

CLEVELAND PUBLIC LIBRARY  
Joint Finance & Community Services Committee Meeting  
October 15, 2013  
Trustees Room                      Louis Stokes Wing  
12:00 Noon

Present:        Ms. Rodriguez, Mr. Corrigan, Mr. Hairston, Mr. Werner

Absent:        Ms. Butts, Mr. Seifullah, Mr. Parker

Ms. Rodriguez called the meeting of the joint meeting of the Finance & Community Services Committee to order at 12:06 p.m.

**FINANCE COMMITTEE**

Resolution to Accept the Digital Literacy Grant from the Northeast Ohio Media Group to Purchase Technology Equipment

Director Thomas stated that the library was working with the Plain Dealer during their transition from the print version to electronic version of the Plain Dealer. They were impressed with the library's commitment to help provide its patrons with a working knowledge of technology and the desire to increase that capacity of learning. Therefore, The Northeast Ohio Media Group made this \$50,000 grant available to Cleveland Public Library for the purchase of mobile devices such as tablet computers and e-readers so that patrons can gain knowledge of their use at their own pace.

Mr. Corrigan stated that the library may wish to consider the possibility of collaborating with hotels by providing access to the electronic version of the Plain Dealer with a link from the library's web page to the Plain Dealer.

Sam Tripodis, TechCentral Coordinator, was available to answer any questions the Board may have had.

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

Eighth Amendment to the Year 2013 Appropriation

Carrie Krenicky, Chief Financial Officer, stated that this Amendment reflects an increase of \$94,640 in Special Revenue Funds for grants funds received from MyCom; \$50,000 increase for grant funds received from The Northeast Ohio Media Group in the Capital Projects Fund Building & Repair Fund.

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

### Resolution to Ratify and Approve Telecommunication Services with AT&T

Mr. Corrigan stated that in anticipation of moving from one telephone system provider to the other inside of the discount system, we did not complete the appropriate form for the old type to be eligible for the discount. When the new type was not workable, it continued under the higher rate. AT&T was slow in renegotiating. Finally, the renegotiation has been completed and the library was credited \$41,000.00.

After lengthy discussion about call clarity issues; IP Flexible Reach service and discount; and e-rates, Ms. Rodriguez stated that this item would go to the full Board for approval.

### Resolution to Purchase Security Camera Systems for Cleveland Public Library and Various Branches

Tim Goergen, Safety & Protective Services Manager, stated that the new access control system can integrate fully with the new camera system being proposed. The Integrated Precision Systems, Incorporated (IPS) proposal ensures the highest level of integration into the access control system and maximum use of system features.

Mr. Jim Butkovic, President of IPS, was available to answer technical questions the Board may have.

Mr. Hairston asked if the two percent discount was part of the initial bid or was an addendum.

Mr. Goergen, Safety & Protective Services Manager, stated the discount was an addendum to the initial bid providing the Library submits an order for the camera equipment prior to November 29, 2013, thereby reducing the overall proposal to \$ 665,201.22.

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

### Resolution Authorizing Change Order #003 for the Temporary South Branch Relocation Project

Ms. Rodriguez asked why Change Orders #7 and 8 were denied.

Joyce Dodrill, Chief Legal Officer, stated that Change Order #7, in the amount of \$1,122.63 was for reworking the circulation desk to accommodate wood panel system for sliding shelves. Change Order #8 in the amount of \$681.21, was for reworking the circulation desk to extend the top and modify legs. The architect reviewed these change orders and determined that they were within the original scope of the work and denied Change Orders #7 and 8.

Mr. Corrigan stated that the total change orders were well below 2.5% of the cost of the project.

Ms. Rodriguez 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 Education and Technology Consulting, LLC, for MyCom Out-of-School Time Transitions Program

Mr. Werner stated that although Starting Point is not a part of the County, he is likely to recuse himself from voting on this resolution, as Starting Point has been identified as the lead agency for Out-of-School Time Program under the MyCom initiative. MyCom is funded by the County where Mr. Werner serves as Director of Health and Human Services.

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

Amending Resolution Authorizing Agreement with Creative Artists Agency for Speaker Engagement

Mr. Corrigan congratulated Aaron Mason and the Outreach Programming and Scheduling staff for a very successful Writers & Readers Series and looked forward to the upcoming presentation by Dan Savage in June 2014.

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

**COMMUNITY SERVICES COMMITTEE**

Mr. Werner stated that a quorum of Community Services Committee members was not present. However, items to be considered for this committee would be reviewed by Trustees who were present for informational purposes only. However, no action will be recommended.

Amendment to Fines and Fees Schedule

Anastasia Diamond-Ortiz, Knowledge Manager, stated that this Amendment to the Fines and Fees Schedule defines appropriate fees for the sale of earbuds for use with public computers and USB flash drives to the public; access and use of a wide variety of new equipment and materials in Library's new TechCentral MakeSpace; and fee adjustments for interlibrary loan service to other institutions and photoduplication services to account for changes in service costs.

Sam Tripodis, TechCentral Coordinator, gave an overview of the Library's new TechCentral Makerspace and was available to answer any questions the Board may have had.

Discussion continued about equipment and materials costs, available equipment such as printers, laser engraver and vinyl cutter.

Mr. Werner asked if our patrons are charged for interlibrary loans.

Anastasia Diamond-Ortiz, Knowledge Manager, stated that patrons are not assessed fees even if the library is charged for the loan.

## Resolution to Adopt TechCentral Makerspace User Agreement

Anastasia Diamond-Ortiz, Knowledge Manager, stated that the TechCentral Makerspace User Agreement defines clear and understandable operating procedures for this area. Included in this agreement is the Eligibility for Use of the TechCentrl Makerspace, Rule of Use, Makerspace Materials and Tools, and Checking In, Reservations, and Session Length.

## Resolution on Patron Conduct

Timothy Diamond, Chief Knowledge Officer, stated that the current policy on Patron Guidelines has been revised. The new Policy on Patron Conduct introduces new language and enumerates actions and laws for easy reference by staff and patrons. The document is intended to bring all rules relative to patron conduct into one comprehensive and easy-to-understand document that incorporates the due process policy language as well as computer and Internet use requirements.

The Graphics Department will create a welcome sign that references the new policy; it will be posted in every building and in all Departments at the Main Library. The Policy on Patron Conduct will be effective January 2, 2014 and will be available to patrons upon request.

Mr. Hairston asked how Safety & Protective Services staff, in light of the proposed Stand Your Ground Law and current concealed carry laws would react to a perceived threatening situation.

Tim Goergen, Safety & Protective Services Manager, stated that carrying concealed weapons on library property is a violation of Ohio Revised code. Signs stating the prohibition are posted at each entrance to library facilities. If a Safety & Protective Services Officer encountered someone in a library facility with a weapon, they would attempt to get the patron off the premises and contact law enforcement for assistance.

Mr. Corrigan adjourned the joint meeting of the Finance and Human Resources and Community Services Committee at 1:21 p.m.