sup>. Following the meeting, Ms. Wood was appointed to the Task Force on Infectious Disease Preparedness.

During the Special Closure essential Lending staff (Manager Steve Wohl and Supervisor's Reggie Rudolph and Tre Isaac) continue to remotely review new CPL eCard applications and correspond with patrons via email; resulting in 178 patrons being provided with new or renewed access to CPL online resources and streaming services.

Government Documents Supervisor/Interim General Research Collections Manager Sarah Dobransky updated the Library's information for the Federal Depository Library Program (FDLP) with information on the temporary closure.

Literature/OCFTB Manager Don Boozer completed his service as an Application Reviewer for Library Leadership Ohio (LLO), a collaboration of the State Library of Ohio and OhioNET.

### **OLBPD**

Note: OLBPD closed effective March 14, 2020 due to COVID-19 precautions. While OLBPD is closed, no library materials are being mailed to patrons. BARD applications to download library materials continue to be approved; new reader applications are processed to facilitate access to BARD; BARD technical support is available; department email and voicemail is being monitored. The State Library of Ohio also closed on March 17<sup>th</sup>. No library equipment is being received or sent to patrons. A majority of other network libraries have also closed and suspended mail circulation of materials to prevent the spread of COVID-19. The National Library Service (NLS) is also closed, and has suspended many activities as well, including shipment of new materials; magazine circulation; audio production studios; and postponed the national biennial conference scheduled in May.

For March 2020, OLBDP circulated 20,338 books and magazines directly to patrons. OLBDP registered 75 new readers to the service. OLBDP also circulated an additional 10,046 Dimensions newsletters to readers. Approximately 723 BARD patrons among 1,364 active users downloaded 15,674 items.

OLBDP submitted 2019 Annual Survey statistics to the National Library Service (NLS). NLS requests that each network library submit statistics to the following four criteria: Budget, Collections, Miscellaneous, and Staffing.

OLBDP suspended outreach activities in March due to COVID-19 precautions.

**Staff Development:**

Non-bargaining union staff evaluations were administered and completed.

OLBDP Clerk II Carol Dixon was promoted to OLBDP Administrative Assistant effective March 2, 2020.

**BRANCHES**

**District One**

**Lorain** - Youth programs presented at the Lorain Branch in March included: Bunchum creations craft, Read Across America Day- Celebrating Dr. Seuss' Birthday, Edible Garden, Duct Tape Universe, Get your Game On and Snap Circuits. Cleveland Food Bank Kids Café served over sixty meals weekly. Children's Librarian Adela Santana attended the monthly Detroit Shoreway MyCom Steering Committee Meeting. Women's History Month displays were displayed near the front desk in the adult fiction area. A Doctor Seuss display was displayed in the children's area. Youth Services staff completed the Juvenile weeding list. Library Assistant Computer Emphasis Marlie Hooper attended Leveraging Libraries as a Resource for Immigrant and Refugee Neighbors webinar.

**Rockport** - Early in March, Rockport Branch had a well-attended robotics program hosted by Great Lakes Science Center. TechCentral staff facilitated a Microsoft Word series. We also held our Minute to Win It Challenge and had America Reads tutors and AARP tax preparers during

the first part of the month. Staff spent much of the second week of March trying to keep the branch sanitary and educate the public about COVID-19. The branch closed after March 13 due to the pandemic. The Best Buy Teen Tech Center participated in a grant-funded program called Engineer of the Week, in which teams of members worked together to design and code their projects.

**Walz** - Walz monthly book club discussed the book/movie Queen of Katwe; attendance was down due to illness (mostly seniors). Walz is delighted to have a new branch clerk. The building was closed indefinitely due to the coronavirus.

**West Park** - LACE Nina Rivera and LACE Katie Power with assistance from Children's Librarian, Libby McCuan, led the MakerLab, Papercraft 3D Modeling over two days to catch most of after school patrons. The branch celebrated Elvis' 85th Birthday by showing two of his movies, Blue Hawaii and Viva Las Vegas. Patrons enjoyed popcorn, singing and dancing. Katie Power with assistance from Libby McCuan treated the after school patrons to a legitimate BINGO hall experience complete with prizes. The kids used marshmallows for BINGO chips! LAYE Jeanna Sauls coordinated Cupcake Wars using pre-iced cupcakes, icing pens, and sprinkles. The Food Network has nothing on West Park staff and patrons! Our Lunch & Learn series resumed this month with "Visiting" presented by the Hospice of the Western Reserve. We weeded approximately 1,300 low-circulating items from the collection this month. Members from the Census team set up a table three times this month to recruit Census workers. Assistant Manager Jamie Lauver and Katie Power attended Early Childhood training. The branch hosted Councilman Slife to bring him up-to-speed on the Facilities Master Plan for the West Park Branch.

### **District Two**

**Brooklyn** - Children's librarian Laura McShane provided informational resources for a parent group meeting at Denison School. Branch manager Ron Roberts attended the MetroWest Annual meeting gaining insight on the CDC's community work and connecting with other community partners. Mr. Roberts also met with Pandora Robertson (Ohio City Theatre Project), Shalenah Williams (Community Engagement and Project Coordinator for the

Cleveland Community Police Commission) and branch managers Tonya Briggs and Marina Marquez to discuss a youth focused creative arts program targeted for the fall.

**Carnegie West** - Excel class provided by TechCentral was at capacity first two sessions. Storytime was held the mornings of March 4th and 11th. Mean Green Math Machine, a partnership with Case Western Reserve University, provided STEM programming for grade school children March 3rd and 10th. Branch Manager Angela Guinther attended the Friends of Ohio City Parks quarterly meeting the evening of March 10th. Staff cleaned and disinfected work areas, computer labs, toys and tables on March 16th in order to eliminate germs and prepare for the COVID -19 closing.

**Fulton** - The Aspire ESOL class had an average of eighteen students in attendance. Aspire Citizenship classes at Fulton were postponed due to low attendance. Kids Cafe meals were served daily with an average of fourteen children in attendance. CSU/America Reads offered free tutoring during March with five tutors assisting children with homework and projects. Youth patrons enjoyed a program called speed friending, a combination of a spelling bee and a Women's History scavenger hunt.

**Jefferson** - Prior to closing mid-month due to the COVID-19 pandemic, the Branch was home to a flurry of programming and activities. The branch hosted AARP tax assistance twice and a writing course in conjunction with Literary Cleveland. Think and Drink book club met, and staff hosted its inaugural "What's Old is New" drop-in program for older adult (over 20 people in attendance). The Green Yards and Healthy Homes workshop was presented by the Cuyahoga Soil and Water Conservation District. Two staff members earned certification in CPR. Branch Manager Steve Capuzzo and District Manager Luigi Russo attended a meeting with architects and Capital Projects staff to learn about the schematic design for the forthcoming reimagined space.

**South** - The Branch had multiple class visits from the surrounding schools. The Branch hosted the One Community Reads Lolly the Trolley tours inspired by Eric

Klinenberg's book *Palaces for the People*; the tour highlighted the Social Infrastructure prevalent in the Tremont neighborhood. The recording studio continues to be extremely popular. The word is spreading rapidly about the Cleveland Acoustic Society Guitar classes, as the group continues to grow. The meeting and conference rooms continue to be heavily sought out by the community. The Meeting Rooms in the adult room had locks installed on the doors.

**South Brooklyn** - The Branch had numerous organizations utilize the meeting room/branch space: Fruitful in a Desert Place Ministry, AARP (tax assistance), Board of Elections, and Human Films. Charles Mooney grade school visited the branch for stories and coloring activities. Children Librarian Ronald Palka-Roman provided outreach to Loving Cups Daycare and Cleveland Preparatory Academy, and hosted a Food Fun program (candy sushi). LAYE Raymond Cruz hosted Gamers' Guild (video game club). Assistant Manager Tammy Houghton became certified in CPR/AED.

### **District Three**

**Garden Valley** - LAYE Leonard Burks conducted the Black History Heroes program: the children were presented with over 15 books referencing African American heroes, and were asked to choose a title, review it and conduct a brief book talk. With the constant need for computer assistance from the Garden Valley Branch neighborhood patrons, LACEs Alycia Woodman and Latoya Barnes continued to assist patrons with job applications, resumes, unemployment registrations, and various other computer needs.

**Hough** - Although March was short work month, youth staff were busy planning for Summer 2020. Kids Cafe continued serving 25 lunches daily. Art therapy was held twice a week. Page evaluations were completed and delivered to page staff.

**Martin Luther King** - Branch Manager Tonya Briggs received notice that the Congressional Art Competition for Ohio's Eleventh Congressional District ceremony will take place at the Branch on May 2, 2020. The judging of the artwork submitted by high school students will begin

the end of April. A John Hay School of Science and Medicine student began an internship at MLK on March 9, 2020 to fulfill his 40 hours of community service for graduation, and the intern is helping with preparations for the Congressional Art Competition.

**Sterling** - The month began as usual with the Center for Arts Inspired Learning programs, Express Yourself art therapy and GCFB backpack program. Branch Manager Monica Rudzinski attended the Marion-Sterling partnership meeting. LAYE Charles Bailey and Crystal Hammond received CPR/AED certification. When the decision was made to cancel programs and subsequently to close, the branch's partners and sponsors emailed and called with messages of support and concern for our young patrons with whom they work with.

**Woodland** - Children Librarian Ayesha Drake El facilitated the Read Across America/Dr. Seuss Birthday Program; the program entailed the Lorax, planting seeds, made truffella trees, and watched *The Lorax* movie. With the constant need for computer assistance from the neighborhood patrons, LACE Desiree Smith and the staff continued to provide great consumer service by helping patrons with job applications, resumes, unemployment registrations, and various other computer needs. LACE Nate LaPrairie, transferred from the Woodland Branch to the Collinwood Branch on Monday, March 2, 2020.

#### **District Four**

**East 131<sup>st</sup> Street** - The East 131 Branch kicked off the month with the Jewish Federation of Cleveland conducting a video interview of the Corlett Volunteens. Library Assistant Computer Emphasis Carla Carraway chaperoned the volunteens to the Statehouse for Youth Advocacy Day. Ms. Carraway also assisted the Corlett Volunteens with their weekly book club. With the assistance of Clerk Karie Felder and Ms. Carraway, the Volunteens hosted the *Michael Jackson Experience WII* program. Ms. Marquez along with a number of fellow Managers met with Shalenah Williams, Community Engagement Coordinator of the Cleveland Police Commission, to discuss a new program "*Talking a Stance*". Ms. Marquez met with the First Street Coalition to plan for the Street Beautification Day event scheduled for Saturday, June 6, 2020.

Children's Librarian, Kelli Minter provided outreach services to John Adams High School' Ms. Gates' class. Ms. Minter facilitated Black Women History Bingo with the students for Women's History Month and had the children put a stamp on it by creating a stamp of famous women. In addition, they also wrote a biography on their favorite African American woman. Ms. Minter provided the New York Bingo program where students learned about Lady Liberty and other facts about New York. Ms. Minter also visited Charles Dickens School for the Skype session with author/illustrator Cannaday Chapman. Ms. Minter attended the Parent Teacher Conference per Ms. Terry's request at Miles Elementary School.

The East 131<sup>st</sup> Branch hosted several weekly youth programs including the Concerned Citizens Organized Against Lead (CCOAL) in partnership with CCOAL Director Robin Brown and 99 Treasures of Peace curatorial arts program led by Raj Ali Samad. Every Tuesday and Thursday in partnership and under the guidance of Art Therapy's art instructor Mr. Matt, children participated in the *Express Yourself Art Workshop*. A Friday series of Computer and Internet Basics classes were offered to the adult patrons. Amanda from the Foodbank provided several nutritional programs with the children. Due to the COVID-19, all toys in the Children's area cleaned and stored.

**Fleet** - This month at Fleet interviews were conducted to replace vacant LACE and Clerk positions. Branch Manager, Magnolia Peters, made a visit to the University Settlement to make face to face introductions with staff, drop of literature and to retrieve information for library patrons. Ms. Peters also administered and uploaded Non-Union Employee Evaluations. Branch Clerk, Tarra McSears began shadowing in the Lending Department. The Cuyahoga County Board of Elections trained its poll workers in the Fleet Meeting Room. Due to the COVID-19 Pandemic, Tri-C Aspire suspended its GED classes at the Branch and offered them on-line.

**Harvard-Lee** - Kevin Moore, Library Assistant Youth Emphasis, conducted an outreach preschool story time at CEOGC Louis Stokes Day Care. Tech Central conducted two MakerSpace sessions with great attendance: Laser engraver and Tinkercade. Youth Librarian Olivia Morales created a dynamic Women's History Month display. Branch Manager Kristen Schmidt created an election info display

table. Branch Clerk Rhonda Henderson and Library Assistant Computer Emphasis Stacy Brown completed CPR/AED certification. Kristen Schmidt attended a Learning & Development committee meeting to improve and create staff trainings.

The Crafty Ladies Society made a beautiful and large donation of hand-made items to WarmUp Cleveland. All staff continued weeding projects. March 2020 was a short month for the Library, as we halted operations on the 16th due to COVID-19.

**Mount Pleasant** - Mount Pleasant started the month by welcoming new Manager Shayla Boyce. Ms. Boyce spent her first week being on boarded by fellow managers in Districts 4 and 5 at their branch locations. Children's Librarian Mark Tidrick, along with the Mount Pleasant community organizers 99 Treasures and Peace in the Hood presented the program Arts for Peace. Arts for Peace is a program where children learn art techniques and creating paintings that will reside in the Mt. Pleasant meeting room. Staff has provided unique programming for Women's History Month, Library Assistant, and Computer Emphasis Kyra Berzonsky presented Women's History Wheel of Fortune game. The children that participated in the program learned about current and obscure amazing women in history. All Around Children formally Oakfield Christian Child Care Center has been added to the Mt. Pleasant Storytime Schedule. Weekly story times were held with 160 kids in attendance for the month.

**Rice** - Rice brought in the month displaying branch literature on Women in History and Saint Patrick. Rice also celebrated Women's History Month by decorating the learning center in conjunction with the knit volunteers and knit kids. Programs of note were the "Herstory: Women's History Appreciation". Children were able to make their own Women's History Month buttons with the button maker, and created a collaborative art piece. As Ms. Hutson attended the Public Library Association conference in Nashville Tennessee, Ms. Schmidt and Rice's youth team conducted a tour of Rice Branch for area leaders and council persons involved in the Memorial-Nottingham Project under the Facilities Master Plan for the new building project. Ms. Hutson facilitated the onboarding of new Mount Pleasant Branch Manager Shayla Boyce. Branch Clerk Nyshia Norris completed her CPR/AED certification. The Great Lake



Science Center returned for spring programming which was unfortunately cut short due to COVID-19.

**Union** - The Union Branch youth enjoyed Read Across America Day. Students read Dr. Seuss books, enjoyed craft activities and a healthy snack. Youth staff was able to visit schools and daycares for story time outreach before the special emergency closing. The following programs will not take place or will have to be rescheduled due to the emergency closing: March Madness Tournament, Adult Computer Classes to be instructed by LACE Mr. Armstrong, Spring Fever, Rhyme time music and movement, Black and Brown History presentation. True2You sessions were cancelled for Ms. Williams and Ms. Johnson.

#### **District Five**

**Collinwood** - The Staff marched into the month in step by reconnecting with schools and daycares to re-establish outreach schedules. Adam Tully staffed a table for the branch at the annual Memorial School African American Program and Museum on Friday, March 8th. Book displays on "Women's History" month was a focus by Manager Peak. On March 4th the branch welcomed LA-CE Nate LaPrairie who transferred from the Woodland Branch. In addition, Youth staff and manager met with Imani Scruggs, Program Coordinator OSU 4-Club Cuyahoga County Extension to discuss summer STEAM programs to be held at the branch. Read Across America was celebrated with a book display and photo opts for Instagram #wereadhere. Publications, flyers and information on the Census, job fairs, voting and food distribution was made available to patrons visiting the library. Tutoring was suspended during the week of March 9th due to CSU spring break. Coronavirus information on hand washing and transmission prevention was posted prominently in the branch until our closing on Saturday, March 14, 2020.

**Glenville** - The Youth staff including Lanecia Smith, LACE did outreach at EBC Daycare. Children's librarian did the weekly Origami with the kids at the branch. Due to the unforeseen circumstance of COVID-19, many of our programs were not executed because of the closure of the branch. Branch Manager, Sharon Jefferson attended Manager's Meeting and coverage for the Memnot Branch

staff meeting. She also attended the Innovation Team at Neighborhood Connection for Adult Literacy and the Program Committee meeting for Seeds of Literacy.

**Langston Hughes** - The following programs were offered during the month of March: Painting the Winter Landscape; Mix it Up! (How colors mix together); Papercraft Alphabet Basics and Spring into Spring with Pop-Up Books. The musical group Les De'Lices, performed at the branch in front of a group of about twenty patrons on Tuesday, March 10<sup>th</sup> at 4 p.m., that included classical and love songs of the 20<sup>th</sup> Century. Plans are pending regarding the arrival of the Oberlin Conservatory Jazz Ensemble, who are scheduled to perform on Saturday, April 18<sup>th</sup>. Repair work continues in front of and behind the branch by the Northeast Ohio Regional Sewer District's Doan Creek Project. Their representative, Angela Jones, informed Mr. Bradford that the project should be completed no later than August 2020.

**Memorial Nottingham** - During the month of March, Children's Librarian, Joanna Rivera and Library Assistant-Youth, Marvin Benton conducted in-house and outreach programs. Ms. Rivera led a March "Mallow" Madness program where participants played different marshmallow themed games. Mr. Benton conducted Candy Olympics for the teenagers to play different games like M&M Relay, and Candy Bar Race. Ms. Rivera created Women's History Month, Easter, and St. Patrick Day displays. Manager, Pasha Moncrief Robinson created a Women's History Month that featured a wide array of materials in the branch collection that showcase women from the past and present. Ronnie Cannon, Employment Specialist at Towards Employment spoke with patrons about their services and recruitment programs for job seekers.

#### **OUTREACH & PROGRAMMING SERVICES**

This report has been combined with the February Director's Report.

**EXTERNAL RELATIONS & DEVELOPMENT AND FOUNDATION**

**EXTERNAL RELATIONS & ADVOCACY UPDATES:**

- **Goal:** *Increase Elected Officials and Key Stakeholders' Awareness and Understanding of CPL's Community Impact:*
  - Participated in Congresswoman Marcia Fudge's Coronavirus Telephone Town Hall

**CPL DEVELOPMENT UPDATES:**

- **Goal:** *Secure Funding to Buttress Organizational Goals (i.e. strategic plan)*
  - Fundraising
    - Submitted request for census micro grants
    - Submitted information for technology funding opportunity with JumpStart
  - Continued planning and preparation for Library Giving Day - April 23<sup>rd</sup>
  - Began conversations with programming department regarding emerging programmatic needs due to COVID-19 and funding to support these emerging needs.

**CPL FOUNDATION UPDATES:**

- *Cultivation & Stewardship*
  - Held CPL150 Thank You Breakfast for last year's anniversary supporters on March 11th
    - Senator Matt Dolan as keynote speaker
    - Cuyahoga County Executive Armond Budish attended and spoke as well
  - Stewardship/engagement communications have been going out weekly to donors keeping them informed and highlighting available resources and services during library closure
  - CPLF Board
    - Held quarterly board meeting

New members include:

- Cecil Lipscomb, United Black Fund of Greater Cleveland
- Joe Stuczynski, University Hospitals

### **COLLECTION & TECHNICAL SERVICES**

Director of Collection Services Jean Duncan McFarren assumed the responsibilities of Facilities Master Plan Design and Coordination and Assistant Director of Collection and Technical Services Sandy Jelar Elwell assumed the responsibilities of Interim Director of Collection and Technical Services as of March 2.

Ms. Jelar Elwell, Catalog Manager Andrea Johnson, Collections Manager Pam Matthews, and Materials Handling and Receiving and Distribution Supervisor James Clardy attended the Facilities Master Plan / Automated Materials Handling workshop at the Lake Shore facility on March 10 along with other CPL staff. Ms. Jelar Elwell also attended a second day of the workshop on March 11. Ms. Johnson led a tour of Collection and Technical Services on the first day of the workshop for Lori Ayre, a consultant from The Galecia Group.

Ms. Jelar Elwell and Technical Services Senior Clerk Paula Stout met with EBSCO Account Services Manager Jamie Gieseck-Ashworth to review CPL's accounts and service and to learn about updates to the EBSCONET software for the subscription renewal process. Ms. Jelar Elwell attended a meeting with other CPL staff to discuss and get updates about the current democracy 2020 efforts that have been planned.

The majority of Collection and Technical Services work ceased after the Library's closure since the work requires staff to physically handle library materials. Ms. Jelar Elwell notified the Library's vendors to suspend shipments and deliveries of new library materials and newspaper deliveries until further notice. She worked with the IT Department to temporarily suspend the automatic cancellation report that cancels any orders that were created in SirsiDynix that are older than six months and also notified the Library's vendors

to temporarily suspend all cancellations until work resumes to normal. Catalog Manager Andrea Johnson worked with the IT Department to temporarily suspend the monthly script to load received orderlines.

In an effort to provide additional access to electronic products during CPL's closure, Ms. Jelar Elwell initiated a digital subscription for The New York Times that includes both onsite and off-site (remote) access and worked with other vendors to increase access for some of CPL's existing electronic products. The monthly borrows for hoopla were temporarily increased from 6 to 10 and the monthly user cap for Kanopy was temporarily increased from 10 to 20 play credits.

Collection Manager Pam Matthews continued to select and purchase eMedia materials from OverDrive after the Library's closure. She has been able to purchase more eMedia materials to fill holds for CPL patrons and get new materials at a lower price as a result of OverDrive offering a cost-per-circulation (CPC) price model and one-year rentals in addition to Macmillan eliminating the embargo on March 20 that restricted libraries from purchasing multiple copies of new release eBooks.

Ms. Jelar Elwell continued to approve and process invoices so that the Accounting Department would be able to issue payments during the closure.

**Acquisitions:** The Acquisitions Department ordered 1,641 titles and 12,173 items (including periodical subscriptions and serial standing orders); received 8,159 items, 599 periodicals, and 60 serials; added 96 periodical items, 27 serial items, 103 paperbacks, and 130 comics; and processed 836 invoices.

**Catalog:** Technical Services Librarians Yeshen Dugarova-Montgomery, Amei Hu, Barbara Satow, and Erin Valentine and Technical Services Associate Dwayne Jones began handling the new CLEVNET physical items report. Catalog Manager Andrea Johnson alerted CLEVNET Technical Services staff to the changed procedures resulting from the new report. Ms. Dugarova-Montgomery and Ms. Hu started using Connexion batch searching for the report, following demonstrations by Ms. Satow or Ms. Valentine.

Ms. Johnson identified an ongoing large print coding error by a CLEVNET member library and assisted their

staff with finding the affected items. Senior Catalog Librarian Dawn Grattino and Catalog Librarian Perry Huang assisted the High Demand Department staff with the overlay of CLEVNET webform records since that Department was short staffed due to an employee being out on a leave of absence.

Ms. Satow and Ms. Valentine worked a half day at Main Library. Ms. Valentine added several miniature books to the Todd Sommerfeld miniature books collection. Ms. Hu attended the Council on East Asian Libraries online meeting on March 18-19. Technical Services Librarian Michael Gabe and Technical Services Senior Clerk Shirley Jones attended CPR and AED training.

**Collection Management:** Collections Manager Pam Matthews attended a webinar that focused on high interest books for spring and summer 2020 called "Ingram's Coming Soon: Ingram's Adult Book Buzz for Summer 2020!" which was sponsored by Ingram and Library Journal.

**High Demand:** The High Demand Department ordered 447 titles and 5,424 items; received 10,127 items, and added 16,714 items; and processed 325 invoices. High Demand staff also added 110 items for the Lucky Day Collection at Main Library.

**Shelf/Shipping:** Receiving/Distribution Technician Amber Alexander resigned from her position as of March 31.

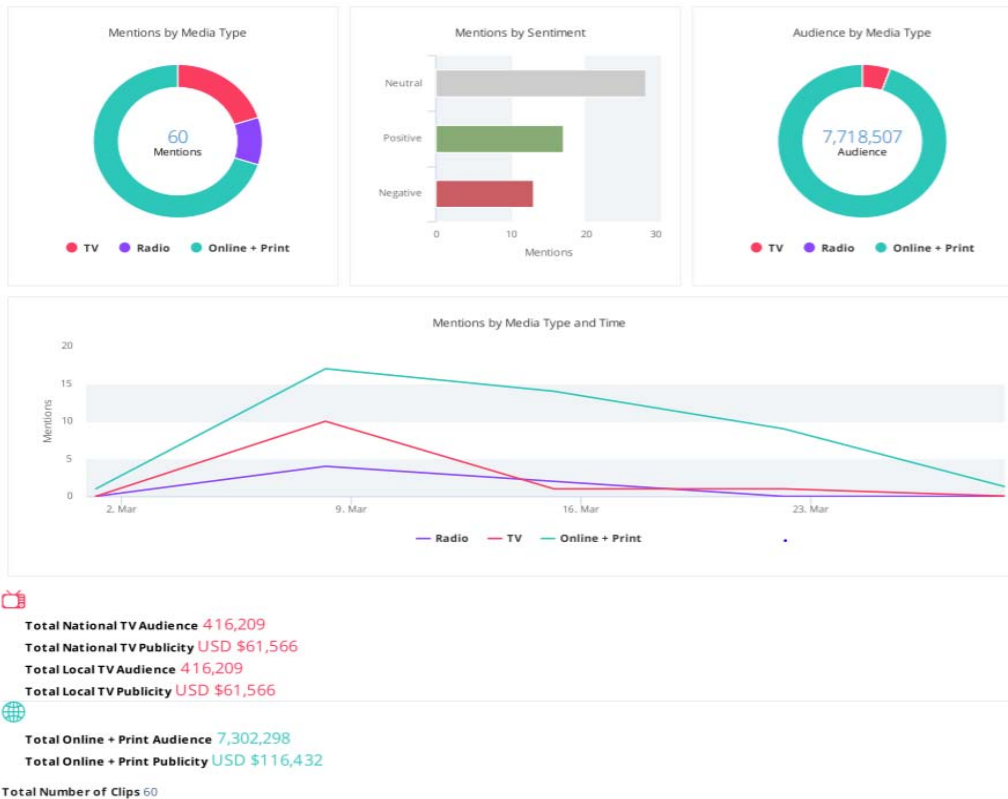
### **MARKETING & COMMUNICATIONS**

Marketing and communications efforts for the month of March centered around Democracy 2020, One Community Reads and the coronavirus - COVID-19.

In response to the Library's closure, CPL kicked off Virtual Storytime on its digital platforms - cpl.org, Facebook and YouTube - as an outlet for children to learn and enhance their literacy skills. Library staff, elected officials, journalists and other celebrities will read an assortment of children's books selected by the Library's Youth Services Department for families to enjoy.

**PUBLIC RELATIONS OVERVIEW:** A majority of media coverage surrounded Cleveland Public Library's closure and the

cancelation of programs due to the COVID-19 pandemic. We provided [interviews and information](#) about our collection of [educational resources](#) available for students and parents, as well as the availability of our [Wi-Fi service](#) and digital collection of e-books, audiobooks, etc... Before the Library shutdown, the Marketing and Communications Department promoted our Democracy 2020 events, the culmination of [One Community Reads](#) which included a visit by the author, Eric Klinenberg, and the announcement of the [Norman A. Sugarman Children's Biography Award](#) winners.



**GRAPHICS:** In addition to copies of forms and other materials, CPL graphics focused on preparing materials for Democracy 2020 signature events and branch programs in addition to the One Community Reads culminating event and Summer Lit League. Materials consist of fliers, postcards, registration forms and reading logs.



One Community  
**READS**

**SOCIAL MEDIA:** IMPRESSIONS: Visitors to social media properties. ENGAGEMENTS: Reaction to CPL content - retweets, shares, and likes. LINK CLICKS: clicks on links to select destinations.

March was the start of many closures and quarantine measures for many businesses and users. Online social impressions and engagement increased as the Library was able to share resources with families trying find actives for household members.

Impressions

211,974

Engagements

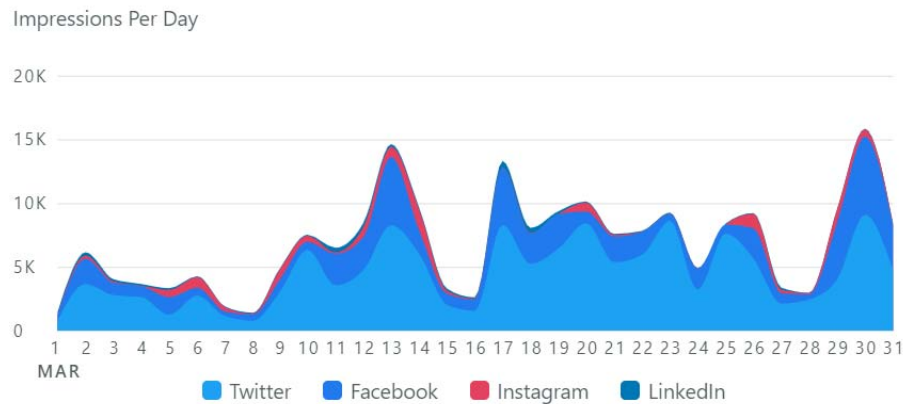
8,964

Link Clicks

1,326

Profile/Page	Total Fans / Followers	Fan / Follower Increase	Messages Sent	Impressions	Impressions per Message Sent	Engagements	Engagements per Message Sent	Link Clicks
Cleveland... @Cleveland_PL	17.7k	0.9%	49	138.6k	2,828.6	2,547	52.0	341
Cle... ibrary Business Page	13.8k	0.8%	26	57.7k	2,218.4	5,499	211.5	875
Cleveland... clevelandpubli...	3,634	3.5%	15	11.2k	747.5	664	44.3	-
Cleveland... Company Page	2,461	2.5%	7	4,485	640.7	254	36.3	110





Impression Metrics	Totals	% Change
<b>Total Impressions</b>	<b>212k</b>	<b>↗ 35%</b>
Twitter Impressions	138.6k	↗ 38%
Facebook Impressions	57.7k	↗ 38%
Instagram Impressions	11.2k	↘ 2%
LinkedIn Impressions	4,485	↗ 7%

## **PROPERTY MANAGEMENT**

### **CARPENTERS**

- Secured all CPL book drops ensuring they will not operate.
- Union- remounted partition walls in men's and women's restroom.
- Main- added book drop shoot to Lending countertop.

### **MAINTENANCE MECHANICS**

- LSW/Main/Lakeshore - continued with preventative maintenance on HVAC equipment and misc. equipment.
- Responded to emergency calls and Hippo requisitions.
- 3/16/20 - Preparations for extended shutdown.
- Implemented deep cleaning protocol with custodial staff, worked with general staff on cleaning

workstations/desks and clearing out food from refrigerators.

- Sourced PPE materials and cleaning supplies, facilitated deliveries of care kits to Main campus departments and individual branches.
- Maintenance mechanics and carpenters performed branch checks and equipment room rounds, lowered temperature set points and modified lighting schedules to save energy.
- Continued remote monitoring of facilities and systems via Siemens building automation and security cameras.
- Actively sending out staff for emergencies reported by SPS, weekly fire pump testing and rounds for LSW/Main and Lakeshore.

### **SAFETY & PROTECTIVE SERVICES**

#### Safety Services

- Safety & Protective Services has placed CPL branches and facilities on an extended lock using Access Control.
- Safety & Protective Services management are performing weekly checks of all CPL buildings.
- Safety & Protective Services Officers are posted daily in the Dispatch Center 24/7. SPS has an officer at Lake Shore Monday through Friday.
- Safety & Protective Services management met with a security consultant to discuss new security technologies like facial recognition, threat identification, and tools available to monitor "down/inoperable" cameras.

#### **PROTECTIVE SERVICES**

#### Activity

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
<b>March 2020</b>	896	13	18	15	90	103
<b>Feb 2020</b>	1446	12	77	44	255	46
<b>Jan 2020</b>	1934	19	53	57	161	63
<b>Dec 2019</b>	2180	14	54	48	227	31
<b>Nov 2019</b>	1842	25	54	52	295	59
<b>Oct 2019</b>	2039	20	64	53	345	42
<b>Sept 2019</b>	1792	19	62	24	243	52

<b>Aug 2019</b>	1854	13	46	26	147	272
<b>July 2019</b>	1916	25	64	20	186	96
<b>June 2019</b>	1939	23	53	24	147	35
<b>May 2019</b>	1958	24	58	38	116	65
<b>April 2019</b>	1970	22	48	46	90	47
<b>March 2019</b>	126	42	45	79	168	75

#### Special Attention, Special Events, and Significant Incidents

- SPS filled the following overtime requests: CPL/860 negotiations coverage, Upstage players (canceled 3/16), OT used to staff branches with SPS officers (until 3/16), meeting the SPS three car minimum and vacation/sick call offs (until 3/16).
- Video requests fulfilled for Cleveland Police Department and District Managers.

#### Protective and Fire Systems

- SPS management is passing water leak information, maintenance issues, and other irregularities on to the respective departments.
- Property management repaired the issue with Lake Shore's entrance doors.

#### Contract Security

- SPS is still using Royce Security after hour's armed response to address any alarm issues after normal business hours.
- SPS has contracted Royce to post guards at the Lake Shore facility when there is no SPS presence, after hours and weekends.

#### Administration

- SPS Supervisors and manager receive regular updates from Homeland Security regarding issues which could affect CPL.
- SPS management takes part in tele conferences with officials from Homeland Security, CDC, and HHS about Corona Virus precautions.
- Board of Elections officials were escorted into CPL properties to retrieve their computer gear.
- Board of Elections sent Event Source representatives to Fulton branch to retrieve chairs and tables.
- Board of Elections sent Berman Movers to pick up tables and chairs at Rice, Langston Hughes, and Lorain.

- SPS management updated Essential staff identification cards to allow access to branches while closed.

**INFORMATION TECHNOLOGY & CLEVNET**

This report has been combined with the February Director's Report.

Ms. Rodriguez moved to adjourn into Executive Session to (1) consider the compensation of public employees; and (2) prepare for and review collective bargaining strategy. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

The Board adjourned into Executive Session at 1:30 p.m.

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

The Regular Board Meeting resumed at 2:31 p.m.

Ms. Rodriguez adjourned the Regular Board Meeting at 2:32 p.m.

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Maritza Rodriguez  
President

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Thomas D. Corrigan  
Secretary

## GIFT REPORT FOR FEBRUARY 2020

**LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	720	1,496
Periodicals	9	9
Publishers Gifts	3	3
Non-Print Materials	14	100
<b>Total Library Service Materials</b>	<b>746</b>	<b>1,608</b>

**TECHNOLOGY RESOURCES**

Tech Gifts	0	2
<b>Total Technology Resources</b>	<b>0</b>	<b>2</b>

**MONEY GIFTS**

FUND	PURPOSE	AMOUNT	
		Month	Year to date
General Fund	Unrestricted	\$ 0	\$ 265
Library Fund	Restricted	25	175
Founders Fund	Restricted	0	37,431
Paulson Fund	Restricted	0	148,784
Tech Centers	Restricted	12,500	12,500
<b>Total Money Gifts</b>		<b>\$ 12,525</b>	<b>\$ 199,155</b>

**SUMMARY**

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	15	30	746	1,608
Technology Resources	0	1	0	2
Money Gifts	2	11	12,525	199,155
<b>TOTAL GIFTS</b>	<b>17</b>	<b>42</b>	<b>13,271</b>	<b>200,765</b>

## GIFT REPORT FOR MARCH 2020

LIBRARY SERVICE MATERIALS

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	not available	1,496
Periodicals	not available	9
Publishers Gifts	not available	3
Non-Print Materials	not available	100
<b>Total Library Service Materials</b>	not available	1,608

TECHNOLOGY RESOURCES

Tech Gifts	0	2
<b>Total Technology Resources</b>	0	2

MONEY GIFTS

FUND	PURPOSE	AMOUNT	
		Month	Year to date
General Fund	Unrestricted	\$ 10	\$ 275
Library Fund	Restricted	841	1,016
Young Fund	Restricted	12,801	12,801
Founders Fund	Restricted	0	37,431
Ohio Center for the Book	Restricted	2,225	2,225
Judd Fund	Restricted	63,809	63,809
Paulson Fund	Restricted	0	148,784
Tech Centers	Restricted	500	13,000
<b>Total Money Gifts</b>		\$ 80,185	\$ 279,340

SUMMARY

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	not available	30	not available	1,608
Technology Resources	0	1	0	2
Money Gifts	12	11	80,185	199,155
<b>TOTAL GIFTS</b>	12	42	80,185	200,765

Cleveland Public Library  
2020

March 11, 2020

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-20	"Taxes/PLF" from:	Requested "Taxes/PLF" to	"Other Sources" from:	Requested "Other Sources" to	Overall Increase/ (Decrease)
<b>General Fund</b>							
101	General Fund	\$ 25,470,007.10	\$ 35,178,839.00	\$ 35,178,839.00	\$ 1,656,619.44	\$ 1,656,619.44	\$ -
<b>Special Revenue Funds</b>							
201	Anderson	\$ 387,801.04			\$ 28,000.00	\$ 28,000.00	\$ -
202	Endowment for the Blind	\$ 2,966,435.07			\$ 210,000.00	\$ 210,000.00	\$ -
203	Founders	\$ 6,100,171.34			\$ 487,430.80	\$ 487,430.80	\$ -
204	Kaiser	\$ 82,631.57			\$ 6,000.00	\$ 6,000.00	\$ -
205	Kraley	\$ 225,178.19			\$ 14,000.00	\$ 14,000.00	\$ -
206	Library	\$ 198,673.24			\$ 19,000.00	\$ 19,000.00	\$ -
207	Pepke	\$ 176,596.14			\$ 12,000.00	\$ 12,000.00	\$ -
208	Wickwire	\$ 1,832,259.49			\$ 120,000.00	\$ 120,000.00	\$ -
209	Wittke	\$ 112,324.15			\$ 8,000.00	\$ 8,000.00	\$ -
210	Young	\$ 5,653,196.59			\$ 450,000.00	\$ 450,000.00	\$ -
225	Friends	\$ -			\$ -	\$ -	\$ -
226	Judd	\$ 125,755.08			\$ 235,000.00	\$ 250,486.00	\$ 15,486.00
228	Lockwood Thompson	\$ 123,921.33			\$ 180,000.00	\$ 196,272.00	\$ 16,272.00
229	Ohio Center for the Book	\$ 372.42			\$ 4,525.00	\$ 4,525.00	\$ -
230	Schweinfurth	\$ 174,430.52			\$ 50,000.00	\$ 50,000.00	\$ -
231	CLEVNET	\$ 1,189,111.21			\$ 5,544,169.34	\$ 5,544,169.34	\$ -
251	OLBPD	\$ 100,795.48			\$ 1,508,194.00	\$ 1,508,194.00	\$ -
254	MyCom	\$ (51,048.15)			\$ 201,065.27	\$ 199,324.67	\$ (1,740.60)
256	Learning Centers	\$ 18,774.07			\$ -	\$ -	\$ -
257	Tech Centers	\$ -			\$ 62,500.00	\$ 62,500.00	\$ -
258	Early Literacy	\$ -			\$ -	\$ -	\$ -
259	Rice Solar Panel System	\$ 181.23			\$ -	\$ -	\$ -
		\$ 19,417,560.01			\$ 9,139,884.41	\$ 9,169,901.81	\$ 30,017.40
<b>Debt Service</b>							
301	Debt Service	\$ 2,893,175.95	\$ -	\$ -	\$ 1,090,385.20	\$ 1,090,385.20	\$ -
<b>Capital Projects Funds</b>							
401	Building and Repair	\$ 2,019,144.18			\$ -	\$ -	\$ -
402	Construction - Tax-Exempt	\$ 49,957,265.10			\$ -	\$ -	\$ -
401	Construction - Taxable	\$ 9,010,253.88			\$ -	\$ -	\$ -
		\$ 60,986,663.16			\$ -	\$ -	\$ -
<b>Permanent Funds</b>							
501	Abel	\$ 294,642.27			\$ 20,000.00	\$ 20,000.00	\$ -
502	Ambler	\$ 2,898.23			\$ 200.00	\$ 200.00	\$ -
503	Beard	\$ 61,191.47			\$ 8,000.00	\$ 8,000.00	\$ -
504	Klein	\$ 6,825.62			\$ 500.00	\$ 500.00	\$ -
505	Malon/Schroeder	\$ 248,043.47			\$ 24,000.00	\$ 24,000.00	\$ -
506	McDonald	\$ 239,236.61			\$ 18,000.00	\$ 18,000.00	\$ -
507	Ratner	\$ 119,528.50			\$ 9,000.00	\$ 9,000.00	\$ -
508	Root	\$ 47,700.74			\$ 3,000.00	\$ 3,000.00	\$ -
509	Sugarman	\$ 93,878.45			\$ 15,000.00	\$ 15,000.00	\$ -
510	Thompson	\$ 131,090.49			\$ 13,000.00	\$ 13,000.00	\$ -
511	Weidenthal	\$ 8,571.67			\$ 600.00	\$ 600.00	\$ -
512	White	\$ 2,401,414.42			\$ 200,000.00	\$ 200,000.00	\$ -
513	Beard Anna Young	\$ 39,171.24			\$ 6,000.00	\$ 6,000.00	\$ -
514	Paulson	\$ -			\$ 148,784.42	\$ 148,784.42	\$ -
		\$ 3,694,193.18			\$ 466,084.42	\$ 466,084.42	\$ -
<b>Agency Funds</b>							
901	Unclaimed Funds	\$ 7,585.80			\$ -	\$ -	\$ -
905	CLEVNET Fines & Fees	\$ 5,617.12			\$ -	\$ -	\$ -
		\$ 13,202.92			\$ -	\$ -	\$ -

The reason for the increase/decrease in Estimated Resources:

A net increase in Other Sources-Special Revenue by \$30,017.40 relating to an increase in the Judd fund - \$15,486; an increase in the Lockwood Thompson fund - \$16,272; and a decrease in the MyCom fund of (\$1,740.60) for unused 2019 K-Club grant funds.

Thank You,  
*Carric 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 86.27% current collection of current levy for previous tax year.

Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.

Cleveland, Ohio


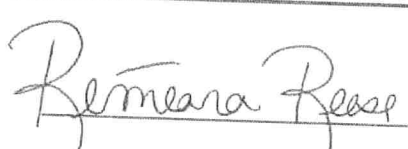
March 11, 2020

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, 2020, 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	\$25,470,007.10	\$35,178,839.00	\$23,533,472.59	\$1,656,619.44	\$85,838,938.13
Special Revenue	\$19,417,560.01			\$9,169,901.81	\$28,587,461.82
Debt Service	\$2,893,175.95			\$1,090,385.20	\$3,983,561.15
Capital	\$60,986,663.16			\$0.00	\$60,986,663.16
Permanent	\$3,694,193.18			\$466,084.42	\$4,160,277.60
Agency	\$13,202.92			\$0.00	\$13,202.92
<b>Totals/Subtotals</b>	<b>\$112,474,802.32</b>	<b>\$35,178,839.00</b>	<b>\$23,533,472.59</b>	<b>\$12,382,990.87</b>	<b>\$183,570,104.78</b>

	<p><b>Budget</b></p>	
<p><b>Commission</b></p>		



**CLEVELAND PUBLIC LIBRARY  
2020 APPROPRIATION: THIRD AMENDMENT  
APRIL 16, 2020**

**GENERAL FUND**

<b>CERTIFIED REVENUE</b>	<b>Prior Certificate (1)</b>	<b>Increase/ Decrease</b>	<b>Amended Certificate (2)</b>
Cash January 1	25,470,007.10	-	25,470,007.10
Taxes - General Property	32,778,839.00	-	32,778,839.00
Public Library Fund (PLF)	23,533,472.59	-	23,533,472.59
State Rollbacks/CAT	2,400,000.00	-	2,400,000.00
Fines and Fees	279,580.00	-	279,580.00
Earned Interest	646,348.00	-	646,348.00
Unrestricted Gifts	1,400.00	-	1,400.00
Miscellaneous	814,300.00	-	814,300.00
Return of Advances/(Advances Out)	(85,008.56)	-	(85,008.56)
<b>TOTAL RESOURCES</b>	<b>85,838,938.13</b>	<b>-</b>	<b>85,838,938.13</b> (3)

<b>APPROPRIATION</b>	<b>Original Appropriation</b>	<b>Increase/ Decrease</b>	<b>Amended Appropriation</b>
Salaries/Benefits	40,444,713.00	-	40,444,713.00
Supplies	959,467.00	54,400.00	1,013,867.00
Purchased/Contracted Services	9,680,575.00	-	9,680,575.00
Library Materials/ Information	7,280,000.00	-	7,280,000.00
Capital Outlay	1,391,270.00	(54,400.00)	1,336,870.00
Other Objects	215,307.00	-	215,307.00
<b>SUBTOTAL OPERATING</b>	<b>59,971,332.00</b>	<b>-</b>	<b>59,971,332.00</b>
Transfers	1,090,385.20	-	1,090,385.20
<b>TOTAL APPROPRIATION</b>	<b>61,061,717.20</b>	<b>-</b>	<b>61,061,717.20</b>

**CLEVELAND PUBLIC LIBRARY  
2020 APPROPRIATION: THIRD AMENDMENT  
APRIL 16, 2020**

**SPECIAL REVENUE FUNDS**

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	28,557,444.42	30,017.40	28,587,461.82 (4)
APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation
Anderson	14,150.00	-	14,150.00
Endowment for the Blind	10,000.00	-	10,000.00
Founders	918,806.56	-	918,806.56
Kaiser	-	-	-
Kraley	30,000.00	-	30,000.00
Library	35,000.00	-	35,000.00
Pepke	-	-	-
Wickwire	35,000.00	-	35,000.00
Wittke	-	-	-
Young	10,000.00	-	10,000.00
Friends	-	-	-
Judd	360,755.08	15,486.00	376,241.08
Lockwood Thompson	303,921.33	16,272.00	320,193.33
Ohio Center for the Book	4,897.42	-	4,897.42
Schweinfurth	224,430.52	-	224,430.52
CLEVNET	6,733,280.55	-	6,733,280.55
LSTA-OLBPD	1,608,989.48	-	1,608,989.48
MyCom	75,008.56	(1,740.60)	73,267.96
Learning Centers	18,774.07	-	18,774.07
Tech Centers	62,500.00	-	62,500.00
Early Literacy	-	-	-
Rice Solar Panel System	-	-	-
<b>TOTAL APPROPRIATION</b>	<b>10,445,513.57</b>	<b>30,017.40</b>	<b>10,475,530.97</b>

**CLEVELAND PUBLIC LIBRARY  
2020 APPROPRIATION: THIRD AMENDMENT  
APRIL 16, 2020**

DEBT SERVICE FUND

<b>CERTIFIED REVENUE</b>	<b>Prior Certificate (1)</b>	<b>Increase/ Decrease</b>	<b>Amended Certificate (2)</b>
	3,983,561.15	-	3,983,561.15
<b>APPROPRIATION</b>	<b>Original Appropriation</b>	<b>Increase/ Decrease</b>	<b>Amended Appropriation</b>
DEBT SERVICE	3,292,635.20	-	3,292,635.20

CAPITAL PROJECT FUNDS

<b>CERTIFIED REVENUE</b>	<b>Prior Certificate (1)</b>	<b>Increase/ Decrease</b>	<b>Amended Certificate (2)</b>
	60,986,663.16	-	60,986,663.16 (5)
<b>APPROPRIATION</b>	<b>Original Appropriation</b>	<b>Increase/ Decrease</b>	<b>Amended Appropriation</b>
Building & Repair	2,019,144.18	-	2,019,144.18
Construction - Tax-Exempt	6,127,780.00	-	6,127,780.00
Construction - Taxable	-	-	-
<b>TOTAL APPROPRIATION</b>	<b>8,146,924.18</b>	<b>-</b>	<b>8,146,924.18</b>

**CLEVELAND PUBLIC LIBRARY  
2020 APPROPRIATION: THIRD AMENDMENT  
APRIL 16, 2020**

**PERMANENT FUNDS**

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	4,160,277.60	-	4,160,277.60

(6)

APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation
Abel	5,000.00	-	5,000.00
Ambler	-	-	-
Beard	8,201.00	-	8,201.00
Klein	-	-	-
Malon/Schroeder	10,000.00	-	10,000.00
McDonald	4,000.00	-	4,000.00
Ratner	-	-	-
Root	-	-	-
Sugarman	15,000.00	-	15,000.00
Thompson	10,000.00	-	10,000.00
Weidenthal	-	-	-
White	50,000.00	-	50,000.00
Beard Anna Young	-	-	-
<b>TOTAL APPROPRIATION</b>	<b>102,201.00</b>	<b>-</b>	<b>102,201.00</b>

**AGENCY FUNDS**

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	13,202.92	-	13,202.92

APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Fund Balance/
Unclaimed Funds	7,585.80	-	7,585.80
CLEVNET Fines & Fees	5,617.12	-	5,617.12
<b>TOTAL APPROPRIATION</b>	<b>13,202.92</b>	<b>-</b>	<b>13,202.92</b>

**CLEVELAND PUBLIC LIBRARY  
2020 APPROPRIATION: THIRD AMENDMENT  
APRIL 16, 2020**

(1) Certificate dated February 11, 2020

(2) Certificate dated March 11, 2020

(3) \$25,395,007.10 unencumbered cash carried forward plus the repayment of advance to be made from MyCom of \$75,000 less advances out to MyCom of \$75,008.56 and Tech Centers of \$10,000 plus \$60,453,939.59 certified operating revenue produces the balance available for appropriation in 2020 (plus \$5,183,818.88 12/31/19 encumbered cash).

$$(\$25,395,007.10 + \$75,000 - \$75,008.56 - \$10,000 + \$60,453,939.59 = \$85,838,938.13)$$

(4) \$19,492,560.01 unencumbered cash carried forward less the repayment of advance to be made from MyCom of \$75,000 plus \$9,169,901.81 additional revenue to receive in 2020 produces the certified revenue of \$28,587,461.82.

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.

$$(\$28,587,461.82 - \$2,492,057.50 = \$26,095,404.32 \text{ available for appropriation (plus } \$1,287,167.78 \text{ 12/31/19 encumbered cash).}$$

(5) \$60,896,663.16 unencumbered cash carried forward produces the balance available for appropriation in 2020 (plus \$2,804,715.75 12/31/19 encumbered cash).

(6) \$4,478,509.54 unencumbered cash carried forward less non-expendable principal amounts of \$784,316.36 plus \$317,300 additional revenue to receive in 2020 produces the balance available for appropriation in 2020 (plus \$40,224.31 12/31/19 encumbered cash).

$$(\$4,478,509.54 - \$784,316.36 + \$317,300 = \$4,011,493.18)$$

Non-expendable principal amounts of \$784,316.36 are not included in either the certified fund balances or the appropriated amounts. The non-expendable principal amount of \$148,784.42 from the Paulson Trust will be recorded as a restricted donation for 2019 to get it on the books.

$$(\$4,011,493.18 + 148,784.42 = \$4,160,277.60)$$

**AEDventure**

3867 W. Market Street - Suite 118  
Akron, OH 44333 US  
(330) 903-0880  
doug@AEDventure.com



# Proposal

**ADDRESS**

Sherry Parker  
Cleveland Public Library  
325 Superior Avenue  
Cleveland, OH 44114

**SHIP TO**

Sherry Parker  
Cleveland Public Library  
17001 Lakeshore Blvd  
Cleveland, Ohio 44110

**PROPOSAL # E-5051****DATE 03/02/2020****EXPIRATION DATE 04/03/2020****SALES ASSOCIATE**

Doug Huffman

**PHONE NUMBER**

(216) 902-4963

DESCRIPTION	QTY	RATE	AMOUNT
<b>*80403-000149</b> Physio-Control LIFEPAK CR Plus Fully Automatic AED Kit. Energy Protocols: 200-300-360J. Each AED Kit includes: two (2) Pair Adult QUIK-PAK" Electrodes with REDI-PAK" preconnect system, one (1) CHARGE-PAK", one (1) Quick Reference instruction card installed in the device, one (1) reference manual CD, one (1) orientation DVD, one (1) soft side carrying case, one (1) Ambu® Res-Cue Mask® First Responder kit, one (1) AED program implementation starter kit, Free Prescription and 8-year AED warranty.	26	1,795.00	46,670.00
<b>*Executive Discount</b> \$642.00 off discount per aed per Doug	26	-642.00	-16,692.00
<b>*Non-profit status</b> Non-profit organizations - tax exempt ID info MUST be submitted to: sales@aedventure.com or faxed to: 1-888-861-7120 or sales tax will be charged accordingly	1	0.00	0.00
<b>*AED Trade in Physio</b> AED Trade In Program Rebate of \$150.00 per Cardiac Science G3 aed done through Physio direct via internet rebate. Total rebate would be \$3900.00 at 26 aed's traded in.	1	0.00	0.00
<b>*Shipping and Handling</b> Free FedEx Ground shipping on all orders over \$99	1	0.00	0.00

Thank you for giving us the opportunity to serve your organization! We appreciate your business.

**TOTAL****\$29,978.00**



3499  
Rider Trail  
South  
St. Louis  
Missouri  
63045  
314.344.1100

Sherry Parker  
Occupational Health and Safety Officer  
Property Management  
Cleveland Public Library  
325 Superior Avenue  
Cleveland, OH 44114-1271

March 2, 2020

Sherry,

Below is a quote for 26 AEDs

Physio-Control LifePak CR Plus AED (fully-auto)  
Includes – AmbuRescue Mask, Prescription, and 8 year warranty

Total for 26 units - \$30,849

Providing  
Product  
and  
Service  
Excellence



# Customer Quotation

**To:**

CLEVELAND PUBLIC LIBRARY  
 17001 LAKE SHORE BLVD  
 CLEVELAND OH 44110-1017

**Information**

Date 01/15/2020  
 Customer Account Number 801994526  
 Grainger Quote Number 43733424  
 Customer Job Number  
 Contract Number  
 Grainger Representative Nicholas Jones  
 Phone Number  
 Fax Number  
 Email  
 Grainger Tax ID 36-1150280

Item	Description Manufacturer Name & Model	Cat. Pg. #	Qty	\$ Quote	Ext. Price	Start Date	Exp. Date
454H54	Plus Full-Auto AED Package,4-3/16" H PHYSIO CONTROL 80403-000149 Country of Origin: USA	1836	26	1746.36*	45,405.36	----	----
Total \$					45,405.36		

\*Price quoted is either your earned price or contract price. This price may be subject to change without notice.  
 All orders are subject to the terms and conditions in your current contract with Grainger or to Grainger's current Terms of Sale as set forth on Grainger.com

Thank You!  
 Visit us at [grainger.com](http://grainger.com)



## L I C E N S E FOR USE OF CITY PROPERTY

THIS LICENSE AGREEMENT ("Agreement") is entered into this \_\_\_\_\_ day of March, 2020 ("Effective Date") by and between the City of Cleveland, a municipal corporation and political subdivision duly organized and validly existing under the Constitution and laws of the State of Ohio ("City"), and **Cleveland Public Library, 325 Superior Avenue, Cleveland, Ohio 44114**, its employees, agents, contractors, successors and assigns, (collectively hereinafter referred to as the 'Licensee').

### RECITALS:

A. Section 183.16 of the Codified Ordinances of Cleveland, Ohio, 1976 authorizes the Director of the Department of Community Development to issue a license to enter upon and to perform limited activities on certain City-owned property under the Director's management and control.

B. Licensee has requested the City to issue a license for the use of the property described in Section 1 below for the purpose of conducting **due diligence activities in connection with the potential acquisition and redevelopment of the site** (hereafter, the "Project").

**NOW, THEREFORE**, and subject to the terms and conditions below, the City hereby grants to Licensee the non-exclusive use of the City property described and defined below and, in consideration of the license granted to Licensee herein, Licensee agrees to the following:

**1. Licensed Property.** The licensed property consists of that property located at 3814 Silsby Road, and highlighted on the map attached as Exhibit A, and further known as Cuyahoga County **Permanent Parcel Number 025-31-090** (the "Licensed Property").

**2. Purposes.** Licensee may use the Licensed Property for activities related to the Project. The Licensee shall utilize and maintain said property in a decent, safe and sanitary manner. All cost associated therewith shall be borne by the Licensee.

**3. Term of License.** This License shall expire on March \_\_\_\_\_, 2021 unless earlier revoked by the City at its sole discretion.

**4. Qualifications of Licensee and Its Contractors.** Licensee shall be qualified to perform all activities described in Section 2, and shall perform all activities in compliance with applicable laws and regulations. Licensee must require that any and all contractors performing activities permitted under this Agreement be qualified, licensed, and bonded by the appropriate regulatory agencies and in accordance with the laws and regulations of the City of Cleveland and the State of Ohio.

**5. Indemnification and Insurance.** Licensee shall repair or cause to be repaired any damage to property caused by Licensee's use of, construction on, or maintenance of the Licensed Property during the term of this License by Licensee, its employees, agents, contractors and subcontractors, licensees or invitees or the exercise by Licensee of any of its rights or the performance by Licensee of any of its obligations. Licensee shall not interfere with or damage existing utility facilities on, off, under, or near the Licensed Property, and shall repair or cause to be repaired any damage resulting from Licensee's damage or interference therewith. The obligation contained in this Section shall survive the expiration or earlier termination of this License. In no event, however, shall

the foregoing obligation be deemed to extend to any liability for any environmental condition of the Licensed Property disclosed by Licensee's activities under Section 2 of this License.

Licensee shall, at its own expense, take out and maintain during the term of this License, Comprehensive General Liability insurance, wherein the City is named as an additional insured party, and shall protect itself, the City, and any entity performing work covered by this License from claims for damage for personal injury, disease, illness or death, including accidental death, as well as from claims for property damages which may arise from operations under this License, whether such operations be by itself or by any entity or by anyone directly or indirectly employed by either of them. The Comprehensive General Liability insurance policy shall have limits of liability of not less than One Million Dollars (\$1,000,000.00) applicable to the liability assumed by Licensee under this Section. Licensee shall provide the Director of Law with a copy of its Certificate of Insurance at the time of execution of this License.

**6.1** Events of Default. Each of the following, without limitation, shall constitute an event of default:

- a. Licensee fails to keep, perform and observe any promise or agreement contained in this License; or
- b. Any lien is filed against the Licensed Premises because of any act or omission of Licensee.
- c. City may, upon reasonable advanced notice to Licensee, revoke this Agreement in its sole discretion at any time and for any reason without penalty.

**6.2** Upon the occurrence of any of items (a) through (b) of Article 6.1, the City may, at its option, exercise any one or more of the following rights and remedies:

- a. deny access to the Licensed Property; or
- b. terminate this License Agreement; or
- c. Exercise any and all additional rights and remedies that the City may have at law or in equity.

**6.3** No waiver by the City or Licensee at any time of any of the terms or conditions of this License Agreement shall be deemed or taken as a waiver at any time thereafter of the same or any other terms or condition herein or of the strict and prompt performance thereof. No delay, failure or omission of the City or Licensee to take or to exercise any right, power, privilege or option arising from any default, or subsequent acceptance of any fee then or thereafter accrued shall impair or be construed to impair any such right, power, privilege or option to waive any such default or relinquish thereof, or acquiescence therein and no notice by the City or Licensee shall be required to restore or revive any option, right, power, remedy or privilege after waiver by the City of default in one or more instances. No waiver shall be valid against the City or Licensee unless reduced to writing and signed by an officer of the City or Licensee duly empowered to execute same.

**6.4** Except as otherwise provided herein, neither the City nor Licensee shall be deemed to be in default or breach of this License Agreement by reason of failure to perform any one or more of its obligations hereunder if, while and to the extent that such failure is due to strikes, boycotts, labor disputes, embargoes, acts of God, acts of the public enemy, acts of government authority, floods, riots, rebellion, sabotage or any other circumstances for which it is not responsible and which are not within its control; provided that Licensee's obligation to pay fees, additional fees, charges or other money payments required by this License Agreement which have been incurred prior to the force majeure event or following its cessation shall continue.

**7. Compliance with Laws.** Licensee shall comply with local, state, and federal laws, regulations, ordinances and orders governing the Licensed Property and the activities authorized hereunder, and shall obtain all necessary permits from the City prior to commencement of the activities authorized hereunder. The use authorized herein shall be allowed in accordance with and pursuant to City specifications.

**8. Maintenance and Security of Licensed Property.** Licensee shall fence, barricade or take such other measures as are reasonably necessary or appropriate to protect the general public from any danger posed by Licensee's activities under this License. Licensee shall pay for all expenses associated with its use of the Licensed Property. If Licensee does not acquire the Licensed Property, Licensee herein agrees that any damage to the Licensed Property shall be repaired, remedied or abrogated prior to termination of the License. However, if the Director determines that the damage creates a situation that is a threat to health and safety at any time prior to termination of the License and upon receipt of written notice from the Director, Licensee shall repair, remedy or abrogate the untenable situation to the extent legally possible within twenty-four (24) hours. If Licensee does not acquire the Licensed Property, at cessation of this License, Licensee shall provide to the City a photograph of the Licensed Property to document compliance with this Section.

**9. Taxes and Other Charges.** Licensee agrees to timely pay all taxes, if applicable, and any other charges or expenses attributable to Licensee's activities.

**10. Surrender of Premises and Title to Improvements.** If Licensee does not acquire the Licensed Property, Licensee shall yield and deliver peaceably to the City possession of the Licensed Property at the conclusion of its activities but no later than the date of cessation of this License, whether such cessation be by revocation, termination, expiration or otherwise, promptly and in good condition. If Licensee does not acquire the Licensed Property, prior to such surrender of the Licensed Property, Licensee shall restore and repair any and all damage to the Licensed Property caused by, related to or resulting from Licensee's operations thereon, normal wear and tear excepted. Licensee shall pay for all expenses associated with regrading and resodding of property, and repair of sidewalks and curbs, as needed, to the extent Licensee's activities have caused damage to these aspects of the Licensed Property and only if Licensee does not acquire the Licensed Property, .

**11. Entire Agreement.** This License constitutes the entire agreement between the parties as of the date hereof. Any provisions of prior licenses, agreements or documents which conflict in any manner with the provisions of this License are hereby specifically declared void and of no effect.

**12. City's Right of Entry.** The City of Cleveland, its officers and employees, shall be entitled to enter the Licensed Property at any time for all reasonable purposes, including, without limitation, inspection of the Licensee's activities hereunder.

**13. Licensing Fee.** Licensee shall pay a one-time licensing fee of \$1.00.

[SIGNATURE PAGE FOLLOWS]

**IN WITNESS WHEREOF**, the Director has caused this License to be executed as of the date stated below.

**CITY OF CLEVELAND**

By: \_\_\_\_\_  
**Tania Menesse**, Director  
Department of Community Development

Date: \_\_\_\_\_

The undersigned hereby agrees and consents to the terms and conditions of this License, and further states that s/he has authority to sign on behalf of the Licensee.

**CLEVELAND PUBLIC LIBRARY**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

The form and correctness of  
This instrument was approved by:

Barbara A. Langhenry  
Director of Law  
City of Cleveland

By: \_\_\_\_\_  
Richard Bertovich  
Chief Assistant Director of Law



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

# QUOTE

Number AAAQ6587  
Date Mar 11, 2020  
Expires

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

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

Here is the quote you requested.

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

Line	Qty	Part	Description	Unit Price	Ext. Price
1	800	SSKSV207	Seal Shield Silver Seal Waterproof Keyboard - Cable Connectivity - USB Interface - 104 Key - English (US) - Membrane Keypswitch - Black	\$68.00	\$54,400.00
Please contact me if I can be of further assistance.				<b>SubTotal</b>	\$54,400.00
				<b>Tax</b>	\$0.00
				<b>Shipping</b>	\$0.00
				<b>Total</b>	<b>\$54,400.00</b>

no tag  
(washable key board)

CPL "hardware" other  
Replacement washable  
keyboards for a public

Lowert




This email was sent to you from: Bill Hood. | [View in browser](#)

[Hardware](#) [Software](#) [Services](#) [IT Solutions](#) [Brands](#) [Tech Library](#)

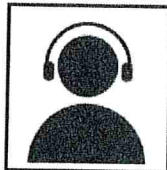
## CDW-G For Review

This email was sent to you from: Bill Hood.

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Item	Qty	CDW #	Unit Price	Ext. Price
 <b>SEAL SHIELD SILVER SEAL MEDICAL KB</b> Mfg. Part#: SSKSV207 UNSPSC: 43211706	800	3944730	\$69.34	

<b>Subtotal</b>	\$55,472.00
<b>Grand Total</b>	<b>\$55,472.00</b>



### Sales Contact Info

General Sales | 800.800.4239 | [Email General Sales](#)

*2nd highest*



877-325-7443 (87-SEAL-SHIELD)

SEARCH



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### Checkout

#### Enter Shipping Address

Full Name (required)

Cleveland Public Library

Address (required)

3252 Superior Ave

Example: 1234 Main Street

(optional)

Example: Apt. 3 or Suite #1516

City (required)

Cleveland

Country (required)

United States

State (required)

Ohio

Zip Code (required)

44116

#### Order Summary

Edit Cart

Silver Seal™ Waterproof  
Keyboard w/Key Lock -  
SSKSV207 r4

Qty: 800  
\$74.00

Subtotal (800 items) \$59,992.00

Shipping \$4,697.60

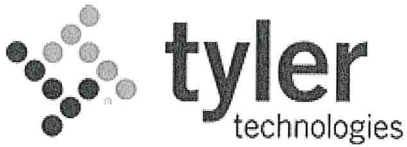
Tax \$0.00

Total \$64,689.60

Have a Promo Code?

thick  
highers



**Remittance:**

Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

**Invoice**

Invoice No	Date	Page
045-295512	04/01/2020	1 of 2

**Questions:**

Tyler Technologies - ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Email: ar@tylertech.com



Bill To: CLEVELAND PUBLIC LIBRARY  
 ATTN: CARRIE KRENICKY  
 325 SUPERIOR AVENUE  
 CLEVELAND, OH 44114

Ship To: CLEVELAND PUBLIC LIBRARY  
 ATTN: CARRIE KRENICKY  
 325 SUPERIOR AVENUE  
 CLEVELAND, OH 44114

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
1618 - MAIN - MAIN	135485		USD	NET30	05/01/2020

Date	Description	Units	Rate	Extended Price
Contract No.: CLEVELAND PUBLIC LIBRARY				
	SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP	1	18,621.25	18,621.25
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	MUNIS GUI SITE LICENSE SUPPORT	1	2,700.00	2,700.00
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE	1	3,920.27	3,920.27
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - APPLICANT TRACKING	1	1,693.24	1,693.24
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - INTERFACE TO BMI TRACKING	1	1,354.28	1,354.28
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - PURCHASE ORDERS	1	4,276.65	4,276.65
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - GENERAL BILLING	1	1,781.93	1,781.93
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - HUMAN RESOURCES MANAGEMENT	1	3,540.42	3,540.42
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - CRYSTAL REPORTS	1	1,989.81	1,989.81
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - MUNIS OFFICE	1	1,425.55	1,425.55
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - PAYROLL	1	7,234.74	7,234.74
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - PROJECT ACCOUNTING	1	3,563.90	3,563.90
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - FIXED ASSETS	1	4,276.65	4,276.65
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - REQUISITIONS	1	3,563.90	3,563.90
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - ROLE TAILORED DASHBOARD	1	2,616.84	2,616.84
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - EMPLOYEE EXPENSE REIMBURSEMENT	1	1,595.66	1,595.66
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - INVENTORY	1	2,925.37	2,925.37
	Maintenance: Start: 17/May/2020, End: 16/May/2021			
	SUPPORT & UPDATE LICENSING - TYLER CONTENT MANAGER SE	1	4,824.34	4,824.34
	Maintenance: Start: 17/May/2020, End: 16/May/2021			





**Remittance:**  
 Tyler Technologies, Inc.  
 (FEIN 75-2303920)  
 P.O. Box 203556  
 Dallas, TX 75320-3556

## Invoice

Invoice No	Date	Page
045-295512	04/01/2020	2 of 2

**Questions:**

Tyler Technologies - ERP & Schools  
 Phone: 1-800-772-2260 Press 2, then 1  
 Email: ar@tylertech.com

Bill To: CLEVELAND PUBLIC LIBRARY  
 ATTN: CARRIE KRENICKY  
 325 SUPERIOR AVENUE  
 CLEVELAND, OH 44114

Ship To: CLEVELAND PUBLIC LIBRARY  
 ATTN: CARRIE KRENICKY  
 325 SUPERIOR AVENUE  
 CLEVELAND, OH 44114

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
1618 - MAIN - MAIN	135485		USD	NET30	05/01/2020

Date	Description	Units	Rate	Extended Price
	SUPPORT & UPDATE LICENSING - TYLER FORMS PROCESSING	1	3,959.87	3,959.87
	Maintenance: Start: 17/May/2020, End: 16/May/2021			

**\*\*ATTENTION\*\***

Order your checks and forms from  
 Tyler Business Forms at 877-749-2090 or  
 tylerbusinessforms.com to guarantee  
 100% compliance with your software.

Subtotal	75,864.67
Sales Tax	0.00
Invoice Total	75,864.67

REPORT A

CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES  
FOR THE PERIOD FEBRUARY 1 – FEBRUARY 29, 2020

*Carrie Krenicky*

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending February 29, 2020**

	General Fund	Special Revenue	Debt Service	Capital Projects	Permanent	Agency	Total
41 Taxes	17,465,000.00	0.00	0.00	0.00	0.00	0.00	17,465,000.00
42 Intergovernmental	4,138,348.49	251,366.00	0.00	0.00	0.00	0.00	4,389,714.49
43 Fines & Fees	46,613.76	0.00	0.00	0.00	0.00	0.00	46,613.76
44 Investment Earnings	69,829.25	61,941.07	7,524.72	132,438.38	9,557.87	0.00	281,291.29
45 Charges for Services	0.00	2,173,452.88	0.00	0.00	0.00	0.00	2,173,452.88
46 Contributions & Donations	265.00	50,105.80	0.00	0.00	148,784.42	0.00	199,155.22
48 Miscellaneous Revenue	16,441.57	0.00	0.00	0.00	0.00	16,530.96	32,972.53
<b>Total Revenues</b>	<b>\$ 21,736,498.07</b>	<b>\$ 2,536,865.75</b>	<b>\$ 7,524.72</b>	<b>\$ 132,438.38</b>	<b>\$ 158,342.29</b>	<b>\$ 16,530.96</b>	<b>\$ 24,588,200.17</b>
51 Salaries/Benefits	6,416,383.51	535,393.11	0.00	0.00	0.00	0.00	6,951,776.62
52 Supplies	99,300.04	9,671.23	0.00	0.00	45.97	0.00	109,017.24
53 Purchased/Contracted Services	2,536,260.62	1,146,152.40	0.00	4,322.00	5,557.00	0.00	3,692,292.02
54 Library Materials	1,452,428.24	124,810.05	0.00	0.00	3,264.07	0.00	1,580,502.36
55 Capital Outlay	70,236.87	80,423.07	0.00	36,136.59	0.00	0.00	186,796.53
56 Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57 Miscellaneous Expenses	110,645.03	14,328.84	0.00	0.00	0.00	13,997.78	138,971.65
<b>Total Expenditures</b>	<b>\$ 10,685,254.31</b>	<b>\$ 1,910,778.70</b>	<b>\$ 0.00</b>	<b>\$ 40,458.59</b>	<b>\$ 8,867.04</b>	<b>\$ 13,997.78</b>	<b>\$ 12,659,356.42</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 11,051,243.76</b>	<b>\$ 626,087.05</b>	<b>\$ 7,524.72</b>	<b>\$ 91,979.79</b>	<b>\$ 149,475.25</b>	<b>\$ 2,533.18</b>	<b>\$ 11,928,843.75</b>
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
<b>Total Other Sources / Uses</b>	<b>\$(1,100,393.76)</b>	<b>\$ 10,008.56</b>	<b>\$ 1,090,385.20</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Revenue &amp; Other Sources Over/(Under) Expenditures &amp; Other Uses</b>	<b>\$ 9,950,850.00</b>	<b>\$ 636,095.61</b>	<b>\$ 1,097,909.92</b>	<b>\$ 91,979.79</b>	<b>\$ 149,475.25</b>	<b>\$ 2,533.18</b>	<b>\$ 11,928,843.75</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 30,578,825.98</b>	<b>\$ 20,239,744.42</b>	<b>\$ 0.00</b>	<b>\$ 63,791,378.91</b>	<b>\$ 4,518,733.85</b>	<b>\$ 13,202.92</b>	<b>\$ 122,035,062.03</b>
<b>Current Cash Balance</b>	<b>\$ 40,529,675.98</b>	<b>\$ 20,875,840.03</b>	<b>\$ 3,991,085.87</b>	<b>\$ 63,883,358.70</b>	<b>\$ 4,668,209.10</b>	<b>\$ 15,736.10</b>	<b>\$ 133,963,905.78</b>

**Cleveland Public Library**  
**Certified Revenue, Appropriations and Balances**  
**General Fund**  
**For the Period Ending February 29, 2020**

	<u>Certified Revenue (1)</u>	<u>Income To Date</u>	<u>Balance</u>	<u>Percent To Date</u>	<u>Percent Prior Year</u>
PLF State Income Tax	23,533,473	4,138,348	19,395,124	18%	18%
General Property Tax	32,778,839	17,465,000	15,313,839	53%	49%
Rollback, Homestead, CAT	2,400,000	0	2,400,000	0%	0%
Fines & Fees	279,580	46,614	232,966	17%	26%
Investment Earnings	646,348	69,829	576,519	11%	10%
Contributions	1,400	265	1,135	19%	97%
Miscellaneous	814,300	16,442	797,858	2%	1%
Return of Advances Out	0	75,000	(75,000)	0%	0%
<b>Total</b>	<b>\$ 60,453,940</b>	<b>\$ 21,811,498</b>	<b>\$ 38,642,442</b>	<b>36%</b>	<b>34%</b>

	<u>Appropriation(2)</u>	<u>Expended/ Encumbered</u>	<u>Balance</u>	<u>Percent To Date (3)</u>	<u>Percent Prior Year</u>
Salaries/Benefits	40,618,542	6,431,628	34,186,914	16%	15%
Supplies	1,044,875	274,903	769,972	26%	57%
Purchased Services	11,081,825	6,659,445	4,422,380	60%	66%
Library Materials	10,552,588	3,874,200	6,678,388	37%	39%
Capital Outlay	1,638,433	316,398	1,322,035	19%	28%
Other	218,889	139,664	79,225	64%	39%
<b>Subtotal</b>	<b>\$ 65,155,151</b>	<b>\$ 17,696,237</b>	<b>\$ 47,458,914</b>	<b>27%</b>	<b>29%</b>
Advances Out	0	85,009	(85,009)		
Transfers Out	1,090,385	1,090,385	0		
<b>Total</b>	<b>\$ 66,245,536</b>	<b>\$ 18,871,631</b>	<b>\$ 47,373,905</b>	<b>28%</b>	<b>29%</b>

Note (1): Certificate from Cuyahoga County Budget Commission dated February 11, 2020.

Note (2): Subtotal Original Appropriation of \$61,061,717.20 plus carried forward encumbrance of \$5,183,818.88.

Note (3): Subtotal includes 16% expended and 11% encumbered.

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending February 29, 2020**

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	11,992,715.71	11,992,715.71	1,788,552.19	0.00	10,204,163.52
51120 Clerical Salaries	11,151,894.98	11,151,894.98	1,558,443.54	0.00	9,593,451.44
51130 Non-Clerical Salaries	1,322,588.05	1,322,588.05	159,404.15	0.00	1,163,183.90
51140 Buildings Salaries	5,040,100.86	5,040,100.86	674,565.12	0.00	4,365,535.74
51150 Other Salaries	585,727.69	585,727.69	74,847.70	0.00	510,879.99
51180 Severance Pay	0.00	160,016.42	160,451.99	0.00	(435.57)
51190 Non-Base Pay	423,000.00	423,000.00	521,545.29	0.00	(98,545.29)
51400 OPERS	4,312,417.07	4,312,417.07	611,400.06	0.00	3,701,017.01
51610 Health Insurance	4,764,735.97	4,764,735.97	756,770.04	0.00	4,007,965.93
51611 Dental Insurance	221,465.71	221,465.71	33,768.81	0.00	187,696.90
51612 Vision Insurance	16,977.78	16,977.78	2,553.52	0.00	14,424.26
51620 Life Insurance	13,786.20	13,786.20	2,387.84	0.00	11,398.36
51625 Short Term Disability Insuranc	29,623.34	29,623.34	5,166.26	0.00	24,457.08
51630 Workers Compensation	87,345.50	92,875.46	(4,585.25)	0.00	97,460.71
51640 Unemployment Compensation	25,000.00	30,961.94	1,834.42	4,127.52	25,000.00
51650 Medicare - ER	412,902.76	415,222.99	66,614.59	1,000.00	347,608.40
51900 Other Benefits	44,431.38	44,431.38	2,663.24	10,116.51	31,651.63
	<b>\$40,444,713.00</b>	<b>\$ 40,618,541.55</b>	<b>\$ 6,416,383.51</b>	<b>\$ 15,244.03</b>	<b>\$ 34,186,914.01</b>
<b>Salaries/Benefits</b>					
52110 Office Supplies	44,260.00	44,513.66	4,574.03	6,993.99	32,945.64
52120 Stationery	31,812.00	32,189.51	792.14	1,937.63	29,459.74
52130 Duplication Supplies	20,935.00	21,286.18	372.52	702.26	20,211.40
52140 Hand Tools	500.00	500.00	327.60	0.00	172.40
52150 Book Repair Supplies	65,463.00	65,463.00	9,121.86	0.00	56,341.14
52210 Janitorial Supplies	98,421.00	102,645.58	29,000.90	4,841.68	68,803.00

Cleveland Public Library  
 Appropriation, Expenditures and Balances  
 General Fund  
 For the Period Ending February 29, 2020

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52220	51,034.00	52,514.88	9,409.49	18,295.80	24,809.59
52230	404,348.00	452,342.15	34,788.38	65,056.29	352,497.48
52240	21,675.00	38,089.00	1,995.00	14,454.00	21,640.00
52300	56,585.00	67,640.31	3,292.09	50,676.01	13,672.21
52900	164,434.00	167,690.40	5,626.03	12,644.90	149,419.47
<b>Supplies</b>	<b>\$959,467.00</b>	<b>\$ 1,044,874.67</b>	<b>\$ 99,300.04</b>	<b>\$ 175,602.56</b>	<b>\$ 769,972.07</b>
53100	100,000.00	103,520.55	4,625.77	15,450.28	83,444.50
53210	276,904.00	320,023.32	48,812.07	269,857.95	1,353.30
53230	78,600.00	113,699.44	522.06	61,810.08	51,367.30
53240	198,409.00	206,440.32	11,867.08	60,218.24	134,355.00
53310	473,609.47	486,923.59	18,727.41	41,265.61	426,930.57
53320	17,897.00	20,093.59	4,493.18	3,494.21	12,106.20
53340	485,000.00	661,576.00	59,834.88	148,186.62	453,554.50
53350	145,490.30	220,548.56	54,867.97	52,336.99	113,343.60
53360	436,400.00	445,847.87	6,510.00	98,615.20	340,722.67
53370	27,000.00	34,735.05	4,291.88	21,626.85	8,816.32
53380	15,000.00	147,048.43	84,372.66	22,675.77	40,000.00
53390	26,600.00	26,600.00	0.00	0.00	26,600.00
53400	473,180.00	473,180.00	346.00	0.00	472,834.00
53510	172,222.14	184,094.58	26,385.62	97,097.36	60,611.60
53520	22,384.00	24,307.33	1,336.33	12,678.11	10,292.89
53610	1,790,200.00	1,898,521.26	317,393.40	1,562,984.91	18,142.95
53620	147,300.00	165,042.01	47,476.14	111,459.75	6,106.12
53630	841,333.00	862,197.04	32,770.36	823,919.02	5,507.66

Cleveland Public Library  
 Appropriation, Expenditures and Balances  
 General Fund  
 For the Period Ending February 29, 2020

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53640	161,700.00	178,698.73	23,722.34	146,856.99	8,119.40
53710	1,068,979.75	1,579,843.54	143,059.31	385,224.34	1,051,559.89
53720	820,000.00	850,728.80	75.00	30,653.80	820,000.00
53730	11,000.00	11,000.00	1,458.41	0.00	9,541.59
53800	266,500.00	441,096.77	23,047.41	153,034.36	265,015.00
53900	1,624,866.34	1,626,057.84	1,620,265.34	3,737.50	2,055.00
	<b>\$9,680,575.00</b>	<b>\$ 11,081,824.62</b>	<b>\$ 2,536,260.62</b>	<b>\$ 4,123,183.94</b>	<b>\$ 4,422,380.06</b>
<b>Purchased/Contracted Services</b>					
54110	2,032,500.00	2,637,217.08	270,429.72	572,011.49	1,794,775.87
54120	282,030.00	460,885.55	88,936.02	134,454.82	237,494.71
54210	750,500.00	922,891.68	32,734.90	148,103.07	742,053.71
54220	29,070.00	78,618.00	25,777.84	24,165.00	28,675.16
54310	1,315,000.00	1,664,950.59	206,977.60	316,598.91	1,141,374.08
54320	105,150.00	118,016.82	7,238.01	11,735.66	99,043.15
54325	120,150.00	152,940.78	18,285.39	39,081.49	95,573.90
54500	645,000.00	1,343,311.95	468,838.96	253,960.20	620,512.79
54530	1,807,600.00	2,917,927.54	312,447.14	857,261.38	1,748,219.02
54600	3,000.00	3,000.00	260.00	3,000.00	(260.00)
54710	20,000.00	42,979.85	3,408.16	19,571.69	20,000.00
54720	20,000.00	31,101.75	16,519.96	12,322.79	2,259.00
54730	5,000.00	5,263.00	574.54	0.00	4,688.46
54790	25,000.00	25,000.00	0.00	1,022.28	23,977.72
54905	120,000.00	148,483.02	0.00	28,483.02	120,000.00
	<b>\$7,280,000.00</b>	<b>\$ 10,552,587.61</b>	<b>\$ 1,452,428.24</b>	<b>\$ 2,421,771.80</b>	<b>\$ 6,678,387.57</b>
<b>Library Materials</b>					
55300	0.00	27,368.65	3,161.70	24,206.95	0.00

Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending February 29, 2020

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55510 Furniture	222,592.42	224,906.26	3,455.22	11,630.45	209,820.59
55520 Equipment	620,716.58	773,375.61	7,229.49	162,011.02	604,135.10
55530 Computer Hardware	385,500.00	428,029.05	48,002.46	26,020.09	354,006.50
55540 Software	75,500.00	97,792.50	8,388.00	22,292.50	67,112.00
55700 Motor Vehicles	86,961.00	86,961.00	0.00	0.00	86,961.00
<b>Capital Outlay</b>	<b>\$1,391,270.00</b>	<b>\$ 1,638,433.07</b>	<b>\$ 70,236.87</b>	<b>\$ 246,161.01</b>	<b>\$ 1,322,035.19</b>
57100 Memberships	94,164.26	94,164.26	19,853.74	15,340.52	58,970.00
57200 Taxes	15,000.00	16,714.96	1,925.06	12,452.04	2,337.86
57500 Refunds/Reimbursements	106,142.74	108,010.14	88,866.23	1,226.70	17,917.21
<b>Miscellaneous Expenses</b>	<b>\$215,307.00</b>	<b>\$ 218,889.36</b>	<b>\$ 110,645.03</b>	<b>\$ 29,019.26</b>	<b>\$ 79,225.07</b>
59810 Advances Out	0.00	0.00	85,008.56	0.00	(85,008.56)
<b>Advances</b>	<b>\$0.00</b>	<b>\$ 0.00</b>	<b>\$ 85,008.56</b>	<b>\$ 0.00</b>	<b>\$(85,008.56)</b>
59900 Transfers Out	1,090,385.20	1,090,385.20	1,090,385.20	0.00	0.00
<b>Transfers</b>	<b>\$1,090,385.20</b>	<b>\$ 1,090,385.20</b>	<b>\$ 1,090,385.20</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>TOTAL</b>	<b>\$61,061,717.20</b>	<b>\$ 66,245,536.08</b>	<b>\$ 11,860,648.07</b>	<b>\$ 7,010,982.60</b>	<b>\$ 47,373,905.41</b>



**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending February 29, 2020**

	<b>Beginning Year Balance</b>	<b>Year to Date Receipts</b>	<b>Year to Date Expenditures</b>	<b>Year to Date Encumbrances</b>	<b>Unencumbered Balance</b>
101 General Fund	30,578,825.98	21,811,498.07	11,860,648.07	7,010,982.60	33,518,693.38
<b>Total General Fund</b>	<b>\$ 30,578,825.98</b>	<b>\$ 21,811,498.07</b>	<b>\$ 11,860,648.07</b>	<b>\$ 7,010,982.60</b>	<b>\$ 33,518,693.38</b>
201 Anderson	387,801.04	0.00	99.89	11.56	387,689.59
202 Endowment for the Blind	2,966,435.07	1,687.84	0.00	0.00	2,968,122.91
203 Founders	6,328,403.07	109,598.24	147,862.02	208,578.25	6,081,561.04
204 Kaiser	82,631.57	0.00	0.00	0.00	82,631.57
205 Kralej	225,208.14	131.35	0.00	29.95	225,309.54
206 Library	200,152.80	(959.61)	1,479.56	0.00	197,713.63
207 Pepke	176,596.14	0.00	0.00	0.00	176,596.14
208 Wickwire	1,832,259.49	(4,045.49)	1,923.31	0.00	1,826,290.69
209 Wittke	112,324.15	0.00	0.00	0.00	112,324.15
210 Young	5,653,196.59	(7,052.73)	0.00	0.00	5,646,143.86
226 Judd	127,525.23	0.00	25,699.32	40,310.60	61,515.31
228 Lockwood Thompson Memorial	213,724.58	0.00	8,992.95	100,259.70	104,471.93
229 Ohio Center for the Book	372.42	0.00	0.00	0.00	372.42
230 Schweinfurth	176,930.52	0.00	14,475.00	4,760.00	157,695.52
231 CLEVNET	1,471,491.29	2,173,452.88	1,486,382.09	1,248,452.55	910,109.53
251 OLBPD-Library for the Blind	113,077.26	251,366.00	209,261.15	26,741.52	128,440.59
254 MyCom	25,728.45	75,008.56	75,036.00	0.00	25,701.01
256 Learning Centers	21,361.67	0.00	4,229.93	17,131.74	0.00
257 Tech Centers	0.00	22,500.00	0.00	0.00	22,500.00
258 Early Literacy	10,337.48	0.00	10,337.48	0.00	0.00
259 Rice Solar Panel System	114,187.46	187.27	0.00	114,006.23	368.50
<b>Total Special Revenue Funds</b>	<b>\$ 20,239,744.42</b>	<b>\$ 2,621,874.31</b>	<b>\$ 1,985,778.70</b>	<b>\$ 1,760,282.10</b>	<b>\$ 19,115,557.93</b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending February 29, 2020**

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
301 Debt Service	2,893,175.95	1,097,909.92	0.00	0.00	3,991,085.87
<b>Total Debt Service Fund</b>	<b>\$ 2,893,175.95</b>	<b>\$ 1,097,909.92</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 3,991,085.87</b>
401 Building & Repair	2,190,953.93	0.00	24,352.00	147,457.75	2,019,144.18
402 Construction - Tax-Exempt	52,590,171.10	97,496.79	16,106.59	2,619,299.41	50,052,261.89
403 Construction - Taxable	9,010,253.88	34,941.59	0.00	0.00	9,045,195.47
<b>Total Capital Project Funds</b>	<b>\$ 63,791,378.91</b>	<b>\$ 132,438.38</b>	<b>\$ 40,458.59</b>	<b>\$ 2,766,757.16</b>	<b>\$ 61,116,601.54</b>
501 Abel	304,642.27	0.00	0.00	0.00	304,642.27
502 Ambler	3,098.23	0.00	0.00	0.00	3,098.23
503 Beard	91,987.04	429.50	5,407.00	22,890.64	64,118.90
504 Klein	7,325.62	0.00	0.00	0.00	7,325.62
505 Malon/Schroeder	358,043.47	426.26	150.00	0.00	358,319.73
506 McDonald	250,338.21	328.74	0.00	2,170.00	248,496.95
507 Ratner	124,528.50	0.00	0.00	0.00	124,528.50
508 Root	53,700.74	0.00	0.00	0.00	53,700.74
509 Sugarman	242,255.89	1,292.67	45.97	0.00	243,502.59
510 Thompson	174,844.24	(1,442.79)	0.00	3,111.39	170,290.06
511 Weidenthal	9,071.67	0.00	0.00	0.00	9,071.67
512 White	2,792,445.72	8,523.49	3,264.07	19,378.68	2,778,326.46
513 Beard Anna Young	106,452.25	0.00	0.00	0.00	106,452.25
514 Paulson	0.00	148,784.42	0.00	0.00	148,784.42
<b>Total Permanent Funds</b>	<b>\$ 4,518,733.85</b>	<b>\$ 158,342.29</b>	<b>\$ 8,867.04</b>	<b>\$ 47,550.71</b>	<b>\$ 4,620,658.39</b>
901 Unclaimed Funds	7,585.80	15.95	0.00	0.00	7,601.75
905 CLEVNET Fines & Fees	5,617.12	16,515.01	13,997.78	0.00	8,134.35
<b>Total Agency Funds</b>	<b>\$ 13,202.92</b>	<b>\$ 16,530.96</b>	<b>\$ 13,997.78</b>	<b>\$ 0.00</b>	<b>\$ 15,736.10</b>
<b>Total All Funds</b>	<b>\$ 122,035,062.03</b>	<b>\$ 25,838,593.93</b>	<b>\$ 13,909,750.18</b>	<b>\$ 11,585,572.57</b>	<b>\$ 122,378,333.21</b>

Cleveland Public Library  
 Year-To-Date Budget Report  
 Construction - Tax-Exempt Fund 402  
 For the Period Ending February 29, 2020

	Original Budget	Revised Budget	YTD Actual	Encumbered and Unpaid	Available Balance
44400 Investment Earnings (Capital)	0.00	0.00	-97,496.79	0.00	97,496.79
Investment Earnings	0.00	0.00	-97,496.79	0.00	97,496.79
55300 Construction/Improvements	3,255,714.00	8,760,686.00	16,106.59	2,619,299.41	6,125,280.00
Capital Outlay	3,255,714.00	8,760,686.00	16,106.59	2,619,299.41	6,125,280.00
TOTAL Revenues	0.00	0.00	-97,496.79		97,496.79
TOTAL Expenditures	3,255,714.00	8,760,686.00	16,106.59	2,619,299.41	6,125,280.00

Prior Fund Balance	52,590,171.10
Change in Fund Balance	81,390.20
Current Fund Balance	52,671,561.30

Cleveland Public Library  
 Year-To-Date Budget Report  
 Construction - Taxable Fund 403  
 For the Period Ending February 29, 2020

	Original Budget	Revised Budget	YTD Actual	Encumbered and Unpaid	Available Balance
44400 Investment Earnings (Capital)	0.00	0.00	-34,941.59	0.00	34,941.59
Investment Earnings	<u>0.00</u>	<u>0.00</u>	<u>-34,941.59</u>	<u>0.00</u>	<u>34,941.59</u>
TOTAL Revenues	<u>0.00</u>	<u>0.00</u>	<u>-34,941.59</u>		<u>34,941.59</u>
TOTAL Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Prior Fund Balance 9,010,253.88  
 Change in Fund Balance 34,941.59  
 Current Fund Balance 9,045,195.47

Cleveland Public Library  
 Depository Balance Detail  
 For the Period Ending February 29, 2020

<b>Balance of All Funds</b>	<b><u><u>\$ 133,963,905.78</u></u></b>
Huntington - Checking	5,984.80
KeyBank - Checking (ZBA)	1,654,726.42
KeyBank - FSA Account	5,207.19
Petty Cash	270.00
Change Fund	1,490.00
KeyBank-Payroll Account (ZBA)	255.52
<b>Cash in Library Treasury</b>	<b><u><u>\$ 1,667,933.93</u></u></b>
Huntington Escrow Account	114,374.73
U.S. Bank - 2019A-Money Market	4,240,678.99
U.S. Bank - 2019B-Money Market	1,065,723.48
U.S. Bank - Investments	34,038,051.14
U.S. Bank - Inv - Money Market	536,602.69
U.S. Bank - Series 2019A Notes	48,955,593.84
U.S. Bank - Series 2019B Notes	7,979,108.76
Huntington Trust -Money Market	3,100,232.25
STAR Ohio Investment	11,001,052.70
STAR Plus Program	0.00
<b>Investments</b>	<b><u><u>\$ 111,031,418.58</u></u></b>
PNC- Endowment Account	21,264,553.27
<b>Endowment Account</b>	<b><u><u>\$ 21,264,553.27</u></u></b>
<b>Cash in Banks and On Hand</b>	<b><u><u>\$ 133,963,905.78</u></u></b>

REPORT A1

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

*Carrie Krenicky*

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

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

	General Fund	Special Revenue	Debt Service	Capital Projects	Permanent	Agency	Total
41 Taxes	19,928,176.26	0.00	0.00	0.00	0.00	0.00	19,928,176.26
42 Intergovernmental	5,795,403.94	377,049.00	0.00	0.00	0.00	0.00	6,172,452.94
43 Fines & Fees	60,441.83	0.00	0.00	0.00	0.00	0.00	60,441.83
44 Investment Earnings	187,726.00	61,988.25	10,920.42	284,836.53	9,557.87	0.00	555,029.07
45 Charges for Services	0.00	2,568,953.66	0.00	0.00	0.00	0.00	2,568,953.66
46 Contributions & Donations	275.00	130,280.66	0.00	0.00	148,784.42	0.00	279,340.08
48 Miscellaneous Revenue	87,377.08	0.00	0.00	0.00	0.00	22,774.46	110,151.54
<b>Total Revenues</b>	<b>\$ 26,059,400.11</b>	<b>\$ 3,138,271.57</b>	<b>\$ 10,920.42</b>	<b>\$ 284,836.53</b>	<b>\$ 158,342.29</b>	<b>\$ 22,774.46</b>	<b>\$ 29,674,545.38</b>
51 Salaries/Benefits	9,514,571.83	791,056.48	0.00	0.00	0.00	0.00	10,305,628.31
52 Supplies	152,648.29	11,798.46	0.00	0.00	45.97	0.00	164,492.72
53 Purchased/Contracted Services	3,297,276.52	1,349,885.99	0.00	4,322.00	8,514.50	0.00	4,659,999.01
54 Library Materials	1,821,745.54	129,630.05	0.00	0.00	10,242.07	0.00	1,961,617.66
55 Capital Outlay	83,209.25	80,423.07	0.00	661,487.19	0.00	0.00	825,119.51
56 Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57 Miscellaneous Expenses	114,916.91	20,888.39	0.00	0.00	0.00	22,132.13	157,937.43
<b>Total Expenditures</b>	<b>\$ 14,984,368.34</b>	<b>\$ 2,383,682.44</b>	<b>\$ 0.00</b>	<b>\$ 665,809.19</b>	<b>\$ 18,802.54</b>	<b>\$ 22,132.13</b>	<b>\$ 18,074,794.64</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 11,075,031.77</b>	<b>\$ 754,589.13</b>	<b>\$ 10,920.42</b>	<b>\$(380,972.66)</b>	<b>\$ 139,539.75</b>	<b>\$ 642.33</b>	<b>\$ 11,599,750.74</b>
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
<b>Total Other Sources / Uses</b>	<b>\$(1,100,393.76)</b>	<b>\$ 10,008.56</b>	<b>\$ 1,090,385.20</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>(Under) Expenditures &amp; Other Uses</b>	<b>\$ 9,974,638.01</b>	<b>\$ 764,597.69</b>	<b>\$ 1,101,305.62</b>	<b>\$(380,972.66)</b>	<b>\$ 139,539.75</b>	<b>\$ 642.33</b>	<b>\$ 11,599,750.74</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 30,578,825.98</b>	<b>\$ 20,239,744.42</b>	<b>\$ 0.00</b>	<b>\$ 63,791,378.91</b>	<b>\$ 4,518,733.85</b>	<b>\$ 13,202.92</b>	<b>\$ 122,035,062.03</b>
<b>Current Cash Balance</b>	<b>\$ 40,553,463.99</b>	<b>\$ 21,004,342.11</b>	<b>\$ 3,994,481.57</b>	<b>\$ 63,410,406.25</b>	<b>\$ 4,658,273.60</b>	<b>\$ 13,845.25</b>	<b>\$ 133,634,812.77</b>

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

	Certified Revenue (1)	Income To Date	Balance	Percent To Date	Percent Prior Year
PLF State Income Tax	23,533,473	5,795,404	17,738,069	25%	25%
General Property Tax	32,778,839	19,928,176	12,850,663	61%	57%
Rollback, Homestead, CAT	2,400,000	0	2,400,000	0%	0%
Fines & Fees	279,580	60,442	219,138	22%	45%
Investment Earnings	646,348	187,726	458,622	29%	17%
Contributions	1,400	275	1,125	20%	96%
Miscellaneous	814,300	87,377	726,923	11%	6%
Return of Advances Out	0	75,000	(75,000)	0%	0%
<b>Total</b>	<b>\$ 60,453,940</b>	<b>\$ 26,134,400</b>	<b>\$ 34,319,539</b>	<b>43%</b>	<b>42%</b>

	Appropriation(2)	Expended/ Encumbered	Balance	Percent To Date (3)	Percent Prior Year
Salaries/Benefits	40,618,542	9,553,808	31,064,734	24%	22%
Supplies	1,044,875	303,775	741,100	29%	59%
Purchased Services	11,081,825	7,429,806	3,652,018	67%	73%
Library Materials	10,552,588	3,977,015	6,575,573	38%	43%
Capital Outlay	1,638,433	372,029	1,266,404	23%	29%
Other	218,889	156,392	62,498	71%	41%
<b>Subtotal</b>	<b>\$ 65,155,151</b>	<b>\$ 21,792,824</b>	<b>\$ 43,362,327</b>	<b>33%</b>	<b>36%</b>
Advances Out	0	85,009	(85,009)		
Transfers Out	1,090,385	1,090,385	0		
<b>Total</b>	<b>\$ 66,245,536</b>	<b>\$ 22,968,218</b>	<b>\$ 43,277,318</b>	<b>35%</b>	<b>36%</b>

Note (1): Certificate from Cuyahoga County Budget Commission dated March 11, 2020.

Note (2): Subtotal Original Appropriation of \$61,061,717.20 plus carried forward encumbrance of \$5,183,818.88.

Note (3): Subtotal includes 23% expended and 10% encumbered.



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

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
51110 Professional Salaries	11,992,715.71	11,992,715.71	2,715,097.04	0.00	9,277,618.67
51120 Clerical Salaries	11,151,894.98	11,151,894.98	2,373,393.52	0.00	8,778,501.46
51130 Non-Clerical Salaries	1,322,588.05	1,322,588.05	238,487.36	0.00	1,084,100.69
51140 Buildings Salaries	5,040,100.86	5,040,100.86	1,032,842.69	0.00	4,007,258.17
51150 Other Salaries	585,727.69	585,727.69	112,490.73	0.00	473,236.96
51180 Severance Pay	0.00	160,016.42	173,658.80	0.00	(13,642.38)
51190 Non-Base Pay	423,000.00	423,000.00	625,873.05	0.00	(202,873.05)
51400 OPERS	4,312,417.07	4,312,417.07	938,631.58	0.00	3,373,785.49
51610 Health Insurance	4,764,735.97	4,764,735.97	1,137,657.17	0.00	3,627,078.80
51611 Dental Insurance	221,465.71	221,465.71	50,516.62	0.00	170,949.09
51612 Vision Insurance	16,977.78	16,977.78	3,844.21	0.00	13,133.57
51620 Life Insurance	13,786.20	13,786.20	3,568.19	0.00	10,218.01
51625 Short Term Disability Insuranc	29,623.34	29,623.34	9,618.30	0.00	20,005.04
51630 Workers Compensation	87,345.50	92,875.46	(4,585.25)	0.00	97,460.71
51640 Unemployment Compensation	25,000.00	30,961.94	1,834.42	29,127.52	0.00
51650 Medicare - ER	412,902.76	415,222.99	98,045.42	926.79	316,250.78
51900 Other Benefits	44,431.38	44,431.38	3,597.98	9,181.77	31,651.63
<b>Salaries/Benefits</b>	<b>\$40,444,713.00</b>	<b>\$40,618,541.55</b>	<b>\$9,514,571.83</b>	<b>\$39,236.08</b>	<b>\$31,064,733.64</b>
52110 Office Supplies	44,260.00	44,513.66	8,812.14	3,677.33	32,024.19
52120 Stationery	31,812.00	32,364.31	2,649.97	2,920.97	26,793.37
52130 Duplication Supplies	20,935.00	21,111.38	1,074.78	0.00	20,036.60
52140 Hand Tools	500.00	500.00	327.60	0.00	172.40
52150 Book Repair Supplies	65,463.00	65,463.00	9,121.86	98.86	56,242.28
52210 Janitorial Supplies	98,421.00	116,505.64	32,828.60	12,765.86	70,911.18

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

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
52220	51,034.00	52,514.88	12,084.01	15,869.49	24,561.38
52230	404,348.00	438,482.09	51,567.56	57,422.55	329,491.98
52240	21,675.00	38,089.00	14,993.38	1,297.84	21,797.78
52300	56,585.00	67,640.31	6,917.93	47,050.17	13,672.21
52900	164,434.00	167,690.40	12,270.46	10,023.64	145,396.30
<b>Supplies</b>	<b>\$959,467.00</b>	<b>\$ 1,044,874.67</b>	<b>\$ 152,648.29</b>	<b>\$ 151,126.71</b>	<b>\$ 741,099.67</b>
53100	100,000.00	103,520.55	6,369.12	14,631.84	82,519.59
53210	276,904.00	320,023.32	63,471.74	247,876.11	8,675.47
53230	78,600.00	113,699.44	3,430.97	73,901.17	36,367.30
53240	198,409.00	206,440.32	41,839.08	38,555.60	126,045.64
53310	473,609.47	486,923.59	36,585.71	49,154.73	401,183.15
53320	17,897.00	20,093.59	7,617.29	3,046.32	9,429.98
53340	485,000.00	661,576.00	94,028.46	118,521.57	449,025.97
53350	145,490.30	220,548.56	63,912.34	45,794.23	110,841.99
53360	436,400.00	445,847.87	9,996.32	100,845.40	335,006.15
53370	27,000.00	34,735.05	7,454.88	23,092.05	4,188.12
53380	15,000.00	147,048.43	97,145.15	15,062.59	34,840.69
53390	26,600.00	26,600.00	0.00	0.00	26,600.00
53400	473,180.00	473,180.00	346.00	0.00	472,834.00
53510	172,222.14	184,094.58	32,001.71	91,481.27	60,611.60
53520	22,384.00	24,307.33	4,220.35	9,794.09	10,292.89
53610	1,790,200.00	1,898,521.26	389,911.58	1,490,466.73	18,142.95
53620	147,300.00	165,042.01	63,228.57	95,707.32	6,106.12
53630	841,333.00	862,197.04	49,405.77	808,077.91	4,713.36

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

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
53640	161,700.00	178,698.73	29,212.27	141,367.06	8,119.40
53710	1,068,979.75	1,579,843.54	220,893.20	578,885.02	780,065.32
53720	820,000.00	850,728.80	429,555.12	30,981.80	390,191.88
53730	11,000.00	11,000.00	1,853.14	0.00	9,146.86
53800	266,500.00	441,096.77	24,532.41	151,549.36	265,015.00
53900	1,624,866.34	1,626,057.84	1,620,265.34	3,737.50	2,055.00
<b>Purchased/Contracted Services</b>	<b>\$9,680,575.00</b>	<b>\$ 11,081,824.62</b>	<b>\$ 3,297,276.52</b>	<b>\$ 4,132,529.67</b>	<b>\$ 3,652,018.43</b>
54110	2,032,500.00	2,637,217.08	419,411.38	502,913.01	1,714,892.69
54120	282,030.00	460,885.55	91,109.97	143,193.82	226,581.76
54210	750,500.00	922,891.68	35,321.89	145,376.12	742,193.67
54220	29,070.00	78,618.00	44,178.79	6,300.00	28,139.21
54310	1,315,000.00	1,664,950.59	288,787.97	257,347.38	1,118,815.24
54320	105,150.00	118,016.82	9,674.41	9,889.11	98,453.30
54325	120,150.00	152,940.78	31,272.28	28,311.10	93,357.40
54500	645,000.00	1,343,311.95	499,021.44	187,310.55	656,979.96
54530	1,807,600.00	2,917,927.54	377,545.09	822,292.29	1,718,090.16
54600	3,000.00	3,000.00	260.00	3,000.00	(260.00)
54710	20,000.00	42,979.85	5,259.06	10,303.98	27,416.81
54720	20,000.00	31,101.75	19,028.72	9,826.37	2,246.66
54730	5,000.00	5,263.00	574.54	0.00	4,688.46
54790	25,000.00	25,000.00	300.00	722.28	23,977.72
54905	120,000.00	148,483.02	0.00	28,483.02	120,000.00
<b>Library Materials</b>	<b>\$7,280,000.00</b>	<b>\$ 10,552,587.61</b>	<b>\$ 1,821,745.54</b>	<b>\$ 2,155,269.03</b>	<b>\$ 6,575,573.04</b>
55300	0.00	27,368.65	8,271.76	19,096.89	0.00

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

	Current Year Appropriation	Total Appropriated Funds	Current Year Expenditures	Encumbered and Unpaid	Unencumbered Balance
55510 Furniture	222,592.42	224,906.26	5,790.22	9,295.45	209,820.59
55520 Equipment	620,716.58	773,375.61	10,587.82	159,883.54	602,904.25
55530 Computer Hardware	385,500.00	428,029.05	50,171.45	78,251.10	299,606.50
55540 Software	75,500.00	97,792.50	8,388.00	22,292.50	67,112.00
55700 Motor Vehicles	86,961.00	86,961.00	0.00	0.00	86,961.00
<b>Capital Outlay</b>	<b>\$1,391,270.00</b>	<b>\$1,638,433.07</b>	<b>\$83,209.25</b>	<b>\$288,819.48</b>	<b>\$1,266,404.34</b>
57100 Memberships	94,164.26	94,164.26	22,693.11	28,851.15	42,620.00
57200 Taxes	15,000.00	16,714.96	3,009.35	11,367.75	2,337.86
57500 Refunds/Reimbursements	106,142.74	108,010.14	89,214.45	1,255.81	17,539.88
<b>Miscellaneous Expenses</b>	<b>\$215,307.00</b>	<b>\$218,889.36</b>	<b>\$114,916.91</b>	<b>\$41,474.71</b>	<b>\$62,497.74</b>
59810 Advances Out	0.00	0.00	85,008.56	0.00	(85,008.56)
<b>Advances</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$85,008.56</b>	<b>\$0.00</b>	<b>\$(85,008.56)</b>
59900 Transfers Out	1,090,385.20	1,090,385.20	1,090,385.20	0.00	0.00
<b>Transfers</b>	<b>\$1,090,385.20</b>	<b>\$1,090,385.20</b>	<b>\$1,090,385.20</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$61,061,717.20</b>	<b>\$66,245,536.08</b>	<b>\$16,159,762.10</b>	<b>\$6,808,455.68</b>	<b>\$43,277,318.30</b>

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

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
101 General Fund	30,578,825.98	26,134,400.11	16,159,762.10	6,808,455.68	33,745,008.31
<b>Total General Fund</b>	<b>\$ 30,578,825.98</b>	<b>\$ 26,134,400.11</b>	<b>\$ 16,159,762.10</b>	<b>\$ 6,808,455.68</b>	<b>\$ 33,745,008.31</b>
201 Anderson	387,801.04	0.00	111.45	0.00	387,689.59
202 Endowment for the Blind	2,966,435.07	1,687.84	0.00	0.00	2,968,122.91
203 Founders	6,328,403.07	109,598.24	190,989.31	177,811.48	6,069,200.52
204 Kaiser	82,631.57	0.00	0.00	0.00	82,631.57
205 Kralley	225,208.14	131.35	0.00	29.95	225,309.54
206 Library	200,152.80	(119.11)	1,500.00	0.00	198,533.69
207 Pepke	176,596.14	0.00	0.00	0.00	176,596.14
208 Wickwire	1,832,259.49	(4,045.49)	1,923.31	0.00	1,826,290.69
209 Wittke	112,324.15	0.00	0.00	0.00	112,324.15
210 Young	5,653,196.59	5,747.88	0.00	0.00	5,658,944.47
226 Judd	127,525.23	63,808.75	37,972.65	38,906.58	114,454.75
228 Lockwood Thompson Memorial	213,724.58	0.00	14,394.10	85,393.05	113,937.43
229 Ohio Center for the Book	372.42	2,225.00	0.00	0.00	2,597.42
230 Schweinfurth	176,930.52	0.00	19,295.00	0.00	157,635.52
231 CLEVNET	1,471,491.29	2,568,953.66	1,730,332.34	1,232,675.49	1,077,437.12
251 OLBPD-Library for the Blind	113,077.26	377,049.00	370,829.69	28,996.82	90,299.75
254 MyCom	25,728.45	75,008.56	75,036.00	0.00	25,701.01
256 Learning Centers	21,361.67	0.00	5,961.11	15,400.56	0.00
257 Tech Centers	0.00	23,000.00	0.00	0.00	23,000.00
258 Early Literacy	10,337.48	0.00	10,337.48	0.00	0.00
259 Rice Solar Panel System	114,187.46	234.45	0.00	114,006.23	415.68
<b>Total Special Revenue Funds</b>	<b>\$ 20,239,744.42</b>	<b>\$ 3,223,280.13</b>	<b>\$ 2,458,682.44</b>	<b>\$ 1,693,220.16</b>	<b>\$ 19,311,121.95</b>

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

	<b>Beginning Year Balance</b>	<b>Year to Date Receipts</b>	<b>Year to Date Expenditures</b>	<b>Year to Date Encumbrances</b>	<b>Unencumbered Balance</b>
301 Debt Service	2,893,175.95	1,101,305.62	0.00	0.00	3,994,481.57
<b>Total Debt Service Fund</b>	<b>\$ 2,893,175.95</b>	<b>\$ 1,101,305.62</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 3,994,481.57</b>
401 Building & Repair	2,190,953.93	0.00	24,352.00	147,457.75	2,019,144.18
402 Construction - Tax-Exempt	52,590,171.10	210,159.12	641,457.19	3,514,757.46	48,644,115.57
403 Construction - Taxable	9,010,253.88	74,677.41	0.00	0.00	9,084,931.29
<b>Total Capital Project Funds</b>	<b>\$ 63,791,378.91</b>	<b>\$ 284,836.53</b>	<b>\$ 665,809.19</b>	<b>\$ 3,662,215.21</b>	<b>\$ 59,748,191.04</b>
501 Abel	304,642.27	0.00	0.00	0.00	304,642.27
502 Ambler	3,098.23	0.00	0.00	0.00	3,098.23
503 Beard	91,987.04	429.50	5,865.00	22,432.64	64,118.90
504 Klein	7,325.62	0.00	0.00	0.00	7,325.62
505 Malon/Schroeder	358,043.47	426.26	2,649.50	2,699.50	353,120.73
506 McDonald	250,338.21	328.74	0.00	2,170.00	248,496.95
507 Ratner	124,528.50	0.00	0.00	0.00	124,528.50
508 Root	53,700.74	0.00	0.00	0.00	53,700.74
509 Sugarman	242,255.89	1,292.67	45.97	0.00	243,502.59
510 Thompson	174,844.24	(1,442.79)	0.00	3,111.39	170,290.06
511 Weidenthal	9,071.67	0.00	0.00	0.00	9,071.67
512 White	2,792,445.72	8,523.49	10,242.07	12,428.68	2,778,298.46
513 Beard Anna Young	106,452.25	0.00	0.00	0.00	106,452.25
514 Paulson	0.00	148,784.42	0.00	0.00	148,784.42
<b>Total Permanent Funds</b>	<b>\$ 4,518,733.85</b>	<b>\$ 158,342.29</b>	<b>\$ 18,802.54</b>	<b>\$ 42,842.21</b>	<b>\$ 4,615,431.39</b>
901 Unclaimed Funds	7,585.80	720.26	0.00	0.00	8,306.06
905 CLEVNET Fines & Fees	5,617.12	22,054.20	22,132.13	0.00	5,539.19
<b>Total Agency Funds</b>	<b>\$ 13,202.92</b>	<b>\$ 22,774.46</b>	<b>\$ 22,132.13</b>	<b>\$ 0.00</b>	<b>\$ 13,845.25</b>
<b>Total All Funds</b>	<b>\$ 122,035,062.03</b>	<b>\$ 30,924,939.14</b>	<b>\$ 19,325,188.40</b>	<b>\$ 12,206,733.26</b>	<b>\$ 121,428,079.51</b>

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

	Original Budget	Revised Budget	YTD Actual	Encumbered and Unpaid	Available Balance
44400 Investment Earnings (Capital)	0.00	0.00	-210,159.12	0.00	210,159.12
Investment Earnings	<b>0.00</b>	<b>0.00</b>	<b>-210,159.12</b>	<b>0.00</b>	<b>210,159.12</b>
53710 Professional Services	0.00	37,000.00	0.00	25,000.00	12,000.00
Purchased/Contracted Services	<b>0.00</b>	<b>37,000.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>12,000.00</b>
55300 Construction/Improvements	3,255,714.00	8,723,686.00	641,457.19	3,489,757.46	4,592,471.35
Capital Outlay	<b>3,255,714.00</b>	<b>8,723,686.00</b>	<b>641,457.19</b>	<b>3,489,757.46</b>	<b>4,592,471.35</b>
TOTAL Revenues	<b>0.00</b>	<b>0.00</b>	<b>-210,159.12</b>	<b>0.00</b>	<b>210,159.12</b>
TOTAL Expenditures	<b>3,255,714.00</b>	<b>8,760,686.00</b>	<b>641,457.19</b>	<b>3,514,757.46</b>	<b>4,604,471.35</b>

Prior Fund Balance	52,590,171.10
Change in Fund Balance	(431,298.07)
Current Fund Balance	52,158,873.03

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

	Original Budget	Revised Budget	YTD Actual	Encumbered and Unpaid	Available Balance
44400 Investment Earnings (Capital)	0.00	0.00	-74,677.41	0.00	74,677.41
Investment Earnings	0.00	0.00	-74,677.41	0.00	74,677.41
TOTAL Revenues	0.00	0.00	-74,677.41		74,677.41
TOTAL Expenditures	0.00	0.00	0.00	0.00	0.00

Prior Fund Balance 9,010,253.88  
 Change in Fund Balance 74,677.41  
 Current Fund Balance 9,084,931.29



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

<b>Balance of All Funds</b>	<b>\$ 133,634,812.77</b>
Huntington - Checking	5,462.94
KeyBank - Checking (ZBA)	953,466.13
KeyBank - FSA Account	5,207.19
Petty Cash	270.00
Change Fund	1,490.00
KeyBank-Payroll Account (ZBA)	255.52
<b>Cash in Library Treasury</b>	<b>\$ 966,151.78</b>
Huntington Escrow Account	114,421.91
U.S. Bank - 2019A-Money Market	6,028,374.53
U.S. Bank - 2019B-Money Market	1,600,109.70
U.S. Bank - Investments	34,636,435.72
U.S. Bank - Inv - Money Market	43,467.39
U.S. Bank - Series 2019A Notes	47,280,114.08
U.S. Bank - Series 2019B Notes	7,484,381.93
Huntington Trust -Money Market	3,203,393.74
STAR Ohio Investment	11,013,408.72
STAR Plus Program	0.00
<b>Investments</b>	<b>\$ 111,404,107.72</b>
PNC- Endowment Account	21,264,553.27
<b>Endowment Account</b>	<b>\$ 21,264,553.27</b>
<b>Cash in Banks and On Hand</b>	<b>\$ 133,634,812.77</b>

*Total portfolio value*

Total portfolio value on March 31	\$21,501,042.90
Total portfolio value on January 1	25,755,176.59
Total change in value	- \$4,254,133.69

*Investment policy and market outlook*  
**Investment objective: 60% Equity 25% Fixed 15% Alternative**

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

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CO: 3 years from receipt	GA: 2 years from receipt	MA: 6 months from receipt	MO: 1 year from date sent	SC: 1 year from date sent	WI: 1 year from date sent

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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.

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## Summary

### Portfolio value

	Income	Principal	Total
Income on March 31	\$72,920.76	Principal on March 31	\$21,501,042.90
Income on January 1	406,754.87	Principal on January 1	25,755,176.59
Change in value	- \$333,834.11	Change in value	- \$4,254,133.69

### Portfolio value by asset class

	Income	Value Mar. 31	Value Jan. 1	Change in value	Tax cost*
Cash and cash equivalents		\$72,920.76	\$406,754.87	- \$333,834.11	\$72,920.76
<b>Principal</b>					
Cash and cash equivalents		Value Mar. 31	Value Jan. 1	Change in value	Tax cost*
Fixed income		\$1,010,204.65	\$1,033,754.34	- \$23,549.69	\$1,010,204.65
Equities		6,291,564.75	6,272,664.30	18,900.45	6,451,618.80
Alternative investments		12,566,675.75	16,258,400.35	- 3,691,724.60	11,875,047.26
<b>Total</b>		1,559,676.99	1,783,602.73	- 223,925.74	1,940,524.00
		\$21,501,042.90	\$25,755,176.59	- \$4,254,133.69	\$21,350,315.47

\* 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.



INSTITUTIONAL  
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS  
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-\*\*\*3885

January 1, 2020 - March 31, 2020

Summary

*Change in account value*

	This period	From Jan. 1, 2020
Beginning account value	\$25,799,753.94	\$25,799,753.94
<b>Additions</b>		
Cash contributions	\$148,784.42	\$148,784.42
Investment income	134,673.40	134,673.40
<b>Disbursements</b>		
Fees and charges	-\$31,259.41	-\$31,259.41
Other disbursements	-470,700.00	-470,700.00
Change in value of investments	-4,035,632.10	-4,035,632.10
Net accrued income	-25,307.37	-25,307.37
<b>Ending account value</b>	<b>\$21,520,312.88</b>	<b>\$21,520,312.88</b>

*Gain/loss summary*

	This period	From Jan. 1, 2020	Net unrealized gain/loss*
Net realized gain/loss			Since acquisition
Fixed income	\$34,026.59	\$34,026.59	-\$160,054.05
Equities	19,633.29	19,633.29	691,628.49
Alternative inv	-	-	-380,847.01
<b>Total</b>	<b>\$53,659.88</b>	<b>\$53,659.88</b>	<b>\$150,727.43</b>

\* 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 March 31	\$19,269.98
Accrued income on January 01	44,577.35
<b>Net accrued income</b>	<b>-\$25,307.37</b>

*Investment income summary*

	This period	From Jan. 1, 2020	Estimated annual income	Accrued income this period
Income-cash and cash equivalents	\$4,203.66	\$4,203.66	\$3,673.10	\$734.89
Interest-fixed income	63,316.05	63,316.05	218,766.61	15,783.00
Dividends-equities	54,035.96	54,035.96	280,316.74	2,752.09
Income-alternative investments	13,117.73	13,117.73	15,906.42	-
<b>Total</b>	<b>\$134,673.40</b>	<b>\$134,673.40</b>	<b>\$518,662.87</b>	<b>\$19,269.98</b>



Summary

*Transaction summary - measured by cash balance*

	Income	
	This period	From Jan. 1, 2020
Beginning cash balance	- \$4,646.07	- \$4,646.07
<b>Additions</b>		
Contributions	-	-
Investment income	131,740.53	131,740.53
Sales and maturities	413,695.39	413,695.39
Transfers within account	-	-
<b>Disbursements</b>		
Purchases	- \$72,532.81	- \$72,532.81
Transfers within account	- 434,315.23	- 434,315.23
Fees and charges	- 31,259.41	- 31,259.41
Other disbursements	-	-
<b>Ending cash balance</b>	<b>\$2,682.40</b>	<b>\$2,682.40</b>
<b>Change in cash</b>	<b>\$7,328.47</b>	<b>\$7,328.47</b>

*Transaction summary - measured by tax cost*

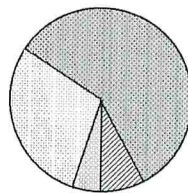
	Principal	
	This period	From Jan. 1, 2020
Beginning tax cost	\$4,646.07	\$4,646.07
<b>Additions</b>		
Purchases	\$148,784.42	\$148,784.42
Disbursements	2,932.87	2,932.87
Sales	1,758,850.65	1,758,850.65
Change in cash	434,315.23	434,315.23
<b>Ending tax cost</b>	<b>\$1,881,511.64</b>	<b>\$1,881,511.64</b>
<b>Change in cash</b>	<b>- \$7,328.47</b>	<b>- \$7,328.47</b>

	This period	From Jan. 1, 2020
Beginning tax cost	\$21,515,157.18	\$21,515,157.18
<b>Additions</b>		
Purchases	\$1,954,044.45	\$1,954,044.45
Disbursements	- \$2,118,886.16	- \$2,118,886.16
Change in cash	\$21,350,315.47	\$21,350,315.47

## Analysis

### Asset allocation

	Mar. 31, 2020
Cash and cash equivalents	5.04 %
Mutual funds	5.04 %
Fixed income	29.26 %
Corporate	4.37 %
US treasury	5.11 %
Agency	2.15 %
Mutual funds	17.29 %
Mortgages	0.35 %
Equities	58.45 %
Stock	18.28 %
Etf's	28.75 %
Mutual funds	11.41 %
Alternative investments	7.25 %
Mutual funds	7.25 %



### Equity sectors

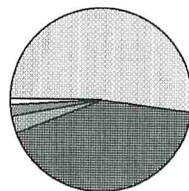
	Market value	% of equities	% of total portfolio
Industrials	\$374,301.54	9.52 %	1.74 %
Consumer discretionary	363,083.51	9.24 %	1.69 %
Consumer staples	235,981.98	6.00 %	1.10 %
Energy	103,184.66	2.63 %	0.48 %
Financial	499,833.91	12.72 %	2.33 %
Materials	175,773.46	4.47 %	0.82 %
Information technology	1,006,321.34	25.60 %	4.68 %
Real estate	306,458.16	7.80 %	1.43 %
Utilities	21,012.87	0.54 %	0.10 %
Health care	573,661.69	14.60 %	2.67 %
Telecommunication services	270,724.30	6.89 %	1.26 %
<b>Total</b>	<b>\$3,930,337.42</b>	<b>100.00 %</b>	<b>18.30 %</b>

*Analysis*

*Bond analysis*

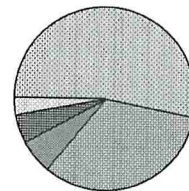
Bond rating

	Market Value	% of bonds	% of total portfolio
Moody's Aaa	\$1,350,135.65	52.46 %	6.28 %
Moody's Aa1	21,005.80	0.82 %	0.10 %
Moody's Aa2	73,773.25	2.87 %	0.34 %
Moody's Aa3	50,038.55	1.94 %	0.23 %
Other	1,078,640.82	41.91 %	5.02 %



Maturity schedule

Market value [% of bonds maturing in]	% of bonds	Corporate	US treasury and agency	Municipal	Other
Less than 1 year	2.75 %	\$30,048.60 (42.47 %)	\$40,703.20 (57.53 %)	-	-
1 - 5 years	52.96 %	560,201.05 (41.10 %)	802,661.80 (58.90 %)	-	-
6 - 10 years	33.16 %	338,537.35 (39.67 %)	440,258.21 (51.59 %)	-	74,578.70 (8.74 %)
11 - 15 years	6.28 %	10,168.10 (6.29 %)	151,525.97 (93.71 %)	-	-
16 or more years	4.85 %	-	124,911.09 (100.00 %)	-	-





Detail

Portfolio - income

Cash and cash equivalents  
 Uninvested cash

Description	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
UNINVESTED CASH		2,682.400	\$2,682.40	\$1.0000	0.02 %	\$2,682.40	\$1.00				

Mutual funds - money market

Description	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
FEDERATED GOVERNMENT OBL-SEL FD # 07	\$411,400.94	55,340.940	\$55,340.94	\$1.0000	0.26 %	\$55,340.94	\$1.00		0.34 %	\$187.67	\$7.48
FEDERATED GOVERNMENT OBL-SEL FD # 07	14,897.420		14,897.42	1.0000	0.07 %	14,897.42	1.00		0.34 %	50.52	13.08
PNC CAPITAL ADVISORS FEDERATED GOVERNMENT OBL-SEL FD # 07			1.0000		0.01 %						0.86
ARISTOTLE CAPITAL MANAGEMENT FEDERATED GOVERNMENT OBL-SEL FD # 07			1.0000		0.01 %						0.02
GW&K INVESTMENT MANAGEMENT											

<b>Total mutual funds - money market</b>			<b>\$70,238.36</b>		<b>0.33 %</b>	<b>\$70,238.36</b>			<b>0.34 %</b>	<b>\$238.19</b>	<b>\$21.44</b>
<b>Total cash and cash equivalents</b>			<b>\$72,920.76</b>		<b>0.34 %</b>	<b>\$72,920.76</b>			<b>0.33 %</b>	<b>\$238.19</b>	<b>\$21.44</b>



*Detail*

*Portfolio - principal*

**Cash and cash equivalents  
Uninvested cash**

Description	Market value last period	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
UNINVESTED CASH	Quantity	Current price per unit	- 0.02 %	-\$2,682.40	\$1,000	-\$2,682.40	0.34 %	\$3,100.15	\$644.29
	- 2,682.40	\$1,000		\$1,000	\$1,000				

**Mutual funds - money market**

Description	Market value last period	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
FEDERATED GOVERNMENT OBL-SEL FD # 07	Quantity	Current price per unit	4.26 %	\$914,171.22	\$1,000	\$914,171.22	0.34 %	\$3,100.15	\$644.29
21-75-073-4453885	914,171.22	\$1,000		\$1,000	\$1,000				
FEDERATED GOVERNMENT OBL-SEL FD # 07	Quantity	Current price per unit	0.01 %	22,060.78	1,000	22,060.78	0.34 %	111.84	22.64
PNC CAPITAL ADVISORS	86,360.03	53,182.87		53,182.87	1,000	53,182.87		180.35	31.67
FEDERATED GOVERNMENT OBL-SEL FD # 07	Quantity	Current price per unit	0.25 %	53,182.87	1,000	53,182.87	0.34 %	180.35	31.67
ARISTOTLE CAPITAL MANAGEMENT	24,453.12	32,980.11		32,980.11	1,000	32,980.11		111.84	22.64
FEDERATED GOVERNMENT OBL-SEL FD # 07	Quantity	Current price per unit	0.16 %	32,980.11	1,000	32,980.11	0.34 %	111.84	22.64
EDGEWOOD MGMT	19,684.08	12,552.85		12,552.85	1,000	12,552.85		42.57	9.62
FEDERATED GOVERNMENT OBL-SEL FD # 07	Quantity	Current price per unit	0.06 %	12,552.85	1,000	12,552.85	0.34 %	42.57	9.62
GW&K INVESTMENT MANAGEMENT	12,552.85	1,000		1,000	1,000	1,000		42.57	9.62
<b>Total mutual funds - money market</b>		<b>\$1,012,887.05</b>	<b>4.71 %</b>	<b>\$1,012,887.05</b>	<b>\$1,012,887.05</b>	<b>\$1,012,887.05</b>	<b>0.34 %</b>	<b>\$3,434.91</b>	<b>\$713.45</b>

**Total cash and cash equivalents**

	<b>\$1,010,204.65</b>	<b>4.70 %</b>	<b>\$1,010,204.65</b>	<b>0.34 %</b>	<b>\$3,434.91</b>	<b>\$713.45</b>
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*Detail*

**Fixed income**  
**Corporate bonds**

Description (Cusip )	Market value last period	Quantity	Current price per unit	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
AMERICAN EXPRESS CREDIT SER MTN CALL 04/03/2027	\$21,246.40	20,000	\$20.35500	\$101,775.00	0.10 %	\$19,754.80	\$98.77	\$600.20	3.25 %	\$660.00	\$271.33
03.300% DUE 05/03/2027 RATING: A2 (0258M0EL9)											
PNC CAPITAL ADVISORS											
AMERIPRISE FINANCIAL INC UNSC	20,458.40	10,000	10,125.10	101,251.00	0.05 %	10,031.70	100.32	93.40	2.97 %	300.00	7.50
03.000% DUE 03/22/2022 RATING: A3 (03076CAJ5)											
PNC CAPITAL ADVISORS											
APPLE INC UNSC	10,170.60	5,000	5,212.75	104,255.00	0.03 %	4,933.20	98.66	279.55	2.31 %	120.00	49.33
02.400% DUE 05/03/2023 RATING: AA1 (037833AK6)											
PNC CAPITAL ADVISORS											
APPLE INC CALL 12/09/2023 UNSC	15,578.40	15,000	15,793.05	105,287.00	0.08 %	14,993.40	99.96	799.65	2.85 %	450.00	65.00
03.000% DUE 02/09/2024 RATING: AA1 (037833CG3)											
PNC CAPITAL ADVISORS											
ARCHER-DANIELS-MIDLAND C CALL 12/27/2029 UNSC	5,000	5,000	5,305.65	106,113.00	0.03 %	4,961.15	99.22	344.50	3.07 %	162.50	1.81
03.250% DUE 03/27/2030 RATING: A2 (039482AB0)											
PNC CAPITAL ADVISORS											



INSTITUTIONAL  
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS  
INVESTMENT MANAGEMENT STATEMENT  
Account number 21-75-501-\*\*\*3885  
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Detail

Fixed income  
Corporate bonds

Description (Cusip )	Market value last period	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit							
ATMOS ENERGY CORP CALL 03/15/2027 UNSC 03.000% DUE 06/15/2027 RATING: A1 (049560A0NS) PNC CAPITAL ADVISORS	15,481.95 15,000	15,346.50 102.3100	104.10	0.08 %	15,614.55	104.10	- 268.05	2.94 %	450.00	132.50
BB&T CORPORATION SER MTN CALL 11/06/2023 03.750% DUE 12/06/2023 RATING: A3 (05531FBF9) PNC CAPITAL ADVISORS	26,520.75 10,000	10,574.90 105.7490	99.85	0.05 %	9,984.60	99.85	590.30	3.55 %	375.00	119.79
BANK OF AMERICA CORP SR UNSEC CALL 01/23/25 @ 100 VAR% DUE 01/23/2026 RATING: A2 (060516GZ6) PNC CAPITAL ADVISORS	26,150.00 15,000	15,713.55 104.7570	100.00	0.08 %	15,000.00	100.00	713.55	3.19 %	500.78	94.59
BANK AMER CORP VAR% DUE 05/17/2022 RATING: A2 (06051GHH5) PNC CAPITAL ADVISORS	10,200.90 10,000	10,118.80 101.1880	100.00	0.05 %	10,000.00	100.00	118.80	3.43 %	347.04	129.18
BANK OF MONTREAL SEDOL 26SR702 ISIN US06367WJM64 02.900% DUE 03/26/2022 RATING: A2 (06367WJM6) PNC CAPITAL ADVISORS	10,195.80 10,000	10,128.10 101.2810	102.31	0.05 %	10,230.50	102.31	- 102.40	2.87 %	290.00	4.03



*Detail*

**Fixed income**  
**Corporate bonds**

Description (Cusip )	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
BANK OF NEW YORK MELLON CALL 04/15/2024 @ 100.000 UNSC 03.400% DUE 05/15/2024 RATING: A1 (06406HCY9) PNC CAPITAL ADVISORS	10,543.60	15,000	15,682.35 104,5490	0.08 %	14,929.75	99.53	752.60	3.26 %	510.00	192.67
BANK OF NOVA SCOTIA SEDOL 26ZR8F7 ISIN US064159QD10 02.375% DUE 01/18/2023 RATING: A2 (064159QD1) PNC CAPITAL ADVISORS	10,150.90	10,000	10,078.90 100,7890	0.05 %	9,995.30	99.95	83.60	2.36 %	237.50	48.16
BERKSHIRE HATHAWAY INC CALL 12/15/2025 @ 100.000 UNSC 03.125% DUE 03/15/2026 RATING: AA2 (084670BS6) PNC CAPITAL ADVISORS	15,000	15,000	16,035.90 106,9060	0.08 %	15,495.30	103.30	540.60	2.93 %	468.75	20.83
BP CAP MARKETS AMERICA SER * CALL 02/14/2024 03.224% DUE 04/14/2024 RATING: A1 (10373QAY6) PNC CAPITAL ADVISORS	31,322.70	15,000	15,282.00 101,8800	0.08 %	15,635.70	104.24	- 353.70	3.17 %	483.60	224.34
BURLINGTN NORTH SANTA FE CALL 12/01/2023 @ 100.000 UNSC 03.400% DUE 09/01/2024 RATING: A3 (12189LAT8) PNC CAPITAL ADVISORS	10,000	10,000	10,419.80 104,1980	0.05 %	9,971.45	99.72	448.35	3.27 %	340.00	28.33



*Detail*

**Fixed income**  
**Corporate bonds**

Description (Cusip )	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
CATERPILLAR INC	15,150.60	15,000	14,818.50	0.07 %	15,044.45	100.30	- 225.95	2.64 %	390.00	13.00
CALL 06/19/2029 UNSC			98.7900							
02.600% DUE 09/19/2029										
RATING: A3										
(149123CG64)										
PNC CAPITAL ADVISORS										
CHEVRON CORP	15,458.40	15,000	103.0560	0.08 %	14,460.90	96.41	997.50	2.81 %	434.25	33.77
CALL 01/03/2024 UNSC										
02.895% DUE 03/03/2024										
RATING: AA2										
(166764BT6)										
PNC CAPITAL ADVISORS										
COCA-COLA CO/THE	11,322.50	10,000	113.2250	0.06 %	9,966.50	99.67	1,356.00	3.05 %	345.00	5.75
UNSC										
03.450% DUE 03/25/2030										
RATING: A1										
(191216CT5)										
PNC CAPITAL ADVISORS										
COMCAST CORP	16,371.15	15,000	108.7340	0.08 %	14,965.20	99.77	1,344.90	3.64 %	592.50	273.21
CALL 08/15/2025 COGT										
03.950% DUE 10/15/2025										
RATING: A3										
(20030NCS8)										
PNC CAPITAL ADVISORS										
COMCAST CORP	5,419.50	5,000	108.3900	0.03 %	5,114.60	102.29	304.90	3.14 %	170.00	1.89
CALL 01/01/2030 UNSC										
03.400% DUE 04/01/2030										
RATING: A3										
(20030NDG3)										
PNC CAPITAL ADVISORS										

*Detail*

**Fixed income  
 Corporate bonds**

Description (Cusip)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
CONNECTICUT LIGHT & PWR SER A CALL 12/15/2026 03.200% DUE 03/15/2027 RATING: A1 (207597EJ0)	21,129.80	10,477.30	10,000	104.7730	105.14	0.05 %	10,514.30	-37.00	3.06 %	320.00	14.22	
PNC CAPITAL ADVISORS CONSOLIDATED EDISON CO 0 SER C UNSC VAR% DUE 06/25/2021 RATING: BAA1 (209111FR9)	15,040.50	14,565.90	15,000	97.1060	100.36	0.07 %	15,053.85	-487.95	2.43 %	352.95	6.86	
PNC CAPITAL ADVISORS CONSOLIDATED EDISON CO 0 SER D CALL 09/01/2028 04.000% DUE 12/01/2028 RATING: BAA1 (209111FS7)	16,668.00	16,056.15	15,000	107.0410	99.93	0.08 %	14,988.90	1,067.25	3.74 %	600.00	200.00	
PNC CAPITAL ADVISORS JOHN DEERE CAPITAL CORP SER MTN UNSC 03.200% DUE 01/10/2022 RATING: A2 (24422EU00)	5,139.75	5,120.45	5,000	102.4090	99.90	0.03 %	4,995.20	125.25	3.13 %	160.00	36.00	
PNC CAPITAL ADVISORS JOHN DEERE CAPITAL CORP SER MTN UNSC 02.250% DUE 09/14/2026 RATING: A2 (24422EV82)	10,005.80	9,766.40	10,000	97.6640	99.76	0.05 %	9,975.50	-209.10	2.31 %	225.00	10.63	
PNC CAPITAL ADVISORS												

*Detail*

**Fixed income**  
**Corporate bonds**

Description (Cusip )	Market value last period	Quantity	Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
WALT DISNEY COMPANY/THE COGT	10,257.70	10,000	102,577.0	0.05 %	10,432.10	104.32	- 174.40	2.93 %	300.00	13.33
03.000% DUE 09/15/2022 RATING: A2 (254687CM6) PNC CAPITAL ADVISORS	16,133.55	16,432.35	167,557.0	0.08 %	15,031.80	100.21	1,101.75	3.54 %	570.00	120.33
DUKE ENERGY FLORIDA LLC CALL 04/15/2028 MORT 03.800% DUE 07/15/2028 RATING: A1 (26444HAE1) PNC CAPITAL ADVISORS	10,426.00	10,000	104,260.0	0.05 %	9,989.80	99.90	436.20	2.74 %	285.00	3.17
FLORIDA POWER & LIGHT CO CALL 03/01/2025 MORT 02.850% DUE 04/01/2025 RATING: AA2 (341081FZ5) PNC CAPITAL ADVISORS	10,224.20	20,743.20	102,242.0	0.05 %	10,465.30	104.65	- 241.10	4.99 %	510.00	249.33
HSBC HOLDINGS PLC SR UNSEC ISIN US404280AK50 SEDOL B61GQ88 05.100% DUE 04/05/2021 RATING: A2 (404280AK5) PNC CAPITAL ADVISORS	10,168.10	10,000	101,681.0	0.05 %	9,944.10	99.44	224.00	2.66 %	270.00	0.75
HOME DEPOT INC CALL 01/15/2030 UNSEC 02.700% DUE 04/15/2030 RATING: N/A (437076CB6) PNC CAPITAL ADVISORS										

*Detail*

**Fixed income**  
**Corporate bonds**

Description (Cusip.)	Market value last period		Current market value		% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current	price per unit						
INTEL CORP	31,162.20	15,735.90	15,735.90	104,906.00	0.08 %	14,996.25	739.65	2.75 %	431.25	167.71
CALL 03/11/2024 UNSC	15,000	104,906.00	104,906.00	104,906.00		99.98				
RATING: A1										
PNC CAPITAL ADVISORS										
(458140BD1)										
JPMORGAN CHASE & CO	47,991.15	37,085.30	37,085.30	105,958.00	0.18 %	35,020.30	2,065.00	3.79 %	1,404.20	452.46
SR UNSEC	35,000	105,958.00	105,958.00	105,958.00		100.06				
RATING: A2										
(46647PAY2)										
PNC CAPITAL ADVISORS										
JOHNSON & JOHNSON	20,311.60	10,679.30	10,679.30	106,793.00	0.05 %	9,985.90	693.40	2.30 %	245.00	20.42
CALL 12/01/2025 @ 100,000 UNSC	10,000	106,793.00	106,793.00	106,793.00		99.86				
RATING: AAA										
(478160BY9)										
PNC CAPITAL ADVISORS										
MUFG AMERICAS HLDGS CORP	15,302.10	13,736.70	13,736.70	91,578.00	0.07 %	15,304.80	-1,568.10	3.28 %	450.00	63.75
CALL 01/20/2025 @ 100,000 UNSC	15,000	91,578.00	91,578.00	91,578.00		102.03				
RATING: A2										
(553794AC2)										
PNC CAPITAL ADVISORS										
MASTERCARD INC	15,654.00	15,965.40	15,965.40	106,436.00	0.08 %	14,979.30	986.10	2.78 %	442.50	147.50
CALL 03/01/2029 UNSC	15,000	106,436.00	106,436.00	106,436.00		99.86				
RATING: A1										
(57636QAM6)										
PNC CAPITAL ADVISORS										

Detail

**Fixed income**  
**Corporate bonds**

Description (Cusip )	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
MERCK & CO INC	21,667.80	10,893.60	10,000	108,936.00		0.06 %	9,943.80	99.44	949.80	3.13 %	340.00	22.67
CALL 12/07/2028 UNSC												
03.400% DUE 03/07/2029												
RATING: A1												
(58933YAX3)												
PNC CAPITAL ADVISORS												
METLIFE INC	16,265.55	15,818.70	15,000	105,458.00		0.08 %	16,198.95	107.99	- 380.25	4.15 %	655.20	29.12
SER D UNSC												
04.368% DUE 09/15/2023												
RATING: A3												
(59156RBB3)												
PNC CAPITAL ADVISORS												
MICROSOFT CORP	10,340.60	103,406.00	10,000			0.05 %	9,880.90	98.81	459.70	1.94 %	200.00	29.44
CALL 06/08/2023 @ 100,000 UNSC												
02.000% DUE 08/08/2023												
RATING: AAA												
(594918BQ6)												
PNC CAPITAL ADVISORS												
NIKE INC	5,195.70	103,914.00	5,000			0.03 %	4,993.20	99.86	202.50	2.31 %	120.00	1.33
CALL 02/27/2025 UNSC												
02.400% DUE 03/27/2025												
RATING: A1												
(654106AH6)												
PNC CAPITAL ADVISORS												
NVIDIA CORP	5,218.10	104,362.00	5,000			0.03 %	4,981.45	99.63	236.65	2.74 %	142.50	
CALL 01/01/2030 UNSC												
02.850% DUE 04/01/2030												
RATING: A3												
(67066GAF1)												
PNC CAPITAL ADVISORS												

*Detail*

**Fixed income  
 Corporate bonds**

Description (Cusip )	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Current	price per unit		Current	price per unit							
ORACLE CORP	30,689.70	20,411.80	30,689.70	10,376.80	10,219.90	0.10 %	19,924.80	487.00	2.60 %	530.00	111.89	
CALL 04/15/2026 @ 100.000 UNSC		102.0590	20,000	103,9680	102.20		99.62					
02.650% DUE 07/15/2026												
RATING: A3												
(68389XBM6)												
PNC CAPITAL ADVISORS												
PEPSICO INC	10,000	103,9680	10,000	10,376.80	10,219.90	0.05 %	102.20	176.90	2.65 %	275.00	19.86	
SR UNSECD												
02.750% DUE 03/05/2022												
RATING: A1												
(713448BY3)												
PNC CAPITAL ADVISORS												
PEPSICO INC	15,000	103,8320	15,000	15,574.80	14,945.85	0.08 %	99.64	628.95	2.17 %	337.50	11.25	
CALL 02/19/2025 UNSC												
02.250% DUE 03/19/2025												
RATING: A1												
(713448EQ7)												
PNC CAPITAL ADVISORS												
PFIZER INC	30,000	102,4890	30,000	30,746.70	30,069.00	0.15 %	100.23	677.70	2.93 %	900.00	40.00	
SER 3YR UNSC												
03.000% DUE 09/15/2021												
RATING: A1												
(717081EM1)												
PNC CAPITAL ADVISORS												
PROCTER & GAMBLE CO/THE	10,000	111,0720	10,000	11,107.20	10,248.00	0.06 %	102.48	859.20	2.71 %	300.00	5.00	
UNSC												
03.000% DUE 03/25/2030												
RATING: AA3												
(742718FH7)												
PNC CAPITAL ADVISORS												



Detail

Fixed income  
 Corporate bonds

Description (Cusip)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current price per unit					
SUMITOMO MITSUI FINL GRP	20,372.20	101.3750	10,202.10	102.0210	0.05 %	210.80	2.75 %	277.80	125.78
SEDOL BZ1H048 ISIN US86562MAU45	10,000	101.3750	10,202.10	102.0210	0.05 %	210.80	2.75 %	277.80	125.78
02.778% DUE 10/18/2022									
RATING: A1									
(86562MAU4)									
PNC CAPITAL ADVISORS									
TARGET CORP									
CALL 03/15/2025 UNSC	10,000	102.0210	10,202.10	102.0210	0.05 %	218.70	2.21 %	225.00	
02.250% DUE 04/15/2025									
RATING: A2									
(87612EBL9)									
PNC CAPITAL ADVISORS									
TORONTO-DOMINION BANK	10,055.20	94.6250	9,462.50	94.6250	0.05 %	-537.50	1.30 %	122.86	10.24
SER MTN UNSC	10,000	94.6250	9,462.50	94.6250	0.05 %	-537.50	1.30 %	122.86	10.24
VAR% DUE 12/01/2022									
RATING: AA3									
(89114QCE6)									
PNC CAPITAL ADVISORS									
TORONTO-DOMINION BANK SER MTN	10,000	93.6710	9,367.10	93.6710	0.05 %	-632.90	2.16 %	202.00	35.91
SEDOL 2HBR8L4 ISIN US89114QCF37	10,000	93.6710	9,367.10	93.6710	0.05 %	-632.90	2.16 %	202.00	35.91
VAR% DUE 01/27/2023									
RATING: AA3									
(89114QCF3)									
PNC CAPITAL ADVISORS									
TOYOTA MOTOR CREDIT CORP	21,048.00	103.7810	20,756.20	103.7810	0.10 %	795.40	3.33 %	690.00	21.08
SER GMTN UNSC	20,000	103.7810	20,756.20	103.7810	0.10 %	795.40	3.33 %	690.00	21.08
03.450% DUE 09/20/2023									
RATING: A1									
(89236TFN0)									
PNC CAPITAL ADVISORS									



*Detail*

**Fixed income**  
**Corporate bonds**

Description (Cusip )	Market value last period	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit							
TOYOTA MOTOR CREDIT CORP SER MTN UNSC VAR% DUE 08/13/2021 RATING: A1 (89236TGS8)	15,000	14,345.70	95.6380	0.07 %	15,000.00	100.00	- 654.30	1.95 %	278.38	37.12
PNC CAPITAL ADVISORS										
US BANCORP CALL 05/30/2029 SUB 03.000% DUE 07/30/2029 RATING: A1 (91159HHW3)	15,494.55	14,906.10	99.3740	0.07 %	14,998.65	99.99	- 92.55	3.02 %	450.00	76.25
PNC CAPITAL ADVISORS										
UNITEDHEALTH GROUP INC UNSC 03.750% DUE 07/15/2025 RATING: A3 (91324PCP5)	5,000	5,403.30	108.0660	0.03 %	5,103.65	102.07	299.65	3.48 %	187.50	39.58
PNC CAPITAL ADVISORS										
WALMART INC CALL 05/08/2026 UNSC 03.050% DUE 07/08/2026 RATING: AA2 (931142EM1)	15,823.35	16,136.25	107.5750	0.08 %	14,980.20	99.87	1,156.05	2.84 %	457.50	105.48
PNC CAPITAL ADVISORS										
WELLS FARGO & COMPANY SER MTN UNSC 03.300% DUE 09/09/2024 RATING: A2 (94974BG2)	20,960.60	20,823.80	104.1190	0.10 %	20,026.15	100.13	797.65	3.17 %	660.00	40.33
PNC CAPITAL ADVISORS										



INSTITUTIONAL  
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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							
WESTPAC BANKING CORP SEDOL ISIN US961214DG53 02.800% DUE 01/11/2022 RATING: AA3 (961214DG5)	5,000	5,048.05	100.9610	0.03 %	4,798.10	95.96	249.95	2.78 %	140.00	31.11
PNC CAPITAL ADVISORS										
WESTPAC BANKING CORP SEDOL ISIN US961214DU48 02.650% DUE 01/25/2021 RATING: AA3 (961214DU4)	15,101.55	15,053.70	100.3580	0.08 %	14,989.65	99.93	64.05	2.65 %	397.50	72.87
PNC CAPITAL ADVISORS										
XILINX INC UNSC 03.000% DUE 03/15/2021 RATING: A3 (983919AH4)	15,190.50	14,994.90	99.9660	0.07 %	15,016.05	100.11	- 21.15	3.01 %	450.00	20.00
PNC CAPITAL ADVISORS										
<b>Total corporate bonds</b>		<b>\$818,474.30</b>		<b>3.81 %</b>	<b>\$799,140.35</b>		<b>\$19,333.95</b>	<b>2.98 %</b>	<b>\$24,355.96</b>	<b>\$4,718.15</b>

Treasury bonds

Description (Cusip )	Market value last period	Current market value		% of total portfolio	Total tax cost	Avg. tax cost per unit	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit							
USA TREASURY NOTES 02.000% DUE 02/28/2021 RATING: AAA (912828B90)	40,000	\$40,703.20	\$101.7580	0.19 %	\$39,412.50	\$98.53	\$1,290.70	1.97 %	\$800.00	\$68.89
PNC CAPITAL ADVISORS										



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Treasury bonds

Description (Cusip )	Market value last period	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	Current price per unit							
USA TREASURY NOTES 02.375% DUE 08/15/2024 RATING: AAA (912828D56) PNC CAPITAL ADVISORS	350,414.20 205,000	222,912.90 108.7380	174,914.70 102.8910	1.04 %	205,355.42 100.17	17,557.48	17,557.48	2.19 %	4,868.75	622.12
USA TREASURY NOTES 02.125% DUE 09/30/2021 RATING: AAA (912828F21) PNC CAPITAL ADVISORS	242,148.00 170,000	174,914.70 102.8910	166,382.43 97.87	0.82 %	166,382.43 97.87	8,532.27	8,532.27	2.07 %	3,612.50	10.03
USA TREASURY NOTES 02.250% DUE 11/15/2025 RATING: AAA (912828M56) PNC CAPITAL ADVISORS	15,408.45 35,000	38,461.85 109.8910	35,579.48 101.66	0.18 %	35,579.48 101.66	2,882.37	2,882.37	2.05 %	787.50	297.50
USA TREASURY NOTES 01.625% DUE 05/15/2026 RATING: AAA (912828R36) PNC CAPITAL ADVISORS	35,000	37,353.05 106.7230	37,419.92 106.91	0.18 %	37,419.92 106.91	- 66.87	- 66.87	1.53 %	568.75	214.86
USA TREASURY NOTES 01.625% DUE 08/15/2022 RATING: AAA (912828TJ9) PNC CAPITAL ADVISORS	250,235.00 145,000	149,712.50 103.2500	140,232.42 96.71	0.70 %	140,232.42 96.71	9,480.08	9,480.08	1.58 %	2,356.25	301.08
USA TREASURY NOTES 02.500% DUE 08/15/2023 RATING: AAA (912828VS6) PNC CAPITAL ADVISORS	123,595.20 40,000	42,967.20 107.4180	39,223.04 98.06	0.20 %	39,223.04 98.06	3,744.16	3,744.16	2.33 %	1,000.00	127.78
USA TREASURY NOTE 01.875% DUE 01/31/2022 RATING: AAA (912828V72) PNC CAPITAL ADVISORS	145,849.70 95,000	97,883.25 103.0350	92,185.54 97.04	0.46 %	92,185.54 97.04	5,697.71	5,697.71	1.82 %	1,781.25	301.82

*Detail*

**Treasury bonds**

Description [Cusip]	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Total tax cost					
USA TREASURY NOTES 02.500% DUE 05/15/2024 RATING: AAA (912828WJ5)	155,209.50	103,364.75	108,8050	95,357.80	0.49 %	8,006.95	2.30 %	2,375.00	900.41
PNC CAPITAL ADVISORS				100.38					
USA TREASURY NOTES 02.375% DUE 05/15/2027 RATING: AAA (912828X88)	82,984.80	33,841.50	112,8050	28,410.93	0.16 %	5,430.57	2.11 %	712.50	269.17
PNC CAPITAL ADVISORS				94.70					
USA TREASURY NOTES 00.375% DUE 07/15/2027 RATING: N/A (912828L3)	42,965.58	27,262.27	109,0491	24,733.66	0.13 %	2,528.61	0.36 %	96.20	20.35
PNC CAPITAL ADVISORS				98.94					
USA TREASURY NOTES 02.875% DUE 05/15/2028 RATING: AAA (9128284N7)	140,019.10	106,115.40	117,9060	94,648.81	0.50 %	11,466.59	2.44 %	2,587.50	975.61
PNC CAPITAL ADVISORS				105.17					
USA TREASURY NTS 02.375% DUE 05/15/2029 RATING: AAA (9128286T2)	26,003.00	23,007.00	115.0350	21,100.00	0.11 %	1,907.00	2.07 %	475.00	180.08
PNC CAPITAL ADVISORS				105.50					
<b>Total treasury bonds</b>		<b>\$1,098,499.57</b>		<b>\$1,020,041.95</b>	<b>5.11 %</b>	<b>\$78,457.62</b>	<b>2.01 %</b>	<b>\$22,021.20</b>	<b>\$4,289.70</b>

Detail

Agency bonds

Description (Cusip)	Quantity	Market value last period	Current market value price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
FEDERAL HOME LOAN BANK BND5 03.250% DUE 11/16/2028 RATING: AAA (3130AFFX0)	10,000	\$11,819.50	\$118.1950	0.06 %	\$11,470.80	\$114.71	\$348.70	2.75 %	\$325.00	\$121.87
PNC CAPITAL ADVISORS FEDERAL NATL MTG ASSN UNSC 01.875% DUE 09/24/2026 RATING: AAA (3135G0Q22)	74,865.75 75,000	79,787.25 106,383.00	79,787.25 106,383.00	0.38 %	70,862.85 94.48	8,924.40	8,924.40	1.77 %	1,406.25	27.34
PNC CAPITAL ADVISORS FEDERAL NATL MTG ASSN BND5 02.625% DUE 09/06/2024 RATING: AAA (3135G0ZR7)	10,000	10,906.50 109,065.00	10,906.50 109,065.00	0.06 %	10,804.30 108.04	102.20	102.20	2.41 %	262.50	18.23
PNC CAPITAL ADVISORS FEDERAL NATL MTG ASSN POOL #AH3765 04.000% DUE 01/01/2041 RATING: N/A (3138A5FF4)	17,612.76 15,570.490	16,822.82 108,043.00	16,822.82 108,043.00	0.08 %	16,677.41 107.11	145.41	145.41	3.71 %	622.82	53.63
PNC CAPITAL ADVISORS FEDERAL NATL MTG ASSN POOL #AL0578 03.500% DUE 08/01/2026 RATING: N/A (3138EGUC6)	8,227.44 7,295.601	7,680.66 105,278.00	7,680.66 105,278.00	0.04 %	7,770.89 106.52	-90.23	-90.23	3.33 %	255.35	21.99
PNC CAPITAL ADVISORS FEDERAL NATL MTG ASSN POOL AS5327 03.000% DUE 07/01/2030 RATING: N/A (3138WE4M8)	38,800.05 36,681.345	38,577.77 105,170.00	38,577.77 105,170.00	0.18 %	37,897.85 103.32	679.92	679.92	2.86 %	1,100.44	94.76
PNC CAPITAL ADVISORS										

*Detail*

**Agency bonds**

Description (Cusip )	Market value last period		Current market value		% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current market value						
FEDERAL NATL MTG ASSN POOL AS8018 03:000% DUE 09/01/2031 RATING: N/A (3138WH4C3) PNC CAPITAL ADVISORS	30,191.81 27,757,490	29,231.14 105.3090	35,317.51 103.7310	34,834.56 102.31	0.14 %	28,676.95 103.31	554.19	2.85 %	832.72	71.71
FEDERAL NATL MTG ASSN POOL BC4777 02:500% DUE 10/01/2031 RATING: N/A (3140F0JX3) PNC CAPITAL ADVISORS	36,091.64 34,047,208	35,317.51 103.7310	35,317.51 103.7310	34,834.56 102.31	0.17 %	34,834.56 102.31	482.95	2.42 %	851.18	73.30
FEDERAL NATL MTG ASSN POOL BM3954 02:500% DUE 12/01/2028 RATING: N/A (3140J8MC4) PNC CAPITAL ADVISORS	47,143.23 43,330.918	44,978.79 103.8030	44,978.79 103.8030	42,437.22 97.94	0.21 %	42,437.22 97.94	2,541.57	2.41 %	1,083.27	93.28
FEDERAL NATL MTG ASSN POOL BM4202 03:500% DUE 12/01/2029 RATING: N/A (3140J8U43) PNC CAPITAL ADVISORS	31,339.29 28,415.369	29,950.94 105.4040	29,950.94 105.4040	29,614.15 104.22	0.14 %	29,614.15 104.22	336.79	3.33 %	994.54	85.64
FEDERAL NATL MTG ASSN POOL FM0008 03:500% DUE 08/01/2049 RATING: N/A (3140X3A7) PNC CAPITAL ADVISORS	15,287.62 14,482.818	15,355.12 106.0230	15,355.12 106.0230	15,025.92 103.75	0.08 %	15,025.92 103.75	329.20	3.31 %	506.90	43.65
FEDERAL NATL MTG ASSN POOL FM1221 03:500% DUE 07/01/2049 RATING: N/A (3140X4LB0) PNC CAPITAL ADVISORS	15,269.49 14,243.756	15,154.36 106.3930	15,154.36 106.3930	14,748.96 103.55	0.08 %	14,748.96 103.55	405.40	3.29 %	498.53	42.93

Detail

**Agency bonds**

Description (Cusip)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Current price per unit	Current price per unit		Current price per unit	Current price per unit							
FEDERAL NATL MTG ASSN POOL #AB2077 04,000% DUE 01/01/2041 RATING: N/A (31416XJ9)	51,637.99	46,998.184	51,637.99	51,165.51	108,867.0	0.24 %	46,399.70	98.73	4,765.81	3.68 %	1,879.93	161.88
PNC CAPITAL ADVISORS FEDERAL NATL MTG ASSN POOL MA2803 02,500% DUE 11/01/2031 RATING: N/A (31418CDH4)	49,446.61	46,618.270	49,446.61	48,399.55	103,821.0	0.23 %	46,875.02	100.55	1,524.53	2.41 %	1,165.66	100.36
PNC CAPITAL ADVISORS GOVT NATL MTG ASSN II POOL MA6474 03,000% DUE 02/20/2050 RATING: N/A (36179VFP0)	26,413.28	24,945.960	26,413.28	26,413.28	105,882.0	0.13 %	25,686.55	102.97	726.73	2.84 %	748.38	64.44
<b>Total agency bonds</b>				<b>\$461,560.70</b>		<b>2.15 %</b>	<b>\$439,783.13</b>		<b>\$21,777.57</b>	<b>2.72 %</b>	<b>\$12,533.27</b>	<b>\$1,075.01</b>

**Mutual funds - fixed income**

Description (Symbol)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Current price per unit	Current price per unit		Current price per unit	Current price per unit							
DODGE & COX INCOME FUND (DODIX) FD #147 21-75-073-4453885	\$746,753.96	108,624.103	\$746,753.96	\$1,499,012.62	\$13,800.0	6.98 %	\$1,508,994.00	\$13.89	-\$9,981.38	3.03 %	\$45,296.25	
METROPOLITAN WEST UNCONSTRAINED (MWCIX) BOND FUND CLASS I FUND #0518 21-75-073-4453885	1,180,724.60	107,745.189	1,180,724.60	1,198,126.50	11,120.0	5.58 %	1,285,412.00	11.93	- 87,285.50	3.97 %	47,515.63	3,309.32



**CLEVE PUB LIB ENDMT CONS**  
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**Mutual funds - fixed income**

Description (Symbol)	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
T ROWE PRICE INSTITUTIONAL (PFFRX)	572,520.26	502,403.91	2.34 %	580,873.00	- 78,469.09	5.52 %	27,698.85	2,107.17
FLOATING RATE FUND FD #430	57,947.395	8,6700		10.02				
21-75-073-4453885								
TEMPLETON GLOBAL BOND FUND R6 (FBNRX)	549,863.13	518,427.65	2.42 %	628,837.00	- 110,409.35	6.63 %	34,321.35	
21-75-073-4453885	51,533.564	10,0600		12.20				
<b>Total mutual funds - fixed income</b>		<b>\$3,717,970.68</b>	<b>17.29 %</b>	<b>\$4,004,116.00</b>	<b>- \$286,145.32</b>	<b>4.16 %</b>	<b>\$154,832.08</b>	<b>\$5,416.49</b>

**Mortgages**

Description (Cusip )	Market value last period	Current market value	% of total portfolio	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Current price per unit		Avg. tax cost per unit				
CAPITAL ONE MULTI-ASSET EXECUT		\$29,598.30	0.14 %	\$28,425.00	\$1,173.30	2.33 %	\$687.00	\$30.53
SERIES 2017 A6 CLASS A6 02.290% DUE 07/15/2025 RATING: N/A (1404 INFQ9)	30,000	\$98.6610		\$94.75				
PNC CAPITAL ADVISORS								
FHLMC MULTIFAMILY STRUCTURED P		44,980.40	0.21 %	40,205.07	4,775.33	2.85 %	1,277.60	106.47
SERIES K067 CLASS A2 03.194% DUE 07/25/2027 RATING: AAA (3137FAWS3)	40,000	112.4510		100.51				
PNC CAPITAL ADVISORS								
<b>Total mortgages</b>		<b>\$74,578.70</b>	<b>0.35 %</b>	<b>\$68,630.07</b>	<b>\$5,948.63</b>	<b>2.63 %</b>	<b>\$1,964.60</b>	<b>\$137.00</b>



Detail

Asset backed

Description (Cusip.)	Market value last period	Current market value		% of total portfolio	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	10,000	\$10,096.00	\$100.9600	0.05 %	\$471.00	1.91 %	\$192.00	\$19.20
CNH EQUIPMENT TRUST SERIES 2019 C CLASS A3 02.010% DUE 12/16/2024 RATING: AAA (12597CAC1) PNC CAPITAL ADVISORS	34,999.65 35,000	33,891.20 96,832.00		0.16 %	- 1,104.73	2.08 %	703.50	31.27
DISCOVER CARD EXECUTION NOTE SERIES 2019 A1 CLASS A1 03.040% DUE 07/15/2024 RATING: AAA (254683CK9) PNC CAPITAL ADVISORS	35,000	36,064.35 103,041.00		0.17 %	1,031.54	2.96 %	1,064.00	47.29
FIFTH THIRD AUTO TRUST SERIES 2019 1 CLASS A3 02.640% DUE 12/15/2023 RATING: AAA (31680YAD9) PNC CAPITAL ADVISORS	15,138.15 15,000	15,041.25 100,275.00		0.07 %	44.55	2.64 %	396.00	17.60
JOHN DEERE OWNER TRUST SERIES 2019 B CLASS A3 02.210% DUE 12/15/2023 RATING: AAA (477870AC3) PNC CAPITAL ADVISORS	10,065.40 10,000	10,081.70 100,817.00		0.05 %	83.82	2.20 %	221.00	9.82



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Asset backed

Description (Cusip )	Market value last period	Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit					
NISSAN AUTO RECEIVABLES OWNER SERIES 2018 C CLASS A3 03.220% DUE 06/15/2023 RATING: AAA (65478NAD7) PNC CAPITAL ADVISORS	15,000	15,306.30	102,0420	0.08 %	47.32	3.16 %	483.00	21.47
<b>Total asset backed</b>				<b>0.56 %</b>	<b>\$573.50</b>	<b>2.54 %</b>	<b>\$3,059.50</b>	<b>\$146.65</b>

<b>Total fixed income</b>				<b>29.26 %</b>	<b>-\$160,054.05</b>	<b>3.48 %</b>	<b>\$218,766.61</b>	<b>\$15,783.00</b>
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Equities

Stocks  
Consumer discretionary

Description (Symbol)	Market value last period	Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit					
HELEN OF TROY LIMITED (HELE) SEDOL 2419530 ISIN BMG4388N1065 GW&K INVESTMENT MANAGEMENT	\$7,730.97	\$8,209.71	\$144.0300	0.04 %	-\$746.02			
AMAZON COM INC (AMZN) EDGEWOOD MGMT	68,370.08	79,938.52	1,949.7200	0.38 %	15,765.52			
CHURCHILL DOWNS INC (CHDN) GW&K INVESTMENT MANAGEMENT	12,210.80	9,162.55	102,9500	0.05 %	-1,821.82	0.57 %	51.71	
CHUY'S HOLDINGS INC (CHUY) GW&K INVESTMENT MANAGEMENT	4,250.88	1,651.48	10,0700	0.01 %	-2,396.04			
FIVE BELOW (FIVE) GW&K INVESTMENT MANAGEMENT	13,425.30	8,586.36	70,3800	0.04 %	-6,917.79			
GRAND CANYON EDUCATION INC (LOPE) GW&K INVESTMENT MANAGEMENT	18,008.52	14,341.58	76,2850	0.07 %	-6,753.90			
HOME DEPOT INC (HD) ARISTOTLE CAPITAL MANAGEMENT	45,204.66	41,076.20	186,7100	0.20 %	14,610.13	3.22 %	1,320.00	

*Detail*

**Equities**

**Stocks**  
*Consumer discretionary*

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit								
LENNAR CORP (LEN)	40,838.28	27,389.40	38,2000	0.13 %	39,712.74	55.39	- 12,323.34	1.31 %	358.50	
ARISTOTLE CAPITAL MANAGEMENT CLASS A	717									
LITHIA MTRS INC (LAD)	15,729.00	8,751.53	81,7900	0.05 %	14,100.45	131.78	- 5,348.92	1.47 %	128.40	
GW&K INVESTMENT MANAGEMENT CLASS B	108,097.77	86,215.08	82,7400	0.41 %	96,366.97	92.48	- 10,151.89	1.19 %	1,021.16	255.29
EDGEWOOD MGMT	1,042									
OLLIE'S BARGAIN OUTLET HOLDI (OLLI)	8,620.92	6,116.88	46,3400	0.03 %	8,403.40	63.66	- 2,286.52			
OXFORD INDUSTRIES INC (OXM)	7,240.32	3,480.96	36,2600	0.02 %	6,749.75	70.31	- 3,268.79	2.76 %	96.00	
SKYLINE CHAMPION CORP (SKY)	11,412.00	5,644.80	15,6800	0.03 %	10,930.46	30.36	- 5,285.66	2.30 %	129.60	
SONY CORP AMERICAN SHARE NEW (SNE)	52,972.00	48,054.16	59,1800	0.23 %	48,301.53	59.49	- 247.37	0.46 %	217.62	
SPONSORED ADR	812									
ARISTOTLE CAPITAL MANAGEMENT CLASS B	14,812.16	10,861.90	41,3000	0.06 %	13,782.57	52.41	- 2,920.67	3.49 %	378.72	
WOLVERINE WORLD WIDE INC (WWW)	7,996.38	3,602.40	15,2000	0.02 %	6,762.04	28.53	- 3,159.64	2.64 %	94.80	23.70
GW&K INVESTMENT MANAGEMENT	237									
<b>Total consumer discretionary</b>		<b>\$363,083.51</b>		<b>1.69 %</b>	<b>\$396,336.23</b>		<b>- \$33,252.72</b>	<b>1.05 %</b>	<b>\$3,796.51</b>	<b>\$278.99</b>



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**Consumer staples**

Description (Symbol)	Market value last period		Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current	price per unit							
CENTRAL GARDEN & PET CO (CENT)	148	\$4,070.00	\$4,070.00	\$4,070.00	0.02 %	\$4,130.29	-\$60.29				
GW&K INVESTMENT MANAGEMENT	349	10,246.64	8,923.93	\$27.91	0.05 %	9,207.60	- 283.67				
CENTRAL GARDEN AND PET CO (CENTA)			25.5700	26.38							
CL A											
GW&K INVESTMENT MANAGEMENT											
COCA COLA CO (KO)	54,409.05	44,250.00	44,250.00	44,250.00	0.21 %	54,236.44	- 9,986.44	3.71 %	1,640.00	410.00	
ARISTOTLE CAPITAL MANAGEMENT	1,000	44,250.00	44,250.00	44,250.00		54.24					
LAUDER ESTEE COS INC (EL)	79,517.90	59,911.84	59,911.84	59,911.84	0.28 %	63,968.58	- 4,056.74	1.21 %	721.92		
CL A	376	159,340.00	159,340.00	159,340.00		170.13					
EDGEWOOD MGMT											
PERFORMANCE FOOD GROUP CO (PFGC)	20,797.92	9,986.88	9,986.88	9,986.88	0.05 %	18,814.28	- 8,827.40				
GW&K INVESTMENT MANAGEMENT	404	24,720.00	24,720.00	24,720.00		46.57					
TYSON FOODS INC (TSN)	50,982.40	35,242.83	35,242.83	35,242.83	0.17 %	52,348.04	- 17,105.21	2.91 %	1,023.12		
CLASS A	609	57,870.00	57,870.00	57,870.00		85.96					
ARISTOTLE CAPITAL MANAGEMENT											
UNILEVER NV NEW YORK SHARES NEW (UN)	42,003.26	35,128.80	35,128.80	35,128.80	0.17 %	43,237.76	- 8,108.96	3.19 %	1,117.44		
SEDOL 2416542	720	48,790.00	48,790.00	48,790.00		60.05					
ISIN US9047847093											
ARISTOTLE CAPITAL MANAGEMENT											
VERACYTE INC (VCYT)	8,124.72	8,873.15	8,873.15	8,873.15	0.05 %	10,661.91	- 1,788.76				
GW&K INVESTMENT MANAGEMENT	365	24,310.00	24,310.00	24,310.00		29.21					
WD 40 CO (WDFC)	6,406.62	6,628.05	6,628.05	6,628.05	0.04 %	6,067.27	560.78	1.34 %	88.44		
GW&K INVESTMENT MANAGEMENT	33	200,850.00	200,850.00	200,850.00		183.86					
WALGREENS BOOTS ALLIANCE INC (WBA)	31,012.96	22,966.50	22,966.50	22,966.50	0.11 %	27,169.03	- 4,202.53	4.01 %	918.66		
ARISTOTLE CAPITAL MANAGEMENT	502	45,750.00	45,750.00	45,750.00		54.12					
<b>Total consumer staples</b>		<b>\$235,981.98</b>	<b>\$235,981.98</b>	<b>\$235,981.98</b>	<b>1.10 %</b>	<b>\$289,841.20</b>	<b>- \$53,859.22</b>	<b>2.34 %</b>	<b>\$5,509.58</b>	<b>\$410.00</b>	



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Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
CABOT OIL & GAS CORP COM (COG)	\$42,776.37	2,954	\$50,779.26	\$17.1900	0.24 %	\$52,220.63	\$17.68	-\$1,441.37	2.33 %	\$1,181.60	
ARISTOTLE CAPITAL MANAGEMENT											
DRILL-GUJP INC (DRQ)		3,658.98	2,379.00	30.5000	0.02 %	4,359.73	55.89	-1,980.73			
GW&K INVESTMENT MANAGEMENT		78	6,843.15	6.8500	0.04 %	19,879.82	19.90	-13,036.67	10.52 %	719.28	
HALLIBURTON CO (HAL)		20,701.62	27,039.60	53.6500	0.13 %	51,911.41	103.00	-24,871.81	6.72 %	1,814.40	
ARISTOTLE CAPITAL MANAGEMENT		506	15,012.10	70.1500	0.07 %	27,733.08	129.59	-12,720.98	3.14 %	470.80	117.70
PHILLIPS 66 (PSX)		34,209.62	1,131.55	3.0500	0.01 %	4,125.52	11.12	-2,993.97			
ARISTOTLE CAPITAL MANAGEMENT		214									
PIONEER NAT RES CO (PXD)		5,097.54									
ARISTOTLE CAPITAL MANAGEMENT		371									
WPX ENERGY INC (WPX)											
GW&K INVESTMENT MANAGEMENT											
<b>Total energy</b>			<b>\$103,184.66</b>		<b>0.48 %</b>	<b>\$160,230.19</b>		<b>-\$57,045.53</b>	<b>4.06 %</b>	<b>\$4,186.08</b>	<b>\$117.70</b>

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Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
CHUBB LTD (CB)	\$38,759.34	282	\$31,496.58	\$111.6900	0.15 %	\$44,714.96	\$158.56	-\$13,218.38	2.69 %	\$846.00	\$211.50
SEDOL B3BQMF6											
ISIN CH0044328745											
ARISTOTLE CAPITAL MANAGEMENT											
AMERISAFE INC (AMSF)	11,093.04	168	10,830.96	64.4700	0.06 %	11,264.30	67.05	-433.34	1.68 %	181.44	
GW&K INVESTMENT MANAGEMENT											
AMERIPRISE FINANCIAL INC (AMP)	51,639.80	325	33,306.00	102.4800	0.16 %	47,484.40	146.11	-14,178.40	3.79 %	1,261.00	
ARISTOTLE CAPITAL MANAGEMENT											
AMERIS BANCORP (ABCB)	12,591.84	296	7,032.96	23.7600	0.04 %	11,692.00	39.50	-4,659.04	2.53 %	177.60	44.40
ARISTOTLE CAPITAL MANAGEMENT											
BOK FINL CORP (BOKF)	27,094.00	326	13,874.56	42.5600	0.07 %	26,078.14	79.99	-12,203.58	4.80 %	665.04	
NEW											
ARISTOTLE CAPITAL MANAGEMENT											
BANK OF AMERICA CORP (BAC)	68,643.78	2,001	42,481.23	21.2300	0.20 %	58,438.95	29.21	-15,957.72	3.40 %	1,440.72	
ARISTOTLE CAPITAL MANAGEMENT											



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Description (Symbol)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Price per unit		Current price per unit	Current price per unit							
CME GROUP INC (CME)	97,750.64	82,305.16	476	172,9100	0.39 %	102,328.44	- 20,023.28	1.97 %	1,618.40			
A DERIVATIVES EXCHANGE EDGEWOOD MGMT						214.98						
CAPITAL ONE FINANCIAL CORP (COF)	45,074.58	21,378.08	424	50,4200	0.10 %	38,786.20	- 17,408.12	3.18 %	678.40			
ARISTOTLE CAPITAL MANAGEMENT						91.48						
CATHAY GENERAL BANCORP (CATY)	14,154.60	8,537.40	372	22,9500	0.04 %	13,171.48	- 4,634.08	5.41 %	461.28			
GW&K INVESTMENT MANAGEMENT						35.41						
COHEN & STEERS INC (CNS)	9,727.80	7,044.75	155	45,4500	0.04 %	8,402.55	- 1,357.80	3.44 %	241.80			
GW&K INVESTMENT MANAGEMENT						54.21						
COMMERCE BANCSHARES INC (CBSH)	32,815.02	24,470.10	486	50,3500	0.12 %	29,040.83	- 4,570.73	2.15 %	524.88			
ARISTOTLE CAPITAL MANAGEMENT						59.76						
CULLEN FROST BANKERS INC (CFR)	27,573.96	15,732.78	282	55,7900	0.08 %	24,749.68	- 9,016.90	5.10 %	800.88			
ARISTOTLE CAPITAL MANAGEMENT						87.77						
EAST WEST BANCORP INC (EWBC)	31,411.50	15,160.86	589	25,7400	0.08 %	26,326.86	- 11,166.00	4.28 %	647.90			
ARISTOTLE CAPITAL MANAGEMENT						44.70						
GLACIER BANCORP INC (GBCI)	13,475.07	11,255.66	331	34,0050	0.06 %	13,283.71	- 2,028.05	3.42 %	383.96			
GW&K INVESTMENT MANAGEMENT						40.13						
HORACE MANN EDUCATORS CORP NEW (HMN)						10,691.84	- 1,910.24	3.28 %	288.00			
GW&K INVESTMENT MANAGEMENT						44.55						
HOULIHAN LOKEY INC (HLI)	8,894.34	9,485.84	240	36,5900	0.05 %	8,364.27	1,121.57	2.38 %	225.68			
GW&K INVESTMENT MANAGEMENT						45.96						
JPMORGAN CHASE & CO (JPM)	45,165.60	37,812.60	182	52,1200	0.18 %	22,996.63	14,815.97	4.00 %	1,512.00			
ARISTOTLE CAPITAL MANAGEMENT						54.75						
MERIDIAN BANCORP INC (EBSB)	5,806.01	3,242.58	420	90,0300	0.02 %	5,431.23	- 2,188.65	2.86 %	92.48		23.12	
GW&K INVESTMENT MANAGEMENT						18.79						
MITSUBISHI UFJ FINL GRP ADR (MUJFG)	24,364.41	17,890.08	289	11,2200	0.09 %	25,471.96	- 7,581.88	4.87 %	870.06			
ARISTOTLE CAPITAL MANAGEMENT						5.21						
PRA GROUP INC (PRAA)	6,933.30	5,294.52	191	27,7200	0.03 %	6,774.73	- 1,480.21					
GW&K INVESTMENT MANAGEMENT						35.47						
PACIFIC PREMIER BANCORP INC (PPBI)	9,748.90	6,801.24	361	18,8400	0.04 %	11,501.41	- 4,700.17	5.31 %	361.00			
GW&K INVESTMENT MANAGEMENT						31.86						
S&P GLOBAL INC (SPGI)	100,482.40	69,104.10	282	245,0500	0.33 %	30,804.67	38,299.43	1.10 %	755.76			
EDGEWOOD MGMT						109.24						

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Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
SEACOAST BANKING CORP OF FLA (SBCF)	9,262.71	303	5,547.93	18.3100	0.03 %	8,778.76	-3,230.83				
GW&K INVESTMENT MANAGEMENT	11,098.95	183	7,554.24	41.2800	0.04 %	10,545.47	-2,991.23	1.65 %	124.44		
STIFEL FINL CORP (SF)	11,525.76	149	3,412.10	22.9000	0.02 %	7,210.87	-3,798.77	6.99 %	238.40		
WEBSTER FINANCIAL CORP (WBS)						48.40					
GW&K INVESTMENT MANAGEMENT											
<b>Total financial</b>			<b>\$499,833.91</b>		<b>2.33 %</b>	<b>\$604,334.34</b>	<b>-\$104,500.43</b>	<b>2.88 %</b>		<b>\$14,397.12</b>	<b>\$279.02</b>

**Health care**

Description (Symbol)	Market value last period	Quantity	Current market value	Current price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
MEDTRONIC PLC (MDT)	\$54,456.00	514	\$46,352.52	\$90.1800	0.22 %	\$56,747.83	\$110.40	-\$10,395.31	2.40 %	\$1,110.24	\$277.56
SEDOL BTN1Y11											
ISIN IE00BTN1Y115											
ARISTOTLE CAPITAL MANAGEMENT											
ALCON INC (ALC)	36,827.07	808	41,062.56	50.8200	0.20 %	45,156.48	-4,093.92				
SEDOL BJXP41											
ISIN CH0432692667											
ARISTOTLE CAPITAL MANAGEMENT											
ALIGN TECHNOLOGY INC (ALGN)	81,758.72	286	49,749.70	173.9500	0.24 %	51,499.59	-1,749.89				
EDGEWOOD MGMT	66,053.18	283	57,372.59	202.7300	0.27 %	41,800.60	15,571.99	3.16 %	1,811.20		
AMGEN INC (AMGN)	10,468.22	258	8,666.22	33.5900	0.05 %	6,594.98	2,071.24				
ARISTOTLE CAPITAL MANAGEMENT											
ATRICURE INC (ATRC)	8,508.00	82	2,943.80	35.9000	0.02 %	6,622.63	-3,678.83	0.59 %	17.22		
GW&K INVESTMENT MANAGEMENT	19,873.90	285	14,805.75	51.9500	0.07 %	14,742.11	63.64				
CANTREL MEDICAL CORP (CMD)											
GW&K INVESTMENT MANAGEMENT											
CATALENT INC (CTLT)											
GW&K INVESTMENT MANAGEMENT											
CRYOLIFE INC (CRY)	159		2,690.28	16.9200	0.02 %	4,676.48	-1,986.20	0.71 %	19.08		
GW&K INVESTMENT MANAGEMENT											
CRYOPORT INC (CYRX)											
GW&K INVESTMENT MANAGEMENT											
CRYOPORT INC (CYRX)	253		4,318.71	17.0700	0.03 %	4,829.35	-510.64				
GW&K INVESTMENT MANAGEMENT											





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**Health care**

Description (Symbol)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current	price per unit							
DANAHER CORP (DHR)	76,433.04	68,374.54	494	138,4100	63,390.92	0.32 %	128.32	4,983.62	0.53 %	355.68	88.92	
ARISTOTLE CAPITAL MANAGEMENT	24,670.72	14,502.73	341	42,5300	17,856.57	0.07 %	52.37	-3,353.84				
GLOBUS MEDICAL INC A (GMED)												
GW&K INVESTMENT MANAGEMENT												
HEALTH EQUITY INC (HQY)												
GW&K INVESTMENT MANAGEMENT												
ICU MED INC (ICUI)	9,917.36	3,743.66	74	50,5900	3,867.16	0.02 %	52.26	-123.50				
GW&K INVESTMENT MANAGEMENT												
ILLUMINA INC (ILMN)	53	10,693.81	53	201,7700	8,456.15	0.05 %	159.55	2,237.66				
EDGEWOOD MGMT	98,526.78	79,204.80	290	273,1200	87,350.90	0.37 %	301.21	-8,146.10				
INTEGRA LIFESCIENCES HLDG CORP (IART)												
GW&K INVESTMENT MANAGEMENT												
INTUITIVE SURGICAL INC (ISRG)	159	7,102.53	159	44,6700	9,302.77	0.04 %	58.51	-2,200.24				
EDGEWOOD MGMT	100,495.50	91,118.64	184	495,2100	99,151.36	0.43 %	538.87	-8,032.72				
LHC GROUP INC (LHCG)	13,500.48	9,533.60	68	140,2000	8,039.54	0.05 %	118.23	1,494.06				
GW&K INVESTMENT MANAGEMENT												
NOVARTIS AG (NVS)	45,451.20	39,081.30	474	82,4500	40,993.29	0.19 %	86.48	-1,911.99	2.44 %	951.32		
SPONSORED ADR												
ARISTOTLE CAPITAL MANAGEMENT												
PHREESIA INC (PHR)												
GW&K INVESTMENT MANAGEMENT												
QUIDEL CORP (QDEL)	140	2,944.20	140	21,0300	4,758.77	0.02 %	33.99	-1,814.57				
GW&K INVESTMENT MANAGEMENT												
SYNEOS HEALTH INC (SYNH)	73	7,140.13	73	97,8100	5,893.71	0.04 %	80.74	1,246.42				
GW&K INVESTMENT MANAGEMENT												
GW&K INVESTMENT MANAGEMENT	18,496.73	12,259.62	311	39,4200	17,123.60	0.06 %	55.06	-4,863.98				
<b>Total health care</b>						<b>2.67 %</b>	<b>\$598,854.79</b>	<b>-\$25,193.10</b>	<b>0.74 %</b>	<b>\$4,264.74</b>	<b>\$366.48</b>	





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ALLEGION PLC (ALLE)	\$55,544.84	429	\$92.0200	0.19 %	\$43,726.64	\$101.93	-\$4,250.06	1.40 %	\$549.12	
SEDOL BFRT3W7										
ISIN IE00BFRT3W74										
ARISTOTLE CAPITAL MANAGEMENT										
IHS MARKIT LTD (INFO)	85,672.95	1,110	66.0000	0.31 %	73,525.17	66.24	-6,925.17	1.14 %	754.80	
SEDOL BD00558										
ISIN BMG475671050										
EDGEWOOD MGMT										
JOHNSON CTLS INTL PLC (JCI)	42,664.08	1,129	26.9600	0.15 %	49,182.49	43.56	-18,744.65	3.86 %	1,174.16	293.54
SEDOL BY7QL61										
ISIN IE00BY7QL619										
ARISTOTLE CAPITAL MANAGEMENT										
AAR CORP (AIR)	10,192.60		17.7600	0.01 %						16.95
GW&K INVESTMENT MANAGEMENT										
ALAMO GROUP INC (ALG)	11,550.60	92	88.7800	0.04 %	10,968.38	119.22	-2,800.62	0.59 %	47.84	
GW&K INVESTMENT MANAGEMENT										
ALLEGIAN TRAVEL CO (ALGT)	13,575.12	62	81.8000	0.03 %	9,336.66	150.59	-4,265.06	3.43 %	173.60	
GW&K INVESTMENT MANAGEMENT										
GENERAL DYNAMICS CORP (GD)	42,324.00	244	32.283.64	0.16 %	45,209.16	185.28	-12,925.52	3.33 %	1,073.60	
ARISTOTLE CAPITAL MANAGEMENT										
HEARTLAND EXPRESS INC (HTLD)	8,272.65	393	18.5700	0.04 %	8,363.08	21.28	-1,065.07	0.44 %	31.44	7.86
GW&K INVESTMENT MANAGEMENT										
HELIOS TECHNOLOGIES INC (HLIO)	7,026.96	152	5,763.84	0.03 %	6,487.13	42.68	-723.29	0.95 %	54.72	
GW&K INVESTMENT MANAGEMENT										
ICF INTERNATIONAL INC (ICFI)	12,735.18	177	68.7000	0.06 %	13,433.91	75.90	-1,274.01	0.82 %	99.12	19.46
GW&K INVESTMENT MANAGEMENT										
MOBILE MINI INC (MINI)	9,439.59	249	26.2300	0.04 %	8,391.52	33.70	-1,860.25	4.63 %	301.79	
GW&K INVESTMENT MANAGEMENT										
OSHKOSH CORPORATION (OSK)	57,736.50	645	41,492.85	0.20 %	48,585.47	75.33	-7,092.62	1.87 %	774.00	
CLASS B										
ARISTOTLE CAPITAL MANAGEMENT										
PARKER HANNIFIN CORP (PH)	50,014.26	265	34,378.45	0.16 %	47,706.85	180.03	-13,328.40	2.72 %	932.80	
ARISTOTLE CAPITAL MANAGEMENT										



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	Quantity	price per unit		Current price per unit	Current							
PATRICK INDUSTRIES INC (PATK)	9,227.68	4,956.16	176	28,160.00	7,459.92	0.03 %	42.39	-2,503.76	3.56 %	176.00		
GW&K INVESTMENT MANAGEMENT	9,941.28	7,107.30	447	15,900.00	8,844.30	0.04 %	19.79	-1,737.00	1.51 %	107.28	26.82	
PRIMORIS SERVICES CORP (PRIM)	15,118.40	12,031.36	352	34,180.00	13,523.70	0.06 %	38.42	-1,492.34	2.35 %	281.60		
GW&K INVESTMENT MANAGEMENT	12,328.40	8,687.16	118	73,620.00	8,472.07	0.05 %	71.80	215.09				
SITEONE LANDSCAPE SUPPLY INC (SITE)	13,928.40	10,859.48	292	37,190.00	11,609.92	0.06 %	39.76	-750.44	0.68 %	73.00		
GW&K INVESTMENT MANAGEMENT	11,350.36	5,958.40	196	30,400.00	12,208.38	0.03 %	62.29	-6,249.98	2.37 %	141.12		
US ECOLOGY INC (ECOL)		35,039.94	538	65,130.00	44,565.07	0.17 %	82.84	-9,525.13	1.60 %	559.52		
GW&K INVESTMENT MANAGEMENT												
XYLEM INC (XYL)												
ARISTOTLE CAPITAL MANAGEMENT												
<b>Total Industrials</b>		<b>\$374,301.54</b>			<b>\$471,599.82</b>	<b>1.74 %</b>		<b>-\$97,298.28</b>	<b>1.95 %</b>	<b>\$7,305.51</b>	<b>\$364.63</b>	

**Information technology**

Description (Symbol)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current price per unit	Current							
ADOBE INC (ADBE)	\$107,518.06	\$76,059.36	239	\$318,240.00	\$65,328.26	0.36 %	\$273.34	\$10,731.10	0.02 %	\$11.95		
ARISTOTLE CAPITAL MANAGEMENT	110,486.35	91,453.12	288	318,240.00	80,486.86	0.43 %	279.47	11,166.26	0.02 %	14.40		
ADOBE INC (ADBE)	67,956.24	59,279.85	255	232,470.00	54,967.91	0.28 %	215.56	4,311.94				
EDGWOOD MGMT		6,123.35	29	211,150.00	5,767.59	0.03 %	198.88	355.76				
ANYSYS INC (ANSS)		4,092.41	119	34,390.00	3,814.76	0.02 %	32.06	277.65				
ARISTOTLE CAPITAL MANAGEMENT												
CACI INTL INC (CACI)												
CL A												
GW&K INVESTMENT MANAGEMENT												
DESCARTES SYS GROUP INC (DSGX)												
ISIN CA2499061083 SEDOL 2528834												
GW&K INVESTMENT MANAGEMENT												



INSTITUTIONAL  
ASSET MANAGEMENT

CLEVE PUB LIB ENDMT CONS  
INVESTMENT MANAGEMENT STATEMENT

Account number 21-75-501-\*\*\*3885

January 1, 2020 - March 31, 2020

Detail

Information technology

Description (Symbol)	Market value last period	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost of total	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
		Quantity	price per unit							
ENTEGRIS, INC (ENTG)	13,925.02	12,446.06	44,770.00	0.06 %	13,439.58	- 993.52	0.72 %	88.96		
GW&K INVESTMENT MANAGEMENT	278	44,770.00			48.34					
HUBSPOT INC (HUBS)	15,533.00	13,052.62		0.07 %	15,750.94	- 2,498.32				
GW&K INVESTMENT MANAGEMENT	98	133,190.00			160.72					
INTUIT SOFTWARE (INTU)	80,412.51	82,110.00		0.39 %	93,083.59	- 10,973.59	0.93 %	756.84		
EDGEWOOD MGMT	357	230,000.00			260.74					
MACOM TECHNOLOGY SOLUTIONS (MTSI)	6,995.80	4,978.59		0.03 %	5,831.81	- 853.22				
HOLDINGS INC	263	18,930.00			22.17					
GW&K INVESTMENT MANAGEMENT										
MICROSOFT CORP (MSFT)	96,039.30	81,220.65		0.38 %	70,820.09	10,400.56	1.30 %	1,050.60		
ARISTOTLE CAPITAL MANAGEMENT	515	157,710.00			137.52					
MICROSOFT CORP (MSFT)	45,733.00	65,607.36		0.31 %	33,366.92	32,240.44	1.30 %	848.64		
EDGEWOOD MGMT	416	157,710.00			80.21					
MICROCHIP TECHNOLOGY INC (MCHP)	61,261.20	39,527.40		0.19 %	52,919.70	- 13,392.30	2.17 %	855.84		
ARISTOTLE CAPITAL MANAGEMENT	583	67,800.00			90.77					
NOVANTA INC (NOVT)	9,551.52	8,627.04		0.05 %	9,344.50	- 717.46				
SEDOL BD8S5H8	108	79,880.00			86.52					
ISIN CA67000B1040										
GW&K INVESTMENT MANAGEMENT										
NVIDIA CORP (NVDA)	99,531.90	90,678.40		0.43 %	60,601.66	30,076.74	0.25 %	220.16		
EDGEWOOD MGMT	344	263,600.00			176.17					
PAYLOCITY HOLDING CORP (PCTY)	17,156.44	9,361.92		0.05 %	10,625.44	- 1,263.52				
GW&K INVESTMENT MANAGEMENT	106	88,320.00			100.24					
PAYPAL HOLDINGS INC-W/ (PYPL)	59,060.82	51,316.64		0.24 %	55,198.59	- 3,881.95				
ARISTOTLE CAPITAL MANAGEMENT	536	95,740.00			102.98					
PAYPAL HOLDINGS INC-W/ (PYPL)	112,604.97	97,367.58		0.46 %	105,683.74	- 8,316.16				
EDGEWOOD MGMT	1,017	95,740.00			103.92					
POWER INTEGRATIONS INC (POWI)	6,528.06	5,829.78		0.03 %	6,121.46	- 291.68	0.87 %	50.16		
GW&K INVESTMENT MANAGEMENT	66	88,330.00			92.75					
PROOFPOINT INC (PFPT)	9,411.96	8,412.38		0.04 %	10,517.54	- 2,105.16				
GW&K INVESTMENT MANAGEMENT	82	102,590.00			128.26					
RAPID7 INC (RPD)		6,629.49		0.04 %	7,935.62	- 1,306.13				
GW&K INVESTMENT MANAGEMENT	153	43,330.00			51.87					



**INSTITUTIONAL  
ASSET MANAGEMENT**

**CLEVE PUB LIB ENDMT CONS**  
**INVESTMENT MANAGEMENT STATEMENT**  
Account number 21-75-501-\*\*\*3885  
January 1, 2020 - March 31, 2020

*Detail*

**Information technology**

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit								
ROGERS CORP (ROG)	7,857.99	5,948.46	5,948.46	0.03 %	8,830.07	- 2,881.61	0.04 %	1.89		
GW&K INVESTMENT MANAGEMENT	63	94.4200	94.4200	0.05 %	140.16	- 3,201.28				
SILICON LABORATORIES INC (SLAB)	12,525.84	9,224.28	9,224.28	0.21 %	115.05	- 24,205.77				
GW&K INVESTMENT MANAGEMENT	108	85.4100	85.4100	0.59 %	68,008.53	35,129.29	0.75 %	932.40		
SNAP INC - A (SNAP)	3,684	43,802.76	43,802.76	0.04 %	18.46	- 2,667.88				
EDGEWOOD MGMT		11,8900	11,8900							
VISA INC (V)	149,568.40	125,190.24	125,190.24		90,060.95					
EDGEWOOD MGMT	777	161.1200	161.1200		115.91					
VIRTUSA CORP (VRTU)	12,420.42	7,781.60	7,781.60		10,449.48					
GW&K INVESTMENT MANAGEMENT	274	28.4000	28.4000		38.14					
<b>Total information technology</b>		<b>\$1,006,321.34</b>	<b>\$1,006,321.34</b>	<b>4.68 %</b>	<b>\$951,381.15</b>	<b>\$54,940.19</b>	<b>0.48 %</b>	<b>\$4,831.84</b>		

**Materials**

Description (Symbol)	Market value last period		Current market value	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit								
BALCHEM CORP CL B (BCPC)	\$9,756.48	\$9,477.12	\$9,477.12	0.05 %	\$9,388.80	\$88.32	0.53 %	\$49.92		
GW&K INVESTMENT MANAGEMENT	9	\$98.7200	\$98.7200	0.03 %	\$97.80	- 2,210.41	7.49 %	328.32		
COMPASS MINERALS INTL INC (CMP)	6,949.44	4,385.58	4,385.58	0.19 %	6,595.99	- 8,076.77	2.22 %	900.64		
GW&K INVESTMENT MANAGEMENT	114	38.4700	38.4700	0.26 %	57.86	- 14,342.20	1.21 %	650.48	162.62	
CORTEVA INC-W/I (CTVA)	1,732	40,702.00	40,702.00	0.19 %	48,778.77	- 16,522.85	1.17 %	457.60		
ARISTOTLE CAPITAL MANAGEMENT		23,5000	23,5000	0.04 %	28.16	- 4,904.40	4.27 %	296.46	74.12	
ECOLAB INC (ECL)	68,318.46	53,917.18	53,917.18		68,259.38					
EDGEWOOD MGMT	346	155.8300	155.8300		197.28					
MARTIN MARIETTA MATLS INC (MLM)	53,131.60	39,359.84	39,359.84		55,882.69					
ARISTOTLE CAPITAL MANAGEMENT	208	189.2300	189.2300		268.67					
POLYONE CORPORATION (POL)	13,465.14	6,943.02	6,943.02		11,847.42					
GW&K INVESTMENT MANAGEMENT	366	18.9700	18.9700		32.37					

Detail

**Materials**

Description (Symbol)	Market value last period		Quantity	Current market value		% of portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current price per unit	Current market value							
RBC BEARINGS INC (ROLL)	15,358.98	9.699.94	86	112.7900	14,451.64	0.05 %	168.04	-4,751.70				
GW&K INVESTMENT MANAGEMENT	12,090.12	11,288.78	389	29.0200	11,598.11	0.06 %	29.82	-309.33	1.66 %	186.72		
SILGAN HLDGS INC (SLGN)												
GW&K INVESTMENT MANAGEMENT						0.82 %	\$226,802.80	-\$51,029.34	1.63 %	\$2,870.14		\$236.74

**Real estate**

Description (Symbol)	Market value last period		Quantity	Current market value		% of portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit		Current price per unit	Current market value							
AMERICAN TOWER CORP (AMT)	119,276.58	\$110,399.25	507	\$217.7500	\$112,598.41	0.52 %	\$222.09	-\$2,199.16	1.82 %	\$2,007.72		
EDGEWOOD MGMT	124,328.10	107,426.04	172	624.5700	99,870.08	0.50 %	580.64	7,555.96	1.71 %	1,830.08		
EDGEWOOD MGMT	32,238.62	26,555.76	462	57.4800	31,235.41	0.13 %	67.61	-4,679.65	2.39 %	632.94		158.24
EQUITY LIFESTYLE PROPERTIES (ELS) REIT												
ARISTOTLE CAPITAL MANAGEMENT	9,614.64	7,576.56	153	49.5200	11,667.29	0.04 %	76.26	-4,090.73	8.91 %	674.73		168.68
NATIONAL HEALTH INVS INC (NHI)	13,350.42	14,270.46	246	58.0100	12,481.06	0.07 %	50.74	1,789.40	3.25 %	462.48		115.62
QTS REALTY TRUST INC-CLA (QTS)	8,146.04	3,369.90	94	35.8500	8,080.54	0.02 %	85.96	-4,710.64	10.60 %	357.20		89.30
GW&K INVESTMENT MANAGEMENT	12,848.99	10,516.84	467	22.5200	13,612.15	0.05 %	29.15	-3,095.31	6.40 %	672.48		
RYMAN HOSPITALITY PTYS INC (RHP)	30,920.60	26,343.35	211	124.8500	31,765.83	0.13 %	150.55	-5,422.48	2.54 %	666.76		166.69
STAG INDUSTRIES INC (STAG)												
GW&K INVESTMENT MANAGEMENT						1.43 %	\$321,310.77	-\$14,852.61	2.38 %	\$7,304.39		\$698.53
SUN CMNTYS INC (SUI)												
ARISTOTLE CAPITAL MANAGEMENT												
<b>Total real estate</b>				<b>\$306,458.16</b>								

Detail

**Telecommunication services**

Description (Symbol)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current					
ALPHABET INC/CA-CL A (GOOGL)	117,866.32	\$117,866.32	\$99,927.70	\$99,927.70	0.47 %	\$68,505.72			
EDGEWOOD MGMT	86	\$1,161.9500	\$1,161.9500	\$1,161.9500	0.42 %	13,242.40			
FACEBOOK INC (FB)	101,804.00	89,571.60	89,571.60	89,571.60	0.26 %	15,997.83			
EDGEWOOD MGMT	537	166.8000	166.8000	166.8000	0.13 %	- 18,193.44			
NETFLIX INC (NFLX)	57,919.03	54,823.00	54,823.00	54,823.00					
EDGEWOOD MGMT	166	375.5000	375.5000	375.5000					
TWITTER INC (TWTR)	35,479.35	26,402.00	26,402.00	26,402.00					
ARISTOTLE CAPITAL MANAGEMENT	1,075	24.5600	24.5600	24.5600					
<b>Total telecommunication services</b>			<b>\$270,724.30</b>	<b>\$270,724.30</b>	<b>1.26 %</b>	<b>\$79,552.51</b>			

**Utilities**

Description (Symbol)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current					
IDACORP INC (IDA)	10,680.00	\$10,183.64	\$10,183.64	\$10,183.64	0.05 %	- \$2,289.46	3.06 %	\$310.88	
GW&K INVESTMENT MANAGEMENT	116	\$87.7900	\$87.7900	\$87.7900	0.06 %	- 2,688.23	4.02 %	434.40	
NORTHWESTERN CORPORATION (NWE)	12,972.27	10,829.23	10,829.23	10,829.23					
GW&K INVESTMENT MANAGEMENT	181	59.8300	59.8300	59.8300					
<b>Total utilities</b>			<b>\$21,012.87</b>	<b>\$21,012.87</b>	<b>0.10 %</b>	<b>- \$4,977.69</b>	<b>3.55 %</b>	<b>\$745.28</b>	
<b>Total stocks</b>			<b>\$3,930,337.42</b>	<b>\$3,930,337.42</b>	<b>18.28 %</b>	<b>- \$307,516.22</b>	<b>1.41 %</b>	<b>\$55,211.19</b>	<b>\$2,752.09</b>

**Etf - equity**

Description (Symbol)	Market value last period		Current market value		% of total portfolio	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	price per unit	Current price per unit	Current					
ISHARES CORE S&P 500 (IVV)	187,250.96	\$4,187,250.96	\$4,187,250.96	\$4,187,250.96	15.39 %	\$475,484.12	2.48 %	\$81,836.81	
ETF	12,799	\$258.4000	\$258.4000	\$258.4000					
21-75-073-4453885									
ISHARES RUSSELL MID-CAP (IWR)	936.08	2,055,936.08	1,488,674.28	1,488,674.28	6.93 %	467,006.04	2.17 %	32,173.57	
ETF	34,484	43.1700	43.1700	43.1700					
21-75-073-4453885									

*Detail*

**Etf - equity**

Description (Symbol)	Market value last period	Quantity	Current market value price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
VANGUARD FTSE ALL WORLD EX-US (VEU) INDEX FUND ETF	783,513.75	14,577	597,948.54	2.79 %	729,207.38	50.03	- 131,258.84	3.92 %	23,396.09	
21-75-073-4453885			41.0200							
VANGUARD REAL ESTATE (VNQ) ETF	250,161.84	2,696	188,315.60	0.88 %	252,249.35	93.56	- 63,933.75	4.55 %	8,562.50	
21-75-073-4453885			69.8500							
VANGUARD SMALL CAP (VBI) ETF	861,162.36	5,199	600,172.56	2.80 %	700,407.71	134.72	- 100,235.15	1.99 %	11,931.71	
21-75-073-4453885			115.4400							
<b>Total etf - equity</b>			<b>\$6,182,372.58</b>	<b>28.75 %</b>	<b>\$5,535,310.16</b>		<b>\$647,062.42</b>	<b>2.55 %</b>	<b>\$157,900.68</b>	

**Mutual funds - equity**

Description (Symbol)	Market value last period	Quantity	Current market value price per unit	% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
FEDERATED INTERNATIONAL EQUITY (PEIRX) FUND CL R6 FD #718	\$2,016,171.59	80,293.572	\$1,495,066.31	6.96 %	\$948,138.46	\$11.81	\$546,927.85	1.73 %	\$25,854.53	
21-75-073-4453885			\$18.6200							
SEAFARER OVERSEAS GROWTH & (SIGIX) INCOME INSTL CLASS	793,363.67	64,292.032	609,488.46	2.84 %	741,729.00	11.54	- 132,240.54	3.32 %	20,187.70	
21-75-073-4453885			9.4800							
LAZARD GLOBAL LISTED (GLIFX) INFRASTRUCTURE PORTFOLIO FUND# 1243	422,182.63	26,754.286	349,410.98	1.63 %	412,016.00	15.40	- 62,605.02	6.06 %	21,162.64	
21-75-073-4453885			13.0600							
<b>Total mutual funds - equity</b>			<b>\$2,453,965.75</b>	<b>11.41 %</b>	<b>\$2,101,883.46</b>		<b>\$352,082.29</b>	<b>2.74 %</b>	<b>\$67,204.87</b>	
<b>Total equities</b>			<b>\$12,566,675.75</b>	<b>58.45 %</b>	<b>\$11,875,047.26</b>		<b>\$691,628.49</b>	<b>2.23 %</b>	<b>\$280,316.74</b>	<b>\$2,752.09</b>



*Detail*

**Alternative investments  
Mutual funds - alternative invest**

Description (Symbol)	Market value last period		Quantity	Current market value		% of total portfolio	Avg. tax cost per unit	Total tax cost	Unrealized gain/loss	Current yield	Estimated annual income	Accrued income
	Quantity	Market value		Current price per unit	Current market value							
AQR LONG-SHORT EQUITY-I (QLEIX)	769,581.03	\$769,581.03		\$644,558.84		3.00 %	\$937,487.00		-\$292,928.16	0.44 %	\$2,788.69	
GOLDMAN SACHS ABSOLUTE (GJRTX)	69,456.772			\$9,280.00			\$13.50					
RETURN TRACKER FUND CLI	1,014,021.70			915,118.15		4.26 %	1,003,037.00		- 87,918.85	1.44 %	13,117.73	
FD # 3279	104,109.004			8,790.00			9.63					
21-75-073-4453885												
<b>Total mutual funds - alternative invest</b>				<b>\$1,559,676.99</b>		<b>7.25 %</b>	<b>\$1,940,524.00</b>		<b>-\$380,847.01</b>	<b>1.02 %</b>	<b>\$15,906.42</b>	

**Total alternative investments**

<b>Total alternative investments</b>				<b>\$1,559,676.99</b>		<b>7.25 %</b>	<b>\$1,940,524.00</b>		<b>-\$380,847.01</b>	<b>1.02 %</b>	<b>\$15,906.42</b>	
<b>Total portfolio</b>				<b>\$21,501,042.90</b>		<b>100.00 %</b>	<b>\$21,350,315.47</b>		<b>\$150,727.43</b>	<b>2.41 %</b>	<b>\$518,662.87</b>	<b>\$19,269.98</b>

*Pending Trades*



CLEVELAND PUBLIC LIBRARY

Board Meeting

REPORT ON INVESTMENTS – February 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 February 1, 2020 through February 29, 2020.

OPERATING FUND:

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment		Investment Form	
					Income			
02/01/20 - 02/29/20	29	Various	STAR Ohio	Various	1,482.44		Investment Pool	
02/01/20 - 02/29/20	29	Various	STAR Plus	Various	0.00		Bank Deposit Program	
02/01/20 - 02/29/20	29	Various	U.S. Bank	Various	1,250.89		Sweep Money Market	
12/14/19 - 02/12/20	61	1,000,000	Federal Farm Credit Bank	1.870%	4,212.78		Federal Agency	
08/28/19 - 02/28/20	185	500,000	Federal Home Loan Mortgage Corp.	2.875%	7,187.50		Federal Agency	
01/20/20 - 02/20/20	32	210,000	Merrick Bank	2.350%	419.14		Negotiable CD	
01/27/20 - 02/27/20	32	249,000	Comenity Capital Bank	2.500%	528.70		Negotiable CD	
08/26/19 - 02/23/20	182	247,000	Raymond James Financial, Inc.	1.950%	2,388.45		Negotiable CD	
01/13/20 - 02/13/20	32	249,000	Enerbank USA	1.800%	380.66		Negotiable CD	
01/18/20 - 02/18/20	32	225,000	Wells Fargo Bank NA	1.950%	372.64		Negotiable CD	
11/22/19 - 02/24/20	95	500,000	Federal Home Loan Bank	2.000%	2,575.00		Federal Agency	
11/19/19 - 02/19/20	93	550,000	Federal Home Loan Bank	2.200%	3,025.00		Federal Agency	
12/03/19 - 02/26/20	86	500,000	Federal Farm Credit Bank	1.970%	2,270.97		Federal Agency	
01/01/20 - 02/01/20	32	100,000	Live Oak Banking Co.	1.800%	152.88		Negotiable CD	
01/17/20 - 02/17/20	32	249,000	Wells Fargo National Bank West	1.900%	401.81		Negotiable CD	
					Earned Interest February 2020	\$	26,648.86	
					Earned Interest Year To Date	\$	69,829.25	

**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>
02/01/20 - 02/29/20	29	Various	U.S. Bank	Various	2,319.37	Sweep Money Market
09/12/19 - 02/28/20	170	2,500,000	Federal Home Loan Mortgage Corp.	1.755%	25,731.25	Federal Agency
09/27/19 - 02/24/20	151	1,215,000	Federal National Mortgage Assn.	1.500%	7,441.87	Federal Agency
			Earned Interest February 2020		\$ 35,492.49	
			Earned Interest Year To Date		\$ 97,496.79	

**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>
02/01/20 - 02/29/20	29	Various	U.S. Bank	Various	34.19	Sweep Money Market
09/19/19 - 02/26/20	161	1,000,000	Federal Home Loan Bank	2.000%	10,422.22	Federal Agency
09/27/19 - 02/10/20	137	500,000	Federal Farm Credit Bank	1.730%	3,147.64	Federal Agency
09/27/19 - 02/28/20	155	1,000,000	Federal Home Loan Mortgage Corp.	1.840%	7,717.78	Federal Agency
09/27/19 - 02/15/20	142	775,000	Federal Home Loan Bank	1.500%	4,456.25	Federal Agency
			Earned Interest February 2020		\$ 25,778.08	
			Earned Interest Year To Date		\$ 34,941.59	

**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>
02/01/20 - 02/29/20	29	Various	Huntington National Bank	Various	3,608.83	Sweep Money Market
			Earned Interest February 2020		\$ 3,608.83	
			Earned Interest Year To Date		\$ 7,524.72	

**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>
02/01/20 - 02/29/20	29	Various	Huntington National Bank	Various	90.56	Money Market
			Earned Interest February 2020		\$ 90.56	
			Earned Interest Year To Date		\$ 187.27	
			Earned Interest February 2020--All Funds		\$ 91,618.82	
			Earned Interest Year To Date--All Funds		\$ 209,979.62	

CLEVELAND PUBLIC LIBRARY

Board Meeting

REPORT ON INVESTMENTS – March 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 March 1, 2020 through March 31, 2020.

OPERATING FUND:

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
03/01/20 - 03/31/20	31	Various	STAR Ohio	Various	12,356.02	Investment Pool
03/01/20 - 03/31/20	31	Various	STAR Plus	Various	0.00	Bank Deposit Program
03/01/20 - 03/31/20	31	Various	U.S. Bank	Various	451.24	Sweep Money Market
01/30/20 - 02/29/20	31	249,000	Celtic Bank	1.850%	378.62	Negotiable CD
09/01/19 - 03/01/20	183	100,000	Federal Farm Credit Bank	1.700%	850.00	Federal Agency
02/01/20 - 03/01/20	30	100,000	Live Oak Banking Co.	1.800%	143.01	Negotiable CD
11/07/19 - 03/03/20	118	500,000	Federal Farm Credit Bank	2.000%	3,222.22	Federal Agency
09/06/19 - 03/06/20	183	500,000	Federal Home Loan Mortgage Corp.	1.875%	5,937.50	Federal Agency
09/08/19 - 03/08/20	183	500,000	Federal Home Loan Bank	2.375%	5,937.50	Federal Agency
09/09/19 - 03/09/20	183	800,000	Federal Home Loan Bank	2.000%	8,000.00	Federal Agency
11/06/19 - 03/09/20	125	525,000	MUFG Bank Ltd.	1.870%	3,381.58	Commercial Paper
09/10/19 - 03/10/20	183	500,000	Federal Home Loan Mortgage Corp.	2.100%	5,450.00	Federal Agency
11/01/19 - 03/12/20	133	500,000	Federal Farm Credit Bank	1.860%	19,651.46	Federal Agency
10/20/19 - 03/12/20	145	400,000	Federal Farm Credit Bank	1.875%	5,614.67	Federal Agency
12/03/19 - 03/12/20	101	500,000	Federal Farm Credit Bank	1.970%	1,187.78	Federal Agency
09/13/19 - 03/13/20	183	520,000	Federal Home Loan Bank	1.875%	7,995.00	Federal Agency
02/13/20 - 03/13/20	30	249,000	Enerbank USA	1.800%	356.10	Negotiable CD
10/07/19 - 03/16/20	162	500,000	Federal Home Loan Bank	1.625%	14,635.04	Federal Agency
09/16/19 - 03/16/20	183	247,000	JP Morgan Securities LLC	2.050%	2,524.81	Negotiable CD
02/17/20 - 03/17/20	30	249,000	Wells Fargo National Bank West	1.900%	375.89	Negotiable CD
02/18/20 - 03/18/20	30	225,000	Wells Fargo Bank NA	1.950%	348.60	Negotiable CD
02/20/20 - 03/20/20	30	210,000	Merrick Bank	2.350%	392.10	Negotiable CD
02/21/20 - 03/21/20	30	249,000	SevFirst Bank	1.600%	316.54	Negotiable CD
12/29/19 - 03/26/20	89	500,000	Federal Farm Credit Bank	1.140%	2,902.23	Federal Agency
02/27/20 - 03/27/20	30	249,000	Comenity Capital Bank	2.500%	494.59	Negotiable CD
12/27/19 - 03/27/20	92	1,000,000	Federal Home Loan Mortgage Corp.	2.000%	5,000.00	Federal Agency
09/30/19 - 03/30/20	183	500,000	Federal Home Loan Mortgage Corp.	1.250%	3,125.00	Federal Agency
02/29/20 - 03/30/20	31	249,000	Celtic Bank	1.850%	378.62	Negotiable CD
09/30/19 - 03/31/20	184	535,000	United States Treasury Note	1.375%	3,678.13	Treasury Security
09/30/19 - 03/31/20	184	500,000	United States Treasury Note	1.125%	2,812.50	Treasury Security
				Earned Interest March 2020	\$ 117,886.75	
				Earned Interest Year To Date	\$ 187,726.00	

**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>
03/01/20 - 03/31/20	31	Various	U.S. Bank	Various	3,553.37	Sweep Money Market
09/09/19 - 02/29/20	174	3,300,000	United States Treasury Note	1.125%	17,644.57	Treasury Security
01/19/20 - 03/11/20	53	1,000,000	Federal Farm Credit Bank	1.750%	6,547.78	Federal Agency
09/19/19 - 03/12/20	176	3,000,000	Federal Home Loan Bank	1.750%	25,229.17	Federal Agency
09/17/19 - 03/17/20	183	2,000,000	Federal Farm Credit Bank	1.625%	16,250.00	Federal Agency
01/25/20 - 03/18/20	54	1,000,000	Federal Farm Credit Bank	1.640%	6,474.44	Federal Agency
12/29/19 - 03/30/20	93	930,000	Federal Home Loan Mortgage Corp.	1.750%	5,566.75	Federal Agency
09/30/19 - 03/31/20	184	1,750,000	United States Treasury Note	1.375%	12,031.25	Treasury Security
09/30/19 - 03/31/20	184	3,100,000	United States Treasury Note	1.250%	19,375.00	Treasury Security
			Earned Interest March 2020		\$ 112,662.33	
			Earned Interest Year To Date		\$ 210,159.12	

**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>
03/01/20 - 03/31/20	31	Various	U.S. Bank	Various	210.15	Sweep Money Market
01/19/20 - 03/03/20	45	500,000	Federal Farm Credit Bank	1.875%	2,285.83	Federal Agency
09/11/19 - 03/06/20	178	2,000,000	Federal National Mortgage Assn.	1.375%	13,368.06	Federal Agency
01/20/20 - 03/09/20	50	1,000,000	Federal Farm Credit Bank	1.850%	6,158.06	Federal Agency
02/08/20 - 03/09/20	31	500,000	Federal Farm Credit Bank	1.730%	2,934.86	Federal Agency
09/30/19 - 03/31/20	184	1,000,000	United States Treasury Note	1.500%	7,500.00	Treasury Security
10/28/19 - 03/31/20	156	1,250,000	United States Treasury Note	1.375%	7,278.86	Treasury Security
			Earned Interest March 2020		\$ 39,735.82	
			Earned Interest Year To Date		\$ 74,677.41	

**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>
03/01/20 - 03/31/20	31	Various	Huntington National Bank	Various	3,395.70	Sweep Money Market
			Earned Interest March 2020		\$ 3,395.70	
			Earned Interest Year To Date		\$ 10,920.42	

**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>
03/01/20 - 03/31/20	31	Various	Huntington National Bank	Various	47.18	Money Market
			Earned Interest March 2020		\$ 47.18	
			Earned Interest Year To Date		\$ 234.45	
			Earned Interest March 2020--All Funds		\$ 273,737.78	
			Earned Interest Year To Date--All Funds		\$ 483,717.40	

## CLEVELAND PUBLIC LIBRARY

REPORT C

Board Meeting  
April 16, 2020

## REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR FEBRUARY 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 Library Association Mid-Winter Conference Philadelphia, Pennsylvania	1/24/2020 - 1/28/2020	Maria Estrella	576.26
American Library Association Mid-Winter Conference Philadelphia, Pennsylvania	1/24/2020 - 1/28/2020	Eric Hanshaw	1,142.58
American Library Association Mid-Winter Conference Philadelphia, Pennsylvania	1/24/2020 - 1/28/2020	Erica Marks	1,203.52
Research Institute for Public Libraries National Conference Chicago, Illinois	7/12/2020 - 7/15/2020	Nancy Mocsiran	1,300.00
City of Cleveland Building Education Series: Outstanding Sustainable Companies Cleveland, Ohio	1/16/2020	Sherry Parker	20.00
Ohio Library Council Technical Services Action Council Meeting Columbus, Ohio	2/5/2020	Barbara Satow	30.29
Ohio Digitization Interest Group January Meeting Columbus, Ohio	1/22/2020	Rachel Senese	155.25
American Library Association Mid-Winter Conference Philadelphia, Pennsylvania	1/24/2020 - 1/28/2020	Felton Thomas	1,497.87
<b>TOTAL</b>			<b>\$5,925.77</b>

## SUMMARY

FUND	FEBRUARY	YEAR TO DATE
General	\$4,625.77	\$4,625.77
Lockwood Thompson	1,300.00	\$1,300.00
<b>TOTAL</b>	<b>\$5,925.77</b>	<b>\$5,925.77</b>

## CLEVELAND PUBLIC LIBRARY

REPORT C1**Board Meeting**

April 16, 2020

**REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR MARCH 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
Tyler Technologies Tyler Connect 2020 Orlando, Florida	4/27/2020 - 4/29/2020	Angelina Bueno	975.00
Northeast Ohio Regional Library System Teen Summer Reading Program Canton, Ohio	2/6/2020	Leonard Burks	15.00
American Library Association Mid-Winter Conference Philadelphia, Pennsylvania	1/24/2020 - 1/28/2020	Maria Estrella	278.00
Cisco Interconnecting Cisco Networking Devices Part 2 Smithville, Ohio	2/14/2020	Kyle Guster	165.00
Tyler Technologies Tyler Connect 2020 Orlando, Florida	4/27/2020 - 4/29/2020	Carol Hubler	975.00
American Library Association Mid-Winter Conference Philadelphia, Pennsylvania	1/24/2020 - 1/28/2020	Amiya Hutson	1,450.35
Tyler Technologies Tyler Connect 2020 Orlando, Florida	4/27/2020 - 4/29/2020	Dawntae Jackson	975.00
Tyler Technologies Tyler Connect 2020 Orlando, Florida	4/27/2020 - 4/29/2020	Yari Rodriguez	975.00
Slack/Brain Traffic An Event Apart Minneapolis, Minnesota	8/17/2020 - 8/19/2020	William Skora	1,400.00
<b>TOTAL</b>			<b>\$7,208.35</b>

**SUMMARY**

FUND	MARCH	YEAR TO DATE
General	\$1,743.35	\$6,369.12
Lockwood Thompson	5,300.00	6,600.00
CLEVNET	165.00	165.00
<b>TOTAL</b>	<b>\$7,208.35</b>	<b>\$13,134.12</b>

**REPORT D****CLEVELAND PUBLIC LIBRARY****Board Meeting**

April 16, 2020

**PURCHASES FROM \$5,000.00 TO \$25,000.00 FOR THE PERIOD  
JANUARY 1 THROUGH MARCH 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.

<b><u>DATE</u></b>	<b><u>ITEM DESCRIPTION</u></b>	<b><u>AGENCY</u></b>	<b><u>SUPPLIER</u></b>	<b><u>AMOUNT</u></b>
01/31/20	Software	IT/CLEVNET	TechSoup	8,388.00
02/07/20	Computer Hardware	IT/CLEVNET	Business Smarts	7,906.08
02/07/20	Gas for Vehicles	Prop Mgmt.	BP Oil Co.	11,055.31
02/14/20	Computer Hardware	IT/CLEVNET	Business Smarts	24,375.00
02/14/20	Computer Hardware	IT/CLEVNET	CDWG	8,769.40
02/14/20	Book Repair Supplies	Materials Processing	KAPCO	5,729.93
02/21/20	Janitorial Supplies	Prop Mgmt.	Buckeye International, Inc.	11,862.24
02/28/20	Computer Hardware	IT/CLEVNET	Business Smarts	19,740.00
03/06/20	Ballistic Vests	SPS	Grainger	12,998.38
03/20/20	Telescope Containers	Shipping	Grainger	7,426.50

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**

April 16, 2020

**PURCHASES EXCEEDING \$25,000.00 FOR THE PERIOD  
JANUARY 1 THROUGH MARCH 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**

<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Agency</u></b>	<b><u>Supplier</u></b>	<b><u>Amount</u></b>
01/31/20	Database Subscriptions	Main Library	Proquest	48,023.04
02/01/20	Database Subscriptions	Main Library	Library Ideas, LLC	80,000.00
02/07/20	Database Subscriptions	IT/CLEVNET	Ohionet	89,335.05
02/07/20	Database Subscriptions	Main Library	Ohionet	183,363.04
03/31/20	Database Subscriptions	Main Library	Mergent, Inc.	62,454.32

**CLEVNET-RELATED GOODS AND SERVICES**

<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Agency</u></b>	<b><u>Supplier</u></b>	<b><u>Amount</u></b>
01/17/20	Computer Maintenance	IT/CLEVNET	NeoThink, LLC	43,200.00
02/14/20	Computer Maintenance	IT/CLEVNET	Librarica	29,409.88
02/21/20	Computer Hardware/Maint.	IT/CLEVNET	CentraComm	167,000.00
02/28/20	Computer Maintenance	IT/CLEVNET	SirsiDynix	680,638.13
02/28/20	Computer Maintenance	IT/CLEVNET	Business Smarts	25,423.50
03/06/20	Computer Maintenance	IT/CLEVNET	Springshare, LLC	48,864.00

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



REPORT FCLEVELAND PUBLIC LIBRARY

**Board Meeting**  
 April 16, 2020

**FEES PAID FOR LEGAL ADVICE AND SERVICES TO OGLETREE, DEAKINS,  
 NASH, SMOAK & STEWART, PC. ("Ogletree")  
 JANUARY 1 THROUGH MARCH 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.

Employment Matters	\$	165.00
1st Quarter Total	\$	165.00
Year to Date Total	\$	165.00

## CLEVELAND PUBLIC LIBRARY

Board Meeting

April 16, 2020

**Safe, Warm and Dry Construction Project**

In accordance with the Board resolution adopted on December 21, 2017, a report to the Board of Trustees on direct expenditures for the materials and services as budgeted for the Project and not covered by the GMP and expenditures made from the Owner's Contingency Fund resulting from changes and additions to the Project that have already been made by the Library, and will be made in the future, and which are not included in the GMP, is hereby submitted:

**For the Periods Ending February 29, 2020 and March 31, 2020**

		Safe, Warm and Dry Construction Initiative Budget	\$5,000,000.00
Budget reduced - all work is completed and paid except for Jefferson's gutters pending completion in Spring			(\$180,061.30)
	<b>Encumbered</b>	<b>Expended</b>	
URS Corporation - Asbestos Survey and Testing	\$ -	\$ 33,728.21	
Osborn Engineering Company - Professional Architectural and Engineering Services	(0.00)	433,579.53	
Regency Construction Services, Inc. - Construction Manager at Risk	(0.00)	4,254,062.46	
Direct Expenditures paid from Contingency Fund	7,430.00	91,138.50	
	<b>\$ 7,430.00</b>	<b>\$ 4,812,508.70</b>	
<b>Available Budget from Owner's Contingency and Permit Fund</b>			<b>\$0.00</b>

**Owner's Contingency and Permit Fund \$381,871.15****Direct Expenditures**

Date	Vendor	PO	Description	Encumbered	Expended
11/3/2017	City of Cleveland	171701	Building Plan Processing Fee	\$ -	\$ 3,280.00
			Permits for Glenville, Harvard		
1/22/2018	City of Cleveland	180314	Lee, Lorain and Jefferson	-	19,256.25
			Permits for Collinwood, Fulton,		
7/15/2018	City of Cleveland	181262	and Langston Hughes	-	18,752.25
			Upgrade/Replace existing		
			indoor wall mount fixtures for		
			Addison Branch that should		
			have been part of Safe, Warm		
10/22/2018	Grainger	181752	and Dry project	-	9,990.00
			Install new fire alarm panel,		
			field devices and 28 zone		
8/16/2019	Siemens Industry, Inc.	191021	intrusion panel at Collinwood	-	39,860.00
	Warren Roofing &		Jefferson - Install New Gutters		
11/30/2019	Insulating Co.	191699	Along Building Perimeter	7,430.00	
				<b>\$ 7,430.00</b>	<b>\$ 91,138.50</b>

**Executed Guaranteed Maximum Price (GMP) - Approved by the Board 12/21/18:****\$ 4,425,831.31**

Change Orders	Description	Amount
PCO #2 02/21/18	Credit for not performing the demo, rework and soil infill of the masonry planters at Rockport	\$ (17,122.53)
PCO #4 02/21/18	Change from wall-hung to floor-mounted water closets at Lorain	(1,191.80)
PCO #5 02/21/18	Lorain pump changes per the returned submittal	(460.56)
	Lorain additional work associated with the existing light ballasts located in the basement in lieu of light fixtures	2,865.81
PCO #6 02/21/18		
PCO #7 02/21/18	Credit for hand dryers furnished by CPL in lieu of Regency	(3,535.00)
	Two additional precast concrete bumper blocks at Glenville per the returned submittal	252.50
PCO #8 02/21/18		
PCO #9 02/28/18	Additional lighting control to create 4 lighting zones at Glenville	2,038.21
	Glenville Emergency Lighting: Furnish and install emergency lights that are required	1,078.14
PCO #10 02/28/18		
PCO #11 02/28/18	Revisions to electrical panel work at Lorain	(774.67)
PCO #12 02/28/18	Credit for attaching to basement lights to existing circuit at Lorain	(356.53)

<u>Change Orders</u>	<u>Description</u>	<u>Amount</u>
PCO #13 02/28/18	Complete installation of emergency exit lighting at Lorain	4,672.07
PCO #14 03/21/18	Replace 1" water valve at Lorain that failed and needed to be replaced	716.09
PCO #15 03/21/18	Additional painting at Lorain behind existing removed light fixtures where walls were not painted	1,187.76
PCO #16 03/21/18	Furnish and install materials to repair the Lorain ramp	6,077.71
PCO #17 03/21/18	Added occupancy indicators at Lor, Jeff, and Rock	169.42
PCO #18 03/21/18	Credit for Jefferson thermostats as requested by CPL	(1,864.46)
PCO #19 03/21/18	Replace additional GFCI receptacle on the Glevville roof that was in need of replacement	445.32
PCO #20 03/21/18	Revisions for Harvard Lee dorrs/hardware per the returned HL doors, frames, hardware submittal	2,578.89
PCO #21 03/21/18	Plumbing camera and investigation work for the sanitary lines completed on 3/6/18 and vent pipe completed on 3/16/18 as requested by CPL	1,483.69
PCO #25 04/10/18	Repair/infill abandoned window opening that was discovered under the exterior ramp during ramp rework	805.84
PCO #26 04/10/18	Added flashing in the Lorain basement to help water infiltration issues	1,181.70
PCO #1 03/21/18 rec'd 5/14	Alternate #2 Carnegie West restroom configuration option budget pricing	17,546.21
PCO #22 03/28/18 rec'd 5/14	Added check valves at Lorain	755.48
PCO #23 03/28/18 rec'd 5/14	Relocation of two exhaust drops at Glevville that conflicted with the toilet partition layout	855.19
PCO #24 03/28/18 rec'd 5/14	Lorain concrete repairs at exterior storage closet door	3,415.28
PCO #3 02/21/18 rec'd 5/18	Credit for signage manufacturer	(858.50)
Amendment No 2 05/23/18-PCO #33	Eliminate the Rockport Branch from the project (added to Owner's Contingency and Permit fund)	(305,582.46)
PCO #38 05/23/18	Steel costs for infilling the unforeseen restroom hole	7,184.13
PCO #39 05/30/18	Jefferson Boiler #1 and #2 cleaning/preventative maintenance and inspection as required by the city inspector	680.74
PCO #40 05/30/18	Jefferson unit heater demo to accommodate updated restroom layout	680.74
PCO #42 05/30/18	Reimbursement for building permits needed for the Addison Branch and Carnegie West Branch	16,649.55
PCO #43 06/06/18	Modify and reinstall shelving in the Harvard Lee closet that contains ductwork per direction of Eric Herman	398.92
PCO #44 06/20/18	The removal of loose brick and patching of the chimney on the roof of the Jefferson Branch	757.50
PCO #27aR 04/25/18 rec'd 7/13	Plumbing, drywall, and tile work associated with RFIs 20/22 to repair the broken Lorain sanitary pipe. Remaining work will be submitted under PCO 27b.	14,714.10
PCO #27b 04/25/18	Additional abatement/demo associated with additional LR sanitary work. Remove and replace 2nd floor countertop and install a new mirror. Install two cleanouts as requested by CPI	4,922.71
PCO #28 04/25/18	Revised hardware at Lorain	742.35
PCO #29 04/25/18	Harvard Lee exit signs and emergency lights per RFI 42	1,324.69
PCO #30 05/01/18	Harvard Lee additional lighting zones per RFI 31 and approved zoning suggestion	3,439.45
PCO #31 05/01/18	Jefferson emergency lights	2,878.50
PCO #32 05/01/18	Glevville lintel repair as directed in the RFI response	339.94
PCO #41a 07/11/18	Credit for the elimination of the HL handrails	(1,050.40)

<u>Change Orders</u>	<u>Description</u>	<u>Amount</u>
PCO #41b 07/11/18	Reconciliation for the Rockport handrail credit due to an originally incorrect schedule of values	7,857.80
PCO #45 8/8/18	Fabrication and installation of aluminum jacketing to insulate two duct enclosures and make these ducts weathertight per RFI 69	8,733.47
PCO #46 8/7/18	Furnish and install a new flue though the roof for the existing hot water tank at the Addison Branch per RFI 81	678.69
PCO #47 8/7/18	Light fixtures called out in RFI 79. Lighting not originally called out for the ceiling area in the toilet rooms.	2,011.73
PCO #48 8/7/18	Remove and replace caulk and backer rod at the northeast walkway at the Jefferson Branch	235.40
PCO #49 8/7/18	Exploration, excavation and subsequent corrective work at and adjacent to the frost slab at the Jefferson Branch due to an unforeseen pipe. Leech beds were added to the ends of the pipe that was uncovered per CPL direction	2,140.40
PCO #50 8/7/18	Credit for not completing the step crack repair at the Jefferson Branch	(2,020.00)
PCO #51 8/7/18	Credit for not installing the book drop at the Jefferson Branch	(151.50)
PCO #52 8/14/18	Cost to add emergency signs and exit lights back into the Carnegie West branch per RFI 90	6,155.99
PCO #55 8/14/18	Cost to install Carnegie West restroom subfloor as directed in RFI 93	4,272.30
PCO #56 8/15/18	Concrete floor infill work and tile patching at the Jefferson Branch due to RFI 65	1,143.32
PCO #57 8/22/18	Addition of 6 vibration isolators for the rooftop AHU at Carnegie West per RFI 99. Purchase of vibration isolators was previously approved to avoid schedule delays.	3,753.16
PCO #60 8/22/18	Additional terracotta repair at the Carnegie West Branch per RFI 95	3,787.50
PCO #61 8/22/18	Increasing tuckpointing from 50% to 100% at north and west turret structure at the Langston Hughes Branch per RFI 88. Added sealant removal and replacement at the same location	6,344.82
PCO #64 8/29/18	Core drilling and filling/grouting the sunken slabs to level the sidewalks at the Langston Hughes Branch per RFI 109. This price does not include modification to the existing curb.	4,421.78
PCO #66 8/29/18	Lowering pull stations per the city inspector at the Jefferson Branch.	664.58
PCO #67 8/29/18	Lowering one fire alarm pull station per RFI 92 at the Carnegie West Branch.	124.23
PCO #68 8/29/18	Lighting controls for lighting zones per RFI 31 for the Carnegie West Branch	778.44
PCO #69 8/29/18	Modify and re-route the return air duct through the bathroom at the Addison Branch per RFI 97	992.12
PCO #72 08/31/18	Furnish and install new soffit in front of existing window to allow for installation of ceiling at 8'6" at the Carnegie West Branch per RFI 106	388.85
PCO #73 08/31/18	Shift new toilet 3" east to accommodate location of floor joists at the Carnegie West Branch per RFI 111. Patching of floor at original location of the toilet and adjusting wall type "C" to maintain 5'0" turning radius	515.10
PCO #74 08/31/18	Lowering of fire alarm pull stations at the Addison Branch per RFI 92	1,440.60
PCO #58 09/04/18	Cost to seal roof seams at the Carnegie West Branch	17,574.00
PCO #71 09/12/18	Remove and replace (9) existing smoke detectors, (1) pull station, and (1) horn strobe that were not shown in the drawings at Carnegie West per RFI 104	7,113.13
PCO #75 09/19/18	Installation of window film to the window in the new restroom at Carnegie West per RFI 100. Window film to be installed as "3M Fasara Glass Finish" and the pattern is to be "Frost and Mat Milky White"	570.65
PCO #76 09/19/18	Credit for 2 roof strainers at the Lorain Branch	(101.00)

<u>Change Orders</u>	<u>Description</u>	<u>Amount</u>
PCO #77 09/19/18	Resupporting existing to remain ceiling lights that were attached to the roof and not properly installed at the Fulton Branch per RFI 122	3,429.70
PCO #78 09/19/18	Installation of one wall hydrant in the men's room per RFI 121	353.50
PCO #79 09/19/18	Final Rockport mechanical credit including mechanical items that were able to be returned.	(81,100.98)
PCO #80 09/19/18	Salvaging and rehanging the women's restroom door at the Addison Branch per RFI 116	161.79
PCO #81 09/19/18	Addition of (1) 2" wye strainer before the heating water pumps at the Jefferson Branch per punchlist request.	1,551.36
PCO #82 09/19/18	Installation of new ceiling tile and grid in the Men's Restroom and Women's Restroom at the Fulton Branch	1,919.00
PCO #83 09/26/18	Cleaning quote for Carnegie West requested by Eric Herman. This includes washing the interior and exterior windows and frames of the skylight, vacuuming all carpet, sweeping and mopping floors and cleaning the restroom area	2,020.00
PCO #84 09/25/18	Replacement of damaged storm clean out pipe and fittings at the Fulton Branch per RFI 117	895.87
PCO #85 09/25/18	Roof maintenance reconciliation allowance completed at the Glenville Branch. Roofing work includes the following: strip in all seams and roof curb flashings, clean roof drains, strip in all vent pipes and conduit penetrations, infill all pitch pockets with pourable sealer and install walk pads for a total of \$14,480 of the the \$15,000	(525.20)
PCO #62 08/28/18	Fabrication and installation of 4 pipe reducers at Carnegie West per RFI 80.	526.21
PCO #65 08/28/18	Credit for door 17CW at Carnegie West per RFI 86. RFI 86 called for the installation of a new frame, door and hardware for opening 17CW to be removed from the scope of work. Door, frame and hardware material was turned over the library.	(383.77)
PCO #70 10/03/18	Removal and reconstruction of an existing pier at the Addison Branch per RFI 98. This price includes the removal and reinstallation of 3 light fixtures in the pier.	5,476.65
PCO #86 10/03/18	Additional striping requested by Eric Herman at the handicap ramp at the Jefferson Branch	505.00
PCO #87 10/03/18	Additional work and material needed for updated asphalt amount needed per RFI 119. Price includes additional 246 square feet of full depth pavement replacement	3,076.46
PCO #88 10/03/18	Addition of single circuit and 3 wires for a direct tie in for a future door opener at ADA entrance at Carnegie West per RFI 105. Price includes painting of conduit to match existing wall color.	850.37
PCO #89 10/03/18	Fabrication and installation of 3 LED wall packs to the exterior back wall of the Addison Branch per RFI 114 and Eric Herman's request.	2,542.14
PCO #90 10/03/18	Providing power to the circulating pumps at Carnegie West per RFI 129	7,387.54
PCO #93 10/10/18	Exit and Emergency lights needed for the restrooms at the Fulton Branch.	4,552.03
PCO #95 10/22/18	Additional concrete work requested at the Collinwood Branch including removal and replacement of concrete and steel reinforcements.	12,870.43
PCO #96 10/24/18	Provide and install light fixtures for the restroom at Fulton requested in the RFI 125	1,782.69
PCO #98 10/24/18	Removal of TruSpun pip and fittings with cast iron pipe and fittings for the chase vent at the restrooms. Patch and repair walls and ceilings will come out of the interiors patching allowance. A 10 day time extension to the substantial completion date is requested due to discovery, pricing, approval and work completion of this piping. This extension is based on a 10/23/18 approval	3,620.85
PCO #94 10/29/18	Additional terracotta repair at Carnegie West. Repairs are recommended due to cracks, failed/missing mortar and displacement of terracotta. Not to exceed price.	9,288.97



<u>Change Orders</u>	<u>Description</u>	<u>Amount</u>
PCO #63 10/31/18	Cost for a 3.5'x7'x4" section of concrete pavement at the Glenville branch	488.35
PCO #92R 10/31/18	Additional contractors and switching per the lighting zones provided in RFI 31 for the Collinwood branch. This pricing has been revised to exclude tax that was accidentally included in PCO 92.	3,585.40
PCO #99 10/31/18	Additional asphalt work requested by the Cleveland Public Library for the alleyway next to the Collinwood Branch.	13,020.13
PCO #100 10/31/18	Credit for the deleted light pole work at the Addison branch per RFI 114	(390.73)
PCO #101 10/31/18	Removal and replacement of the air separator, air vent and expansion tank at Collinwood per RFI 144	2,232.00
PCO #102 10/31/18	Demolition of old conduit and wire and replacement with new feeder to AHU-1 at Collinwood per RFI 135	1,363.01
PCO #103 10/31/18	Price to demolish tile and drywall and replace tile in the restroom at FL due to mold and RFI 117. This price also includes the removal of ACT ceiling in the restrooms at Fulton.	697.81
PCO #104 10/31/18	Price to replace 200 amp disconnect for CU-1 at Collinwood per RFI 136	858.91
PCO #105 10/31/18	Labor and scaffolding costs to change 38 light bulbs at Carnegie West per CPL request	924.27
PCO #106 11/09/18	Touch up painting of the door at Fulton per RFI 131 and Eric Herman request. Pricing also includes labor credit for installation of door that was deleted.	(39.13)
PCO #107 11/09/18	Replacing the N20s for motor power disconnect at Carnegie West per RFI 130	136.04
PCO #109 11/09/18	Mold removal needed in the mechanical room at Fulton.	675.92
PCO #110 11/09/18	Scraping and painting the exterior railings on the west side of Collinwood per RFI 137 and 139.	1,262.50
PCO #112 11/09/18	Installation of a backflow for the new boiler feed at Carnegie West per RFI 134.	1,085.75
PCO #108 11/14/18	Additional heater and wiring and replacement of the motor starter for the air handling unit at Fulton per RFI 143.	710.02
PCO #111 11/14/18	Labor credit for installing (2) exterior railings on the west side of Collinwood per RFI 137 and 139. Railings were ordered previously and will be turned over to the library.	(1,756.36)
PCO #113 11/14/18	Labor credit for the installation of the heater that was not needed at Langston Hughes per RFI 120.	(707.00)
PCO #114 11/14/18	Installation of backflow preventer on the water main at Carnegie West per RFI 134.	1,633.17
PCO #115 11/14/18	Removal and reinstallation of new fuses at Langston Hughes needed per city inspector.	293.95
PCO #116 11/14/18	Rework of the restrooms at Collinwood due to the discovery of tru spun piping and RFI 149. Price includes demolition of existing restroom features.	6,453.10
PCO #117 11/14/18	Replacement of 5 horn strobe devices to sync with fire alarm system and painting patching required at Fulton per RFI 142.	1,506.47
PCO #118 11/14/18	Budget reconciliation for electrical wire protection at Collinwood that was not needed.	(5,050.00)
PCO #120 11/26/18	Replace TruSpun Pipe and Fittings with cast iron in the staff bathroom, to the drinking fountain air admittance valve and the front sink pipe in the basement.	3,847.09
PCO #122 11/26/18	Replacement of the fiberglass reinforced panel behind the drinking fountain at Collinwood.	368.64
PCO #97 11/28/18	Demolition required as described in RFI 93 for the unforeseen floor grout infill that was discovered after tile demolition in the restroom at Carnegie West that took place on 8/1 and 8/3.	3,765.28

<u>Change Orders</u>	<u>Description</u>	<u>Amount</u>
PCO #119 11/28/18	Additional conduit and motor starters needed for pumps 3 and 4 at Collinwood per RFI 153.	3,398.72
PCO #123 11/28/18	Budget reconciliation for ground penetrating radar allowance that was not needed.	(3,030.00)
PCO #124 11/28/18	Replacement of the water heater at Collinwood due to poor condition of the existing water heater.	557.52
PCO #125 11/28/18	Additional abatement that took place on 8/28 in the basement at Carnegie West due to the shift of toilet per RFI 111	1,761.65
PCO #127 12/20/18	Inspection of VAVs and reconnection of VAVs 3 and 7 at Collinwood. Inspection of VAVs took place per Eric Herman's approval.	629.31
PCO #128 12/20/18	Demolition of (2) exhaust drops, installation of (2) new exhaust ducts and (3) exhaust grills in the restroom at Collinwood	1,510.54
PCO #138 12/21/18	Repair of an additional lintel on the east elevation that was approved to be done on time and material basis at Collinwood	2,265.28
PCO #139 12/26/18	Credit for not installing the door operator at Lorain that was unable to be installed due to existing condition space limitations. Door operator was turned over to CPL	(204.50)
PCO #130 12/27/18	Fixing the hanging light that was damaged at Fulton due to the previous improper connection of the light fixture	144.23
PCO #131 12/27/18	Credit for the tuckpointing of the west elevation of Collinwood that was deleted from the scope per RFI 138	(4,490.46)
PCO #132 12/27/18	Credit for the deletion of the replacement of the west entrance stair/platform at Collinwood per RFI 137	(2,038.18)
PCO #133 12/27/18	Credit for the elimination of clear coat application to (21) Terra Cotta Columns at Carnegie West per owner and architect direction	(1,939.20)
PCO #134 12/27/18	Fixing and maintaining the existing frost slab at Fulton in lieu of replacing it per RFI 124	(1,010.00)
PCO #137 12/27/18	Caulking to fill voids in the concrete steps and landing at the west entry and the joint between the asphalt and concrete at the west basement stair at Collinwood per RFIs 137 and 139	901.93
PCO #129 01/08/19	Budget reconciliation for the door closer allowance that was not needed.	(1,313.00)
PCO #136 01/03/19	Caulking at the exterior of the restroom at Fulton to stop and prevent further water leakage into the building.	556.50
PCO #140 01/03/19	Additional electrical work required by the electrical inspector at Collinwood	558.61
PCO #141 01/08/19	Reconciliation of drywall patching allowances that was included in the Interiors package. Allowance will be reconciled as follows: Carnegie West (\$1,896.00), Fulton (\$1,468.65) and Jefferson (\$1,896.00).	(5,313.26)
PCO #135 01/28/19	Addition of a guardrail to the ramp at Collinwood and painting the guardrail per Andy Cygan's bulletin. A temporary guardrail has been installed while the permanent guardrail is being fabricated.	3,880.82
PCO #144 01/25/19	Reconciliation of the temporary HVAC allowance	(4,385.68)
PCO #142 01/25/19	Reconciliation of the art protection allowance	(1,443.83)
PCO #142 01/25/19	Reconciliation of the door rework allowance	(11,417.01)
PCO #145R 02/11/19	Collinwood tile work and reconciliation of window patching allowance. The remainder of tile reconciliation for Fulton is included.	(623.17)
PCO #146R 02/26/19	(2) additional automatic air vents requested by the owner during the trainig session at Carnegie West	953.44

<u>Change Orders</u>	<u>Description</u>	<u>Amount</u>
Change Order Number: 010 05/29/19	Reconciliation of the contingency	(18,911.58)
Total Change Orders to date		\$ (171,768.84)
<b>Updated Guaranteed Maximum Price (GMP):</b>		<b>\$ 4,254,062.47</b>



## CLEVELAND PUBLIC LIBRARY

Board Meeting  
April 16, 2020

**South Branch Renovation Project**

In accordance with the Board resolution adopted on January 18, 2018, a report to the Board of Trustees on expenditures and contracts entered into, including those in excess of \$25,000, to pay the costs resulting from permitting and changes and additions to the Project which may be made in the future by the Library, and which are not included in the GMP, is hereby submitted:

For the Periods Ending February 29, 2020 and March 31, 2020

Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
12/12/2017	City Salvage	171932	Abatement for Air Monitoring	\$ -	\$ 11,050.00	
2/20/2018	City of Cleveland	180447	Permit fee	-	37,772.92	
12/31/2018	GEO-SCI Laboratory, Inc.	182054	Concrete and Soil Testing	-	8,365.95	
9/3/2019	Scherba Industries Inc.	191317	46" X 158" Banner W/TS23 Frame System	1,425.00		
12/6/2019	Action Door	191717	ADA Compliant Door Installation	9,095.00		
6/30/2018	The Albert M. Higley Co., LLC	161895	Change Order # 001			3,768.22
8/6/2018	The Albert M. Higley Co., LLC	161895	Change Order # 002			40,350.26
8/27/2018	The Albert M. Higley Co., LLC	161895	Change Order # 003			31,758.84
9/10/2018	The Albert M. Higley Co., LLC	161895	Change Order # 004			31,049.96
5/3/2019	The Albert M. Higley Co., LLC	161895	Change Order # 005			(14,476.37)
12/23/2019	The Albert M. Higley Co., LLC	161895	Change Order # 006			17,745.27
12/23/2019	The Albert M. Higley Co., LLC	161895	Change Order # 007			(38,246.10)
				\$ 10,520.00	\$ 57,188.87	\$ 71,950.08
<b>Owner's Contingency and Permit Fund Available Balance</b>						<b>\$115,431.16</b>
				<b>South Branch Renovation Project Budget</b>		<b>\$ 4,500,000.00</b>
				<b>Encumbered</b>	<b>Expended</b>	
HBM Architects, LLC - Architectural Design Services				\$ 6,510.00	\$ 317,500.00	
The Albert M. Higley Co., LLC - Construction Manager at Risk Furniture, Fixtures, Equipment and Technology				-	3,876,950.71	
Direct Expenditures paid from Contingency Fund				10,520.00	57,188.87	
				\$ 17,030.00	\$ 4,367,293.84	
<b>Available Budget as of 02/29/2020 and 03/31/2020</b>						<b>\$ 115,676.16</b>

**Change Order Details****Change Order # 001**

PCO #00001	Added abatement	\$ 4,469.22
PCO #00002	Deducted wall protection	(1,342.46)
PCO #00003	Deduct fountain drain pipe	(1,536.00)
PCO #00004	Added drain to water heater	2,177.46
		\$ 3,768.22

**Change Order # 002**

PCO #00005	Office steel support	\$ 7,976.96
PCO #00006	Add walk and stairs	10,639.80
PCO #00007	Lintel exploration	21,733.50
		\$ 40,350.26

**Change Order # 003**

PCO #00008	Computer desk inset panel	\$ 1,720.32
PCO #00009	Split cost of items	1,221.59
PCO #00010	Book cart credit	(1,396.69)
PCO #00012	Remove pipes at skylight	1,045.30
PCO #00013	Landscaping contract	3,928.84
PCO #00014	Lintel replacement	25,239.48
		\$ 31,758.84

**Change Order # 004**

PCO #00015	Schedule extension	\$ 18,004.00
PCO #00016	Added wall panel millwork only	6,463.52
PCO #00017	Ceiling patch	741.65
PCO #00018	Backflow testing	288.60
PCO #00019	Ceiling repairs	4,850.79
PCO #00020	Clerestory blocking and lintel	701.40
		\$ 31,049.96

**Change Order # 005**

PCO #00026	Ceiling plaster repair Teen, Adult	\$ 2,401.26
PCO #00027	Deduct Clark Street scope	(10,582.02)
PCO #00028	Electrical field ticket work	11,181.98
PCO #00029	Electrical security wiring install	7,167.48
PCO #00030	Window film cost add change	3,221.30
PCO #00031	Temporary handrail install	8,672.26
PCO #00032	GMP contract deduct	(36,538.63)
		\$ (14,476.37)

**Change Order # 006**

PCO #00033	GMP Increased Fee	\$ 21,984.00
PCO #00034	AMH Temp Handrail Cost	(4,234.50)
PCO #00037	Additional Millwork Deduct	(4.23)
		\$ 17,745.27

**Change Order # 007**

Final Owner Savings		\$ (38,246.10)
		\$ (38,246.10)

## CLEVELAND PUBLIC LIBRARY

Board Meeting  
April 16, 2020

Eastman Reading Garden Improvements

In accordance with the Board resolution adopted on June 18, 2019, a report to the Board of Trustees on expenditures and contracts entered into, to cover the cost of unforeseen conditions or Library requested changes resulting in change orders, is hereby submitted:

For the Periods Ending February 29, 2020 and March 31, 2020

<u>Date</u>	<u>Vendor</u>	<u>PO</u>	<u>Decription</u>	<u>Owner's Contingency and Permit Fund</u>		<u>\$22,000.00</u>
				<u>Encumbered</u>	<u>Expended</u>	
7/31/2019	Stuart Dean Co. Inc.	191188	Clean Ornate Bronze Entrance Gates and Bronze Figurines	\$ -	\$ 14,793.15	
8/5/2019	GOCHARGE, LLC.	191200	Solar Charging Locker (returned-PO closed)	-		
12/18/2019	Brookside Construction Services	191140	Relocation of tree that was already planted per the drawings			\$ 589.00
12/18/2019	Brookside Construction Services	191140	Owner requested Brookside to remove planted shrubs from beds where inflatables were to go in, and for Brookside to store plants off site and maintain and replant once inflatables were removed.			\$ 3,687.07
				\$ -	\$ 14,793.15	\$ 4,276.07
				<b>Owner's Contingency and Permit Fund Available Balance</b>		<b>\$2,930.78</b>
				<b>Eastman Reading Garden Improvements Budget</b>		<b>\$ 526,106.00</b>
				<u>Encumbered</u>	<u>Expended</u>	
CT Consultants, Inc. - Landscape Architecture Services for the design of improvements				\$ 1,888.64	\$ 47,111.36	
Brookside Construction Services, Inc. - Contractor				69,783.99	154,191.08	
Furniture, plantings and other items				-	21,103.32	
Direct Expenditures paid from Contingency Fund				-	14,793.15	
				\$ 71,672.63	\$ 237,198.91	
				<b>Available Budget as of 02/29/2020 and 03/31/2020</b>		<b>\$ 217,234.46</b>

**CLEVELAND PUBLIC LIBRARY**  
**Regular Employment Report**  
**2/01/2020 TO 2/29/2020**

<u>EMPLOYEE NAME</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>	<u>TERM/INACT DATE</u>
<b>RESIGNATIONS</b>			
BERARDI, MARK B	Branch Substitues	PUBLIC SERVICE SUB	02/17/2020
BROWN, DERRICK K	Shelf Pages	PAGE	02/11/2020
CARRILLO, WALLACE	Lending	SUBJECT DEPARTMENT CLERK	02/07/2020
CHANCELLOR, MONITA S	Rice	BRANCH CLERK	02/10/2020
GAY, CAROL	Sterling	PAGE	02/14/2020
GIONFRIDDO, LANA	Brooklyn	LIBRARY ASST-COMP EMPH	02/22/2020
JOHNSON, REBECCA L	Literature	PAGE	02/21/2020
SWETEL, JEREMIAH G	Buildings Office	CHIEF OPERATIONS OFFICER	02/28/2020
UTER, SHEILA A	Popular Library	PAGE	02/01/2020
<b>OTHER TERMINATIONS</b>			
WILLIAMS, AUTUMN M	Addison	LIBRARY ASST-COMP EMPH	02/07/2020

**CLEVELAND PUBLIC LIBRARY  
SALARY CHANGES REPORT  
FROM 12/22/2019 TO 02/29/2020**

**EMPLOYEE:** ADORNO-CRUZ, MARISOL      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** MATERIALS PROCESSING SEN      **CURRENT STEP:** 17      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	43858.36	44696.08	NAME CHANGE

**EMPLOYEE:** ALHIBSHI-DEVORE, YEHIA A      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	SENIORITY DATE ADJUSTMENT
Annual Pay	47327.02	48908.60	TRANSFER
Annual Pay	47327.02	48908.60	VACANCY

**EMPLOYEE:** ALI, LLOYD A      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE)      **CURRENT STEP:** 20      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	45629.48	46737.86	CORRECTING ORG/OBJECT/PROJ
Annual Pay	45629.48	46737.86	STEP INCREASE
Annual Pay	45629.48	46737.86	TRANSFER

**EMPLOYEE:** ALLEN, ANTOINETTE R      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERI      **CURRENT STEP:** 7      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	36034.70	37765.52	SENIORITY DATE ADJUSTMENT
Annual Pay	36034.70	37765.52	TRANSFER

**EMPLOYEE:** ANALA, IVY A **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERK **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** ANTONUCCI, RONALD J **CURRENT GRADE:** I **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPT SUPERVISOR **CURRENT STEP:** 9 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	81479.37	83108.96	NEW POSITION

**EMPLOYEE:** ARGANZA, JORGE **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	VACANCY

**EMPLOYEE:** ARMSTRONG, LAURA M **CURRENT GRADE:** L **EFFECTIVE DATE**  
**JOB TITLE:** FINANCIAL SERVICES MANAGE **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	84892.52	86590.37	TITLE CHANGE
Annual Pay	84892.52	86590.37	VACANCY

**EMPLOYEE:** ARMSTRONG, MICHAEL **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

**EMPLOYEE:** AUSTIN, BEVERLY R **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	TRANSFER

**EMPLOYEE:** AUSTIN, LOREAL A      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

**EMPLOYEE:** BABBITS, MICHAEL A      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** SAFETY&PROTECTIVE SVCS S      **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	49983.44	50983.14	PROMOTION

**EMPLOYEE:** BAILEY, CHARLES H      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	49220.08	50883.04	TRANSFER

**EMPLOYEE:** BALDWIN, SHAWNTE A      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

**EMPLOYEE:** BARKACS, MICHAEL E      **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>
Annual Pay	36751.00	37992.76	MLIS STEP PER UNION CONTRACT
Annual Pay	36751.00	37992.76	TRANSFER

**EMPLOYEE:** BARNES, DIFRANCO E      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** BARNES, LATOYA C      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** BARONAK, RYAN A      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** CARPENTER      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	VACANCY

**EMPLOYEE:** BARONE, CHRISTOPHER J      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** ELECTRONICS DUPLICATION T      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	SENIORITY DATE ADJUSTMENT
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** BARTEL, KEVIN G      **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>
Annual Pay	37475.88	38709.58	PROMOTION

**EMPLOYEE:** BATTAGLIA, JOSEPH B      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** COMP. NET TECH (TEHCENTR)      **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 W	47,327.02	48,908.60	

**EMPLOYEE:** BENSON, JAMES C      **CURRENT GRADE:** K EFFECTIVE DATE  
**JOB TITLE:** LIBRARY SYS & APP ANALYST      **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 W	87,723.26	89,477.73	

**EMPLOYEE:** BENTON, MARVIN      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 20 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	58731.92	59051.98	RETURN TO REGULAR FORMER POSIT
Annual Pay	58731.92	59051.98	STEP INCREASE
Annual Pay	58731.92	59051.98	TRANSFER

**EMPLOYEE:** BERZONSKY, KYRA M      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **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 W	24.27	25.08	

**EMPLOYEE:** BEST, ZITA M      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH 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>
Annual Pay	36034.70	37765.52	PROMOTION

**EMPLOYEE:** BLAND, ALKEISHA M      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** ADMINISTRATIVE 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>
Annual Pay	46859.54	47796.58	VACANCY

**EMPLOYEE:** BOLDEN, DAUNTE B      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** SUBJECT DEPARTMENT CLERI      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	37475.88	38709.58	RETURN TO REGULAR FORMER POSIT
Annual Pay	37475.88	38709.58	TRANSFER



**EMPLOYEE:** BOODAN, LIZA R      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	18478.98	19171.10	CORRECTING PAY RECORDS
Annual Pay	18478.98	19171.10	TRANSFER

**EMPLOYEE:** BOOZER, DONALD E      **CURRENT GRADE:** K **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT MGR (      **CURRENT STEP:** 4 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	84349.34	86036.33	PROMOTION
Annual Pay	84349.34	86036.33	TRANSFER

**EMPLOYEE:** BOSHARA, KALIE L      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	VACANCY

**EMPLOYEE:** BOWERS, KEVIN L      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** BRADEN-DORSEY, GIOVONNI      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** BRADFORD, WILLIAM K      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 9      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	86038.23	87758.99	DEMOTION
Annual Pay	86038.23	87758.99	PROMOTION
Annual Pay	86038.23	87758.99	TRANSFER

**EMPLOYEE:** BRENT, LATASHA L      **CURRENT GRADE:** B      **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 W	45,629.48	46,737.86	

**EMPLOYEE:** BRIGGS, TONYA M      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	TRANSFER
Annual Pay	66638.37	67971.14	VACANCY

**EMPLOYEE:** BROOKS, MELISSA R      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** BROWN, MARQUETTA M      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** LENDING DEPARTMENT CLERK      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	RETURN TO REGULAR FORMER POSIT

**EMPLOYEE:** BROWN, STACY                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** BRYANT, WHITNEY                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **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 W	24.27	25.08	

**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>
Annual Pay	56584.11	57715.79	PROMOTION

**EMPLOYEE:** BUENO, ANTHONY W                      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** SUBJECT DEPARTMENT CLERK      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** BURKS, LEONARD G                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **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 W	57,580.64	59,051.98	

**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>
Annual Pay	69304.51	70690.60	PROMOTION

**EMPLOYEE:** BUSTA-PECK, CHRISTOPHER **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS 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>
Annual Pay	59433.40	61116.64	STEP INCREASE
Annual Pay	59433.40	61116.64	TRANSFER

**EMPLOYEE:** CALLIER, EUGENE **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

**EMPLOYEE:** CAMACHO, LUIS **CURRENT GRADE:** E **EFFECTIVE DATE**  
**JOB TITLE:** PAINTER **CURRENT STEP:** 7 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	43368.00	45001.84	PROMOTION

**EMPLOYEE:** CAMACHO, ZULEIKA **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **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 W		35,945.78	
NEW HIRE	35,945.78	34,648.12	

**EMPLOYEE:** CAMPBELL, TAWANA S **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** CAPUOZZO, STEVEN K      **CURRENT GRADE:** J **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	PROMOTION

**EMPLOYEE:** CARPENTER-RIZK, DENISE M      **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** PROFESSIONAL PARALEGAL      **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	40740.70	41555.54	PROMOTION

**EMPLOYEE:** CARRAWAY, CARLA S      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** CARRILLO, WALLACE      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERK      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	MILITARY
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** CARTER, YVETTE M      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** CERNEY, KAREN A      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** CHAMBERS, NELETHA      **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>
Annual Pay	42998.28	44035.68	TRANSFER

**EMPLOYEE:** CHANCELLOR, MONITA S      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	25875.20	26844.22	FMLA
Annual Pay	25875.20	26844.22	MEDICAL NON FMLAOR NON WC
Annual Pay	25875.20	26844.22	PROMOTION
Annual Pay	25875.20	26844.22	RETURN FROM LEAVE
Annual Pay	25875.20	26844.22	RETURN TO SCHOOL

**EMPLOYEE:** CHAPPLE, REGINALD E      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 16 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	42998.28	44035.68	TRANSFER

**EMPLOYEE:** CLARDY, JAMES A      **CURRENT GRADE:** I EFFECTIVE DATE  
**JOB TITLE:** MATERIALS HANDLING SUPER      **CURRENT STEP:** 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63107.88	64370.04	NEW POSITION
Annual Pay	63107.88	64370.04	PROMOTION

**EMPLOYEE:** CLARK, BRIDGET A      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34652.80	35950.46	PROMOTION
Annual Pay	34652.80	35950.46	TRANSFER

**EMPLOYEE:** CLARK, BRIGID K      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	49220.08	CORR PAY TITLE/POSITION CONTRL
Annual Pay	47327.02	49220.08	PROMOTION
Annual Pay	49220.08	48908.60	CORR PAY TITLE/POSITION CONTRL
Annual Pay	49220.08	48908.60	PROMOTION

**EMPLOYEE:** CLARK, RONALD L      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** COCCARO, CYNTHIA L      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** SHELF DIV ASSISTANT MANAG      **CURRENT STEP:** 12 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	64204.14	65488.28	TITLE CHANGE

**EMPLOYEE:** COLEMAN, BESSIE L      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** COLLINS, ALLISON T      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**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>
Annual Pay	61958.26	63197.68	TRANSFER

**EMPLOYEE:** CONGRESS, QUENTIN L      **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>
Annual Pay	37475.88	38709.58	TRANSFER

**EMPLOYEE:** CONTI, FRANK R      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** CARPENTER      **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 W	47,327.02	48,908.60	

**EMPLOYEE:** CREDICO, MICHAEL P      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47333.26	48915.10	TRANSFER
Annual Pay	47333.26	48915.10	VACANCY

**EMPLOYEE:** CRETER, MATTHEW T      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **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 W	45,629.48	46,737.86	



**EMPLOYEE:** CROMPTON, EMILY B      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER
Annual Pay	35337.38	36518.30	VACANCY

**EMPLOYEE:** CRUZ, RAYMOND A      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	PROMOTION

**EMPLOYEE:** CSIA, ANDREA      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	TRANSFER

**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 W	81,104.72	82,726.81	

**EMPLOYEE:** DANDRIDGE, ANTHONY C      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 20 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46543.38	46737.86	TRANSFER

**EMPLOYEE:** DAVIS, SUMAYYAH M      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH 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 W	0.00	32,565.00	PROMOTION

**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>
Annual Pay	74985.91	76485.63	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	74985.91	76485.63	PROMOTION
Annual Pay	74985.91	76485.63	RECLASSIFICATION

**EMPLOYEE:** DENG, DEMAN                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	49220.08	50883.04	CORRECTING ORG/OBJECT/PROJ
Annual Pay	49220.08	50883.04	TRANSFER

**EMPLOYEE:** DEVORE, JAIME E                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**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>
Annual Pay	81104.72	82726.81	PROMOTION

**EMPLOYEE:** DIAMOND, TIMOTHY R                      **CURRENT GRADE:** O **EFFECTIVE DATE**  
**JOB TITLE:** SPECIAL ASST TO DIRECTOR      **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	111709.52	113943.71	TITLE CHANGE
Annual Pay	113943.71	116222.58	
Annual Pay	116222.58	119128.14	
Annual Pay	127662.18	130215.42	

**EMPLOYEE:** DIAMOND-ORTIZ, EMILIO J      **CURRENT GRADE:** G      **EFFECTIVE DATE**  
**JOB TITLE:** COMP. NET TECH (INCUMBENT      **CURRENT STEP:** 20      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63317.54	63753.82	STEP INCREASE

**EMPLOYEE:** DIAWARA, DEMBA      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** INTERIM SHELF DIVISION 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>
Annual Pay	56584.11	57715.79	PROMOTION

**EMPLOYEE:** DICKERSON, DALE      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** HIGH DEMAND LIBRARIAN      **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 W	64,283.44	65,839.80	

**EMPLOYEE:** DIXON, CAROLA      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** ADMINISTRATIVE 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>
Annual Pay	45629.48	46737.86	PROMOTION

**EMPLOYEE:** DOBRANSKY, SARAH M      **CURRENT GRADE:** K      **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT MGR (      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	74985.91	76485.63	PROMOTION

**EMPLOYEE:** DODRILL, JOYCE M  
**JOB TITLE:** CHIEF LEGAL OFFICER  
**CURRENT GRADE:** M  
**CURRENT STEP:** 7  
**EFFECTIVE DATE FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	106181.14	108304.76	N/A
Annual Pay	106181.14	108304.76	PROMOTION
Annual Pay	106181.14	108304.76	STEP INCREASE
Annual Pay	106181.14	108304.76	VACANCY
Annual Pay	108304.76	110470.86	N/A
Annual Pay	108304.76	110470.86	PROMOTION
Annual Pay	108304.76	110470.86	STEP INCREASE
Annual Pay	108304.76	110470.86	VACANCY
Annual Pay	110470.86	113232.63	N/A
Annual Pay	110470.86	113232.63	PROMOTION
Annual Pay	110470.86	113232.63	STEP INCREASE
Annual Pay	110470.86	113232.63	VACANCY
Annual Pay	113232.63	115497.28	N/A
Annual Pay	113232.63	115497.28	PROMOTION
Annual Pay	113232.63	115497.28	STEP INCREASE
Annual Pay	113232.63	115497.28	VACANCY
Annual Pay	115497.28	118384.71	N/A
Annual Pay	115497.28	118384.71	PROMOTION
Annual Pay	115497.28	118384.71	STEP INCREASE
Annual Pay	115497.28	118384.71	VACANCY
Annual Pay	121510.70	115497.28	N/A
Annual Pay	121510.70	115497.28	PROMOTION
Annual Pay	121510.70	115497.28	STEP INCREASE
Annual Pay	121510.70	115497.28	VACANCY
Annual Pay	128722.05	131296.49	N/A
Annual Pay	128722.05	131296.49	PROMOTION
Annual Pay	128722.05	131296.49	STEP INCREASE
Annual Pay	128722.05	131296.49	VACANCY

**EMPLOYEE:** DRAEGER, MARSHA      **CURRENT GRADE:** A      **EFFECTIVE DATE**  
**JOB TITLE:** MATERIALS PROCESSING TEC      **CURRENT STEP:** 18      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	42042.00	42813.16	DEMOTION

**EMPLOYEE:** DRAKE EL, AYESHA      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **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 W	57,148.78	59,323.42	

**EMPLOYEE:** DUGAROVA-MONTGOMERY, Y      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** TECH SERVICES LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	VACANCY

**EMPLOYEE:** DUNCAN, LINDSEY      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** SAFETY & PROTECTIVE SVCS      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	N/A
Annual Pay	66638.37	67971.14	PROMOTION

**EMPLOYEE:** DUNCAN, PHILLIP      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** CARPENTER      **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 W	47,327.02	48,908.60	

**EMPLOYEE:** DUNN-CHILDRESS, CASSAND      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	TRANSFER

**EMPLOYEE:** DURDA, NICHOLAS S      **CURRENT GRADE:** I      **EFFECTIVE DATE**  
**JOB TITLE:** SENIOR SUBJECT DEPT. LIBRA      **CURRENT STEP:** 11      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63737.44	65622.70	PROMOTION

**EMPLOYEE:** EARLEY, MICHAEL D      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERI      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** EASLEY, ROSALYN      **CURRENT GRADE:** D      **EFFECTIVE DATE**  
**JOB TITLE:** TECHNICAL SERVICES ASSOCI      **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 W	51,630.54	52,531.18	

**EMPLOYEE:** EDMONDSON, LAMAR      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERI      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** EDWARDS, HARRY      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	CORRECTING PAY RECORDS
Annual Pay	34648.12	35945.78	TRANSFER
Annual Pay	34648.12	35945.78	VACANCY

**EMPLOYEE:** ELDER, PHILLIP **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **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 W	26.25	26.88	

**EMPLOYEE:** EMBROSE, KEVIN R **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER
Annual Pay	34648.12	35945.78	VACANCY

**EMPLOYEE:** ENGLISH, RON **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH **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 W	58,731.92	59,051.98	

**EMPLOYEE:** ERVIN, BRITTANY D **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>
Annual Pay	37475.88	38709.58	PROMOTION

**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>
Annual Pay	74985.91	76485.63	PROMOTION

**EMPLOYEE:** EWING, CHATHAM **CURRENT GRADE:** L **EFFECTIVE DATE**  
**JOB TITLE:** DIGITAL INITIATIVES SVC STRA **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	84892.52	86590.37	VACANCY

EMPLOYEE: EYERDAM, PAMELA J      CURRENT GRADE: L EFFECTIVE DATE  
 JOB TITLE: SUBJECT DEPARTMENT MANA      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 W	103,284.50	105,350.19	

EMPLOYEE: FAGAN, TODD E      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT-YOUTH      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 W	58,731.92	59,051.98	

EMPLOYEE: FECZKANIN, CHRISTINE E      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT (SUBJ DE      CURRENT STEP: 20 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	58731.92	59051.98	RECLASSIFICATION

EMPLOYEE: FELDER, KARIE J      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: BRANCH CLERK      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

EMPLOYEE: FELICIANO, CASSANDRA L      CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: CHILDRENS LIBRARIAN      CURRENT STEP: 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION
Annual Pay	57148.78	59323.42	TRANSFER

EMPLOYEE: FIELDS, EBONY      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: SUBJECT DEPARTMENT CLERI      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION



**EMPLOYEE:** FILE, FELICIA N  
**JOB TITLE:** BRANCH CLERK  
**CURRENT GRADE:** B  
**EFFECTIVE DATE:**  
**CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	37475.88	38709.58	RETURN TO REGULAR FORMER POSIT
Annual Pay	37475.88	38709.58	STEP INCREASE
Annual Pay	37475.88	38709.58	TRANSFER

**EMPLOYEE:** FINNEGAN, LAWRENCE D  
**JOB TITLE:** DIRECTOR, IT  
**CURRENT GRADE:** M  
**EFFECTIVE DATE:**  
**CURRENT STEP:** 9 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	117187.98	119531.74	PROMOTION
Annual Pay	133923.00	136601.46	

**EMPLOYEE:** FISHER, MICHAEL D  
**JOB TITLE:** EXECUTIVE ASSISTANT  
**CURRENT GRADE:** G  
**EFFECTIVE DATE:**  
**CURRENT STEP:** 6 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	65199.68	66503.58	STEP INCREASE

**EMPLOYEE:** FLINN, SARAH E  
**JOB TITLE:** SUBJECT DEPARTMENT MANA  
**CURRENT GRADE:** L  
**EFFECTIVE DATE:**  
**CURRENT STEP:** 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	84892.52	86590.37	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	84892.52	86590.37	PROMOTION

**EMPLOYEE:** FLOWERS, CURTIS  
**JOB TITLE:** LIBRARY ASST-COMP EMPH  
**CURRENT GRADE:** F  
**EFFECTIVE DATE:**  
**CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER
Annual Pay	47327.02	48908.60	VACANCY

EMPLOYEE: FLOWERS, GLORIA G      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: BRANCH CLERK      CURRENT STEP: 17 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W	43,858.36	44,696.08	

EMPLOYEE: FORD, BOBBY J      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: CUSTODIAN II (DAYS/BRANCHE      CURRENT STEP: 5 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W	34,648.12	35,945.78	

EMPLOYEE: FORFIA, TRACIE L      CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: CHILDRENS LIBRARIAN      CURRENT STEP: 10 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	57148.78	59323.42	TRANSFER
Annual Pay	57148.78	59323.42	VACANCY

EMPLOYEE: FORTSON, CARMINE      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: SHIPPING CLERK      CURRENT STEP: 5 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	34648.12	35945.78	TRANSFER

EMPLOYEE: FOSTER, PRINCE M      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH      CURRENT STEP: 8 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	35343.62	36524.80	TRANSFER

EMPLOYEE: FOX-MORGAN, MARK E      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT (SUBJ DE      CURRENT STEP: 10 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	49220.08	50883.04	TRANSFER

**EMPLOYEE:** FRENCH, GRACE K                      **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>
Annual Pay	36751.00	37992.76	MLIS STEP PER UNION CONTRACT
Annual Pay	36751.00	37992.76	N/A
Annual Pay	36751.00	37992.76	PROMOTION
Annual Pay	36751.00	37992.76	TRANSFER

**EMPLOYEE:** FRYE, CRISTYLE                      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK                      **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 W	34,648.12	35,945.78	

**EMPLOYEE:** FULLMER, ANNA E                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH            **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** FULLMER, PATRICIA A                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH            **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	VACANCY

**EMPLOYEE:** FURYES, DAVID W                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE            **CURRENT STEP:** 20 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57580.64	59051.98	TRANSFER

**EMPLOYEE:** GABB, JULIE A                      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN            **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** GABE, MICHAEL                      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** TECH SERVICES LIBRARIAN       **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 W	57,148.78	59,323.42	

**EMPLOYEE:** GALEWOOD, KRISTIN                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH       **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** GAO, LAN                                      **CURRENT GRADE:** I EFFECTIVE DATE  
**JOB TITLE:** SENIOR SUBJECT DEPT. LIBRA   **CURRENT STEP:** 11 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63737.44	65622.70	PROMOTION

**EMPLOYEE:** GATEWOOD, CORTNEY R                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH       **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	SENIORITY DATE ADJUSTMENT
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** GAVEL, MELISSA A      **CURRENT GRADE:** D EFFECTIVE DATE  
**JOB TITLE:** DIGITAL PRESS TECHNICIAN      **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 W	39,989.56	41,411.24	

**EMPLOYEE:** GIELTY, JEANMARIE M      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION
Annual Pay	57148.78	59323.42	SENIORITY DATE ADJUSTMENT

**EMPLOYEE:** GIONFRIDDO, LANA      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **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 W	24.27	25.08	

**EMPLOYEE:** GOLDBERG, AARON      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** SHIPPING CLERK (LBPH)      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** GRAVES, DENNICE P      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK      **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 W	38,974.52	40,272.44	

**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>
Annual Pay	56584.06	57715.84	CORRECTING ORG/OBJECT/PROJ
Annual Pay	56584.06	57715.84	CORRECTING PAY RECORDS
Annual Pay	56584.06	57715.84	N/A
Annual Pay	56584.06	57715.84	PROMOTION

**EMPLOYEE:** GRAVINO, GIOVANNI A      **CURRENT GRADE:** G EFFECTIVE DATE  
**JOB TITLE:** ER&D ADMINISTRATIVE 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>
Annual Pay	53589.64	54661.36	PROMOTION

**EMPLOYEE:** GUDER, ROBERT E      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE)      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	37475.88	38709.58	PROMOTION

**EMPLOYEE:** GUERIN, ALISON L      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	PROMOTION
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** GUNTHER, ANGELA      **CURRENT GRADE:** J EFFECTIVE DATE  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 4 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	74959.19	76458.37	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	74959.19	76458.37	PROMOTION
Annual Pay	74959.19	76458.37	RETURN TO REGULAR FORMER POSIT

**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>
Annual Pay	35109.62	35811.88	STEP INCREASE

**EMPLOYEE:** GUSTER, KYLE M      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** NETWORK SPECIALIST      **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** HAJZAK, DEBORAH A      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** OPS PROJECT COORDINATOR      **CURRENT STEP:** 17 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	64283.44	65839.80	RECLASSIFICATION

**EMPLOYEE:** HALKOVICH, CELIA R      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** TECH SERVICES LIBRARIAN      **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	VACANCY

**EMPLOYEE:** HAMMOND, CRYSTAL C      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH 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>
Annual Pay	36034.70	37765.52	SENIORITY DATE ADJUSTMENT
Annual Pay	36034.70	37765.52	TRANSFER

**EMPLOYEE:** HANSHAW, ERIC C      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** HARDY, HEATHER A **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERK **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** HARRIS, GARY P **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** SAFETY&PROTECTIVE SVCS S **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	49983.44	50983.14	PROMOTION

**EMPLOYEE:** HARRIS, GLENN **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 7 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	36034.70	37765.52	CORRECTING PAY RECORDS
Annual Pay	36034.70	37765.52	N/A
Annual Pay	36034.70	37765.52	PROMOTION
Annual Pay	36034.70	37765.52	RETURN TO REGULAR FORMER POSIT

**EMPLOYEE:** HARRIS-SCOTT, ANGELA C **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT 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>
Annual Pay	43858.36	44696.08	RETURN TO REGULAR FORMER POSIT
Annual Pay	43858.36	44696.08	TERMINATION INVOLUNTARY
Annual Pay	43858.36	44696.08	TRANSFER

**EMPLOYEE:** HATTON, JEVON **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SHIPPING 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 W	45,629.48	46,737.86	



**EMPLOYEE:** HAVERMAN, MICHAEL C      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47333.26	48915.10	PROMOTION

**EMPLOYEE:** HAY, ZACHARY G      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARIAN (SUBJECT DEPARTI      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**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>
Annual Pay	61200.91	62424.93	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	61200.91	62424.93	TRANSFER

**EMPLOYEE:** HILL, ANGELA      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERI      **CURRENT STEP:** 7      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	36034.70	37765.52	SENIORITY DATE ADJUSTMENT
Annual Pay	36034.70	37765.52	TRANSFER

**EMPLOYEE:** HILL, DIANE 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 W	42,998.28	44,035.68	

**EMPLOYEE:** HILL, MARTIN A **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **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 W	34,648.12	35,945.78	

**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>
Annual Pay	57012.28	58152.38	PROMOTION

**EMPLOYEE:** HLAFKA, TRACI **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	CORRECTING PAY STATUS
Annual Pay	47327.02	48908.60	PROMOTION
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** HOGAN, JAZ D **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** RECEIVING & DISTRIBUTION TI **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	25870.52	26839.54	PROMOTION

**EMPLOYEE:** HOGE, OLIVIA A **CURRENT GRADE:** K **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT 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>
Annual Pay	74985.91	76485.63	PROMOTION

EMPLOYEE: HOOD, WILLIAM T CURRENT GRADE: K EFFECTIVE DATE  
 JOB TITLE: COMPUTER NETWORKING MA 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 W	102,741.38	104,796.21	

EMPLOYEE: HOOPER, MARLIE E CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

EMPLOYEE: HOPPER, CAROLYN CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: CUSTODIAN II (DAYS/BRANCHE 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 W	34,648.12	35,945.78	

EMPLOYEE: HOUGHTON, TAMMY M CURRENT GRADE: I EFFECTIVE DATE  
 JOB TITLE: ASSISTANT BRANCH MANAGEI CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63107.88	64370.04	PROMOTION

EMPLOYEE: HOUSTON, LARRY D CURRENT GRADE: E EFFECTIVE DATE  
 JOB TITLE: PAINTER CURRENT STEP: 7 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	43368.00	45001.84	PROMOTION

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>
Annual Pay	21117.20	21539.44	CORRECTING GROUP
Annual Pay	21117.20	21539.44	RECLASSIFICATION

EMPLOYEE: HU, AMEI   CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: TECH SERVICES LIBRARIAN                   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 W	57,148.78	59,323.42	

EMPLOYEE: HUANG, PERRY                                    CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: CATALOG LIBRARIAN                            CURRENT STEP: 14 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	61811.62	62963.68	NAME CHANGE
Annual Pay	61811.62	62963.68	STEP INCREASE

EMPLOYEE: HUBLER, CAROLA                                CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: PROCUREMENT AND CONTRA                   CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	56584.11	57715.79	CORRECTING ORG/OBJECT/PROJ
Annual Pay	56584.11	57715.79	PROMOTION

EMPLOYEE: HUDSON, JACQUELINE A                        CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: BRANCH CLERK                                    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 W	42,154.58	43,384.90	

EMPLOYEE: HUSTON, DOUGLAS M                            CURRENT GRADE: A EFFECTIVE DATE  
 JOB TITLE: MATERIALS PROCESSING TEC                    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 W	43,740.58	44,107.18	

**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>
Annual Pay	81104.72	82726.81	PROMOTION

**EMPLOYEE:** INFANTE, NATHANIEL M                      **CURRENT GRADE:** D **EFFECTIVE DATE**  
**JOB TITLE:** TECHNICAL SERVICES ASSOC                      **CURRENT STEP:** 14 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
SALARY AFFECTS BASE W	46,781.80	48,042.02	

**EMPLOYEE:** ISAAC, TRACY B                      **CURRENT GRADE:** E **EFFECTIVE DATE**  
**JOB TITLE:** LENDING ASST. 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>
Annual Pay	42940.04	43798.82	PROMOTION

**EMPLOYEE:** JACKSON, ANTONIO                      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE                      **CURRENT STEP:** 7 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	36034.70	37765.52	PROMOTION
Annual Pay	36034.70	37765.52	TRANSFER

**EMPLOYEE:** JACKSON, BIANCA M                      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK                      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**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>
Annual Pay	74959.19	76458.37	CORRECTING GROUP
Annual Pay	74959.19	76458.37	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	74959.19	76458.37	PROMOTION
Annual Pay	74959.19	76458.37	STEP INCREASE
Annual Pay	74959.19	76458.37	TO ACTING TEMP UN POSITION

**EMPLOYEE:** JACKSON, RICARDO E      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE      **CURRENT STEP:** 12      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	51189.06	52421.20	TO ACTING TEMP NON U POSITION
Annual Pay	51189.06	52421.20	TRANSFER

**EMPLOYEE:** JACKSON, RICHARD M      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** RECEIVING & DISTRIBUTION TI      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** JAENKE, ADAM      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** JAENKE, RYAN C      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** GRAPHICS DESIGNER      **CURRENT STEP:** 12      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	38221.04	39141.18	RECLASSIFICATION

**EMPLOYEE:** JAMES, ERIC M **CURRENT GRADE:** A **EFFECTIVE DATE**  
**JOB TITLE:** MATERIALS PROCESSING TEC **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	17366.44	18091.84	CORRECTING PAY RECORDS
Annual Pay	17366.44	18091.84	PROMOTION

**EMPLOYEE:** JARVIS, LAMEL R **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** JEFFERSON, ANISE **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER
Annual Pay	9994.14	10244.00	

**EMPLOYEE:** JEFFERSON, KIAIRA S **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** JEFFERSON, SHARON **CURRENT GRADE:** J **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM) **CURRENT STEP:** 2 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	69304.51	70690.60	PROMOTION
Annual Pay	69304.51	70690.60	TRANSFER

**EMPLOYEE:** JEFFRIES, ANNISHA M      **CURRENT GRADE:** K **EFFECTIVE DATE**  
**JOB TITLE:** YOUTH SERVICES 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>
Annual Pay	84349.34	86036.33	PROMOTION

**EMPLOYEE:** JEFFRIES, EVONE      **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARIAN (SUBJECT DEPART      **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** JEFFRIES, MICHAEL L      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SHIPPING CLERK (LBPH)      **CURRENT STEP:** 20 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46543.38	46737.86	STEP INCREASE

**EMPLOYEE:** JELAR ELWELL, SANDRA L      **CURRENT GRADE:** M **EFFECTIVE DATE**  
**JOB TITLE:** DIRECTOR OF TECHNICAL SEF      **CURRENT STEP:** 2 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	101195.86	103725.76	PROMOTION
Annual Pay	101195.86	103725.76	TO ACTING TEMP NON U POSITION
Annual Pay	103725.76	105800.28	PROMOTION
Annual Pay	103725.76	105800.28	TO ACTING TEMP NON U POSITION
Annual Pay	111247.12	113472.06	PROMOTION
Annual Pay	111247.12	113472.06	TO ACTING TEMP NON U POSITION
Annual Pay	113472.06	116308.86	PROMOTION
Annual Pay	113472.06	116308.86	TO ACTING TEMP NON U POSITION

**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>
Annual Pay	52710.58	53764.79	RECLASSIFICATION



**EMPLOYEE:** JENKINS, TONYA L                      **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** TECH SERVICES LIBRARIAN            **CURRENT STEP:** 17 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	64283.44	65839.80	CORR PAY TITLE/POSITION CONTRL
Annual Pay	64283.44	65839.80	TRANSFER

**EMPLOYEE:** JOHNS, CEDRIC K                      **CURRENT GRADE:** L **EFFECTIVE DATE**  
**JOB TITLE:** DIR OF EE & LABOR RELATION      **CURRENT STEP:** 7 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	102780.93	105350.45	PROMOTION
Annual Pay	102780.93	105350.45	SENIORITY DATE ADJUSTMENT
Annual Pay	102780.93	105350.45	VACANCY
Annual Pay	105350.45	107457.46	PROMOTION
Annual Pay	105350.45	107457.46	SENIORITY DATE ADJUSTMENT
Annual Pay	105350.45	107457.46	VACANCY
Annual Pay	82821.97	102780.93	PROMOTION
Annual Pay	82821.97	102780.93	SENIORITY DATE ADJUSTMENT
Annual Pay	82821.97	102780.93	VACANCY

**EMPLOYEE:** JOHNSON, ALTHEA                      **CURRENT GRADE:** L **EFFECTIVE DATE**  
**JOB TITLE:** DIRECTOR OF HUMAN RESOU      **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 W	105,350.45	107,457.46	

**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 W	105,350.45	107,457.46	

**EMPLOYEE:** JOHNSON, DAKARI W      **CURRENT GRADE:** E      **EFFECTIVE DATE**  
**JOB TITLE:** PAINTER      **CURRENT STEP:** 9      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	45103.24	47280.22	PROMOTION
Annual Pay	45103.24	47280.22	RETURN TO REGULAR FORMER POSIT

**EMPLOYEE:** JOHNSON, VALERIE S      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	49220.08	50883.04	PROMOTION

**EMPLOYEE:** JOHNSON, WHITNEY      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** JOHNSON-THOMAS, SHENISE      **CURRENT GRADE:** O      **EFFECTIVE DATE**  
**JOB TITLE:** CHIEF OF EXTERNAL REL & DE      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	109453.16	112189.49	NAME CHANGE
Annual Pay	109453.16	112189.49	PROMOTION
Annual Pay	127662.18	130215.42	NAME CHANGE
Annual Pay	127662.18	130215.42	PROMOTION
Annual Pay	82821.97	109453.16	NAME CHANGE
Annual Pay	82821.97	109453.16	PROMOTION

**EMPLOYEE:** JONES, DWAYNE L      **CURRENT GRADE:** D      **EFFECTIVE DATE**  
**JOB TITLE:** TECHNICAL SERVICES ASSOC      **CURRENT STEP:** 6      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	39989.56	41411.24	PROMOTION

**EMPLOYEE:** JONES, SHANELL V      **CURRENT GRADE:** I      **EFFECTIVE DATE**  
**JOB TITLE:** ASSISTANT BRANCH MANAGER I      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	PROMOTION
Annual Pay	66638.37	67971.14	RETURN TO REGULAR FORMER POSIT

**EMPLOYEE:** JONES, SHERRI      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** OPS PROJECT COORDINATOR      **CURRENT STEP:** 20      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66855.10	68847.22	RECLASSIFICATION

**EMPLOYEE:** JOSEY-ALLEN, TRACEY      **CURRENT GRADE:** E      **EFFECTIVE DATE**  
**JOB TITLE:** ACCOUNTING SPECIALIST      **CURRENT STEP:** 7      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	43368.00	45001.84	PROMOTION

**EMPLOYEE:** KAPLAN, ANDREW F      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARIAN (SUBJECT DEPART)      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION
Annual Pay	57148.78	59323.42	SENIORITY DATE ADJUSTMENT

**EMPLOYEE:** KELLY GRASSO, KAREN M      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57156.58	59331.48	N/A
Annual Pay	57156.58	59331.48	PROMOTION

EMPLOYEE: KEMP, BRANDON CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT-LBPH CURRENT STEP: 20 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W	58,731.92	59,051.98	

EMPLOYEE: KENNEDY, ALLISON J CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT-YOUTH CURRENT STEP: 8 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W	24.27	25.08	

EMPLOYEE: KILB, FORREST CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: LIBRARIAN (SUBJECT DEPART CURRENT STEP: 10 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	57148.78	59323.42	PROMOTION

EMPLOYEE: KIMMEL, AQUENE R CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH CURRENT STEP: 10 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	36751.00	37992.76	PROMOTION

EMPLOYEE: KMIECIK, ALEXANDRA M CURRENT GRADE: J EFFECTIVE DATE  
 JOB TITLE: BRANCH MANAGER (MEDIUM) CURRENT STEP: 1 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	66638.37	67971.14	PROMOTION

EMPLOYEE: KNAPE, KENNETH D CURRENT GRADE: K EFFECTIVE DATE  
 JOB TITLE: BRANCH MANAGER (LARGE) CURRENT STEP: 4 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	84349.34	86036.33	TRANSFER

**EMPLOYEE:** KOHR, HANNAH K                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH            **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** KOLONICK, SARAH L                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH            **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	VACANCY

**EMPLOYEE:** KONKOLY, DANIELLE T                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH            **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	PROMOTION

**EMPLOYEE:** KORTE, LILY K                              **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>
Annual Pay	36757.50	37999.52	MLIS STEP PER UNION CONTRACT
Annual Pay	36757.50	37999.52	TRANSFER

EMPLOYEE: KRENICKY, CAROLYN J      CURRENT GRADE: O EFFECTIVE DATE  
 JOB TITLE: CHIEF FINANCIAL 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>
Annual Pay	104319.28	106405.67	N/A
Annual Pay	104319.28	106405.67	PROMOTION
Annual Pay	104319.28	106405.67	RECLASSIFICATION
Annual Pay	104319.28	106405.67	TITLE CHANGE
Annual Pay	106405.67	108533.78	N/A
Annual Pay	106405.67	108533.78	PROMOTION
Annual Pay	106405.67	108533.78	RECLASSIFICATION
Annual Pay	106405.67	108533.78	TITLE CHANGE
Annual Pay	108533.78	111247.12	N/A
Annual Pay	108533.78	111247.12	PROMOTION
Annual Pay	108533.78	111247.12	RECLASSIFICATION
Annual Pay	108533.78	111247.12	TITLE CHANGE
Annual Pay	111247.12	113472.06	N/A
Annual Pay	111247.12	113472.06	PROMOTION
Annual Pay	111247.12	113472.06	RECLASSIFICATION
Annual Pay	111247.12	113472.06	TITLE CHANGE
Annual Pay	113472.06	116308.86	N/A
Annual Pay	113472.06	116308.86	PROMOTION
Annual Pay	113472.06	116308.86	RECLASSIFICATION
Annual Pay	113472.06	116308.86	TITLE CHANGE
Annual Pay	121510.70	113472.06	N/A
Annual Pay	121510.70	113472.06	PROMOTION
Annual Pay	121510.70	113472.06	RECLASSIFICATION
Annual Pay	121510.70	113472.06	TITLE CHANGE
Annual Pay	143602.88	146474.94	N/A
Annual Pay	143602.88	146474.94	PROMOTION
Annual Pay	143602.88	146474.94	RECLASSIFICATION
Annual Pay	143602.88	146474.94	TITLE CHANGE

EMPLOYEE: LANCASTER, APRIL J                      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT (SUBJ DE            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 W	57,580.64	59,051.98	

EMPLOYEE: LAPRAIRIE, NATHAN K                      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH            CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

EMPLOYEE: LARION, ABIGAIL A                      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH            CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

EMPLOYEE: LAUVER, JAMIE W                      CURRENT GRADE: I EFFECTIVE DATE  
 JOB TITLE: ASSISTANT BRANCH MANAGEI            CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63107.88	64370.04	ANOTHER JOB
Annual Pay	63107.88	64370.04	PROMOTION
Annual Pay	63107.88	64370.04	REHIRE

EMPLOYEE: LAWSON, BRANDON M                      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: CUSTODIAN II (DAYS/BRANCHE            CURRENT STEP: 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	38974.52	40272.44	TRANSFER

EMPLOYEE: LEFKOWITZ, JOEL F      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT-YOUTH      CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

EMPLOYEE: LEFKOWITZ, KATHLEEN K      CURRENT GRADE: J EFFECTIVE DATE  
 JOB TITLE: BRANCH MANAGER (MEDIUM)      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	77957.52	79516.67	PROMOTION
Annual Pay	77957.52	79516.67	TRANSFER

EMPLOYEE: LEMAK, BERNADETTE C      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH      CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	N/A
Annual Pay	35343.62	36524.80	PROMOTION
Annual Pay	35343.62	36524.80	TRANSFER

EMPLOYEE: LEONARD, ALEXANDER C      CURRENT GRADE: A EFFECTIVE DATE  
 JOB TITLE: SHELF DEPARTMENT CLERK      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	32561.88	33922.46	PROMOTION

EMPLOYEE: LESZCZ, BRIAN E      CURRENT GRADE: K EFFECTIVE DATE  
 JOB TITLE: DATABASE ADMINISTRATOR      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 W	87,723.26	89,477.73	



**EMPLOYEE:** LEVERT, WILLIAM M                      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SHIPPING CLERK                      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** LEWALLEN, RODNEY C                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-ADULT                      **CURRENT STEP:** 17 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	55365.70	56472.52	PROMOTION

**EMPLOYEE:** LEWIS, ISAIAH M                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH                      **CURRENT STEP:** 17 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	41347.02	42173.56	RETURN TO REGULAR FORMER POSIT
Annual Pay	41347.02	42173.56	TRANSFER

**EMPLOYEE:** LEWIS, JEFFREY D                      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE                      **CURRENT STEP:** 12 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	40533.22	41489.76	PROMOTION
Annual Pay	40533.22	41489.76	TRANSFER

**EMPLOYEE:** LEWIS, JOSEPH P                      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SHIPPING CLERK                      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** LIANG, ANTHONY                      **CURRENT GRADE:** D **EFFECTIVE DATE**  
**JOB TITLE:** ACCOUNT 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>
Annual Pay	39989.56	41411.24	PROMOTION

**EMPLOYEE:** LONDON, PETER L                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE   **CURRENT STEP:** 12 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	51189.06	52421.20	TRANSFER

**EMPLOYEE:** LOPEZ, MARIA                      **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>
Annual Pay	36751.00	37992.76	MLIS STEP PER UNION CONTRACT
Annual Pay	36751.00	37992.76	PROMOTION

**EMPLOYEE:** LOVE, MATTHEW C                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH   **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**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>
Annual Pay	74985.91	76485.63	PROMOTION

**EMPLOYEE:** LYTLE, ALEA                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE   **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47333.26	48915.10	TRANSFER

**EMPLOYEE:** MAKKOS, MICHELLE **CURRENT GRADE:** I **EFFECTIVE DATE**  
**JOB TITLE:** SENIOR SUBJECT DEPT. LIBRA **CURRENT STEP:** 18 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	71695.78	72831.20	TRANSFER

**EMPLOYEE:** MALINOSKI, HEIDI L **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	CORRECTION OF NAME CHANGE
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** MALONE, DERRICK **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	38974.52	40272.44	RETURN TO REGULAR FORMER POSIT
Annual Pay	38974.52	40272.44	TRANSFER

**EMPLOYEE:** MALONE, LISA A **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERI **CURRENT STEP:** 20 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46543.38	46737.86	TRANSFER

**EMPLOYEE:** MARBLEY, ANDREA P **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** MARGERUM, ANGELA P      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **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 W	57,148.78	59,323.42	

**EMPLOYEE:** MARINO, SHERRILL N      **CURRENT GRADE:** K      **EFFECTIVE DATE**  
**JOB TITLE:** HUMAN RESOURCES-ORG DVI      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	74985.91	76485.63	VACANCY

**EMPLOYEE:** MARKOVIC, MILOS      **CURRENT GRADE:** K      **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT MGR (      **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 W	91,232.06	93,056.70	

**EMPLOYEE:** MARKS, ERICA T      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** OUTREACH & PROG CO YOUTI      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	N/A
Annual Pay	66638.37	67971.14	TO ACTING TEMP NON U POSITION

**EMPLOYEE:** MARQUEZ, MARINA B      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	PROMOTION

**EMPLOYEE:** MARTIN, TRACY S **CURRENT GRADE:** K **EFFECTIVE DATE**  
**JOB TITLE:** DIRECTOR OF DEVELOPMENT **CURRENT STEP:** 2 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	77985.43	79545.14	PROMOTION
Annual Pay	77985.43	79545.14	VACANCY

**EMPLOYEE:** MARTINEZ SERRANO, BETSY **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH 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>
Annual Pay	19218.42	20141.68	CORRECTING PAY RECORDS
Annual Pay	19218.42	20141.68	CORRECTION OF NAME CHANGE
Annual Pay	19218.42	20141.68	MEDICAL NON FMLAOR NON WC
Annual Pay	19218.42	20141.68	NAME CHANGE
Annual Pay	19218.42	20141.68	TRANSFER

**EMPLOYEE:** MASON, AARON **CURRENT GRADE:** M **EFFECTIVE DATE**  
**JOB TITLE:** DIRECTOR OF COMMUNITY EN **CURRENT STEP:** 2 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	101195.86	103725.76	PROMOTION
Annual Pay	103725.76	105800.28	
Annual Pay	98727.67	101195.86	

**EMPLOYEE:** MASON, DENENE N **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	VACANCY

**EMPLOYEE:** MASSEY, GLORIA D **CURRENT GRADE:** E **EFFECTIVE DATE**  
**JOB TITLE:** PRESERVATION ASSISTANT **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46906.86	47989.24	PROMOTION

EMPLOYEE: MATTHEWS, CARVELL D CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: CUSTODIAN II (DAYS/BRANCHE CURRENT STEP: 5 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W		35,945.78	

EMPLOYEE: MATTHEWS, PAMELA A CURRENT GRADE: L EFFECTIVE DATE  
 JOB TITLE: COLLECTION MANAGER CURRENT STEP: 1 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	84892.52	86590.37	VACANCY

EMPLOYEE: MAYLE, KELLIE A CURRENT GRADE: I EFFECTIVE DATE  
 JOB TITLE: ER&D DEVELOPMENT COORDI CURRENT STEP: 2 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W	65,632.30	66,944.95	

EMPLOYEE: MCCARTER, MARK E CURRENT GRADE: C EFFECTIVE DATE  
 JOB TITLE: SENIOR CLERK LBPH CURRENT STEP: 20 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W	48,865.96	49,536.50	

EMPLOYEE: MCCARTER, MELANIE G CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: OPS PROJECT COORDINATOR CURRENT STEP: 10 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	57148.78	59323.42	RECLASSIFICATION

EMPLOYEE: MCCARTER, VAUGHN CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: BRANCH CLERK CURRENT STEP: 20 FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	45629.48	46737.86	NEW POSITION
Annual Pay	45629.48	46737.86	TRANSFER

**EMPLOYEE:** MCCONNELL, MARLA S      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION
Annual Pay	34648.12	35945.78	SENIORITY DATE ADJUSTMENT
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** MCCORD, SONJA      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** MCCOY, PATRICIA A      **CURRENT GRADE:** C EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 19 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47908.12	48804.34	TRANSFER

**EMPLOYEE:** MCCUAN, LIBBY A      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	NAME CHANGE
Annual Pay	57148.78	59323.42	PROMOTION
Annual Pay	57148.78	59323.42	TRANSFER

**EMPLOYEE:** MCFARREN, JEAN D      **CURRENT GRADE:** N EFFECTIVE DATE  
**JOB TITLE:** DIRECTOR OF TECHNICAL SEF      **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 W	119,216.58	121,600.91	

EMPLOYEE: MEGGITT, BRIAN      CURRENT GRADE: I EFFECTIVE DATE  
 JOB TITLE: PHOTO COLL 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>
Annual Pay	63737.44	65622.70	TRANSFER

EMPLOYEE: MERRIWEATHER, NIYRE      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH      CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

EMPLOYEE: METTER, TERRENCE J      CURRENT GRADE: H EFFECTIVE DATE  
 JOB TITLE: LIBRARIAN (SUBJECT DEPART)      CURRENT STEP: 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

EMPLOYEE: MILICH, DANILO      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT (SUBJ DE      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 W	53,236.30	54,815.80	

EMPLOYEE: MILLER-HOOD, RONELLE K      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>
Annual Pay	66638.37	67971.14	RECLASSIFICATION
Annual Pay	66638.37	67971.14	VACANCY



**EMPLOYEE:** MINTER, KELLI N                      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN              **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION
Annual Pay	57148.78	59323.42	SENIORITY DATE ADJUSTMENT
Annual Pay	57148.78	59323.42	TRANSFER

**EMPLOYEE:** MOCSIRAN, ANDREW                      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK                      **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 W	34,648.12	35,945.78	

**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>
Annual Pay	66638.37	67971.14	PROMOTION

**EMPLOYEE:** MOHAN, CHRISTINE                      **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 W	43,858.36	44,696.08	

**EMPLOYEE:** MONCAYO, JENNIFER C                      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN              **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57156.58	59331.48	PROMOTION

**EMPLOYEE:** MONCRIEF ROBINSON, PASH **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>
Annual Pay	74985.91	76485.63	CORRECTING PAY RECORDS
Annual Pay	74985.91	76485.63	TRANSFER

**EMPLOYEE:** MONDOK, LARISSE **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **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 W	24.27	25.08	

**EMPLOYEE:** MOORE, KEVIN **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH **CURRENT STEP:** 15 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	53236.30	54815.80	SENIORITY DATE ADJUSTMENT
Annual Pay	53236.30	54815.80	TRANSFER

**EMPLOYEE:** MORALES, OLIVIA **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	NAME CHANGE

**EMPLOYEE:** MOSER, CHRISTOPHER **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE) **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	VACANCY

**EMPLOYEE:** MUDGETT-PRICE, SHEILA      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 15 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	39756.86	40936.22	STEP INCREASE

**EMPLOYEE:** MULLEE, SUSAN M      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** LIBRARIAN (SUBJECT DEPART      **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 W	66,855.10	68,847.22	
MASTER CHANGE MISC	68,847.22	66,855.10	

**EMPLOYEE:** MUSSER, MONICA      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

**EMPLOYEE:** MYERS, LISA M      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** SUBJECT DEPARTMENT CLERK      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** MYHAND, TERRENCE D      **CURRENT GRADE:** A EFFECTIVE DATE  
**JOB TITLE:** SHELF DEPARTMENT 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 W	17.37	17.83	

**EMPLOYEE:** NAAB, ALICIA S      **CURRENT GRADE:** J EFFECTIVE DATE  
**JOB TITLE:** ACQUISITIONS COORDINATOR      **CURRENT STEP:** 16 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	75706.80	77075.44	RETURN TO REGULAR FORMER POSIT

**EMPLOYEE:** NELSON, JOSEPH T                      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE   **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER
Annual Pay	34648.12	35945.78	VACANCY

**EMPLOYEE:** NEWSOM, KELLI A                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH   **CURRENT STEP:** 20 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	58731.92	59051.98	TRANSFER

**EMPLOYEE:** NORRIS, NYSHIA                      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK                      **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 W	34,648.12	35,945.78	

**EMPLOYEE:** NOSSE, SANDRA L                      **CURRENT GRADE:** I **EFFECTIVE DATE**  
**JOB TITLE:** FAMILY ENGAGEMENT SPECIA   **CURRENT STEP:** 11 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63737.44	65622.70	PROMOTION

**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>
Annual Pay	95492.30	97402.15	PROMOTION

**EMPLOYEE:** ODUM, JESSICA                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** ADMINISTRATIVE 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>
Annual Pay	46859.54	47796.58	PROMOTION

**EMPLOYEE:** OJO, KEMET C **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SHIPPING CLERK **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** OLAJIDE, ANDREW E **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** ORESKOVIC, SHELLIE R **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** PAI, RHONDA D **CURRENT GRADE:** J **EFFECTIVE DATE**  
**JOB TITLE:** EARLY CHILDHOOD LITERACY **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 W	38.44	39.21	

**EMPLOYEE:** PALKA-ROMAN, RONALD J **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	VACANCY

**EMPLOYEE:** PALMA, LINDSAY Z                      **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>
Annual Pay	37475.88	38709.58	REHIRE
Annual Pay	37475.88	38709.58	TERMINATION INVOLUNTARY
Annual Pay	37475.88	38709.58	TRANSFER

**EMPLOYEE:** PAPPENHAGEN, JILL N                      **CURRENT GRADE:** H   **EFFECTIVE DATE**  
**JOB TITLE:** TEEN TECH CENTER COORDIN   **CURRENT STEP:** 1   **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	56584.06	57715.84	PROMOTION

**EMPLOYEE:** PARKER, MICHAEL W                      **CURRENT GRADE:** B   **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE   **CURRENT STEP:** 17   **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	43858.36	44696.08	RETURN TO REGULAR FORMER POSIT
Annual Pay	43858.36	44696.08	TRANSFER

**EMPLOYEE:** PARKER, SHERRY                      **CURRENT GRADE:** J   **EFFECTIVE DATE**  
**JOB TITLE:** OCCUPATIONAL HEALTH AND S   **CURRENT STEP:** 1   **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	TRANSFER

**EMPLOYEE:** PARKS, HARRIETTE D      **CURRENT GRADE:** N      **EFFECTIVE DATE**  
**JOB TITLE:** DIR OF PUBLIC SERVICES      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	101195.86	103725.76	PROMOTION
Annual Pay	101195.86	103725.76	TITLE CHANGE
Annual Pay	103725.76	119216.58	PROMOTION
Annual Pay	103725.76	119216.58	TITLE CHANGE
Annual Pay	119216.58	121600.91	PROMOTION
Annual Pay	119216.58	121600.91	TITLE CHANGE
Annual Pay	98727.67	101195.86	PROMOTION
Annual Pay	98727.67	101195.86	TITLE CHANGE

**EMPLOYEE:** PARRA, JORGE P      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **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 W	34,648.12	35,945.78	

**EMPLOYEE:** PARSONS, TRACY L      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 19      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	44736.12	46047.04	STEP INCREASE

**EMPLOYEE:** PAS, JOHN J      **CURRENT GRADE:** K      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY SYS & APP ANALYST      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	74985.91	76485.63	PROMOTION

**EMPLOYEE:** PATRICK, ROBERT L      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** NETWORK SPECIALIST      **CURRENT STEP:** 14      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	61811.62	62963.68	PROMOTION

**EMPLOYEE:** PATTERSON, DEVON M      **CURRENT GRADE:** C      **EFFECTIVE DATE**  
**JOB TITLE:** DRIVER      **CURRENT STEP:** 18      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46969.52	48083.10	STEP INCREASE

**EMPLOYEE:** PEACOCK, TARA G      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** PEAK, CAROLINE J      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	66638.37	67971.14	PROMOTION

**EMPLOYEE:** PECKHAM, TANA K      **CURRENT GRADE:** O      **EFFECTIVE DATE**  
**JOB TITLE:** CHIEF COMMUN OFFICER      **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 W	138,079.26	140,840.85	

**EMPLOYEE:** PEGUES, DOMINIQUE      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** SHIPPING CLERK      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION



**EMPLOYEE:** PENTOWSKI, LUKE S      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	CORRECTING PAY RECORDS
Annual Pay	34648.12	35945.78	TRANSFER

**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>
Annual Pay	84892.52	86590.37	PROMOTION

**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>
Annual Pay	84349.34	86036.33	CORRECTING PAY RECORDS
Annual Pay	84349.34	86036.33	PROMOTION
Annual Pay	84349.34	86036.33	TRANSFER

**EMPLOYEE:** PETERSON, DELSHUN L      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **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 W	34,648.12	35,945.78	

**EMPLOYEE:** PETRUCZ, WILLIAM      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** PHELPS, SANDRA **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCH) **CURRENT STEP:** 7 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	36034.70	37765.52	PROMOTION

**EMPLOYEE:** PHELPS, TIMOTHY F **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** COMP. NET TECH (TEHCENT) **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 W	47,327.02	48,908.60	

**EMPLOYEE:** PIEPENBURG, CARLOS **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	TRANSFER

**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 W	53,589.64	54,661.36	

**EMPLOYEE:** POWER, KATIE M **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** PRIDE, RENEE **CURRENT GRADE:** E **EFFECTIVE DATE**  
**JOB TITLE:** PRESERVATION SENIOR TECH **CURRENT STEP:** 19 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	53818.96	54870.40	CORR PAY TITLE/POSITION CONTRL
Annual Pay	53818.96	54870.40	STEP INCREASE

**EMPLOYEE:** PRISBYLLA, HILARY A      **CURRENT GRADE:** L      **EFFECTIVE DATE**  
**JOB TITLE:** DIRECTOR,CLEVNET ACTING      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	99311.60	101297.83	PROMOTION

**EMPLOYEE:** PROCTOR, KENDRA      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION
Annual Pay	57148.78	59323.42	TRANSFER

**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>
Annual Pay	62945.22	64204.12	RECLASSIFICATION

**EMPLOYEE:** PUJOLAS, ANTHONY R      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	37475.88	38709.58	STEP INCREASE
Annual Pay	37475.88	38709.58	TRANSFER

**EMPLOYEE:** PULTORAK, LESLIE A      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** ACQUISITIONS 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 W	59,433.40	61,116.64	

**EMPLOYEE:** REDD, KENNETH F      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-LBPH      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	49220.08	50883.04	MLIS STEP PER UNION CONTRACT
Annual Pay	49220.08	50883.04	TRANSFER

**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>
Annual Pay	84892.52	86590.37	PROMOTION

**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>
Annual Pay	95492.30	97402.15	PROMOTION

**EMPLOYEE:** REYNOLDS, MICHAEL E      **CURRENT GRADE:** A      **EFFECTIVE DATE**  
**JOB TITLE:** MATERIALS PROCESSING TEC      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	32561.88	33922.46	VACANCY

**EMPLOYEE:** RIVERA, JOANNA      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** RIVERA, NINA                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** ROBERTS, RONALD A              **CURRENT GRADE:** J **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)   **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	PROMOTION

**EMPLOYEE:** ROBERTS, TRISHA G              **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERK   **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 W	34,648.12	35,945.78	

**EMPLOYEE:** ROBINSON, DERRICK C           **CURRENT GRADE:** A **EFFECTIVE DATE**  
**JOB TITLE:** SHELF DEPARTMENT CLERK   **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	32561.88	33922.46	MEDICAL

**EMPLOYEE:** ROBINSON, LATRISHA M         **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>
Annual Pay	37475.88	38709.58	TRANSFER

**EMPLOYEE:** RODRIGUEZ, YARIMILKA       **CURRENT GRADE:** G **EFFECTIVE DATE**  
**JOB TITLE:** HUMAN RESOURCES COORDII   **CURRENT STEP:** 2 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	55733.08	56847.70	RECLASSIFICATION

**EMPLOYEE:** ROEBUCK, TAHNISHA V      **CURRENT GRADE:** B      **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 W	45,629.48	46,737.86	

**EMPLOYEE:** ROGERS, JEANETTE      **CURRENT GRADE:** E      **EFFECTIVE DATE**  
**JOB TITLE:** ACCOUNTING SPECIALIST      **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 W	54,895.36	55,693.56	

**EMPLOYEE:** ROTH, PETER J      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** ROZMAN, RAYMOND      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARIAN (SUBJECT DEPARTI      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	TRANSFER

**EMPLOYEE:** RUDOLPH, REGINALD M      **CURRENT GRADE:** E      **EFFECTIVE DATE**  
**JOB TITLE:** LENDING ASST. 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>
Annual Pay	42940.04	43798.82	PROMOTION

**EMPLOYEE:** RUDZINSKI, MONICA A      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	CORRECTING PAY RECORDS
Annual Pay	66638.37	67971.14	PROMOTION

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 W	51.66	52.69	

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>
Annual Pay	48733.88	49708.56	RECLASSIFICATION

EMPLOYEE: RUSSELL, MARIA      CURRENT GRADE: A EFFECTIVE DATE  
 JOB TITLE: MATERIALS PROCESSING TEC      CURRENT STEP: 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	36627.24	38005.76	STEP INCREASE

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 W	81,104.72	82,726.81	

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 W	63,648.66	64,921.63	

EMPLOYEE: SALAAM-BEY, JAMILAH K      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: BRANCH CLERK      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

**EMPLOYEE:** SALEM, SUMMER **CURRENT GRADE:** D **EFFECTIVE DATE**  
**JOB TITLE:** TECHNICAL SERVICES ASSOC **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	41588.82	43507.62	PROMOTION

**EMPLOYEE:** SANCHEZ, LISA D **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** SANDLIN, ALVIN **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 17 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	43858.36	44696.08	STEP INCREASE

**EMPLOYEE:** SANTANA, ADELA I **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION
Annual Pay	57148.78	59323.42	TRANSFER

**EMPLOYEE:** SANTIAGO, MERLENE **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** ASST COORD, BEST BUY TEEN **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 W		47,796.58	
NEW HIRE	47,796.58	46,859.54	



**EMPLOYEE:** SARGI, LYNN **CURRENT GRADE:** O **EFFECTIVE DATE**  
**JOB TITLE:** CHIEF TALENT 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>
Annual Pay	127662.18	130215.42	PROMOTION

**EMPLOYEE:** SATOW, BARBARA M **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** TECH SERVICES LIBRARIAN **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** SAXTON, ALBERT L **CURRENT GRADE:** C **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN III **CURRENT STEP:** 18 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46969.52	48083.10	PROMOTION

**EMPLOYEE:** SCAGGS, JESSE R **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** COMP. NET TECH **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 W	55,365.70	56,472.52	

**EMPLOYEE:** SCHMIDT, KRISTEN M **CURRENT GRADE:** J **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM) **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	PROMOTION
Annual Pay	66638.37	67971.14	TO ACTING TEMP NON U POSITION

**EMPLOYEE:** SCHROEDER, BRIAN L      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 20      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46543.38	46737.86	CORRECTING PAY RECORDS
Annual Pay	46543.38	46737.86	TRANSFER

**EMPLOYEE:** SCOTT, KELLY A      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **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 W	34,648.12	35,945.78	

**EMPLOYEE:** SENESE, RACHEL M      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CLE DIG LIB 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>
Annual Pay	56584.11	57715.79	VACANCY

**EMPLOYEE:** SETTLES, RAQIB D      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** SHIPPING CLERK      **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 W	34,648.12	35,945.78	

**EMPLOYEE:** SHNEYDER, TATIANA      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT (SUBJ DE      **CURRENT STEP:** 20      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57580.64	59051.98	SENIORITY DATE ADJUSTMENT
Annual Pay	57580.64	59051.98	TRANSFER

**EMPLOYEE:** SIMONE, ROSA M                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH       **CURRENT STEP:** 12 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	51189.06	52421.20	SENIORITY DATE ADJUSTMENT
Annual Pay	51189.06	52421.20	TRANSFER

**EMPLOYEE:** SIMS, JASMINE C                      **CURRENT GRADE:** G **EFFECTIVE DATE**  
**JOB TITLE:** OPERATIONS PROJECT 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>
Annual Pay	53589.64	54661.36	PROMOTION

**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 W	74,985.91	76,485.63	

**EMPLOYEE:** SKRTIC, JOHN **CURRENT GRADE:** N **EFFECTIVE DATE**  
**JOB TITLE:** DIRECTOR OF PUBLIC SERVIC **CURRENT STEP:** 3 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	111709.52	113943.71	CORR PAY TITLE/POSITION CONTRL
Annual Pay	111709.52	113943.71	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	111709.52	113943.71	N/A
Annual Pay	111709.52	113943.71	PROMOTION
Annual Pay	111709.52	113943.71	TITLE CHANGE
Annual Pay	113943.71	116222.58	CORR PAY TITLE/POSITION CONTRL
Annual Pay	113943.71	116222.58	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	113943.71	116222.58	N/A
Annual Pay	113943.71	116222.58	PROMOTION
Annual Pay	113943.71	116222.58	TITLE CHANGE
Annual Pay	116222.58	119128.14	CORR PAY TITLE/POSITION CONTRL
Annual Pay	116222.58	119128.14	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	116222.58	119128.14	N/A
Annual Pay	116222.58	119128.14	PROMOTION
Annual Pay	116222.58	119128.14	TITLE CHANGE
Annual Pay	128943.71	131522.58	CORR PAY TITLE/POSITION CONTRL
Annual Pay	128943.71	131522.58	FR ACTING T REGULAR ASSIGNMENT
Annual Pay	128943.71	131522.58	N/A
Annual Pay	128943.71	131522.58	PROMOTION
Annual Pay	128943.71	131522.58	TITLE CHANGE

**EMPLOYEE:** SMITH, DESIREE K **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

**EMPLOYEE:** SMITH, DONALD D **CURRENT GRADE:** I **EFFECTIVE DATE**  
**JOB TITLE:** ASSISTANT BRANCH MANAGEI **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 W	63,107.88	64,370.04	

EMPLOYEE: SMITH, DONTE D                      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: CUSTODIAN II (DAYS/BRANCHE      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 W	34,648.12	35,945.78	

EMPLOYEE: SMITH, ERICKA                      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH      CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TRANSFER

EMPLOYEE: SMITH, JUSTIN                      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>
Annual Pay	34475.48	36751.00	CORRECTING PAY RECORDS
Annual Pay	34475.48	36751.00	TRANSFER
Annual Pay	36751.00	37992.76	CORRECTING PAY RECORDS
Annual Pay	36751.00	37992.76	TRANSFER

EMPLOYEE: SMITH, LANECIA S                      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>
Annual Pay	36751.00	37992.76	PROMOTION

EMPLOYEE: SMITH, NANCY A                      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT-YOUTH      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 W	57,580.64	59,051.98	

**EMPLOYEE:** SMITH, ROSZITA L                      **CURRENT GRADE:** F EFFECTIVE DATE  
**JOB TITLE:** PAYROLL & BENEFIT PRACTITI      **CURRENT STEP:** 2 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	48733.88	49708.36	RECLASSIFICATION

**EMPLOYEE:** SMITH, SHAKENYA J                      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	N/A
Annual Pay	34648.12	35945.78	PROMOTION
Annual Pay	34648.12	35945.78	TRANSFER

**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 W	74,516.75	76,007.09	

**EMPLOYEE:** SPIVEY, MANISHA J                      **CURRENT GRADE:** H EFFECTIVE DATE  
**JOB TITLE:** CHILDRENS LIBRARIAN              **CURRENT STEP:** 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** SPIVEY, R-RIANA I                      **CURRENT GRADE:** B EFFECTIVE DATE  
**JOB TITLE:** BRANCH CLERK                      **CURRENT STEP:** 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** STACHNIK, ANTHONY T      **CURRENT GRADE:** E      **EFFECTIVE DATE**  
**JOB TITLE:** CAPITAL PROJECT 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 W	42,940.04	43,798.82	

**EMPLOYEE:** STEPHENS, MARQUESA D      **CURRENT GRADE:** C      **EFFECTIVE DATE**  
**JOB TITLE:** SAFETY&PROTECTIVE SVC OF      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	40364.22	28254.98	RECLASSIFICATION
Annual Pay	40364.22	28254.98	TRANSFER

**EMPLOYEE:** STEWARD, TAMARA L      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	VACANCY

**EMPLOYEE:** STORY, ALEXANDER L      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	CORRECTING PAY RECORDS
Annual Pay	47327.02	48908.60	N/A
Annual Pay	47327.02	48908.60	TRANSFER

**EMPLOYEE:** STOUT, PAULA      **CURRENT GRADE:** C      **EFFECTIVE DATE**  
**JOB TITLE:** TECHNICAL SERVICES SENIOF      **CURRENT STEP:** 18      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	46969.52	48083.10	STEP INCREASE
Annual Pay	46969.52	48083.10	TRANSFER

**EMPLOYEE:** STRAZEK, BRIAN T      **CURRENT GRADE:** D      **EFFECTIVE DATE**  
**JOB TITLE:** AV& EVENT PLANNING SPECIA      **CURRENT STEP:** 11      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	44983.12	45943.30	PROMOTION

**EMPLOYEE:** STRICKLAND, HEIDI L      **CURRENT GRADE:** G      **EFFECTIVE DATE**  
**JOB TITLE:** EVENT SERVICES COORDINAT      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	53589.64	54661.36	PROMOTION

**EMPLOYEE:** STRNAD, CHRISTOPHER A      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** COMP. NET TECH      **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 W	55,365.70	56,472.52	

**EMPLOYEE:** SUCRE, MATTHEW L      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER
Annual Pay	47327.02	48908.60	VACANCY

**EMPLOYEE:** SZALEWSKI, BRYAN K      **CURRENT GRADE:** K      **EFFECTIVE DATE**  
**JOB TITLE:** SENIOR LEGAL OFFICER      **CURRENT STEP:** 3      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	81104.72	82726.81	CORRECTING PAY RECORDS
Annual Pay	81104.72	82726.81	PROMOTION
Annual Pay	81104.72	82726.81	RECLASSIFICATION
Annual Pay	81104.72	82726.81	VACANCY



**EMPLOYEE:** TALLEY, JAMES S  
**JOB TITLE:** BRANCH CLERK

**CURRENT GRADE:** B EFFECTIVE DATE  
**CURRENT STEP:** 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	37475.88	38709.58	RETURN TO REGULAR FORMER POSIT
Annual Pay	37475.88	38709.58	TRANSFER

**EMPLOYEE:** TANCAK, CRYSTAL M  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)

**CURRENT GRADE:** J EFFECTIVE DATE  
**CURRENT STEP:** 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	66638.37	67971.14	PERSONAL REASONS
Annual Pay	66638.37	67971.14	RETURN TO REGULAR FORMER POSIT
Annual Pay	66638.37	67971.14	TO ACTING TEMP NON U POSITION
Annual Pay	66638.37	67971.14	TRANSFER

**EMPLOYEE:** TANKERSLEY, KATHY  
**JOB TITLE:** BRANCH CLERK

**CURRENT GRADE:** B EFFECTIVE DATE  
**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 W	42,154.58	43,384.90	

**EMPLOYEE:** TATE, ANGELO  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE

**CURRENT GRADE:** B EFFECTIVE DATE  
**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 W	17.77	18.43	

**EMPLOYEE:** THOMAS, FELTON  
**JOB TITLE:** EXECUTIVE DIRECTOR,CEO

**CURRENT GRADE:** X EFFECTIVE DATE  
**CURRENT STEP:** 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	220000.00	231000.00	TITLE CHANGE

**EMPLOYEE:** THOMAS, GEORGETTA      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** ADMINISTRATIVE 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 W	46,859.54	47,796.58	

**EMPLOYEE:** THOMPSON, TONYA R      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** GRAPHICS DESIGNER      **CURRENT STEP:** 17      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	55365.70	56472.52	RECLASSIFICATION

**EMPLOYEE:** TIDRICK, MARK S      **CURRENT GRADE:** H      **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN      **CURRENT STEP:** 10      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** TOLBERT, LAKITHA K      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** SUBJECT DEPARTMENT CLERK      **CURRENT STEP:** 5      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	SENIORITY DATE ADJUSTMENT
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** TORRES, MIGDALIA      **CURRENT GRADE:** B      **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 W	46,543.38	46,737.86	

**EMPLOYEE:** TRAPP, ALVIN **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	CORRECTING PAY RECORDS
Annual Pay	34648.12	35945.78	PROMOTION
Annual Pay	34648.12	35945.78	RETURN FROM LEAVE
Annual Pay	34648.12	35945.78	RETURN TO REGULAR FORMER POSIT
Annual Pay	34648.12	35945.78	TERMINATION INVOLUNTARY

**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 W	63,648.66	64,921.63	

**EMPLOYEE:** TULLY, ADAM N **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** CHILDRENS LIBRARIAN **CURRENT STEP:** 10 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	57148.78	59323.42	PROMOTION

**EMPLOYEE:** ULMSCHNEIDER, MARY ANN **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **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 W	34,648.12	35,945.78	

**EMPLOYEE:** VALENTINE, ERIN E **CURRENT GRADE:** H **EFFECTIVE DATE**  
**JOB TITLE:** TECH SERVICES LIBRARIAN **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 W	57,148.78	59,323.42	

EMPLOYEE: VAUGHN, CHEMIKA N      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: BRANCH CLERK      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	PROMOTION

EMPLOYEE: VAUGHN, CHERITA M      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH      CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	PROMOTION

EMPLOYEE: VEGA, NILKIA      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: CUSTODIAN II (DAYS/BRANCHE      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	VACANCY

EMPLOYEE: VERES, LINDA M      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: BRANCH CLERK      CURRENT STEP: 10 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	38974.52	40272.44	N/A

EMPLOYEE: WALKER, DENNIS      CURRENT GRADE: C EFFECTIVE DATE  
 JOB TITLE: DRIVER      CURRENT STEP: 5 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	37105.64	38098.06	PROMOTION

EMPLOYEE: WALKER, ERICK B      CURRENT GRADE: D EFFECTIVE DATE  
 JOB TITLE: SUBJECT DEPARTMENT SEN. (      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 W	48,653.02	49,493.86	

EMPLOYEE: WALTER, LAURA  
 JOB TITLE: WRITER/EDITOR  
 CURRENT GRADE: G  
 CURRENT STEP: 1  
 EFFECTIVE DATE FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	40013.48	40813.76	PROMOTION

EMPLOYEE: WARNER, MYA C  
 JOB TITLE: TECHNICAL SERVICES SENIOF  
 CURRENT GRADE: C  
 CURRENT STEP: 17  
 EFFECTIVE DATE FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	46048.34	47372.52	STEP INCREASE

EMPLOYEE: WEBSTER, MICHAEL J  
 JOB TITLE: LIBRARY ASST-COMP EMPH  
 CURRENT GRADE: F  
 CURRENT STEP: 8  
 EFFECTIVE DATE FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	35337.38	36518.30	PROMOTION

EMPLOYEE: WEN, GRACE WEI-CHIH  
 JOB TITLE: BRANCH CLERK  
 CURRENT GRADE: B  
 CURRENT STEP: 5  
 EFFECTIVE DATE FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
SALARY AFFECTS BASE W	17.77	18.43	

EMPLOYEE: WESTERBEKE, DOUGLAS K  
 JOB TITLE: LIBRARY ASSISTANT (SUBJ DE  
 CURRENT GRADE: F  
 CURRENT STEP: 10  
 EFFECTIVE DATE FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	26250.64	27137.76	CORRECTING PAY RECORDS
Annual Pay	26250.64	27137.76	TRANSFER

EMPLOYEE: WHEELER, TRISTAN H  
 JOB TITLE: AV& EVENT PLANNING SPECIA  
 CURRENT GRADE: D  
 CURRENT STEP: 9  
 EFFECTIVE DATE FOR GRADE/STEP

TYPE OF CHANGE	PREVIOUS VALUE	CURRENT VALUE	REASON FOR CHANGE
Annual Pay	43253.08	44595.46	RECLASSIFICATION

**EMPLOYEE:** WHEELIS, SETH **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** WIELAND, ANN M **CURRENT GRADE:** G **EFFECTIVE DATE**  
**JOB TITLE:** ARCHIVIST **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 W	29.72	30.32	

**EMPLOYEE:** WILLIAMS, ANTONIO M **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	PROMOTION
Annual Pay	35343.62	36524.80	TRANSFER

**EMPLOYEE:** WILLIAMS, AUTUMN M **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35337.38	36518.30	TERMINATION INVOLUNTARY
Annual Pay	35337.38	36518.30	TRANSFER

**EMPLOYEE:** WILLIAMS, CORNELL W **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>
Annual Pay	47908.12	48804.34	PROMOTION

**EMPLOYEE:** WILLIAMS, DAMIEN D      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** CUSTODIAN II (DAYS/BRANCHE)      **CURRENT STEP:** 15 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	42154.58	43384.90	TRANSFER

**EMPLOYEE:** WILLIAMS, LATRICE N      **CURRENT GRADE:** B **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK      **CURRENT STEP:** 5 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	34648.12	35945.78	TRANSFER

**EMPLOYEE:** WILLIAMS, MARCIE A      **CURRENT GRADE:** J **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 4 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	74959.19	76458.37	PROMOTION
Annual Pay	74959.19	76458.37	TO ACTING TEMP NON U POSITION
Annual Pay	74959.19	76458.37	TRANSFER

**EMPLOYEE:** WILLIAMS, MAXINE M      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	35343.62	36524.80	TRANSFER

**EMPLOYEE:** WILLIAMSON, CHERYL L      **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>
Annual Pay	26250.64	27137.76	CORRECTING PAY RECORDS

**EMPLOYEE:** WILLIAMS-RISENG, DENISE      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 17      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	41347.02	42173.56	TRANSFER

**EMPLOYEE:** WINLOCK, SADIE M      **CURRENT GRADE:** O      **EFFECTIVE DATE**  
**JOB TITLE:** CHIEF, EQUITY, EDU & ENGAGI      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	127662.18	130215.42	PROMOTION

**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 W	69,304.51	70,690.60	

**EMPLOYEE:** WOHL, STEPHEN N      **CURRENT GRADE:** I      **EFFECTIVE DATE**  
**JOB TITLE:** AUDIO VISUAL- LENDING MGR      **CURRENT STEP:** 1      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	63107.88	64370.04	PROMOTION

**EMPLOYEE:** WOOD, ROBIN S      **CURRENT GRADE:** L      **EFFECTIVE DATE**  
**JOB TITLE:** ASST DIR OF PUBLIC SERVICE      **CURRENT STEP:** 9      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	106932.63	109605.95	RECLASSIFICATION
Annual Pay	109605.95	111798.07	
Annual Pay	98727.67	101195.86	



EMPLOYEE: WOODARD, KELLY L                      CURRENT GRADE: J EFFECTIVE DATE  
 JOB TITLE: COMMUNICATION MANAGER            CURRENT STEP: 2 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	69304.51	70690.60	VACANCY

EMPLOYEE: WOODMAN, ALCIA 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>
Annual Pay	36751.00	37992.76	MLIS STEP PER UNION CONTRACT
Annual Pay	36751.00	37992.76	PROMOTION

EMPLOYEE: WORKMAN, DENNIS                      CURRENT GRADE: A EFFECTIVE DATE  
 JOB TITLE: MATERIALS PROCESSING TEC            CURRENT STEP: 20 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	42882.32	44107.18	STEP INCREASE

EMPLOYEE: WORKMAN, MANUELA                      CURRENT GRADE: B EFFECTIVE DATE  
 JOB TITLE: SHIPPING CLERK (LBPH)            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 W	42,154.58	43,384.90	

EMPLOYEE: YEE, DORIS                              CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASSISTANT-LBPH            CURRENT STEP: 20 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	58731.92	59051.98	TRANSFER

**EMPLOYEE:** YOUNG, CATHERINE E      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 8      **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
Annual Pay	47327.02	48908.60	TRANSFER
Annual Pay	47327.02	48908.60	VACANCY

**EMPLOYEE:** YOUNG, MICHAEL D      **CURRENT GRADE:** J      **EFFECTIVE DATE**  
**JOB TITLE:** MARKETING & WEB 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>
Annual Pay	66638.37	67971.14	PROMOTION

**EMPLOYEE:** YOUNG, ROMAEL P      **CURRENT GRADE:** F      **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASSISTANT-YOUTH      **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 W	35,343.62	48,908.60	

**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>
Annual Pay	59885.54	61083.10	N/A

**EMPLOYEE:** ZAWASKI, JAMIE A      **CURRENT GRADE:** B      **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH CLERK      **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 W	42,154.58	43,384.90	

**CLEVELAND PUBLIC LIBRARY  
NEW HIRE REPORT  
FROM 2/01/2020 TO 2/29/2020**

<b>EMPLOYEE:</b>	BYRD, CHARLES C	<b>CURRENT GRADE:</b>	K	<b>HIRE DATE:</b>	2/16/2020
<b>JOB TITLE:</b>	DIRECTOR OF OPS	<b>CURRENT STEP:</b>	1		
<b>LOCATION:</b>	OUTREACH & PROGRAMMING SE	<b>SALARY:</b>	76,485.63	<b>HOURLY RATE:</b>	39.22
<b>EMPLOYEE:</b>	FILLINGER, MICHAEL W	<b>CURRENT GRADE:</b>	B	<b>HIRE DATE:</b>	2/16/2020
<b>JOB TITLE:</b>	BRANCH CLERK	<b>CURRENT STEP:</b>	1		
<b>LOCATION:</b>	MEMORIAL NOTTINGHAM	<b>SALARY:</b>	24,315.20	<b>HOURLY RATE:</b>	16.70
<b>EMPLOYEE:</b>	GODFREY, JURMOND C	<b>CURRENT GRADE:</b>	B	<b>HIRE DATE:</b>	2/16/2020
<b>JOB TITLE:</b>	CUSTODIAN II (DAYS/BRANCHES)	<b>CURRENT STEP:</b>	3		
<b>LOCATION:</b>	CUSTODIAL A	<b>SALARY:</b>	34,213.66	<b>HOURLY RATE:</b>	17.55
<b>EMPLOYEE:</b>	MCSEARS, TARRA L	<b>CURRENT GRADE:</b>	B	<b>HIRE DATE:</b>	2/16/2020
<b>JOB TITLE:</b>	BRANCH CLERK	<b>CURRENT STEP:</b>	1		
<b>LOCATION:</b>	FLEET	<b>SALARY:</b>	32,565.00	<b>HOURLY RATE:</b>	16.70
<b>EMPLOYEE:</b>	ROBERSON, SHELDON E	<b>CURRENT GRADE:</b>	B	<b>HIRE DATE:</b>	2/16/2020
<b>JOB TITLE:</b>	CUSTODIAN II (DAYS/BRANCHES)	<b>CURRENT STEP:</b>	3		
<b>LOCATION:</b>	SOUTH	<b>SALARY:</b>	34,213.66	<b>HOURLY RATE:</b>	17.55

**CLEVELAND PUBLIC LIBRARY  
Regular Employment Report  
3/01/2020 TO 3/31/2020**

<b>EMPLOYEE NAME</b>	<b>DEPARTMENT</b>	<b>JOB TITLE</b>	<b>TERM/INACT DATE</b>
<b>RESIGNATIONS</b>			
ALEXANDER, AMBER J	Lakeshore Shipping/St	RECEIVING & DISTRIBUTION TECH	03/31/2020
JAENKE, RYAN C	Graphics	GRAPHICS DESIGNER	03/11/2020
<b>RETIREMENTS</b>			
ANTONUCCI, RONALD J	Social Sciences	SUBJECT DEPT SUPERVISOR	03/31/2020
LEWALLEN, RODNEY C	Fulton	LIBRARY ASSISTANT-ADULT	03/31/2020

**CLEVELAND PUBLIC LIBRARY  
NEW HIRE REPORT  
FROM 3/01/2020 TO 3/31/2020**

<b>EMPLOYEE:</b>	BOYCE, SHAYLA J	<b>CURRENT GRADE:</b>	J	<b>HIRE DATE:</b>	3/01/2020
<b>JOB TITLE:</b>	BRANCH MANAGER (MEDIUM)	<b>CURRENT STEP:</b>	1	<b>HOURLY RATE:</b>	34.86
<b>LOCATION:</b>	MT PLEASANT	<b>SALARY:</b>	67,971.14		
<b>EMPLOYEE:</b>	DUNN-FORD, SACHEEN	<b>CURRENT GRADE:</b>	H	<b>HIRE DATE:</b>	3/15/2020
<b>JOB TITLE:</b>	RECRUITMENT SPECIALIST	<b>CURRENT STEP:</b>	3	<b>HOURLY RATE:</b>	32.01
<b>LOCATION:</b>	HUMAN RESOURCES	<b>SALARY:</b>	62,424.93		
<b>EMPLOYEE:</b>	GUERIN, TYLER V	<b>CURRENT GRADE:</b>	B	<b>HIRE DATE:</b>	3/01/2020
<b>JOB TITLE:</b>	BRANCH CLERK	<b>CURRENT STEP:</b>	1	<b>HOURLY RATE:</b>	16.70
<b>LOCATION:</b>	ADDISON	<b>SALARY:</b>	32,565.00		
<b>EMPLOYEE:</b>	MEANS, TAMARA A	<b>CURRENT GRADE:</b>	J	<b>HIRE DATE:</b>	3/15/2020
<b>JOB TITLE:</b>	BRANCH MANAGER (MEDIUM)	<b>CURRENT STEP:</b>	1	<b>HOURLY RATE:</b>	34.86
<b>LOCATION:</b>	ADDISON	<b>SALARY:</b>	67,971.14		
<b>EMPLOYEE:</b>	TRENT, DIANNA L	<b>CURRENT GRADE:</b>	B	<b>HIRE DATE:</b>	3/01/2020
<b>JOB TITLE:</b>	BRANCH CLERK	<b>CURRENT STEP:</b>	1	<b>HOURLY RATE:</b>	16.70
<b>LOCATION:</b>	WALZ	<b>SALARY:</b>	32,565.00		

**CLEVELAND PUBLIC LIBRARY  
SALARY CHANGES REPORT  
FROM 03/01/2020 TO 03/31/2020**

**EMPLOYEE:** BRIGGS, TONYA M                      **CURRENT GRADE:** J **EFFECTIVE DATE**  
**JOB TITLE:** BRANCH MANAGER (MEDIUM)      **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
TRANSFER	67,971.14	66,638.37	TRANSFER

**EMPLOYEE:** CLARDY, JAMES A                      **CURRENT GRADE:** I **EFFECTIVE DATE**  
**JOB TITLE:** MATERIALS HANDLING SUPER      **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
MASTER CHANGE MISC	0.00	64,370.04	GENERAL CONTRACTORS LICENSE
MASTER CHANGE MISC	64,370.04	64,370.04	GENERAL CONTRACTORS LICENSE

**EMPLOYEE:** DIXON, CAROLA                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** ADMINISTRATIVE 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 W	46,737.86	47,796.58	PROMOTION

**EMPLOYEE:** FORD, BENJAMIN K                      **CURRENT GRADE:** F **EFFECTIVE DATE**  
**JOB TITLE:** LIBRARY ASST-COMP EMPH      **CURRENT STEP:** 1 **FOR GRADE/STEP**

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
TRANSFER	24.03	21.10	TRANSFER

**EMPLOYEE:** JELAR ELWELL, SANDRA L                      **CURRENT GRADE:** M **EFFECTIVE DATE**  
**JOB TITLE:** DIRECTOR OF TECHNICAL SEF      **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 W	105,800.28	110,032.06	PROMOTION

EMPLOYEE: JONES, SHANELL V                      CURRENT GRADE: I EFFECTIVE DATE  
 JOB TITLE: ASSISTANT BRANCH MANAGER I      CURRENT STEP: 1 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
TRANSFER	67,971.14	64,370.04	RETURN TO REGULAR FORMER POSIT

EMPLOYEE: LAPRAIRIE, NATHAN K                      CURRENT GRADE: F EFFECTIVE DATE  
 JOB TITLE: LIBRARY ASST-COMP EMPH              CURRENT STEP: 8 FOR GRADE/STEP

<u>TYPE OF CHANGE</u>	<u>PREVIOUS VALUE</u>	<u>CURRENT VALUE</u>	<u>REASON FOR CHANGE</u>
TRANSFER	25.08	25.08	TRANSFER

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 W	97,402.15	105,800.28	PROMOTION

## Exhibit "A"

*COMPENSATION PRACTICES – 300**ADMINISTRATIVE CLOSE – 392*

An Administrative Close is defined as a close designated by the Board of Trustees or its designee as a closure of Library due to an order of a federal state or local governmental authority, or an emergency situation including without limitation, a health or safety emergency, a public emergency, or an emergency declaration or order made by a federal, Ohio, or local governmental authority. An Administrative Close is, typically but not exclusively, for an extended period. An Administrative Close may result in all or a portion of the Library facilities being closed to the public with or without the expectation that staff report to or conduct work.

Pay During an Administrative Close

During an Administrative Close, employees will be paid for hours worked in accordance with relevant established policies and procedures and relevant collective bargaining agreement provisions. Based on the circumstances and length of the Administrative Close, employees who are unable or unwilling to work may be paid at the Executive Director's discretion for the hours worked had the Library been open. Compensation will be administered in a non-discriminatory manner.

Essential Staff

Essential staff may be identified by the Executive Director during an Administrative Close based on the circumstances and expected length of the closure. In general, "essential staff" is defined as staff who: 1) are either required to report to a work location to ensure the operation of functions or departments deemed essential or to maintain basic operations; 2) have a technical expertise that is deemed critical; and/or 3) are working on projects deemed essential. Unless otherwise Identified by the Executive Director, "essential staff" includes all exempt employees, designated non-bargaining non-exempt employees, and employees who provide essential functions such as, but not limited to, safety and security and information technology, as set forth in the previous sentence.

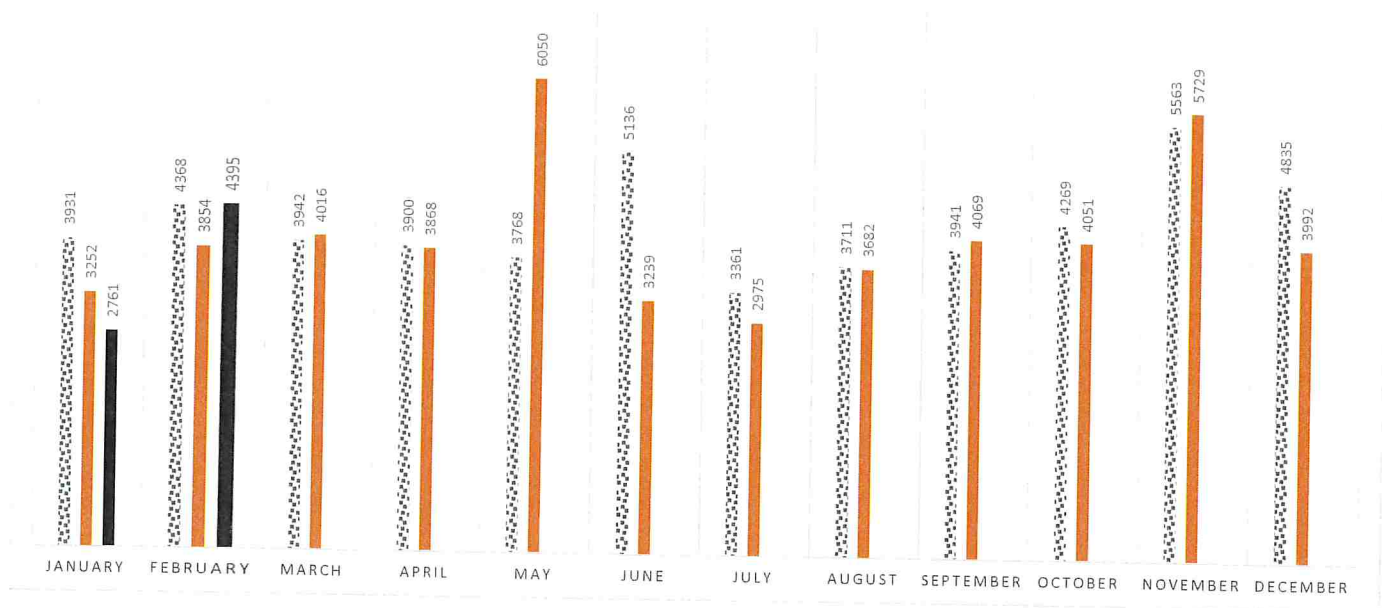
Essential staff may be called upon during an Administrative Close to perform any or all duties as identified in their job description. Non-bargaining employees may be required to perform any duties or tasks necessary for which they are qualified and/or able to perform.

Adopted April 16, 2020



### CLEVELAND PUBLIC LIBRARY SICK LEAVE UTILIZATION

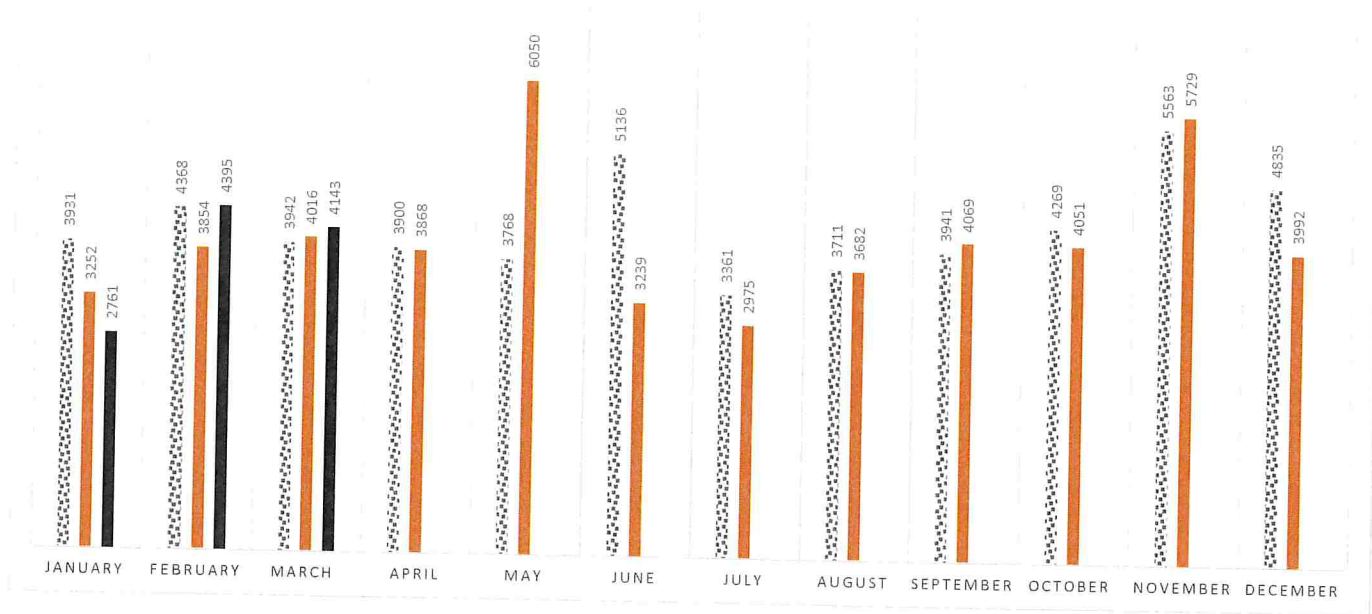
2018 2019 2020



	<u>2018</u>	<u>2019</u>	<u>2020</u>
January	3931	3252	2761
February	4368	3854	4395
March	3942	4016	
April	3900	3868	
May	3768	6050	
June	5136	3239	
July	3361	2975	
August	3711	3682	
September	3941	4069	
October	4269	4051	
November	5563	5729	
December	4835	3992	

## CLEVELAND PUBLIC LIBRARY SICK LEAVE UTILIZATION

■ 2018   ■ 2019   ■ 2020



	<u>2018</u>	<u>2019</u>	<u>2020</u>
January	3931	3252	2761
February	4368	3854	4395
March	3942	4016	4143
April	3900	3868	
May	3768	6050	
June	5136	3239	
July	3361	2975	
August	3711	3682	
September	3941	4069	
October	4269	4051	
November	5563	5729	
December	4835	3992	

CLEVELAND PUBLIC LIBRARY

REV EEO-4 1995

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

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

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	1		26	14			1	85
PROFESSIONALS		7	19	1				31	11			1	75
TECHNICIANS	1	1	13	2				2	2				21
PROTECT/SERV	3	1	7	15				1	5				32
PARA-PROFESS	3	6	24	26	1		1	41	25	1	1	1	130
ADMIN SUPPORT	3	10	26	42			1	36	80	4		1	206
SKILLED CRAFT	1		6	3				1	1				12
SERV/MAINT	1	2	6	31				2	4				46
GRAND TOTAL	14	30	124	135	5	1	2	140	142	9	1	4	607

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# CLEVELAND PUBLIC LIBRARY

# REPORT K1

REV EEO-4 1995

PAGE 5

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

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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	1		26	17			2	89
PROFESSIONALS	1	7	19	1	1			31	11	4		1	75
TECHNICIANS	3	1	13	2				2	2				21
PROTECT/SERV	3	1	7	15				1	5				32
PARA-PROFESS	3	6	24	26	1		1	42	24	2		2	131
ADMIN SUPPORT	3	10	28	42	3		1	36	81	4		2	210
SKILLED CRAFT	1	1	5	3				2	1				11
SERV/MAINT	1	2	7	31				2	4				47
GRAND TOTAL	14	30	126	135	5	1	2	141	145	10		7	616

CLEVELAND PUBLIC LIBRARY  
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# Insurance Report for the Month of February 2020

Human Resources Committee Report

## Staff Enrollments-Health Care/Dental

	Single	Family	Total
<b>MMO - National Network</b>	261	134	395
<b>MMO - CleCare Network</b>	45	18	63
<b>Cobra</b>			0
<b>Total MMO</b>			458
<b>Dental Insurance</b>	301	174	475
<b>Vision Employee</b>			271
<b>Vision Children</b>			41
<b>Vision Spouse</b>			54
<b>Vision Family</b>			72
<b>Total Vision</b>			438
<b>Workers' Compensation Lost Time Report</b>			
<i>Classification</i>	<i>Dept/Location</i>	<i>Date of Injury</i>	<i>Total days missed during report month</i>
			0

# Insurance Report for the Month of March 2020

Human Resources Committee Report

## Staff Enrollments-Health Care/Dental

	Single	Family	Total
<b>MMO - National Network</b>	259	134	393
<b>MMO - CleCare Network</b>	47	19	66
<b>Cobra</b>		1	1
<b>Total MMO</b>			460
<b>Dental Insurance</b>	303	171	474
<b>Vision Employee</b>			276
<b>Vision Children</b>			41
<b>Vision Spouse</b>			53
<b>Vision Family</b>			70
<b>Total Vision</b>			440
<b>Workers' Compensation Lost Time Report</b>			
<i>Classification</i>	<i>Dept/Location</i>	<i>Date of Injury</i>	<i>Total days missed during report month</i>
			0

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR FEBRUARY 2020**

CIRCULATION ACTIVITY*	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	2020	2019	
Main Library	128,683	129,622	670	704	270,760	267,476	1.2%
Branches	239,276	216,430	1,179	1,110	499,538	458,449	9.0%
Mobile Units	288	3,093			674	6,029	-88.8%
Library for the Blind	34,015	35,361			73,831	75,568	-2.3%
OLBPD BARD	18,587	12,090			34,036	25,590	33.0%
eMedia	54,590	45,232			115,109	94,949	21.2%
<b>TOTAL CIRCULATION</b>	<b>475,439</b>	<b>441,828</b>			<b>993,948</b>	<b>928,061</b>	<b>7%</b>

ELECTRONIC MEDIA CIRCULATION*	Monthly Total		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	
eBook	26,743	22,264	56,937	47,204	20.6%
eAudiobook	19,892	16,041	41,492	33,676	23.2%
eMusic	4,327	4,505	8,874	8,913	-0.4%
eVideo	2,413	663	5,064	1,354	274.0%
eMagazines	1,215	1,759	2,742	3,802	-27.9%
<b>TOTAL eCIRCULATION</b>	<b>54,590</b>	<b>45,232</b>	<b>115,109</b>	<b>94,949</b>	<b>21.2%</b>

Included in circulation activity

COMPUTER USAGE	Number of Computers		Number of Sessions		Hours in Use		YTD Gain/Loss
	2020	2019	2020	2019	2020	2019	
Main Library	107	56 minutes	11593	13357	15791	12568	25.6%
Branches	591	42 minutes	90415	109893	83774	76860	9.0%
<b>TOTAL USAGE</b>	<b>698</b>		<b>102008</b>	<b>123250</b>	<b>99565</b>	<b>89428</b>	<b>11.3%</b>

Sessions less than 5 minutes excluded. Hours in use does not include grace periods computers are held for patrons.

WiFi Hotspot Checkouts	Monthly Total		Year-to-Date	
	2020	2019	2020	2019
	750	611	1489	1301

WALK-IN COUNT*	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	2020	2019	
Main Library	27341	27265	142	148	56761	54952	3.3%
Branches	153479	146979	756	754	316012	287635	9.9%
<b>TOTAL VISITS</b>	<b>180820</b>	<b>174244</b>			<b>372773</b>	<b>342587</b>	<b>8.8%</b>

CLEVELAND PUBLIC LIBRARY  
BRANCH TOTAL CIRCULATION FOR FEBRUARY 2020

BRANCH	a Branch Circulation	b Sent from Other Branches	c Sent from Main	d Sent from Other CLEVNET Systems	e Total Direct Circulation (a+b+c+d)	f Sent to Other CLEVNET Systems	g Total Circulation (e+f)
Addison	3,663	1,842	941	1,177	7,623	492	8,115
Brooklyn	3,059	1,105	374	664	5,202	428	5,630
Carnegie West	4,829	1,686	1,573	1,555	9,643	1,023	10,666
Collinwood	3,440	1,024	506	1,666	6,636	628	7,264
East 131st	1,819	849	202	482	3,352	340	3,692
Eastman	8,353	2,206	1,455	2,017	14,031	1,737	15,768
Fleet	5,599	1,381	735	1,353	9,068	593	9,661
Fulton	5,989	2,016	385	802	9,192	729	9,921
Garden Valley	1,837	639	181	228	2,885	217	3,102
Glenville	3,858	1,606	485	1,394	7,343	514	7,857
Harvard-Lee	3,219	826	555	911	5,511	858	6,369
Hough	3,664	1,003	313	513	5,493	490	5,983
Jefferson	2,764	1,012	609	1,150	5,535	559	6,094
Langston Hughes	3,381	1,315	508	1,156	6,360	511	6,871
Lorain	3,444	1,197	528	788	5,957	568	6,525
Martin Luther King, Jr.	2,992	542	658	1,167	5,359	784	6,143
Memorial-Nottingham	5,423	918	977	2,473	9,791	1,183	10,974
Mt. Pleasant	1,694	1,030	450	756	3,930	359	4,289
Rice	5,539	1,669	615	1,474	9,297	927	10,224
Rockport	11,338	2,314	1,662	2,281	17,595	1,570	19,165
South	6,613	1,213	640	785	9,251	1,181	10,432
South Brooklyn	9,494	1,505	1,657	2,513	15,169	1,497	16,666
Sterling	3,168	718	576	711	5,173	497	5,670
Union	2,682	786	330	812	4,610	348	4,958
Walz	6,241	1,601	1,016	1,593	10,451	757	11,208
West Park	6,562	1,744	2,628	4,345	15,279	1,675	16,954
Woodland	5,902	1,395	490	786	8,573	502	9,075
<b>TOTAL</b>	<b>126,566</b>	<b>35,142</b>	<b>21,049</b>	<b>35,552</b>	<b>218,309</b>	<b>20,967</b>	<b>239,276</b>



**CLEVELAND PUBLIC LIBRARY  
BRANCH TOTAL CIRCULATION COMPARATIVE FOR FEBRUARY 2020**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2020	2019	2020	2019		
Addison	8,115	7,979	17,407	16,090	1,317	8%
Brooklyn	5,630	4,379	12,224	9,372	2,852	30%
Carnegie West	10,666	10,212	22,837	21,361	1,476	7%
Collinwood	7,264	5,796	15,493	11,389	4,104	36%
East 131st	3,692	3,206	8,384	7,314	1,070	15%
Eastman	15,768	14,093	32,216	30,920	1,296	4%
Fleet	9,661	8,975	20,112	19,207	905	5%
Fulton	9,921	7,422	19,928	15,323	4,605	30%
Garden Valley	3,102	3,273	6,707	7,092	-385	-5%
Glenville	7,857	6,338	16,066	14,171	1,895	13%
Harvard-Lee	6,369	5,500	13,426	11,789	1,637	14%
Hough	5,983	5,571	12,857	12,001	856	7%
Jefferson	6,094	5,902	12,685	12,302	383	3%
Langston Hughes	6,871	6,140	14,136	13,433	703	5%
Lorain	6,525	5,823	14,390	12,313	2,077	17%
Martin Luther King, Jr.	6,143	5,665	12,261	11,510	751	7%
Memorial-Nottingham	10,974	10,456	23,065	22,559	506	2%
Mt. Pleasant	4,289	3,528	8,640	7,699	941	12%
Rice	10,224	10,419	21,867	22,527	-660	-3%
Rockport	19,165	16,740	38,443	34,004	4,439	13%
South	10,432	8,776	22,099	18,946	3,153	17%
South Brooklyn	16,666	13,966	34,598	29,859	4,739	16%
Sterling	5,670	4,997	12,400	10,554	1,846	17%
Union	4,958	4,604	10,517	9,907	610	6%
Walz	11,208	11,704	23,390	24,671	-1,281	-5%
West Park	16,954	17,688	35,266	36,374	-1,108	-3%
Woodland	9,075	7,278	18,124	15,762	2,362	15%
<b>TOTAL</b>	<b>239,276</b>	<b>216,430</b>	<b>499,538</b>	<b>458,449</b>	<b>41,089</b>	<b>9%</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH ATTENDANCE FEBRUARY 2020**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2020	2019	2020	2019		
Addison	3,612	3,664	8,113	7,060	1,053	15%
Brooklyn	3,069	2,764	6,138	5,777	361	6%
Carnegie West	5,594	7,343	11,433	14,849	-3,416	-23%
Collinwood	4,350	3,720	8,585	6,792	1,793	26%
East 131st	7,363	6,352	15,151	11,484	3,667	32%
Eastman	7,128	7,086	15,330	15,041	289	2%
Fleet	6,285	6,784	13,028	14,229	-1,201	-8%
Fulton	5,719	4,778	11,433	9,555	1,878	20%
Garden Valley	3,221	3,539	6,609	6,835	-226	-3%
Glenville	4,312	3,974	8,758	8,145	613	8%
Harvard-Lee	7,513	5,683	14,526	10,929	3,597	33%
Hough	4,848	5,479	11,076	10,713	363	3%
Jefferson	5,091	4,091	10,225	8,019	2,206	28%
Langston Hughes	4,358	5,040	8,938	9,969	-1,031	-10%
Lorain	4,204	4,067	9,456	8,264	1,192	14%
Martin Luther King, Jr.	5,818	4,358	11,614	8,469	3,145	37%
Memorial-Nottingham	4,157	4,025	8,749	8,478	271	3%
Mt. Pleasant	2,833	2,539	5,919	5,006	913	18%
Rice	10,895	9,135	21,479	17,751	3,728	21%
Rockport	8,749	6,105	17,682	12,642	5,040	40%
South	5,849	5,273	11,890	5,273	5,785	-
South Brooklyn	10,045	10,406	20,291	20,083	208	1%
Sterling	7,195	6,782	14,613	14,181	432	3%
Union	4,878	4,703	9,944	9,351	593	6%
Walz	4,741	5,366	10,334	11,058	-724	-7%
West Park	6,142	7,325	13,142	14,692	-1,550	-11%
Woodland	5,510	6,598	11,556	12,990	-1,434	-11%
<b>TOTAL</b>	<b>153,479</b>	<b>146,979</b>	<b>316,012</b>	<b>287,635</b>	<b>28,377</b>	<b>10%</b>

\*People-counter equipment not reinstalled post-construction.

**CLEVELAND PUBLIC LIBRARY  
BRANCH RANKINGS FEBRUARY 2020**

Branch	Total Circulation	Branch	Attendance	Branch	Population
1 Rockport	19,165	1 Rice	10,895	1 South Brooklyn	32,043
2 West Park	16,954	2 South Brooklyn	10,045	2 West Park	27,814
3 South Brooklyn	16,666	3 Rockport	8,749	3 #DIV/0!	26,727
4 Eastman	15,768	4 Harvard-Lee	7,513	4 Eastman	23,674
5 Walz	11,208	5 East 131st	7,363	5 Rockport	19,896
6 Memorial-Nottingham	10,974	6 Sterling	7,195	6 Fulton	19,647
7 Carnegie West	10,666	7 Eastman	7,128	7 Rice	19,462
8 South	10,432	8 Fleet	6,285	8 Memorial-Nottingham	19,271
9 Rice	10,224	9 West Park	6,142	9 Harvard-Lee	17,655
10 Fulton	9,921	10 South	5,849	10 Walz	16,063
11 Fleet	9,661	11 Martin Luther King, Jr.	5,818	11 Collinwood	14,769
12 Woodland	9,075	12 Fulton	5,719	12 Langston Hughes	14,439
13 Addison	8,115	13 Carnegie West	5,594	13 Glenville	14,006
14 Glenville	7,857	14 Woodland	5,510	14 Addison	13,603
15 Collinwood	7,264	15 Jefferson	5,091	15 East 131st	13,025
16 Langston Hughes	6,871	16 Union	4,878	16 Mt. Pleasant	12,792
17 Lorain	6,525	17 Hough	4,848	17 Lorain	12,588
18 Harvard-Lee	6,369	18 Walz	4,741	18 Martin Luther King, Jr.	12,392
19 Martin Luther King, Jr.	6,143	19 Langston Hughes	4,358	19 Carnegie West	10,487
20 Jefferson	6,094	20 Collinwood	4,350	20 Union	8,416
21 Hough	5,983	21 Glenville	4,312	21 Sterling	8,267
22 Sterling	5,670	22 Lorain	4,204	22 Woodland	7,946
23 Brooklyn	5,630	23 Memorial-Nottingham	4,157	23 South	6,325
24 Union	4,958	24 Addison	3,612	24 Hough	5,667
25 Mt. Pleasant	4,289	25 Garden Valley	3,221	25 Brooklyn	5,524
26 East 131st	3,692	26 Brooklyn	3,069	26 Jefferson	3,515
27 Garden Valley	3,102	27 Mt. Pleasant	2,833	27 Garden Valley	2,310
	239,276		153,479	28 Broadway*	1,966
					388,323
					473,177

\*Broadway and Fleet service areas merged

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

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR FEBRUARY 2020**

**OTHER TRANSACTIONS**

Loans\* to:

Monthly Total		Year-to-Date		YTD
2020	2019	2020	2019	Gain/Loss
67,040	68,068	139,667	142,019	-2%
668	440	1,069	1,019	5%
<b>67,708</b>	<b>68,508</b>	<b>140,736</b>	<b>143,038</b>	<b>-2%</b>

CLEVNET

Other Libraries

\*Totals included in Main Library and Branch circulation counts

**REFERENCE QUESTION LOAD**

Projected  
Mail and Email Reference  
Interlibrary Loan Requests

Monthly Total		Year-to-Date		YTD
2020	2019	2020	2019	Gain/Loss
10,064	12,863	21,147	26,146	-19%
98	815	202	909	-78%
1,142	823	2,502	1,747	43%
<b>11,304</b>	<b>14,501</b>	<b>23,851</b>	<b>28,802</b>	<b>-17%</b>

**CHANGES IN PERMANENT  
COLLECTION**

New Titles Added  
Total Items Added

Monthly Total		Year-to-Date		YTD
2020	2019	2020	2019	Gain/Loss
4,685	4,566	30,692	9,693	217%
25,572	19,524	44,857	36,635	22%

**HOURS OPEN**

Main Library  
Branches

Monthly Total		Year-to-Date		YTD
2020	2019	2020	2019	Gain/Loss
192	184	392	384	2%
5,481	5,265	11,204	10,944	2%

**OHIO BRAILLE & AUDIO  
READING DOWNLOAD (BARD)**

Downloads  
Users

Monthly Total		Year-to-Date		YTD
2020	2019	2020	2019	Gain/Loss
18,587	12,090	34,036	25,590	33%
693	643	1,395	1,310	6%

Included in circulation activity

**STREAMING MEDIA**

Songs  
Users

Monthly Total		Year-to-Date	
2020	2019	2020	2019
16,837	15,559	36,202	30,650
281	319	563	604

**CLEVELAND PUBLIC LIBRARY  
MONTHLY ACTIVITY REPORT FOR MARCH 2020**

CIRCULATION ACTIVITY*	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	2020	2019	
Main Library	64,876	146,882	737	706	336,136	414,358	-18.9%
Branches	113,505	233,242	1,168	1,060	613,043	691,691	-11.4%
Mobile Units	255	3,238			929	9,267	-90.0%
Library for the Blind	0	40,692			0	116,260	-100.0%
OLBPD BARD	0	12,820			0	38,410	-100.0%
eMedia	59,156	50,053			174,265	145,002	20.2%
<b>TOTAL CIRCULATION</b>	<b>237,792</b>	<b>486,927</b>			<b>1,124,373</b>	<b>1,414,988</b>	<b>-21%</b>

ELECTRONIC MEDIA CIRCULATION*	Monthly Total		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	
eBook	29,169	25,682	86,106	72,886	18.1%
eAudiobook	19,377	17,037	60,869	50,713	20.0%
eMusic	4,818	4,926	13,692	13,839	-1.1%
eVideo	4,395	700	9,459	2,054	360.5%
eMagazines	1,397	1,708	4,139	5,510	-24.9%
<b>TOTAL eCIRCULATION</b>	<b>59,156</b>	<b>50,053</b>	<b>174,265</b>	<b>145,002</b>	<b>20.2%</b>

Included in circulation activity

COMPUTER USAGE	Number of Computers		Number of Sessions		Hours in Use		YTD Gain/Loss
	2020	2019	2020	2019	2020	2019	
Main Library	107	56 minutes	14,102	20,719	19,135	19,458	-1.7%
Branches	591	42 minutes	109,826	168,918	100,620	118,384	-15.0%
<b>TOTAL USAGE</b>	<b>698</b>		<b>123,928</b>	<b>189,637</b>	<b>119,755</b>	<b>137,842</b>	<b>-13.1%</b>

Sessions less than 5 minutes excluded. Hours in use does not include grace periods computers are held for patrons.

WiFi Hotspot Checkouts	Monthly Total		Year-to-Date	
	2020	2019	2020	2019
	0	560	0	1861

WALK-IN COUNT*	Monthly Total		Average Hourly		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	2020	2019	
Main Library	13,235	33,916	150	163	70,974	90,273	-21.4%
Branches	76,510	163,553	787	744	396,383	458,374	-13.5%
<b>TOTAL VISITS</b>	<b>89,745</b>	<b>197,469</b>			<b>467,357</b>	<b>548,647</b>	<b>-14.8%</b>

\*\*Totals indicated by 0 are incomplete due to COVID-19 closure

CLEVELAND PUBLIC LIBRARY  
BRANCH TOTAL CIRCULATION FOR MARCH 2020

BRANCH	a	b	c	d	e	f	g
	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	1,846	1,028	478	616	3,968	294	4,262
Brooklyn	1,082	794	124	308	2,308	201	2,509
Carnegie West	2,247	751	805	753	4,556	524	5,080
Collinwood	1,659	516	306	674	3,155	343	3,498
East 131st	648	394	109	232	1,383	153	1,536
Eastman	3,661	1,157	647	999	6,464	867	7,331
Fleet	2,928	860	445	546	4,779	325	5,104
Fulton	2,708	929	243	354	4,234	332	4,566
Garden Valley	762	262	86	114	1,224	123	1,347
Glenville	1,744	852	249	641	3,486	231	3,717
Harvard-Lee	1,307	483	290	400	2,480	285	2,765
Hough	1,636	464	162	314	2,576	266	2,842
Jefferson	1,517	478	388	536	2,919	338	3,257
Langston Hughes	1,626	656	289	489	3,060	279	3,339
Lorain	1,369	532	261	348	2,510	282	2,792
Martin Luther King, Jr.	1,092	338	306	563	2,299	356	2,655
Memorial-Nottingham	2,299	553	490	1,372	4,714	590	5,304
Mt. Pleasant	702	540	309	249	1,800	149	1,949
Rice	2,361	847	304	675	4,187	573	4,760
Rockport	4,993	940	739	1,201	7,873	801	8,674
South	2,948	698	395	356	4,397	666	5,063
South Brooklyn	4,483	660	775	1,284	7,202	799	8,001
Sterling	1,394	302	234	280	2,210	242	2,452
Union	1,094	435	175	353	2,057	201	2,258
Walz	3,073	1,026	450	830	5,379	408	5,787
West Park	3,601	808	1,337	2,206	7,952	816	8,768
Woodland	2,357	525	319	348	3,549	340	3,889
<b>TOTAL</b>	<b>57,137</b>	<b>17,828</b>	<b>10,715</b>	<b>17,041</b>	<b>102,721</b>	<b>10,784</b>	<b>113,505</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH TOTAL CIRCULATION COMPARATIVE FOR MARCH 2020**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2020	2019	2020	2019		
Addison	4,262	7,922	21,669	24,012	-2,343	-10%
Brooklyn	2,509	4,219	14,733	13,591	1,142	8%
Carnegie West	5,080	10,696	27,917	32,057	-4,140	-13%
Collinwood	3,498	7,165	18,991	18,554	437	2%
East 131st	1,536	3,368	9,920	10,682	-762	-7%
Eastman	7,331	15,224	39,547	46,144	-6,597	-14%
Fleet	5,104	9,313	25,728	28,520	-2,792	-10%
Fulton	4,566	8,190	23,982	23,513	469	2%
Garden Valley	1,347	3,271	8,054	10,363	-2,309	-22%
Glennville	3,717	7,508	19,783	21,679	-1,896	-9%
Harvard-Lee	2,765	6,043	16,191	17,832	-1,641	-9%
Hough	2,842	6,676	15,699	18,677	-2,978	-16%
Jefferson	3,257	6,664	15,942	18,966	-3,024	-16%
Langston Hughes	3,339	6,644	17,475	20,077	-2,602	-13%
Lorain	2,792	5,988	17,182	18,301	-1,119	-6%
Martin Luther King, Jr.	2,655	6,286	14,916	17,796	-2,880	-16%
Memorial-Nottingham	5,304	11,148	28,369	33,707	-5,338	-16%
Mt. Pleasant	1,949	4,062	10,589	11,761	-1,172	-10%
Rice	4,760	11,397	26,627	33,924	-7,297	-22%
Rockport	8,674	17,859	47,117	51,863	-4,746	-9%
South	5,063	10,113	27,162	29,059	-1,897	-7%
South Brooklyn	8,001	14,796	42,599	44,655	-2,056	-5%
Sterling	2,452	5,119	14,852	15,673	-821	-5%
Union	2,258	5,039	12,775	14,946	-2,171	-15%
Walz	5,787	12,285	29,177	36,956	-7,779	-21%
West Park	8,768	18,656	44,034	55,030	-10,996	-20%
Woodland	3,889	7,591	22,013	23,353	-1,340	-6%
<b>TOTAL</b>	<b>113,505</b>	<b>233,242</b>	<b>613,043</b>	<b>691,691</b>	<b>-78,648</b>	<b>-11%</b>

**CLEVELAND PUBLIC LIBRARY  
BRANCH ATTENDANCE MARCH 2020**

BRANCH	Monthly Total		Year-to-Date		YTD Gain/Loss	YTD %G/L
	2020	2019	2020	2019		
Addison	1,837	4,261	10,074	11,524	-1,450	-13%
Brooklyn	1,449	3,229	7,667	9,136	-1,469	-16%
Carnegie West	2,643	8,060	14,315	23,240	-8,925	-38%
Collinwood	2,261	3,718	10,934	10,655	279	3%
East 131st	3,159	6,780	18,411	18,591	-180	-1%
Eastman	3,519	8,512	19,072	23,886	-4,814	-20%
Fleet	3,060	6,949	16,288	21,497	-5,209	-24%
Fulton	2,574	5,728	14,166	15,502	-1,336	-9%
Garden Valley	1,556	4,115	8,231	11,104	-2,873	-26%
Glenville	2,136	4,344	10,981	12,677	-1,696	-13%
Harvard-Lee	3,726	6,252	18,434	17,554	880	5%
Hough	3,055	5,759	14,245	16,725	-2,480	-15%
Jefferson	2,690	3,945	13,011	12,180	831	7%
Langston Hughes	2,119	5,329	11,195	15,568	-4,373	-28%
Lorain	1,823	5,007	11,366	13,446	-2,080	-15%
Martin Luther King, Jr.	2,891	4,710	14,595	13,361	1,234	9%
Memorial-Nottingham	2,134	4,681	11,020	13,372	-2,352	-18%
Mt. Pleasant	1,346	3,216	7,330	8,367	-1,037	-12%
Rice	5,605	9,180	27,230	27,438	-208	-1%
Rockport	4,474	7,015	22,360	19,934	2,426	12%
South	3,190	6,306	15,253	11,802	3,451	29%
South Brooklyn	5,046	11,371	25,589	32,023	-6,434	-20%
Sterling	3,453	7,278	18,284	21,805	-3,521	-16%
Union	2,434	6,222	12,460	15,796	-3,336	-21%
Walz	2,304	6,144	12,776	17,432	-4,656	-27%
West Park	3,122	8,023	16,465	23,013	-6,548	-28%
Woodland	2,904	7,419	14,631	20,746	-6,115	-29%
<b>TOTAL</b>	<b>76,510</b>	<b>163,553</b>	<b>396,383</b>	<b>458,374</b>	<b>-61,991</b>	<b>-14%</b>



**CLEVELAND PUBLIC LIBRARY  
BRANCH RANKINGS MARCH 2020**

Branch	Total Circulation	Attendance	Branch	Population 2010	Population 2000
1 West Park	8,768	5,605	1 Rice	32,043	34,217
2 Rockport	8,674	5,046	2 South Brooklyn	27,814	29,398
3 South Brooklyn	8,001	4,474	3 Rockport	26,727	34,598
4 Eastman	7,331	3,726	4 Harvard-Lee	23,674	25,873
5 Walz	5,787	3,519	5 Rockport	19,896	21,467
6 Memorial-Nottingham	5,304	3,453	6 Fulton	19,647	22,575
7 Fleet	5,104	3,190	7 Rice	19,462	25,893
8 Carnegie West	5,080	3,159	8 Memorial-Nottingham	19,271	22,598
9 South	5,063	3,122	9 Harvard-Lee	17,655	21,246
10 Rice	4,760	3,060	10 Walz	16,063	18,497
11 Fulton	4,566	3,055	11 Collinwood	14,769	19,377
12 Addison	4,262	2,904	12 Langston Hughes	14,439	21,224
13 Woodland	3,889	2,891	13 Glenville	14,006	20,302
14 Glenville	3,717	2,690	14 Addison	13,603	19,263
15 Collinwood	3,498	2,643	15 East 131st	13,025	18,001
16 Langston Hughes	3,339	2,574	16 Mt. Pleasant	12,792	17,155
17 Jefferson	3,257	2,434	17 Lorain	12,588	14,589
18 Hough	2,842	2,304	18 Martin Luther King, Jr.	12,392	15,483
19 Lorain	2,792	2,261	19 Carnegie West	10,487	11,716
20 Harvard-Lee	2,765	2,136	20 Union	8,416	12,603
21 Martin Luther King, Jr.	2,655	2,134	21 Sterling	8,267	8,712
22 Brooklyn	2,509	2,119	22 Woodland	7,946	7,213
23 Sterling	2,452	1,837	23 South	6,325	7,729
24 Union	2,258	1,823	24 Hough	5,667	7,845
25 Mt. Pleasant	1,949	1,556	25 Brooklyn	5,524	6,430
26 East 131st	1,536	1,449	26 Jefferson	3,515	3,987
27 Garden Valley	1,347	1,346	27 Garden Valley	2,310	3,220
	113,505	76,510	28 Broadway*	388,323	473,177

\*Broadway and Fleet service areas merged

Prepared By: Northern Ohio Data and Information Service - NODIS,  
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**CLEVELAND PUBLIC LIBRARY**  
**MONTHLY ACTIVITY REPORT FOR MARCH 2020**

**OTHER TRANSACTIONS**

Loans\* to:

**CLEVNET**  
**Other Libraries**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	
	34,491	74,277	174,158	216,296	-19%
	0	460	0	1,479	-100%
	<b>34,491</b>	<b>74,737</b>	<b>174,158</b>	<b>217,775</b>	<b>-20%</b>

\*Totals included in Main Library and Branch circulation counts

**REFERENCE QUESTION LOAD**

**Projected**  
**Mail and Email Reference**  
**Interlibrary Loan Requests**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	
	1,905	15,789	23,054	41,936	-45%
	0	904	0	1,813	-100%
	0	971	0	2,718	-100%
	<b>1,905</b>	<b>17,664</b>	<b>23,054</b>	<b>46,467</b>	<b>-50%</b>

**CHANGES IN PERMANENT  
COLLECTION**

**New Titles Added**  
**Total Items Added**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	
	0	5,850	0	15,456	-100%
	0	24,825	0	61,460	-100%

**HOURS OPEN**

**Main Library**  
**Branches**

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	
	88	208	480	592	-19%
	2,624	5,939	14,220	16,883	-16%

**OHIO BRAILLE & AUDIO  
READING DOWNLOAD (BARD)**

**Downloads**  
**Users**

Included in circulation activity

	Monthly Total		Year-to-Date		YTD Gain/Loss
	2020	2019	2020	2019	
	0	12,820	0	38,410	-100%
	0	676	0	1,986	-100%

**STREAMING MEDIA**

**Songs**  
**Users**

	Monthly Total		Year-to-Date	
	2020	2019	2020	2019
	17,115	17,689	53,317	48,339
	277	316	840	920

\*\*\*Totals indicated by 0 are incomplete due to COVID-19 closure