

CLEVELAND PUBLIC LIBRARY  
Joint Finance and Community Services Committee Meeting  
November 15, 2011  
Trustees Room                      Louis Stokes Wing  
12:00 Noon

Present:        Ms. Rodriguez, Ms. Butts, Mr. Parker

Absent:        Mr. Seifullah, Mr. Corrigan, Mr. Hairston, Mr. Werner

Ms. Rodriguez called the joint meeting of the Finance and Community Services Committee to order at 12:05 p.m.

**FINANCE COMMITTEE**

Resolution Requesting Tax Advance

Carrie Krenicky, Finance Administrator, stated that this routine resolution requests that the County Auditor advance tax funds to the Library prior to regular settlement dates in order for the Library to meet current expenses.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution Adopting Unclaimed Funds Policy

Carrie Krenicky, Finance Administrator, stated that to be in compliance with the Ohio Revised Code and the State Auditor, this resolution will allow for stale-dated checks to be identified and moved into an agency fund for five years. Following the five year period, the unclaimed funds revert back to the General Fund. Lawful owners claiming the fund may request them at any time.

Ms. Rodriguez stated that this item would go to the full Board for approval.

Resolution to Establish an Agency to be Known as the “Unclaimed Funds Fund (901)”

Carrie Krenicky, Finance Administrator, stated that this resolution is a companion to the Resolution Adopting Unclaimed Funds Policy and will establish the agency fund. Deposited unclaimed funds in this account remain for five years. If the funds are not claimed by the rightful owner within the five year period, the unclaimed funds revert to the General Fund.

Ms. Rodriguez stated that this item would go to the full Board for approval.

### Seventh Amendment to the Year 2011 Appropriation

Carrie Krenicky, Finance Administrator, stated that this resolution appropriates an increase of \$48,000 in the Special Revenue Funds from the PNC Grow Up Great Grant.

Ms. Rodriguez stated that this item would go to the full Board for approval.

### Resolution Ratifying the Purchase of Natural Gas

Myron Scruggs, Facilities Administrator, stated that after researching natural gas rates for the Library's 29 locations, found that Interstate Gas Supply, Inc. offers a one-year fixed rate of \$5.29 per thousand cubic feet for a savings of \$.70 per thousand cubic feet compared to the price the Library is currently paying

Ms. Rodriguez thanked Mr. Scruggs for identifying the best natural gas rates and stated that this item would go to the full Board for approval.

### Resolution to Award Contracts for Main Library Consolidation Project Phase 1: Tech Central

Joyce Dodrill, Chief Legal Officer, stated that a resolution with a recommendation may come before the Board for consideration at the upcoming Regular Board Meeting. Currently, Bostwick Design Partnership, Inc. is reviewing the submitted individual bid packages for mechanical and plumbing and will be comparing them to the combined bids.

Ms. Dodrill stated that if a recommendation was not available at the time of the Regular Board Meeting and to avoid delay in the project schedule, a Special Board Meeting may be scheduled to consider the recommendation to award contracts.

### Resolution Approving Ohio Environmental Protection Agency Director's Final Findings and Orders Regarding the Woodland Branch of the Cleveland Public Library

Joyce Dodrill, Chief Legal Officer, stated that a resolution with a recommendation may come before the Board for consideration at the upcoming Regular Board Meeting. Currently, the Library is in negotiations with Moody-Nolan, Inc.

Ms. Dodrill gave background on the Woodland Branch construction project that included: asbestos exposure and abatement; Ohio Environmental Protection Agency issued proposed Director's Final Findings and Orders to Cleveland Public Library, Sterling Professional Group, and Moody-Nolan alleging violations of the law and requesting civil penalties; and negotiations and settlement options.

### Resolution Ratifying the Purchase of Library of Congress Digital Talking Book Cartridges

Carrie Krenicky, Finance Administrator, stated that on August 25, 2011, the Ohio Library for the Blind and Physically Disabled purchased Library of Congress Digital Talking Book Cartridges to meet contractual obligations with the State Library of Ohio. Because the fiscal year ended June

30, 2011, this resolution ratifies and approves the purchase of the cartridges at a unit price of \$7.23 each for a total of \$58,563.00.

Ms. Rodriguez stated that this item would go to the full Board for approval.

## **COMMUNITY SERVICES COMMITTEE**

### Resolution to Adopt the Policy On Use Of Cleveland Public Library Social Media Sites

Joyce Dodrill, Chief Legal Officer, stated that this resolution identifies parameters that will limit the scope of discussion on the Library's social media sites to a limited public forum for discussing library programs, events and materials. This policy will also allow for the deletion of postings that include but are not limited to: advertisements, spam, obscene, harassing, abusive, profane, violent, and pornographic.

Mr. Parker stated that this item would go to the full Board for approval.

### Resolution for Operational Hours on December 31, 2011

Madeline Corchado, Human Resources Administrator, stated that annually, the Library Board of Trustees determines the Library's hours of operation on New Year's Eve. This resolution recommends that normal operating hours from 10:00 a.m. to 6:00 p.m. be maintained for December 31, 2011.

Mr. Parker stated that this item would go to the full Board for approval.

Ms. Butts moved to adjourn into Executive Session to discuss personnel matters. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

The Board adjourned into Executive Session at 12:23 pm.

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

The Regular Board Meeting resumed at 1:01 pm.

Ms. Rodriguez adjourned the joint meeting of the Finance and Community Services Committee at 1:02 p.m.