

CLEVELAND PUBLIC LIBRARY  
Joint Finance & Community Services Committee Meeting  
October 13, 2015  
Trustees Room                      Louis Stokes Wing  
12:00 Noon

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

Absent:        Ms. Rodriguez, Mr. Hairston, Ms. Washington

Mr. Corrigan called the Joint Finance and Community Services Committee Meeting to order at 12:12 p.m.

**FINANCE COMMITTEE MEETING** (Mr. Seifullah, Chair)

Resolution to Accept Gift from the Saint Luke's Foundation through the Friends of the Cleveland Public Library

Carrie Krenicky, Chief Financial Officer, stated that the Saint Luke's Foundation approved a \$120,000 grant over a two year period and issued a check in the amount of \$60,000 for the first year of programming to the Friends of the Cleveland Public Library. This resolution recommends that the Board accept a gift from the Friends of the Cleveland Public Library, in the amount of \$60,000 for the grant period July 9, 2015 to July 9, 2016 to be used to pay Family Connections to provide specially trained staff to facilitate the literacy playroom at the Woodland Branch.

This resolution will also allow reimbursement for funds expended to the Founders Fund approved by a prior resolution to Family Connections. To date, \$20,000 has been paid for that agreement. The remainder of the funds will be charged to the Founders fund project code 11799 which has been set up specifically for this grant

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

Resolution to Accept Grant Funds from the Child Care Resource Center of Cuyahoga County Inc. DBA Starting Point, and Enter Into An Agreement with Braxton Educational and Technology Consulting, LLC, for MyCom Out-of-School Time Transitions

Aaron Mason, Assistant Director, Outreach and Programming Services, stated that Starting Point funded the Cleveland Public Library's purchase from Braxton Educational and Technology Consulting LLC of after-school tutoring services, specifically focused on preparing students in grades K-3 for the Third Grade Reading Guarantee, at Rice, Memorial-Nottingham, Walz and

Woodland branches, for approximately 100 children from October 1, 2014 through September 30, 2015.

Starting Point has offered to provide additional funding to enable the Cleveland Public Library to continue to provide these vital after-school tutoring services from October, 2015 through May, 2016. Starting Point will reimburse the Library on a monthly basis in a total amount not to exceed \$55,000.00.

Mr. Mason also noted that the only change in the services was a shift from Addison branch to Rice branch.

Mr. Corrigan asked if participants were equally distributed among the service branches.

Mr. Mason explained that because Addison branch had a significant decrease in participants, Rice branch was selected to provide tutoring services. In addition, the Library enjoys a strong relation with Harvey Rice Elementary School which is in close proximity to Rice branch.

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

#### Resolution to Advance Cash from the General Fund to the MyCom Fund

Carrie Krenicky, Chief Financial Officer, stated that this resolution is contingent upon the adoption of the resolution to accept grant funds from Starting Point of \$55,000. Because that grant is based on a reimbursement arrangement, the General Fund will be needed to advance funds.

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

#### Sixth Amendment to the Year 2015 Appropriation

Carrie Krenicky, Chief Financial Officer, stated that this amendment reflects an increase in Other Sources – Special Revenue by \$60,000 relating to the Saint Luke’s Foundation pass through grant from the Friends and to reflect the resolution going before the Board for approval on October 15, 2015, to advance cash from the General Fund to the Special Revenue Fund – MyCom Fund – in the amount of \$55,000, for which repayment is to be made in 2016.

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

#### Resolution to Engage L.A.N.D. Studio, Inc. to Organize 2016 Visual Arts Programs

Aaron Mason, Assistant Director, Outreach and Programming Services, stated that in past years, the Library has engaged L.A.N.D. Studio, Inc., to organize the Lockwood Thompson programming and the *See Also* art installation in the Eastman Reading Garden.

This year, the Library will manage the programming portion and L.A.N.D. Studio will be responsible for the *See Also* the public art installation in an amount not-to-exceed \$66,000. The

amount is slightly elevated from past years as this unique “lighting” installation will involve the use of electricity.

Because 2016 will be a high profile year for Cleveland with tourists and visitors, the Eastman Reading Garden will be open to the public for extended hours.

Ms. Butts inquired what hours the Eastman Reading Garden will be open to the public.

Mr. Mason stated that details were being worked out.

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

#### Resolution Authorizing Purchase of Carpet for Addison, Rockport and West Park Branches

Myron Scruggs, Director of Property Management, stated that the Library’s Department of Property Management received pricing proposals from at least three (3) different vendors and determined that Northern Flooring Specialists as the lowest, responsible proposal for the Addison and West Park branches and Architectural Floors of Cleveland as the lowest, responsible proposal for the Rockport Branch.

This resolution recommends the purchase of carpeting for the Addison Branch from Northern Flooring Specialists, Inc. in the amount of \$23,000, for the Rockport Branch from Architectural Floors of Cleveland, Inc. in the amount of \$32,813, and for the West Park Branch from Northern Flooring Specialists, Inc. in the amount of \$30,000.

After Mr. Scruggs discussed the status of painting at the branches, Mr. Seifullah stated that this item would go to the full Board for approval.

### COMMUNITY SERVICES COMMITTEE MEETING (Mr. Corrigan, Chair)

#### Revision to Library Circulation Policy

Anastasia Diamond-Ortiz, Director of Strategy and Innovation, stated that this revision clarifies language regarding eligibility for property owners and youth aged 17 and under who want to apply for a card and highlights the following changes in the Library Circulation Policy:

##### APPLYING FOR A LIBRARY CARD

- Adults aged 18 and over may also apply for a card online. This card will be valid for electronic materials only until the borrower presents valid, government-issued photo identification (and current proof of address if not listed on the photo identification) in person at the Main Library Lending desk or any other Cleveland Public Library branch.

- Youth aged 17 and under who are not accompanied by a parent or guardian may apply for and be issued a library card that excludes DVD borrowing privileges. The signature of a parent or other adult accepting financial responsibility along with their valid, government-issued identification number is required on the application.
- Youth aged 17 and under who wish to borrow DVDs must be accompanied by a parent or other adult accepting financial responsibility at the time of application. The parent or other adult must present valid, government-issued photo identification and current proof of address.

Ms. Diamond-Ortiz stated that these revisions will be effective October 15, 2015.

After some discussion about the benefits of these revisions, Mr. Corrigan stated that this item would go to the full Board for approval.

Mr. Corrigan adjourned the meeting of the Joint Finance & Community Services Committee at 12:24 p.m.