

CLEVELAND PUBLIC LIBRARY  
Minutes of the Regular Board Meeting  
June 15, 2023  
Trustees Room Louis Stokes Wing  
12:00 Noon

Present: Ms. Butts, Ms. Shakarian, Mr. Corrigan,  
Ms. Rodriguez, Mr. Hairston, Ms. Fryer,  
Mr. Parker

Absent: None

Ms. Rodriguez called the Regular Board Meeting to order  
at 12:11 p.m.

**Approval of the Minutes**

Ms. Rodriguez moved approval of the minutes for the  
Regular Board Meeting of 05/16/23. Mr. Corrigan  
seconded the motion, which passed unanimously by roll  
call vote.

MINUTES OF  
REGULAR BOARD  
MEETING OF  
05/16/23  
Approved

**COMMUNICATIONS**

Director Thomas acknowledged a letter from Ben Jimenez,  
SJ, Jesuit Residence of Saint Ignatius High School,  
expressing gratitude to the staff of Carnegie West  
Branch for their professionalism and especially their  
willingness to go above and beyond regular library  
duties.

LTRS. FROM: BEN  
JIMENEZ, SJ,  
JESUIT  
RESIDENCE OF  
SAINT IGNATIUS  
HIGH SCHOOL  
Acknowledged

Mr. Corrigan suggested that a meeting with Mayor Bibb be  
held to discuss the maintenance and upkeep of city parks  
adjacent to Library branches.

**MOTION TO TEMPORARILY SUSPEND THE REGULATIONS**

Because there was no Joint Finance & Human Resources  
Committee Meeting, 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.

MOTION TO  
TEMPORARILY  
SUSPEND THE  
REGULATIONS  
Approved

Hairston seconded the motion, which passed unanimously by roll call vote.

**FINANCE COMMITTEE REPORT**

Mr. Corrigan presented the following report.

Resolution to Accept Gifts for the Month of May

(See page 1164)

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

WHEREAS, The Board receives gifts of moneys, library service materials, technology resources and miscellaneous non-monetary gifts from generous citizens from time to time; and

WHEREAS, Attached to this Resolution is the Gift Report itemizing the gifts received by the Library for the month of May of 2023; now therefore be it

RESOLVED, That the gifts described in the Gift Report for May of 2023 be accepted upon the conditions connected with said gifts in accordance with Section 3375.40(K) of the Ohio Revised Code.

In response to Mr. Corrigan's inquiry regarding the Lockwood Thompson Fund, Carrie Krenicky, Chief Financial Officer, stated that this is a biannual payment, and we will receive the same amount in December.

Resolution to Accept Gift from the Estate of Robertha D. Dunmore

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

WHEREAS, On February 8, 2022, Robertha D. Dunmore executed a Last Will and Testament bequeathing the entirety of her estate to the Cleveland Public Library with no restrictions on its use; and

**RESOLUTION TO ACCEPT GIFTS FOR THE MONTH OF MAY 2023**

Approved

**RESOLUTION TO ACCEPT GIFT FROM THE ESTATE OF ROBERTHA D. DUNMORE**

Approved

WHEREAS, The executor of the Estate of Robertha D. Dunmore contacted the Library on April 26, 2023 with the news that Ms. Dunmore had passed away on April 16, 2023 and that the Library was named as the sole beneficiary of her estate, which is estimated to be approximately \$55,000; and

WHEREAS, Ms. Dunmore worked as an employee of the United States Postal Service and was an avid reader, almost always having a book with her. Ms. Dunmore left no surviving family at the time of her passing and, therefore, made this generous gift to the Cleveland Public Library in recognition of her lifelong love for reading; and

WHEREAS, On March 13, 2012, this Board adopted a Resolution that directs the Fiscal Officer to present unrestricted donations of more than \$25,000 or more to the Board of Trustees for further direction in depositing the funds; and

WHEREAS, The Library Administration requests that the gift be used for the Cleveland READS initiative or other similar programming offered by the Library. The Fiscal Officer, therefore, recommends that this distribution be placed into the Founders Fund; now therefore be it RESOLVED, That the Board of Trustees of the Cleveland Public Library, pursuant to the authority set forth in R.C. § 3375.40(K), hereby accepts this generous bequest from the Estate of Robertha D. Dunmore for deposit into the Founders Fund Account No. 203046-46100-29801 (Restricted Gifts) for use in connection with the Cleveland READS initiative or other similar programming offered by the Library; and therefore be it further

RESOLVED, That the Executive Director, CEO, or his designee, is authorized to enter into and execute any documents, agreements, and instruments as may be necessary or appropriate to receive and expend the gift, including those in excess of \$25,000.00, to effectuate the terms and conditions of the Gift and this Resolution, which agreements and instruments shall be subject to the approval of the Library's Director of Legal Affairs; and therefore be it further

RESOLVED, That Cleveland Public Library expresses its heartfelt gratitude for this generous gift.

Ms. Shakarian inquired if this gift is required to be restricted to Cleveland READS or similar programs to allow for more flexibility.

In response, Director Thomas stated that we were trying to designate it to a project that already existed in the Founders Fund.

Carrie Krenicky, Chief Financial Officer, explained that unrestricted donations of more than \$25,000 are presented to the Board for a determination of whether to place the funds in the Founders fund or the General fund and we are recommending this to be placed in the Founders Fund. By noting in the resolution "or other similar programming offered by the Library" provides flexibility so that it can be used for both.

Resolution to Accept the State Library of Ohio Funding for the Ohio Library for the Blind and Print Disabled

(See pages 1165-1170)

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

WHEREAS, Cleveland Public Library began its first organized service to visually disabled patrons as early as 1903; and

WHEREAS, Cleveland Public Library was designated a regional library for the blind for northern Ohio counties under the Federal Pratt-Smoot Act of 1931, and under the direction of the Library of Congress; and

WHEREAS, Cleveland Public Library has provided excellent library service to blind and print disabled residents needing specialized materials and equipment and where individual libraries cannot provide such services; and

WHEREAS, As of July 1, 2009, the State Library of Ohio mandated the Cleveland Public Library to provide complete statewide services for blind and disabled residents who are eligible for the service and reside in any of the 88 Ohio counties; and

**RESOLUTION  
TO ACCEPT  
THE STATE  
LIBRARY  
FUNDING FOR  
THE OHIO  
LIBRARY FOR  
THE BLIND  
AND PRINT  
DISABLED**  
Approved



WHEREAS, On May 18, 2023, the State Library Board approved an agreement to pay the Cleveland Public Library for expenses for the period of July 1, 2023 through June 30, 2024 to continue to administer statewide library services to blind and print disabled residents in an amount not-to-exceed \$1,508,194.00; now therefore be it

RESOLVED, That the Board of Library Trustees accepts the State Library of Ohio funding award of up to \$1,508,194.00 to be paid from the General State Revenue Fund, up to \$150,000.00 to be paid from FFY 2022 LSTA carryover funds, up to \$84,000.00 to be paid from FFY 2023 LSTA funds, and up to \$1,274,194.00 shall be paid from Fund 5GB0 from ALI 350-605; and be it further

RESOLVED, That the President of the Board, or the Executive Director, CEO or his designee, is authorized to enter into an agreement with the State Library of Ohio for the funding, and to execute such other agreements and instruments as may be necessary or appropriate, including those in excess of \$25,000.00, to effectuate the terms and conditions of this Resolution, which agreements and instruments shall be subject to the approval of the Library's Director of Legal Affairs; and be it further

RESOLVED, That the Board of Library Trustees expresses its appreciation to the State Library of Ohio.

Mr. Corrigan touted that this program serves all 88 counties in Ohio and expressed how proud he was of staff who make this possible for the number of people we serve.

#### Resolution Regarding Library Insurance Renewals

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

WHEREAS, The Library's insurance policies for property, general liability, commercial auto, commercial crime, cyber liability, umbrella, excess liability, and public officials and employment practices liability coverage, expire on August 1, 2023; and

**RESOLUTION  
REGARDING  
LIBRARY  
INSURANCE  
RENEWALS**  
Approved

WHEREAS, On July 21, 2022, the Board of Library Trustees authorized the renewal of the insurance packages stated within the Resolution for four, one-year renewal periods commencing on August 1, 2023, provided that terms, conditions, and pricing remain comparable to the current programs and consistent with then-current market conditions; and

WHEREAS, The 2022-2023 expiring premiums for the Library's insurance policies total \$525,598.50, not including the builder's risk insurance policies for the projects under construction, and Marsh and McGowan & Company, Inc., the Library's two insurance brokers, estimate that the cost of renewing the Library's insurance policies for one year may cost approximately \$638,000, an increase in the cost of 21% over the current premium, which is consistent with industry-wide trends; and

WHEREAS, Marsh and McGowan & Company, Inc. are working with underwriters and may be seeking proposals from other carriers, but will not have renewals and proposals in time for the June Board meeting; and

WHEREAS, The Library Administration has determined it to be in the best interests of the Library to obtain additional proposals or options for the above-described policies and to select the policy with the most favorable terms to the Library while continuing coverage without interruption; now therefore be it

RESOLVED, That the Board of Trustees authorizes the Executive Director, CEO or his designee, to make the final determination to accept the insurance package that provides the best coverage for the lowest overall cost, for a total annual premium for all policies not to exceed \$638,000, and the coverage purchased will be presented for ratification by the Board of Library Trustees at their next regularly scheduled meeting.

In response to Ms. Shakarian's inquiry about the increase, Carrie Krenicky, Chief Financial Officer, explained that the major increase in is property and police liabilities as we are seeing property insurance increases up to 21% over current premiums during the last quarter. Ms. Krenicky noted that cyber insurance is calming down.

In response to Mr. Corrigan's inquiry, Bryan Szalewski, Director of Legal Affairs, explained that Marsh and McGowan & Company, Inc. are two separate companies. The Library utilizes Marsh for our employment practices liability insurance and government officials liability insurance because of their favorable pricing and terms. McGowan & Company, Inc. provides the Library's property coverage and all other liability coverage.

Carrie Krenicky, Chief Financial Officer, added that the RFP was reissued last year.

Resolution Authorizing Amendment to Agreement with Unique Management Services, Inc. for Material and Cash Recovery Services

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

WHEREAS, Since 2011, the Board of Library Trustees has annually authorized the Cleveland Public Library ("Library") to contract with Unique Management Services, Inc. ("Unique") for services related to the recovery of overdue fines and materials; and

WHEREAS, The Library Administration believes that based upon Unique's successful history of collecting fees and recovering materials, it is in the Library's best interest to continue to contract with Unique for material and cash recovery services; and

WHEREAS, Unique has proposed to continue its budget neutrality guarantee whereby the Library will not be charged for more than the amount of money recovered plus amounts waived, at the cost of \$7.95 per account referred; and

WHEREAS, The Library estimates that the total cost of engaging Unique to perform material and cash recovery services for the next year will not exceed \$30,000 in payments from fees recovered plus amounts waived; 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 the current agreement between the Cleveland Public Library and Unique Management Services,

**RESOLUTION  
AUTHORIZING  
AMENDMENT TO  
AGREEMENT  
WITH UNIQUE  
MANAGEMENT  
SERVICES, INC.  
FOR MATERIAL  
AND CASH  
RECOVERY  
SERVICES**  
Approved

Inc. for material and cash recovery services from July 1, 2023 through June 30, 2024, incorporating a budget neutral guarantee in an amount not-to-exceed \$30,000, from fees recovered plus amounts waived, which expenditure shall be charged to General Fund Account 11100053-53710 (Professional Services), and which amendment shall be subject to review and approval of the Director of Legal Affairs.

Resolution Authorizing Renewal for LCP Tracker Software

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

WHEREAS, As a public entity, the Cleveland Public Library is subject to Ohio's prevailing wage laws, which, among other things, require that the Library keep accurate and detailed records demonstrating that its contractors and subcontractors are in compliance with the statute's requirements for paying their employees who have worked on Library construction projects; and

WHEREAS, Since April 2021, the Library's Property Management Department has used a software suite known as LCPtracker to assist in complying with the recordkeeping and reporting requirements set forth in the prevailing wage statutes; and

WHEREAS, The subscription fee for LCPtracker is based on a graduated fee schedule, with the fee increasing as the total value of the construction projects tracked in the software exceeds certain value thresholds; and

WHEREAS, On March 14, 2023, the Library executed an agreement with LCPtracker for a one-year subscription to the software for a total cost of \$20,250 as the aggregate value of active construction projects at that time was less than \$50 million; and

WHEREAS, The value of the Library's current construction projects now sits at \$50,153,627, which pushes the Library into the next price grade on LCPtracker's graduated fee schedule; and

WHEREAS, LCPtracker's annual subscription fee for construction projects with an aggregate value in excess of \$50 million is \$26,550; now therefore be it

**RESOLUTION  
AUTHORIZING  
RENEWAL FOR  
LCP TRACKER  
SOFTWARE**  
Approved

RESOLVED, That the Board of Library Trustees hereby authorizes the Executive Director, CEO or his designee to execute such instruments or agreements as are necessary to renew the Library's subscription to LCPtracker for a total annual fee of \$26,550, which amount shall be charged to the General Fund Account 12100053-53360 (Computer Maintenance), which instruments or agreements shall be subject to the approval of the Director of Legal Affairs.

Resolution Amending Project Budgets for the Central Distribution Facility and Brooklyn, Eastman, and West Park Branches

(See pages 1171-1172)

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

WHEREAS, The Board of Library Trustees duly approved the total project budgets and subsequent amendments thereto for the Central Distribution Facility and Brooklyn, Eastman, and West Park branches as shown in Exhibit "A" to this Resolution; and

WHEREAS, The project budgets for the Central Distribution Facility and West Park branch have a surplus of funds and can be reduced in order to allow for the use of the funds on other Facilities Master Plan projects; and

WHEREAS, The Library's Chief Financial Officer and Chief Operating Officer recommend that the project budgets for the Central Distribution Facility and West Park branch be reduced by \$100,000 and \$32,640, respectively, as shown in Exhibit "A" to this Resolution; and

WHEREAS, During the course of construction on the Brooklyn branch, Regency, the Library's construction manager for the Phase 1B branches, encountered a number of unforeseen conditions at the Brooklyn branch that necessitate change orders including more extensive hazardous material abatement and subfloor preparation than was initially anticipated as well as moisture intrusion in the lower level of the building; and

**RESOLUTION  
AMENDING  
PROJECT  
BUDGETS FOR  
THE CENTRAL  
DISTRIBUTION  
FACILITY AND  
BROOKLYN,  
EASTMAN, AND  
WEST PARK  
BRANCHES**  
Approved

WHEREAS, In order to accommodate the cost of the change orders for the unforeseen construction conditions at the Brooklyn branch and to account for an expanded security system and industry-wide cost increases for furniture, the Library's Chief Operating Officer recommends that the budget for the Brooklyn branch be increased by \$216,000 as set forth in Exhibit "A" to this Resolution; and

WHEREAS, Change orders are also needed for the Eastman branch to accommodate the replacement of both boilers, an expanded tele-data scope for the branch's audio visual equipment, and an expanded security system; and

WHEREAS, In order to cover the cost of the change orders at the Eastman branch and to account for the increase in the cost of furniture, the Library's Chief Operating Officer recommends that the budget for the Eastman branch be increased by \$150,000 as set forth in Exhibit "A" to this Resolution; now therefore be it

RESOLVED, That the Board of Library Trustees approves the reduced amended total project budgets for the Central Distribution Facility and West Park branch as set forth in Exhibit "A" to this Resolution; and be it further

RESOLVED, That the Board of Library Trustees approves the amended total project budgets for the Brooklyn and Eastman branches as set forth in Exhibit "A" to this Resolution, which expenditures shall be charged to the Construction Tax Exempt Fund 402 and/or the Construction Taxable Fund 403; and be it further

RESOLVED, That the Board of Library Trustees authorizes the Chief Operating Officer to reallocate the budgeted amounts set forth in Exhibit "A" for the Owner's Contingency Funds, Furniture, Fixtures & Equipment, and Owner Direct Costs as needed, provided that such reallocations shall not increase the overall budget approved for each individual project.

Ms. Shakarian asked additional information regarding the project budget for Brooklyn Branch

John Lang, Chief of Operations, indicated that additional construction contingency funding was necessary in order to cover change orders addressing

additional hazardous materials abatement, to increase the scope of subfloor preparation, and to cover cost furniture manufacturer's cost increases.

Mr. Corrigan commended Mr. Lang for his oversight of Library projects and especially his ability to achieve budget goals at Central Distribution Facility and West Park.

Mr. Lang stated that although construction market conditions over the last few years have been very challenging, he expressed his gratitude to Ms. Krenicky, Chief Financial Officer, and her team for proactive budgeting and identifying additional sources of revenue to support the Facilities Masterplan, such as E-Rate category 2 funding.

Ms. Butts asked for an explanation of the proposed audio-visual increases on the Eastman Branch project.

In response, Mr. Lang indicated that we have developed standards for large touch-screens in each FMP project's large conference rooms, and that we are also including a projector in the second floor community room for Eastman.

Resolution to Ratify Agreement for Replacement of Chiller at Martin Luther King, Jr. Branch

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

WHEREAS, On June 5, 2023, the Library entered into an agreement with Trane U.S., Inc. for the purchase and installation of a replacement chiller at the Martin Luther King, Jr. branch and for the repair of leaks in the branch's HVAC system for a total cost of \$31,223, which amount may be reduced by \$8,476, thus lowering the contract price to \$22,747, if the cause of the failure of the current chiller is determined to be covered by warranty; and

WHEREAS, The Executive Director hereby requests that the Board of Library Trustees ratify the agreement entered into with Trane U.S., Inc. on June 5, 2023 in the amount \$31,223 for the purchase and installation of a chiller and for repairs to leaks in the Martin Luther

**RESOLUTION TO  
RATIFY  
AGREEMENT  
FOR  
REPLACEMENT  
OF CHILLER AT  
MARTIN LUTHER  
KING, JR.  
BRANCH**  
Approved

King, Jr. branch's HVAC system; now therefore be it RESOLVED, That the Board of Library Trustees hereby ratifies and approves the agreement entered into with Trane U.S., Inc. on June 5, 2023 in the amount of \$31,223 for purchase and installation of a replacement chiller at the Martin Luther King, Jr. branch and for the repair of leaks in the branch's HVAC system.

John Lang, Chief Operating Officer, explained that the building's chiller is inoperational so there is currently no central air conditioning, and spot coolers are being used to cool the branch.

Mr. Lang further explained that the existing MLK building will remain open until the new MLK building is completed in the summer of 2024, so the older building will require air conditioning for two more cooling seasons. The proposed contract will repair the existing chiller so that central air conditioning can be restored until the new building is completed.

Sixth Amendment to the Year 2023 Appropriation

(See pages 1173-1178)

Mr. Corrigan moved approval of the following resolution. Ms. Shakarian 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 2023 Appropriation Measure, which complies with the Amended Official Certificate of Estimated Resources received from the Cuyahoga County Budget Commission dated May 10, 2023; 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

RESOLVED, That the sums indicated on the attached Sixth Amendment to the Year 2023 Appropriation Schedule be approved.

In response to Mr. Corrigan's inquiry, Carrie Krenicky,



Chief Financial Officer, noted that the only change reflected on this amendment was an increase in the Construction Taxable Fund for the FMP Project Budget in the amount of \$233,360.

Fiscal Officer's Report

(See pages 1179-1190)

Report on Investments

(See pages 1191-1226)

Report on Conference and Travel Expenditures

(See pages 1227-1229)

Report on All Vendor Expenditures

(See pages 1230-1245)

Report on Expenditures Made from the Owner's Contingency Funds for Hough, Jefferson, West Park, Woodland, Central Distribution Facility, Lorain, Eastman, MLK Jr., Brooklyn and Rockport

(See pages 1246-1270)

Report on Expenditures Made from the Owner's Contingency Fund for the High Density Shelving Project

(See page 1271)

**HUMAN RESOURCES COMMITTEE REPORT**

Mr. Hairston presented the following report.

Regular Employee Report

(See pages 1272-1277)

After reviewing highlights of the report, Mr. Hairston moved approval of the Regular Employee Report. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Ms. Rodriguez thanked Mr. Hairston for his report.

**FISCAL OFFICER'S REPORT**

Submitted

**REPORT ON INVESTMENTS**

Submitted

**REPORT ON CONFER. & TRAVEL EXPENDITURES**

Submitted

**REPORT ON ALL VENDOR EXPENDITURES**

Submitted

**REPORTS ON EXPENDITURES MADE FROM THE OWNER'S CONTINGENCY FUNDS FOR HOUGH, JEFFERSON, WEST PARK, WOODLAND, CENTRAL DISTRIBUTION FACILITY, LORAIN, EASTMAN, MLK, JR., BROOKLYN AND ROCKPORT**

Submitted

**REPORT ON EXPENDITURES MADE FROM THE OWNER'S CONTINGENCY FUND FOR THE HIGH-DENSITY SHELVING PROJECT**

Submitted

**REGULAR EMPLOYMENT REPORT**

Approved

**COMMUNITY SERVICES REPORT**

Mr. Parker submitted the following report.

Resolution Accepting The Strategic Plan 2023-2027

(See pages 1278-1309)

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

WHEREAS, The Cleveland Public Library Board of Trustees Strategic Planning Committee has reviewed and discussed the Library's plan for the future; and

WHEREAS, Cleveland Public Library's strategic plan collected input from the 2014-2017 Community Vision Plan report, a Founder's Day event, two Employee Engagement surveys, one branding survey, three Town Hall Meetings, a symposium featuring Library leaders across the U.S. and an international speaker, a series of Community Conversations with Cleveland Leaders and a Library Thought Leaders series; and

WHEREAS, The Director and Executive Leadership Team applied this input and information to develop a strategic plan for the Library, "The People's University 2030," 2023-2027; and

WHEREAS, The Director submits and recommends approval of the Strategic Plan 2023-2027, a copy of which is attached to this Resolution; and

WHEREAS, The Board of Library Trustees has reviewed the Strategic Plan; now therefore be it

RESOLVED, That the Cleveland Public Library Board of Trustees approves The People's University 2030 plan as its path to creating "a city in which opportunity is within reach of everyone and a Library that empowers its people."

As he referenced the Strategic Plan, Director Thomas stated that this document is only as effective as the willingness to look at it on a continual basis. In future Director's Reports, Director Thomas stated that he will be bringing a dashboard on our progress

**RESOLUTION  
ACCEPTING  
THE  
STRATEGIC  
PLAN 2023-2027**  
Approved

relative to the Strategic Plan. This dashboard will include a color-coded status on all our priorities. This monthly dashboard will serve as a tool to help us evaluate how successful we are on following our Strategic Plan.

In response to Mr. Corrigan's inquiry, Director Thomas stated that this information will also be available electronically as well.

Mr. Hairston inquired about the distribution of the Strategic Plan to the community.

Tana Peckham, Chief Information Officer, explained that we are currently rolling out the plan internally. Copies will be available for the public. Internally, there have been meetings to walk through the strategic plan with all CPL Directors and Managers. Three sessions were held at Main/LSW. The Executive Leadership Team have been traveling among the branches.

Resolution Authorizing Amendment to Fines and Fees Schedule

(See pages 1310-1311)

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

WHEREAS, The State Auditor requires that the fines and fees assessed by Cleveland Public Library be approved by the Board of Library Trustees; and

WHEREAS, The Fines and Fees Schedule ("Schedule") is revised and updated, as needed from time to time, to provide greater clarity and definition to library operations and services; and

WHEREAS, The current Fines and Fees Schedule needs to be revised to 1) increase the bill threshold for accounts turned over to collections from \$25 to \$50; 2) update the MakerSpace portion of the schedule to reflect that charges for consumable materials will be based on the actual cost of such materials to the Library; 3) update the image resolution of scans made by Library staff; and 4) update the fees for use and publication of materials to allow for the fee to be negotiated for

**RESOLUTION  
AUTHORIZING  
AMENDMENT TO  
FINES AND FEES  
SCHEDULE**  
Approved

those items for which the Library owns intellectual property rights; now therefore be it

RESOLVED, That the Board of Library Trustees approves the revised Fines and Fees Schedule, as attached, to be effective July 1, 2023.

In response to Ms. Butts' inquiry, Mr. Corrigan noted changes in Makerspace.

Carrie Krenicky, Chief Financial Officer, noted the following changes: 1) increase the bill threshold for accounts turned over to collections from \$25 to \$50; 2) update the MakerSpace portion of the schedule to reflect that charges for consumable materials will be based on the actual cost of such materials to the Library; and 3) update the image resolution of scans made by Library staff;

Bryan Szalewski, Director of Legal Affairs, highlighted the update the fees for use and publication of materials to allow for the fee to be negotiated for those items for which the Library owns intellectual property rights.

Ms. Butts thanked Ms. Krenicky and Mr. Szalewski for this update.

#### Monthly Activity Report

(See pages 1312-1317)

Mr. Parker presented the Monthly Activity Report and referred the Board to the report for additional information.

Ms. Rodriguez expressed her approval of the format of the Monthly Activity Report and suggested that the Patron Interest highlighting the top 10 popular titles, eBooks, children's books and others be made available to the public on the Library's website.

Director Thomas announced that we are currently trying to find a vendor to redesign the Library's website. After sharing some of the challenges of the current website, Director Thomas mentioned that previous ideas such as the one suggested by Ms. Rodriguez will work much better on the newly designed website. The Board will be updated accordingly.

**MONTHLY  
ACTIVITY  
REPORT**  
Submitted

Building Status Update

Mr. Lang indicated that all air conditioning systems were operational with the exception of MLK Branch, which has a damaged compressor on the main rooftop HVAC unit. Parts have been ordered for the necessary repairs, and in the meantime temporary spot coolers have been positioned throughout the building to provide cooling.

Mr. Parker thanked Mr. Lang for his update.

Advocacy Taskforce Update

In the absence of Dr. Shenise Johnson Thomas, Chief of External Relations & Development, Director Thomas reported that the State Senate has put forward their budget which is different from the budget proposed by the House. While they keep the libraries budget the same, they offer a large tax cut. This means if you keep the same amount, for a lower amount you will receive less money. In their budget, they offer to make up the difference from whatever the library loses. OLC has done a lot of work around that. However, it still must go to the House and the Senate for conference and finally to the Governor. The House, Senate and Governor have all been very keen intent on keeping the library as a priority in their budget.

Foundation Update

In the absence of Dr. Shenise Johnson Thomas, Chief of External Relations & Development, Director Thomas reported that the International Public 2023 International Public Library Fundraising Conference was held in Austin, Texas at the Austin Central Library, June 11-13, 2023, helping public libraries advance their work through collective learning and peer-to-peer sharing. Discussion continued about the importance of thinking of new ways to fund libraries.

Ms. Rodriguez stated that she attended the Conference and had the opportunity to meet with Greg Stefani, President, Cleveland Public Library Foundation. Ms. Rodriguez emphasized that both the Library Board and Foundation Board should meet to discuss the shared responsibilities and how the Library can become more helpful and supportive.

**BUILDING  
STATUS  
UPDATE**  
Presented

**ADVOCACY  
TASKFORCE  
UPDATE**  
Presented

**FOUNDATION  
UPDATE**  
Presented

Mr. Parker thanked Director Thomas for his updates.

Diversity, Equity & Inclusion Update

Ashley Boyd, Director of Diversity, Equity and Inclusion, reported that she has engaged in and/or championed the following, as CPL strives toward operating with excellence:

- MAY - Participated in the Cleveland Asian Festival, promoting Cleveland Reads initiative.
- JUNE - Pride Month Rainbow Readers ERG events: Pronouns 101 Lunch and Learn - June 1st presenter Rae Jackson (LGBTQ Center of Greater Cleveland)
  - o Pride in the CLE parade - June 3rd (Rainbow Readers Pride Swag will be distributed and June 7th event will be promoted at CPL's booth).
  - o George M. Johnson - June 7th
  - o Pride + Joy Sunday June 11th 10am-2pm
  - o Intellectual freedom and book challenges Lunch & Learn - June 22nd presenter Belinda Boon (Kent State University).
- JUNE - Juneteenth (Freedom Fest) Black ERG (BERG) June 17th event:
  - o 1-2pm Book signing and giveaway
    - Dr. Heather Burton "I'm Single, So What?" (Christian singles book)
    - Kathi Howard-Primes "Walking in Ava's Shoes" (children's book)
  - o 2-3pm Book signing and giveaway
    - Astronette Black "The Crumbs of Life".
    - Basheer Jones "A Journey to Leadership"
    - \*Florenza Lee "Manny & Tutu" (children's book) this author will not be in attendance for the

signing, but books will be autographed in advance

- Juneteenth t-shirt and button giveaway

Detailed discussion continued about Banned Book Week, book banning as well as the impact of the Ohio Backpack Bill on public and charter schools.

Mr. Parker thanked Ms. Boyd for her update.

**OLD BUSINESS**

There were no items of Old Business to be discussed.

**NEW BUSINESS**

Ms. Rodriguez introduced the following items of New Business.

**Resolution to Adopt Policy on Protection of Children and Vulnerable Adults**

(See pages 1318-1320)

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

WHEREAS, The ability to provide a safe and secure environment for patrons, visitors, staff, and volunteers is a cornerstone of the People's University and is key to the Cleveland Public Library serving as the center of learning for a diverse and inclusive community; and

WHEREAS, In this day and age where allegations of abuse are increasingly common, it has become a best practice for organizations that serve the public to adopt policies setting forth standards of behavior and protective measures concerning the most vulnerable populations that they serve, namely, children and adults with developmental disabilities or physical impairments—vulnerable adults; and

WHEREAS, Not only do such policies set forth clear expectations on behavior, they also set forth procedures to follow in the event that abuse is suspected, provide guidelines to ensure the safety of children and vulnerable adults, and perhaps most importantly, send a strong message to potential wrongdoers that the organization adopting the policy holds paramount the safety of the children and vulnerable adults that it serves and will not tolerate actions that threaten the safety of these groups; and

WHEREAS, In order to implement this best practice and to further demonstrate the Library's commitment to the safety and security of its patrons, visitors, staff, and

**RESOLUTION  
TO ADOPT  
POLICY ON  
PROTECTION  
OF CHILDREN  
AND  
VULNERABLE  
ADULTS**  
Approved

volunteers, the Library Administration has crafted a Policy on Protection of Children and Vulnerable Adults for consideration by the Board of Library Trustees, which is attached as an exhibit to this Resolution; now therefore be it

RESOLVED, That the Board of Trustees of the Cleveland Public Library hereby adopts the Policy on Protection of Children and Vulnerable Adults, as attached, to be effective June 16, 2023.

Ms. Rodriguez emphasized the importance of adopting these important policies and staff expectations that set forth standards of behavior and protective measures concerning the most vulnerable populations we serve.

Mr. Corrigan added that this is important to do because this reaffirms that fact that although we are not mandated to report, we consider these issues very serious and that we have established procedures to report them ourselves.

Discussion continued about the significance of this policy.

**PRESIDENT'S  
REPORT**

Presented

**PRESIDENT' S REPORT**

Ms. Rodriguez shared highlights from her experience at the International Public 2023 International Public Library Fundraising Conference, Austin, Texas at the Austin Central Library, June 11-13, 2023. Ms. Rodriguez applauded the Cleveland Public Library Foundation and the leadership of Dr. Shenise Johnson Thomas, Chief of External Relations & Development, and her team for their hard work supporting the Library.

**DIRECTOR'S  
REPORT**

Presented

**DIRECTOR' S REPORT**

Before Director Thomas presented his report, Ms. Shakarian introduced her guest, Arden Aczel who is a high school student visiting from Georgia. Ms. Aczel is shadowing this week at The Legal Aid Society of Cleveland.

John Skrtic, Chief of Special Projects and Collections, reported that the first bottle filling station at Main Library has been installed:



- The ADA-compliant bottle filler/drinking fountain is located in the entrance lobby of LSW, adjacent to the pay phone.
- The water is filtered via a 500-gallon capacity commercial carbon filter located in the basement.
- CPL undertook this initiative as a first step in providing equitable access to clean drinking water downtown for the entire community.
- We plan to eventually convert all drinking fountains throughout Main Library to filtered filler/fountains.

Mr. Skrtic extended thanks to Michael Ruffing, Special Projects Manager, who championed and researched this idea as a member of CPL's Sustainability Committee, as well as to Oscar Reyes and his team, who figured out the logistics, ordered the unit, and got it installed in time for summer.

Erica Marks, Senior Director of Outreach and Programming Services, announced that a screening of *The Right to Read*, a dynamic and inspiring documentary to promote literacy, produced by LeVar Burton will be held on June 19, 2023, at the Capitol Theatre, on West 65th Street, Cleveland, OH, and is proudly co-sponsored by Cleveland Public Library. A Cleveland READS co-chair will offer remarks prior to the screening. A Cleveland READS table will be stationed with many books to offer.

Ms. Marks shared that on June 20, 2023, at the Western Reserve Historical Society, the Library will be partnering with Western Reserve Historical Society & Jewish Federation of Cleveland on a program called *Stronger Together: Exploring Jewish-African American Activism Relations*. This dinner and important discussion will focus on Jewish and African-American people and their fight against discrimination and injustice and will celebrate the power of collaboration and understanding to strengthen bonds, break down barriers,

dismantle prejudice, and pave the way for a more inclusive and equitable society.

Lastly, Director Thomas announced that Kelly Woodard, Director of Marketing, is looking to be confirmed as Cuyahoga County Executive Chris Ronayne's next Director of Communications. Director Thomas expressed his gratitude to Ms. Woodard for her hard work and stated

that the Library is in a better position as a result of Ms. Woodard. Various Trustees extended their congratulations and offered well wishes to Ms. Woodard.

Mr. Hairston asked for information on Cuyahoga READS. Director Thomas explained that all nine library systems in Cuyahoga County are teaming up to fight learning loss due to the COVID-19 pandemic. Called *Cuyahoga Reads*, this program is designed to help families of kids in grades K - 12 make reading a priority through fun programs and reading challenges.

Finally, Director Thomas announced that the Cuyahoga READS program kick-off will be held at the Great Lakes Science Center will be held on August 5, 2023 and Cleveland Public Library will participate.

### **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**

#### **MAIN LIBRARY**

#### **PROGRAMS, SERVICES, AND EXHIBITS**

##### **Cleveland READS**

Several Main Library staff members assisted at the Cleveland READS Super Celebration at Public Square on May 12 including General Research Collections Manager Sarah Dobransky, Shelf Supervisor Bianca Jackson, and Popular Manager Jen Jumba.

Main Library departments continued to promote Cleveland READS with displays and community outreach.

**Writer's Unplugged**

Popular Department Manager Jen Jumba hosted three Writers Unplugged events on April 18, May 3, and May 18. At these events Ms. Jumba led conversations with librarian extraordinaire, Nancy Pearl, bestselling writer, Mary Kubica, and bestselling writer, Kimberly Belle respectfully.

**MC Stories**

Business, Economics, and Labor Subject Librarian Zachary Hay brought back his popular music program at the Harvard Lee Branch with "MC Stories". This program highlighted 34 Cleveland/N.E. Ohio hip-hop artists from 1980-2000. The program was a great success with 25 people attending.

**Get Graphic! Graphic Novel Discussion**

Sr. Literature Department Librarian Nick Durda hosted the Get Graphic! Book Discussion on *Time Zone J* by Julie Doucet at Bookhouse Brewing.

**Chinese Language and Yoga Instruction**

International Department Sr. Subject Librarian Caroline Han hosted Chinese Language Learning and Yoga instruction programs during the month of May. A total of 41 patrons attended the events.

**Music at Main**

The Fine Arts Department hosted Music at Main on May 6 featuring blues musician Austin 'Walkin' Cane. Forty-eight music lovers were in attendance.

**Genealogy Programs and Services**

Twenty patrons attended the Center for Local and Global History's monthly Genealogy Clinic on May 13.

**Author Talk**

Literature Department Manager Don Boozer hosted an online conversation with Ohio Poet Laureate Kari Gunter-Seymour held on April 29 which has been viewed 31 times since it was posted on Facebook.

**Youth Services Programs**

The Youth Services Department continued hosting engaging Story Times and programs throughout the month, offering children diverse opportunities for educational entertainment. Their ongoing partnership with St. Augustine Child Enrichment Center continued and regular

Story Times for infant, toddler, and preschool classes were held. Each visit to St. Augustine sees an average attendance of 35 children and educators.

### **Exhibits and Displays**

Youth Services staff created several new library displays including "Elephant & Piggie", "May the 4th be with You", and "Scan, Watch, Read."

### **Lending Department Services**

The Lending Department staff continue to distribute a limited supply of free BiNaxNow at-home COVID tests to patrons via the Drive-Up Window. In addition they continue to serve as a Passport Acceptance Facility, reviewing and processing new Passport applications, including providing Passport photograph services.

### **CPL Tours**

<b>Tour Groups</b>	<b># of Groups</b>	<b># of Participants</b>
General Tour Groups	4	15
Youth Services Tour Groups	8	299
<b>Total</b>	<b>12</b>	<b>314</b>

### **Visitors receiving unscheduled tours**

- A visitor from Toulouse, France on her first day in Cleveland received a general tour of the CPL Main Campus by Mr. Spencer.
- Visitors from Charlotte, New York City, and Los Angeles were given information about what sites to visit while touring the CPL Main Campus.
- Literature Department Manager Don Boozer extended a tour to the [Director of the Bixby Library in New Hampshire](#) who just recently graduated from Kent State University with her MLIS degree.

### **Classroom and Student Visits**

Literature Department Manager Don Boozer presented to a 7th grade Honors English class from Revere Middle School on library research and Cleveland Public Library resources on April 27.

Twenty-three students from Pinerock Home Schooling visited Main Library on May 9. CLGH Librarian Mark

Tidrick and Youth Services Associate Emily Bollin led a tour of Main Library with stops in the Map and Photograph Collection. CLGH Public Services Associate Kristen Galewood showed the Cleveland Cultural Gardens maps to the students and Library Assistant Adam Jaenke gave an overview of the photograph collection.

Youth Services Librarians Lan Gao and Eric Hanshaw led a tailored library tour for 13 8th grade students and two adults from Shaker Heights Middle School on May 10. The visit concluded with an interactive "Vision Board" activity led by our Youth Services Department.

The Emerson Elementary School with 56 5th graders and 14 adults toured the Literature Department, Special Collections, LSW (Louis Stokes Wing) 10th Floor City View, International Languages Department, and Youth Services Department on May 15. This visit was uniquely tied to a concurrent tour at the Federal Reserve Bank, enriching the students' learning experience.

Photo Shoot Groups	# of Participants	Donations Accepted
16	139	\$395.00

### **Books by Mail Programs**

**Words on Wheels:** The Shelf Department sent six packages including eight items to Cleveland Public Library patrons through the Words on Wheels program as of May 14. Three patrons have used the service as of the same date.

**Homebound:** In April 2023, Homebound Services sent 126 packages to 110 patrons. Year-to-date, Literature staff has sent out 549 packages to homebound patrons.

### **OUTREACH**

Sr. Director of Public Services Robin Wood represented CPL at Congresswoman Shontel Brown's Small Business Expo at the Jerry Sue Thornton Center on Saturday, May 20. Ms. Wood provided attendees with information about resources available at the Library for entrepreneurs and those operating a small business.

Fine Arts and Special Collections staff members Kalie Boshara, Stacie Brisker, and Heather Shannon went to

Lincoln West High School on April 26 and taught a camera less photography class to art students. Prior to the event, Ms. Boshara researched mobile UV light units and manufactured light-sensitive papers, and Mark Fox-Morgan made the units.

Popular Department Manager Jen Jumba and General Research Collections Manager Sarah Dobransky attended Legislative Day in Columbus on April 26. They met with local representative and talked about the Library and Library programs and services.

Youth Services Sr. Senior Librarian Lan Gao engaged with the community at the Asia Town Gathering event held at the Asian Town Center on April 22. Ms. Gao distributed free books courtesy of Kids Book Bank, library program guides, Cleveland READS information, and other library resources to around 120 attendees. This initiative highlighted CPL's commitment to fostering a city-wide culture of reading.

Sr. Director of Public Service Robin Wood, Fine Arts and Special Collections Manager Heather Shannon, and Popular Department Manager Jen Jumba represented CPL at the Homeless Stand-down at Public Auditorium on April 22. Ms. Wood, Ms. Shannon, and Ms. Jumba provided attendees with miscellaneous giveaways as well as books, and reminded attendees about the great free services available at the Library.

Popular Manager Jen Jumba participated in the roundtable discussion, known as the Literacy Avengers for the *Survive Everyday* podcast. This roundtable included Jessica Walsh-Frazier from the Kids Book Bank, Joshua Edmonds from Digital C, Ken Glanc from Operation Comic Book, Laureen Atkins-Holiday from The Literacy Cooperative and host of the podcast Adam Gerchak. This podcast dropped on April 18.

Youth Services Manager Annisha Jeffries, along with Public Services Branch Manager, Leslie Barrett, and Lending Supervisor, Reginald Rudolph, presented to educators at the OHConnect event. The presentation covered Educator cards, programs, databases, and resources available at Main and Branches. This interaction reinforced our commitment to supporting educators and the valuable work they do in our community.

Popular Manager Jen Jumba connected writers, Lori Rader-Day and Ann Cleeves to WKYC to record a *We the People* segment with Leon Bibb that aired on Sunday, April 30. Ms. Jumba also connected local comic book writer, Ryan Drost for his interview with Leon Bibb. This episode aired on Sunday, May 7 to increase awareness of the upcoming comic book themed Midpoint event on May 12.

Popular Manager Jen Jumba along with Sr. Director of Outreach and Programming Services Erica Marks appeared on WOIO's Cribbs in the CLE on April 27. Ms. Marks talked about the upcoming Midpoint Event and Ms. Jumba talked about Writers Unplugged and was able to say that Writers Unplugged is now a podcast. In addition Ms. Jumba recorded an interview with WCLV 90.3FM to talk about Cleveland READS with the *Morning Show* host, Jacqueline Gerber. This interview aired on April 25. Ms. Jumba also recorded a commercial with Sara Carnes/WEWS about readers hitting a wall to promote books to movies on May 16. This commercial should begin airing next week.

Literature Department Sr. Librarian Nick Durda staffed a table at the Ohioana Book Festival in Columbus, Ohio, on April 22. Mr. Durda shared information about the Ohio Center for the Book initiatives and Cleveland Public Library activities. Ohio Center for the Book Fellow Laura Maylene Walter also participated in the Festival, hosting a live recording of a future episode for the Center's podcast, *Page Count*, featuring a panel of Ohio writers talking about "Turning Points in a Writing Career."

*Page Count*, the Ohio Center for the Book (OCFTB) podcast hosted by OCFTB Fellow Laura Maylene Walter, posted a "bonus episode" with an Ohioana Book Festival Preview with Ms. Walter's author panel for the Festival recording. The other full episode this month was "Writing Collaboratively with Huda Al-Marashi." *Page Count* is available at the Ohio Center for the Book website or wherever you subscribe to podcasts.

International Department Staff responded to four agency Long Loan requests and selected, boxed and shipped a total of 395 items: CPL-MEMNOT (160); CPL-WESTP (45); HU-MAIN (160) & TW-MAIN (30).

**COLLECTION MANAGEMENT**

Fine Arts and Special Collections staff have been working on several projects including: The transfer of art from Special Collections to Literature which was planned, overseen, and coordinated by Fine Arts and Special Collections Manager Dr. Heather Shannon. Music Librarian Andrew Kaplan has finished arranging the Anvil Revue collection. Music Librarian Andrew Kaplan and Fine Arts Librarian Mark-Fox Morgan shifted LC folios on LSW 8 in anticipation of the transfer of materials from Lake Shore. Special Collections Librarian Stacie Brisker worked with the CDPL on the digitization of the Library's East India Company records.

Social Sciences Library Assistant Pete Elwell added new photographs and metadata descriptions to the Cleveland Public Library Digital Gallery and ultimately sent them to the Photograph Collection to be physically stored.

Shelf Manager Demba Diawara is monitoring the move of the library collection to the 7th floor, to make way for the conversion of Main Library 7th floor to a high-density mobile storage, through a coordination with Corrigan Moving System. In addition, Shelf Department Pages have been shelving and shifting in Youth Services, Fine Arts, Science, and Social Sciences stack collection.

Center for Local and Global and History Department (CLGH) Public Service Associate, Aimee LePelley integrated photographs from Personalities of Cleveland Portraits into the Portrait & Biography Collection and Map Collection Librarian Lisa Sanchez created a list of Hopkins Plat Books in the Map Collection, including items that are uncatalogued.

Photograph Collection Librarian Brian Meggitt processed a donation of 19th and early 20th century photographs, paper ephemera, and postcards. After processing, each item was described and entered in to inventories for the Subject Cleveland Collection and the Postcard Collection. Mr. Jaenke continued working on digitizing the Cleveland Picture Collection and scanned 43 items and History Librarian Mark Tidrick inventoried over 200 photos in the Cleveland City Hall collection.



The Youth Services team continued the crucial task of weeding the Board Book and LC sections, ensuring fresh and relevant material is available to our patrons while enhancing the space for families and visitors.

International Staff withdrew 96 items from collection, sent 20 items to Preservation and 19 items to book prep. In addition, 110 items were moved to the stack collections and 251 new items were received into department from Tech Services. Librarian Victoria Kabo completed 15 Linear Feet of Polish language Bibliographic Review and Public Services Associate Lisa Held completed 21 Linear Feet of Arabic language Bibliographic Review.

Popular Department staff have been weeding audiobooks and magazines, working on annual periodical binding, repairing CDs, processing donations and maintaining the Mystery and Urban genres within the Popular Collection.

#### **MAIN LIBRARY RESEARCH HIGHLIGHTS**

- Fine Arts and Special Collections Library Assistant William Chase provided patron access to the Musicarnival collection and Librarian Raymond Rozman collaborated with researchers interested in using the tobacco collection in their teaching.
- Popular Department staff assisted patrons with the following: A request from an out of state patron looking for information about the 1964 Championship basketball team from Rhodes High School, a request for an article in the 1964 issue of Society for Human Resource Management about Berea Ohio becoming a new location for company headquarters, and a request from the Cleveland Museum of Art looking for Hi-Res scans from a 1931 issue of National Geographic.
- Business, Economics, and Labor Department staff assisted patrons with the following: A request from the Federal Reserve Bank for an article in the 1972 issue of Bank Administration, a request for an article in Jet Magazine in 1963 that featured a local bowler, Don Scott (Mr. Scott was one of the

first black professional bowlers), a request from a patron looking for information on Moses William Harvey, a request from a patron regarding the Woodland Job Training Center's curriculum on citizenship *Studies in Public Affairs* published by the National Industrial Conference Board, (Cleveland Public Library is one of two libraries in the nation to have this title), and a request from a patron looking for information about the historical Cleveland office supply business, F.W. Roberts Co.

- Center for Local and Global and History Department (CLGH) Public Services Associate Kristin Galewood found photographs of League Park/Dunn Field, the Cleveland Rams, and the Western Reserve football team for a patron. In addition Ms. Galewood pulled photos from the Margaret Bourke White collection for two gentlemen visiting from New York.
- CLGH Librarian Terry Metter assisted a staff member from Lakeview Cemetery with research about an abolitionist and Underground Railroad conductor who is buried at Lakeview.
- CLGH Librarian Mark Tidrick helped a patron find information about his great-grandfather who was a state senator from Cleveland in the late early 1920s. In addition, Mr. Tidrick helped a local artist find and scan photos of Coventry Road in the 1970s and numerous Cleveland public figures of the day including George Forbes and Rueben Sturman.
- CLGH Public Service Associate Aimee LePelly scanned 7.5' topographic maps of several Ohio locations for a patron planning a hunting/fishing expedition, researched articles and photographs of the Shaker Barricades for a patron writing a college dissertation, pulled and scanned photographs for a patron in preparation to be used for historical land markers along the RTA/rapid routes, and researched Lincoln Park Baths/Recreation for a case of assault for a patron.

- CLGH Photograph Librarian Brian Meggitt assisted a researcher with finding and obtaining an image of Cleveland artist Glenn Shaw creating a mural for the Greyhound station on Chester Avenue in 1948. The mural was painted over in the 1970s.
- Librarian Brian Meggitt also assisted a researcher with locating and obtaining images of St. Patrick's Church on Bridge Avenue in Ohio City for an upcoming web article.
- Sr. Map Librarian Lisa Sanchez helped Archivist Melissa Carr research the "Clark Block" and "Clark Building" in Cleveland during the late 19th century. Using items from the collection, Mx. Sanchez found the building. In addition, Mx. Sanchez helped a genealogy researcher use plat books to locate businesses in the flats. The researcher's ancestor owned several lumber yards and shipping businesses in the late 19th century. Mx. Sanchez also curated a collection of maps showing Erie Street Cemetery. An architectural preservationist is working on the history of the cemetery. Mx. Sanchez found the oldest maps of downtown Cleveland in the collection and architectural renderings from the Park Plans Collection.
- A Spanish speaking patron contacted the library for assistance with a passport application. Because they could not speak English, Science and Technology Librarian Jorge Arganza stepped in to help. Mr. Arganza started a conference call with Lending Supervisor Reggie Rudolph to act as translator. After fully understanding the complicating aspects of the question, Mr. Rudolph was able to guide the patron to a Spanish speaking passport phone number who could further aid him.

**STAFF DEVELOPMENT**

Special Collections Librarian Raymond Rozman attended the annual NY Antiquarian Book Fair. He made important connections with dealers & brought back catalogs that illuminated important items in the Library's Special Collections.

Also in late April, Fine Arts Librarian Mark Fox-Morgan virtually attended the annual ARLIS/NA conference.

Fine Arts and Special Collections Public Services Associate Kalie Boshara Attended the NEORLS webinar *Change Course without Rocking the Boat*.

Staff across Main Library including Literature Public Services Associate Alison Guerin participated in a FIT and other staff committee meetings.

The International Department's volunteer, Peg Whalen continues to volunteer on Mondays from 10:00-1:00 and Public Services Associate Lisa Held attended NEO-RLS webinar titled *Responding Effectively Takes Practice* on April 12.

Shelf Manger Demba Diawara attended NEO-RLS presentation titled *Supervising Specialty Staff: How to Work with Employees with Different Skills Sets* on May 11.

Assistant Shelf Manager Cynthia Coccaro attended several Government Publishing Office (GPO) webinars including: *Finding Answers to Medicare Questions*, *Responding to User Interest with Government Information: One FDL's Approach*, and *Secrets of the Super Searchers II-Statistics*.

Business, Economics, and Labor (BEL) Librarian Susan Mullee and Sr. Librarian Sandra Witmer attended the IMLS National Forum Series webinar *Commercial Data Quality Issues*. Ms. Mullee also attended a CFRA Research webinar, *Taking the Pulse of the U.S Consumer*.

Government Documents Library Assistant Alea Lytle participated in the WebJunction webinar *Practical Strategies for Engaging Veteran and Military-Affiliated Patrons*, and the Federal Depository Library Program (FDLP) webinar *Responding to Community Needs with Government Information*.

General Research Collections Manager Sarah Dobransky participated in the two-day online Government Publishing Office Depository Library Council 2023 Spring Meeting.

Social Sciences Librarian Forrest Kilb attended the WebJunction webinar, *Creating a Restorative Library Culture*.

Social Sciences Librarian Helena Travka participated in three webinars: *Simon & Schuster's Summer 2023 Adult Librarian Preview*, *Library Journal Day of Dialog*, and *Reading Group Guides' Book Club Speed Dating in May*.

As Chair of the IFLA Library Services to Multicultural Populations Standing Committee, Sr. Youth Services Librarian Lan Gao was proud to host a Joint Committee Welcome Meeting on May 17, further emphasizing our library's active engagement in diverse cultural contexts.

Several Main Library staff members attended the NEO-RLS webinar *Understanding the Power of ChatGPT* on May 2 including: Lending Department Clerk Michael Earley, Lending Department Supervisor Reggie Rudolph, SCI Tech Senior Librarian Jim Bettinger, Librarian Jorge Arganza, and Shelf Department Manager Demba Diawara.

Lending Department Clerk Michael Early attended the NEO-RLS webinar titled *Understanding Race and Racism*. This webinar discussed how racism is upheld through policy and practice, and stressed the importance to develop strategies to disrupt it.

Youth Services Manager Annisha Jeffries conducted a system wide Youth Services Meeting on May 17. These meetings are instrumental in maintaining the smooth operation of our services and strengthening the lines of communication within our team.

#### **OTHER**

Sr. Director of Public Services Robin Wood coordinated the St. Martin de Porres student presentation day for CPL at the Hough Branch on May 19. Students who work at all CPL locations presented their experience working at the library.

Fine Arts and Special Collections Manager Dr. Heather Shannon and Literature Department Manager Don Boozer

coordinated a move of the Mark Twain bust and portrait and the Shakespeare Chair from Special Collections to Literature. The pieces have found a welcome home and Building Services staff members Ryan Baronak, Frank Conti, Antonio Jackson, and Larry Houston did a great job in preparing the space and making the move.

Government Documents Library Assistant Alea Lytle completed her MLIS degree and graduated from Kent State University in May.

Lending and Circulation Manager Stephen Wohl as well as Lending Supervisors Karie Felder and Mr. Rudolph attended the Spring CLEVNET Circulation SIG meeting on May 10. The meeting was held virtually and included Circulation representatives throughout CLEVNET to discuss general best practices for CLEVNET staff to follow related to circulation.

Lending and Circulation Manager Stephen Wohl continued serving as the co-chair of the CPL Labor-Management Committee (LMC), the Automated Materials Handling Planning team, and the BookEnds Training Team.

Lending Supervisor Reggie Rudolph continued serving on the BookEnds training team.

Fine Arts and Special Collections Manager Heather Shannon, along with Librarian Raymond Rozman participated in the IT innovation team meetings regarding a chess-focused project.

Fine Arts and Special Collections Manager Heather Shannon along with Public Services Associate Kalie Boshara attended an exhibition at Zygote Press.

## **CLEVELAND DIGITAL PUBLIC LIBRARY**

### **Summary**

ClevDPL scanned, described, and uploaded; repaired books and flat paper; did ILL; and served patrons.

### **Programs & Exhibits**

Staff participated in professional groups and Main Library meetings. Staff monitored environmental conditions in exhibits, updated exhibits on the touch wall in our space, and addressed physical issues in Main Library display cases.

**Public Service Statistics**

ClevDPL had 81 in-person visitors during May. Staff had 19 two-hour scanning appointments, hosted two class groups, and hosted several planning meetings for the digital chess project. From May 1 to May 30, Google Analytics (GA) reports 8,534 sessions for 6248 users and 123,393 page-views. Search engines delivered 58% of our sessions. Searching in CONTENTdm accounted for 17% of our sessions. Referrals were 5.5% of our sessions. 6.3% of our sessions came through social media. About 15% of sessions were unassigned. 50% of our users accessed our site using desktop computers, and 52% accessed CONTENTdm through mobile devices (2% tablets and 48% mobile).

**Outreach**

Community partners' work in May continued. CDPL collaborated with Playhouse Square staff for a grant-driven volunteer donation/scanning project now up online in the Digital Gallery. Staff worked with Shaker Area Development Corporation to scan their community newsletter *Connection*. A new project with County Archives remains in negotiation. The Cleveland Orchestra scrapbook scanning project continues. ClevDPL had numerous family collections scanned and many local artists scanned their works.

**Collection Development**

As of May 30, 358 images were scanned, 1094 were post-processed and QA'd, and 2232 images were uploaded, many of which were included in multi-image pdfs. The web archives continue to document 44 unique Cleveland and NE Ohio organizations. Scanning highlights include continuing scanning local newspapers, uploading urban planning documents, uploading Cleveland Orchestra scrapbooks, and scanning sheet music.

**ILL**

Statistics from OCLC are one month behind and cover April. CDPL had 91 requests from CPL users for materials from other libraries. Response time by other libraries averaged a 21 day 21 hour turnaround on our patron's requests for books and materials. Partner libraries made 690 requests through OCLC to borrow from CPL and made 16 requests through ALA forms. CPL staff managed a response time for books of four days and three hours. Staff again had ILL requests from incarcerated persons and general researchers using ALA forms. Staff continued to train new hires to do ILL lookups this month.

**Staff Development**

Staff retrained on the i2s Copibook this month. Staff retrained on the KIC Scanner this month to learn how to operate the browser-based scanning software embedded in the scanner.

**Preservation**

As of May 29, preservation did 54 complex and 78 simple repairs on codex books. Staff continued working on an inventory of artwork in the library system. Working with the new Director of Arts & Culture, Tiffany Graham Charkosky, staff continued planning reinstalls of murals at Central Processing, Lorain, and Eastman.

Additionally, enhanced navigation for a staff only interface to a digital art collection in CONTENTdm and updated the MS Teams art management database with new information from special collections files including artist nationality, artist names, accession information, and donor information. Staff installed full digital display for the upcoming Rebecca Law exhibit and enhanced the Joe Balaz display for Asian American Pacific Islander Heritage Month.

**Planning Activities**

Staff continue to plan for art moves and storage of art. CDPL is training new staff and planning for more programming in the fall. Staff participated in the planning for an enhanced display of items from the John G. White Chess Collection. Staff are developing a new workflow for photoduplication of Special Collections materials.

**OHIO LIBRARY FOR THE BLIND AND PRINT DISABLED****Activities**

OLBPD and CPL Financial Services submitted the State Fiscal Year (SFY) 2024 Program Budget Request to the State Library of Ohio (SLO). The State Library of Ohio's Board of Trustees approved federal and state funds for OLBPD during their May 18 meeting. During this meeting, the Director of OLBPD spoke to SLO Board members on how OLBPD uses federal and state monies; progress reports on the audio recording studio and relocation of OLBPD; follow up on migrating to duplication-on-demand and its effect on circulation statistics in SFY2023; and updates on the next generation talking book player and smart speaker app.



The NLS Midlands Regional Conference - which OLBDP is a part of - hosted a hybrid in-person and virtual conference from May 16-18. Conference programs featured service updates from staff at the National Library Service (NLS), as well as presentations on intellectual freedom, collection development and maintenance after migrating to duplication-on-demand, and how artificial intelligence tools could potentially influence operations and services in the future.

SLO prepared a display at the Ohio Statehouse that features federal and state government published documents and photographs from the State Library of Ohio, Library of Congress' National Library Service for the Blind and Print Disabled, and the Ohio Library for the Blind and Print Disabled. Original publications and printed documents and images from digital collections tell the story of how the National Library Service for the Blind and Print Disabled began and progressed over time. Items on display depict the evolution of federal and state level services and collections such as braille books to advances in talking book players from books on phonographic albums, to cassette players and tapes, to today's digital options.

OLBDP staff participated in remote programming and provided information and talks about the service during Cleveland Senior Day on May 25.

The OLBDP adult book club met remotely on May 11 to discuss *It's Not All Downhill From Here* by Terry McMillan.

## **PUBLIC ADMINISTRATION LIBRARY**

### **Programs/Exhibits**

Popular continued to share titles for display outside of PAL.

PAL celebrated Asian American and Pacific Islander Heritage Month with a display in City Hall Lobby. Thanks to Science & Technology, Literature and History Department for sharing items from their collections for the display.

### **Collections**

PAL transferred 21 titles and withdrew 2 titles. The title *Shakespeare garden theatre* / designed by Chas. A.

McGurer, 0009105862024, has been sent to Cleveland Digital Public Library for future scanning and addition to the Digital Gallery.

The following titles have been added to the Digital Gallery:

- *Community Development Planning and Action for the Hough Community: A Report / Prepared by David M. Austin. HN 80 .C6 A98X, 0009120614848*
- *A New Day in Hough: The Hough Area 169th Year Celebration with the Honorable Councilwoman Fannie M. Lewis and Friends: All Day Saturday, May 11th, 1985, From 9 a.m. Until 9 p.m. F 499 .C66 H68 1985, 0009185488005*
- *A New Day in Hough: Celebrating Growth and Progress with the Honorable Councilwoman Fannie M. Lewis and Friends: All Day Saturday, May 9th, 1987, From 6 a.m. Until 9 p.m. F 499 .C66 H68 1987, 0009201266922*
- *A New Day in Hough: Ward 7-- Celebration with the Honorable Councilwoman Fannie M. Lewis and Friends: All Day Saturday, May 13, 1989, From 6 a.m. Until 6:00 p.m. F 499 .C66 H68 1989, 0009185535599*
- *Our Downtown Parking Headache and How We Can Cure It. TL175 .H342 1951X, 0009132312589*
- *Pulaski Plaza Dedication: Program for the Dedication of Pulaski Plaza: Rededication of Pulaski Memorial Cannon / Program Coordinator City of Cleveland John Pilch. F499.C665 P85 1968, 0009951256230*
- *Report of the River and Harbor Committee on the Application of the Lake Shore & Michigan Southern Railway for Authority to Construct Three Bridges Across the Cuyahoga River. TG25.C64 C525 1913, 0009955279337*

- *A Report on the Preliminary Plan for the Hough Community.*  
Cleveland, O.: City Planning Commission, 1957.  
HT 168 .C54 H666 1957X, 0009120610127
- *Summary of the Preliminary Plan for the Hough Community.*  
HT168.C54 H667 1957X, 0009132312522

The following titles have been emailed to Cleveland Public Digital Library as future additions to the Digital Gallery:

- *Civitism: Cleveland City Council's Policy Agenda.*  
0009936633362
- *General Neighborhood Renewal Plan: University-Euclid Area, November 15, 1960.* 0009132316721
- *Heritage of the Tremont Community: Steps Toward a Planned Redevelopment of the Tremont Area.*  
0009938912418
- *The History of Our City: Cleveland.* 0009945460120
- *Leadership Cleveland, East Side Tour Itinerary, October 14, 1987: Broadway, St. Hyacinth, Fleet, Warner/Turner: Area Overview and Brief History, Points of Interest.* 0009945394113
- *Report on Transit Modernization Proposed in Ordinance 2758-45 / [Prepared by Stephen A. Kaufman].* 0009132302333

With the Cleveland Digital Public Library's assistance, the topic headings Cleveland Clinic, Dance Halls, and Maps were added to the Digital Gallery under Public Administration Library.

With Catalog's assistance, links have been added to marc records to connect with titles located in the Digital Gallery.

On May 26, the Cleveland Landmarks Commission brought down binder years 2013, 2016 and 2017 for scanning.

**Reference Questions Unique to PAL**

- Staff assisted a patron searching for Erie Street Cemetery information.
- Staff provided patrons with ordinances concerning use of gas grills, minor curfews, and mini-bikes.
- Staff shared ordinance and a newspaper article from PAL subject file with patron researching City of Cleveland Department of Aging.
- Staff assisted patron with information concerning the 2000 ballot.
- Staff assisted patron with information from City of Cleveland Department of Recreation Annual Reports concerning amateur baseball.

**Outreach**

On May 10, PAL hosted a Lunchtime Knitting Circle. PAL received a generous donation of yarn from Outreach and Programming for projects.

On May 25, Cleveland Public Library hosted a Senior Day vendor table. Thanks to Outreach and Programming Services Department for providing the colorful pillboxes as swag. Seniors mentioned how much they enjoyed reading. There were inquiries concerning Libby instructions.

**Staff**

David Furyes participated with the 2023 Depository Library Council (DLC) Virtual Meeting Conference by watching various recordings of presentations, along with supplemental webinars. The Federal Depository Library Program (FDLP) is in a transition period by moving to a fully digital platform and the conference helps by keeping dialogue open and informing changes to be implemented.

**Issues/Concerns**

PAL had a leak on May 22 in the hallway aisle leading to the Law Department. The ceiling inside of the aisle entrance will be repaired in the future.

## ARCHIVES

### **Presentation**

On Friday, May 5, Archivist Melissa Carr assisted John Skrtic, Chief of Special Projects & Collections, in giving a presentation to students in the Encore 55+ Learning program at Cuyahoga Community College (Tri-C) at the Western Campus in Parma. The Encore program offers a wide range of educational experiences for older adults, including guest lectures. Mr. Skrtic and Ms. Carr gave a 45-minute presentation on the Library's history to around 40 students. Accompanying the presentation was an annotated PowerPoint presentation with over 100 images of the Library's locations, collections, activities, staff, directors, and trustees, most of which are from the Archives. The students responded positively to the presentation, and Mr. Skrtic and Ms. Carr were invited to return in the fall to give the same presentation to students at the Eastern Campus.

During the portion of the presentation devoted to the Library's adult education programs, Ms. Carr read the class the following quote, which was written in a *Plain Dealer* article on May 5, 1925, honoring the opening of Main Library:

"A modern public library performs particularly intimate functions for its community. It is a great educational institution which confers blessings but no degrees, whose courses are all elective, whose students are never graduated because the pursuit of knowledge is unending, whose classes are open alike to the humblest and the proudest – an institute of democracy which recognizes no social distinctions but caters to everyone according to his thirst for knowledge."

### **Digitizing**

In response to a research request from a patron regarding former Library staff member Hazel K. Mayborn, who died in 1923 at the age of 28, a list of the items relating to the Library's former Perkins Branch that are currently available on the Digital Gallery was shared with Chatham Ewing of the Cleveland Digital Public Library, and Preservation Assistant Gloria Massey created a collection for them on the landing page for the Library's History and Archives collection page, along with those collections for other Library branches.

This new collection will enable patrons and staff interested in the history of Perkins Branch to easily access relevant material on the Digital Gallery.

### **Exhibit Cases**

Support was provided to Special Projects Manager Michael Ruffing on Thursday, May 25, during the day-long installation of the two large, museum-quality exhibit cases that were specially designed for the John G. White Reading Room in Special Collections. The cases - which are large enough to display oversize materials such as folio volumes - were created through a collaboration between Casewerks, LLC, of Baltimore, and their manufacturing partner, Vitringen- und Glasbau REIER GmbH of Lauta, Germany, and it was a generous gift made by an anonymous donor that enabled the Library to purchase them. The cases were delivered to the Main Library loading dock on Wednesday, May 17; on May 25, Bill Beitel and Shane Beitel - a father-son team - of Casewerks, LLC, traveled to Cleveland to unpack the two crates, bring the cases up to the third floor via the freight elevator, and install them in the room. The cases, which weigh around 800 pounds each, were designed to be the maximum size that would fit in the Library's freight elevator, and the operation was challenging. The installation went smoothly, and the cases are in place and awaiting their inaugural display of Library treasures.

### **Physical Space**

An intermittent high-pitched whistling noise has been heard in the Archives over the past several weeks, and an issue with the HVAC system has been discovered. Maintenance Mechanics Mike Parker and Mike Ucic have investigated the issue and will need access to a ceiling panel, which is currently partially blocked by one of the 15-drawer map cases that houses some of the Library's architectural drawings. The map case - which is extremely heavy - is scheduled to be moved out of the way during the month of June to allow the repair to be performed.

### **Internship in the Archives**

Graduate student Naomi Langer has successfully completed her internship in the Archives.

**ARTS AND CULTURE**

Director of Arts and Culture Tiffany Graham Charkosky continues working with various CPL departments to ensure a successful and accessible opening of the 2023 See Also artwork installation. This year's project, by Rebecca Louise Law, will take place in Brett Hall and open to the public on June 10, 2023. It will remain on display through May 2024. As part of this effort, Ms. Graham Charkosky has launched a Docent Program, which seeks volunteers to greet visitors to this exhibition.

Public Services Manager Maria Estrella hosted an art exhibition by students from Anton Grdina School in partnership with artist Julius Lyles at Garden Valley Branch on May 26, 2023.

Four sculptures by Brazilian artist collaborative Toco Oco will be on display outside Main Library starting in June 2023. They are part of a larger project featuring a total of sixteen sculptures that will be around downtown.

Artworks designed by three patrons from the E. 131 Branch under guidance of artist Kameelah Janan Rasheed were approved by the artist and sent for fabrication. These will be installed using grant funding secured by FRONT International at the Hough Branch in late summer 2023.

John Carroll University is funding the installation of a mural in the Children's area at Rice Branch that will activate this area within the branch. The project is scheduled for completion in August 2023.

*Dialogue*, a former See Also project, was inspected by Republic Anode Fabricators, the company that built the sculpture in 2017, and they have provided a quote for refurbishing this artwork for installation in the greenspace outside the new Woodland Branch. An Art Wall will also be installed at this location.

Ms. Graham Charkosky has built partnerships with MetroHealth and artist Amber Ford to do art programming at the Fulton Branch in July, which will result in artwork that can be displayed at the branch and a mural design for the Art Wall at South Brooklyn. She has also met with the Distinguished Scholar of Public Humanities

Erin Benay from Case Western Reserve University to begin developing a series of programs to take place at the Langston Hughes Branch in 2024.

Along with Director Felton Thomas, Chief of External Relations and Development Shenise Johnson Thomas, and Director of Development Tracy Martin, Ms. Graham Charkosky shared a presentation to the Mellon Foundation regarding the Art for Justice project being developed. This project was recommended to be presented to their staff in January 2024.

### **BRANCH NARRATIVES**

**D1 Eastman** - (Closed for FMP) Librarian Feliciano attended virtual training Kicked Out by Ryan Dowd. Ms. Feliciano represented the library at Wilbur Wright's End-of-School Family Festival by tabling with library resources including Cleveland READS and assisted at the Midpoint celebration. Manager Lauver assisted with Public Services interviews.

**D1 Lorain** (Closed for FMP) - Newly hired Manager Steward toured the refurbished Lorain Campus and began preparations for the June ribbon cutting ceremony.

**D1 Rockport** - Great Lakes Science Center's STEM programming taught youth about engineering, friendly competition, and how the heart pumps blood. In celebration of May the 4<sup>th</sup> Be With You Day, patrons enjoyed crafts to make masks, finger puppets, Star Wars movies and a display of books sent from departments at Main. Comic Book Day included free comics, a scavenger hunt, superhero movies, cape wearing, and create-your-own comic-book craft.

**D1 Best Buy Teen Tech Center (BBTTC)** - A new Career Pathways cycle started in collaboration with the Grammy Museum for Grammy Camp Weekends where youth learn about audio engineering, songwriting, and vocal performing from LA professionals. Best Buy volunteers from retail locations returned to the space every third Tuesday to offer studio 101 programs. Manager Pappenhagen conducted outreach to Riverside School to teach students about Tinkercad and 3D design.

**D1 Walz** (Closed for FMP)



**D1 West Park** - The branch hosted West Park Kamm's Neighborhood Development's community engagement meeting and the Cleveland Police Commission's community meeting. A news spot aired with Josh and Maria Cribbs. Notable programs included, A Poem for Cleveland, Legal Aid at the Library, Free Comic Book Day, Paint Cleveland History, Fancy Nancy Day, Therapy Ponies, and Paper Airplane Day. Librarian McCuan visited six local schools and daycares for Story Times and after school programs and volunteered at the Midpoint celebration. Manager Lykins completed NEO-RLS Leadership Academy.

**D2 Brooklyn** (Closed for FMP)

**D2 Carnegie West** - Six pre-school classes visited from Urban Community School for story and playtime. Joseph M. Gallagher third graders came for books and play while their teacher picked up classroom support material. Manager Guinther met with The Music Settlement's Center for Early Childhood to discuss programming and collaboration and volunteered for Ohio City Incorporated's annual evening fundraiser.

**D2 Fulton** - Fulton hosted a 100<sup>th</sup> anniversary celebration for Disney. Pictures were taken with Mickey and Minnie Mouse. Library Assistants Austin and Simone held a Cinco de Mayo program and a Mother's Day Flower Bomb craft. Manager Barrett led a presentation for OhConnect, presenting CPL resources to local school librarians and media specialists.

**D2 Jefferson** - Tremont Montessori classes spun the prize wheel for their Cleveland READS recognition while staff continued to share books and support students on their final research projects. Librarian Grasso participated in the Art Night at the school. Public Services Generalist Lee completed the spring acrylic painting series. Manager Capuzzo led the monthly Think & Drink Book Club and Public Services Associate Konkoly presented on behalf of the Multicultural ERG during the staff Town Hall.

**D2 South Brooklyn** - Librarians Rivera and Torres conducted a May the 4th Be with You program on Star Wars Day. Participants made light sabers and character puppets. Library Assistant Cruz conducted a Youth Art Exhibition series which had weekly art projects leading

up to a library art exhibition. Librarian Rivera began her new position as South Brooklyn's Manager.

**D2 South** - A South Campus Little Seed Library was created. Manager Deplet contacted seed vendors, including Steelyard's Home Depot, Burpee, and Petitti Garden Center. In our search for funders to create a dedicated Maker Space area in the building, a call to the local Family Foundation gave the opportunity to talk to pitch the idea to the Foundation's president.

**D3 Garden Valley** - Garden Valley's youth team designed the children's bulletin board display titled "Reading Gives You Superpowers". Library Assistant Burks visited Rainbow Terrace Daycare for Story Time outreach. Librarian Csia conducted Story Time outreach at I Learn and Play Enrichment Center. Ms. Csia also facilitated the Paper Rocket Flyers program.

**D3 Hough-** The Cleveland Housing Court Neighborhood Kiosk Grand Opening Celebration occurred. Youth staff French and Young attended the Mary B Martin Annual End of Year Health Fair, to share about library services and programs, Cleveland READS, and register participants for library cards. Hough hosted the St. Martin de Porres work study students on Presentation Day. Each student gave a synopsis of their experience working for the Cleveland Public Library.

**D3 MLK** - MLK welcomed back Librarian Margerum. Ms. Margerum and Library Assistant Eubanks visited Sweet Kiddies for weekly Story Times. They hosted a booth at Ginn Academy's Health Fair to speak to high schoolers about Cleveland READS, databases, and other library resources and services. MLK Galleries hosted an exhibit from Scott Goss Studios.

**D3 Sterling** - Librarian McCord conducted Story Times at Brightside Academy, BSM Childcare, Family First Childcare, and the YWCA. Public Services Associate Gee visited the third-grade class at Alfred Benesch School with the Cleveland READS prize wheel. Manager Rudzinski attended the Cleveland Third District Police Safety, Cleveland Central Promise Advisory Board, Central Collaborative, and Central Neighborhood MyCom meetings. Manager Rudzinski hosted a table at the Community Baby Shower presented by the Western Reserve Chapter of The Links, Incorporated. Manager Rudzinski distributed 100

new board books to expectant families at a St. Vincent Charity Health Campus event.

**D3 Woodland (closed for FMP)** - Librarian Smith conducted two Story Time sessions at the Catholic Charities King Kennedy Head Start. Manager Estrella attended the Association for Library Service to Children's Board meeting and the Transition Planning/Move Management meeting. She also joined Manager Barrett during the Reel Abilities virtual discussion by the Curb Cut Collective Employee Resources Group.

**D4 East 131<sup>st</sup> Street** - Staff hosted Ideastream for the Ready Jet Go! Program, an introduction to jet propulsion. Youth participated in several Express Yourself workshops. The branch hosted Andrea Boyd for a Financial Literacy Workshop, focusing on car buying. Manager Greenwood and staff assisted patrons in the creation of paracord survival bracelets.

**D4 Fleet** - City Music conducted an after-hours Community Conversation for 12 patrons, with live music and refreshments, to become more active in the Slavic Village community. The Fairmount School of the Arts provided a free dance performance for 27 patrons, to invite families to their classes.

**D4 Harvard-Lee** - Librarian Woodman and Library Assistant Moore conducted two Story Times for 55 students at Whitney Young School and distributed 10 Take n' Make crafts. Public Services Generalist Kulcsar conducted a LittleBits MakerLab for five patrons. Public Services Generalist Draheim visited Harvard Gardens Senior Living to show historical photos of Lee-Harvard. Manager Schmidt hosted a book club with four adults, and volunteered at the Cleveland READS midpoint event. Manager Schmidt and Tracy Martin met at the branch with Jewish Volunteer Network to further their corporate sponsorship of Cleveland READS. Librarian Woodman attended the Virginia Hamilton Conference on Multicultural Literature for Youth in Kent.

**D4 Mt. Pleasant** - The Mt. Pleasant Housing Court Kiosk had an opening day celebration, with 30 community partners, patrons, and library staff in attendance. A new collaboration with Birthing Beautiful Communities started a program called Mommy Breaks, to provide

parents with postpartum support led by trained nurses and social workers.

**D4 Rice** - Public Services Associate Bolton and Librarian Johnson conducted a Mothers' Day program, Make Your Own Fragrance, with 15 children making gifts. The Final Family Literacy Night, with the Harvey Rice Wraparound School, Cleveland READS, and WKYC, engaged youth and families in activities including reading, logging, and winning prizes for Cleveland READS.

**D4 Union** - Library Assistant Johnson held two virtual Story Times with Step Forward and conducted school visits with five classes at Village Prep, three classes at Miles Park, and one class at Nathan Hale. Branch Story Times were attended by Kings Kids Day Care, and three 1st grade classes from Village Prep who received library cards. After school, Union hosted three coding sessions with UB Tech kits, and Uno tournaments. Union staff helped the youth make Mother's Day crafts and started an outside garden.

**D5 Addison** - Manager Means and youth staff Clark and Malinoski completed Youth Opportunities Unlimited training. Manager Means met with Big-Hearted Blooms to provide programming to Eliza Bryant Village. Public Services Generalist Smith visited 36 residents at Eliza Bryant Village. Librarian Malinoski conducted Story Times at Wade Park Elementary and Daniel E. Morgan, with themes of Arab American and Asian American & Pacific Islander Heritage months, and a Story Time at Superior Academy with the theme of colors.

**D5 Collinwood** - Weekly Story Times were held at Key 4 Kids and East Clark School. Library Assistant Jefferson prepared activities for the Memorial School Art Walk for students. Manager Peak attended virtual meetings with MyCom and Cuyahoga County Glenville Collab and enjoyed the Fifth District Pancake Breakfast. Manager Peak won the 2023 Naomi Women of Distinction Award.

**D5 Glenville** - Manager Roth and (Woodland) Librarian Smith conducted programs including abstract painting, button making, Free Comic Book Day, superhero scavenger hunt, matchbook comfort boxes, and DIY Journal Kits. Librarian Smith visited the kindergartners at Stephanie Tubbs Jones School for Story Time. Manager Roth and Tracy Martin met with daughters of Barbara Margolis, a

young patron at Glenville in the 1930s, to discuss how their donation of over \$3,000 may be applied to exterior designs in 2024. Library Assistant Baldwin was promoted to Public Services Associate.

**D5 Langston Hughes** - Librarian Busta-Peck presented Story Times at Wilson Elementary for two kindergarten and two 1st grade classes. Library Assistant English participated at Career Day for Mary M. Bethune and spoke to K-8 students. Librarian Busta-Peck attended the Virginia Hamilton conference on Multicultural Literature for Youth in Kent. Manager Bradford attended the Saint Martin de Porres Presentation Day. The Cleveland Clinic offered their Employment Tool series.

**D5 Memorial-Nottingham** - Librarian Tully and Library Assistant Benton hosted Free Comic Book Day, Career Day for Teens and Young Adults, Children and Money, and Spring Showers-May Flowers. Mr. Tully attended Memorial School's Art Show, promoting summer programs and Cleveland READS. Mr. Tully met with Ms. Hindman from Cleveland Metroparks to solidify a summer programs partnership. Manager Moncrief Robinson and Mr. Tully hosted a human trafficking awareness event in Lake Shore Auditorium for Stay Summer Safe in Collinwood week, with MyCom and Strong Hands United. The branch offered Pound Unplugged for Mental Health Awareness Month, Take n' Make crafts, and Poem for Cleveland with Poet Laureate Ray Mcniece for adults. Manager Robinson attended the City of Cleveland Senior Day event. Mr. Fillinger attended the Waterloo Merchants Meeting.

### **DIVERSITY, EQUITY AND INCLUSION**

During the month of May, the Director of Diversity, Equity and Inclusion (DEI) Ashley Boyd has engaged in and/or championed the following, as CPL strives toward operating with excellence:

- Facilitated May 2023 Townhall meeting (updated from all 6 ERGs)
- Meeting with E. M./Outreach and Programming
  - Planning - Pride Month: Author George M. Johnson

- o Project Coordinator A.L. will assist with event planning
- Posting of DEI Coordinator position to support CPL's D.E.I.A.B. initiatives.
- Member of the Employee Engagement committee - discussions included: employee appreciation & engagement, DEI, staff development & training.
- Oversight- Multicultural ERG. Participated in the Cleveland Asian Festival, promoting Cleveland Reads initiative.
- Meeting and planning w/Director to discuss incorporating a Land Acknowledgement within CPL's practices.
- Meeting w/Director to establish ASL interpreting services for community events, as needed.
  - o Relationships have been established with: Cleveland Hearing & Speech, Purple Interpreting Services, Bridges and Sorenson.
- Meeting w/TM of External Relations to discuss grant opportunity - "Black Futures Fund"
- Conduct Investigatory meetings with C.J./HR re:
  - o SP complaint
  - o RW complaints
- Continued to review HR policy w/DEI recommendations, as needed.
- Oversight - Latinos Juntos ERG, planning- Puerto Rican Day Parade & Hispanic Heritage Month.
- Planning - DEI strategy (transgender restroom usage - all branches/question has been raised from CPL employee).

- Planning - DEI strategy (resource from Director Felton "Excellence in DEAI")
  - Resource review - Excellence in DEAI (American Alliance of Museums)
- Oversight - Women's ERG, planning - Menstrual Equity trial. 1<sup>st</sup> meeting with branches scheduled June 6.
- Planning-Pride Month (June) Rainbow Readers ERG events:
  - Pronouns 101 Lunch and Learn - June 1<sup>st</sup> presenter Rae Jackson (LGBTQ Center of Greater Cleveland)
  - Pride in the CLE parade - June 3<sup>rd</sup> (Rainbow Readers Pride Swag will be distributed and June 7<sup>th</sup> event will be promoted at CPL's booth).
  - George M. Johnson - June 7<sup>th</sup>
  - Intellectual freedom and book challenges Lunch & Learn - June 22<sup>nd</sup> presenter Belinda Boon (Kent State University).
- Planning- Juneteenth (Freedom Fest) Black ERG (BERG) June 17<sup>th</sup> event:
  - 1-2pm Book signing and giveaway
    - Dr. Heather Burton *"I'm Single, So What?"* (Christian singles book)
    - Kathi Howard-Primes *"Walking in Ava's Shoes"* (children's book)
  - 2-3pm Book signing and giveaway
    - Astronette Black *"The Crumbs of Life"*.
    - Basheer Jones *"A Journey to Leadership"*
    - \*Florenza Lee *"Manny & Tutu"* (children's book) this author will not be in attendance for the signing, but books will be autographed in advance
  - Juneteenth t-shirt and button giveaway

- Participated in CPL website redesign meeting and future planning.
- Planning and exploration: CPL's DEI initiatives and execution:
  - Marketing - publications
  - Outreach and programming - programing (i.e.: "They/You Rock!" fall fashion show)
- Planning - proposed guidelines for staff (how to address transgendered patrons who need directives about restroom usage).
- Meeting with SPS (K.F.) - patron concerns (suicide intervention)

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

##### **CPL FOUNDATION UPDATES:**

- ***Goal: Reach Financial Targets***
  - Continued to advance the Foundation's 2023 financial targets.
    - Met with prospective funders around social and criminal justice program opportunities.
- **Cleveland Public Library Foundation**
  - Hosted Development Committee mtg.
  - Met with The Cleveland Foundation's Black Futures Fund.

##### **Cleveland READS**

- Continued efforts for Cleveland READS, City-Wide Reading Campaign initiatives to reach the goal of one million books and/or minutes.
  - Met with prospective funders to share opportunities for partnership.
  - Assisted in execution of Mid Point event.
    - Coordinated toy distribution in partnership with Northeast Ohio Goodsbank.



- Convened internal stakeholders to plan for new goal to reach 10 million minutes read.
- Coordinated new donation of books from Molina Foundation.

**ADDITIONAL DEPARTMENT EFFORTS:**

- Staff participated in webinars including:
  - ULC Development Professionals: Messaging Around Fundraising Change
  - Met with staff from Ferguson Library (MO) to discuss Friends/Foundation creation and history at CPL.
  - ULC webinar: Focus on Data and Library Impact

**COLLECTION & TECHNICAL SERVICES**

Staff from the Acquisitions, Catalog, and Collection Management Departments continued to assist with the High Demand Department responsibilities during High Demand Librarian Dale Dickerson's leave of absence. Catalog Manager Andrea Johnson assumed responsibility for the Materials Processing Department on May 22 when Materials Handling Supervisor James Clardy was transferred to the position of Logistics and Circulation Manager.

Director of Collection and Technical Services Sandy Jelar Elwell, Collection and Acquisitions Manager Olivia Morales, and Ms. Johnson attended the Ohio Valley Group of Technical Services Librarians (OVGTSL) 2023 Annual Conference virtually.

Collection and Technical Services staff attended the monthly CPL All-Staff Town Hall meeting.

**Acquisitions:** The Acquisitions Department ordered 6,329 titles and 9,790 items (including periodical subscriptions and serial standing orders); received 20,675 items, 975 periodicals, and 110 serials; added 360 periodical items, 38 serial items, 74 paperbacks, and 450 comics; and processed 1,148 invoices and 76 gift items.

Acquisitions Coordinator Alicia Naab collaborated with Manager of Fine Arts & Special Collections Heather

Shannon to coordinate the receiving of several pieces of artwork that were ordered from Zygote Press and personally retrieved by Ms. Shannon.

Ms. Naab worked with Midwest Tapes Processing Support Specialist Mercedes Lopez to confirm that all High Demand and Opening Day Collection accounts were displaying the correct designations on shipping labels and invoices. Some outdated account names were causing trucks of materials to be labeled incorrectly when they were unpacked in the Lake Shore Shipping Department.

Ms. Naab assisted Public Administration Library Assistant Dave Furyes in transitioning to the new notification system of patron interest for OverDrive eMedia titles which was implemented when the Recommend to Library (RTL) feature was discontinued and replaced by the Notify Me feature. Since the automatically created carts consisting of RTL titles that Mr. Furyes had been using to select titles would no longer be available, Ms. Naab assisted Mr. Furyes with setting up new carts based on the patron interest notifications and selection preferences. Mr. Furyes also learned how to utilize this data as well as new patron tagging data in the OverDrive carts to make collection selection decisions.

**Catalog:** Staff cataloged 4,312 titles, including 131 original records and 84 upgrades, created 194 Library of Congress call numbers, added 4,711 items, completed 319 bibliographic quality control transactions, and transferred 208 titles or call numbers for Cleveland Public Library. The Department also added 3,579 titles, made 226 corrections, and performed 132 transfers for CLEVNET member libraries. Librarians handled 140 email and phone requests from Library staff and 253 requests from CLEVNET.

Technical Services Librarian Erin Valentine returned to Lake Shore on May 1. Technical Services Librarian Barbara Satow met with Chief of Special Projects and Collections John Skrtic to discuss some ideas about improving access to the Library's legacy collections.

Technical Services Librarian Celia Halkovich created original serial records for several City of Cleveland Department and Division reports, as well as annual reports of the Detroit Shoreway Community Development

Organization and the Cleveland Community Police Commission. She consolidated separate records for the reports from individual years. The Public Administration Library has been adding various City of Cleveland annual reports and having serial records makes adding new volumes much faster than creating original records for each year. Ms. Satow finalized eight original map records as part of the Embedded Cataloger Project. Ms. Valentine created original records for a Burmese tattoo book and a collection of three 19th century letters written by a Cleveland farming family.

Ms. Johnson and Ms. Valentine spoke at the CLEVNET Technical Services & Acquisitions SIG meeting on May 16. Ms. Valentine researched and explained how CLEVNET member libraries can increase the number of records to be included in the Physical Items Reports. Ms. Johnson gave an update on staffing and upcoming changes in Collection and Technical Services. Catalog Librarian Perry Huang and Ms. Satow attended the meeting.

Ms. Valentine attended a public forum about proposed terms for the Association of College & Research Libraries Rare Books and Manuscripts Section Controlled Vocabulary for Rare Materials Cataloging on May 10. Mr. Huang and Ms. Valentine attended The Northern Ohio Technical Services Librarians (NOTSL) spring general meeting Migration in Motion: Managing Expectations on May 19. Ms. Valentine took the meeting minutes and assisted with running the meeting in her role as NOTSL Secretary. Mr. Huang attended the Lunch & Learn session "The Asian Diaspora in the U.S. & Building Cultural Understanding" on May 23. He continued to attend the regular Cultural Diversity Employee Resource Group meetings.

**Collection Management:** Collection Management selected 2,087 titles and 7,455 items in May and spent slightly over \$156,828 on physical materials.

Collection Management distributed the 2023 weeding list schedule to Branch Managers.

Collection and Acquisitions Manager Olivia Morales attended the Chronicle Books Fall 2023 Virtual Showcase, the Northeast Ohio Regional Library System (NEO-RLS) workshop "HR Stuff Every New Supervisor Should Know: Having a Solid Legal Foundation," and the "Manager's

Round Table, Navigating the Workplace" presented by the Human Resources Department.

**High Demand:** The High Demand Department ordered 1,275 titles and 8,575 items; received 4,773 items; added 5,937 items; and processed 347 invoices.

**Materials Processing:** The Materials Processing Technicians processed 12,061 items for the month.

**Shelf/Shipping:** The staff of the Lake Shore Shelf/Shipping Department sent 12 items to the Main Library for requests and 70 items to fill holds. The Main Library received 109 telescopes, the Branches received 165 telescopes, CLEVNET received 39 telescopes, CSU received 1 telescope, and CWRU and Tri-C each received 2 telescopes. A total of 318 telescopes were shipped out. The Technicians sent out 329 items of foreign material and in total 10,429 new items were sent to the Acquisitions and High Demand Departments.

## **OUTREACH & PROGRAMMING SERVICES**

### **OUTREACH**

Outreach and Programming Services (OPS) hosted a table at the City of Cleveland's Senior Day Celebration at Public Auditorium on May 25th. Marina Marquez, Manager of The People's University, and DiFranco Barnes, OPS Coordinator, engaged with thousands of seniors and registered twenty-one for the Cleveland Reads challenge, giving away two thousand books before noon. Twenty-one seniors registered for the Cleveland READS challenge.

Led by the Cleveland Reads Programming Committee, Renee Timberlake (United Way of Greater Cleveland), Jessica Gift, Kaniece Williams (City of Cleveland), Erica Marks, Charles Byrd, Marina Marquez, Shayla Boyce, DiFranco Barnes, Alexander Leonard and Bernadette Lemak (Cleveland Public Library), the Cleveland READS Midpoint Celebration was held on Friday, May 12th, 2023, at Public Square. Cleveland Reads distributed 2,500 toys, and 1,650 books, with almost 2,000 attendees and Cleveland Reads participants in attendance. The Cleveland Public Library Book Box was on the scene, with food trucks, balloon twisting, local community vendors, and award-winning authors Jerry Craft and Justin A. Reynolds, a Cleveland Native. Jerry Craft and Justin

Reynolds presented the importance of reading and their new titles: School Trip and House Party, scheduled for a June release. Attendances received a free autographed copy of School Trip by Craft and Shot Clock by Reynolds while supplies lasted.

**Cleveland READS May 2023 Metrics:**

Books Read: 186,196  
 Minutes Read: 23,605,369;  
 Readers: 17,026;  
 Books Distributed: 186,196

**YOUTH**

Young Scholars' Academy (YSA) is a kindergarten readiness program for scholars and their parent(s) or other adult family members. The lessons are based on the Ohio Department of Early Learning and Development Standards for Language and Literacy. They are engaging for scholars while providing parents with researched-based tips that support learning opportunities at home. Sessions are offered online via Zoom or in person at two CPL branches. Currently, 30 families are registered to take part from June 13th through August 12th.

FamilySpace, a neighborhood hub designed specifically for families with young children, is open at Hough Campus and Carnegie West Branch during accommodating times for each community. Family Space is a community-driven initiative providing families with the resources to raise happy, healthy children. The goal is to create a safe and accessible space where families can play, learn, and grow together. FamilySpace is funded through a generous investment from Cuyahoga County's Invest in Children and United Way of Greater Cleveland.

Hough FamilySpace visitors: 15

Carnegie West visitors: 24

Express Yourself Workshops, facilitated by licensed Art Therapy Studio Therapists, are available at four branch locations in the community, providing an outlet for creative expression and emotional support for youth. Art therapy, an after-school program at West Park, Hough, East 131, and Sterling Branches, allows students to express their emotions, experiences, and thoughts in a safe and non-judgmental environment. Through creating art, youth can process complex feelings, build self-esteem and resilience, and

develop coping skills that students can apply daily. Express Yourself Workshops concluded at each participating location on May 26th, 2023. Workshops will resume in the fall of 2023.

**ADULT**

LegalWorks, a non-profit organization that provides a wide range of legal services to youth and adults in need, is available at three Cleveland Public Library branches: Mt. Pleasant, Glenville, and Fulton Branch. A fourth location, Woodland Branch, will open in August 2023, providing access to legal services at the Cleveland Public Library Monday through Thursday. LegalWorks offers various services, including advice and counseling, community education, and advocacy. Through this program, experienced attorneys and legal professionals assist patrons with wills, record sealing, child support, driver's license reinstatements, etc.

Legal Aid offers monthly free advice clinics and referrals at rotating Cleveland Public Library locations. Volunteer attorneys and Legal Aid staff assist patrons with money, housing, family, employment, etc. The May Legal Aid Clinic was held at the West Park Campus on Saturday, May 13th, 2023. Langston Hughes Branch will host the next clinic on Saturday, June 10th, 2023.

The Housing Court Kiosk opened its third location at the Hough Campus. Cleveland Housing Court Administrative Judge Judge W. Moná Scott and Cleveland Public Library Director Felton Thomas, alongside Trustee, staff, and patrons, opened the Hough Campus Kiosk on Monday, May 15th, 2023. Housing Court Kiosks provide access and accommodation to Clevelanders unable to travel to Downtown Cleveland. Kiosks are available at the South, Mt. Pleasant, and Hough Branches. A Housing Court Kiosk is scheduled to open at Carnegie West in June 2023. The Main Library had 63 room bookings in May; 53 in LS and u in Main. Total AV requests: 22.

## MARKETING & COMMUNICATIONS

### **EXECUTIVE SUMMARY**

The month of May was a busy one. On Friday, May 12 the Cleveland READS Super Celebration was held at Public Square. This event celebrated the (almost) midpoint of the challenge. Author Jerry Craft was joined by fellow author and close friend, Justin A. Reynolds for a discussion about graphic novels and comic books. Attendees received autographed copies of his latest graphic novel, *School Trip*. A special announcement was made: we made it past 1 million minutes and we're setting our sights even higher with an updated goal of 10 million minutes! Three talented authors joined us for livestreams to discuss their latest books for the Writers Unplugged series. In addition, we had several news interviews with staff to talk about Cleveland READS topics including summer reading, block parties, Writers Unplugged author visits, etc.

Two Neighborhood Housing Court Kiosks were opened at Mt. Pleasant and Hough Campus, expanding reach into the community so patrons can attend hearings without traveling downtown. CMSD students participated in The American Dream: Superheroes in Poetry. The May 19 event was held at Main Library as part of the Humanities Festival and focused on poetry from Langston Hughes and Julia De Burgos in collaboration with CPL Artist In Residence Dr. Raquel M. Ortiz.

The Facilities Master Plan continues to stay in the news and excite residents who are eagerly awaiting openings for the next round of branches. Plans for the June 17 ribbon cutting of the Lorain Campus are coming together and we can't wait to welcome patrons back. Our marketing efforts included media releases, social media and digital (cpl.org, Off the Shelf, community calendars), and printed materials.

### Library Programs & Services

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

**FACILITIES MASTER PLAN:** Work on reimagined branches continues. Patrons enjoy being back at the new West Park Campus, which is featured in Properties Magazine.

Planning is taking place for Lorain Ribbon Cutting, scheduled for Saturday, June 17.

**MEDIA COVERAGE:**

<https://www.bizjournals.com/cleveland/news/2023/05/18/midwest-development-partners-talk-uc-crocker-devp.html>  
[https://www.freshwatercleveland.com/features/The fate of Euclid Beach Motor Home Park 042623.aspx](https://www.freshwatercleveland.com/features/The_fate_of_Euclid_Beach_Motor_Home_Park_042623.aspx)

**CLEVELAND READS:** Library staff and partners continue to promote the yearlong reading challenge on the news and at various community events across the city. Outreach and marketing segments have aired consistently across various news stations including WEWS 5, 19News, and Fox 8, as well as radio ads on Radio One.

This month, our Super Celebration midpoint event took place at Public Square on Friday, May 12. Mayor Bibb spoke to the crowd, as well as authors Jerry Craft and Justin A. Reynolds. Other highlights included a set from 8-year-old Cleveland READS ambassador DJ Lily Jade, free book and toy giveaways, food trucks, and more. We had several news crews onsite.

**MEDIA COVERAGE:**

**19News Segment - Cribbs in Cleveland:**

<https://www.cleveland19.com/video/2023/05/02/get-reading-with-cleveland-public-library/>

**Erica Marks on New Day Cleveland:**

<https://fox8.com/video/new-day-cleveland-cleveland-public-library/8638920/>  
<https://www.clevescene.com/cleveland/cleveland-reads-super-celebration/Event?oid=41922584>

**WRITERS UNPLUGGED:** During the month of May, 3 Writers Unplugged conversations were held. The author discussion series is a companion program to Cleveland READS. Authors were Mary Kubica (May 3), Kimberly Belle (May 18), Liv Constantine (May 31). Listen to conversations here: <https://clevelandreads.com/events/writers-unplugged/>

**MEDIA COVERAGE:**

<https://www.cleveland19.com/video/2023/05/02/writers-unplugged-with-cleveland-public-library/>



**ARTIST IN RESIDENCE, DR. RAQUEL M. ORTIZ:** Dr. Raquel M. Ortiz joined Erica Marks on WKYC to discuss her collaboration with the Library, which includes art and cultural programs to connect with Clevelanders and bring Diversity, Equity, and Inclusion into the Library. Upcoming programming with Ortiz including, youth poetry reading, [The American Dream: Superheroes in Poetry](#) (Friday, May 19) and Family Bombazo which will be an activity at each of the Cleveland READS block parties throughout the summer.

**MEDIA COVERAGE:**

<https://www.wkyc.com/video/entertainment/television/programs/we-the-people/creating-cultural-experiences-for-library-visitors/95-554d3564-d13b-44f7-ae3b-1bf2095d52c3>  
<https://www.broadwayworld.com/cleveland/regional/The-American-DreamSuperheroes-in-Poetry-3817347>

**20 YEARS OF DIGITAL BOOK LENDING:** The OverDrive app was sunset and will be replaced by the Libby app, which will provide all of the same function plus more. This year marks 20 years of digital lending, which was Cleveland Public Library was the very first public library to offer.

**MEDIA COVERAGE:**

<https://company.overdrive.com/2023/05/04/public-libraries-mark-20-years-of-success-for-digital-book-lending/>  
<https://librarytechnology.org/pr/28780>

**FOUNDATION BOARD MEMBER:** Dr. Paul Putnam of the Cleveland Public Library Foundation Board of Trustees was announced as the new President and CEO of the Tree Research and Education Endowment Fund. He will begin in July.

**MEDIA COVERAGE:**

<https://www.the-daily-record.com/story/business/2023/05/22/western-reserve-group-make-personnel-changes/70244037007/>  
<https://landscape-business.com/tree-fund-names-dr-paul-putman-as-new-president-and-ceo/>

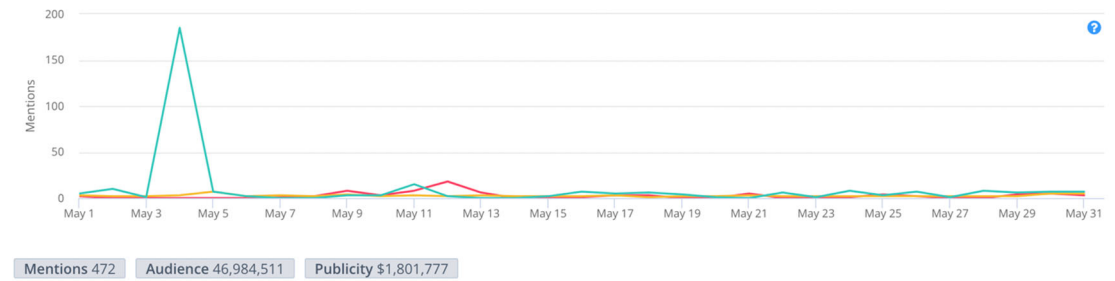
**NEWS 5 TV SPOTS:** As part of a paid campaign, the library had short interviews that were aired on News 5. Topics focused on Cleveland READS and included: books made into movies, summer reading/activities, and seed library.

**MEDIA COVERAGE:**

<https://www.news5cleveland.com/cpl>

**PUBLIC RELATIONS OVERVIEW**

Cleveland Public Library garnered 472 mentions for the month of May reaching more than 46 million via national and local TV news, radio, and online and print.







**SOCIAL MEDIA SUMMARY**

**Broadcasts:** Marketing continues to explore streaming opportunities, conversations, and content that promote learning and timely topics. Popular examples include:

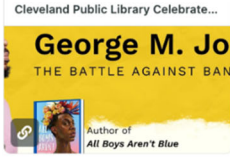



- **Book Drops (recommended reading by CPL)**
- **Board Meeting:** The board meeting was recorded and livestreamed on Facebook for public to view
- **Page Count:** Podcast series belonging to Ohio Center for the Book
- **Writers Unplugged:** Authors in conversation: Mary Kubica, Kimberly Belle, Liv Constantine

Other digital content included storytime videos, footage for news spots, livestream for Writers Unplugged, Board Meeting, and the Book Drops series, photography and videography at the Cleveland READS Super Celebration at Public Square, interviews and photoshoots for Cleveland READS promotional, etc. Throwback posts documenting CPL's rich history continue to be popular. Other content that performed well included announcement of author visit with George M. Johnson in honor of Pride Month, opening of Housing Court kiosk at Hough and Mt. Pleasant, and pictures from the Cleveland READS midpoint event at Public Square.

**Most Popular Posts by Platform:**

<p><b>@Cleveland_PL</b> Tue 5/30/2023 11:26 am EDT</p> <p>The Greater Cleveland Food Bank and the Cleveland Public Library announced that they will again be providing free meals for children this summer. <a href="https://news5cleveland.com/news/local/new...">news5cleveland.com/news/local/new...</a></p> <p>Total Engagements: 109</p>	<p><b>@Cleveland_PL</b> Mon 5/1/2023 11:45 am EDT</p> <p>Court is now in session! Today is a big win for the Mt. Pleasant neighborhood, the Housing Court Kiosk is now available at...</p>  <p>Total Engagements: 94</p>	<p><b>@Cleveland_PL</b> Wed 5/24/2023 11:26 am EDT</p> <p>In honor of Pride Month, Cleveland Public Library and its Rainbow Readers Employee Resource Group (ERG) welcomes award-winning non-binary author and activist George M. Johnson (they/them). Wednesday, June 7 16-8 p.m. at Main Library. <a href="https://cpl.org/cleveland-publ...">cpl.org/cleveland-publ...</a></p> <p>Total Engagements: 57</p>	<p><b>@Cleveland_PL</b> Fri 5/12/2023 6:18 pm EDT</p> <p>I can't get enough of @CLEPublicSquare. The #ClevelandReads Summer Celebration is lit. Party with us until 8pm...</p>  <p>Total Engagements: 48</p>
<p><b>clevelandpubliclibrary</b> Thu 5/11/2023 11:00 am EDT</p> <p>#TBT Mother's Day is May 14th, so our photo this week takes us back to 1936 for a view of men and women marching for...</p>  <p>Total Engagements: 83</p>	<p><b>clevelandpubliclibrary</b> Thu 5/4/2023 11:00 am EDT</p> <p>#TBT Were you there? On July 9th, 1972, an estimated 80,000 to 100,000 people gathered in Edgewater Park to hear The...</p>  <p>Total Engagements: 68</p>	<p><b>clevelandpubliclibrary</b> Mon 5/15/2023 11:48 am EDT</p> <p>The newest @clehousingcourt Neighborhood Kiosk at the Hough Campus is officially open. Thank you to...</p>  <p>Total Engagements: 58</p>	<p><b>clevelandpubliclibrary</b> Thu 5/25/2023 11:00 am EDT</p> <p>#TBT Today we take a look back at Cleveland flowers of the past with a view of the lush foliage of the Donald Gray...</p>  <p>Total Engagements: 55</p>

**Most Popular Posts (cont'd):**

<p><b>Cleveland Public Library</b> Tue 5/23/2023 5:57 pm EDT</p> <p>In honor of Pride Month, Cleveland Public Library and its Rainbow Readers Employee Resource Group (ERG) welcomes award-winning author George M. Johnson (they/them). Wednesday, June 7 16-8 p.m. at Main Library. <a href="https://cpl.org/cleveland-publ...">cpl.org/cleveland-publ...</a></p>  <p>Total Engagements: 316</p>	<p><b>Cleveland Public Library</b> Sat 5/20/2023 4:31 pm EDT</p> <p>Our library staff transform lives. Stop by the library table today at the Asian Festival! #CAF2023CLE</p>  <p>Total Engagements: 240</p>	<p><b>Cleveland Public Library</b> Mon 5/1/2023 5:00 am EDT</p> <p>The Cleveland Reads Summer Kickoff is the same day as the Lizzo concert? I guess it's about damn time to win ticket...</p>  <p>Total Engagements: 213</p>	<p><b>Cleveland Public Library</b> Thu 5/4/2023 11:00 am EDT</p> <p>#TBT Were you there? On July 9th, 1972, an estimated 80,000 to 100,000 people gathered in Edgewater Park to hear The...</p>  <p>Total Engagements: 198</p>
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**PROPERTY MANAGEMENT**

**Carpenters/Painters**

- LSW- dismantled large art display in the Eastman Reading Garden.
- Assembled 22 new step stools and delivered to branches.

- Moved the Wade Oval Book Box to Rust Belt fabricators for improvements.
- Fulton- pruned overgrown tree that hung over in neighbor's backyard.
- Delivered book box to Eastman branch.

#### Maintenance Mechanics

- Ionization completed at Sterling branch.
- Damper motors replacement on air handler units in branches.
- Filter and belt PM's continued in air handlers in branches.
- Started installation of new air handler and condensing unit for meeting room at Fleet branch.
- LED lamp conversion continues in Main.
- Installed temporary power for refrigerated trailer at Lakeshore for Brett Hall art installation.
- Replacement of chiller compressor started at M.L.K branch.
- Pneumatic controls air compressor at M.L.K branch rebuild completed.
- Eastman Reading Garden fountain placed into operation.
- Eastman Reading Garden irrigation repairs are continuing.
- Lorain branch air handling unit blower replaced.

#### **SAFETY & PROTECTIVE SERVICES**

##### **Safety Services**

5-1-23: Westpark Car into a fence (23-0406).

5-1-23: E 131 First responders notified re shots fired ¼ mile away. Branch conducted controlled entry until LE arrived in area (23-0408).

5-3-23: LSW-EMS to LSW re patron with medical emergency. Transported to Lutheran for further evaluation.

5-5-23: Downtown photo shoots by patrons between 2p-545p, 16 people.

5-17-23: CPD to LSW re Crisis intervention

5-19-23: Main 44 people for photo shoot's

5-19-23: Hough-students from Martin DePorre's

5-19-23: Rice damages to the windows; Glass doctor on scene  
 5-19-23: 911 called LSW for patron with mental health crisis; patron refused emergency services and left on their own.  
 5-21-23: Union-EMS/CPD enroute to investigate alleged runaway.  
 5-23-23: LSW-patron with Medical Emergency; EMS to UH  
 5-24-23: LSW-Special delivery prior to opening from Shelving contractor.  
 5-26-23: CFD to Addison to assist with a lockout.  
 5-30-23: Mt. Pleasant 911 called for fight inside branch; normal operations resumed as combatants left property.  
 5-30-23: Union 911 called for patron experiencing a mental health crisis.  
 5-31-23: Lakeshore-CFD called due to potential smell of smoke (no cause determined by CFD).

**PROTECTIVE SERVICES  
 Activity**

Month	Total Dispatch Activity	Total Alarms	Branch Incidents	Downtown Campus Incidents	Incident Reports Gen.	CPL access activities
May 2023	1433	30	38	40	142	*1396
April 2023	1359	18	73	15	91	79
March 2023	1613	27	72	31	152	47
Feb 2023	1908	26	89	12	107	65
Jan 2023	1485	23	27	15	114	63
Dec 2022	1393	18	20	20	76	39
Nov 2022	1332	19	65	10	96	42
Oct 2022	1490	24	41	9	120	33
Sept 2022	1406	14	38	34	86	62
Aug 2022	1639	6	33	30	80	61
July 2022	1613	9	44	37	103	28
June 2022	1752	19	60	17	75	45
May 2022	2046	19	90	9	109	35

Special Attention, Special Events, and Significant Incidents

5-6-23: School Choice Fair LSW-2  
 5-9-23: WEWS Media event at Mt. Pleasant  
 5-10-23: Josh Cribbs at West Park  
 5-12-23: Volunteer with Cleveland Reads mid-point event  
 5-12-23: WEWS at Collinwood 230p  
 5-13-23: West Park legal aid clinic  
 5-15-23: Hough court ribbon cutting.  
 5-16-23: Media at Main for Cleveland Reads

5-20-23: Cleveland Asian Fest  
 5-20 & 21-23: Cleveland Marathon-road closures impacting downtown  
 5-20-23: Main mainSpecial Emergency Close due to Cleveland Marathon  
 5-23-23: MyCom at Lakeshore

#### Protective and Fire Systems

5-2-23: SA Communale to Lakeshore ¼ fire pump test  
 5-2-23: Kone elevator scheduled to work on LSW elevators  
 5-24-23: SA Communale @ Lorain

#### Administration

5-2-23: Met with FMP transition team  
 5-3-23: Met with Cleveland Reads steering committee.  
 5-3-23: Attend PS managers meeting  
 5-3-23: Met with Staff at Glenville regarding patron with chronic behavioral issues.  
 5-4-23: Met with staff at MLK regarding patron with chronic issues  
 5-22-23: Hyundai steering locks arrived and to be distributed first come first serve.  
 5-31-23: Conference with Fulton manager regarding staff safety.  
 5-31-23: Conference with CPL HR regarding staff accommodation.

***\* CPL Access Activities: On May 9<sup>th</sup>, the S@ system was upgraded and all names (1396) in the system active or retired since 2013 received upgrade.***

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

- Jamie Mason attended mandatory training on Harassment Prevention at LSW on Monday, May 1, 2023
- Jamie Mason, Andy Busch, and Jesse Scaggs attended virtual planning meetings with Logicalis on May 2, 3, 4, 9, 10, 16, 17, 23, 24, 30, and 31 to plan the Microsoft Office365 Tenant Migration. Andover Public Library is set to transition to their new Tenant on June 5, 2023.
- CLEVNET Circulation SIG (Special Interest Group) met via MS Teams on May 10, 2023. Jim Benson and Megan Trifiletti answered questions from the group.

- CLEVNET Technical Services & Acquisitions SIG met via MS Teams on May 16, 2023. Jim Benson and Megan Trifiletti prepared and presented a presentation for the group on 9XX and EDI ordering. They also answered questions from the group.
- Jamie Mason and John Malcolm met in person at the West Park Campus to discuss a plan to remedy CPL-IT related problems currently in CLEVNET's queue, future CPL projects, and timelines for transitioning various tasks from CLEVNET to CPL-IT.

#### Team Activities:

##### SOFTWARE

- CLEVNET Library Systems and Applications staff continued to monitor the issue of electronic resources temporarily disappearing from the Online Public Catalog ("Enterprise") on occasion. They are continuing to work with SirsiDynix Support for solutions.
  - The test server was successfully upgraded from version 5.1.1 to 5.2.1.2. After testing in the new test server environment is completed, we will upgrade the production Enterprise server.
- Jamie Mason and CLEVNET Library Systems and Applications staff met with representatives from SirsiDynix on May 18 and 25. Future enhancements to Enterprise were discussed.

##### SOLUTIONS

- Andy Busch has been promoted to Lead Solutions Architect as of June 5, 2023. He succeeds Brian Leszcz, who left the role in April. We have posted for a Solutions Architect position and actively interviewing candidates.
- Continued meeting with Logicalis to identify issues and plan for Office365 tenant migration.

- Jesse Scaggs created diagram of storage area network design and server enclosures at SOCC (State of Ohio Computer Center)
- Jesse Scaggs performed cleanup and reorganization of H15 server enclosure/rack at SOCC
- Jesse Scaggs created documentation outlining procedures for accessing the SOCC and utilizing the available services
- Andy Busch updated PaperCut system software and adjust some BYOD (Bring Your Own Device) options
- Andy Updatee Automate system software and configurations and remove defunct devices.
- Continued working on transitioning away from LastPass to Bitwarden. Bitwarden is a secure password generator and storage utility. LastPass is now no longer in use or supported by CLEVNET staff.

#### HARDWARE

- Rearranged and deployed PCs at Milan-Berlin Public Library, along with upgrading their hard drives.
- Assisted Euclid Public Library, with the planning of moving some servers to the SOCC.
- Repaired a CPL-wide Cassie outage due to the host server being out of drive space.
- Assisted Euclid Public Library in uninstalling and reinstalling Cortex on multiple notebooks that were offline for an extended period.
- Configured a new notebook onsite for Shaker Heights Public Library.
- Created and implemented two new Virtual appliances in Umbrella (OpenDNS) for Perry Public Library to



update their filtering method and made the required changes in Automatic IP Addressing.

- Newton Falls Public Library staff PC deployment.

#### NETWORK

- Installed network equipment at CPL Lorain Campus.
- Installed two access points at CPL South Campus.
- Installed eight access points at Elyria Central Branch.
- Upgraded network switch at Huron Public Library.

#### Executive Panel Updates:

- Panel met May 8 and 22. Panel's primary business this month was updating the Operating Procedures to reflect the proposed new structure of the Chief of CLEVNET as well as the Senior Director of CLEVNET and the new titles of those positions.

#### **PUBLIC COMMENT**

Ms. Rodriguez acknowledged Steve Katonovic who attended today's Board Meeting. Mr. Katonovic shared his thoughts on banned books; nostalgic and historical technology; courtesy phones and single occupancy restrooms in the Library; and recycling paper towel waste.

After thanking Mr. Katonovic for his comments, Ms. Rodriguez adjourned the Regular Board Meeting at 1:11 p.m.

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Maritza Rodriguez  
President

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Thomas D. Corrigan  
Secretary

## GIFT REPORT FOR MAY 2023

**LIBRARY SERVICE MATERIALS**

DESCRIPTION	QUANTITY	
	Month	Year to date
Books	988	4,573
Periodicals	77	370
Publishers Gifts	0	2
Non-Print Materials	156	822
<b>Total Library Service Materials</b>	<b>1,221</b>	<b>5,767</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
Building & Repair Fund	Restricted	\$ 0	\$ 900,000
Library Fund	Restricted	95	2,444
Young Fund	Restricted	0	12,988
Founders Fund	Restricted	0	83,750
Judd Fund	Restricted	0	69,107
Lockwood Thompson Fund	Restricted	106,792	106,792
Early Literacy	Restricted	6,107	43,592
Tech Centers	Restricted	0	10,000
<b>Total Money Gifts</b>		<b>\$ 112,994</b>	<b>\$ 1,228,672</b>

**SUMMARY**

CATEGORY	DONORS		QUANTITY	
	Month	Year to date	Month	Year to date
Library Service Materials	29	103	1,221	5,767
Technology Resources	0	0	0	2
Money Gifts	5	45	5	52
<b>TOTAL GIFTS</b>	<b>34</b>	<b>148</b>	<b>1,226</b>	<b>5,821</b>

**THE STATE LIBRARY OF OHIO  
COLUMBUS, OHIO  
43201**

**LSTA  
CFDA 45.310  
RESOURCE SHARING PROJECT  
FUNDED WITH FFY 2022 CARRYOVER FUNDS (PROJECT # D-9-23)  
AND FFY 2023 FUNDS (PROJECT #D-3-24)  
IMLS**

**AGREEMENT**

**Ohio Library for the Blind and Print Disabled**

**State Fiscal Year 2024**

THIS AGREEMENT, made and entered into this 25th day of May, 2023, between THE STATE LIBRARY OF OHIO, hereinafter referred to as the STATE LIBRARY, and the BOARD OF TRUSTEES OF THE CLEVELAND PUBLIC LIBRARY, hereinafter referred to as the LIBRARY,

WHEREAS, it is the policy of the STATE LIBRARY to assure the provision of excellent library service to every resident of the State of Ohio; and

WHEREAS, due to the need for specialized materials and equipment to provide library services for blind and physically disabled residents, individual libraries cannot provide such services; and

WHEREAS, the LIBRARY has been designated by the Library of Congress as a Regional Library for the Blind and Physically Handicapped, and the STATE LIBRARY has concurred in this designation; and

WHEREAS, the STATE LIBRARY has designated the LIBRARY as its agency to provide services for those blind and print disabled readers who are eligible for the service, and who reside in any of the 88 counties; and

WHEREAS, the services are necessary and valuable to the blind and print disabled residents of Ohio, and

WHEREAS, such library service is one within the purposes of the law,

NOW THEREFORE, for and in consideration of the mutual undertaking and covenants of the parties as herein set forth, and for other good and valuable consideration, the receipt and sufficiency of which are mutually acknowledged, the parties do hereby agree and covenant as follows:

THAT the LIBRARY shall be administered in the following manner:

Part A

1. The CLEVELAND PUBLIC LIBRARY shall administer the program in accordance with the Annual Plan of Service (Appendix A) and the budget submitted to the STATE LIBRARY as outlined in Appendix B attached to this Agreement. The Cleveland Public Library will serve all 88 counties in Ohio.
2. The CLEVELAND PUBLIC LIBRARY will submit quarterly narrative and financial reports to the STATE LIBRARY by the 15th day of the months of October 2023, January 2024, and April 2024. A termination report will be submitted no later than July 15, 2024 and a close-out financial report will be submitted no later than September 15, 2024. The narrative reports shall describe the activities carried out toward reaching the goals of the project.
3. Staff of the State Library shall visit the CLEVELAND PUBLIC LIBRARY during July 2024 to review the program with personnel of the CLEVELAND PUBLIC LIBRARY. This review shall be based upon the annual budget and plan of service. The STATE LIBRARY shall furnish a written report of this evaluation.
4. The CLEVELAND PUBLIC LIBRARY will work with the State Library by providing publicity, training, monitoring and evaluation of the CLEVELAND PUBLIC LIBRARY.

Part B

The STATE LIBRARY shall:

1. Pay the LIBRARY for expenses for the period of July 1, 2023 - June 30, 2024 an amount not to exceed \$1,508,194.00. Up to \$150,000.00 shall be paid from FFY 2022 LSTA carryover funds, up to \$84,000.00 shall be paid from FFY 2023 LSTA funds, and up to \$1,274,194.00 shall be paid from Fund 5GB0 from ALI 350-605.

Payment shall be made as follows:

\$125,683.00	Fund LSTA	July 2023 or upon signing of this agreement by both parties.
\$108,317.00	Fund LSTA	August 2023
\$17,364.00	Fund 5GB0	August 2023
\$125,683.00	Fund 5GB0	September 2023
\$125,683.00	Fund 5GB0	October 2023
\$125,683.00	Fund 5GB0	November 2023
\$125,683.00	Fund 5GB0	December 2023
\$125,683.00	Fund 5GB0	January 2024
\$125,683.00	Fund 5GB0	February 2024

\$125,683.00	Fund 5GB0	March 2024
\$125,683.00	Fund 5GB0	April 2024
\$125,683.00	Fund 5GB0	May 2024
\$125,683.00	Fund 5GB0	June 2024

FFY 2022 federal funds will be encumbered by September 30, 2023 and disbursed by October 31, 2023.

Dollar amounts reflected above for disbursement should be read as potentially "up to" the amount listed, as the final State budget has not yet been released as of this contract's drafting. The State Librarian, at her discretion, may negotiate the percentage of state funds to be received each quarter by the LIBRARY.

#### Part C

The LIBRARY SHALL:

1. Make available services outlined under provisions of its annual plan of service for blind and physically handicapped readers as approved by the STATE LIBRARY.
2. Provide to the STATE LIBRARY quarterly financial reports and three narrative reports against the approved plan of service and budget. Fiscal reports must be submitted in reporting format required by the State Library.
3. Provide to the STATE LIBRARY no later than September 1, 2024 a financial and narrative report of all receipts and expenditures incurred pursuant to the implementation of this agreement.
4. Recommend policy for the program to the STATE LIBRARY.

#### Part D

Conditions:

1. Any special grants or gifts from sources other than the STATE LIBRARY shall not be deducted from the LIBRARY's appropriation as set out in Part B, Section 1 and may be used to further the implementation of the annual plan of service.
2. Any changes either in the operating budget or in the service in general from the approved annual plan of service shall be approved in advance in writing by the STATE LIBRARY.

3. Funds received by the LIBRARY from the STATE LIBRARY under this agreement shall be designated for the LIBRARY and shall be expended pursuant to the provisions of the attached plan of service. FFY 2022 federal funds must be disbursed by October 31, 2023 and FFY 2023 federal funds and SFY 2024 funds must be encumbered by June 30, 2024 and disbursed by August 31, 2024. Any funds not expended shall be returned to the STATE LIBRARY. Said plan of service may be updated or otherwise amended by mutual agreement between the LIBRARY and the STATE LIBRARY to meet ongoing program needs.
4. All receipts and expenditure relating to this program shall be subject to audit. The CLEVELAND PUBLIC LIBRARY agrees to submit to the STATE Library within 30 days from the date the report is issued, one copy of its audit report for each fiscal year which includes any part of this project period.
5. This agreement is subject to annual review by the parties hereto.
6. It is expressly understood and agreed to by the parties that none of the rights, duties, and obligations herein shall be binding on either party, until all statutory provisions of the Ohio Revised Code, including but not limited to section 126.07, have been complied with and until such time as all necessary funds are available or encumbered.

In the event the state and/or federal funds included in this contract become unavailable to the State Library, the STATE LIBRARY shall modify or cease the terms of this agreement based upon the financial restrictions imposed by the State of Ohio or the federal government.

IN WITNESS WHEREOF, the respective parties hereto have caused this Agreement to be executed the day and year first above written.

PUBLIC LIBRARY

THE STATE LIBRARY OF OHIO



President, Board of Trustees

State Librarian of Ohio  
May 25, 2023

Approved by the State Library Board, May 18, 2023

CLEVELAND

Counties Served by the Ohio Library for the Blind and Print Disabled

All 88 counties in Ohio are served by the Ohio Library for the Blind and Print Disabled.

Cleveland Public Library  
 Ohio Library for the Blind and Print Disabled  
 SFY 2024 Approved Budget

Appendix B

	STATE	FEDERAL	TOTAL
1. Salaries	\$656,693.00	\$182,050.00	\$838,743.00
2. Benefits	294,900.00	41,842.00	336,742.00
3. Computer costs	86,977.00	-0-	86,977.00
4. Space rental	109,844.00	-0-	109,844.00
5. Materials/Equipment/Telephone Services	54,000.00	10,108.00	64,108.00
6. Administrative Services	20,380.00	-0-	20,380.00
7. Travel	5,700.00	-0-	5,700.00
8. Programming and Outreach	29,300.00	-0-	29,300.00
9. Collection Development	16,000.00	-0-	16,000.00
10. Volunteer program	400.00	-0-	400.00
TOTAL	\$1,274,194.00	\$234,000.00	\$1,508,194.00



## Exhibit "A"

Central Distribution Facility Project Budget	July 6, 2021 Project Budget	October 21, 2021 Project Budget	April 19, 2022 Project Budget	July 21, 2022 Project Budget	Decrease*	Amended Project Budget
Pre-Construction	\$42,530	\$42,530	\$42,530	\$42,530		\$42,530
Guaranteed Maximum Price	\$5,003,163	\$5,003,163	\$5,003,163	\$5,003,163		\$5,003,163
Owner's Construction Contingency	\$217,313	\$217,313	\$517,313	\$617,313	\$100,000	\$517,313
Furniture, Fixtures, and Equipment	\$750,000	\$750,000	\$750,000	\$750,000		\$750,000
Architect Fees	\$736,160	\$740,760	\$751,610	\$751,610		\$751,610
Owner Direct Costs	\$187,900	\$183,300	\$183,300	\$183,300		\$183,300
<b>TOTAL PROJECT BUDGET</b>	\$6,937,066	\$6,937,066	\$7,247,916	\$7,347,916		<b>\$7,247,916</b>

Brooklyn Branch Budget	May 17, 2022 Project Budget	Increase*	Amended Project Budget
Pre-Construction	\$17,105		\$17,105
Guaranteed Maximum Price	\$1,952,269.50		\$1,952,269.50
Owner's Construction Contingency	\$ 83,959	\$176,000	\$259,959
Furniture, Fixtures, and Equipment	\$ 145,000	\$40,000	\$185,000
Architect Fees	\$ 186,951		\$ 186,951
Owner Direct Costs	\$ 184,500		\$ 184,500
<b>TOTAL PROJECT BUDGET</b>	\$2,569,784.50		<b>\$2,785,784.50</b>

## Exhibit "A"

Eastman Branch Budget	December 16, 2021 Project Budget	July 21, 2022 Project Budget	Increase*	Amended Project Budget
Pre-Construction	\$21,685	\$21,685		\$21,685
Guaranteed Maximum Price	\$2,246,319	\$2,246,319		\$2,246,319
Owner's Construction Contingency	\$100,486	\$200,486	\$100,000	\$300,486
Furniture, Fixtures, and Equipment	\$250,000	\$250,000	\$50,000	\$300,000
Architect Fees	\$235,367.66	\$235,367.66		\$235,367.66
Owner Direct Costs	\$180,500	\$180,500		\$180,500
<b>TOTAL PROJECT BUDGET</b>	<b>\$3,034,357.66</b>	<b>\$3,134,357.66</b>		<b>\$3,284,357.66</b>

West Park Branch Budget	July 6, 2021 Project Budget	February 15, 2022 Project Budget	November 17, 2022 Project Budget	Decrease*	Amended Project Budget
Pre-Construction	\$37,633	\$37,633	\$37,633		\$37,633
Guaranteed Maximum Price	\$4,014,826	\$4,014,826	\$4,014,826		\$4,014,826
Owner's Construction Contingency	\$175,025	\$330,025	\$430,025	\$32,640	\$397,385
Furniture, Fixtures, and Equipment	\$296,000	\$331,000	\$343,000		\$343,000
Architect Fees	\$402,395	\$402,395	\$402,395		\$402,395
Owner Direct Costs	\$213,900	\$213,900	\$213,900		\$213,900
<b>TOTAL PROJECT BUDGET</b>	<b>\$5,139,779</b>	<b>\$5,329,779</b>	<b>\$5,441,779</b>		<b>\$5,409,139</b>

AMENDMENT 6

Form Prescribed by the Bureau of Inspection and Supervision of Public Offices.  
County Auditor's Form No. 139

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Based on 90.47% current collection of current levy for previous tax year.

Revised Code 5705.36 (Library)

Office of the Budget Commission, Cuyahoga County, Ohio.

Cleveland, Ohio

May 10, 2023

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, 2023, 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 Balance	General Property Tax	P.L.F.	Other Sources	Total
General Fund	\$26,231,855.40	\$37,673,443.00	\$27,878,205.36	\$1,762,290.00	\$93,545,793.76
Special Revenue	\$20,845,978.39			\$8,321,714.35	\$29,167,692.74
Debt Service	\$18,931.22			\$3,282,149.90	\$3,301,081.12
Capital	\$29,214,861.77			\$1,352,810.46	\$30,567,672.23
Permanent	\$3,979,728.37			\$0.00	\$3,979,728.37
Agency	\$17,280.76			\$0.00	\$17,280.76
<b>Totals/Subtotals</b>	<b>\$80,308,635.91</b>	<b>\$37,673,443.00</b>	<b>\$27,878,205.36</b>	<b>\$14,718,964.71</b>	<b>\$160,579,248.98</b>

 <hr style="width: 100%;"/>	<p><b>Budget</b></p>	 <hr style="width: 100%;"/>
<p><b>Commission</b></p>		

**CLEVELAND PUBLIC LIBRARY  
2023 APPROPRIATION: SIXTH AMENDMENT  
JUNE 15, 2023**

**GENERAL FUND**

<b>CERTIFIED REVENUE</b>	<b>Prior Certificate (1)</b>	<b>Increase/ Decrease</b>	<b>Amended Certificate (2)</b>
Cash January 1	26,231,855.40	-	26,231,855.40
Taxes - General Property	35,173,443.00	-	35,173,443.00
Public Library Fund (PLF)	27,878,205.36	-	27,878,205.36
State Rollbacks/Homestead	2,500,000.00	-	2,500,000.00
Fines and Fees	149,570.00	-	149,570.00
Earned Interest	911,700.00	-	911,700.00
Restricted Gifts	-	-	-
Unrestricted Gifts	-	-	-
Miscellaneous	776,020.00	-	776,020.00
Return of Advances/(Advances Out)	(75,000.00)	-	(75,000.00)
<b>TOTAL RESOURCES]</b>	<b>93,545,793.76 ]</b>	<b>- ]</b>	<b>93,545,793.76 ] (3)</b>

<b>APPROPRIATION</b>	<b>Original Appropriation</b>	<b>Increase/ Decrease</b>	<b>Amended Appropriation</b>
Salaries/Benefits	41,391,795.26	-	41,391,795.26
Supplies	783,712.00	-	783,712.00
Purchased/Contracted Services	11,208,919.27	-	11,208,919.27
Library Materials/ Information	7,175,714.00	-	7,175,714.00
Capital Outlay	1,263,633.98	-	1,263,633.98
Other Objects	170,309.96	-	170,309.96
<b>SUBTOTAL OPERATING]</b>	<b>61,994,084.47 ]</b>	<b>- ]</b>	<b>61,994,084.47 ]</b>
Transfers	3,282,149.90	-	3,282,149.90
<b>TOTAL APPROPRIATION]</b>	<b>65,276,234.37 ]</b>	<b>- ]</b>	<b>65,276,234.37 ]</b>

**CLEVELAND PUBLIC LIBRARY  
2023 APPROPRIATION: SIXTH AMENDMENT  
JUNE 15, 2023**

**SPECIAL REVENUE FUNDS**

<b>CERTIFIED REVENUE</b>	<b>Prior Certificate (1)</b>	<b>Increase/ Decrease</b>	<b>Amended Certificate (2)</b>
	29,167,692.74	-	29,167,692.74 (4)
<b>APPROPRIATION</b>	<b>Original Appropriation</b>	<b>Increase/ Decrease</b>	<b>Amended Appropriation</b>
Anderson	-	-	-
Endowment for the Blind	-	-	-
Founders	1,536,757.20	-	1,536,757.20
Kaiser	-	-	-
Kraley	30,000.00	-	30,000.00
Library	20,000.00	-	20,000.00
Pepke	-	-	-
Wickwire	-	-	-
Wittke	-	-	-
Young	-	-	-
Judd	622,310.30	-	622,310.30
Lockwood Thompson	470,111.07	-	470,111.07
Schweinfurth	50,000.00	-	50,000.00
CLEVNET	6,058,917.79	-	6,058,917.79
Stevens	25,000.00	-	25,000.00
LSTA-OLBPD	1,987,142.17	-	1,987,142.17
MyCom	73,157.67	-	73,157.67
Learning Centers	-	-	-
Tech Centers	218,741.41	-	218,741.41
Early Literacy	416,241.45	-	416,241.45
Rice Solar Panel System	-	-	-
Coronavirus Relief Fund	-	-	-
<b>TOTAL APPROPRIATION</b>	<b>11,508,379.06</b>	<b>-</b>	<b>11,508,379.06</b>

**CLEVELAND PUBLIC LIBRARY  
2023 APPROPRIATION: SIXTH AMENDMENT  
JUNE 15, 2023**

**DEBT SERVICE FUND**

<b>CERTIFIED REVENUE</b>	<b>Prior Certificate (1)</b>	<b>Increase/ Decrease</b>	<b>Amended Certificate (2)</b>
	3,301,081.12	-	3,301,081.12
<b>APPROPRIATION</b>	<b>Original Appropriation</b>	<b>Increase/ Decrease</b>	<b>Amended Appropriation</b>
DEBT SERVICE	3,294,959.20	-	3,294,959.20

**CAPITAL PROJECT FUNDS**

<b>CERTIFIED REVENUE</b>	<b>Prior Certificate (1)</b>	<b>Increase/ Decrease</b>	<b>Amended Certificate (2)</b>
	30,567,672.23	-	30,567,672.23 (5)
<b>APPROPRIATION</b>	<b>Original Appropriation</b>	<b>Increase/ Decrease</b>	<b>Amended Appropriation</b>
Building & Repair	1,404,945.33	-	1,404,945.33
Construction - Tax-Exempt	3,255,928.98	-	3,255,928.98
Construction - Taxable	1,367,265.54	233,360.00	1,600,625.54
<b>TOTAL APPROPRIATION</b>	<b>6,028,139.85</b>	<b>233,360.00</b>	<b>6,261,499.85</b>

**CLEVELAND PUBLIC LIBRARY  
2023 APPROPRIATION: SIXTH AMENDMENT  
JUNE 15, 2023**

**PERMANENT FUNDS**

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	3,979,728.37	-	3,979,728.37 (6)

APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Appropriation
Abel	-	-	-
Ambler	-	-	-
Beard	8,763.00	-	8,763.00
Klein	-	-	-
Malon/Schroeder	37,700.00	-	37,700.00
McDonald	9,461.00	-	9,461.00
Ratner	-	-	-
Root	-	-	-
Sugarman	5,955.00	-	5,955.00
Thompson	-	-	-
Weidental	-	-	-
White	50,000.00	-	50,000.00
Beard Anna Young	15,000.00	-	15,000.00
<b>TOTAL APPROPRIATION</b>	<b>126,879.00</b>	<b>-</b>	<b>126,879.00</b>

**AGENCY FUNDS**

CERTIFIED REVENUE	Prior Certificate (1)	Increase/ Decrease	Amended Certificate (2)
	17,280.76	-	17,280.76

APPROPRIATION	Original Appropriation	Increase/ Decrease	Amended Fund Balance/
Unclaimed Funds	12,841.42	-	12,841.42
CLEVNET Fines & Fees	4,439.34	-	4,439.34
<b>TOTAL APPROPRIATION</b>	<b>17,280.76</b>	<b>-</b>	<b>17,280.76</b>

**CLEVELAND PUBLIC LIBRARY  
2023 APPROPRIATION: SIXTH AMENDMENT  
JUNE 15, 2023**

(1) Certificate dated May 10, 2023

(2) Certificate dated May 10, 2023

(3) \$25,890,475.80 unencumbered cash carried forward plus the repayment of advances to be made from MyCom of \$75,000 and CRF of \$128,379.60 and \$138,000 less advance out to MyCom of \$75,000 plus \$67,388,938.36 certified operating revenue produces the balance available for appropriation in 2023 (plus \$11,573,079.53 12/31/22 encumbered cash).

$(\$25,890,475.80 + \$75,000 + \$128,379.60 + \$138,000 - \$75,000 + \$67,388,938.36 = \$93,545,793.76)$

(4) \$21,187,357.99 unencumbered cash carried forward less the repayment of advances to be made from MyCom of \$75,000 and CRF of \$128,379.60 and \$138,000 plus advance in to MyCom of \$75,000 plus \$8,246,714.35 additional revenue to receive in 2023 produces the certified revenue of \$29,167,692.74.

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.

$(\$29,167,692.74 - \$2,492,057.50 = \$26,675,635.24$  available for appropriation (plus \$1,491,217.71 12/31/22 encumbered cash).

(5) \$29,214,861.77 unencumbered cash carried forward plus additional revenue of \$1,352,810.46 produces the balance available for appropriation in 2023 (plus \$36,094,156.45 12/31/22 encumbered cash).

$(\$29,214,861.77 + \$1,352,810.46 = \$30,567,672.23)$

(6) \$4,912,829.15 unencumbered cash carried forward less non-expendable principal amounts of \$933,100.78 produces the balance available for appropriation in 2023 (plus \$53,117.92 12/31/22 encumbered cash).

$(\$4,912,829.76 - \$933,100.78 = \$3,979,728.37)$

Non-expendable principal amounts of \$933,100.78 are not included in either the certified fund balances or the appropriated amounts.



CLEVELAND PUBLIC LIBRARY  
MONTHLY FINANCIAL STATEMENT OF FISCAL OFFICER TO BOARD OF LIBRARY TRUSTEES  
FOR THE PERIOD MAY 1 – MAY 31, 2023

*Carrie Henrichy*

FISCAL OFFICER, BOARD OF LIBRARY TRUSTEES

**Cleveland Public Library**  
**Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ending May 31, 2023**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Permanent</u>	<u>Agency</u>	<u>Total</u>
41 Taxes	21,146,639.51	0.00	0.00	0.00	0.00	0.00	21,146,639.51
42 Intergovernmental	12,807,494.47	835,076.10	0.00	0.00	0.00	0.00	13,642,570.57
43 Fines & Fees	73,095.76	0.00	0.00	0.00	0.00	0.00	73,095.76
44 Investment Earnings	646,521.61	105,082.82	14,083.41	419,571.28	10,137.90	0.00	1,195,397.02
45 Charges for Services	0.00	2,954,844.09	0.00	0.00	0.00	0.00	2,954,844.09
46 Contributions & Donations	0.00	328,672.11	0.00	900,000.00	0.00	0.00	1,228,672.11
48 Miscellaneous Revenue	82,835.41	0.00	0.00	0.00	0.00	37,704.43	120,539.84
<b>Total Revenues</b>	<b>\$ 34,756,586.76</b>	<b>\$ 4,223,675.12</b>	<b>\$ 14,083.41</b>	<b>\$ 1,319,571.28</b>	<b>\$ 10,137.90</b>	<b>\$ 37,704.43</b>	<b>\$ 40,361,758.90</b>
51 Salaries/Benefits	16,097,147.83	1,306,576.21	0.00	0.00	7,400.53	0.00	17,411,124.57
52 Supplies	309,797.99	222,176.31	0.00	14,921.53	1,045.00	0.00	547,940.83
53 Purchased/Contracted Services	4,698,281.96	2,239,077.37	0.00	2,296.33	9,649.30	0.00	6,949,304.96
54 Library Materials	2,129,505.77	439,033.57	0.00	0.00	1,765.00	0.00	2,570,304.34
55 Capital Outlay	478,960.54	295,470.28	0.00	6,480,916.29	0.00	0.00	7,255,347.11
56 Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57 Miscellaneous Expenses	51,044.94	12,318.70	0.00	0.00	0.00	39,547.13	102,910.77
<b>Total Expenditures</b>	<b>\$ 23,764,739.03</b>	<b>\$ 4,514,652.44</b>	<b>\$ 0.00</b>	<b>\$ 6,498,134.15</b>	<b>\$ 19,859.83</b>	<b>\$ 39,547.13</b>	<b>\$ 34,836,932.58</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 10,991,847.73</b>	<b>\$(290,977.32)</b>	<b>\$ 14,083.41</b>	<b>\$(5,178,562.87)</b>	<b>\$(9,721.93)</b>	<b>\$(1,842.70)</b>	<b>\$ 5,524,826.32</b>
95 Notes Issued	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98 Advances	128,379.60	(128,379.60)	0.00	0.00	0.00	0.00	0.00
99 Transfers	(3,282,149.90)	0.00	3,282,149.90	0.00	0.00	0.00	0.00
<b>Total Other Sources / Uses</b>	<b>\$(3,153,770.30)</b>	<b>\$(128,379.60)</b>	<b>\$ 3,282,149.90</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>\$ 7,838,077.43</b>	<b>\$(419,356.92)</b>	<b>\$ 3,296,233.31</b>	<b>\$(5,178,562.87)</b>	<b>\$(9,721.93)</b>	<b>\$(1,842.70)</b>	<b>\$ 5,524,826.32</b>
<b>Beginning Year Cash Balance</b>	<b>\$ 37,463,555.33</b>	<b>\$ 22,678,575.70</b>	<b>\$ 0.00</b>	<b>\$ 65,309,018.22</b>	<b>\$ 4,965,947.07</b>	<b>\$ 17,280.76</b>	<b>\$ 130,453,308.30</b>
<b>Current Cash Balance</b>	<b>\$ 45,301,617.94</b>	<b>\$ 22,259,218.78</b>	<b>\$ 3,315,164.53</b>	<b>\$ 60,130,455.35</b>	<b>\$ 4,956,225.14</b>	<b>\$ 15,438.06</b>	<b>\$ 135,978,119.80</b>

**Cleveland Public Library  
Certified Revenue, Appropriations and Balances  
General Fund  
For the Period Ending May 31, 2023**

	<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	27,878,205	11,592,316	16,285,890	42%	47%
General Property Tax	35,173,443	21,146,640	14,026,803	60%	60%
Rollback, Homestead, CAT	2,500,000	1,215,179	1,284,821	49%	49%
Fines & Fees	149,570	73,096	76,474	49%	49%
Investment Earnings	911,700	646,522	265,178	71%	52%
Miscellaneous	776,020	82,835	693,185	11%	12%
Return of Advances Out	0	203,380	(203,380)		
<b>Total</b>	<b>\$ 67,388,938</b>	<b>\$ 34,959,966</b>	<b>\$ 32,428,972</b>	<b>52%</b>	<b>54%</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	43,043,979	16,150,799	26,893,180	38%	39%
Supplies	871,927	405,756	466,171	47%	41%
Purchased Services	14,177,717	8,716,491	5,461,226	61%	65%
Library Materials	13,622,742	7,536,519	6,086,223	55%	52%
Capital Outlay	1,672,758	687,937	984,820	41%	42%
Other	178,041	77,861	100,179	44%	70%
<b>Subtotal</b>	<b>\$ 73,567,164</b>	<b>\$ 33,575,363</b>	<b>\$ 39,991,801</b>	<b>46%</b>	<b>47%</b>
Advances Out	0	75,000	(75,000)		
Transfers Out	3,282,150	3,282,150	0	100%	100%
<b>Total</b>	<b>\$ 76,849,314</b>	<b>\$ 36,932,513</b>	<b>\$ 39,916,801</b>	<b>48%</b>	<b>52%</b>

Note (1): Certificate from Cuyahoga County Budget Commission dated May 10, 2023.

Note (2): Total Amended Appropriation of \$65,276,234.37 plus carried forward encumbrance of \$11,573,079.53.

Note (3): Subtotal includes 33% expended and 13% encumbered.

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending May 31, 2023**

		<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
51110	Professional Salaries	13,608,298.31	14,025,768.80	5,460,848.11	0.00	8,564,920.69
51120	Clerical Salaries	10,300,354.57	10,600,010.84	3,870,704.92	0.00	6,729,305.92
51130	Non-Clerical Salaries	956,721.48	983,927.02	307,332.78	0.00	676,594.24
51140	Buildings Salaries	5,306,453.86	5,492,253.26	2,033,779.76	0.00	3,458,473.50
51150	Other Salaries	496,581.15	509,990.63	185,526.74	0.00	324,463.89
51180	Severance Pay	0.00	136,862.30	169,868.01	0.00	(33,005.71)
51190	Non-Base Pay	355,054.37	386,141.10	216,227.09	0.00	169,914.01
51400	OPERS	4,342,358.28	4,479,485.63	1,700,765.95	0.00	2,778,719.68
51610	Health Insurance	5,262,248.65	5,446,600.97	1,842,841.06	0.00	3,603,759.91
51611	Dental Insurance	216,579.66	232,855.17	80,212.25	0.00	152,642.92
51612	Vision Insurance	17,029.03	17,031.12	5,866.90	0.00	11,164.22
51620	Life Insurance	28,347.46	30,929.45	12,971.29	0.00	17,958.16
51625	Short Term Disability Insuranc	46,909.12	48,952.96	20,223.89	0.00	28,729.07
51630	Workers Compensation	82,443.87	93,890.89	7,433.98	0.00	86,456.91
51640	Unemployment Compensation	25,000.00	61,751.37	0.00	36,751.37	25,000.00
51650	Medicare - ER	420,553.67	437,408.91	166,748.20	669.35	269,991.36
51900	Other Benefits	21,861.78	35,118.47	13,296.90	10,558.99	11,262.58
51920	Employee Reimbursement Benefi	25,000.00	25,000.00	2,500.00	5,671.32	16,828.68
	<b>Salaries/Benefits</b>	<b>\$41,511,795.26</b>	<b>\$43,043,978.89</b>	<b>\$ 16,097,147.83</b>	<b>\$ 53,651.03</b>	<b>\$ 26,893,180.03</b>
52110	Office Supplies	30,545.00	31,243.42	6,074.41	1,013.74	24,155.27
52120	Stationery	35,750.00	39,960.37	13,919.56	290.97	25,749.84
52130	Duplication Supplies	22,500.00	24,604.76	7,024.84	6,259.08	11,320.84
52140	Hand Tools	500.00	500.00	65.92	0.00	434.08
52150	Book Repair Supplies	46,600.00	51,986.19	15,363.86	6,826.25	29,796.08

**Cleveland Public Library  
Appropriation, Expenditures and Balances  
General Fund  
For the Period Ending May 31, 2023**

		<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
52210	Janitorial Supplies	115,800.00	116,124.60	45,427.20	13,791.58	56,905.82
52220	Electrical Supplies	60,000.00	67,936.56	39,838.35	2,401.54	25,696.67
52230	Maintenance Supplies	203,000.00	221,540.20	90,760.71	34,898.93	95,880.56
52240	Uniforms	39,900.00	45,724.25	7,270.57	6,160.55	32,293.13
52300	Motor Vehicle Supplies	65,000.00	72,953.64	27,383.62	8,255.47	37,314.55
52900	Other Supplies	164,117.00	199,353.21	56,668.95	16,059.61	126,624.65
	<b>Supplies</b>	<b>\$783,712.00</b>	<b>\$871,927.20</b>	<b>\$ 309,797.99</b>	<b>\$ 95,957.72</b>	<b>\$ 466,171.49</b>
53100	Travel/Meetings	75,000.00	109,975.93	10,515.12	35,164.86	64,295.95
53210	Telecommunications	276,360.00	304,190.97	106,119.29	173,245.69	24,825.99
53230	Postage/Freight	54,100.00	76,123.63	42,304.14	26,913.69	6,905.80
53240	PR/Other Communications	218,000.00	346,595.28	84,348.61	74,090.04	188,156.63
53310	Building Repairs	575,000.00	701,072.03	225,881.13	59,632.71	415,558.19
53320	Machine Repairs	44,000.00	47,164.62	4,660.40	13,347.76	29,156.46
53340	Building Maintenance	568,075.00	852,883.74	219,312.57	182,198.10	451,373.07
53350	Machine Maintenance	156,406.42	217,774.55	39,679.94	27,009.10	151,085.51
53360	Computer Maintenance	340,732.22	400,425.41	190,966.44	32,826.98	176,631.99
53370	Motor Vehicle Repairs/Maint	27,000.00	83,658.73	26,328.12	27,718.88	29,611.73
53380	Contract Security	815,000.00	1,597,833.19	258,414.59	524,418.60	815,000.00
53390	Landscaping	85,000.00	89,382.00	9,600.00	30,730.00	49,052.00
53400	Insurance	562,207.00	562,207.00	4,142.00	0.00	558,065.00
53510	Rent/Leases	137,204.33	166,799.93	43,687.29	82,819.38	40,293.26
53520	Equipment Rental	31,415.72	38,237.85	4,553.50	7,848.03	25,836.32
53610	Electricity	1,501,000.00	1,655,692.29	609,124.96	891,800.41	154,766.92
53620	Gas	221,000.00	244,340.69	148,895.62	57,780.19	37,664.88

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending May 31, 2023**

	<u>Current Year Appropriation</u>	<u>Total Appropriated Funds</u>	<u>Current Year Expenditures</u>	<u>Encumbered and Unpaid</u>	<u>Unencumbered Balance</u>
53630 Chilled Water	677,821.00	818,288.64	89,967.76	728,320.88	0.00
53640 Water/Sewer	157,000.00	195,545.93	48,482.71	112,555.84	34,507.38
53710 Professional Services	1,892,715.79	2,606,802.16	355,620.82	762,094.08	1,489,087.26
53720 Auditors Fees	925,800.00	1,024,996.60	623,109.40	90,001.60	311,885.60
53730 Bank Service Charges	10,260.00	10,260.00	3,362.58	0.00	6,897.42
53800 Library Material Control	305,750.00	474,573.20	97,635.36	72,747.86	304,189.98
53900 Other Purchased Services	1,552,071.79	1,552,892.79	1,451,569.61	4,944.25	96,378.93
<b>Purchased/Contracted Services</b>	<b>\$11,208,919.27</b>	<b>\$14,177,717.16</b>	<b>\$ 4,698,281.96</b>	<b>\$ 4,018,208.93</b>	<b>\$ 5,461,226.27</b>
54110 Books	1,976,000.00	3,721,313.14	578,902.00	1,845,744.48	1,296,666.66
54120 Continuations	341,500.00	827,452.58	139,770.45	395,137.70	292,544.43
54210 Periodicals	755,000.00	1,048,136.42	56,063.00	232,646.89	759,426.53
54220 Microforms	17,550.00	45,323.00	15,418.00	13,075.00	16,830.00
54310 Video Media	1,085,000.00	1,857,672.15	189,848.64	782,561.77	885,261.74
54320 Audio Media - Spoken	55,100.00	133,680.61	9,327.90	80,163.99	44,188.72
54325 Audio Media - Music	122,550.00	221,598.85	31,322.11	98,782.72	91,494.02
54500 Database Services	885,000.00	1,652,178.19	481,741.28	281,587.58	888,849.33
54530 eMedia	1,675,414.37	3,484,012.48	554,485.10	1,352,886.71	1,576,640.67
54600 Interlibrary Loan	8,138.00	8,764.16	2,192.14	2,934.10	3,637.92
54710 Bookbinding	30,000.00	39,890.86	4,588.30	35,302.56	0.00
54720 Preservation Services	40,650.00	63,690.08	23,113.75	13,969.00	26,607.33
54730 Preservation Boxing	8,000.00	10,342.88	2,339.04	0.00	8,003.84
54790 Preservation Reformatting	25,811.63	29,381.50	3,434.06	135.81	25,811.63
54905 Other LM-Hotspots	150,000.00	479,305.55	36,960.00	272,085.00	170,260.55
<b>Library Materials</b>	<b>\$7,175,714.00</b>	<b>\$13,622,742.45</b>	<b>\$ 2,129,505.77</b>	<b>\$ 5,407,013.31</b>	<b>\$ 6,086,223.37</b>

**Cleveland Public Library**  
**Appropriation, Expenditures and Balances**  
**General Fund**  
**For the Period Ending May 31, 2023**

	<b>Current Year Appropriation</b>	<b>Total Appropriated Funds</b>	<b>Current Year Expenditures</b>	<b>Encumbered and Unpaid</b>	<b>Unencumbered Balance</b>
55510 Furniture	157,932.00	195,736.27	38,102.60	118,889.92	38,743.75
55520 Equipment	224,285.98	330,250.05	90,746.45	78,953.07	160,550.53
55530 Computer Hardware	320,200.00	579,080.94	344,091.41	11,133.80	223,855.73
55540 Software	351,216.00	351,216.00	0.00	0.00	351,216.00
55700 Motor Vehicles	90,000.00	216,474.46	6,020.08	0.00	210,454.38
<b>Capital Outlay</b>	<b>\$1,143,633.98</b>	<b>\$1,672,757.72</b>	<b>\$ 478,960.54</b>	<b>\$ 208,976.79</b>	<b>\$ 984,820.39</b>
57100 Memberships	100,109.96	101,759.96	45,738.85	12,938.11	43,083.00
57200 Taxes	7,200.00	12,484.45	2,438.08	10,046.37	0.00
57500 Refunds/Reimbursements	63,000.00	63,796.17	2,868.01	3,832.03	57,096.13
<b>Miscellaneous Expenses</b>	<b>\$170,309.96</b>	<b>\$178,040.58</b>	<b>\$ 51,044.94</b>	<b>\$ 26,816.51</b>	<b>\$ 100,179.13</b>
59810 Advances Out	0.00	0.00	75,000.00	0.00	(75,000.00)
<b>Advances</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$ 75,000.00</b>	<b>\$ 0.00</b>	<b>\$(75,000.00)</b>
59900 Transfers Out	3,282,149.90	3,282,149.90	3,282,149.90	0.00	0.00
<b>Transfers</b>	<b>\$3,282,149.90</b>	<b>\$3,282,149.90</b>	<b>\$ 3,282,149.90</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>TOTAL</b>	<b>\$65,276,234.37</b>	<b>\$76,849,313.90</b>	<b>\$ 27,121,888.93</b>	<b>\$ 9,810,624.29</b>	<b>\$ 39,916,800.68</b>

**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending May 31, 2023**

	<u>Beginning Year Balance</u>	<u>Year to Date Receipts</u>	<u>Year to Date Expenditures</u>	<u>Year to Date Encumbrances</u>	<u>Unencumbered Balance</u>
101 General Fund	37,463,555.33	34,959,966.36	27,121,888.93	9,810,624.29	35,491,008.47
<b>Total General Fund</b>	<b>\$ 37,463,555.33</b>	<b>\$ 34,959,966.36</b>	<b>\$ 27,121,888.93</b>	<b>\$ 9,810,624.29</b>	<b>\$ 35,491,008.47</b>
201 Anderson	424,347.16	0.00	0.00	0.00	424,347.16
202 Endowment for the Blind	3,318,363.09	0.00	0.00	0.00	3,318,363.09
203 Founders	5,655,226.62	205,180.54	433,910.71	181,012.02	5,245,484.43
204 Kaiser/Brunckhart	163,598.59	0.00	0.00	0.00	163,598.59
205 Kralej	222,380.69	1,961.42	7,700.00	7,700.00	208,942.11
206 Library	224,135.52	2,082.76	950.00	23.94	225,244.34
207 Pepke	194,563.84	0.00	0.00	0.00	194,563.84
208 Wickwire	1,994,711.91	0.00	0.00	0.00	1,994,711.91
209 Wittke	123,811.42	0.00	0.00	0.00	123,811.42
210 Young	6,345,312.81	4,908.82	0.00	0.00	6,350,221.63
226 Judd	367,670.96	69,106.50	73,772.83	31,765.90	331,238.73
228 Lockwood Thompson Memorial	301,060.82	106,792.00	211,920.43	70,589.71	125,342.68
230 Schweinfurth	265,993.72	0.00	27,700.00	7,512.00	230,781.72
231 CLEVNET	2,015,753.58	2,954,844.09	3,152,277.27	1,226,593.88	591,726.52
232 Stevens Employee Engagement	257,732.90	0.00	0.00	0.00	257,732.90
251 OLBDP-Library for the Blind	535,899.66	628,415.00	501,025.50	2,596.18	660,692.98
254 MyCom	2,790.61	143,282.10	128,849.84	5,384.27	11,838.60
257 Tech Centers	81,293.73	10,000.00	38,866.00	2,903.44	49,524.29
258 Early Literacy	78,417.66	43,591.87	12,679.86	861.06	108,468.61
259 Rice Solar Panel System	105,510.41	131.02	0.00	104,914.32	727.11
260 Coronavirus Relief Fund	0.00	128,379.00	128,379.60	0.00	(0.60)
<b>Total Special Revenue Funds</b>	<b>\$ 22,678,575.70</b>	<b>\$ 4,298,675.12</b>	<b>\$ 4,718,032.04</b>	<b>\$ 1,641,856.72</b>	<b>\$ 20,617,362.06</b>



**Cleveland Public Library**  
**Revenue, Expenditures and Changes in Fund Balances**  
**For the Period Ending May 31, 2023**

	Beginning Year Balance	Year to Date Receipts	Year to Date Expenditures	Year to Date Encumbrances	Unencumbered Balance
301 Debt Service	18,931.22	3,296,233.31	0.00	0.00	3,315,164.53
<b>Total Debt Service Fund</b>	<b>\$ 18,931.22</b>	<b>\$ 3,296,233.31</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 3,315,164.53</b>
401 Building & Repair	35,338,899.37	900,000.00	1,678,465.85	9,287,392.37	25,273,041.15
402 Construction - Tax-Exempt	20,619,754.73	327,066.84	3,595,650.94	14,948,805.41	2,402,365.22
403 Construction - Taxable	9,350,364.12	92,504.44	1,224,017.36	6,932,728.64	1,286,122.56
<b>Total Capital Project Funds</b>	<b>\$ 65,309,018.22</b>	<b>\$ 1,319,571.28</b>	<b>\$ 6,498,134.15</b>	<b>\$ 31,168,926.42</b>	<b>\$ 28,961,528.93</b>
501 Abel	313,163.66	(500.24)	0.00	0.00	312,663.42
502 Ambler	3,409.12	0.00	0.00	0.00	3,409.12
503 Beard	63,715.13	941.87	2,430.00	4,400.00	57,827.00
504 Klein	8,058.75	0.00	0.00	0.00	8,058.75
505 Malon/Schroeder	373,239.27	2,806.17	13,274.83	5,350.00	357,420.61
506 McDonald	264,547.58	1,457.93	310.00	0.00	265,695.51
507 Ratner	137,374.20	0.00	0.00	0.00	137,374.20
508 Root	59,121.80	0.00	0.00	0.00	59,121.80
509 Sugarman	251,836.73	0.00	2,045.00	0.00	249,791.73
510 Thompson	187,791.92	0.00	0.00	0.00	187,791.92
511 Weidenthal	9,975.68	0.00	0.00	0.00	9,975.68
512 White	3,016,916.99	5,432.17	1,800.00	50,882.13	2,969,667.03
513 Beard Anna Young	119,021.68	0.00	0.00	0.00	119,021.68
514 Paulson	157,774.56	0.00	0.00	0.00	157,774.56
<b>Total Permanent Funds</b>	<b>\$ 4,965,947.07</b>	<b>\$ 10,137.90</b>	<b>\$ 19,859.83</b>	<b>\$ 60,632.13</b>	<b>\$ 4,895,593.01</b>
901 Unclaimed Funds	12,841.42	4,463.50	7,261.60	0.00	10,043.32
905 CLEVNET Fines & Fees	4,439.34	33,240.93	32,285.53	0.00	5,394.74
<b>Total Agency Funds</b>	<b>\$ 17,280.76</b>	<b>\$ 37,704.43</b>	<b>\$ 39,547.13</b>	<b>\$ 0.00</b>	<b>\$ 15,438.06</b>
<b>Total All Funds</b>	<b>\$ 130,453,308.30</b>	<b>\$ 43,922,288.40</b>	<b>\$ 38,397,462.08</b>	<b>\$ 42,682,039.56</b>	<b>\$ 93,296,095.06</b>

Cleveland Public Library  
Year-To-Date Budget Report  
Construction - Tax-Exempt Fund 402  
For the Period Ending May 31, 2023

	Original Budget	Revised Budget	YTD Actual	Encumbered and Unpaid	Available Balance
44400 Investment Earnings (Capital)	0.00	-341,181.64	-327,066.84	0.00	-14,114.80
<b>Investment Earnings</b>	<b>0.00</b>	<b>-341,181.64</b>	<b>-327,066.84</b>	<b>0.00</b>	<b>-14,114.80</b>
52900 Other Supplies	0.00	31,822.01	14,921.53	13,067.18	3,833.30
<b>Supplies</b>	<b>0.00</b>	<b>31,822.01</b>	<b>14,921.53</b>	<b>13,067.18</b>	<b>3,833.30</b>
53710 Professional Services	0.00	1,705.93	1,705.93	0.00	0.00
<b>Purchased/Contracted Services</b>	<b>0.00</b>	<b>1,705.93</b>	<b>1,705.93</b>	<b>0.00</b>	<b>0.00</b>
55100 Land	0.00	138,134.90	0.00	138,134.90	0.00
55300 Construction/Improvements	0.00	19,216,464.32	3,217,617.05	13,849,276.95	2,149,570.32
55510 Furniture	0.00	1,113,046.45	128,548.86	722,041.47	262,456.12
55520 Equipment	0.00	307,820.48	135,545.57	172,178.63	96.28
55530 Computer Hardware	0.00	151,942.28	97,312.00	54,106.28	524.00
<b>Capital Outlay</b>	<b>0.00</b>	<b>20,927,408.43</b>	<b>3,579,023.48</b>	<b>14,935,738.23</b>	<b>2,412,646.72</b>
<b>TOTAL Revenues</b>	<b>0.00</b>	<b>-341,181.64</b>	<b>-327,066.84</b>		<b>-14,114.80</b>
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>20,960,936.37</b>	<b>3,595,650.94</b>	<b>14,948,805.41</b>	<b>2,416,480.02</b>

Prior Fund Balance	20,619,754.73
Change in Fund Balance	(3,268,584.10)
Current Fund Balance	17,351,170.63

Cleveland Public Library  
Year-To-Date Budget Report  
Construction - Taxable Fund 403  
For the Period Ending May 31, 2023

	Original Budget	Revised Budget	YTD Actual	Encumbered and Unpaid	Available Balance
44400 Investment Earnings (Capital)	0.00	-111,628.82	-92,504.44	0.00	-19,124.38
<b>Investment Earnings</b>	<b>0.00</b>	<b>-111,628.82</b>	<b>-92,504.44</b>	<b>0.00</b>	<b>-19,124.38</b>
52900 Other Supplies	0.00	4,007.31	0.00	4,005.81	1.50
<b>Supplies</b>	<b>0.00</b>	<b>4,007.31</b>	<b>0.00</b>	<b>4,005.81</b>	<b>1.50</b>
53710 Professional Services	0.00	590.40	590.40	0.00	0.00
<b>Purchased/Contracted Services</b>	<b>0.00</b>	<b>590.40</b>	<b>590.40</b>	<b>0.00</b>	<b>0.00</b>
55300 Construction/Improvements	0.00	9,178,860.22	1,212,548.12	6,905,797.47	1,060,514.63
55510 Furniture	0.00	13,580.70	429.84	13,150.86	0.00
55520 Equipment	0.00	7,842.74	0.00	7,842.74	0.00
55530 Computer Hardware	0.00	12,380.76	10,449.00	1,931.76	0.00
<b>Capital Outlay</b>	<b>0.00</b>	<b>9,212,664.42</b>	<b>1,223,426.96</b>	<b>6,928,722.83</b>	<b>1,060,514.63</b>
<b>TOTAL Revenues</b>	<b>0.00</b>	<b>-111,628.82</b>	<b>-92,504.44</b>		<b>-19,124.38</b>
<b>TOTAL Expenditures</b>	<b>0.00</b>	<b>9,217,262.13</b>	<b>1,224,017.36</b>	<b>6,932,728.64</b>	<b>1,060,516.13</b>
			Prior Fund Balance	9,350,364.12	
			Change in Fund Balance	(1,131,512.92)	
			Current Fund Balance	8,218,851.20	

**Cleveland Public Library  
 Depository Balance Detail  
 For the Period Ending May 31, 2023**

<b>Balance of All Funds</b>	<b>\$ 135,978,119.80</b>
Huntington - Checking	91,237.85
KeyBank - Checking (ZBA)	(339,929.32)
KeyBank - FSA Account	5,206.19
Petty Cash	600.00
Change Fund	1,460.00
KeyBank-Payroll Account (ZBA)	(717.81)
<b>Cash in Library Treasury</b>	<b>\$(242,143.09)</b>
Huntington Escrow Account	105,641.43
U.S. Bank - 2019A-Money Market	2,006,060.10
U.S. Bank - 2019B-Money Market	2,928.34
U.S. Bank - Investments	71,220,454.35
U.S. Bank - Inv - Money Market	274,361.40
U.S. Bank - Series 2019A Notes	3,029,160.16
U.S. Bank - Series 2019B Notes	4,703,285.21
Huntington Trust -Money Market	1,731,366.76
STAR Ohio - 2019A	12,680,353.26
STAR Ohio - 2019B	3,322,187.31
STAR Ohio Investment	15,353,464.06
STAR Plus/GDIP Program	0.00
<b>Investments</b>	<b>\$ 114,429,262.38</b>
PNC- Endowment Account	21,791,000.51
<b>Endowment Account</b>	<b>\$ 21,791,000.51</b>
<b>Cash in Banks and On Hand</b>	<b>\$ 135,978,119.80</b>

CLEVELAND PUBLIC LIBRARY

Board Meeting

REPORT ON INVESTMENTS - MAY 2023

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, municipal bonds, commercial paper, and negotiable certificates of deposit as managed by Meeder Investment Management, STAR Ohio, Government Insured Deposit Program (replaced the STAR Plus program), and a federal money market fund.

Following is a description of interim deposit earnings for the period May 1, 2023 through May 31, 2023.

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
<b>OPERATING FUND:</b>						
05/01/23 - 05/31/23	31	Various	STAR Ohio	Various	72,130.42	Investment Pool
05/01/23 - 05/31/23	31	Various	Government Insured Deposit Program	Various	0.00	Bank Deposit Program
05/01/23 - 05/31/23	31	Various	U.S. Bank	Various	1,744.35	Sweep Money Market
10/29/22 - 04/29/23	183	500,000	Federal Home Loan Mortgage Corp.	0.500%	1,250.00	Federal Agency
11/08/22 - 05/08/23	182	500,000	Federal Farm Credit Bank	1.625%	4,062.50	Federal Agency
11/13/22 - 05/13/23	182	500,000	Federal Home Loan Mortgage Corp.	0.300%	750.00	Federal Agency
11/17/22 - 05/17/23	182	525,000	Federal National Mortgage Assn.	0.560%	1,470.00	Federal Agency
11/19/22 - 05/19/23	182	315,000	Federal Farm Credit Bank	0.730%	1,149.75	Federal Agency
11/19/22 - 05/19/23	182	725,000	Federal Home Loan Bank	0.920%	3,335.00	Federal Agency
11/29/22 - 05/29/23	182	900,000	Federal Farm Credit Bank	4.000%	18,000.00	Federal Agency
11/01/22 - 05/01/23	182	325,000	State of Ohio	0.350%	568.75	Municipal Bond
03/30/23 - 04/30/23	32	249,000	Nicolet National Bank	1.150%	235.36	Negotiable CD
03/30/23 - 04/30/23	32	245,000	Partners Bank	0.350%	72.83	Negotiable CD
03/30/23 - 04/30/23	32	249,000	Celtic Bank	1.850%	391.24	Negotiable CD
04/01/23 - 05/01/23	31	100,000	Live Oak Banking Co.	1.800%	147.95	Negotiable CD
11/07/22 - 05/07/23	182	248,000	HSBC Bank USA NA	1.300%	1,598.75	Negotiable CD
04/11/23 - 05/11/23	31	249,000	First Internet Bank of Indiana	0.850%	173.96	Negotiable CD
04/13/23 - 05/13/23	31	249,000	Enerbank USA	1.800%	368.38	Negotiable CD
04/15/23 - 05/15/23	31	249,000	Ponce Bank	3.500%	716.30	Negotiable CD

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
04/18/23 - 05/18/23	31	225,000	Wells Fargo Bank NA	1.950%	360.62	Negotiable CD
11/21/22 - 05/21/23	182	249,000	Third Federal Savings and Loan	0.750%	926.08	Negotiable CD
11/22/22 - 05/22/23	182	246,000	Capital One Bank USA NA	2.650%	3,232.71	Negotiable CD
11/22/22 - 05/22/23	182	246,000	Capital One NA	2.650%	3,232.71	Negotiable CD
04/26/23 - 05/26/23	31	249,000	Axos Bank	1.650%	337.68	Negotiable CD
04/27/23 - 05/27/23	31	249,000	Comenity Capital Bank	2.500%	511.64	Negotiable CD
04/30/23 - 05/30/23	31	249,000	Nicolet National Bank	1.150%	243.20	Negotiable CD
04/30/23 - 05/30/23	31	245,000	Partners Bank	0.350%	70.48	Negotiable CD
04/30/23 - 05/30/23	31	249,000	Celtic Bank	1.850%	378.62	Negotiable CD
03/10/23 - 04/30/23	52	525,000	United States Treasury Note	2.750%	2,034.01	Treasury Security
10/31/22 - 04/30/23	182	245,000	United States Treasury Note	2.750%	3,368.75	Treasury Security
03/07/23 - 04/30/23	55	750,000	United States Treasury Note	4.125%	19,729.63	Treasury Security
03/10/23 - 04/30/23	52	250,000	United States Treasury Note	4.125%	1,452.87	Treasury Security
10/31/22 - 04/30/23	182	750,000	United States Treasury Note	0.250%	937.50	Treasury Security
11/15/22 - 05/15/23	182	795,000	United States Treasury Note	2.000%	7,950.00	Treasury Security
11/15/22 - 05/15/23	182	960,000	United States Treasury Note	2.375%	11,400.00	Treasury Security
11/30/22 - 05/31/23	183	1,750,000	United States Treasury Note	0.250%	2,187.50	Treasury Security
11/30/22 - 05/31/23	183	750,000	United States Treasury Note	0.375%	1,406.25	Treasury Security
11/30/22 - 05/31/23	183	810,000	United States Treasury Note	2.625%	10,631.25	Treasury Security
12/20/22 - 05/31/23	163	500,000	United States Treasury Note	4.500%	10,013.74	Treasury Security
Earned Interest May 2023					\$ 188,570.78	
Earned Interest Year To Date					\$ 646,521.61	

**SERIES 2019A TAX-EXEMPT NOTES:**

05/01/23 - 05/31/23	31	Various	STAR Ohio	Various	55,730.22	Investment Pool
05/01/23 - 05/31/23	31	Various	U.S. Bank	Various	4,870.11	Sweep Money Market
11/30/22 - 05/31/23	183	2,000,000	United States Treasury Note	0.125%	2,421.87	Treasury Security
Earned Interest May 2023					\$ 63,022.20	
Earned Interest Year To Date					\$ 327,066.84	

**SERIES 2019B TAXABLE NOTES:**

05/01/23 - 05/31/23	31	Various	STAR Ohio	Various	14,601.03	Investment Pool
05/01/23 - 05/31/23	31	Various	U.S. Bank	Various	645.59	Sweep Money Market
Earned Interest May 2023					\$ 15,246.62	
Earned Interest Year To Date					\$ 92,504.44	

Investment Period	No. of Days	Amount	Bank	Interest Rate	Investment Income	Investment Form
<b>NOTE RETIREMENT FUND:</b>						
05/01/23 - 05/31/23	31	Various	Huntington National Bank	Various	5,112.11	Sweep Money Market
				Earned Interest May 2023	\$ 5,112.11	
				Earned Interest Year To Date	\$ 14,083.41	
<b>ESCROW ACCOUNT:</b>						
05/01/23 - 05/31/23	31	Various	Huntington National Bank	Various	26.91	Money Market
				Earned Interest May 2023	\$ 26.91	
				Earned Interest Year To Date	\$ 131.02	
				<b>Earned Interest May 2023--All Funds</b>	<b>\$ 271,978.62</b>	
				<b>Earned Interest Year To Date--All Funds</b>	<b>\$ 1,080,307.32</b>	



## **Cleveland Public Library Operating Account**

Monthly Investment Report  
May 31, 2023

**Your Investment Representative:**

Jim McCourt  
(614) 923-1151  
jmccourt@meederinvestment.com

For questions about your account please contact your investment representative or contact [publicfundsoperations@meederinvestment.com](mailto:publicfundsoperations@meederinvestment.com)  
**Dublin, Ohio | Lansing, Michigan | Long Beach, California | Austin, Texas | 866-633-3371 | [www.meederpublicfunds.com](http://www.meederpublicfunds.com)**



**PORTFOLIO SUMMARY**

As of May 31, 2023



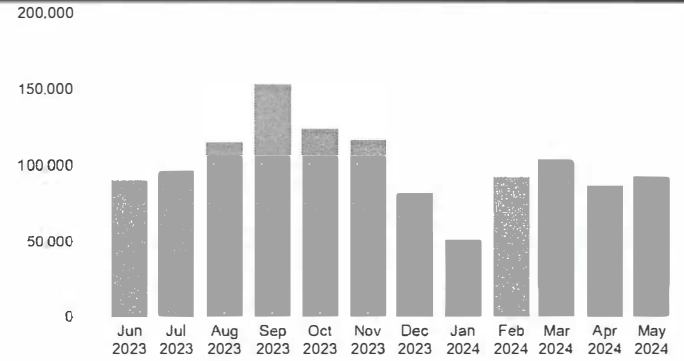
**MONTHLY RECONCILIATION**

<b>Beginning Book Value</b>	<b>71,341,366.45</b>
Contributions	
Withdrawals	
Prior Month Custodian Fees	(576.54)
Realized Gains/Losses	15,058.59
Gross Interest Earnings	122,359.91
<b>Ending Book Value</b>	<b>71,478,208.41</b>

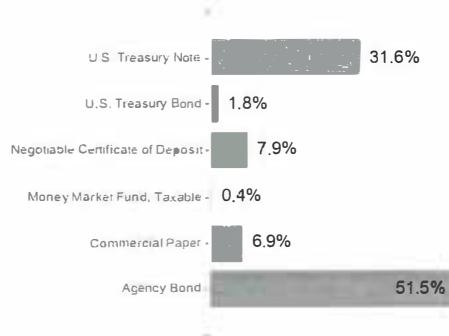
**PORTFOLIO CHARACTERISTICS**

Portfolio Yield to Maturity	2.25%
Portfolio Effective Duration	2.21 yrs
Weighted Average Maturity	2.35 yrs

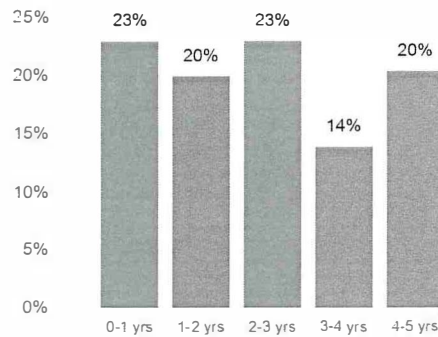
**PROJECTED MONTHLY INCOME SCHEDULE**



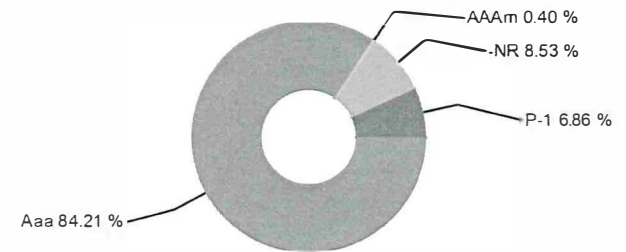
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY**



Cleveland Public Library Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
02589ABQ4	American Express National Bank 2.000% 03/09/2027				2,490						2,463		
05465DAK4	Axos Bank 1.650% 03/26/2024	349	338	349	349	338	349	338	349	349	762		
06251A2E9	Bank Hapoalim B.M. 0.300% 09/14/2023				875								
13607FU79	Canadian Imperial Holdings Inc. 07/07/2023		42,267										
14042RLP4	Capital One, National Association 2.650% 05/22/2024						3,286						4,727
14042TAP2	Capital One Bank (Usa), National Association 2.650% 05/22/2024						3,286						4,727
15118RRH2	Celtic Bank Corporation 1.850% 08/30/2024	391	379	391	391	379	391	379	391	379	379	391	379
20033AZ58	Comenity Capital Bank 2.500% 06/27/2024	529	512	529	529	512	529	512	529	529	495	529	512
29278TLF5	EnerBank USA 1.800% 09/13/2023	381	368	381	630								
3130A3VC5	FHLB 2.250% 12/08/2023	11,250						8,880					
3130AB3H7	FHLB 2.375% 03/08/2024				5,938						6,172		
3130AFBC0	FHLB 3.250% 09/13/2024				13,813						13,813		
3130AJLH0	FHLB 0.920% 05/19/2026						3,335						3,335
3130AJSQ3	FHLB 1.020% 07/06/2027		4,335						4,335				
3130AK6G6	FHLB 0.390% 09/23/2024				1,580						1,580		
3130AKVV5	FHLB 0.500% 02/18/2026			2,500						2,500			
3130ALZ23	FHLB 0.800% 04/28/2025					1,100						1,100	
3130AMNX6	FHLB 1.020% 06/10/2026	3,494						3,494					
3130ANAV2	FHLB 0.550% 01/28/2025		1,045						1,045				
3130ANVB3	FHLB 0.800% 09/17/2025				1,800						1,800		
3130ANYN4	FHLB 1.000% 09/30/2026				2,500						2,500		
3130ANZ60	FHLB 0.600% 06/27/2025	1,125			1,125			1,313			1,500		

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Cleveland Public Library Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
3130AP3C7	FHLB 1.100% 09/30/2026				3,300						3,300		
3130APFS9	FHLB 1.050% 10/28/2026					3,596						3,596	
3130APW43	FHLB 1.500% 12/02/2026	3,750						3,750					
3130AQPR8	FHLB 1.300% 02/18/2027			5,200						5,200			
3130ATUS4	FHLB 4.250% 12/10/2027	30,218						25,181					
3133EK6J0	FFCB 1.625% 11/08/2024						4,063						4,063
3133ELH80	FFCB 0.680% 06/10/2025	2,550						2,550					
3133ELY32	FFCB 0.550% 07/22/2026		2,338						2,338				
3133EMBD3	FFCB 0.360% 09/24/2024				1,800						1,800		
3133EMNG3	FFCB 0.230% 01/19/2024		661						345				
3133EMQX3	FFCB 0.590% 02/17/2026			1,475						1,475			
3133EMWV0	FFCB 0.350% 04/22/2024					2,625						2,625	
3133EMXS6	FFCB 0.720% 04/28/2025					6,300						6,300	
3133EMZW5	FFCB 0.730% 05/19/2025						1,150						1,150
3133EN3H1	FFCB 4.000% 11/29/2027						18,000						18,000
3133EN5N6	FFCB 4.000% 01/06/2028		6,800						6,800				
3133ENG87	FFCB 2.920% 08/17/2027			9,198						9,198			
3133ENJ84	FFCB 3.375% 08/26/2024			12,656						12,656			
3133ENL99	FFCB 3.375% 09/15/2027				16,875						16,875		
3133ENTK6	FFCB 2.51% 04/01/25					6,275						6,275	
3133ENVD9	FFCB 2.875% 04/26/2027					4,313						4,313	
3133EPCX1	FFCB 4.375% 03/10/2028				21,875						21,875		
3133EPGW9	FEDERAL FARM 3.875% 04/25/2028					21,313						21,313	
3133EPHT5	FFCB 3.625 05/03/28						5,709						5,709
3134GV7E2	FMCC 0.500% 01/27/2025		1,250						1,250				

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Cleveland Public Library Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
3134GW4B9	FMCC 0.500% 10/29/2025					1,250						1,250	
3134GW4C7	FMCC 0.800% 10/27/2026					2,120						2,120	
3134GWUS3	FMCC 0.400% 09/24/2024				2,000						2,000		
3134GWXC5	FMCC 0.350% 03/29/2024				1,750						2,250		
3134GWZG4	FMCC 0.600% 10/20/2025					1,950						1,950	
3134GWZV1	FMCC 0.650% 10/22/2025					1,333						1,333	
3134GXAY0	FMCC 0.300% 11/13/2023						1,125						
3134GXFV1	FMCC 0.625% 12/17/2025	1,563						1,563					
3135G05S8	FNMA 0.500% 08/14/2025			1,250						1,250			
3135GA2Z3	FNMA 0.560% 11/17/2025						1,470						1,470
3136G45C3	FNMA 0.540% 10/27/2025					1,350						1,350	
3136G4J95	FNMA 0.550% 08/25/2025			1,375						1,375			
3137EAES4	FMCC 0.250% 06/26/2023	1,060											
3137EAEV7	FMCC 0.250% 08/24/2023			1,135									
3137EAEX3	FMCC 0.375% 09/23/2025				1,688						1,688		
31422XBN1	AGM 0.690% 02/25/2026			1,725						1,725			
32056GDH0	First Internet Bancorp 0.850% 05/13/2024	180	174	180	180	174	180	174	180	180	168	180	435
38149MAZ6	Goldman Sachs Bank USA Holdings LLC 2.700% 06/05/2024	3,312						3,330					
44329ME33	HSBC Bank USA, National Association 1.300% 05/07/2025						1,625						1,608
538036HC1	Live Oak Banking Company 1.800% 12/11/2023	153	148	153	153	148	153	497					
61760AE88	Morgan Stanley Private Bank, National Association 2.700% 06/06/2024	3,312						3,330					
62479MVR1	MUFG Bank, Ltd. 08/25/2023			19,169									

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Cleveland Public Library Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
62479MWF6	MUFG Bank, Ltd. 09/15/2023				33,961								
62479MWK5	MUFG Bank, Ltd. 09/19/2023				18,600								
63873KX28	Natixis 10/02/2023					30,975							
63873KYN1	Natixis 11/22/2023						25,924						
654062JR0	Nicolet National Bank 1.150% 03/28/2024	235	243	243	235	243	235	243	243	228	3,955		
70212VAA6	Partners Bank 0.350% 06/30/2023	624											
732329BD8	Ponce Bank 3.500% 09/15/2027	740	716	740	740	716	740	716	740	740	692	740	716
742651DZ2	PEFCO 3.900% 10/15/2027					8,863						9,848	
75472RAD3	Raymond James Bank, National Association 1.950% 08/23/2023			2,882									
7954502H7	Sallie Mae Bank 2.800% 04/17/2024					1,544						2,039	
856285SN2	State Bank of India 1.900% 01/22/2025		2,347						2,347				
87165E2M8	Synchrony Bank 1.250% 04/24/2025					1,554						1,554	
87270LDK6	TIAA, FSB 0.200% 02/12/2024			247						998			
88413QCN6	Third Federal Savings and Loan Association of Cleveland 0.750% 05/21/2024						941						1,180
89235MPB1	Toyota Financial Savings Bank 3.600% 09/09/2027				4,446						4,398		
9128282R0	UST 2.250% 08/15/2027			12,038						12,038			
9128283P3	UST 2.250% 12/31/2024	5,625						5,625					
9128283Z1	UST 2.750% 02/28/2025			7,700						7,700			
912828U24	UST 2.000% 11/15/2026						7,950						7,950
912828X88	UST 2.375% 05/15/2027						11,400						11,400
912828Z78	UST 1.500% 01/31/2027		1,838						1,838				

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Cleveland Public Library Operating Account  
**PROJECTED INCOME SCHEDULE**



As of May 31, 2023

CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
912828ZT0	UST 0.250% 05/31/2025						2,188						2,188
91282CAM3	UST 0.250% 09/30/2025				581						581		
91282CAP6	UST 0.125% 10/15/2023					7,266							
91282CAT8	UST 0.250% 10/31/2025					938						938	
91282CAZ4	UST 0.375% 11/30/2025						1,406						1,406
91282CBC4	UST 0.375% 12/31/2025	1,406						1,406					
91282CBH3	UST 0.375% 01/31/2026		2,344						2,344				
91282CBQ3	UST 0.500% 02/28/2026			1,875						1,875			
91282CBT7	UST 0.750% 03/31/2026				4,688						4,688		
91282CCJ8	UST 0.875% 06/30/2026	2,188						2,188					
91282CCL3	UST 0.375% 07/15/2024		938						938				
91282CCN9	UST 0.125% 07/31/2023		2,482										
91282CCT6	UST 0.375% 08/15/2024			938						938			
91282CCW9	UST 0.750% 08/31/2026			1,875						1,875			
91282CCZ2	UST 0.875% 09/30/2026				2,188						2,188		
91282CDB4	UST 0.625% 10/15/2024					1,563						1,563	
91282CEF4	UST 2.500% 03/31/2027				5,688						5,688		
91282CEN7	UST 2.750% 04/30/2027					10,588						10,588	
91282CET4	UST 2.625% 05/31/2027						10,631						10,631
91282CEW7	UST 3.250% 06/30/2027	16,510						16,510					
91282CFA4	UST 3.000% 07/31/2024		11,250						11,250				
91282CFB2	UST 2.750% 07/31/2027		13,750						13,750				
91282CFH9	UST 3.125% 08/31/2027			14,844						14,844			
91282CFU0	UST 4.125% 10/31/2027					10,313						10,313	
91282CFX4	UST 4.500% 11/30/2024						11,250						11,250

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Cleveland Public Library Operating Account

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
91282CGP0	UST 4.000% 02/29/2028			14,500						14,500			
949763M78	Wells Fargo Bank, National Association 1.950% 10/18/2024	373	361	373	373	361	373	361	373	373	349	373	361
<b>TOTAL</b>		<b>91,315</b>	<b>96,881</b>	<b>115,920</b>	<b>153,137</b>	<b>129,996</b>	<b>117,689</b>	<b>82,338</b>	<b>51,382</b>	<b>92,922</b>	<b>103,956</b>	<b>92,577</b>	<b>93,194</b>

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**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Cash and Cash Equivalents</b>											
31846V567	First American Funds, Inc.	5/31/2023 5/31/2023	\$274,361.40	\$274,361.40	\$274,361.40	4.93%	0.003 0.003	\$1.00 \$274,361.40	\$0.00	0.33%	AAAm
STAROHIO	STAR Ohio XX688	5/31/2023 5/31/2023	\$15,353,464.06	\$15,353,464.06	\$15,353,464.06	5.25%	0.003 0.003	\$1.00 \$15,353,464.06	\$0.00	18.24%	AAAm
<b>SubTotal</b>			<b>\$15,627,825.46</b>	<b>\$15,627,825.46</b>	<b>\$15,627,825.46</b>	<b>5.24%</b>		<b>\$15,627,825.46</b>	<b>\$0.00</b>	<b>18.57%</b>	
<b>Agency Bond</b>											
3137EAES4	FMCC 0.250% 06/26/2023	8/26/2020 8/28/2020	\$500,000.00	\$499,565.00	\$499,565.00	0.28%	0.071 0.072	\$99.64 \$498,180.00	(\$1,385.00)	0.59%	Aaa AA+
3137EAEV7	FMCC 0.250% 08/24/2023	8/19/2020 8/21/2020	\$500,000.00	\$499,490.00	\$499,490.00	0.28%	0.233 0.229	\$98.84 \$494,195.00	(\$5,295.00)	0.59%	Aaa AA+
3134GXAY0	FMCC 0.300% 11/13/2023	11/12/2020 11/13/2020	\$500,000.00	\$499,625.00	\$499,625.00	0.33%	0.455 0.445	\$97.75 \$488,740.00	(\$10,885.00)	0.58%	Aaa AA+
3130A3VC5	FHLB 2.250% 12/08/2023	3/24/2022 3/25/2022	\$1,000,000.00	\$1,002,370.00	\$1,002,370.00	2.11%	0.523 0.507	\$98.45 \$984,480.00	(\$17,890.00)	1.17%	Aaa AA+
3133EMNG3	FFCB 0.230% 01/19/2024	2/18/2021 2/19/2021	\$575,000.00	\$575,316.25	\$575,316.25	0.21%	0.638 0.623	\$96.80 \$556,577.00	(\$18,739.25)	0.66%	Aaa AA+
3130AB3H7	FHLB 2.375% 03/08/2024	4/25/2019 4/29/2019	\$500,000.00	\$499,765.00	\$499,765.00	2.38%	0.773 0.749	\$97.73 \$488,640.00	(\$11,125.00)	0.58%	Aaa AA+
3134GWXC5	FMCC 0.350% 03/29/2024	10/21/2020 10/23/2020	\$1,000,000.00	\$999,500.00	\$999,500.00	0.36%	0.830 0.808	\$95.79 \$957,850.00	(\$41,650.00)	1.14%	Aaa AA+
3133EMWV0	FFCB 0.350% 04/22/2024	4/26/2021 4/27/2021	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	0.35%	0.896 0.874	\$95.90 \$1,438,545.00	(\$61,455.00)	1.71%	Aaa AA+
3133ENJ84	FFCB 3.375% 08/26/2024	9/15/2022 9/16/2022	\$750,000.00	\$742,252.50	\$742,252.50	3.93%	1.241 1.188	\$97.98 \$734,835.00	(\$7,417.50)	0.87%	Aaa AA+
3130AFBC0	FHLB 3.250% 09/13/2024	9/20/2022 9/21/2022	\$850,000.00	\$836,485.85	\$836,485.85	4.09%	1.290 1.236	\$97.75 \$830,875.00	(\$5,610.85)	0.99%	Aaa AA+
3130AK6G6	FHLB 0.390% 09/23/2024	9/29/2020 9/30/2020	\$810,000.00	\$809,068.50	\$809,068.50	0.42%	1.318 1.282	\$93.90 \$760,565.70	(\$48,502.80)	0.90%	Aaa AA+
3134GWUS3	FMCC 0.400% 09/24/2024	9/17/2020 9/24/2020	\$1,000,000.00	\$999,950.00	\$999,950.00	0.40%	1.321 1.285	\$93.90 \$939,000.00	(\$60,950.00)	1.12%	Aaa AA+
3133EMBD3	FFCB 0.360% 09/24/2024	9/24/2020 9/29/2020	\$1,000,000.00	\$998,750.00	\$998,750.00	0.39%	1.321 1.285	\$93.84 \$938,420.00	(\$60,330.00)	1.11%	Aaa AA+

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**POSITION STATEMENT**

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3133EK6J0	FFCB 1.625% 11/08/2024	11/1/2019 11/8/2019	\$500,000.00	\$499,615.00	\$499,615.00	1.64%	1.444 1.397	\$95.30 \$476,490.00	(\$23,125.00)	0.57%	Aaa AA+
3134GV7E2	FMCC 0.500% 01/27/2025	7/8/2020 7/27/2020	\$500,000.00	\$498,600.00	\$498,600.00	0.56%	1.663 1.614	\$92.72 \$463,620.00	(\$34,980.00)	0.55%	Aaa AA+
3130ANAV2	FHLB 0.550% 01/28/2025	5/26/2022 5/27/2022	\$380,000.00	\$359,062.00	\$359,062.00	2.70%	1.666 1.619	\$93.23 \$354,270.20	(\$4,791.80)	0.42%	Aaa AA+
3133ENTK6	FFCB 2.51% 04/01/25	3/25/2022 4/1/2022	\$500,000.00	\$498,975.00	\$498,975.00	2.58%	1.838 1.761	\$96.41 \$482,030.00	(\$16,945.00)	0.57%	Aaa AA+
3130ALZ23	FHLB 0.800% 04/28/2025	4/7/2021 4/28/2021	\$275,000.00	\$275,000.00	\$275,000.00	0.80%	1.912 1.854	\$92.67 \$254,848.00	(\$20,152.00)	0.30%	Aaa AA+
3133EMXS6	FFCB 0.720% 04/28/2025	4/26/2021 4/28/2021	\$1,750,000.00	\$1,748,632.81	\$1,748,632.81	0.74%	1.912 1.854	\$92.53 \$1,619,257.50	(\$129,375.31)	1.92%	Aaa AA+
3133EMZW5	FFCB 0.730% 05/19/2025	5/25/2021 5/28/2021	\$315,000.00	\$315,000.00	\$315,000.00	0.73%	1.970 1.911	\$92.42 \$291,123.00	(\$23,877.00)	0.35%	Aaa AA+
3133ELH80	FFCB 0.680% 06/10/2025	6/24/2020 6/26/2020	\$750,000.00	\$750,000.00	\$750,000.00	0.68%	2.030 1.963	\$92.26 \$691,935.00	(\$58,065.00)	0.82%	Aaa AA+
3130ANZ60	FHLB 0.600% 06/27/2025	10/26/2021 10/27/2021	\$750,000.00	\$742,500.00	\$742,500.00	0.96%	2.077 2.002	\$92.61 \$694,590.00	(\$47,910.00)	0.83%	Aaa AA+
3135G05S8	FNMA 0.500% 08/14/2025	11/18/2022 11/21/2022	\$500,000.00	\$446,565.00	\$446,565.00	4.72%	2.208 2.142	\$91.39 \$456,955.00	\$10,390.00	0.54%	Aaa AA+
3136G4J95	FNMA 0.550% 08/25/2025	8/19/2020 8/25/2020	\$500,000.00	\$499,375.00	\$499,375.00	0.58%	2.238 2.173	\$91.41 \$457,035.00	(\$42,340.00)	0.54%	Aaa AA+
3130ANVB3	FHLB 0.800% 09/17/2025	9/1/2021 9/17/2021	\$450,000.00	\$450,000.00	\$450,000.00	0.80%	2.301 2.223	\$91.74 \$412,812.00	(\$37,188.00)	0.49%	Aaa AA+
3137EAEX3	FMCC 0.375% 09/23/2025	9/29/2021 9/30/2021	\$900,000.00	\$885,114.00	\$885,114.00	0.80%	2.318 2.257	\$91.16 \$820,440.00	(\$64,674.00)	0.97%	Aaa AA+
3134GWZG4	FMCC 0.600% 10/20/2025	10/6/2020 10/20/2020	\$650,000.00	\$650,000.00	\$650,000.00	0.60%	2.392 2.316	\$90.68 \$589,400.50	(\$60,599.50)	0.70%	Aaa AA+
3134GWZV1	FMCC 0.650% 10/22/2025	10/18/2021 10/20/2021	\$410,000.00	\$404,260.00	\$404,260.00	1.01%	2.397 2.319	\$91.18 \$373,817.50	(\$30,442.50)	0.44%	Aaa AA+
3136G45C3	FNMA 0.540% 10/27/2025	10/21/2020 10/27/2020	\$500,000.00	\$499,500.00	\$499,500.00	0.56%	2.411 2.341	\$90.89 \$454,430.00	(\$45,070.00)	0.54%	Aaa AA+
3134GW4B9	FMCC 0.500% 10/29/2025	10/9/2020 10/29/2020	\$500,000.00	\$499,000.00	\$499,000.00	0.54%	2.416 2.348	\$90.90 \$454,485.00	(\$44,515.00)	0.54%	Aaa AA+
3135GA2Z3	FNMA 0.560% 11/17/2025	11/12/2020 11/17/2020	\$525,000.00	\$523,818.75	\$523,818.75	0.61%	2.468 2.397	\$90.78 \$476,610.75	(\$47,208.00)	0.57%	Aaa AA+

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
3134GXFV1	FMCC 0.625% 12/17/2025	12/3/2020 12/17/2020	\$500,000.00	\$499,750.00	\$499,750.00	0.64%	2.551 2.461	\$90.53 \$452,665.00	(\$47,085.00)	0.54%	Aaa AA+
3133EMQX3	FFCB 0.590% 02/17/2026	2/18/2021 2/25/2021	\$500,000.00	\$498,045.00	\$498,045.00	0.67%	2.721 2.627	\$89.82 \$449,100.00	(\$48,945.00)	0.53%	Aaa AA+
3130AKVV5	FHLB 0.500% 02/18/2026	1/28/2021 2/18/2021	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	0.50%	2.723 2.634	\$89.59 \$895,870.00	(\$104,130.00)	1.06%	Aaa AA+
31422XBN1	AGM 0.690% 02/25/2026	2/18/2021 2/25/2021	\$500,000.00	\$499,850.00	\$499,850.00	0.70%	2.742 2.644	\$90.01 \$450,060.00	(\$49,790.00)	0.53%	
3130AJLH0	FHLB 0.920% 05/19/2026	10/18/2021 10/19/2021	\$725,000.00	\$718,272.00	\$718,272.00	1.13%	2.970 2.840	\$90.38 \$655,226.00	(\$63,046.00)	0.78%	Aaa AA+
3130AMNX6	FHLB 1.020% 06/10/2026	5/26/2021 6/10/2021	\$685,000.00	\$685,000.00	\$685,000.00	1.02%	3.030 2.880	\$89.98 \$616,342.45	(\$68,657.55)	0.73%	Aaa AA+
3133ELY32	FFCB 0.550% 07/22/2026	3/30/2023 3/31/2023	\$850,000.00	\$758,616.50 \$896.04	\$759,512.54	4.06%	3.145 3.048	\$89.42 \$760,061.50	\$1,445.00	0.90%	Aaa AA+
3130ANYN4	FHLB 1.000% 09/30/2026	9/14/2021 9/30/2021	\$500,000.00	\$500,000.00	\$500,000.00	1.00%	3.337 3.171	\$89.22 \$446,085.00	(\$53,915.00)	0.53%	Aaa AA+
3130AP3C7	FHLB 1.100% 09/30/2026	10/25/2021 10/26/2021	\$600,000.00	\$594,000.00	\$594,000.00	1.24%	3.337 3.160	\$89.52 \$537,102.00	(\$56,898.00)	0.64%	Aaa AA+
3134GW4C7	FMCC 0.800% 10/27/2026	6/16/2022 6/17/2022	\$530,000.00	\$468,138.40	\$468,138.40	3.72%	3.411 3.258	\$88.43 \$468,668.40	\$530.00	0.56%	Aaa AA+
3130APFS9	FHLB 1.050% 10/28/2026	10/18/2021 10/28/2021	\$685,000.00	\$679,040.50	\$679,040.50	1.23%	3.414 3.239	\$89.19 \$610,944.65	(\$68,095.85)	0.73%	Aaa AA+
3130APW43	FHLB 1.500% 12/02/2026	12/16/2021 12/20/2021	\$500,000.00	\$499,925.00	\$499,925.00	1.50%	3.510 3.245	\$90.19 \$450,925.00	(\$49,000.00)	0.54%	Aaa AA+
3130AQPR8	FHLB 1.300% 02/18/2027	3/29/2023 3/31/2023	\$800,000.00	\$743,728.00 \$1,242.22	\$744,970.22	4.27%	3.723 3.357	\$92.88 \$743,024.00	(\$704.00)	0.88%	Aaa AA+
3133ENVD9	FFCB 2.875% 04/26/2027	4/22/2022 4/26/2022	\$300,000.00	\$298,452.00	\$298,452.00	2.99%	3.907 3.630	\$95.54 \$286,629.00	(\$11,823.00)	0.34%	Aaa AA+
3130AJSQ3	FHLB 1.020% 07/06/2027	4/19/2023 4/20/2023	\$850,000.00	\$747,668.50 \$2,504.67	\$750,173.17	4.17%	4.101 3.822	\$88.06 \$748,467.50	\$799.00	0.89%	Aaa AA+
3133ENG87	FFCB 2.920% 08/17/2027	8/19/2022 8/22/2022	\$630,000.00	\$622,616.40	\$622,616.40	3.18%	4.216 3.875	\$95.48 \$601,536.60	(\$21,079.80)	0.71%	Aaa AA+
3133ENL99	FFCB 3.375% 09/15/2027	9/14/2022 9/15/2022	\$1,000,000.00	\$986,010.00	\$986,010.00	3.68%	4.296 3.918	\$97.19 \$971,930.00	(\$14,080.00)	1.15%	Aaa AA+
742651DZ2	PEFCO 3.900% 10/15/2027	4/27/2023 5/3/2023	\$255,000.00	\$255,408.00	\$255,408.00	3.86%	4.378 3.969	\$99.37 \$253,393.50	(\$2,014.50)	0.30%	Aaa AA+

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**POSITION STATEMENT**

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742651DZ2	PEFCO 3.900% 10/15/2027	4/28/2023 5/3/2023	\$250,000.00	\$249,600.00	\$249,600.00	3.94%	4.378 3.969	\$99.37 \$248,425.00	(\$1,175.00)	0.30%	Aaa AA+
3133EN3H1	FFCB 4.000% 11/29/2027	11/22/2022 11/29/2022	\$900,000.00	\$896,580.00	\$896,580.00	4.08%	4.501 4.076	\$99.66 \$896,976.00	\$396.00	1.07%	Aaa AA+
3130ATUS4	FHLB 4.250% 12/10/2027	12/14/2022 12/16/2022	\$1,185,000.00	\$1,209,553.20 \$5,875.62	\$1,215,428.82	3.79%	4.532 3.990	\$100.96 \$1,196,376.00	(\$13,177.20)	1.42%	Aaa AA+
3133EN5N6	FFCB 4.000% 01/06/2028	1/17/2023 1/19/2023	\$340,000.00	\$344,705.60 \$491.11	\$345,196.71	3.69%	4.605 4.100	\$100.09 \$340,292.40	(\$4,413.20)	0.40%	Aaa AA+
3133EPCX1	FFCB 4.375% 03/10/2028	3/7/2023 3/10/2023	\$1,000,000.00	\$997,460.00	\$997,460.00	4.43%	4.781 4.242	\$101.71 \$1,017,080.00	\$19,620.00	1.21%	Aaa AA+
3133EPGW9	FEDERAL FARM 3.875% 04/25/2028	4/19/2023 4/25/2023	\$1,100,000.00	\$1,098,647.00	\$1,098,647.00	3.90%	4.907 4.408	\$99.92 \$1,099,065.00	\$418.00	1.31%	Aaa AA+
3133EPHT5	FFCB 3.625 05/03/28	4/27/2023 5/3/2023	\$315,000.00	\$313,270.65	\$313,270.65	3.75%	4.929 4.451	\$98.78 \$311,166.45	(\$2,104.20)	0.37%	Aaa AA+
<b>SubTotal</b>			<b>\$37,640,000.00</b>	<b>\$37,171,492.41 \$11,009.66</b>	<b>\$37,182,502.07</b>	<b>1.89%</b>		<b>\$35,442,463.60</b>	<b>(\$1,729,028.81)</b>	<b>42.11%</b>	

**Commercial Paper**

13607FU79	Canadian Imperial Holdings Inc. 07/07/2023	10/11/2022 10/12/2022	\$1,208,000.00	\$1,165,733.42	\$1,165,733.42	4.87%	0.101 0.101	\$99.46 \$1,201,440.56	\$35,707.14	1.43%	P-1 A-1
62479MVR1	MUFG Bank, Ltd. 08/25/2023	11/30/2022 11/30/2022	\$500,000.00	\$480,830.56	\$480,830.56	5.36%	0.236 0.232	\$98.71 \$493,560.00	\$12,729.44	0.59%	P-1 A-1
62479MWF6	MUFG Bank, Ltd. 09/15/2023	12/19/2022 12/20/2022	\$900,000.00	\$866,038.75	\$866,038.75	5.25%	0.293 0.287	\$98.37 \$885,312.00	\$19,273.25	1.05%	P-1 A-1
62479MWK5	MUFG Bank, Ltd. 09/19/2023	12/23/2022 12/23/2022	\$500,000.00	\$481,400.00	\$481,400.00	5.15%	0.304 0.298	\$98.31 \$491,535.00	\$10,135.00	0.58%	P-1 A-1
63873KX28	Natixis 10/02/2023	3/1/2023 3/2/2023	\$1,004,000.00	\$973,024.93	\$973,024.93	5.36%	0.340 0.332	\$98.09 \$984,803.52	\$11,778.59	1.17%	P-1 A-1
63873KYN1	Natixis 11/22/2023	3/3/2023 3/6/2023	\$685,000.00	\$659,076.18	\$659,076.18	5.43%	0.479 0.468	\$97.28 \$666,388.55	\$7,312.37	0.79%	P-1 A-1
<b>SubTotal</b>			<b>\$4,797,000.00</b>	<b>\$4,626,103.84</b>	<b>\$4,626,103.84</b>	<b>5.20%</b>		<b>\$4,723,039.63</b>	<b>\$96,935.79</b>	<b>5.61%</b>	

**Negotiable Certificate of Deposit**

70212VAA6	Partners Bank 0.350% 06/30/2023	6/24/2020 6/30/2020	\$245,000.00	\$244,448.75	\$244,448.75	0.43%	0.082 0.083	\$99.59 \$243,985.70	(\$463.05)	0.29%	
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**POSITION STATEMENT**

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
75472RAD3	Raymond James Bank, National Association 1.950% 08/23/2023	8/14/2019 8/26/2019	\$247,000.00	\$246,506.00	\$246,506.00	2.00%	0.230 0.227	\$99.21 \$245,058.58	(\$1,447.42)	0.29%	
29278TLF5	EnerBank USA 1.800% 09/13/2023	9/5/2019 9/16/2019	\$249,000.00	\$248,751.00	\$248,751.00	1.83%	0.288 0.282	\$99.00 \$246,507.51	(\$2,243.49)	0.29%	
06251A2E9	Bank Hapoalim B.M. 0.300% 09/14/2023	9/4/2020 9/14/2020	\$249,000.00	\$248,502.00	\$248,502.00	0.37%	0.290 0.285	\$98.54 \$245,354.64	(\$3,147.36)	0.29%	
538036HC1	Live Oak Banking Company 1.800% 12/11/2023	12/6/2019 12/11/2019	\$100,000.00	\$99,700.00	\$99,700.00	1.88%	0.532 0.517	\$98.16 \$98,164.00	(\$1,536.00)	0.12%	
87270LDK6	TIAA, FSB 0.200% 02/12/2024	2/18/2021 2/22/2021	\$249,000.00	\$248,253.00	\$248,253.00	0.30%	0.704 0.687	\$96.51 \$240,317.37	(\$7,935.63)	0.29%	
05465DAK4	Axos Bank 1.650% 03/26/2024	2/27/2020 3/26/2020	\$249,000.00	\$248,564.25	\$248,564.25	1.70%	0.822 0.797	\$97.04 \$241,617.15	(\$6,947.10)	0.29%	
654062JR0	Nicolet National Bank 1.150% 03/28/2024	3/25/2020 3/31/2020	\$249,000.00	\$245,265.00	\$245,265.00	1.54%	0.827 0.803	\$96.62 \$240,578.82	(\$4,686.18)	0.29%	
7954502H7	Sallie Mae Bank 2.800% 04/17/2024	4/9/2019 4/17/2019	\$110,000.00	\$109,505.00	\$109,505.00	2.90%	0.882 0.854	\$97.81 \$107,587.70	(\$1,917.30)	0.13%	
32056GDH0	First Internet Bancorp 0.850% 05/13/2024	5/6/2020 5/11/2020	\$249,000.00	\$248,751.00	\$248,751.00	0.88%	0.953 0.926	\$95.79 \$238,512.12	(\$10,238.88)	0.28%	
88413QCN6	Third Federal Savings and Loan Association of Cleveland 0.750% 05/21/2024	5/6/2020 5/22/2020	\$249,000.00	\$248,751.00	\$248,751.00	0.78%	0.975 0.949	\$95.60 \$238,046.49	(\$10,704.51)	0.28%	
14042TAP2	Capital One Bank (Usa), National Association 2.650% 05/22/2024	5/15/2019 5/30/2019	\$246,000.00	\$244,524.00	\$244,524.00	2.78%	0.978 0.948	\$97.39 \$239,586.78	(\$4,937.22)	0.28%	
14042RLP4	Capital One, National Association 2.650% 05/22/2024	5/15/2019 5/30/2019	\$246,000.00	\$244,524.00	\$244,524.00	2.78%	0.978 0.948	\$97.39 \$239,586.78	(\$4,937.22)	0.28%	
38149MAZ6	Goldman Sachs Bank USA Holdings LLC 2.700% 06/05/2024	6/3/2019 6/5/2019	\$246,000.00	\$245,200.50	\$245,200.50	2.77%	1.016 0.972	\$97.37 \$239,517.90	(\$5,682.60)	0.28%	

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CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
61760AE88	Morgan Stanley Private Bank, National Association 2.700% 06/06/2024	6/3/2019 6/6/2019	\$246,000.00	\$245,139.00	\$245,139.00	2.78%	1.019 0.974	\$97.36 \$239,500.68	(\$5,638.32)	0.28%	
20033AZ58	Comenity Capital Bank 2.500% 06/27/2024	6/25/2019 6/27/2019	\$249,000.00	\$249,000.00	\$249,000.00	2.50%	1.077 1.036	\$96.98 \$241,482.69	(\$7,517.31)	0.29%	
15118RRH2	Celtic Bank Corporation 1.850% 08/30/2024	8/16/2019 8/30/2019	\$249,000.00	\$248,285.37	\$248,285.37	1.91%	1.252 1.207	\$95.75 \$238,419.99	(\$9,865.38)	0.28%	
949763M78	Wells Fargo Bank, National Association 1.950% 10/18/2024	10/25/2019 10/29/2019	\$225,000.00	\$224,437.50	\$224,437.50	2.00%	1.386 1.332	\$95.47 \$214,814.25	(\$9,623.25)	0.26%	
856285SN2	State Bank of India 1.900% 01/22/2025	1/8/2020 1/22/2020	\$247,000.00	\$244,777.00	\$244,777.00	2.09%	1.649 1.579	\$94.69 \$233,876.89	(\$10,900.11)	0.28%	
87165E2M8	Synchrony Bank 1.250% 04/24/2025	4/20/2020 4/24/2020	\$248,000.00	\$246,326.00	\$246,326.00	1.39%	1.901 1.833	\$92.78 \$230,104.32	(\$16,221.68)	0.27%	
44329ME33	HSBC Bank USA, National Association 1.300% 05/07/2025	4/24/2020 5/7/2020	\$248,000.00	\$247,132.00	\$247,132.00	1.37%	1.937 1.865	\$92.75 \$230,010.08	(\$17,121.92)	0.27%	
02589ABQ4	American Express National Bank 2.000% 03/09/2027	3/2/2022 3/9/2022	\$247,000.00	\$245,765.00	\$245,765.00	2.11%	3.775 3.535	\$89.54 \$221,163.80	(\$24,601.20)	0.26%	
89235MPB1	Toyota Financial Savings Bank 3.600% 09/09/2027	8/30/2022 9/9/2022	\$245,000.00	\$244,142.50	\$244,142.50	3.68%	4.279 3.860	\$94.47 \$231,453.95	(\$12,688.55)	0.27%	
732329BD8	Ponce Bank 3.500% 09/15/2027	8/30/2022 9/15/2022	\$249,000.00	\$248,626.50	\$248,626.50	3.53%	4.296 3.873	\$94.03 \$234,127.23	(\$14,499.27)	0.28%	
<b>SubTotal</b>			<b>\$5,636,000.00</b>	<b>\$5,614,876.37</b>	<b>\$5,614,876.37</b>	<b>1.90%</b>		<b>\$5,419,375.42</b>	<b>(\$195,500.95)</b>	<b>6.44%</b>	
<b>U.S. Treasury Bond</b>											
91282CFA4	UST 3.000% 07/31/2024	9/15/2022 9/16/2022	\$750,000.00	\$738,017.58	\$738,017.58	3.89%	1.170 1.120	\$97.67 \$732,510.00	(\$5,507.58)	0.87%	Aaa AA+
9128283P3	UST 2.250% 12/31/2024	3/24/2022 3/25/2022	\$500,000.00	\$498,730.47	\$498,730.47	2.34%	1.589 1.519	\$96.20 \$480,995.00	(\$17,735.47)	0.57%	Aaa AA+
<b>SubTotal</b>			<b>\$1,250,000.00</b>	<b>\$1,236,748.05</b>	<b>\$1,236,748.05</b>	<b>3.28%</b>		<b>\$1,213,505.00</b>	<b>(\$23,243.05)</b>	<b>1.44%</b>	

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**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>U.S. Treasury Note</b>											
91282CCN9	UST 0.125% 07/31/2023	8/18/2021 8/19/2021	\$1,025,000.00	\$1,023,158.20	\$1,023,158.20	0.22%	0.167 0.165	\$99.12 \$1,016,010.75	(\$7,147.45)	1.21%	Aaa AA+
91282CAP6	UST 0.125% 10/15/2023	10/21/2021 10/22/2021	\$1,000,000.00	\$993,359.37	\$993,359.37	0.46%	0.375 0.367	\$98.08 \$980,780.00	(\$12,579.37)	1.17%	Aaa AA+
91282CCL3	UST 0.375% 07/15/2024	12/19/2022 12/20/2022	\$500,000.00	\$469,277.34	\$469,277.34	4.47%	1.126 1.096	\$94.88 \$474,375.00	\$5,097.66	0.56%	Aaa AA+
91282CCT6	UST 0.375% 08/15/2024	8/26/2021 8/27/2021	\$500,000.00	\$498,769.53	\$498,769.53	0.46%	1.211 1.180	\$94.59 \$472,970.00	(\$25,799.53)	0.56%	Aaa AA+
91282CDB4	UST 0.625% 10/15/2024	10/28/2021 10/29/2021	\$500,000.00	\$497,910.16	\$497,910.16	0.77%	1.378 1.341	\$94.36 \$471,780.00	(\$26,130.16)	0.56%	Aaa AA+
91282CFX4	UST 4.500% 11/30/2024	12/19/2022 12/20/2022	\$500,000.00	\$502,265.63	\$502,265.63	4.25%	1.504 1.406	\$99.53 \$497,655.00	(\$4,610.63)	0.59%	Aaa AA+
9128283Z1	UST 2.750% 02/28/2025	10/25/2022 10/26/2022	\$560,000.00	\$539,175.00	\$539,175.00	4.44%	1.751 1.672	\$96.88 \$542,544.80	\$3,369.80	0.64%	Aaa AA+
912828ZT0	UST 0.250% 05/31/2025	4/26/2021 4/27/2021	\$1,750,000.00	\$1,723,544.92	\$1,723,544.92	0.62%	2.003 1.953	\$91.98 \$1,609,720.00	(\$113,824.92)	1.91%	Aaa AA+
91282CAM3	UST 0.250% 09/30/2025	10/14/2021 10/15/2021	\$465,000.00	\$453,938.09	\$453,938.09	0.86%	2.337 2.281	\$91.20 \$424,093.95	(\$29,844.14)	0.50%	Aaa AA+
91282CAT8	UST 0.250% 10/31/2025	10/27/2021 10/28/2021	\$750,000.00	\$728,056.64	\$728,056.64	1.00%	2.422 2.364	\$90.85 \$681,390.00	(\$46,666.64)	0.81%	Aaa AA+
91282CAZ4	UST 0.375% 11/30/2025	10/28/2021 10/29/2021	\$750,000.00	\$729,462.89	\$729,462.89	1.06%	2.504 2.437	\$90.93 \$681,945.00	(\$47,517.89)	0.81%	Aaa AA+
91282CBC4	UST 0.375% 12/31/2025	10/28/2021 10/29/2021	\$750,000.00	\$728,613.28	\$728,613.28	1.08%	2.589 2.520	\$90.81 \$681,097.50	(\$47,515.78)	0.81%	Aaa AA+
91282CBH3	UST 0.375% 01/31/2026	4/26/2021 4/27/2021	\$1,250,000.00	\$1,225,048.83	\$1,225,048.83	0.80%	2.674 2.603	\$90.47 \$1,130,812.50	(\$94,236.33)	1.34%	Aaa AA+
91282CBQ3	UST 0.500% 02/28/2026	10/28/2021 10/29/2021	\$750,000.00	\$730,751.95	\$730,751.95	1.11%	2.751 2.674	\$90.57 \$679,275.00	(\$51,476.95)	0.81%	Aaa AA+
91282CBT7	UST 0.750% 03/31/2026	4/26/2021 4/27/2021	\$1,250,000.00	\$1,245,654.30	\$1,245,654.30	0.82%	2.836 2.748	\$91.12 \$1,139,012.50	(\$106,641.80)	1.35%	Aaa AA+
91282CCJ8	UST 0.875% 06/30/2026	10/22/2021 10/25/2021	\$500,000.00	\$493,027.34	\$493,027.34	1.18%	3.085 2.974	\$90.88 \$454,415.00	(\$38,612.34)	0.54%	Aaa AA+
91282CCW9	UST 0.750% 08/31/2026	8/26/2021 8/31/2021	\$500,000.00	\$497,734.38	\$497,734.38	0.84%	3.255 3.146	\$90.00 \$449,980.00	(\$47,754.38)	0.53%	Aaa AA+

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Cleveland Public Library Operating Account

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
91282CCZ2	UST 0.875% 09/30/2026	9/29/2021 9/30/2021	\$500,000.00	\$496,699.22	\$496,699.22	1.01%	3.337 3.220	\$90.24 \$451,210.00	(\$45,489.22)	0.54%	Aaa AA+
912828U24	UST 2.000% 11/15/2026	7/13/2022 7/14/2022	\$795,000.00	\$760,467.19	\$760,467.19	3.08%	3.463 3.287	\$93.47 \$743,110.35	(\$17,356.84)	0.88%	Aaa AA+
912828Z78	UST 1.500% 01/31/2027	5/9/2022 5/10/2022	\$245,000.00	\$229,017.58	\$229,017.58	2.99%	3.674 3.491	\$91.52 \$224,224.00	(\$4,793.58)	0.27%	Aaa AA+
91282CEF4	UST 2.500% 03/31/2027	5/31/2022 5/31/2022	\$455,000.00	\$447,979.49	\$447,979.49	2.84%	3.836 3.586	\$94.78 \$431,253.55	(\$16,725.94)	0.51%	Aaa AA+
91282CEN7	UST 2.750% 04/30/2027	4/28/2022 5/2/2022	\$245,000.00	\$243,325.20	\$243,325.20	2.90%	3.918 3.728	\$95.58 \$234,175.90	(\$9,149.30)	0.28%	Aaa AA+
91282CEN7	UST 2.750% 04/30/2027	3/9/2023 3/10/2023	\$525,000.00	\$491,777.34	\$491,777.34	4.44%	3.918 3.728	\$95.58 \$501,805.50	\$10,028.16	0.60%	Aaa AA+
912828X88	UST 2.375% 05/15/2027	7/25/2022 7/26/2022	\$960,000.00	\$936,937.50	\$936,937.50	2.91%	3.959 3.715	\$94.25 \$904,800.00	(\$32,137.50)	1.07%	Aaa AA+
91282CET4	UST 2.625% 05/31/2027	5/27/2022 5/31/2022	\$810,000.00	\$807,247.27	\$807,247.27	2.70%	4.003 3.691	\$95.07 \$770,067.00	(\$37,180.27)	0.91%	Aaa AA+
91282CEW7	UST 3.250% 06/30/2027	8/30/2022 8/31/2022	\$266,000.00	\$265,210.31	\$265,210.31	3.32%	4.085 3.725	\$97.36 \$258,974.94	(\$6,235.37)	0.31%	Aaa AA+
91282CEW7	UST 3.250% 06/30/2027	3/9/2023 3/10/2023	\$750,000.00	\$716,074.22 \$4,646.06	\$720,720.28	4.41%	4.085 3.725	\$97.36 \$730,192.50	\$14,118.28	0.87%	Aaa AA+
91282CFB2	UST 2.750% 07/31/2027	9/15/2022 9/16/2022	\$1,000,000.00	\$959,140.63	\$959,140.63	3.67%	4.170 3.845	\$95.43 \$954,300.00	(\$4,840.63)	1.13%	Aaa AA+
9128282R0	UST 2.250% 08/15/2027	1/19/2023 1/20/2023	\$770,000.00	\$729,003.52	\$729,003.52	3.52%	4.211 3.925	\$93.53 \$720,188.70	(\$8,814.82)	0.86%	Aaa AA+
9128282R0	UST 2.250% 08/15/2027	3/9/2023 3/10/2023	\$300,000.00	\$274,523.44 \$428.87	\$274,952.31	4.38%	4.211 3.925	\$93.53 \$280,593.00	\$6,069.56	0.33%	Aaa AA+
91282CFH9	UST 3.125% 08/31/2027	10/25/2022 10/26/2022	\$600,000.00	\$571,195.31	\$571,195.31	4.23%	4.255 3.901	\$96.85 \$581,088.00	\$9,892.69	0.69%	Aaa AA+
91282CFH9	UST 3.125% 08/31/2027	3/9/2023 08/31/2023	\$350,000.00	\$332,390.63 \$297.21	\$332,687.84	4.38%	4.255 3.901	\$96.85 \$338,968.00	\$6,577.37	0.40%	Aaa AA+
91282CFU0	UST 4.125% 10/31/2027	3/9/2023 3/10/2023	\$250,000.00	\$247,519.53	\$247,519.53	4.36%	4.422 3.994	\$101.03 \$252,578.13	\$5,058.60	0.30%	Aaa AA+
91282CFU0	UST 4.125% 10/31/2027	3/6/2023 3/7/2023	\$250,000.00	\$247,714.84	\$247,714.84	4.34%	4.422 3.994	\$101.03 \$252,578.13	\$4,863.29	0.30%	Aaa AA+

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**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
91282CGP0	UST 4.000% 02/29/2028	2/23/2023 3/1/2023	\$575,000.00	\$570,530.27 \$62.50	\$570,592.77	4.17%	4.753 4.250	\$100.66 \$578,772.00	\$8,241.73	0.69%	Aaa AA+
91282CGP0	UST 4.000% 02/29/2028	3/9/2023 3/10/2023	\$150,000.00	\$148,125.00 \$163.04	\$148,288.04	4.28%	4.753 4.250	\$100.66 \$150,984.00	\$2,859.00	0.18%	Aaa AA+
	<b>SubTotal</b>		<b>\$23,096,000.00</b>	<b>\$22,554,626.34</b> <b>\$5,597.68</b>	<b>\$22,560,224.02</b>	<b>2.19%</b>		<b>\$21,747,720.70</b>	<b>(\$806,905.64)</b>	<b>25.84%</b>	
<b>Grand Total</b>			<b>\$88,046,825.46</b>	<b>\$86,831,672.47</b> <b>\$16,607.34</b>	<b>\$86,848,279.81</b>	<b>2.80%</b>		<b>\$84,173,929.81</b>	<b>(\$2,657,742.66)</b>	<b>100.00%</b>	

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**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Amount	Purchased Interest	Total Cost	Yield at Cost
<b>Purchase</b>									
Purchase	4/27/2023	5/3/2023	742651DZ2	PEFCO 3.900% 10/15/2027	255,000.00	255,408.00		255,408.00	3.86%
Purchase	4/28/2023	5/3/2023	742651DZ2	PEFCO 3.900% 10/15/2027	250,000.00	249,600.00		249,600.00	3.94%
Purchase	4/27/2023	5/3/2023	3133EPHT5	FFCB 3.625 05/03/28	315,000.00	313,270.65		313,270.65	3.75%
<b>Total</b>					<b>820,000.00</b>	<b>818,278.65</b>		<b>818,278.65</b>	

Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Cost	Total Proceeds	Realized Gain/Loss
<b>Maturity</b>								
Maturity	5/1/2023	5/1/2023	6775228B3	Ohio, State of 0.350% 05/01/2023	325,000.00	325,000.00	325,000.00	0.00
<b>Total</b>					<b>325,000.00</b>	<b>325,000.00</b>	<b>325,000.00</b>	<b>0.00</b>

<b>Sell</b>								
Sell	4/28/2023	5/1/2023	91282CFU0	UST 4.125% 10/31/2027	500,000.00	495,429.69	510,488.28	15,058.59
<b>Total</b>					<b>500,000.00</b>	<b>495,429.69</b>	<b>510,488.28</b>	<b>15,058.59</b>

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
<b>Interest/Dividends</b>					
Interest/Dividends	4/30/2023	4/30/2023	91282CFU0	UST 4.125% 10/31/2027	20,625.00
Interest/Dividends	5/1/2023	5/1/2023	3134GW4B9	FMCC 0.500% 10/29/2025	1,250.00
Interest/Dividends	5/1/2023	5/1/2023	15118RRH2	Celtic Bank Corporation 1.850% 08/30/2024	391.24
Interest/Dividends	5/1/2023	5/1/2023	654062JR0	Nicolet National Bank 1.150% 03/28/2024	235.36

**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends	5/1/2023	5/1/2023	70212VAA6	Partners Bank 0.350% 06/30/2023	72.83
Interest/Dividends	5/1/2023	5/1/2023	91282CAT8	UST 0.250% 10/31/2025	937.50
Interest/Dividends	5/1/2023	5/1/2023	91282CEN7	UST 2.750% 04/30/2027	10,587.50
Interest/Dividends	5/1/2023	5/1/2023	538036HC1	Live Oak Banking Company 1.800% 12/11/2023	147.95
Interest/Dividends	5/1/2023	5/1/2023	6775228B3	Ohio, State of 0.350% 05/01/2023	568.75
Interest/Dividends	5/1/2023	5/1/2023	31846V567	First American Funds, Inc.	1,744.35
Interest/Dividends	4/28/2023	5/1/2023	91282CFU0	Treasury, United States Department of 4.13% 10/31/2027	56.05
Interest/Dividends	5/8/2023	5/8/2023	3133EK6J0	FFCB 1.625% 11/08/2024	4,062.50
Interest/Dividends	5/8/2023	5/8/2023	44329ME33	HSBC Bank USA, National Association 1.300% 05/07/2025	1,598.75
Interest/Dividends	5/11/2023	5/11/2023	32056GDH0	First Internet Bancorp 0.850% 05/13/2024	173.96
Interest/Dividends	5/15/2023	5/15/2023	912828U24	UST 2.000% 11/15/2026	7,950.00
Interest/Dividends	5/15/2023	5/15/2023	912828X88	UST 2.375% 05/15/2027	11,400.00
Interest/Dividends	5/15/2023	5/15/2023	732329BD8	Ponce Bank 3.500% 09/15/2027	716.30
Interest/Dividends	5/15/2023	5/15/2023	29278TLF5	EnerBank USA 1.800% 09/13/2023	368.38
Interest/Dividends	5/15/2023	5/15/2023	3134GXAY0	FMCC 0.300% 11/13/2023	750.00
Interest/Dividends	5/17/2023	5/17/2023	3135GA2Z3	FNMA 0.560% 11/17/2025	1,470.00
Interest/Dividends	5/18/2023	5/18/2023	949763M78	Wells Fargo Bank, National Association 1.950% 10/18/2024	360.62
Interest/Dividends	5/19/2023	5/19/2023	3133EMZW5	FFCB 0.730% 05/19/2025	1,149.75
Interest/Dividends	5/19/2023	5/19/2023	3130AJLH0	FHLB 0.920% 05/19/2026	3,335.00

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**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
Interest/Dividends	5/22/2023	5/22/2023	14042RLP4	Capital One, National Association 2.650% 05/22/2024	3,232.71
Interest/Dividends	5/22/2023	5/22/2023	14042TAP2	Capital One Bank (Usa), National Association 2.650% 05/22/2024	3,232.71
Interest/Dividends	5/22/2023	5/22/2023	88413QCN6	Third Federal Savings and Loan Association of Cleveland 0.750% 05/21/2024	926.08
Interest/Dividends	5/26/2023	5/26/2023	05465DAK4	Axos Bank 1.650% 03/26/2024	337.68
Interest/Dividends	5/30/2023	5/30/2023	15118RRH2	Celtic Bank Corporation 1.850% 08/30/2024	378.62
Interest/Dividends	5/30/2023	5/30/2023	70212VAA6	Partners Bank 0.350% 06/30/2023	70.48
Interest/Dividends	5/30/2023	5/30/2023	20033AZ58	Comenity Capital Bank 2.500% 06/27/2024	511.64
Interest/Dividends	5/30/2023	5/30/2023	3133EN3H1	FFCB 4.000% 11/29/2027	18,000.00
Interest/Dividends	5/31/2023	5/31/2023	654062JR0	Nicolet National Bank 1.150% 03/28/2024	243.20
Interest/Dividends	5/31/2023	5/31/2023	912828ZT0	UST 0.250% 05/31/2025	2,187.50
Interest/Dividends	5/31/2023	5/31/2023	91282CAZ4	UST 0.375% 11/30/2025	1,406.25
Interest/Dividends	5/31/2023	5/31/2023	91282CET4	UST 2.625% 05/31/2027	10,631.25
Interest/Dividends	5/31/2023	5/31/2023	91282CFX4	UST 4.500% 11/30/2024	11,250.00
<b>Total</b>					<b>122,359.91</b>

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
<b>Custodian Fee</b>				
Custodian Fee	5/25/2023	5/25/2023	Cash Out	(576.54)
<b>Total</b>				<b>(576.54)</b>

**STATEMENT DISCLOSURE**

As of May 31, 2023



Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data has been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

Statements may include positions from unmanaged accounts provided for reporting purposes. Unmanaged accounts are managed directly by the client and are not included in the accounts managed by the investment adviser. This information is provided as a client convenience and the investment adviser assumes no responsibility for performance of these accounts or the accuracy of the data reported.

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**MEEDER**  
PUBLIC FUNDS



## **Cleveland Public Library 2019A Tax-Exempt Bond Proceeds**

**Monthly Investment Report**  
May 31, 2023

**Your Investment Representative:**

Jim McCourt  
(614) 923-1151  
jmccourt@meederinvestment.com

For questions about your account please contact your investment representative or contact [publicfundsoperations@meederinvestment.com](mailto:publicfundsoperations@meederinvestment.com)  
**Dublin, Ohio | Lansing, Michigan | Long Beach, California | Austin, Texas | 866-633-3371 | [www.meederpublicfunds.com](http://www.meederpublicfunds.com)**

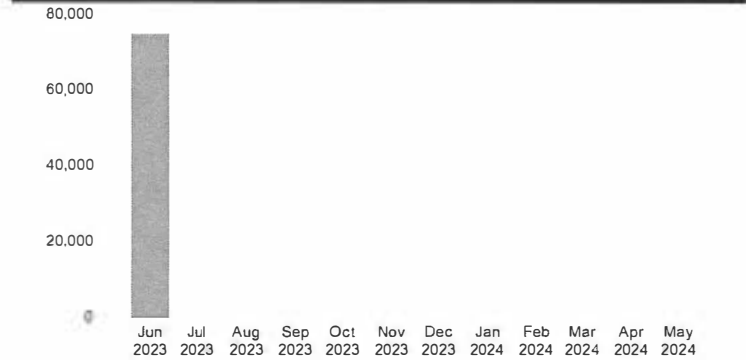
**PORTFOLIO SUMMARY**

As of May 31, 2023

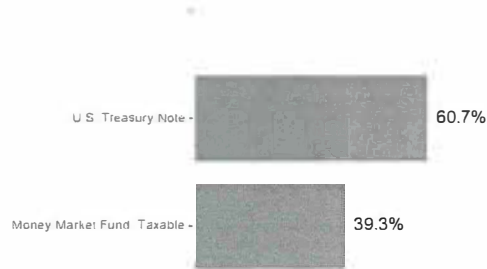


**MONTHLY RECONCILIATION**      **PORTFOLIO CHARACTERISTICS**      **PROJECTED MONTHLY INCOME SCHEDULE**

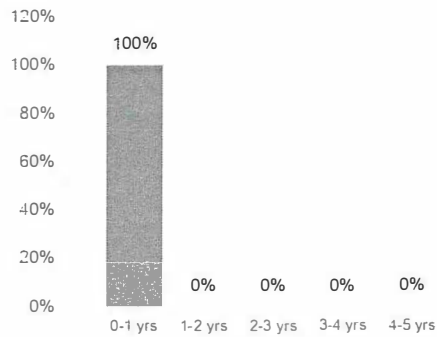
<b>Beginning Book Value</b>	<b>7,030,236.69</b>	Portfolio Yield to Maturity	4.71%
Contributions		Portfolio Effective Duration	0.03 yrs
Withdrawals	(2,002,248.40)	Weighted Average Maturity	0.02 yrs
Prior Month Custodian Fees	(60.01)		
Realized Gains/Losses	1,171.87		
Gross Interest Earnings	6,120.11		
<b>Ending Book Value</b>	<b>5,035,220.26</b>		



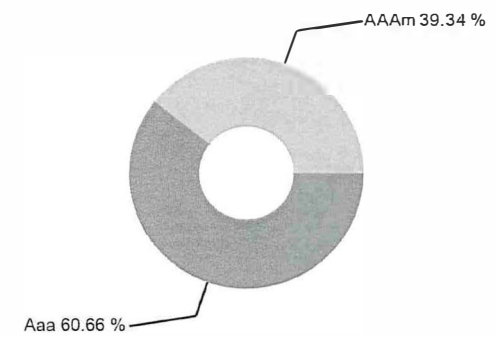
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY**



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Cleveland Public Library 2019A Tax-Exempt Bond Proceeds

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
912828ZU7	UST 0.250% 06/15/2023	74,715											
<b>TOTAL</b>		<b>74,715</b>											

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Cleveland Public Library 2019A Tax-Exempt Bond Proceeds

**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Cash and Cash Equivalents</b>											
STAROHIO	STAR Ohio XX703	5/31/2023 5/31/2023	\$12,680,353.26	\$12,680,353.26	\$12,680,353.26	5.25%	0.003 0.003	\$1.00 \$12,680,353.26	\$0.00	71.32%	AAAm
31846V567	First American Funds, Inc.	5/31/2023 5/31/2023	\$2,006,060.10	\$2,006,060.10	\$2,006,060.10	4.93%	0.003 0.003	\$1.00 \$2,006,060.10	\$0.00	11.28%	AAAm
	<b>SubTotal</b>		<b>\$14,686,413.36</b>	<b>\$14,686,413.36</b>	<b>\$14,686,413.36</b>	<b>5.21%</b>		<b>\$14,686,413.36</b>	<b>\$0.00</b>	<b>82.60%</b>	
<b>U.S. Treasury Note</b>											
912828ZU7	UST 0.250% 06/15/2023	11/29/2022 11/30/2022	\$3,100,000.00	\$3,029,160.16	\$3,029,160.16	4.57%	0.041 0.043	\$99.79 \$3,093,583.00	\$64,422.84	17.40%	Aaa AA+
	<b>SubTotal</b>		<b>\$3,100,000.00</b>	<b>\$3,029,160.16</b>	<b>\$3,029,160.16</b>	<b>4.57%</b>		<b>\$3,093,583.00</b>	<b>\$64,422.84</b>	<b>17.40%</b>	
<b>Grand Total</b>			<b>\$17,786,413.36</b>	<b>\$17,715,573.52</b>	<b>\$17,715,573.52</b>	<b>5.10%</b>		<b>\$17,779,996.36</b>	<b>\$64,422.84</b>	<b>100.00%</b>	

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**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Trade Date	Settlement Date	CUSIP	Security Description	Par Value	Principal Cost	Total Proceeds	Realized Gain/Loss
<b>Maturity</b>								
Maturity	5/31/2023	5/31/2023	91282CCD1	UST 0.125% 05/31/2023	2,000,000.00	1,998,828.13	2,000,000.00	1,171.87
<b>Total</b>					<b>2,000,000.00</b>	<b>1,998,828.13</b>	<b>2,000,000.00</b>	<b>1,171.87</b>

Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
<b>Interest/Dividends</b>					
Interest/Dividends	5/1/2023	5/1/2023	31846V567	First American Funds, Inc.	4,870.11
Interest/Dividends	5/31/2023	5/31/2023	91282CCD1	UST 0.125% 05/31/2023	1,250.00
<b>Total</b>					<b>6,120.11</b>

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
<b>Custodian Fee</b>				
Custodian Fee	5/25/2023	5/25/2023	Cash Out	(60.01)
<b>Total</b>				<b>(60.01)</b>

<b>Withdrawal</b>				
Withdrawal	5/1/2023	5/1/2023	Cash Out	(2,002,248.40)
<b>Total</b>				<b>(2,002,248.40)</b>

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**STATEMENT DISCLOSURE**

As of May 31, 2023



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## **Cleveland Public Library 2019B Taxable Bond Proceeds**

Monthly Investment Report  
May 31, 2023

**Your Investment Representative:**

Jim McCourt  
(614) 923-1151  
jmccourt@meederinvestment.com

For questions about your account please contact your investment representative or contact [publicfundsoperations@meederinvestment.com](mailto:publicfundsoperations@meederinvestment.com)  
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**PORTFOLIO SUMMARY**

As of May 31, 2023



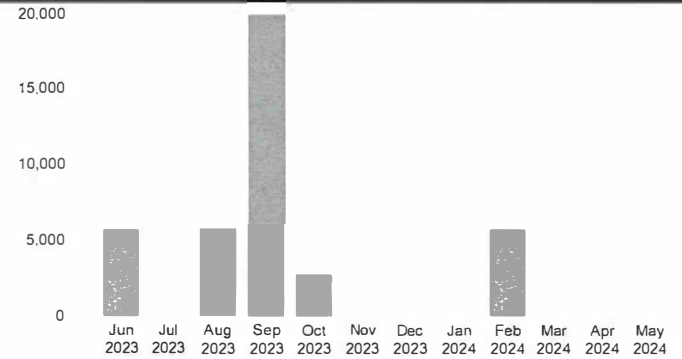
**MONTHLY RECONCILIATION**

<b>Beginning Book Value</b>	<b>4,705,608.02</b>
Contributions	
Withdrawals	
Prior Month Custodian Fees	(40.06)
Realized Gains/Losses	
Gross Interest Earnings	645.59
<b>Ending Book Value</b>	<b>4,706,213.55</b>

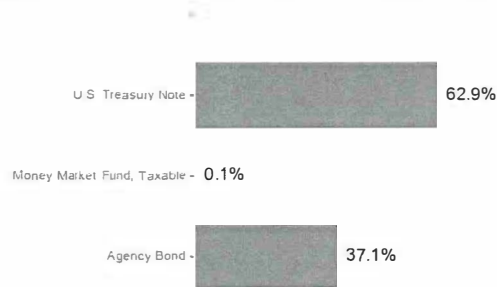
**PORTFOLIO CHARACTERISTICS**

Portfolio Yield to Maturity	0.84%
Portfolio Effective Duration	0.37 yrs
Weighted Average Maturity	0.38 yrs

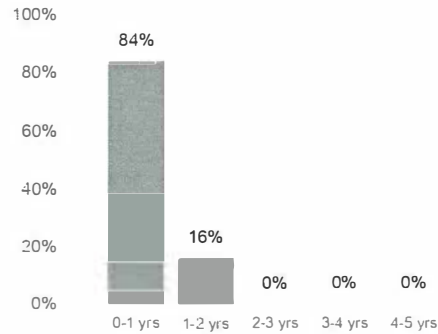
**PROJECTED MONTHLY INCOME SCHEDULE**



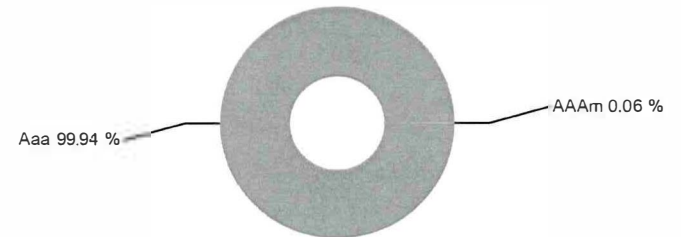
**SECTOR ALLOCATION**



**MATURITY DISTRIBUTION**



**CREDIT QUALITY**



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Cleveland Public Library 2019B Taxable Bond Proceeds

**PROJECTED INCOME SCHEDULE**

As of May 31, 2023



CUSIP	SECURITY DESCRIPTION	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
3130AGWK7	FHLB 1.500% 08/15/2024			5,813						5,813			
3133EMBS0	FFCB 0.200% 10/02/2023					2,810							
912828T26	UST 1.375% 09/30/2023				19,971								
91282CCK5	UST 0.125% 06/30/2023	5,777											
<b>TOTAL</b>		<b>5,777</b>		<b>5,813</b>	<b>19,971</b>	<b>2,810</b>				<b>5,813</b>			

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**POSITION STATEMENT**

As of May 31, 2023



CUSIP	Security Description	Trade Date/ Settlement Date	Par Value	Principal Cost/ Purchased Interest	Total Cost	Yield at Cost	Maturity/ Duration	Market Price/ Market Value	Unrealized Gain/ (Loss)	% of Assets	Moody's/ S&P Rating
<b>Cash and Cash Equivalents</b>											
STAROHIO	STAR Ohio XX702	5/31/2023 5/31/2023	\$3,322,187.31	\$3,322,187.31	\$3,322,187.31	5.25%	0.003 0.003	\$1.00 \$3,322,187.31	\$0.00	41.64%	AAAm
31846V567	First American Funds, Inc.	5/31/2023 5/31/2023	\$2,928.34	\$2,928.34	\$2,928.34	4.93%	0.003 0.003	\$1.00 \$2,928.34	\$0.00	0.04%	AAAm
<b>SubTotal</b>			<b>\$3,325,115.65</b>	<b>\$3,325,115.65</b>	<b>\$3,325,115.65</b>	<b>5.25%</b>		<b>\$3,325,115.65</b>	<b>\$0.00</b>	<b>41.68%</b>	
<b>Agency Bond</b>											
3133EMBS0	FFCB 0.200% 10/02/2023	10/5/2020 10/6/2020	\$1,000,000.00	\$998,190.00	\$998,190.00	0.26%	0.340 0.332	\$98.25 \$982,500.00	(\$15,690.00)	12.32%	Aaa AA+
3130AGWK7	FHLB 1.500% 08/15/2024	9/26/2019 9/27/2019	\$775,000.00	\$771,187.00	\$771,187.00	1.61%	1.211 1.172	\$95.95 \$743,573.75	(\$27,613.25)	9.32%	Aaa AA+
<b>SubTotal</b>			<b>\$1,775,000.00</b>	<b>\$1,769,377.00</b>	<b>\$1,769,377.00</b>	<b>0.84%</b>		<b>\$1,726,073.75</b>	<b>(\$43,303.25)</b>	<b>21.64%</b>	
<b>U.S. Treasury Note</b>											
91282CCK5	UST 0.125% 06/30/2023	6/24/2021 6/30/2021	\$1,700,000.00	\$1,695,285.16	\$1,695,285.16	0.26%	0.082 0.083	\$99.58 \$1,692,775.00	(\$2,510.16)	21.22%	Aaa AA+
912828T26	UST 1.375% 09/30/2023	10/25/2019 10/28/2019	\$1,250,000.00	\$1,238,623.05	\$1,238,623.05	1.62%	0.334 0.327	\$98.69 \$1,233,637.50	(\$4,985.55)	15.46%	Aaa AA+
<b>SubTotal</b>			<b>\$2,950,000.00</b>	<b>\$2,933,908.21</b>	<b>\$2,933,908.21</b>	<b>0.83%</b>		<b>\$2,926,412.50</b>	<b>(\$7,495.71)</b>	<b>36.68%</b>	
<b>Grand Total</b>			<b>\$8,050,115.65</b>	<b>\$8,028,400.86</b>	<b>\$8,028,400.86</b>	<b>2.68%</b>		<b>\$7,977,601.90</b>	<b>(\$50,798.96)</b>	<b>100.00%</b>	

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**TRANSACTION STATEMENT**

As of May 31, 2023



Transaction Type	Payment Date	Settlement Date	CUSIP	Security Description	Interest Received
<b>Interest/Dividends</b>					
Interest/Dividends	5/1/2023	5/1/2023	31846V567	First American Funds, Inc.	645.59
<b>Total</b>					<b>645.59</b>

Transaction Type	Trade Date	Settlement Date	Transaction Description	Amount
<b>Custodian Fee</b>				
Custodian Fee	5/25/2023	5/25/2023	Cash Out	(40.06)
<b>Total</b>				<b>(40.06)</b>

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**STATEMENT DISCLOSURE**

As of May 31, 2023



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## CLEVELAND PUBLIC LIBRARY

## REPORT C

**Board Meeting**

June 15, 2023

**REPORT ON CONFERENCE AND TRAVEL EXPENDITURES FOR MAY 2023**

**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
Customers of SirsiDynix Users Group Annual Conference (Virtual) Cleveland, Ohio	4/25/2023 - 4/27/2023	James Benson	100.00
Bricker Graydon LLP Construction Procurement for Public Entities in Ohio (Virtual) Cleveland, Ohio	5/11/2023	Seth Bostrom	179.00
Assent Global Employment and Benefits Handbook Requirements (Virtual) Cleveland, Ohio	4/13/2023	Denise Carpenter-Rizk	179.10
Northeast Document Conservation Center Caring for Architectural Records (Virtual) Cleveland, Ohio	4/18/2023	Melissa Carr	35.00
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Andrea Csia	38.65
Library Journal Public Library Safety Summit Columbus, Ohio	4/27/2023 - 4/28/2023	Michael Dalby	603.16
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Jaime Declet	49.19
Northeast Ohio Regional Library System Leadership Academy Stow, Ohio	4/20/2023	Nicholas Durda	34.26
Art Libraries Society of North America Annual Conference (Virtual) Cleveland, Ohio	4/18/2023 - 4/21/2023	Mark Fox-Morgan	395.00
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Grace French	41.27
Library Journal	4/27/2023 - 4/28/2023	Monroe Goins	663.18

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Public Library Safety Summit Columbus, Ohio			
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Karen Kelly Grasso	12.71
Library Journal Public Library Safety Summit Columbus, Ohio	4/27/2023 - 4/28/2023	Angela Guinther	652.68
Library Journal Public Library Safety Summit Columbus, Ohio	4/27/2023 - 4/28/2023	Amiya Hutson	714.86
Customers of SirsiDynix Users Group Annual Conference (Virtual) Cleveland, Ohio	4/25/2023 - 4/27/2023	Jamie Mason	100.00
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Joanna Rivera	43.49
Carl Bloom Associates International Public Library Fundraising Conference Austin, Texas	6/11/2023 - 6/13/2023	Maritza Rodriguez	1,359.75
Antiquarian Booksellers Association of America International Antiquarian Book Fair New York City, New York	4/27/2023 - 4/29/2023	Raymond Rozman	1,088.18
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Alexander Story	31.18
Nonprofit Technology Enterprise Network Nonprofit Technology Conference Denver, Colorado	4/12/2023 - 4/14/2023	Matthew Sucre	1,688.52
The Clubhouse Network Best Buy Teen Tech Center Connection Summit Richfield, Minnesota	4/16/2023 - 4/18/2023	Emily Szymanski	57.20
Library Journal Public Library Safety Summit Columbus, Ohio	4/27/2023 - 4/28/2023	Felton Thomas	686.08
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Dianna Trent	40.87
Ohioana Library Association	4/22/2023	Laura Walter	224.40

ITEM	DATE	TRUSTEE/STAFF MEMBER	AMOUNT
Ohioana Book Festival Columbus, Ohio			
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Alycia Woodman	19.26
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Romael Young	29.87
Kent State University Virginia Hamilton Conference Kent, Ohio	4/28/2023	Helen Zaluckyj	43.75
<b>TOTAL</b>			<b>\$9,110.61</b>

**SUMMARY**

FUND	MAY	YEAR TO DATE
General	\$5,852.31	\$10,515.12
Library for the Blind and Print Disabled	0.00	660.00
Lockwood Thompson	2,776.70	15,309.48
CLEVNET	200.00	200.00
Malon/Schroeder	224.40	\$224.40
Tech Centers	57.20	947.23
<b>TOTAL</b>	<b>\$9,110.61</b>	<b>\$27,856.23</b>

## Cleveland Public Library

Board Meeting  
June 15, 2023

## REPORT ON ALL VENDOR EXPENDITURES

In accordance with the Board Policy on Supplier Diversity adopted by resolution on April 15, 2021, the Fiscal Officer is hereby submitting a monthly report on all expenditures for the period:  
5/1/2023 through 5/31/2023

Cert	Vendor	City/Description	State	Check Date	Amount/Total
	ADMANAGE LTD	CINCINNATI PRE-EMPLOYMENT BACKGROUND CHEC	OH	05/19/2023	1,802.75 \$1,802.75
	ADVANCE OHIO MEDIA INC.	DETROIT SEARCH ENGINE MARKETING	MI	05/12/2023	1,200.00 \$1,200.00
	AIRGAS GREAT LAKES	CHICAGO OXYGEN ACELYLENE TANKS FOR WEL	IL	05/19/2023	157.92 \$157.92
	ALM HOLDINGS CORPORATION	LONE TREE	CO	05/12/2023	1,514.00 \$1,514.00
	AMA LIVRE	PARIS		05/19/2023	380.52 \$380.52
	AMAZON	SEATTLE	WA	05/05/2023 05/12/2023 05/19/2023 05/26/2023	535.10 3,476.50 3,942.75 6,057.59 \$14,011.94
	AMERICAN LEGAL PUBLISHING CORPORATION	CINCINNATI	OH	05/19/2023	180.00 \$180.00
	AMERICAN MERCHANDISING SERVICES	CLEVELAND STOCK	OH	05/12/2023	4,578.00 \$4,578.00
	ANSWER UNITED, INC.	KALAMAZOO CALL-OFF SERVICE FOR ALL CPL S	MI	05/12/2023	1,418.05 \$1,418.05
	ANTHONY J RUSSO, JUDGE	CLEVELAND JOHN G WHITE PROBATE FILING TH	OH	05/12/2023	35.00 \$35.00
	APLPD HOLDCO, INC. & SUBSIDIARY	BALTIMORE FMP MOVE - STORAGE PODS FMP MOVE - STORAGE PODS FMP MOVE - STORAGE PODS	MD	05/05/2023 05/12/2023 05/26/2023	114.99 114.99 114.99

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
					\$344.97
	ARIAS PREMIER LIMOUSINE SERVICE	WALTON HILLS LIMO SERVICES	OH	05/19/2023	360.00
					\$360.00
	ART HOUSE INC	CLEVELAND ART HOUSE SPRING PROGRAM SERIE	OH	05/26/2023	1,000.00
					\$1,000.00
	AT & T	CLEVELAND CPL MEASURED BUSINESS LINES	OH	05/05/2023	1,645.54
		CPL MEASURED BUSINESS LINES		05/12/2023	316.17
		CPL MEASURED BUSINESS LINES		05/19/2023	207.65
		ASE ETHERNET SERVICE		05/19/2023	14,045.74
		CPL MEASURED BUSINESS LINES		05/26/2023	1,302.94
					\$17,518.04
	AUSTIN CHARANGHAT	CLEVELAND MUSIC AT MAIN 06 MAY 2023 2PM	OH	05/12/2023	500.00
					\$500.00
	BAKER & TAYLOR BOOKS	ATLANTA	GA	05/05/2023	3,863.69
				05/12/2023	11,878.97
				05/19/2023	6,851.48
				05/26/2023	20,835.18
					\$43,429.32
	BARBERTON PUBLIC LIBRARY	BARBERTON ONLINE BILL PAYMENT DIST.	OH	05/05/2023	103.99
					\$103.99
	BELLEVUE PUBLIC LIBRARY	BELLEVUE ONLINE BILL PAYMENT DIST.	OH	05/05/2023	51.45
					\$51.45
	BEST BUY	DALLAS NEW FMP LORAIN REFRIGERATORS A LSW/MAIN REPLACEMENT MICROWAVE	TX	05/19/2023	2,483.49
				05/26/2023	608.57
					\$3,092.06
	BEST BUY TIRE & SERVICE	CLEVELAND EMERGENCY VEHICLE REPAIRS UNDE EMERGENCY VEHICLE REPAIRS UNDE VEHICLES 3 & 8 REPAIRS	OH	05/05/2023	1,822.48
				05/12/2023	98.78
				05/26/2023	1,006.09
					\$2,927.35
	BIRCHARD PUBLIC LIBRARY	FREMONT ONLINE BILL PAYMENT DIST.	OH	05/05/2023	255.73
					\$255.73
	BLESSED TRINITY PARISH	CLEVELAND ROCKPORT TEMPORARY PARKING LOT	OH	05/19/2023	200.00
					\$200.00
	BLUUM OF MINNESOTA LLC	PHOENIX DIGITAL DISPLAYS AND POLYCOM W	AZ	05/05/2023	180.00

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
					\$180.00
	BP	CHARLOTTE GAS FOR VEHICLES NH318	NC	05/26/2023	5,877.09
					\$5,877.09
	BRAKEFIRE, INC	CLEVELAND EMER- PANIC BUTTON TROUBLESHOO	OH	05/19/2023	244.50
					\$244.50
	BRI PARENT, INC.	ROCHESTER FLEXIBLE SPENDING & COMMUTER A	NY	05/05/2023	1,223.50
					\$1,223.50
	BRIDGEPORT PLACE LLC	CLEVELAND GARDEN VALLEY RENT GARDEN VALLEY RENT	OH	05/05/2023 05/12/2023	5,856.37 1,141.68
					\$6,998.05
	BRIGHTMARKET, LLC	SANTA BARBARA OLBPD RECORDING BOOTH SOFTWARE	CA	05/12/2023	540.00
					\$540.00
	BRISTOL PUBLIC LIBRARY	BRISTOLVILLE ONLINE BILL PAYMENT DIST.	OH	05/05/2023	21.59
					\$21.59
	BRODART COMPANY	WILLIAMSPORT	PA	05/12/2023 05/19/2023	20.39 133.60
					\$153.99
	BSL ONE LLC	CLEVELAND 1-OF-2 RENEWAL STAND ALONE P CPL FAXING	OH	05/05/2023 05/12/2023	11,328.04 6,032.05
					\$17,360.09
	BUCKEYE INTERNATIONAL INC.	CLEVELAND CUSTODIAL SUPPLIES - FOAM HAND	OH	05/12/2023	3,230.50
					\$3,230.50
	BURTON PUBLIC LIBRARY	BURTON ONLINE BILL PAYMENT DIST.	OH	05/05/2023	71.87
					\$71.87
	CANON SOLUTIONS AMERICA, INC	CHICAGO COPIER MAINTENANCE, COPIES, CO	IL	05/12/2023	290.34
					\$290.34
	CAROL & JOHN'S COMIC SHOP	CLEVELAND	OH	05/19/2023	3,259.15
					\$3,259.15
MBE	CHARLES E. HARRIS & ASSOCIATES, INC.	PARMA 2021 - 2025 FINANCIAL AUDITS	OH	05/26/2023	8,260.00
					\$8,260.00
	CHILCOTE DOHNAL & TIZZANO LLP	CLEVELAND HEIGHTS LEGAL SERVICES - MLK BRANCH RE	OH	05/05/2023	137.50

Cert	Vendor	City/Description	State	Check Date	Amount/Total
					\$137.50
	CITY OF CLEV DIV OF WATER	CLEVELAND	OH		
		WATER E 131 ST ACCT#6165600000		05/05/2023	176.70
		WATER ADDISON ACCT#7024610000		05/12/2023	2,971.40
		WATER EASTMAN ACCT#4968564613		05/19/2023	415.06
		WATER WEST PARK acc#578651000		05/26/2023	55.01
					<u>\$3,618.17</u>
	CLEVELAND HEIGHTS - UNIVERSITY HEIGHTS	CLEVELAND HEIGHTS	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	337.98
					<u>\$337.98</u>
FBE	CLEVELAND LUMBER COMPANY	CLEVELAND	OH		
		MAIN BUILDING LOWER LEVEL WALL		05/12/2023	2,519.96
					<u>\$2,519.96</u>
	CLEVELAND PUBLIC POWER	CLEVELAND	OH		
		ELECTRICITY HOUGH ACCT#5285936		05/05/2023	1,948.96
		ELECTRICITY ADDISON ACCT#91140		05/12/2023	42,828.99
		ELECTRICITY CARNEGIE WESTACCT#		05/19/2023	3,946.26
					<u>\$48,724.21</u>
	CLEVELAND STATE UNIVERSITY,	CLEVELAND	OH		
		AMERICA READS TUTORING SERVICE		05/12/2023	6,216.53
					<u>\$6,216.53</u>
	CLEVELAND THERMAL, LLC	CLEVELAND	OH		
		YR 3-OF-10 YR AGMT FOR CHILLED		05/12/2023	28,940.87
					<u>\$28,940.87</u>
	CONRAD'S TIRE SERVICE, INC.	CLEVELAND	OH		
		DELIVERY TRUCK 5 REPAIRS		05/19/2023	5,177.58
		DELIVERY TRUCK 15		05/26/2023	4,385.00
					<u>\$9,562.58</u>
	CONTRACT SOURCE, INC.	BROADVIEW HEIGHTS	OH		
		CHAIRS LSW 8TH FLOOR LEGAL DEP		05/12/2023	800.80
		CHAIR FOR LSW 10TH FLOOR DEI O		05/19/2023	400.40
					<u>\$1,201.20</u>
	COSGROVE JONHENRY LLC	COLUMBUS	OH		
		ADVOCACY SERVICES ENGAGEMENT		05/19/2023	8,000.00
					<u>\$8,000.00</u>
	CROWN EQUIPMENT CORPORATION	BEDFORD	OH		
		CROWN WALK BEHIND LIFT PLANNED		05/12/2023	114.00
					<u>\$114.00</u>
	D K AGENCIES (P) LTD	NEW DELHI			
				05/12/2023	694.00
					<u>\$694.00</u>
	D&Z HOUSE OF BOOKS	CHICAGO	IL		
				05/12/2023	452.28
				05/19/2023	332.08
					<u>\$784.36</u>
	D-TECH	RIO GRANDE	NJ		

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		EASTMAN BRANCH FMP D-TECH BOOK		05/12/2023	24,380.00
					<u>\$24,380.00</u>
	DIRECT AIR SYSTEMS, INC	HUDSON MAIN BUILDING AIR HANDLER 24 R	OH	05/05/2023	750.00
					<u>\$750.00</u>
	DIRECT LINE II USA, INC	BROOKLYN	NY	05/19/2023	3,694.16
					<u>\$3,694.16</u>
	DOMINION EAST OHIO GAS COMPANY	RICHMOND GAS CARNEGIE WEST ACCT#1441200 GAS GLENVILLE ACCT#94420001345 GAS FULTON ACCT#9440100134533 GAS ADDISON ACCT#9500033259589	VA	05/05/2023 05/12/2023 05/19/2023 05/26/2023	5,114.50 7,507.26 1,671.26 1,559.62
					<u>\$15,852.64</u>
	EAST CLEVELAND PUBLIC LIBRARY	EAST CLEVELAND ONLINE BILL PAYMENT DIST.	OH	05/05/2023	27.00
					<u>\$27.00</u>
	EBSCO SUBSCRIPTION SERVICES	DALLAS	TX	05/19/2023	417.85
					<u>\$417.85</u>
	ELYRIA PUBLIC LIBRARY	ELYRIA ONLINE BILL PAYMENT DIST.	OH	05/05/2023	9.99
					<u>\$9.99</u>
	EMPLOYERS RESOURCE COUNCIL	HIGHLAND HTS 2023 HARRASMENT PREVENTION SES 2023 HARRASMENT PREVENTION SES	OH	05/12/2023 05/19/2023	3,515.00 3,515.00
					<u>\$7,030.00</u>
	ENTERPRISE FLEET MANAGEMENT INC	STRONGSVILLE YR 2 OF 5 YR VEHICLE LEASES	OH	05/19/2023	1,522.52
					<u>\$1,522.52</u>
	ERIN WILLIAMS	SOUTH EUCLID POUND FITNESS SERIES FALL 2022	OH	05/19/2023	100.00
					<u>\$100.00</u>
	EUCLID PUBLIC LIBRARY	EUCLID ONLINE BILL PAYMENT DIST.	OH	05/05/2023	159.94
					<u>\$159.94</u>
	FEDERAL EXPRESS CORP	PITTSBURGH FEDERAL EXPRESS CHARGES FEDERAL EXPRESS CHARGES	PA	05/19/2023 05/26/2023	163.45 1,563.43
					<u>\$1,726.88</u>
	FUN EXPRESS LLC	MINNEAPOLIS SUPPLIES FOR ADS, GLE, E131 SU	MN	05/26/2023	94.80
					<u>\$94.80</u>
	GEAUGA COUNTY PUBLIC LIBRARY	CHARDON ONLINE BILL PAYMENT DIST.	OH	05/05/2023	1,070.29



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					\$1,070.29
	GEOTAB USA, INC.	LAS VEGAS	NV		
		SOURCEWELL FLEET MANAGEMENT		05/05/2023	490.62
		SOURCEWELL FLEET MANAGEMENT		05/19/2023	15.00
					\$505.62
	GILBANE BUILDING COMPANY	CLEVELAND	OH		
		FMP PHASE 1A GMP - WOODLAND		05/05/2023	35,628.00
		FMP PHASE 1A GMP - CENTRAL DIS		05/12/2023	108,884.00
		FMP PHASE 1A GMP - HOUGH		05/26/2023	211,693.00
					\$356,205.00
	GIRARD FREE LIBRARY	GIRARD	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	10.20
					\$10.20
	GLASS DOCTOR	CLEVELAND	OH		
		EMERGENCY GLASS REPAIRS		05/12/2023	3,309.25
		EMERGENCY GLASS REPAIRS MAIN		05/19/2023	1,529.53
					\$4,838.78
	GOODS BANK NEO	CLEVELAND	OH		
		CLEVELAND READS MIDPOINT EVENT		05/05/2023	10,000.00
					\$10,000.00
	GRAYBAR	CLEVELAND	OH		
		MAIN BUILDING LIGHTING		05/19/2023	9,528.00
					\$9,528.00
	GROUP PLAN COMMISSION	CLEVELAND	OH		
		CLEVELAND READS MIDPOINT EVENT		05/12/2023	8,175.00
					\$8,175.00
	HARBOR-TOPKY MEMORIAL LIBRARY	ASHTABULA	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	46.90
					\$46.90
	HENDERSON MEMORIAL PUBLIC LIBRARY	JEFFERSON	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	19.99
					\$19.99
	HONG ZENISEK	EUCLID	OH		
		SPRING 2023 PROGRAMMING WITH H		05/19/2023	550.00
					\$550.00
	HUBBARD PUBLIC LIBRARY	HUBBARD	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	26.63
					\$26.63
	HUDSON LIBRARY & HISTORICAL SOCIETY	HUDSON	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	172.28
					\$172.28
	HUNTINGTON NATIONAL BANK	PITTSBURGH	PA		
		MAY P-CARD STATEMENT		05/19/2023	30,412.39
					\$30,412.39
	HURON PUBLIC LIBRARY	HURON	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	35.75

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
					\$35.75
	IHS GLOBAL INC	DENVER	CO	05/05/2023	379.29
				05/12/2023	874.18
					\$1,253.47
	INDEPENDENCE BUSINESS SUPPLY	CLEVELAND STOCK	OH	05/05/2023	35.00
					\$35.00
	INGRAM LIBRARY SERVICES	ST. LOUIS	MO	05/05/2023	19,743.22
				05/12/2023	21,813.38
				05/19/2023	18,018.35
				05/26/2023	16,571.04
					\$76,145.99
	INSTITUTE FOR CAREER RESEARCH	CHICAGO	IL	05/19/2023	369.00
					\$369.00
	INTEGRATED PRECISION SYSTEMS INC (IPS)	VALLEY VIEW ACCESS CONTROL & CAMERA MAINT	OH	05/19/2023	343.28
					\$343.28
	JAKPRINTS	CLEVELAND LATINOS JUNTOS ERG TSHIRTS	OH	05/05/2023	471.01
					\$471.01
	JKURTZ ARCHITECTS, LTD	CLEVELAND MLK BRANCH DESIGN SERVICES	OH	05/19/2023	23,476.81
					\$23,476.81
	JOHNSON CONTROLS US HOLDINGS LLC	PALATINE MAIN BUILDING SMOKE DETECTOR P	IL	05/19/2023	1,007.60
					\$1,007.60
	JOHNSON PLASTICS	CLEVELAND LASER ENGRAVER SUPPLIES FOR PR SG1000 EXTENDED INSTALL KIT SU	OH	05/05/2023	74.67
				05/26/2023	536.72
					\$611.39
	KANOPY, LLC	CLEVELAND	OH	05/19/2023	4,836.00
					\$4,836.00
	KAPCO	KENT STOCK	OH	05/05/2023	199.10
					\$199.10
	KASTNER WESTMAN & WILKINS, LLC	AKRON LEGAL FEES FOR WORK WITH UNION	OH	05/05/2023	294.00
					\$294.00
	KEYSTONE SYSTEMS INC	RALEIGH KLAS MAINTENANCE AGREEMENT - T	NC	05/05/2023	7,035.95
					\$7,035.95
	KIERA DANYALE BROWN, THE TWISTER	BEACHWOOD	OH		

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		OUTREACH - ASIAN FESTIVAL - BA		05/19/2023	1,874.00
		HOUSING COURT RIBBON CUTTING H		05/26/2023	213.92
					<u>\$2,087.92</u>
	KINGSVILLE PUBLIC LIBRARY	KINGSVILLE ONLINE BILL PAYMENT DIST.	OH	05/05/2023	14.00
					<u>\$14.00</u>
	KINSMAN FREE PUBLIC LIBRARY	KINSMAN ONLINE BILL PAYMENT DIST.	OH	05/05/2023	24.60
					<u>\$24.60</u>
	KONE INC	PHILADELPHIA LSW ELEVATORS #1, #2, #3 ROPE	PA	05/05/2023	54,837.50
					<u>\$54,837.50</u>
	L'NIQUE RENTAL COMPANY, INC.	VALLEY VIEW LINEN DRY CLEANING	OH	05/12/2023	154.85
					<u>\$154.85</u>
	LAND STUDIO INC	CLEVELAND PROJECT SUPPORT AND CONSULTING	OH	05/12/2023	28,125.00
					<u>\$28,125.00</u>
	LATIN AMERICAN PERIODICALS	NOGALES	AZ	05/19/2023	1,224.50
					<u>\$1,224.50</u>
	LEGAL AID SOCIETY OF CLEVELAND	CLEVELAND LEGAL AID SOCIETY - ANNUAL CON	OH	05/12/2023	6,225.00
					<u>\$6,225.00</u>
	LIST PARTNERS HOLDINGS, INC.	ATLANTA	GA	05/19/2023	3,805.25
					<u>\$3,805.25</u>
	LOGICALIS	BLOOMFIELD HILLS CLEVNET OFFICE365 TENANT MIGRA	MI	05/05/2023	228,224.02
					<u>\$228,224.02</u>
	LORAIN PUBLIC LIBRARY	LORAIN ONLINE BILL PAYMENT DIST.	OH	05/05/2023	131.96
					<u>\$131.96</u>
	MADISON PUBLIC LIBRARY	MADISON ONLINE BILL PAYMENT DIST.	OH	05/05/2023	111.17
					<u>\$111.17</u>
	MATTHEW BENDER & COMPANY	CHICAGO	IL	05/26/2023	522.41
					<u>\$522.41</u>
	MCGOWAN & CO INC	FAIRVIEW PARK BUILDERS RISK INSURANCE FOR GR	OH	05/12/2023	1,144.00
					<u>\$1,144.00</u>
	MCKINLEY MEMORIAL LIBRARY	MILES ONLINE BILL PAYMENT DIST.	OH	05/05/2023	10.98
					<u>\$10.98</u>

Cert	Vendor	City/Description	State	Check Date	Amount/Total
	MEDINA CNTY DISTRICT LIBRARY	MEDINA ONLINE BILL PAYMENT DIST.	OH	05/05/2023	763.86
					<u>\$763.86</u>
	MENTOR PUBLIC LIBRARY	MENTOR ONLINE BILL PAYMENT DIST.	OH	05/05/2023	316.12
					<u>\$316.12</u>
	MERGENT, INC	MINNEAPOLIS	MN	05/19/2023	38,477.00
					<u>\$38,477.00</u>
	MIDLAND HARDWARE COMPANY	CLEVELAND WEST PARK FACILITY KEY SYSTEM	OH	05/26/2023	1,573.38
					<u>\$1,573.38</u>
	MIDWEST TAPE LLC.	HOLLAND	OH	05/05/2023	22,401.83
				05/12/2023	8,271.77
				05/19/2023	29,723.25
				05/26/2023	7,917.39
					<u>\$68,314.24</u>
	MILAN PUBLIC LIBRARY	MILAN ONLINE BILL PAYMENT DIST.	OH	05/05/2023	5.00
					<u>\$5.00</u>
FBE	MNJ TECHNOLOGIES DIRECT, INC	CHICAGO OPTOMA ZH507 3D DLP PROJECTOR Technology Transportation Serv	IL	05/05/2023	63,986.00
				05/26/2023	3,646.00
					<u>\$67,632.00</u>
	MODEL UNIFORMS, LLC	TWINSBURG UNIFORM RENTAL SERVICES YR 1 O UNIFORM RENTAL SERVICES YR 1 O UNIFORM RENTAL SERVICES YR 1 O UNIFORM RENTAL SERVICES YR 1 O	OH	05/05/2023	690.38
				05/12/2023	682.89
				05/19/2023	2,336.67
				05/26/2023	684.67
					<u>\$4,394.61</u>
MBE	MOODY NOLAN INC	CLEVELAND PHASE 1 DESIGN CONTRACT FOR HO FMP PHASE 1B - EASTMAN BRANCH	OH	05/19/2023	1,535.62
				05/19/2023	2,294.79
					<u>\$3,830.41</u>
	MORLEY LIBRARY	PAINESVILLE ONLINE BILL PAYMENT DIST.	OH	05/05/2023	176.74
					<u>\$176.74</u>
MBE	MVC LIMITED	WESTERVILLE M.L.K BRANCH FMP DOCUMENTATION	OH	05/12/2023	1,092.00
					<u>\$1,092.00</u>
	NAYAX	HUNT VALLEY SERVICE AGREEMENT FOR CASHLESS	MD	05/12/2023	270.30
					<u>\$270.30</u>
	NETWORK DYNAMICS LLC	CLEVELAND CLEVNET HP MAINTENANCE FOR 202	OH	05/05/2023	37,351.46

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					<u>\$37,351.46</u>
	NEWTON FALLS PUBLIC LIBRARY	NEWTON FALLS ONLINE BILL PAYMENT DIST.	OH	05/05/2023	171.71
					<u>\$171.71</u>
	NORTHEAST OHIO REG SEWER DISTRICT	CLEVELAND SEWER WEST PARK ACCT#761655000 SEWER ADDISON ACCT#8671350002 SEWER COLLINWOOD ACCT#45515500 SEWER EASTMAN ACCT#5881898864	OH	05/05/2023 05/12/2023 05/19/2023 05/26/2023	1,058.59 1,724.62 2,865.48 38.50
					<u>\$5,687.19</u>
	NORTHRICH COMPANY	CLEVELAND MAIN BUILDING SHIPPING DEPT. F	OH	05/26/2023	2,505.00
					<u>\$2,505.00</u>
	OCLC INC	CINCINNATI ILL CHARGES ILL CHARGES	OH	05/05/2023 05/05/2023	23,983.73 23,996.61
					<u>\$47,980.34</u>
	ORRVILLE PUBLIC LIBRARY	ORRVILLE ONLINE BILL PAYMENT DIST.	OH	05/05/2023	26.98
					<u>\$26.98</u>
	OTC BRANDS, INC.	MINNEAPOLIS ADDISON BRANCH SUMMER PROGRAM	MN	05/26/2023	12.99
					<u>\$12.99</u>
	OVERDRIVE INC	CLEVELAND	OH	05/05/2023 05/12/2023 05/19/2023 05/26/2023	100,766.50 16,619.90 37,201.72 33,524.99
					<u>\$188,113.11</u>
	PACIFIC TELEMAGEMENT SERVICES	PASADENA COIN PHONE LSW LOBBY	CA	05/05/2023	30.00
					<u>\$30.00</u>
	PAYROLL EMPLOYEE CHECK	Credit Union account closed		05/17/2023	75.00
					<u>\$75.00</u>
MBE	PEAK ELECTRIC, INC	TOLEDO EMER- UNION BRANCH HVAC PART LSW/MAIN SAFETY/TRAFFIC CONES STEP STOOLS FOR PHASE 1 FMP BR	OH	05/05/2023 05/19/2023 05/26/2023	4,625.58 301.60 5,103.54
					<u>\$10,030.72</u>
	PENINSULA LIBRARY AND HISTORICAL SOCIETY	PENINSULA ONLINE BILL PAYMENT DIST.	OH	05/05/2023	13.15
					<u>\$13.15</u>
	PERRY PUBLIC LIBRARY	PERRY ONLINE BILL PAYMENT DIST.	OH	05/05/2023	89.00
					<u>\$89.00</u>

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	PETER BANDI INC	CLEVELAND	OH		
		MAN UP CLEVELAND TRANSPORTATIO		05/19/2023	375.00
		MANDEL OPERA & HUMANITIES FEST		05/26/2023	375.00
					<u>\$750.00</u>
	PETER MAC EWAN	LYNDHURST	OH		
		CONSULTING SERVICES		05/12/2023	4,375.00
					<u>\$4,375.00</u>
	PHAZZER LLC	SHERIDAN	WY		
		4 PHAZZER COMPLETE SETS AND 15		05/12/2023	4,398.57
					<u>\$4,398.57</u>
	PITNEY BOWES RESERVE ACCOUNT	CANTON	MA		
		PITNEY BOWES MAIL ACCOUNT		05/19/2023	4,999.00
					<u>\$4,999.00</u>
	PLANTSCAPING, INC.	CLEVELAND	OH		
		LSW INDOOR PLANT MAINTENANCE		05/12/2023	486.00
					<u>\$486.00</u>
	PLAYHOUSE SQUARE	CLEVELAND	OH		
		PLAYHOUSE SQUARE TINA THE MUSI		05/05/2023	400.00
					<u>\$400.00</u>
	PROCORE TECHNOLOGIES, INC	CARPINTERIA	CA		
		CONSTRUCTION PROJECT MGMT SOFT		05/05/2023	31,382.00
					<u>\$31,382.00</u>
	PROFESSIONAL SERVICE INDUSTRIES	CLEVELAND	OH		
		ENGINEERING SERVICES FOR FMP P		05/05/2023	2,520.38
		ENGINEERING SERVICES FOR FMP P		05/12/2023	36,861.95
					<u>\$39,382.33</u>
	PROGRESS WITH CHESS	CLEVELAND	OH		
		PROGRESS WITH CHESS T-SHIRT CM		05/12/2023	1,000.00
					<u>\$1,000.00</u>
	PS AWARDS	CLEVELAND	OH		
		JEFFERSON FMP PLAQUE		05/12/2023	8,404.04
					<u>\$8,404.04</u>
MBE	RADIO ONE	ATLANTA	GA		
		RADIO ONE WZAK/WENZ CLEVELAND		05/19/2023	80.00
		RADIO ONE WZAK/WENZ CLEVELAND		05/19/2023	1,885.00
		RADIO ONE WZAK/WENZ CLEVELAND		05/19/2023	1,495.00
					<u>\$3,460.00</u>
FBE	REGENCY CONSTRUCTION	BROOKPARK	OH		
		FMP PHASE 1B GMP - BROOKLYN -		05/05/2023	358,454.29
		FMP PHASE 1B GMP - BROOKLYN -		05/12/2023	59,829.65
		FMP PHASE 1B GMP - ROCKPORT		05/26/2023	261,144.60
					<u>\$679,428.54</u>
	REPUBLIC SERVICES #224	LOUISVILLE	KY		
		WASTE COMPACTOR FOR CDF		05/05/2023	22,275.95
					<u>\$22,275.95</u>
	REXEL OF AMERICA, LLC	ATLANTA	GA		

<u>Cert</u>	<u>Vendor</u>	<u>City/Description</u>	<u>State</u>	<u>Check Date</u>	<u>Amount/Total</u>
		STOCK		05/05/2023	334.68
					<u>\$334.68</u>
	RICH'S TOWING & SERVICE	MIDDLEBURG HEIGHTS	OH		
		TOWING SERVICES		05/12/2023	450.00
		TOWING SERVICES		05/19/2023	927.50
		WADE OVAL BOOK BOX MOVE TO REP		05/26/2023	1,505.00
					<u>\$2,882.50</u>
	RITE EDITIONS	SAN FRANCISCO	CA		
				05/12/2023	65.95
					<u>\$65.95</u>
	RITTER PUBLIC LIBRARY	VERMILION	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	171.75
					<u>\$171.75</u>
	ROCHESTER INSTITUTE OF TECHNOLOGY	ROCHESTER	NY		
		RENEWAL E-CLIMATE NOTEBOOK REC		05/12/2023	1,220.00
					<u>\$1,220.00</u>
	ROCK CREEK PUBLIC LIBRARY	ROCK CREEK	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	7.00
					<u>\$7.00</u>
	ROCKY RIVER PUBLIC LIBRARY	ROCKY RIVER	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	46.25
					<u>\$46.25</u>
MBE	ROLLINBUCKEYEZ LLC.	EUCLID	OH		
		CLEVELAND READS MIDPOINT EVENT		05/19/2023	2,722.00
					<u>\$2,722.00</u>
	S A COMUNALE CO INC	BARBERTON	OH		
		ANNUAL SPRINKLER INSPECTION, T		05/12/2023	1,920.00
		FIRE ALARM/FIRE PANEL INSPECTI		05/19/2023	2,163.00
		FIRE ALARM/FIRE PANEL INSPECTI		05/26/2023	365.00
					<u>\$4,448.00</u>
	SANDUSKY LIBRARY ASSOCIATION	SANDUSKY	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	189.81
					<u>\$189.81</u>
	SENTRUM MARKETING LLC.	BOSTON	MS		
				05/19/2023	1,144.00
					<u>\$1,144.00</u>
	SHAKER HEIGHTS PUBLIC LIBRARY	SHAKER HTS	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	388.78
					<u>\$388.78</u>
	SHONTO BEGAY	FLAGSTAFF	AZ		
		SUGARMAN HONOREE BEGAY 2022		05/05/2023	500.00
					<u>\$500.00</u>
	SIEMENS INDUSTRY INC	GARFIELD HEIGHTS	OH		
		YR 1-OF-3 YR SERVICE AGMT FOR		05/19/2023	42,050.00
					<u>\$42,050.00</u>
	SIMPLIFY COMPLIANCE LLC	BRENTWOOD	TN		

Cert	Vendor	City/Description	State	Check Date	Amount/Total
		WORKPLACE SAFETY ONLINE TRAINI		05/19/2023	7,510.00
					<u>\$7,510.00</u>
	SPACESAVER STORAGE SYSTEM	FORT ATKINS LSW 7-9 HIGH-DENSITY MOBILE ST	WI	05/05/2023	78,500.00
					<u>\$78,500.00</u>
	SPRINGSHARE LLC	MIAMI LIBCAL PRORATED UPGRADE FOR BI CPL SPRINGSHARE PLATFORMS RENE	FL	05/12/2023 05/19/2023	704.00 2,214.00
					<u>\$2,918.00</u>
	SQUASH THE BEEF, LLC	MACEDONIA IGNITE BOOK CLUB FOOD	OH	05/26/2023	645.00
					<u>\$645.00</u>
	ST. VINCENT CHARITY MEDICAL CENTER-OCC MED	CLEVELAND 2023 PRE-EMPLOYMENT TESTING	OH	05/05/2023	1,195.00
					<u>\$1,195.00</u>
	STAPLES ADVANTAGE	DALLAS OPS OFFICE SUPPLIES CHAIR MATS DIRECTOR,PROP MGMT,	TX	05/12/2023 05/19/2023	1,333.08 170.45
					<u>\$1,503.53</u>
	STEPHEN PREWITT	SAGAMORE HILLS Cleveland Reads Midpoint Event	OH	05/19/2023	600.00
					<u>\$600.00</u>
	STOW MUNROE FALLS PUBLIC LIBRARY	STOW ONLINE BILL PAYMENT DIST.	OH	05/05/2023	90.16
					<u>\$90.16</u>
	T & S MOWER	OLMSTED FALLS WOODLAND BRANCH OUTSIDE EQUIPM	OH	05/05/2023	3,741.99
					<u>\$3,741.99</u>
	T H MARTIN INC	CLEVELAND EMER- MLK BRANCH HVAC	OH	05/12/2023	315.00
					<u>\$315.00</u>
	TECHSMITH CORPORATION	LANSING SNAGIT MAINTENANCE FOR CLEVNET	MI	05/26/2023	59.22
					<u>\$59.22</u>
	TERMINIX INTERNATIONAL COMPANY LP	DDLEBURGE HEIGHTS 2023 PEST MANAGEMENT SERVICES 2023 PEST MANAGEMENT SERVICES 2023 PEST MANAGEMENT SERVICES 2023 PEST MANAGEMENT SERVICES	OH	05/05/2023 05/12/2023 05/19/2023 05/26/2023	2,296.00 688.50 253.50 181.50
					<u>\$3,419.50</u>
FBE	THE BOOKING BIZ	ROUND ROCK CLEVELAND READS MIDPOINT EVENT	TX	05/12/2023	5,243.78
					<u>\$5,243.78</u>
	THE FISH BUTLER AQUARIUM SERVICES	ELYRIA AQUARIUM MAINTENANCE SERVICES	OH	05/05/2023	310.00



Cert	Vendor	City/Description	State	Check Date	Amount/Total
					\$310.00
	THE ILLUMINATING CO	AKRON	OH		
		ELECTRICITY BROOKLYN ACCT#1100		05/05/2023	21,009.67
		ELECTRICITY FLEET ACCT#1100216		05/12/2023	6,782.44
		ELECTRICITY FLEET ACCT#1100217		05/19/2023	2,754.41
		ELECTRICITY UNION ACCT#1102139		05/26/2023	49.86
					\$30,596.38
	THE LESBIAN GAY BISEXUAL TRANSGENDER COMMUNIT	CLEVELAND	OH		
		RAINBOW READERS ERG PRIDE 2023		05/19/2023	300.00
					\$300.00
	TILLIE COLTER	SHAKER HEIGHTS	OH		
		VIOLIN PROGRAM: INSTRUCTOR FEE		05/12/2023	1,000.00
					\$1,000.00
	TOWER PRODUCTS INCORPORATED	SAUGERTIES	NY		
		AV SUPPLIES		05/19/2023	55.98
					\$55.98
	TREASURER OF STATE	COLUMBUS	OH		
		SALES TAX		05/23/2023	524.50
					\$524.50
	TREASURER OF STATE OF OHIO	CINCINNATI	OH		
		AUDIT LGS SERVICES FOR 2022 an		05/05/2023	382.50
					\$382.50
	TREASURER STATE OF OHIO	REYNOLDSBURG	OH		
		BOILER INSPECTIONS		05/05/2023	614.25
					\$614.25
	TREASURER, STATE OF OHIO	COLUMBUS	OH		
		DELIVERY SERVICE FROM 7/1/23 T		05/19/2023	12,204.45
					\$12,204.45
	TWINSBURG PUBLIC LIBRARY	TWINSBURG	OH		
		ONLINE BILL PAYMENT DIST.		05/05/2023	70.65
					\$70.65
	TYLER TECHNOLOGIES INC	DALLAS	TX		
		MAINTENANCE/SUPPORT & GUI SITE		05/12/2023	89,010.52
					\$89,010.52
	ULINE	WAUKEGAN	IL		
		SHELF DIVISION WORK PLATFORM L		05/26/2023	2,575.39
					\$2,575.39
	UNIQUE MANAGEMENT SERVICES, INC.	JEFFERSONVILLE	IN		
		CPL - HOLD PICKUP NOTICE PRINT		05/12/2023	5,255.91
					\$5,255.91
	UNITED PARCEL SERVICE	CHICAGO	IL		
		ACCT 493-688 SHIPPING		05/05/2023	1,175.59
		ACCT 493-688 SHIPPING		05/12/2023	990.62
		ACCT# 479584- BKS BY MAIL		05/19/2023	1,597.39
		ACCT 493-688 SHIPPING		05/19/2023	806.80
		ACCT 493-688 SHIPPING		05/26/2023	896.68

Cert	Vendor	City/Description	State	Check Date	Amount/Total
					\$5,467.08
	UNIVERSITY CIRCLE INCORPORATED	CLEVELAND MEMBERSHIP FEE	OH	05/19/2023	1,564.77
					\$1,564.77
	UNIVERSITY PRODUCTS INC	HOLYOKE BOND PAPER, LABELS, AND FOLDER	MA	05/12/2023	47.53
					\$47.53
	UPCYCLE PARTS SHOP	CLEVELAND UPCYCLE PARTS SHOP TO HOLD SPR	OH	05/26/2023	400.00
					\$400.00
	URSUS BOOKS LTD	NEW YORK	NY	05/19/2023	3,500.00
					\$3,500.00
	US. PROTECTIONS SERVICE LLC	CLEVELAND 1-OF-2 RENEWALS BRANCH SECURIT	OH	05/05/2023	19,240.84
		1-OF-2 RENEWALS BRANCH SECURIT		05/19/2023	30,227.49
		1-OF-2 RENEWALS BRANCH SECURIT		05/26/2023	12,679.74
					\$62,148.07
	VISUAL STUDIES WORKSHOP INC	ROCKESTER	NY	05/19/2023	45.00
					\$45.00
ODB	VOCON PARTNERS, LLC	CLEVELAND PHASE 1 DESIGN CONTRACT FOR WE	OH	05/26/2023	17,425.26
					\$17,425.26
	W B MASON CO INC	BOSTON PAPER FOR GRAPHICS	MA	05/19/2023	1,020.47
					\$1,020.47
MBE	WAKE UP CALL MEDIA	SHAKER HTS CLEVELAND READS VIDEO INTERVIE	OH	05/19/2023	210.00
					\$210.00
	WATERLOO ARTS	CLEVELAND COMMUNITY FESTIVALS- WATERLOO	OH	05/19/2023	175.00
					\$175.00
	WAYNE COUNTY PUBLIC LIBRARY	WOOSTER ONLINE BILL PAYMENT DIST.	OH	05/05/2023	196.56
					\$196.56
	WEST PUBLISHING PAYMENT CENTER	CAROL STREAM	IL	05/26/2023	18,565.00
					\$18,565.00
	WICKLIFFE PUBLIC LIBRARY	WICKLIFFE ONLINE BILL PAYMENT DIST.	OH	05/05/2023	104.38
					\$104.38
	WILLOUGHBY EASTLAKE PUBLIC LIBRARY	WILLOWICK ONLINE BILL PAYMENT DIST.	OH	05/05/2023	113.96
					\$113.96

<u>Cert</u>	Vendor	City/Description	State	Check Date	Amount/Total
	WINSUPPLY CLEVELAND OH	CLEVELAND	OH		
		LSW 10TH FLOOR PENTHOUSE REPLA		05/12/2023	5,984.00
		LAKESHORE FACILITY AIR HANDLER		05/26/2023	85.32
					<u>\$6,069.32</u>
	WINZER CORPORATION	DALLAS	TX		
		MAINT. MECH/ CARPENTERS SUPPLI		05/05/2023	491.57
					<u>\$491.57</u>
	WKYC-TV, LLC	CINCINNATI	OH		
		WKYC 2023 CLEVELAND READS & LI		05/19/2023	1,751.00
					<u>\$1,751.00</u>
	WM PLOTZ MACHINE & FORGE CO	CLEVELAND	OH		
		LAKESHORE FACILITY FIRE PUMP R		05/26/2023	13,009.63
					<u>\$13,009.63</u>
MBE	WORLD JOURNAL/WORLD JOURNAL BOOKSTORE	CLEVELAND	OH		
				05/19/2023	731.94
					<u>\$731.94</u>
	YBP LIBRARY SERVICES	ATLANTA	GA		
				05/05/2023	112.56
				05/26/2023	1,262.75
					<u>\$1,375.31</u>
	YORK RISK SERVICES GROUP INC,	COLUMBUS	OH		
		FMLA SERVICE		05/12/2023	1,856.25
					<u>\$1,856.25</u>
	ZYGOTE PRESS	CLEVELAND	OH		
				05/26/2023	1,500.00
					<u>\$1,500.00</u>
					<u><u>\$2,895,961.76</u></u>

**Grand Total for Checks Issued from 5/1/2023 through 5/31/2023: \$2,895,961.76**

*If known, vendors were classed:*

*DOE = Disabled-Owned Enterprise*

*FBE = Female Business Enterprise*

*LGBT = LGBTQ Business Enterprise*

*MBE = Minority Business Enterprise*

*ODB = Other Diverse Business*

*VOE = Veteran-Owned Enterprise*

CLEVELAND PUBLIC LIBRARY

Board Meeting

June 15, 2023

Hough Branch

In accordance with the Board resolution adopted on July 6, 2021, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 284,209.00		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
10/19/2021	Gilbane Building Company	210875	Change Order #001			\$ 8,223.00
12/29/2021	Gilbane Building Company	210875	Change Order #002			5,774.00
1/28/2022	Gilbane Building Company	210875	Change Order #003			44,090.00
2/23/2022	Gilbane Building Company	210875	Change Order #004			10,539.00
4/6/2022	Gilbane Building Company	210875	Change Order #005			20,220.00
11/1/2022	Gilbane Building Company	210875	Change Order #006			138,764.00
1/3/2023	Gilbane Building Company	210875	Change Order #007			56,599.00
				\$	\$	\$ 284,209.00
<b>Owner's Contingency Fund Available Balance</b>						<b>\$0.00</b>

			Hough Branch Project Budget \$ 5,850,048.00	
	Encumbered	Expended		
Moody Nolan, Inc. - Architectural Design Services	\$ 15,703.04	\$ 497,786.96		
Gilbane Building Company - Construction Manager at Risk	164,876.00	4,747,539.00		
E-Rate Billed Entity Applicant Reimbursement (BEAR) payment		(79,815.85)		
Furniture, Fixtures, Equipment and Technology	3,915.96	227,852.04		
Owner Direct Costs	58,504.02	178,794.50		
Direct Expenditures paid from Contingency Fund				
	\$ 242,999.02	\$ 5,572,156.65		
			<b>Available Budget</b>	<b>\$ 34,892.33</b>

Change Order Details

<b>Change Order # 001</b>	\$ 8,223.00
Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 OS-001 Bulletin 02, for the Hough Branch project. The signed ATP sheet is included in the backup for reference.	
<b>Change Order # 002</b>	\$ 5,774.00
Owner Change Order #002 is submitted to finalize the budget for the approved AT-002 OS-004 RFI-003 Grading Clarifications and AT-003 OS-005 RFI-006 & RFI-010 Pour Stopper / Bent Plate Steel Clarification, for the Hough project.	
<b>Change Order # 003</b>	\$ 44,090.00
Owner Change Order #003 is submitted to finalize the budget for the approved ATP-004R1 OS-006 RFI-007 Structural Steel for Roof Hatch, ATP-006 OS-008 Domestic Water Tie-in Location, ATP-007 OS-012 Bulletin 03 - Revisions per Cleveland Public Power, & ATP-010 OS-016 Additional 1 inch Asphalt Binder Course, for the Hough project.	
<b>Change Order # 004</b>	\$ 10,539.00
Owner Change Order #004 is submitted to finalize the budget for the following approved ATPs on the Hough Branch project: -ATP-008 OS-007 Legacy Electric Scope Gap from GMP -ATP-011 OS-011 ASI 001 HSS Tube Steel -ATP-013 OS-018 RFI 030 Bollards for Gas Meter -ATP-014 OS-022 Zenith Scope Gap from GMP -ATP-016 OS-009 Next Generation Scope Gap from GMP	

**Change Order Details****Change Order # 005**

\$ 20,220.00

Owner Change Order #005 is submitted to finalize the budget for the following approved ATPs on the Hough Branch project

- ATP-012 OS-015 RFI-026 Cameras & WAPs in Open Ceilings
- ATP-017R1 OS-026 Bulletin 6 & RFI-045 Exterior Framing Revisions
- ATP-018 OS-013 RFI-019 Gas Meter Location
- ATP-019 OS-019 Bulletin 05 - Revisions Per Commissioning Agent Review
- ATP-020 OS-021 ASI 002 & RFI-028 Storm Line
- ATP-021 OS-023 RFI-032 Fluid Applied Vapor Barrier Substitute - DensElement
- ATP-022 OS-024 RFI-039 Overhead Storm Line Insulation
- ATP-023 OS-028 Weather Temporary Enclosure Build Out for SOD
- ATP-024 OS-039 RFI-026 Cameras & WAPs In Open Ceilings - Bliiing Correction
- ATP-025 OS-034 Remediation of Concrete Slab per AE Field Report 1.15.22

**Change Order # 006**

\$ 138,764.00

Owner Change Order #006 is submitted to finalize the budget for the following approved ATPs on the Hough Branch project

- ATP-015 R1 OS-017 Bulletin 04 Remove Generator & Revised Subsequent Systems.
- ATP-026 OS-036 Bulletin 11 Structural Plate at Curtain Wall.
- ATP-027 OS-040 Missing C-Channels on Low Roof West Elevation.
- ATP-028 OS-051 RFI-064 Technology Conduits in Movable Partition Wall.
- ATP-030 OS-042 Exterior Temp Enclosure & Weather Protection.
- ATP-031 OS-046 Sound Absorbing Wall Units in Tech Room 129.
- ATP-032 OS-033 Bulletin 10 Changes to Coordinate Public Art Junction Boxes.
- ATP-033 OS-057 Interior Paint Change to Duration Interior Flat A95 Series.
- ATP-034 OS-030 R1 Bulletin 08 - Roof Gutter, Snow Guards, Storefront Head.
- ATP-035 OS-063 May 2022 Schedule Update - PVC Roofing.
- ATP-036 RFI-090 VAV Conflict with Steel Support I Beam.
- ATP-037 OS-032 Bulletin 09 - Access to Existing Utility Poles for CPP.
- ATP-039 OS-069 Bulletin 15 - Monumental Sign Power and Receptacles.
- ATP-040 RFI-089 Roof Hydrant.
- ATP-041 OS-070 BP32A Hardscape Contract Amount Increase from GMP.
- ATP-043 OS-049 Added Roof Blocking.
- ATP-045 OS-064 Bulletin 13 - Owner Directed Security and Door Hardware Changes.
- ATP-046 OS-065 Bulletin 14 - Steel Angle at Sliding Doors & Soffit in Tech Center.
- ATP-047 OS-038 RFI-049 West Elevation Lower Roof/Storefront Detail.
- ATP-048 RFI-088 Duct Conflict with Recessed Light R1.
- ATP-049 OS-052 Revised Exterior Camera Locations.
- ATP-050 OS-075 Hough Staff & Schedule Extension - 9.1.22.
- ATP-051 OS-054 Bulletin 12 AED.
- ATP-053 RFI-085 Faucet Type Selection.

**Change Order # 007**

\$ 56,599.00

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the backup for reference.

- ATP-044 R1 OS-072 BP32C South Parking Lot Fence
- ATP-052 OS-073 RFI-107 Fire Extinguisher Cabinet Locks
- ATP-054 R1 OS-076 Bulletin 017 New Floor Boxes at Circulation Desk
- ATP-055 OS-077 Bulletin 018 Emergency Lighting
- ATP-056 OS-078 Bulletin 019 Added Lutron Hub
- ATP-057 OS-079 RFI-127 CAT 6 Required at Doors 124B, 116 and 103A
- ATP-058 OS-074 RFI-109 Garage Opening Ceiling
- ATP-059 OS-082 Final Cleaning Contract Reconciliation
- ATP-060 OS-071 ASI-006 Hardware Modification
- ATP-062 OS-085 Marous Reconciliation
- ATP-063 OS-086 Platform Reconciliation
- ATP-064 OS-087 Additional Atwell Survey for Fencing
- ATP-065 OS-088 Hough Staff & Schedule Extension - 12.14.22

## CLEVELAND PUBLIC LIBRARY

## Board Meeting

June 15, 2023

## Jefferson Branch

In accordance with the Board resolution adopted on June 17, 2021, 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 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 Period Ending May 31, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$157,314.00		GMP Increase
				Encumbered	Expended	
9/15/2021	Gilbane Building Company	210886	Change Order # 001			\$ 642.00
12/9/2021	Gilbane Building Company	210886	Change Order # 002			7,890.00
7/6/2022	Gilbane Building Company	210886	Change Order # 003			118,005.64
8/31/2022	Gilbane Building Company	210886	Change Order # 004			3,745.00
10/13/2022	Gilbane Building Company	210886	Change Order # 005			6,751.00
10/13/2022	Gilbane Building Company	210886	Change Order # 006			439.00
1/19/2023	Gilbane Building Company	210886	Change Order # 007			2,553.00
1/19/2023	Gilbane Building Company	210886	Change Order # 008			-
				\$ -	\$ -	\$ 140,025.64
				<b>Owner's Contingency Fund Available Balance</b>		<b>\$17,288.36</b>
				Jefferson Branch Renovation Project Budget \$ 2,483,967.00		
				<b>Encumbered</b>	<b>Expended</b>	
Williams Associates Architects, LTD - Architectural Design Services				\$ 1,370.00	\$ 173,421.00	
Gilbane Building Company - Construction Manager at Risk				87,716.64	1,857,505.00	
Furniture, Fixtures, Equipment and Technology*				852.76	205,035.87	
Owner Direct Costs				5,287.24	125,449.75	
Direct Expenditures paid from Contingency Fund				\$ 95,226.64	\$ 2,361,411.62	
				<b>Available Budget</b>		<b>\$ 27,328.74</b>

\*\$120,619 will be paid using the Zajac Trust funds paid from the Founders fund 203

**Change Order Details**

**Change Order # 001** \$ 642.00

Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 OS-001 Contractor Default Insurance for Approved GMP Alternates, for the Jefferson project

**Change Order # 002** \$ 7,890.00

Owner Change Order #002 is submitted to finalize the budget for the approved ATP-003 OS-002 Bulletin 01 - Plumbing Revisions, ATP-004 OS-003 Bulletin 02 & RFI-007 ETR 4 in. Vent Stack, ATP-005 OS-006 RFI-014 Plumbing Demo Requirements at Existing Sink, ATP-006 OS-007 RFI-012 Existing Window Well Demolition, & ATP-007 OS-009 Temporary Partition at Vestibule 117B, for the Jefferson project. The signed ATP sheets have been included in the backup for reference.  
Please note, the initially approved value for ATP-004 OS-003 Bulletin 02 / RFI-007 ETR 4" Vent Stack has reduced. This OCO reflects the finalized value for this scope of work.

**Change Order # 003** \$ 118,005.64

Owner Change Order #003 is submitted to finalize the budget for the following previously approved ATPs:

1) ATP-008 OS-004 Bulletin-004 R2 Existing Ductbank Relocation (Contractor Costs Only):

Provide the new electrical ductbank and demo the existing per the Bulletin-004 RI drawings dated 01.10.2022. This also includes landscape & hardscape repairs for the new electrical service & patching the existing foundation wall for the existing service.

2) ATP-009 OS-008 Bulletin-003 Floor Box Locations:

Provide revised floor box locations per the Bulletin-003RI drawings dated 12.01.21.

3) ATP-012 OS-019 OS-019 RFI-024 Door 108B Locks & Change of Specified Door:

Provide 1/2" glazing in lieu of S/16" at door 108B to allow it to be lockable, per RFI-024 direction.

4) ATP-014 OS-022 AHU Fence Enclosure Removal & Replacement:

Remove & replace the existing AHU enclosure fencing to allow HVAC equipment to be removed and replaced.

5) ATP-015 OS-021 Bulletin-004 Schedule Extension:

This ATP includes extended staffing to 5/25/22. It also reallocates the following budgets to reduce the total cost impact of the schedule extension: \$SK of OA-005 Additional Repointing of Exterior Brick, \$SK of OA-007 Additional Demo, \$15K of Additional Repointing, \$10K of Gilbane Contingency and \$10K of COVID Contingency.

6) ATP-017 OS-013 Uneven Floor at New Passage to Work Room:

Due to the existing conditions of an uneven substrate, demo the existing concrete to allow floor prep to be installed to even out the substrate for a proper flooring installation.

**Change Order # 004** \$ 3,745.00

Owner Change Order #004 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-010 OS-010 Matching Trim Panel at Ends of Book Shelves R2

Per RFI-022 direction, which was finalized via an onsite meeting between CPL/GBC/Custom Fabricators, provide (2) painted, wood, tall infill cabinets at the existing to remain bookshelf ends at the north and south walls.

2) ATP-011 R4 OS-015 RFI-010 Access Panel Room 105

Provide a new 24"x24" access panel in lieu of reinstalling an existing 14"x14" access panel, to allow access to all of the existing controls per RFI-010 direction.

3) ATP-019 R2 OS-018 Bulletin-005 Finish Selections

Provide Bulletin-005 per the drawings dated 01.14.22. This includes the following:

- Carpet pattern simplification.
- Paint square foot reduction & paint type revision.

This ATP does not include costs for the wall protection; which will be submitted separately.

4) ATP-022 OS-034 Additional Masonry Repointing (Gilbert Ticket #6)

Due to existing conditions, reset (4) chimney caps & seal the top of chimney with concrete.

The masonry owner allowance was previously fully credited back in ATP-015 OS-021 Bulletin-004 Schedule Extension, so this required work is now an owner change item.

5) ATP-024 OS-037 May Schedule Update

**Change Order Details****Change Order # 005**

\$ 6,751.00

Owner Change Order #005 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

## 1) ATP-038 OS-046 Roof Parapet Blocking

Provide additional parapet blocking on the roof to allow for proper flashing & roofing termination. This blocking was not captured in the roofing or general trades scope of work.

This is being funded from the General Trades phase code to net a \$0 change.

## 2) ATP-039 OS-065 Threshold Replacement

Replace threshold to help cover void between concrete slab and curb. This was needed due to field coordination.

This is being funded from the General Trades phase code to net a \$0 change.

## 3) ATP-040 OS-066 Exterior Handrails

Provide exterior hand railings per the contract drawings.

This is being applied against Gilbane contingency to net a \$0 change as this is a scope gap that was not captured in the BPOSA Structural Steel base bid.

## 4) ATP-041 OS-067 Door 117A Auto Operator &amp; ADA Paddles

Furnish & install (1) auto operator & (2) ADA push paddles at door 117A per the contract documents.

Please note that this includes standard ADA push paddles and not the motion wave sensors. Per discussion with CPL, the standard ADA push paddles are acceptable as a permanent installation.

This is being applied against Gilbane's COVID Contingency to net a \$0 change, as this is a scope gap that was not captured in BP08A base bid

## 5) ATP-044 OS-029 RFI-051 Room 113 Break Room HVAC Modifications

Per RFI-051 direction, modify the existing ductwork in Room 113 & provide supply air ductwork to this space.

## 6) ATP-045 OS-043 RFI-046 Existing Wall Damage Repairs

Due to existing conditions perform the following:

- a) Remove existing wallpaper & skim coat wall to allow for a suitable finish for painting.
- b) Perform repairs to the pre-existing damage on the existing walls to allow for a suitable finish.

Please note that these costs are being applied to the General Trades & Temporary Partitions phase code to net a \$0 change.

## 7) ATP-046 OS-045 Roller Window Shades

Provide roller window shades per the contract documents.

This does not include the (4) upper shades that divide Multi-Purpose 108 from Library 102.

The current lead time on the material is 8 weeks from approval.

This is being funded from Gilbane Contingency as this item is a scope gap.

## 8) ATP-047 OS-049 Storefront &amp; Exterior Column Flashing

Provide the metal flashing on the exterior side of the 24 Hour Lobby at the north and east elevation.

This cost is being applied to the General Trades phase code to net a \$0 change, as this item is a scope gap.

## 9) ATP-048 OS-052 Repairs to Existing Ceiling for City Inspector

Per the city inspector, perform repairs to the existing ceiling on the east side of Library 102 to bring it up to code.

## 10) ATP-049 OS-059 Casework Grilles

Perform the following grille work:

- a) Replace the existing grilles at the bottom of the (2) existing bookshelf surrounds in Library 102.
- b) Replace the grilles behind the wood bench in Multi-Purpose 108.
- c) Provide grilles at the new Children's Casework (toe kick and behind the cabinets).

This is being funded from the General Trades phase code to net a \$0 change.

## 11) ATP-050 OS-068 Floor Prep to Existing Flooring Substrates

Prep the existing to remain slabs throughout to repair the pre-existing damaged areas and provide a suitable substrate for installing the new finish floors.

Please note that this fully exhausts the \$5K Floor Prep Allowance.

## 12) ATP-051 OS-069 Existing Bathroom Wall Tile Replacement

Per CPL request, replace the existing, damaged wall tile in the existing Men's & Women's bathrooms.

## 13) ATP-052 OS-070 Recaulk Existing Windows

Due to existing conditions, recaulk the existing windows so the painting can be completed. The existing caulk was not paintable.

This is being funded from the General Trades phase code to net a \$0 change.



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**Change Order Details****Change Order # 006**

\$ 439.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-053 OS-072 RFI-081 Additional Concrete Curb at SF2

Per RFI-081 direction, pour a concrete curb at the ADA ramp to transition between grades and conceal the exposed CMU & air vapor barrier outside of the 24 Hour Lobby.

2) ATP-054 OS-073 Ductbank & Footer Coordination

Enlarge the exterior stair concrete footer to coordinate with the as-built location of the electrical ductbank.

This is being funded from the General Trades phase code to net a \$0 change, as this relates to contractor coordination.

3) ATP-055 OS-071 Construction Dumpsters

Provide construction dumpsters for the project general use.

This is being charged against the Dumpsters phase code to net a \$0 change.

4) ATP-056 OS-078 Structural Steel Coordination

Rework the structural steel bearing plates installed by the masonry contractor to allow the structural steel members to be set properly.

This is being funded by Gilbane Contingency to net a \$0 change, as this is related to site coordination.

**Change Order Details****Change Order # 007**

\$ 2,553.00

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

## 1) ATP-016 OS-012 RFI-034 Door 109 Lintel Requirement

Due to the existing conditions of the terracotta wall between rooms 108 & 109, provide & install a lintel for Door 109 Storage, per RFI-034 direction.

## 2) ATP-027 OS-040 Additional Masonry Demolition (Gilbert Ticket #3)

Due to existing conditions, perform additional demolition required at door jamb to complete the opening.

Please note that this cost is being applied against the General Trades phase code to net a \$0 change.

## 3) ATP-028 OS-041 Patch Holes in Masonry (Gilbert Ticket #7)

Patch holes in the existing masonry that were created from the removal of the existing railings.

This work was not captured in Gilbert's scope of work but is required per the contract documents.

## 4) ATP-029 OS-042 Jefferson Man Gate Entrance

Provide a man gate in the site fencing on Jefferson Avenue to serve as a secondary entrance into the building, to safely allow access into the building while the concrete & structural steel for the addition are being installed.

This also includes providing a temporary cylinder to allow the front door to be used as a means of egress.

Please note that this cost is being applied against the Temporary Partitions/Safety phase code to net a \$0 change, as this item is related to Safety.

## 5) ATP-030 OS-025 Bulletin 8 Masonry Tooothing Deducts

Provide the Bulletin-008 drawings dated 03.31.22. This includes providing a credit for no longer having to tooth in the masonry opening between rooms 113 & 115.

This credit is to be applied to the Gilbane Contingency where it can be reallocated as needed.

## 6) ATP-032 OS-048 Snow Plowing - 02/03/22, 02/05/22 &amp; 02/08/22

Provide snow plowing on 02/03/22, 02/05/22 & 02/08/22 to allow safe access to the site.

This cost is being applied to the General Trades phase code to net a \$0 change.

## 7) ATP-033 OS-051 Exterior Masonry Cleaning

Provide exterior masonry cleaning per the Exterior Cleaning Notes & Scope document dated 07.15.22. This consists of existing ivy removal (except for the finger roots) & power washing the exterior elevations that do not have existing paint.

## 8) ATP-034 OS-054 Skylight Putty Replacement Credit

Provide a credit to provide a wet seal at the existing skylights in lieu of replacing the skylight putty as directed per note 307 on drawing A3.1. The existing skylights are glazed with vinyl so there is no putty to be removed and replaced.

This credit is to be applied to the Gilbane Contingency where it can be reallocated as needed.

## 9) ATP-035 OS-056 Fintube Covers - RFI-028 &amp; RFI-068

Due to COVID related supply chain disruptions, material difference cost to procure Rittling fin tube covers in lieu of the specified, per RFI-068 direction.

This also includes the additional linear footage of material per RFI-028 direction.

This is being funded from the Gilbane COVID Contingency to net a \$0 change, due to this change being a result of COVID related supply chain disruptions.

## 10) ATP-036 OS-063 HVAC Existing Masonry Openings Coordination

Coordination for installation of HVAC penetrations through new & existing masonry walls, including lintel installations.

This cost is being applied to the General Trades phase code to net a \$0 change.

## 11) ATP-037 OS-064 Masonry Wall Tie-In Rework (Gilbert Ticket #1)

Rework the masonry wall tie-in as to not disturb and penetrate the existing basement foundation wall waterproofing.

This is being funded from the General Trades phase code to net a \$0 change.

## 12) ATP-042 OS-080 Jefferson Staff &amp; Schedule Extension - 09/20/22

Please reference the attached ATP-042 Narrative included in the ATP backup information.

**Change Order # 008**

\$

Owner Change Order #008 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

## 1) ATP-057 OS-074 - Rebuild of Bookshelf Surrounds

Rebuild the existing bookshelf surrounds to allow for the installation of the new casework grilles at the toe-kicks.

This is being funded from the General Trades phase code to net a \$0 change.

## 2) ATP-059 OS-081 - Flooring Touch-Ups

Provide additional floor prep around the countertop legs on the east wall of Library 102 to allow the floor to flush out around the base plates.

This is being funded from the Temporary Partitions/Safety phase code to net a \$0 change.

## 3) ATP-060 OS-082 - Additional Demolition &amp; General Labor

Provide additional demolition and general labor clean-up.

This is being funded from the General Trades & Dumpsters phase codes to net a \$0 change.

CLEVELAND PUBLIC LIBRARY

Board Meeting  
June 15, 2023

West Park Branch

In accordance with the Board resolution adopted on June 17, 2021, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 452,586.74		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
4/20/2022	Gilbane Building Company	210887	Change Order #001			\$ 41,973.00
4/22/2022	Gilbane Building Company	210887	Change Order #002			146,511.00
6/15/2022	Gilbane Building Company	210887	Change Order #003			75,251.20
10/12/2022	Gilbane Building Company	210887	Change Order #004			52,200.00
10/12/2022	Gilbane Building Company	210887	Change Order #005			12,191.00
10/26/2022	Gilbane Building Company	210887	Change Order #006			28,175.00
10/12/2022	Gilbane Building Company	210887	Change Order #007			-
1/17/2023	Gilbane Building Company	210887	Change Order #008			22,138.00
1/17/2023	Gilbane Building Company	210887	Change Order #009			(12,525.00)
1/17/2023	Gilbane Building Company	210887	Change Order #010			6,860.00
				\$ -	\$ -	\$ 372,774.20

Owner's Contingency Fund Available Balance \$ 79,812.54

West Park Branch Renovation Project Budget \$ 5,441,779.00

	Encumbered	Expended
Vocon Partners, LLC - Architectural Design Services	\$ 1,127.14	\$ 401,267.86
Gilbane Building Company - Construction Manager at Risk	222,621.20	4,202,612.00
Furniture, Fixtures, Equipment and Technology	110,371.51	209,976.29
Owner Direct Costs	12,948.30	200,255.05
Direct Expenditures paid from Contingency Fund	-	-
	\$ 347,068.15	\$ 5,014,111.20
		Available Budget \$ 80,599.65

Change Order Details

**Change Order # 001** \$ 41,973.00  
 Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 05-001 Contractor Default Insurance for Approved GMP Alternates, ATP-003 05-002 RFI-012 Copper Panel Cladding at Existing Dormers, ATP-004RI 05-007 RFI-011 Drywall Fastening to Plaster Ceiling and Substrate, ATP-005 05-008 RFI-020 Wall Support & Duct Elevation, & ATP-006RI 05-009 Bond Costs for General Trades Contract Commitment, for the West Park project.

**Change Order # 002** \$ 146,511.00  
 Owner Change Order #002 is submitted to finalize the budget for the following previously approved ATPs  
 ATP-002 05-005 Asbestos Certified Carpenters  
 ATP-007 05-010 Finish Repairs of ETR Plaster Walls  
 ATP-009 05-004 RFI-014 Bearing Plates in Terracotta Wall  
 ATP-010 05-006 RFI OOB Existing Terracotta Masonry Wall Support  
 ATP-011 05-012 Removal of Water on Roof  
 ATP-012 05-013 RFI-024 Existing Roof Drafns Relocation  
 ATP-013 05-015 RFI-017 Exterior Wall Steel Support  
 ATP-014 05-016 RFI-028 Exterior Wall Sheathing Material  
 ATP-015 05-021 RFI-027 Steel Support of Stair Infill  
 ATP-017 05-023 RFI-043 Children's Library Rm. B10 Existing Additional Partition Removal  
 ATP-018 05-024 RFI-046 Blocked Rood Drain Above Stair SOI  
 ATP-020 05-027 RFI-048 Door 101C Conflict with Column Enclosure

**Change Order # 003** \$ 75,251.20  
 Owner Change Order #003 is submitted to finalize the budget for the following previously approved ATPs.  
 ATP-022 05-029, 036 &. 037 Bulletin 01 Elevator Shaft

**Change Order Details**

**Change Order # 004** \$ 52,200.00

Owner Change Order #004 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-019 05-026 RFI-042 Parapets Deteriorated Brick Surface

The existing conditions of the deteriorated masonry parapet walls does not provide a substrate suitable for the manufacturer's warranty. To provide a substrate that is satisfactory, provide cover board per RFI-042 direction.

2) ATP-025 05-030 RFI-035 RTU 54/24 Return Air

Provide sound lining on return air duct tees per RFI-035 direction.

3) ATP-026 05-031 SUB-23 3000-1 Rev. 0: Air Distribution RGD's PD

Provide 72/16 grilles at return air openings into the Main Library, per the design team comments in SUB-23 3000-1 Rev. 0: Air Distribution RGD's PD.

4) ATP-027 05-033 RFI-069 New Stair Support Steel Elevation Issues

Due to the existing conditions of the concrete joist system, perform modifications to the stair support steel, bearing plates & the attachment connections, per RFI-069 direction.

5) ATP-028 05-034 RFI-070 Stair Infill Steel Elevation & Decking Angle

Due to the existing conditions of the concrete joist system, provide a revised beam & c-channel & revise lintel & bearing plate elevations per RFI-070 direction.

6) ATP-029 05-038 Plumbing Fixtures COVID Price Increases

Increase in plumbing fixtures costs from the manufacturer due to COVID-19 & supply chain issues.

**Change Order # 005** \$ 12,191.00

Owner Change Order #005 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-040 05-054 Jobsite Clean-Up Through 03.01.22

Provide labor for general clean-up of the jobsite. Periodic general cleaning is required to keep the jobsite safe and efficient.

Please note that this cost is being applied against the Temporary Partitions/Safety/Dumpsters phase code to net a \$0 change, as this item is related to Safety.

2) ATP-041 05-057 Automatic Mechanical Remobilization Costs

Plumbing remobilization costs to finish the balance of the underground sanitary installation. These remobilization costs are required due to improper jobsite coordination with the demolition contractor.

Please note that this cost is being applied against Gilbane Contingency to net a \$0 change, as this item falls under Gilbane subcontractor coordination.

3) ATP-043 05-060 Sherwin Williams Duration Paint

Provide Sherwin Williams Duration Paint per the paint schedule on drawing A050.

The MPI numbers in spec section 099123 indicate that Sherwin Williams Pro Mar and Pro Industrial are to be used. The Finish Schedule on drawing A050 calls out for Sherwin Williams Duration. Frank Novak included Sherwin Williams Pro Mar per the specifications in their base bid. Please note that this cost is being applied against Gilbane Contingency to net a \$0 change.

4) ATP-045 05-058 Egress Stairs Out of Building

Build a temporary staircase to safely allow access & egress out of the building.

This cost is being applied against the Temporary Partitions/Safety/Dumpsters phase code, as this pertains to safety.

**Change Order # 006** \$ 28,175.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-052 05-056 Additional Wall Furring & Finishing

Due to existing conditions perform the following:

a) Demo of existing masonry to allow the drywall installation to continue & door frames to be installed in various areas.

b) Provide additional framing, drywall & finishing that is required to provide a suitable finish substrate for painting in various areas.

c) Build window soffit in Room 117 to provide a surface to allow the ACT ceiling to die into.

d) Fur out wall in Room 103 to conceal piping within wall space.

e) Repair existing conditions in Staircase 501. This includes framing, drywall & finishing.

f) Add framing & drywall in basement bathrooms to allow for a better finish due to existing conditions.

g) Repairs to the existing basement concrete ceilings.

Please note that these costs are being applied against the Temp Partitions/Safety/Dumpsters phase code to net a \$0 change.

2) ATP-053 05-063 Struct. Steel Coord. - Infill Top of Existing W10

In order to properly support the existing roof, install CMU block on top of the existing W10 beam that is to remain. This CMU will support the roof joists that are above the beam.

Please note that this cost is being applied against Gilbane Contingency to net a \$0 change, as this item falls under site coordination.

3) ATP-055 05-073 Credit for Landscaping - BP01A JWT&A

Provide a credit to not perform the landscaping scope of work through BP01A General Trades. This scope was double bought and will be performed by the BP31A Sitework Contractor.

The double bought landscape scope will be transferred to Gilbane Contingency for it be reallocated as required.

4) ATP-056 05-077 RFI-122 Cellular Dialer for Elevator Power Outage

Per RFI-122 direction, provide a cellular dialer to allow the elevator panel to dial out in the event of an emergency, in lieu of using building copper phone lines. Please note that this costs includes 12 months of monitoring, but after that, there will be a \$45/month charge for the service.

5) ATP-057 05-080 West Park Staff & Schedule Extension - 09/20/22

Please reference the attached ATP-057 Narrative included in the ATP backup information.

**Change Order Details**

## 6) ATP-058 OS-032 Floor Prep to Existing Flooring Substrates

Prep the existing to remain slabs in the basement & first floor to repair the pre-existing damaged areas and provide a suitable substrate for installing the new finish floors.

This also includes moisture mitigation in the basement to properly seal the concrete substrate to allow the new flooring to be installed.

This floor prep is in addition to the \$5K that is allocated in OA-005 Additional Floor Prep.

## 7) ATP-059 OS-071 RFI-126 Water Pressure

Per RFI-126 direction, provide a 1-1/2" pressure regulator & three valve bypass to regulate water pressure down from 100 PSIG to 70 GPM.

The current lead time on the material is (4) weeks.

## 8) ATP-060 OS-078 HVAC Testing &amp; Balancing

Perform testing & balancing. Specification 230300HVAC Basic Materials & Methods section G.2 states that "The HVAC Systems Adjustment & Balance is not part of the contract and shall be provided by the Owner. This Contractor shall coordinate this work with the testing and balancing agency".

## 9) ATP-062 OS-082 RFI-113 Exterior Light Fixture Outside Entrance 121

Per RFI-113 direction, due to existing conditions, provide a ceiling mounted fixture in lieu of a wall mounted fixture.

This includes providing a temporary fixture to allow for the Final Electrical Inspection.

## 10) ATP-063 OS-083 RFI-117 Elevator Lighting

Per RFI-117 direction, provide (3) additional light fixtures at the elevator entrance to provide the required illumination per code requirements.

**Change Order # 007**

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

## 1) ATP-067 OS-084 Elevator Pit Ladder Modifications

Modifications to pit ladder to comply with elevator code requirements. This includes modifying the set-back from the wall, the rung spacing & the rung placement.

This is being funded from Gilbane Contingency to net a \$0 change

**Change Order # 008**

Owner Change Order #008 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

## 1) ATP-030 OS-039 RFI-080 Stair S02 Glass Handrail Attachment Angle

Per RFI-080 direction, due to the existing conditions of the concrete joist system, provide an additional S/16" bent plate & modify the bolt hole locations on (3) bent plates to allow the handrail attachment bent plates to be securely installed to the concrete structure.

## 2) ATP-031 OS-020 RFI-026 Steel Beam Elevation Under Existing Steel

Per RFI-026 direction, provide material testing for the existing steel beam to confirm that new W14x38 beam can be welded to it. Per the executed GMP, material testing is by the owner.

## 3) ATP-054 OS-070 Structural Steel Coordination

Due to existing conditions, rework the bearing plates for the steel beams to allow the installation of the new steel.

This cost is being applied against the Gilbane Contingency to net a \$0 change, as this item falls under contractor coordination.

## 4) ATP-061 OS-079 RFI-129 Strainers on Existing Boilers

Per Osborne, due to existing conditions of not having any strainers, provide strainers on the existing boilers before the pumps.

## 5) ATP-065 OS-081 Remove the Existing Vegetation from the Chimney

Remove the existing vegetation from the chimney & patch any holes in the parging at the cap.

## 6) ATP-068 OS-053 Reconciliation of OS-024 RFI-046 Blocked Roof Drain

Reconciliation to the \$4,000 plumbing budget that was authorized in OS-024 RFI-046 Blocked Roof Drain Above Stair SOL. The total cost of the actual plumbing work was \$1,698, which warrants a reconciliation of (\$2,302).

This credit will be funded to the Gilbane Contingency pool for reallocation as needed by CPL.

**Change Order # 009**

Owner Change Order #009 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

## 1) ATP-076 OS-099 Firestopping Existing MEP Penetrations

Due to existing conditions, perform firestopping around the existing mechanical, electrical & plumbing penetrations in the existing basement corridor.

## 2) ATP-077 OS-041 RFI-071 Existing W10 Demolition

Provide a credit to not demo the existing W10 beam that is shown on drawing S102.

## 3) ATP-078 OS-072 Exterior Railings Credit- BPOIA JWT&amp;A

Provide a credit to not perform the exterior railings scope of work. This scope was double bought from the BP31A Sitework Contractor.

## 4) ATP-079 OS-085 Flooring Coordination

Perform flooring modifications to coordinate with the MEP installation. This includes flooring replacement to allow installation of the technology floor boxes.

This is being funded from Gilbane Contingency to net a \$0 change.

## 5) ATP-080 OS-088 RFI-124 Sidewalk ADA Markings

Per RFI-124 direction, provide pavement markings at exterior concrete stair adjacent to the parking lot.

This is being funded from the Temporary Partitions/Safety phase code to net a \$0 change.

## 6) ATP-081 OS-091 Repair Existing Boilers

Perform repairs to the existing boilers to make them operational. This includes replacing air vents, relief valves & flow controls.

\$

\$ 22,138.00

\$ (12,525.00)

**Change Order Details****Change Order # 010**

\$ 6,860.00

Owner Change Order #010 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the back-up for reference.

1) ATP-088 OS-112 Tackboard Trim Piece & Clear Corner Protection

Per CPL request, add corner trim pieces to the tackboard to provide a clean, finish edge & provide clear corner protectors at (14) casework corners to eliminate the 90 degree corner.

2) ATP-089 OS-114 Atwell Contract Reconciliation

Final reconciliation of Atwell contract for site surveying.

This is being funded from the Safety Phase code to net a \$0 change.

3) ATP-090 OS-103 RFI-133 RM 103 & 108 AV Locations

Per RFI-133 direction, provide data for TV monitors in Rooms 103 & 108.

4) ATP-091 OS-075 RFI-114 Counter Top Backsplash

Per RFI-114 direction, provide counter top back splashes at (2) locations to allow cabinets doors to remain inboard of counter top edge.

5) ATP-092 OS-104 RFI-134 Exterior Mechanical Demo and Infills

Per RFI-134 direction, provide removal & infill of exterior masonry at (3) mechanical penetrations in room 103.

6) ATP-093 OS-105 Novak Painting Touch-Ups

Painting touch-ups throughout the building.

This is being funded from the Temporary Partitions/Safety/Dumpsters phase code & Gilbane Contingency to net a \$0 change.

7) ATP-094 OS-087 Glass Handrail Panels Replacement

Gilbane agrees to split the cost of replacing (3) glass railing panels. One was shattered & the cause of damage could not be identified. The other two had to be re-cut due to field coordination.

This is being funded from the Gilbane Contingency as this item relates to site coordination.

8) ATP-095 OS-121 Jobsite Clean-Up Through 09.01.22

Labor to provide general clean-up.

This is being funded from the Gilbane Contingency to net a \$0 change.

9) ATP-096 OS-107 Access Panel in Room B10

Install an access panel in the south west corner of room B10 where there was one previously.

This is being funded from the Temporary Partitions/Safety phase code to net a \$0 change.

10) ATP-097 OS-122 Elevator Final Inspection Additional Work

In order to comply with the elevator inspector's requirements, modify the elevator pit ladder to extend the top rails.

This is being applied to Gilbane Contingency to net a \$0 change.

11) ATP-098 OS-115 Additional Dumpsters

Provide (9) additional dumpsters beyond what was captured in BPOIA JWTA's base bid.

This is being funded from Gilbane Contingency to net a \$0 change.

12) ATP-099 OS-106 Final Clean Touch-Ups

Perform final clean touch-ups throughout the building. This also includes performing a final clean of the existing furniture in the shelled space in the basement.

This is being funded through Temporary Partitions/Safety & Gilbane Contingency to net a \$0 change.

13) ATP-100 OS-120 Punch List Additional Carpenter Work

Perform the following additional work:

- Perform additional wall finishing.
- Perform additional ceiling tile replacement.
- Remove and replace the existing handrail in staircase S02 to raise the height to meet code requirements.
- Due to existing conditions, patch the existing void between the door frame & the wall.

This is being funded from Gilbane Contingency to net a \$0 change.



CLEVELAND PUBLIC LIBRARY

Board Meeting  
June 15, 2023

Woodland Branch

In accordance with the Board resolution adopted on July 6, 2021, 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 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 Period Ending May 31, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund \$ 624,797.52		GMP Increase
				Encumbered	Expended	
11/8/2021	Gilbane Building Company	210885	Change Order # 001			\$ 24,984.00
12/9/2021	Gilbane Building Company	210885	Change Order # 002			111,494.00
4/20/2022	Gilbane Building Company	210885	Change Order # 003			132,816.00
8/30/2022	Gilbane Building Company	210885	Change Order # 004			118,454.00
10/12/2022	Gilbane Building Company	210885	Change Order # 005			148,506.00
12/23/2022	Gilbane Building Company	210885	Change Order # 006			52,990.00
3/29/2023	Gilbane Building Company	210885	Change Order # 007			3,000.00
4/26/2023	Gilbane Building Company	210886	Change Order # 008			40,509.00
4/28/2023	Gilbane Building Company	210887	Change Order # 009			(40,696.29)
				\$ -	\$ -	\$ 592,056.71
				<b>Owner's Contingency Fund Available Balance</b>		<b>\$ 32,740.81</b>

	Woodland Branch Project Budget \$ 8,109,156.00	
	Encumbered	Expended
Bostwick Design Partnerhip - Architectural Design Services	\$ 25,147.16	\$ 581,695.84
Gilbane Building Company - Construction Manager at Risk	433,861.71	6,285,191.00
E-Rate Billed Entity Applicant Reimbursement (BEAR) payment		(55,142.90)
Furniture, Fixtures, and Equipment	329,818.57	10,878.84
Owner Direct Costs	109,477.44	330,890.01
Direct Expenditures paid from Contingency Fund		
	\$ 898,304.88	\$ 7,153,512.79
	<b>Available Budget \$ 57,338.33</b>	

Change Order Details

<b>Change Order # 001</b>	\$ 24,984.00
Owner Change Order #001 is submitted to finalize the budget for the approved ATP-001 OS-001 Addendum 02 and ATP-007 OS-013 Discovery for Existing Conditions: Oil Water Separator, Manhole & Oil Drums, for the Woodland project. The signed ATP sheet and the email approval are included in the backup for reference.	
<b>Change Order # 002</b>	\$ 111,494.00
Owner Change Order #002 is submitted to finalize the budget for the approved ATP-004 OS-004 Bulletin 02 - Branch Perimeter Diffusers, ATP-005 OS-008 Bulletin 01A - Branch In-Floor Power Clarifications, ATP-006 OS-011 Removal of Existing Petroleum Tank & Unsuitable Leaded Soils, ATP-008R1 OS-007 Bulletin 08 - Trespa Cladding Optimization, ATP-009 OS-016 Disposal of Soils with Elevated Lead, ATP-010 OS-017 Disposal of Clean Soils, ATP-011 OS-010 Bulletin 07A Site Booster Pumps, & ATP-012 OS-015 Bulletin 07B Site Drainage Updates 9.29.21 - Material Only, for the Woodland project. The signed ATP sheets have been included in the backup for reference. Please note, the initially approved value for ATP-006 OS-011 Removal of Existing Petroleum Tank & Unsuitable Leaded Soils has reduced. This OCO reflects the finalized value for this scope of work. An updated ATP has been generated and will be distributed for the team for record.	
<b>Change Order # 003</b>	\$ 132,816.00
Owner Change Order #003 is submitted to finalize the budget for the approved ATP-013 OS-022 Bulletin 07D - Site Planting Updates, ATP-014 OS-023 Bulletin 07B, 07C, 07E - Site Drainage - Labor & Equipment, ATP-015 OS-025 Bulletin 16 Booster Pump Voltage, and ATP-016 OS-026 Bulletin 18 Electrical & Plumbing Updates, for the Woodland Branch project.	
<b>Change Order # 004</b>	\$ 118,454.00
Owner Change Order #004 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the backup for reference.	
-ATP-017 OS-034 Woodland & CDF Water Service Connection Permits	
-ATP-018 OS-027 Surveying of Aggregate Piers vs Overhead Electrical Lines	
-ATP-019 OS-029 Material Escalation Costs during Submittal Review	
-ATP-020 OS-035 RFI-025 Dual Wall Duct for Rerouted Supply	
-ATP-022 OS-037 RFI-037 Sanitary Line Tie-in at E 61st	
-ATP-023 OS-043 Moisture Resistant Drywall at Priority Walls	
-ATP-024 OS-033 Beam Penetrations for Conduit Routing	
-ATP-026 OS-031 Temporary Exterior Enclosure	
-ATP-029 OS-048 Rental Radiation Quick Ship	

**Change Order Details****Change Order # 005**

\$ 148,506.00

Owner Change Order #005 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-025R1 OS-045 RFI-053 Faucet Type Revision
- ATP-028 OS-047 Canopy Steel Elevation Adjustment
- ATP-031 OS-042 Bulletin 20 Branch Electrical, Technology, and Finishes Revisions
- ATP-032 OS-049 Repair of Damaged Plumbing from Lift during Break-in
- ATP-033 OS-053 Added Isolation Valves from Submittal Comments
- ATP-034 OS-044 RFI-052 Piers at Community Room 210
- ATP-035 OS-051 Bulletin 24 Woodland Branch Updates
- ATP-036 OS-054 RFI-062 DAFS Wall System & Flashing
- ATP-037 OS-056 Revised Framing at Vestibule 210
- ATP-038 OS-059 Final Cleaning Contract Award
- ATP-040 OS-067 Woodland Staff & Schedule Extension - 9.1.22
- ATP-041 OS-058 Bulletin 27 Exhaust and Valve Updates
- ATP-042 OS-069 Corner Mount Camera Powder Coating
- ATP-043 OS-063 Out of Sequence Work at Community Room 210 & Curtainwalls
- ATP-044 OS-064 Exterior Camera Rough-in Requirements & Trespa Rework
- ATP-045 OS-066 Bulletin 30A Restroom Occupied Light Fixtures
- ATP-046 OS-072 Bulletin 28 Site WAPs
- ATP-047 OS-068 Bulletin 31 Woodland Branch Wall Colors
- ATP-021R1 OS-012 Bulletin 03 Hangers and Attachments to Epic Deck

**Change Order # 006**

\$ 52,990.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-00030R1 OS-00050 HVAC Labor Rate Increase & Material Escalation Impacts
- ATP-00038 OS-00059 Final Cleaning Contract Award (OA)
- ATP-00048 OS-00074 CDF RFI-154 Downspout Tie in to Yard Drain
- ATP-00049 OS-00075 Head & Jamb Flashing SK-06
- ATP-00050 OS-00076 Door 210.3 Center Pivot (CC)
- ATP-00051 OS-00071 RFI-093 Data Connection for Lutron Hub
- ATP-00052 OS-00070 RFI-090 Community Room Diffuser and Acoustical Panel
- ATP-00053 OS-00073 Community Room Jamb Closure Detail (CC)
- ATP-00054 OS-00079 Additional Atwell Surveying - January 2022 (OA)
- ATP-00055 OS-00080 Final Cleaning Contract Reconciliation (OA)
- ATP-00056 OS-00077 RFI-103 Data Points for BAS Panel
- ATP-00057 OS-00081 Landscaping in Newly Purchased Land
- ATP-00058 OS-00036 Additional Site Security (CC)
- ATP-00059 OS-00082 Water Fountain Access Panel (CC)
- ATP-00060 OS-00083 Structural Steel Closeout (CC)
- ATP-00061 OS-00084 Water Line Tie-in to CDF (CC)
- ATP-00062 OS-00052 Temporary Site Security Cameras (CC)
- ATP-00063 OS-00062 Interior Storefront Door Rough Opening Revisions (CC)
- ATP-00064 OS-00090 RFI-96 HVAC Clarifications - Woodland
- ATP-00065 OS-00085 Premium Time for Flooring Install (CC)
- ATP-00066 OS-00092 CDF Existing Sanitary Snaking and Video (CC)
- ATP-00067 OS-00095 Revised Window Film
- ATP-00069 OS-00098 Bulletin 33 Site Concrete and Planting Updates
- ATP-00070 OS-00099 Woodland Staff & Schedule Extension - 12.14.22 (CC)
- ATP-00071 OS-00089 Paving Mobilization and Stone (CC)

**Change Order # 007**

\$ 3,000.00

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-00068 OS-00097 Soil Undercut Credit
- ATP-00072 OS-00093 Site Fence around Exterior Unit
- ATP-00073 OS-00096 CDF RFI-164 Cellular Dialer Antenna
- ATP-00074 OS-00088 Damaged Radiation Pipe from Break-in on 4.2.22 (CC)
- ATP-00075 OS-00086 Misc. Sidewalk Repairs (CC)
- ATP-00076 OS-00078 Site Repair from Dominion Gas Damages
- ATP-00077 OS-00091 CDF Existing Sanitary Line Repair (CC)
- ATP-00078 OS-00101 Misc. Drywall Touchup (CC)
- ATP-00079 OS-00102 Conduit Installation between CDF & Woodland (CC)



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**Change Order Details**

**Change Order # 008** \$ 40,509.00

Owner Change Order #008 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

ATP-0081 OS-00106 Exterior Fence Engineering Drawings

ATP-0082 OS-00100 Bulletin 34 Woodland Electrical Metering, Emergency Lighting

ATP-0083 OS-00087 Bulletin 34 GOBO Projector and Pole Mount

ATP-0084 OS-00108 Bench Moulding Installation (CC)

ATP-0086 OS-00110 Temporary Site Security Cameras Feb-Mar (CC)

**Change Order # 009** \$ (40,696.29)

Owner Contract Change Order #009 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

ATP-088 OS-113 Owner Allowance Reconciliation

CLEVELAND PUBLIC LIBRARY

Board Meeting

June 15, 2023

Central Distribution Facility

In accordance with the Board resolution adopted on June 17, 2021, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 705,499.00		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
9/15/2021	Gilbane Building Company	201888	Change Order # 001			\$ 17,219.00
10/20/2021	Gilbane Building Company	201888	Change Order # 002			64,162.00
12/9/2021	Gilbane Building Company	201888	Change Order # 003			80,782.00
2/25/2022	Gilbane Building Company	201888	Change Order # 004			143,336.00
4/28/2022	Gilbane Building Company	201888	Change Order # 005			4,520.00
5/27/2022	Gilbane Building Company	201888	Change Order # 006			120,893.00
10/12/2022	Gilbane Building Company	201888	Change Order # 007			41,396.00
12/21/2022	Gilbane Building Company	201888	Change Order # 008			32,719.00
3/23/2023	Gilbane Building Company	201888	Change Order # 009			10,415.00
4/26/2023	Gilbane Building Company	201888	Change Order # 010			-
				\$	\$	\$ 515,442.00
				<b>Owner's Contingency Fund Available Balance</b>		<b>\$ 190,057.00</b>

			Central Distribution Facility Project Budget \$ 7,347,916.00	
			Encumbered	Expended
Bostwick Design Partnerhip - Architectural Design Services			\$ 28,008.70	\$ 723,601.30
Gilbane Building Company - Construction Manager at Risk			291,040.00	5,270,095.00
Furniture, Fixtures, Equipment and Technology			342,200.55	198,799.45
Owner Direct Costs			8,380.65	94,159.10
Direct Expenditures paid from Contingency Fund			\$ 669,629.90	\$ 6,286,654.85
			<b>Available Budget</b>	
			<b>\$ 391,631.25</b>	

Change Order Details

<b>Change Order # 001</b>		\$ 17,219.00
To finalize the budget for the approved ATP-001 OS-009 Marous Material Escalation Impacts - BP08C & BP09A.		
<b>Change Order # 002</b>		\$ 64,162.00
To finalize the budget for the approved ATP-002 OS-003 Car Drive-in Damage Repairs - Demolition and ATP-003 OS-001 Addendum 02, for the Central Distribution Facility project.		
<b>Change Order # 003</b>		\$ 80,782.00
To finalize the budget for the approved ATP-004R2 OS-002 Bulletin 05 - CDF Rooftop Equipment Relocation, ATP-006 OS-005 Bulletin 06 - CDF Roof Drain Relocation, ATP-007 OS-008 Bulletin 08 - Trespa Cladding Optimization, ATP-010 OS-011 Bulletin 07A - Site Booster Pumps, ATP-005 OS-012 Alternate E1 - HVAC Serving Automated Materials Handling 120, & ATP-008 OS-026 RFI-032 Existing Storm Drain Relocation, for the Central Distribution Facility project.		
<b>Change Order # 004</b>		\$ 143,336.00

Owner Change Order #004 is submitted to finalize the budget for the following approved ATPs on the Central Distribution Facility project:

- ATP-009r2 OS-024 CDF Floor Leveling - Option 2 with Platform 3
- ATP-012 OS-041 CMU Removal for Install of W21x44 & W25x55 Lintels
- ATP-013 OS-010 Car Drive-in Damage Repairs - Masonry & Materials
- ATP-014 OS-014 RFI-001 Exposed Radiation Pipe Drops
- ATP-015 OS-022 RFI-14 & RFI-15 Infill Interior Oil Separator and Open Grated Sewer
- ATP-017 OS-034 Bulletin 12 CDF Gas Lines
- ATP-018 OS-044 RFI-064 Aluminum Fascia at New Canopy
- ATP-019 OS-045 RFI-083 Cleanout in NW Area of Basement
- ATP-020 OS-025 RFI-006 Existing Plumbing on New Exterior Facade
- ATP-021 OS-020 Bulletin 10 CDF Sanitary Revisions and Eyewash Removal
- ATP-022 OS-046 RFI-090 Relocate Existing Rooftop Drain Piping
- ATP-023 OS-035 Bulletin 13 CDF Electrical Updates
- ATP-026 OS-052 RFI-076 Fire Dampers at Existing Duct Risers

**Change Order Details****Change Order # 005**

\$ 4,520.00

Owner Change Order #005 is submitted to finalize the budget for the following approved ATPs on the Central Distribution Facility project:

- ATP-016R1 OS-038 RFI-058 Repair Displaced Lintel
- ATP-024 OS-039 Bulletin 15 South Vestibule Canopy Lighting Revisions
- ATP-025 OS-047 Bulletin 16 Booster Pump Voltage
- ATP-027 OS-015 RFI-007 Concourse-1 114-1 North Wall Existing Piping
- ATP-028 OS-018 Install Temp Wall for Construction Office
- ATP-030 OS-051 RFI-082 Corridor 111 Piping Relocation & Chase Wall

**Change Order # 006**

\$ 120,893.00

Owner Change Order #006 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP sheets have been included in the backup for reference.

- ATP-029 OS-050 RFI-089 Beam End Detail for AHU Steel
- ATP-031 OS-017 Break in at Glass Block - 9.27.21
- ATP-032 OS-059 Temporary Exterior Door at 146.1 (CC)
- ATP-033 OS-060 RFI-087 Framing at Existing Columns (CC)
- ATP-034 OS-037 Bulletin 14 CDF Owner Revisions
- ATP-035 OS-055 Bulletin 19 Structural Updates
- ATP-036R1 OS-033 Bulletin 11 Elevator Removal
- ATP-037 OS-019 Bulletin 09 Roof Access Relocation
- ATP-038 OS-049 Perimeter Spray Foam Insulation above Glass Block
- ATP-039 OS-066 RFI-043 Soffit at Existing Windows in Phase 1
- ATP-040 OS-023 RFI-015 Infill of Exterior Oil Interceptor with LSM
- ATP-041 OS-042 RFI-065 Fascia Finish at Existing Canopy
- ATP-042 OS-070 Buyout Reconciliation from GMP
- ATP-043 OS-054 Bulletin 17 CDF Owner Revisions
- ATP-044 OS-067 Schedule Extension
- ATP-045 OS-080 RFI-131 Transfer Duct Relocation in Reception 103
- ATP-046 OS-056 RFI-063 Electrical Room 118 Size & Layout
- ATP-047 OS-068 Relocate Roof Drain Piping for Lintel at New Loading Dock (CC)
- ATP-048 OS-082 Revised Junction Box for Fiber Feed into Basement
- ATP-049 OS-078 CDF Bulletin 21 Structural, Electrical, & IT Updates

**Change Order # 007**

\$ 41,396.00

Owner Change Order #007 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

- ATP-050 OS-081 RFI-129 Faucet Type Revision
- ATP-051 OS-053 RFI-100 & RFI-101 Lintel Modification & Added Steel Plates
- ATP-053 OS-075 RFI-099 Jamb Condition at Coiling Door 121.2
- ATP-054 OS-063 RFI-074 CDF North Display Case
- ATP-055 OS-077 RFI-121 Retaining Wal Along Loading Dock Reconciliation
- ATP-056 OS-079 RFI-129 Drywall Repair in Collections Unstaging Room
- ATP-057 OS-083 Bulletin 23 CDF Civil, Electrical, & IT Updates
- ATP-058 OS-088 Bulletin 23 Painting Scope Reconciliation
- ATP-059 OS-091 Additional Atwell Surveying Services (OA)
- ATP-060 OS-092 RFI-132 Weather Barrier Removal on Exterior Face of Insulation
- ATP-061 OS-093 RFI-125 Curb to Conceal Exposed Waterproofing
- ATP-062 OS-096 Drywall Post Tops around HVAC
- ATP-063 OS-097 Atwell Surveying - December 2021
- ATP-064 OS-102 Temporary Toilets (CC)
- ATP-065 OS-087 Added Sill Flashing at Storefront from Submittal Comment
- ATP-066 OS-094 RFI-139 Deleted Wall Base in Basement
- ATP-067 OS-098 Final Cleaning Contract Award
- ATP-068 OS-099 RFI-144 Opening 146.1 Framing & Metal Panel Modifications
- ATP-069 OS-100 Revised Sill Flashing at New Curtainwall Openings (CC)
- ATP-070 OS-095 RFI-134 XPS Board at Existing Footer (CC)
- ATP-071 OS-107 CDF Staff & Schedule Extension - 9.1.22
- ATP-073 OS-113 RFI-153 Data Connection for Lutron Vive Hubs
- ATP-074 OS-111 Concrete Repair at Existing Loading Dock Drive (CC)
- ATP-075 OS-073 Petty Group Closeout (OA)

**Change Order Details****Change Order # 008**

\$ 32,719.00

Owner Change Order #008 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

ATP-00072 OS-00112 Metal Flashing Under Dumpster Wall Cap (CC)  
 ATP-00076 OS-00089 Soffit Rebuild at New Addition  
 ATP-00077 OS-00114 Head & Jamb Flashing SK-06  
 ATP-00078 OS-00117 Roof Patching at Curb and Penetrations (CC)  
 ATP-00079 OS-00116 Misc Drywall Patchwork & Touch up (OA)  
 ATP-00080 OS-00104 RFI-148 Drywall Furring for Storefront Depth at Opening 101.3  
 ATP-00081 OS-00115 Out of Sequence Drywall Work at Curtainwalls (OA)  
 ATP-00082 OS-00119 Final Cleaning Contract Reconciliation (OA)  
 ATP-00083 OS-00064 Relocate Existing VAV for Structural Steel in Corridor 111 (CC)  
 ATP-00084 OS-00106 Bulletin 29 Security Updates  
 ATP-00085 OS-00021 Additional Site Security (CC)  
 ATP-00086 OS-00118 Masonry Repair & Tuckpointing (OA)  
 ATP-00087 OS-00103 RFI-150 Removal of Fall Protection Anchor at New Addition  
 ATP-00088 OS-00120 Welding of Existing Book Drop (CC)  
 ATP-00089 OS-00123 Coordination of Deck Demo for Roof Hatch (CC)  
 ATP-00090R1 OS-00125 Window Film in CDF  
 ATP-00091 OS-00128 RFI-159 HVAC Clarifications - CDF  
 ATP-00092 OS-00129 Frank Novak Final Reconciliation (CC)  
 ATP-00093 OS-00122 RFI-165 Existing Light Pole Fixture Heads  
 ATP-00094 OS-00124 Additional Access Panels (CC)  
 ATP-00095 OS-00130 Sanitary Line Backup Cleaning (CC)  
 ATP-00096 OS-00136 Water Line Tie-in to CDF (CC)  
 ATP-00097 OS-00138 CDF Staff & Schedule Extension - 12/14/22 (CC)

**Change Order # 009**

\$ 10,415.00

Owner Change Order #009 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

ATP-00106 OS-00146 Legacy Electric Final Reconciliation  
 ATP-00105 OS-00145 Marous Brothers Final Reconciliation  
 ATP-00104 OS-00131 Electrical Inspection Remedies  
 ATP-00103 OS-00144 Electrical Access Panels (CC)  
 ATP-00101 OS-00142 RFI-169 Secondary Water and Gas Meter Power Requirements  
 ATP-00100 OS-00141 Domestic Cold Water Pipe Insulation  
 ATP-00099 OS-00140 Addl Tuckpointing & Glass Blocks  
 ATP-00098 OS-00108 Countertop Repairs for Faucet Holes (CC)

**Change Order # 010**

\$

Owner Change Order #010 is submitted to finalize the budget for the following previously approved ATPs. The signed ATP coversheets have been included in the backup for reference.

ATP-00107 OS-00134 Rooftop Stairs Per Sketch SK-17  
 ATP-00108 OS-00132 Additional Site Security (CC)  
 ATP-00109 OS-00148 Mechanical Room Door and Soap Dispensers Installation (CC)

## CLEVELAND PUBLIC LIBRARY

## Board Meeting

June 15, 2023

## Lorain Branch

In accordance with the Board resolution adopted on October 21, 2021, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 319,002.00		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
3/14/2022	Regency Construction	211407	Change Order #001			\$ 2,149.74
3/28/2022	Regency Construction	211407	Change Order #002			1,183.17
5/6/2022	Regency Construction	211407	Change Order #003			13,339.09
6/24/2022	Regency Construction	211407	Change Order #004			3,381.89
8/1/2022	Regency Construction	211407	Change Order #005			14,360.41
9/12/2022	Regency Construction	211407	Change Order #006			(14,782.91)
10/24/2022	Regency Construction	211407	Change Order #007			43,785.60
11/29/2022	Regency Construction	211407	Change Order #008			6,267.40
1/27/2023	Regency Construction	211407	Change Order #009			55,899.38
3/13/2023	Regency Construction	211407	Change Order #010			100,596.50
4/24/2023	Regency Construction	211407	Change Order #011			44,765.00
				\$	\$	\$ 270,945.27
				<b>Owner's Contingency Fund Available Balance \$ 48,056.73</b>		

			Lorain Branch Renovation Project Budget \$ 4,020,292.80	
	Encumbered	Expended		
Holzheimer Bolek + Meehan Architects LLC - Architectural Design Services	\$ 5,881.59	\$ 350,277.41		
Regency Construction - Construction Manager at Risk	666,917.51	2,489,066.25		
Furniture, Fixtures, Equipment and Technology	179,125.99	88,296.51		
Owner Direct Costs	11,136.50	83,541.11		
Direct Expenditures paid from Contingency Fund				
	\$ 863,061.59	\$ 3,011,181.28		
			<b>Available Budget \$ 146,049.93</b>	

## Change Order Details

<b>Change Order # 001</b>	\$	2,149.74
Removal of Freestanding Shelving		
<b>Change Order # 002</b>	\$	1,183.17
Light Fixture Change; Bike Rack Model Change Through Bike Cleveland		
<b>Change Order # 003</b>	\$	13,339.09
PCO #1: For Construction Set		
PCO #7: Front Door Hardware		
PCO #8: Demolition of Unforeseen Ductwork		
PCO #12: RFI #27 Added Wall Furring		
PCO # A6.1: Undercutting Allowance Reconciliation		
<b>Change Order # 004</b>	\$	3,381.89
PCO #10: Janitor Closet 109 Rework (RFI #17)		
PCO #11: Color Selection for Sliding Doors		
PCO #15: Additional Down Rods for Fixtures (RFI #31)		
PCO #16: TRA Changes (Toilet Paper Dispenser & Changing Station)		
PCO #18: Cast Stone Custom Color		
PCO # A15.1: Water Tap/Street Opening Fee Reconciliation		

**Change Order Details**

<b>Change Order # 005</b>	\$ 14,360.41
<ul style="list-style-type: none"> <li>PCO #2.Rev I: Bulletin #1 (Minus Security/Access Control)</li> <li>PCO #4: RFI #14 Structural and Layout Changes</li> <li>PCO #20: Added Studs for North Wall of RR 106 &amp; I 07 (RFI #39)</li> <li>PCO #22: Restroom Door Control Changes (Matching Eastman)</li> <li>PCO #24: Furring West Wall of Staff Restroom I 16 (RFI #54)</li> <li>PCO #29 Rev.I: Roof Hatch Revision</li> <li>PCO #30: Added Annunciator for Fire Alarm</li> </ul>	
<b>Change Order # 006</b>	\$ (14,782.91)
<ul style="list-style-type: none"> <li>PCO #AS. I: Tru-Spun Piping Allowance Credit</li> <li>PCO #19: Structural Remediation for New Masonry Openings (RFI #41 &amp; #42)</li> <li>PCO #23: Faucet Spec Change</li> <li>PCO #26: Bulletin #2</li> <li>PCO #28: Add Cold Water to Existing Mop Sink (RFT #63)</li> <li>PCO #36: Change Door 109 to HM</li> <li>PCO #41: Bulletin #3</li> <li>PCO #48: GFCI Receptacles in Staff Break Room and Meeting Room</li> </ul>	
<b>Change Order # 007</b>	\$ 43,785.60
<ul style="list-style-type: none"> <li>PCO #14 Rev.1: Bulletin #1 &amp; IPS Drawings Security &amp; Access Control</li> <li>PCO #34: Credit for Mechanical Pads</li> <li>PCO #35: Credit for Bench Procurement</li> <li>PCO #40: Wall Framing &amp; Receptacles for South Teen I I I</li> <li>PCO #42: Fire Extinguisher Credit &amp; Cabinet Spec Change</li> <li>PCO #43: Floor Boxs Per Dimensioned Drawing</li> <li>PCO #47: Demo Fixture on Cast Stone Header</li> <li>PCO #52: Window Caulk Abatement Allowance Credit</li> </ul>	
<b>Change Order # 008</b>	\$ 6,267.40
<ul style="list-style-type: none"> <li>PCO #44: Furring TB01 for Conduit</li> <li>PCO #54: Grilles for Vented Toe Kicks</li> <li>PCO #55: Markerboard Adjustments, Concealing Mail Slot</li> <li>PCO #58: Paint Color Revisions</li> <li>PCO #59: Extension of Adult Collection 101 Countertop</li> <li>PCO #60: Landscape Revisions</li> </ul>	
<b>Change Order # 009</b>	\$ 55,899.38
<ul style="list-style-type: none"> <li>PCO #31: Interior Wet Sealing</li> <li>PCO #32: Heavy Floor Prep Allowance Overage</li> <li>PCO #38: Plaster Patching Allowance Overage</li> <li>PCO #65: Relocate Manual Transfer Switch</li> </ul>	
<b>Change Order # 010</b>	\$ 100,596.50
<ul style="list-style-type: none"> <li>PCO #57: Remove Lockdown Features &amp; Patch Floor in Vestibule</li> <li>PCO #64: Revised Garden Fence Layout</li> <li>PCO #69: Fire Repair -Abatement &amp; Demo</li> <li>PCO #70: Fire Repair- Roofing &amp; Coping Replacement</li> <li>PCO #73: Fire Repair- South Door Repair</li> <li>PCO #74: Motor Starters for Hot Water Pumps</li> <li>PCO #75: Fire Repair Permit</li> <li>PCO #76: Water Meter Setup Revisions</li> <li>PCO #79: Fire Repair- Electrical</li> <li>PCO #83: Fire Repair-Additional South Coping</li> <li>PCO #88: Balance of Stone Tuckpointing Above Dentil Molding</li> </ul>	
<b>Change Order # 11</b>	\$ 44,765.00
<ul style="list-style-type: none"> <li>PCO #71: Fire Repairs -Plaster &amp; Drywall Patching</li> <li>PCO #86: West Wall Moisture - Plaster Demo/Abatement</li> <li>PCO #87: Bulletin #4 - Parking Stops</li> <li>PCO #89: Replace Balance of Existing Coping &amp; Add Waterproofing</li> <li>PCO #91: Replace Existing Children's Area Sills</li> <li>PCO #92: Seal Stone Above Dentil Molding</li> </ul>	

CLEVELAND PUBLIC LIBRARY

Board Meeting  
June 15, 2023

Eastman Branch

In accordance with the Board resolution adopted on December 16, 2021, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 200,486.00		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
5/2/2022	Regency Construction	220203	Change Order #001			\$ 41,333.29
5/16/2022	Regency Construction	220203	Change Order #002			23,860.11
7/11/2022	Regency Construction	220203	Change Order #003			2,013.38
8/8/2022	Regency Construction	220203	Change Order #004			25,696.86
9/6/2022	Regency Construction	220203	Change Order #005			33,608.22
10/31/2022	Regency Construction	220203	Change Order #006			20,606.13
1/27/2023	Regency Construction	220203	Change Order #007			6,340.76
3/20/2023	Regency Construction	220203	Change Order #008			23,659.66
4/17/2023	Regency Construction	220203	Change Order #009			(2,223.47)
				\$ -	\$ -	\$ 174,894.94
				<b>Owner's Contingency Fund Available Balance</b>		<b>\$ 25,591.06</b>

			Eastman Branch Renovation Project Budget \$ 3,134,357.66	
	Encumbered	Expended		
Moody Nolan Inc. - Architectural Design Services	\$ 32,170.12	\$ 203,197.54		
Regency Construction - Construction Manager at Risk	345,910.82	2,096,987.74		
Furniture, Fixtures, Equipment and Technology	86,414.02	12,607.09		
Owner Direct Costs	9,892.32	100,101.20		
Direct Expenditures paid from Contingency Fund				
	\$ 474,387.28	\$ 2,412,893.57		
		<b>Available Budget</b>	<b>\$ 247,076.81</b>	

Change Order Details

<b>Change Order # 001</b>	\$ 41,333.29
HVAC Controls	
<b>Change Order # 002</b>	\$ 23,860.11
PCO #4: For Construction Set	
PCO#5 Rev.2: Bulletin #1	
PCO #8: Bulletin #2	
PCO # 18: Ground Penetrating Radar Allowance Reconciliation	
<b>Change Order # 003</b>	\$ 2,013.38
PCO #9: Transition Duct for 2nd Floor (RFI #8)	
PCO #20: Family Toilet 106 Finned Tube Demo	
PCO #24: Demo of Duct for Steel (Bulletin #2)	



**Change Order Details**

<b>Change Order # 004</b>	\$ 25,696.86
PCO #13: Bulletin #3 PCO #15: Replacing Shutoff Valve on Cold Water Line (RFI #25) PCO #16: Bulletin #4 PCO #19: Replacing Both Foggy Gallery Windows PCO #21: Temporary Heat Credit PCO #22: Faucet Spec Change PCO #25: Replace 5 Missing SA Grilles (RFI #45) PCO #26: Demo 5 Branch Ducts, Replace with Louvers (RFI #46) PCO #27: Replace Missing RA Grille in North Wall (RFI #47) PCO #30: Concrete Infill for Bulletin #2 PCO #36: Wiremold for South Wall of Multipurpose 206 (RFI #50) PCO #37: Buildout for Fire Alarm Pull Box (RFI #55) PCO #38: Wiremold for WAP on Exterior of Gallery Wall (RFI #40) PCO #39: Misc. Masonry Repairs PCO #40: Demo & Reinstall Pipe for Bulletin #2 Steel Layout PCO #44: Abatement of Roof Flashing	
<b>Change Order # 005</b>	\$ 33,608.22
PCO #23: Grinding Down Concrete for Tile PCO #35: ADA Push Buttons and Operators PCO # 43: Bulletin #5 PCO #46: Misc. Demo (RFI #23, #66, #67, #70) PCO #48: Reinstall and Insulate Duct Removed for Steel	
<b>Change Order # 006</b>	\$ 20,606.13
PCO #33: Fire Extinguisher & Cabinet Credit PCO #45: Raising Clerestory Sills Allowance Overage PCO #49: Credit for Exterior Display Enclosure PCO #51: Toilet Paper Dispenser Spec Change PCO #52: Bulletin #6 PCO #55: Mechanical Room 125 Layout Adjustments PCO #56: Rework for Overhead Coiling Grille PCO #59: Replacing 2 Corroded Drains in RR 104 & 106	
<b>Change Order # 007</b>	\$ 6,340.76
PCO #61: Bulletin #9 PCO #62: Demo Molded Drywall Under Finned Tubes PCO #63: Replacement of Concrete for Trip Hazards PCO #66: Patch Drywall Under Finned Tubes	
<b>Change Order # 008</b>	\$ 23,659.66
PCO#58: Patching Drywall in Multipurpose 205 PCO #64: Relocate and Replace Hose Bib PCO #65: Metal Ceiling Coordination for People Counter PCO #67: Extended General Conditions PCO #71: Existing Boiler Circulating Pump Repair PCO #72: Extend Bulletin #4 Infill to CT-1 with Self-Leveling PCO #74: Repair for Leaking Elbow Fitting	
<b>Change Order # 009</b>	\$ (2,223.47)
PCO #54: Replace Existing Skylight PCO #69: Bulletin #10 PCO #70Rev. I: Replace Finned Tube in Existing CUH PCO #73: South Window Roller Shade Replacement PCO #79Rev. I: Bulletin #4 Concrete Infill Credit	



## CLEVELAND PUBLIC LIBRARY

Board Meeting  
June 15, 2023

**Martin Luther King, Jr. Branch**

In accordance with the Board resolution adopted on February 15, 2022, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 1,391,503.00		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
3/28/2022	Gilbane Building Company	201107	Change Order # 001			\$ 475,307.00
4/26/2022	Gilbane Building Company	201107	Change Order # 002			541,196.00
5/25/2022	Gilbane Building Company	201107	Change Order # 003			(675,389.00)
11/2/2022	Gilbane Building Company	201107	Change Order # 004			55,734.00
12/21/2022	Gilbane Building Company	201107	Change Order # 005			108,645.00
3/29/2023	Gilbane Building Company	201107	Change Order # 006			60,021.00
5/8/2023	Gilbane Building Company	201107	Change Order # 007			90,017.00
				\$ -	\$ -	\$ 655,531.00
				<b>Owner's Contingency Fund Available Balance</b>		<b>\$ 735,972.00</b>

				New Martin Luther King, Jr. Branch Project Budget \$ 20,416,486.00		
				Encumbered	Expended	
JKURTZ Architects Ltd. - Architectural Design Services				\$ 201,506.04	\$ 2,417,219.49	
Panzica Construction Co. - Construction Manager at Risk				12,964,056.26	2,178,341.74	
<b>Furniture, Fixtures, Equipment and Technology</b>						
<b>Owner Direct Costs</b>				109,291.99	485,954.38	
Direct Expenditures paid from Contingency Fund				-	-	
<b>Developer Shared Costs</b>					594,677.00	
				\$ 13,274,854.29	\$ 5,676,192.61	
				<b>Available Budget</b>		<b>\$ 1,465,439.10</b>

**Change Order Details**

<b>Change Order # 001</b>		\$ 475,307.00
Cost Escalation Claim		
<b>Change Order # 002</b>		\$ 541,196.00
Exterior Glazing Detail Changes; Developer HVAC Changes - Addendum #4; Addendum #2 and #3 Cost Escalation; BASWA Acoustical Plaster; Projection Screen/Hoist; Curtain/Rigging Allowance		
<b>Change Order # 003</b>		\$ (675,389.00)

Proposed change to scope of work includes value engineering options selected during the finalization of the project design. These include changing the 6" thick site sidewalks to 4" thick. Eliminating all trap rock aggregate in the CC4 exterior sidewalks. Deleting all exterior aluminum strips embedded in concrete. The CLT monumental stair being vertically laminated, the CLT seat back being constructed segmentally with vertical grain, the canted radius contouring, and an upgraded "bomb-proof" finish, changes south table stairs to horizontal grain in lieu of vertical. Exterior metal panels are changed from a stainless steel finish to aluminum. Canopy aluminum panel will be removed and replaced with metal mesh. Deletion of mesh ceiling panels, structural framing, lighting, hangers at Alternate #11 booth areas. Revision of the elevator cabs to KONE standard in lieu of glass cab. Deleting the property line landscaping/fence. Changing all FL-3 Forbo flooring to sealed concrete. Changing the award of the electrical subcontract. The cost savings for the electrical contractor award also increases the MBE planned participation percentage for the project from 14% to 25%.

<b>Change Order # 004</b>		\$ 55,734.00
Glazed Façade Profile; Revolving Door Finish; Level 2 Concrete Sandblasting; Sidewalks Change From 4" Back to 6"		
<b>Change Order # 005</b>		\$ 108,645.00
Roof Insulation Allowance; South West Canopy Steel Modifications; All Glass Entrances Glass Type Change; Curtain Wall Shallower Section; RFI #48 - Roof Drain Changes; Floor Box Changes		
<b>Change Order # 006</b>		\$ 60,021.00
Issued For Permit and Construction Documents; RFI#24 - All Glass Threshold Issue Revised; Revolving Door ADA Bollard Alternate		
<b>Change Order # 007</b>		\$ 90,017.00
Plywood & Blocking at Roof Perimeter; Walk Off Mat Product Change; Hand Dryers; VAV Boxes		

CLEVELAND PUBLIC LIBRARY

Board Meeting

June 15, 2023

Brooklyn Branch

In accordance with the Board resolution adopted on May 17, 2022, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 83,959.00		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
9/12/2022	Regency Construction	220256	Change Order #001			\$ 17,752.13
10/24/2022	Regency Construction	220256	Change Order #002			10,277.64
11/29/2022	Regency Construction	220256	Change Order #003			17,733.30
1/27/2023	Regency Construction	220256	Change Order #004			7,920.28
2/27/2023	Regency Construction	220256	Change Order #005			(4,087.36)
4/24/2023	Regency Construction	220256	Change Order #006			17,041.67
				\$	\$	\$ 66,637.66
				<b>Owner's Contingency Fund Available Balance</b>		<b>\$ 17,321.34</b>

			Brooklyn Branch Renovation Project Budget \$ 2,569,784.50	
	Encumbered	Expended		
Vocon Partners LLC - Architectural Design Services	\$ 23,008.97	\$ 163,942.03		
Regency Construction - Construction Manager at Risk	691,412.42	1,344,599.74		
Furniture, Fixtures, Equipment and Technology	441.59	11,607.09		
Owner Direct Costs	17,217.49	60,088.74		
Direct Expenditures paid from Contingency Fund				
	\$ 732,080.47	\$ 1,580,237.60		
		<b>Available Budget</b>	<b>\$</b>	<b>257,466.43</b>

Change Order Details

**Change Order # 001** \$ 17,752.13

- PCO #1: Bulletin #1/Permit Set
- PCO #3: Added Stud Ceilings (RFC #2)
- PCO #4: Hardware Change for Door 113
- PCO #5: Painting New Finned Tubes
- PCO #6: Hardware Revisions per Retemed Submittal
- PCO #7: Additional Abatement in Multipurpose Areal 13
- PCO #10: Ground Penetrating Radar Allow ance Credit

**Change Order # 002** \$ 10,277.64

- PCO #12: Structural Support for Beams
- PCO #13: Allowance Credit for HVAC Insulation
- PCO #14: CFMF for Meeting Room & Officcs
- PCO #17: Multipurpose Area 113 Sink Vent Routes
- PCO #20: Furring in Staff Break 115
- PCO #22: Furring for ADA in All Gender 110

**Change Order # 003** \$ 17,733.30

- PCO #18: Soffit Rework Including RFI #19
- PCO #19: Extending Walls to Meet Ceiling Heights
- PCO #26: Recessed Outlets for East Wall Countertops
- PCO #27: Extend Meeting Room Wall for Data Box
- PCO #31: Replace Gate Value
- PCO #33: Surface Mounted Changing Station

**Change Order # 004** \$ 7,920.28

- PCO #15: Lobby Knee Wall Reframing
- PCO #30: Relocate Outlet for Monitor Build Out
- PCO #32: Millwork Revisions per Submittal
- PCO #37: Covering Power Lines
- PCO #39: Multipurpose Area 113 Wall Repairs
- PCO #42: Bulkhead and Patchwork in Janitor's Closet
- PCO #46: Frame and Hang Lobby 102 Soffit

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**Change Order Details****Change Order # 005**

\$ (4,087.36)

- PCO #40: Credit for Tapered Insulation
- PCO #48: Painting Exterior Railings in Lieu of Galvanizing
- PCO #50: Drywall Repair for Water Damage
- PCO #52: Replace ETR Finned Tube Covering and Backing

**Change Order # 006**

\$ 17,041.67

- PCO #23: Column A1 Repair
- PCO #29: Misc. Vestibule Door Repairs
- PCO #35Rev.1: Stripping IT Room Wall for Moisture
- PCO #41: Brick Infill for Duct Removed for MTS
- PCO #44: Adjust ETR Pipe for Drywall Finish
- PCO #45: Freight Cost & Additional LF for Linear Grilles .
- PCO #47: Replace Door 113 Glass & Security Film Add (100A & I 13)
- PCO #51: Additional Receptacle Above Office 106
- PCO #53: Additional Light Fixtures Above Meeting Rooms
- PCO #63: Replace Moldy Drywall in Janitor's Closet
- PCO #55: Tuckpoint Exterior Wall for Wall Infiltration

## CLEVELAND PUBLIC LIBRARY

## Board Meeting

June 15, 2023

## Rockport Branch

In accordance with the Board resolution adopted on July 21, 2022, 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 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 Period Ending May 31, 2023

				Owner's Contingency Fund \$ 432,746.22		
Date	Vendor	PO	Description	Encumbered	Expended	GMP Increase
4/17/2023	Regency Construction	221040	Change Order #001			\$ 235,606.15
				\$ -	\$ -	\$ 235,606.15
				<b>Owner's Contingency Fund Available Balance</b>		<b>\$ 197,140.07</b>
				<b>Rockport Branch Project Budget \$ 8,635,042.00</b>		
				<b>Encumbered</b>	<b>Expended</b>	
CBLH Design, Inc. - Architectural Design Services				\$ 114,850.57	\$ 529,889.43	
Regency Construction - Construction Manager at Risk				6,105,768.98	1,032,792.95	
Furniture, Fixtures, Equipment and Technology				-	-	
Owner Direct Costs				27,215.85	121,804.78	
Direct Expenditures paid from Contingency Fund				-	-	
				\$ 6,247,835.40	\$ 1,684,487.16	
				<b>Available Budget</b>		<b>\$ 702,719.44</b>

## Change Order Details

<b>Change Order # 001</b>	\$ 235,606.15
PCO #1Rev.2: Permit Drawings	
PCO #2: Bid Package Reconciliation (HVAC)	
PCO #3Rev.1: Revised Civil per WPC Comments	
PCO #4: Accoustical Wall Panel Allowance Overage	
PCO #6: Additional Undercutting per PSI	
PCO #8: Contractor LEED Consultant	
PCO #9Rev 1: Temporary Walkway	
PCO #10: Fire Line & Final WPC	
PCO #13: Floor Box Clarifications	
PCO# 16: Removal of Concrete Foundation (Meter Vault)	
PCO # 17: Removal of Foundation Walls (CB #9 & #10)	

## CLEVELAND PUBLIC LIBRARY

## Board Meeting

June 15, 2023

## Louis Stokes Wing High Density Shelving Project

In accordance with the Board resolution adopted on December 16, 2021, 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 changes and additions to the Project which may be made in the future by the Library, is hereby submitted:

For the Period Ending May 31, 2023

Date	Vendor	PO	Description	Owner's Contingency Fund	\$	605,779.00
				Amount		
6/23/2022	Spacersaver Storage System	220526	Change Order #003-7th floor, tube storage in elevator lobby size increased to maintain 150 tube capacity		\$	4,170.31
10/19/2022	Spacersaver Storage System	220526	Change Order #007 - LED Lighting for LSW8			247,802.00
11/11/2022	Spacersaver Storage System	220526	Change Order #008 - 8th Floor Fire Park			16,935.00
11/29/2022	Spacersaver Storage System	220527	Change Order #009 - (6) Nantucket tray and cabinet storage units			59,072.00
12/6/2022	City of Cleveland	P-Card	Permit-Street Opening-Sidewalk Obstruction-Working in Right of Way			2,879.83
					\$	330,859.14
				<b>Owner's Contingency Fund Available Balance</b>	<b>\$</b>	<b>274,919.86</b>
				<b>High Density Mobile Shelving Project Budget</b>	<b>\$</b>	<b>6,663,571.50</b>
<b>PO 220526 - Purchase &amp; Installation of High Density Shelving for LSW</b>				<b>Original as Executed*</b>	<b>\$</b>	<b>5,887,015.92</b>
				*12/26/2021 Board approved amount not-to-exceed \$6,057,792.50		
Additions to the project (taken from the Owner's Contingency Fund)					\$	330,859.14
Decreases to the project						
6/23/2022	Spacersaver Storage System	220526	Change Order #002-9th floor, change from cantilever to 4-post shelving to increase weight capacity			(1,707.31)
6/23/2022	Spacersaver Storage System	220526	Change Order #004-8th floor, northernmost section/row of shelving removed to ensure no contact with wall			(3,042.47)
9/1/2022	Spacersaver Storage System	220526	Change Order #001 - Shelving deduct			(16,884.34)
9/1/2022	Spacersaver Storage System	220526	Change Order #005 - Touchscreen Deduct			(51,540.00)
9/28/2022	Spacersaver Storage System	220526	Change Order #006 - Platform Deduct for Existing Cabinets			(8,130.92)
<b>PO 220526 + P-Card purchase - Purchase &amp; Installation of High Density Shelving for LSW</b>						<b>\$6,136,570.02</b>

Available Budget \$ 527,001.48

CLEVELAND PUBLIC LIBRARY EMPLOYMENT REPORT Period: May 1 - May 31, 2023				
Name	Title	Department / Branch	Effective Date	Compensation (hourly)
<b>New Hires</b>				
Janiece Berry	Family Spaces Asst	Public Services	5/24/2023	20.00
Miyoshi Davis	Custodian	Rice	5/24/2023	17.36
Patricia Fosbrink	Public Services Generalist	Fleet	5/24/2023	20.69
Ashley Martinez	Public Services Assoc	Addison	5/24/2023	21.94
Emery Pilkenton	Custodian	Carnegie West	5/24/2023	17.36
Angela Robbins	Family Spaces Asst	Public Services	5/24/2023	20.00
			1/23/1900	20.00
<b>Resignations</b>				
Jovon Belcher	Substitute	Public Services	5/29/2023	
Christopher Childress	Officer	SPS	5/18/2023	
Angela Isaac	Clerk	Lending Dept	5/16/2023	
Giovanni Gravino	ER&D Coordinator	External Relations Dept	5/12/2023	
<b>Terminations</b>				
Natisha Greene	Custodian	Main Library	5/24/2023	
Anand Mehta	Admin Asst	OPS	5/24/2023	
Michael Nelson	Officer	SPS	5/5/2023	
<b>Retirements</b>				

CLEVELAND PUBLIC LIBRARY  
 COMPENSATION CHANGES REPORT  
 Period: May 1-May 31, 2023

<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Compensation Rate</b>	<b>Previous Rate</b>	<b>Reason</b>
WOHL	STEPHEN	SENIOR MANAGER LENDING & LOGISTICS	05/21/2023	88,500.00	78,036.59	PROMOTION
CLARDY	JAMES	LOGISTICS & CIRCULATION MGR	05/21/2023	73,920.56	70,400.53	PROMOTION
RIVERA	JOANNA	PUBLIC SERVICES MANAGER	05/21/2023	76,300.00	64,514.58	PROMOTION
HILL	MARTIN	CUSTODIAN II (DAYS/BRANCHES)	05/07/2023	40,257.88	40,257.88	TRANSFER
BALDWIN	SHAWNTE	PUBLIC SERVICES ASSOCIATE	05/07/2023	53,712.10	53,712.10	TRANSFER



**Performance  
Increases 2022**  
Retroactive to January 1, 2023

<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Effective Date</b>	<b>Annual Rate</b>
ARMSTRONG	LAURA	DIRECTOR OF FINANCIAL SERVICES	05/07/2023	\$ 107,307.61
BABBITS	MICHAEL	SAFETY & PROTECTIVE SVCS MGR	05/07/2023	\$ 72,730.12
BARRETT	LESLIE	PUBLIC SERVICES MANAGER	05/07/2023	\$ 74,915.83
BENSON	JAMES	LIBRARY SYS & APP ANALYST	05/07/2023	\$ 98,429.97
BLAND	ALKEISHA	PROPERTY MANAGEMENT COORDINATO	05/07/2023	\$ 52,477.12
BOOZER	DONALD	SUBJECT DEPARTMENT MGR (MED.)	05/07/2023	\$ 94,644.10
BOSTROM	SETH	LEGAL OFFICER	05/07/2023	\$ 74,898.01
BOYCE	SHAYLA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 74,771.63
BRADFORD	WILLIAM	PUBLIC SERVICES MANAGER	05/07/2023	\$ 95,980.69
BUENO	ANGELINA	ACCOUNTING MANAGER	05/07/2023	\$ 67,264.80
BUSCH	ANDREW	SOLUTIONS ARCHITECT	05/07/2023	\$ 88,630.77
BYRD	CHARLES	DIRECTOR OF EDUCATION	05/07/2023	\$ 96,660.99
CANAN	MELISSA	CREATIVE TECHNOLOGY ENGINEER	05/07/2023	\$ 75,192.66
CAPUOZZO	STEVEN	PUBLIC SERVICES MANAGER	05/07/2023	\$ 75,376.05
CARPENTER-RIZK	DENISE	PROFESSIONAL PARALEGAL	05/07/2023	\$ 63,368.00
CARR	MELISSA	ARCHIVIST	05/07/2023	\$ 55,313.80
CERNEY	GORDON	FACILITIES ASST MANAGER	05/07/2023	\$ 73,800.05
CLARDY	JAMES	MATERIALS HANDLING SUPERVISOR	05/07/2023	\$ 70,400.53
COCCARO	CYNTHIA	SHELF DEPT ASST MANAGER	05/07/2023	\$ 71,623.69
CONTI	FRANK	FACILITIES ASST MANAGER	05/07/2023	\$ 62,707.90
DALBY	MICHAEL	REGIONAL DIRECTOR	05/07/2023	\$ 107,100.66
DECLET	JAIME	PUBLIC SERVICES MANAGER	05/07/2023	\$ 87,599.92
DIAL	DAVID	FACILTIES MANAGER	05/07/2023	\$ 90,652.40
DIAWARA	DEMBA	SHELF DEPARTMENT MANAGER	05/07/2023	\$ 70,673.67
DIXON	CAROL	OLBPD COORDINATOR	05/07/2023	\$ 52,578.53
DOBRANSKY	SARAH	SUBJECT DEPARTMENT MANAGER (LA	05/07/2023	\$ 96,660.99
DUNN-FORD	SACHEEN	RECRUITMENT SPECIALIST	05/07/2023	\$ 68,803.04
ESTRELLA	MARIA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 90,342.32
EWING	CHATHAM	DIGITAL INITIATIVES SVC STRAT	05/07/2023	\$ 104,811.15

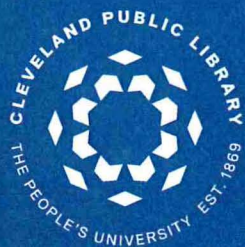


FELDER	KARIE	LENDING SUPERVISOR	05/07/2023	\$ 50,476.10
FISHER	MICHAEL	EXECUTIVE ASSISTANT	05/07/2023	\$ 73,157.34
GRAVES	MELINDA	ENGAGEMENT SPECIALIST	05/07/2023	\$ 66,664.83
GUINThER	ANGELA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 92,931.72
HERMAN	ERIC	CAPITAL PROJ MANAGER	05/07/2023	\$ 78,036.59
HILL	RON	PROPERTY MANAGEMENT SUPERVISOR	05/07/2023	\$ 63,723.76
HODGE	BROOKE	MARKETING COORDINATOR	05/07/2023	\$ 59,782.14
HOGE	OLIVIA	SUBJECT DEPARTMENT MANAGER (LA	05/07/2023	\$ 107,307.61
HOOD	WILLIAM	COMPUTER NETWORKING MANAGER	05/07/2023	\$ 115,281.15
HOWARD	DIANNE	HR INFORMATION CLERK	05/07/2023	\$ 23,648.78
HUBLER	CAROL	PROCUREMENT MANAGER	05/07/2023	\$ 67,264.80
HUTSON	AMIYA	SENIOR DIR OF PUBLIC SERVICES	05/07/2023	\$ 114,782.42
JACKSON	BIANCA	SHELF DEPT ASST MANAGER	05/07/2023	\$ 50,476.10
JACKSON	DAWN TAE	HUMAN RESOURCES SPECIALIST	05/07/2023	\$ 83,783.46
JEFFRIES	ANNISHA	YOUTH SERVICES MANAGER	05/07/2023	\$ 94,644.10
JELAR ELWELL	SANDRA	DIRECTOR OF TECHNICAL SERVICES	05/07/2023	\$ 125,396.71
JENKINS	RICHARD	CUSTODIAL SUPERVISOR	05/07/2023	\$ 59,143.84
JOHNS	CEDRIC	DIR OF EE & LABOR RELATIONS	05/07/2023	\$ 117,980.44
JOHNSON	ALTHEA	DIRECTOR OF HUMAN RESOURCES	05/07/2023	\$ 117,980.44
JOHNSON	ANDREA	CATALOG MANAGER	05/07/2023	\$ 117,524.47
JOHNSON	DAKARAI	CUSTODIAL SUPERVISOR	05/07/2023	\$ 54,342.45
JOHNSON- THOMAS	SHENISE	CHIEF OF EXTERNAL REL & DEVELO	05/07/2023	\$ 149,250.19
KMIECIK	ALEXANDRA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 81,937.52
KRENICKY	CAROLYN	CHIEF FINANCIAL OFFICER	05/07/2023	\$ 161,751.29
LANG	JOHN	CHIEF OPERATIONS OFFICER	05/07/2023	\$ 149,260.72
LAUVER	JAMIE	PUBLIC SERVICES MANAGER	05/07/2023	\$ 84,137.82
LONG	ANTHONY	SENIOR DIRECTOR OF IT	05/07/2023	\$ 113,190.09
LYKINS	FORREST	PUBLIC SERVICES MANAGER	05/07/2023	\$ 90,516.89
MALCOLM	JOHN	CHIEF INNOVATION TECHNOLOGY O	05/07/2023	\$ 152,439.17
MARKOVIC	MILOS	SUBJECT DEPARTMENT MGR (MED.)	05/07/2023	\$ 100,293.89
MARKS	ERICA	SENIOR DIRECTOR OF OPS	05/07/2023	\$ 109,624.28
MARQUEZ	MARINA	MANAGER THE PEOPLES UNIVERSITY	05/07/2023	\$ 79,123.29
MARTIN	TRACY	DIRECTOR OF DEVELOPMENT	05/07/2023	\$ 85,731.48
MCFARREN	JEAN	DIRECTOR OF LIBRARY INNOVATION	05/07/2023	\$ 133,251.07

MEANS	TAMARA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 73,545.86
MILLER-HOOD	RONELLE	BENEFIT & COMP MANAGER	05/07/2023	\$ 79,810.82
MOCSIRAN	NANCY	KNOWLEDGE MANAGER	05/07/2023	\$ 74,771.63
MONCRIEF ROBINSON	PASHA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 90,342.32
NOVAK	DARREN	SYSTEMS MANAGER	05/07/2023	\$ 107,147.26
ODUM	JESSICA	ADMINISTRATIVE ASSISTANT	05/07/2023	\$ 52,274.31
PAPPENHAGEN	JILL	TEEN TECH CENTER MANAGER	05/07/2023	\$ 60,147.36
PARKER	SHERRY	OCCUPATIONAL HEALTH AND SAFETY	05/07/2023	\$ 74,627.42
PARKS	HARRIETTE	CHIEF OF PUBLIC SERVICES	05/07/2023	\$ 149,250.19
PEAK	CAROLINE	PUBLIC SERVICES MANAGER	05/07/2023	\$ 77,886.08
PECKHAM	TANA	CHIEF STRATEGY OFFICER	05/07/2023	\$ 154,932.08
PEREZ	SUZI	TECH CENTRAL MANAGER	05/07/2023	\$ 95,253.78
PETERS	MAGNOLIA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 92,910.02
REED	WILLIAM	DIRECTOR OF OLBPD	05/07/2023	\$ 107,307.61
REYES	OLIVER	DIRECTOR OF FACILITIES	05/07/2023	\$ 116,160.98
RODRIGUEZ	YARIMILKA	HUMAN RESOURCES COORDINATOR	05/07/2023	\$ 62,294.18
ROTH	PETER	PUBLIC SERVICES MANAGER	05/07/2023	\$ 72,730.13
RUDOLPH	REGINALD	LENDING SUPERVISOR	05/07/2023	\$ 57,750.38
RUDZINSKI	MONICA	PUBLIC SERVICES MANAGER	05/07/2023	\$ 79,656.90
RUSH	STEVEN	CUSTODIAL SUPERVISOR	05/07/2023	\$ 57,304.37
RYAN	CAITLIN	LIB SYS APP SPEC	05/07/2023	\$ 71,416.88
SALEM	SUMMER	OPERATIONS PROJECT COORDINATOR	05/07/2023	\$ 63,501.68
SARGI	LYNN	CHIEF TALENT OFFICER	05/07/2023	\$ 149,250.19
SCAGGS	JESSE	SOLUTIONS ARCHITECT	05/07/2023	\$ 83,119.92
SCHMIDT	KRISTEN	PUBLIC SERVICES MANAGER	05/07/2023	\$ 74,771.63
SHANNON	HEATHER	SUBJECT DEPARTMENT MANAGER (LA	05/07/2023	\$ 103,828.06
SKORA	WILLIAM	WEB SPECIALIST	05/07/2023	\$ 83,651.00
SKRTIC	JOHN	CHIEF OF SPECIAL PROJECTS & CO	05/07/2023	\$ 149,260.72
SMITH	JAZMINE	ASST COORD, BEST BUY TEEN TECH	05/07/2023	\$ 48,531.60
SMITH	ROSZITA	PAYROLL & BENEFIT SPECIALIST	05/07/2023	\$ 54,470.64
SMITH	DONALD	ASSISTANT BRANCH MANAGER	05/07/2023	\$ 70,400.53
SONNHALTER	KATHLEEN	CAPITAL PROJ MANAGER	05/07/2023	\$ 83,611.66
SPENCER	WILLIAM	MAIN LIBRARY SVC COORDINATOR	05/07/2023	\$ 61,105.15
STACHNIK	ANTHONY	CAPITAL PROJECT ASSISTANT	05/07/2023	\$ 47,994.91
STIRTMIRE	HEIDI	OPS MANAGER	05/07/2023	\$ 73,786.51
SUCRE	MATTHEW	TECH CENTRAL ASSISTANT MANAGER	05/07/2023	\$ 61,267.75

SZALEWSKI	BRYAN	DIRECTOR OF LEGAL AFFAIRS	05/07/2023	\$ 119,539.33
SZYMANSKI	EMILY	COORDINATOR	05/07/2023	\$ 54,387.45
TRIFILETTI	MEGAN	LIBRARY SYS & APP ANALYST	05/07/2023	\$ 85,538.41
WALTER	LAURA	FELLOW OH CTR FOR THE BOOK	05/07/2023	\$ 31,042.04
WHEELER	TRISTAN	CREATIVE TECHNOLOGY ENGINEER	05/07/2023	\$ 58,684.45
WILLIAMS	MARCIE	PUBLIC SERVICES MANAGER	05/07/2023	\$ 83,945.68
WOHL	STEPHEN	LENDING DEPT MGR	05/07/2023	\$ 78,036.59
WONDOWSKY	HOPE	ADMINISTRATIVE ASSISTANT	05/07/2023	\$ 52,375.72
WOOD	ROBIN	SENIOR DIR OF PUBLIC SERVICES	05/07/2023	\$ 123,220.51
WOODARD	KELLY	DIRECTOR OF MARKETING	05/07/2023	\$ 95,629.56
YOUNG	MICHAEL	DIRECTOR OF DIGITAL CONTENT	05/07/2023	\$ 95,629.56
ZAMORA	VICTOR	INVENTORY SPECIALIST	05/07/2023	\$ 64,743.42





# Connecting Community & Curiosity

The People's University 2030 Plan





# A VISION FOR OUR CITY

*The People's University 2030 Plan: CONNECTING COMMUNITY & CURIOSITY* is a bold vision for Cleveland and its library. It's a vision for a city that puts opportunity within reach of every Clevelander and a library that empowers its people.

Cleveland is a town of determination. Despite the challenges, the rust belt reputation, and even the highs and lows on the scoreboard, we believe in Cleveland. We choose to look forward, not back. We want to build a future that is more equitably distributed, not just for a moment but for a lifetime.

Over the next decade, we are reimagining what an urban public library system can be. We will become THE PEOPLE'S UNIVERSITY, the center of learning for a diverse and inclusive community. By 2030, we will complete the revitalization of all our CAMPUSES, inside and out, igniting possibility for all. We will realize THE PEOPLE'S UNIVERSITY, a place that nurtures citizen-to-citizen learning on a large scale. We will create lasting impact by helping to CLOSE THE GAPS facing our community. And, as always, we will operate responsibly to earn and maintain public trust.

Our twenty-seven branches are beloved, safe spaces in our neighborhoods and complement our downtown campus, the third largest public research library in the country. While our collection of books and materials is at our core, we have a long history of connecting people to the world around them and to each other.

The People's University 2030 Plan sets our organization on an ambitious course, connecting people to what's possible - one book, one hot spot, one idea, one story time at a time.



Felton Thomas, Jr.  
Executive Director & CEO

## Cleveland Public Library Board of Trustees Strategic Planning Committee



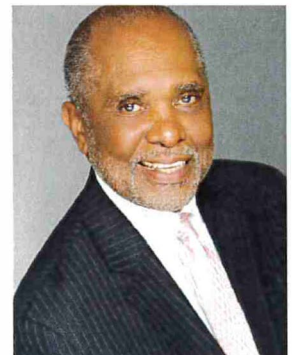
Maritza Rodriguez  
President



Alice G. Butts



Jasmine N. Fryer



John M. Hairston, Jr.

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# OUR HISTORY

Cleveland Public Library (CPL) opened its doors on February 17, 1869 on the third floor of the Northrup & Harrington Block, on West Superior Avenue adjacent to the Board of Education.

- 1853** Ohio funds libraries in schools
- 1869** Public School Library becomes Cleveland Public Library
- 1890** First library of its size to offer open shelving
- 1892** CPL's first branch opens near the West Side Market
- 1898** The first space dedicated to children opens at the Main Library
- 1903** CPL is one of the first libraries to lend Braille books to the blind
- 1925** Construction of Main Library completed
- 1957** Friends of Cleveland Public Library founded
- 1975** CPL begins transferring 5 million catalog cards to computer records
- 1982** CLEVNET consortium of libraries launches
- 1997** Louis Stokes Wing is dedicated
- 2003** CPL is the first library to offer e-books
- 2012** TechCentral opens with computers, tablets, and 3D printers
- 2019** Cleveland Public Library celebrates its 150<sup>th</sup> Anniversary





# BACKGROUND

Cleveland Public Library serves the residents of Cleveland through its network of:

**3**

**Anchor  
Campuses**

**10**

**Community  
Hubs**

**15**

**Neighborhood  
Campuses**

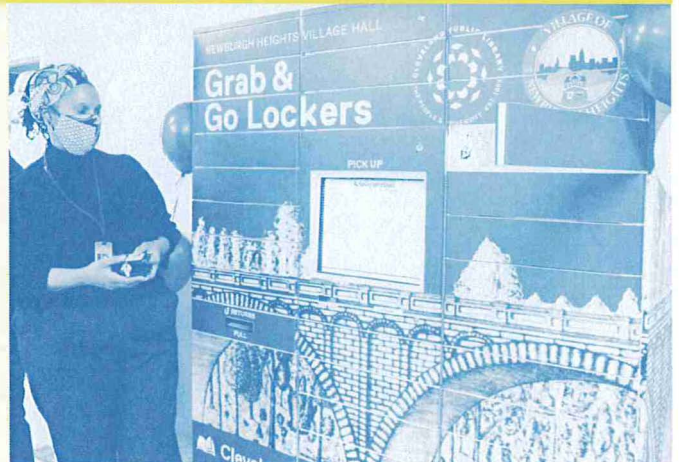
**4**

**Learning  
Satellites**

Our collection of 11 million items is our most treasured possession. Cleveland Public Library lends nearly 6 million items a year to its 300,000 registered borrowers and to 45 other CLEVNET-member libraries in 12 counties across Northeast Ohio.

Beyond our own walls, we have found creative ways to reach further in to our community and provide services for special populations. The Library services a grab-and-go book locker in Newburgh Heights, provides homebound delivery and mail services, along with satellite locations at Case Western Reserve University, Tri-C, and Cleveland State University. Our Public Administration Library (PAL) at City Hall serves the reference and informational needs of city government officials and the public.

We are the home of the Ohio Center for the Book (OCFB) featuring works and programs by and for Ohio authors. On behalf of the State Library of Ohio, Cleveland Public Library administers the Ohio Library for the Blind and Print Disabled (OLBPD), serving all 88 counties in the state of Ohio with materials, tools, and assistance for those who are sight challenged. And we lease space to Say Yes Cleveland, an organization which addresses postsecondary affordability and provides support services to students from Pre-K through high school graduation.





# BACKGROUND

## BY THE NUMBERS

Source: CPL Annual report, 2022



Cleveland  
Population:  
**374,557**



Total Registered  
Borrowers:  
**294,253**



Total  
Circulation System:  
**3,358,554**  
(-3% v. YAG\*)



Total Attendance  
for System:  
**949,832**  
(+22% v. YAG)



Loans to Other  
Library Systems:  
**706,516**  
(+43% v. YAG)



Computer Usage  
(hours):  
**141,628**  
(+18% v. YAG)



Reference  
Transactions:  
**305,292**  
(+42% v. YAG)

\*year ago



# OUR VALUES

## C CURIOUS

We are open-minded. We use our collective knowledge to create the greatest opportunity.

## E EQUITABLE

We meet people, partners, and employees where they are. We empower all with opportunities.

## N NURTURING

We nurture our relationships, acting in an open and straightforward way. We strive to continuously exceed community needs and anticipate their wishes.

## T TRANSFORMATIONAL

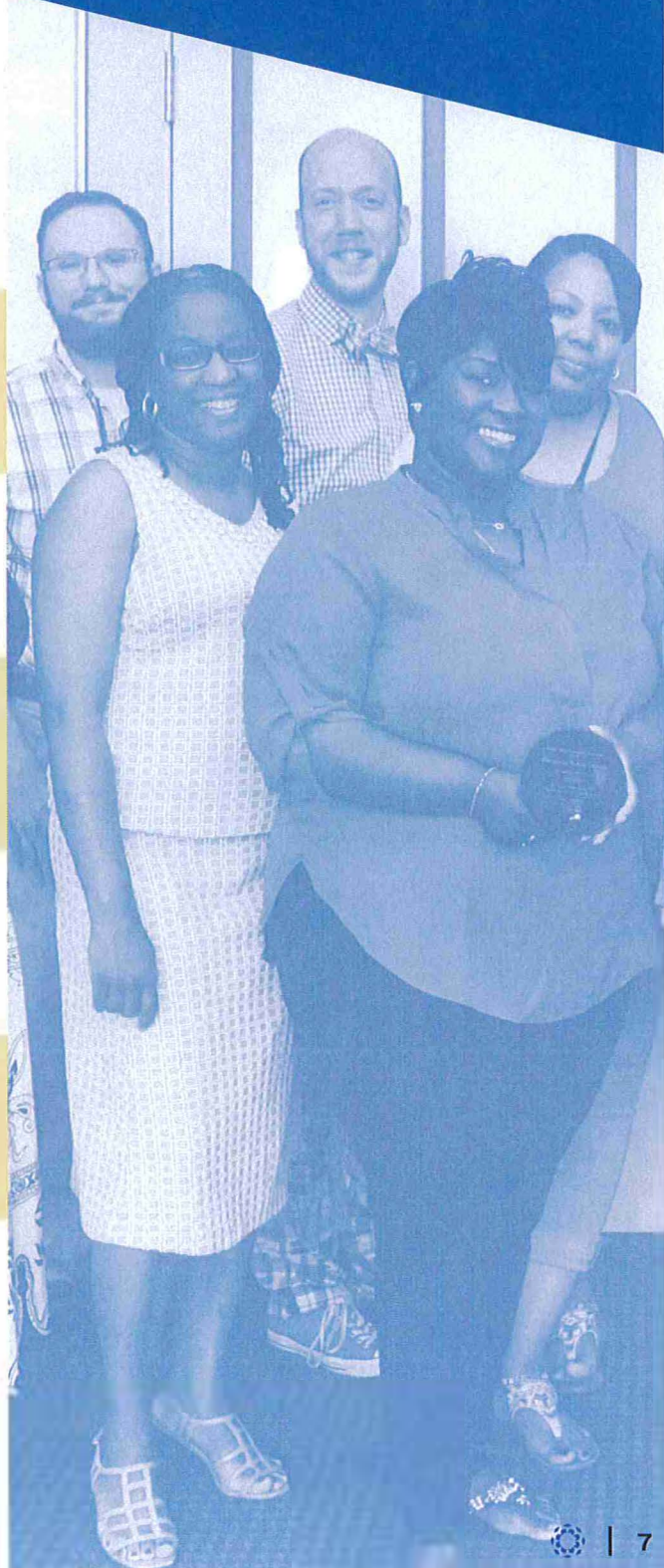
We take a nontraditional approach to achieving transformation.

## E EXCELLENCE

We pursue community-focused goals with excellence, intention and determination.

## R RESPONSIBLE

We are responsible and respectful caretakers of the public's investment.





# OUR JOURNEY

2014-2017

## COMMUNITY VISION PLAN

Cleveland Public Library, in collaboration with the Cleveland Urban Design Collaborative, engaged communities around 13 neighborhood branches in the CPL system to determine future services that will be offered at its branch locations through authentic engagement and valued input from community residents.

**GROUP 1:** Fleet; South; Sterling; and Woodland branches

**GROUP 2:** Brooklyn; East 131st; Mt Pleasant; and South Brooklyn branches

**GROUP 3:** Eastman; Hough; Union; Walz; and West Park branches

DECEMBER  
2018

## REFUSING TO BE QUIET: Challenging the Traditional Library Service Model

Library thought leaders from around the world share how their library systems evolved beyond the traditional service model.

- Rolf Hapel, Professor of Practice at University of Washington iSchool  
*The Role of the Library in the Networked Society*
- Elizabeth McChesney, Chicago Public Library  
*What Happens to the Thoughts Outside the Box: Transforming Library Services for Chicago's Children*
- Richard Kong, Skokie Public Library  
*Civic Engagement - Inclusive Services Reflecting the Diversity of Skokie*
- Kelvin Watson, Broward County Libraries  
*In Pursuit of Equity, Diversity, and Inclusion*

2019

## CPL150

Cleveland Public Library celebrates its 150<sup>th</sup> anniversary, launches the Cleveland Public Library Foundation and kicks off a 10-year master plan to fulfill its promise to the community to reimagine every library branch in its system.

2020-2021

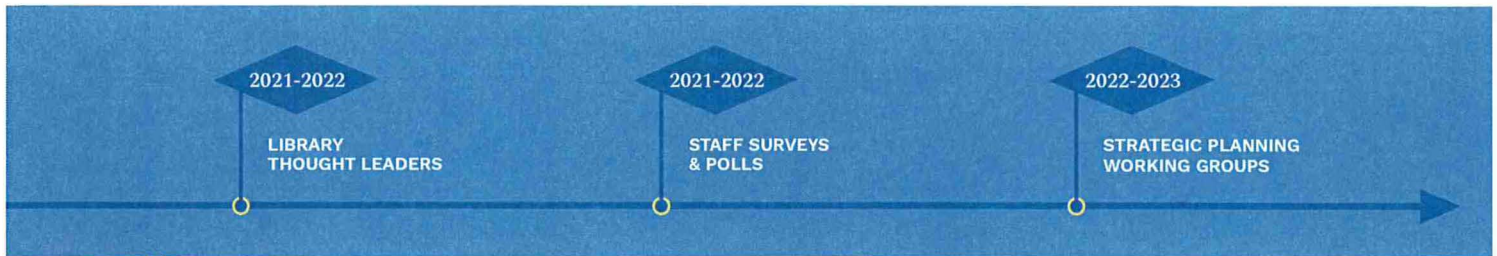
## COMMUNITY CONVERSATIONS

Community leaders to speak to Library staff about how their organizations are addressing community needs.

- Center for Community Solutions
- City of Cleveland Department of Aging
- Cleveland Metropolitan School District
- Cuyahoga Arts & Culture
- Cuyahoga Metropolitan Housing Authority
- Greater Cleveland Food Bank
- The Literacy Cooperative
- Ohio Means Jobs







2021-2022

### STAFF SURVEYS & POLLS

A number of surveys and discussions with Library staff provided perspective about organizational values, strengths and opportunities and level of connection and engagement.

- Branding Survey: Defining who we are
- Founder's Day: Polls & Break Out Sessions to discuss organizational values
- Employee Engagement Surveys

2021-2022

### LIBRARY THOUGHT LEADERS

A Town Hall series featuring three community leaders discussing how their libraries are changing and evolving

- Seattle Public Library, WA, Equity & The Public Library
- Denver Public Library, CO, Public Libraries Turning Outward
- Anythink Libraries, CO, Reinventing the Public Library

2022-2023

### STRATEGIC PLANNING WORKING GROUPS

Three strategic planning working groups formed around DIGITAL LITERACY, KINDERGARTEN READINESS and WORKFORCE DEVELOPMENT. Each group had a sponsor at the leadership level and each group was comprised of staff experienced in the priority area or volunteered to be part of a working group. Staff have varying years of service and play different roles within the organization.

#### Digital Literacy

Sponsor: John Malcolm

Team: Melissa Canan, Eric Eubanks, Anthony Long, Terence Myhand, Suzi Perez, Ron Roberts, Matt Sucre, Tristan Wheeler

#### Kindergarten Readiness

Sponsor: Erica Marks

Team: Charles Byrd, Tracie Forfia, Patricia Fullmer, Annisha Jeffries, Allison Kennedy, Lisa Kowalczyk, Sandy Nosse, Joanna Rivera

#### Workforce Development

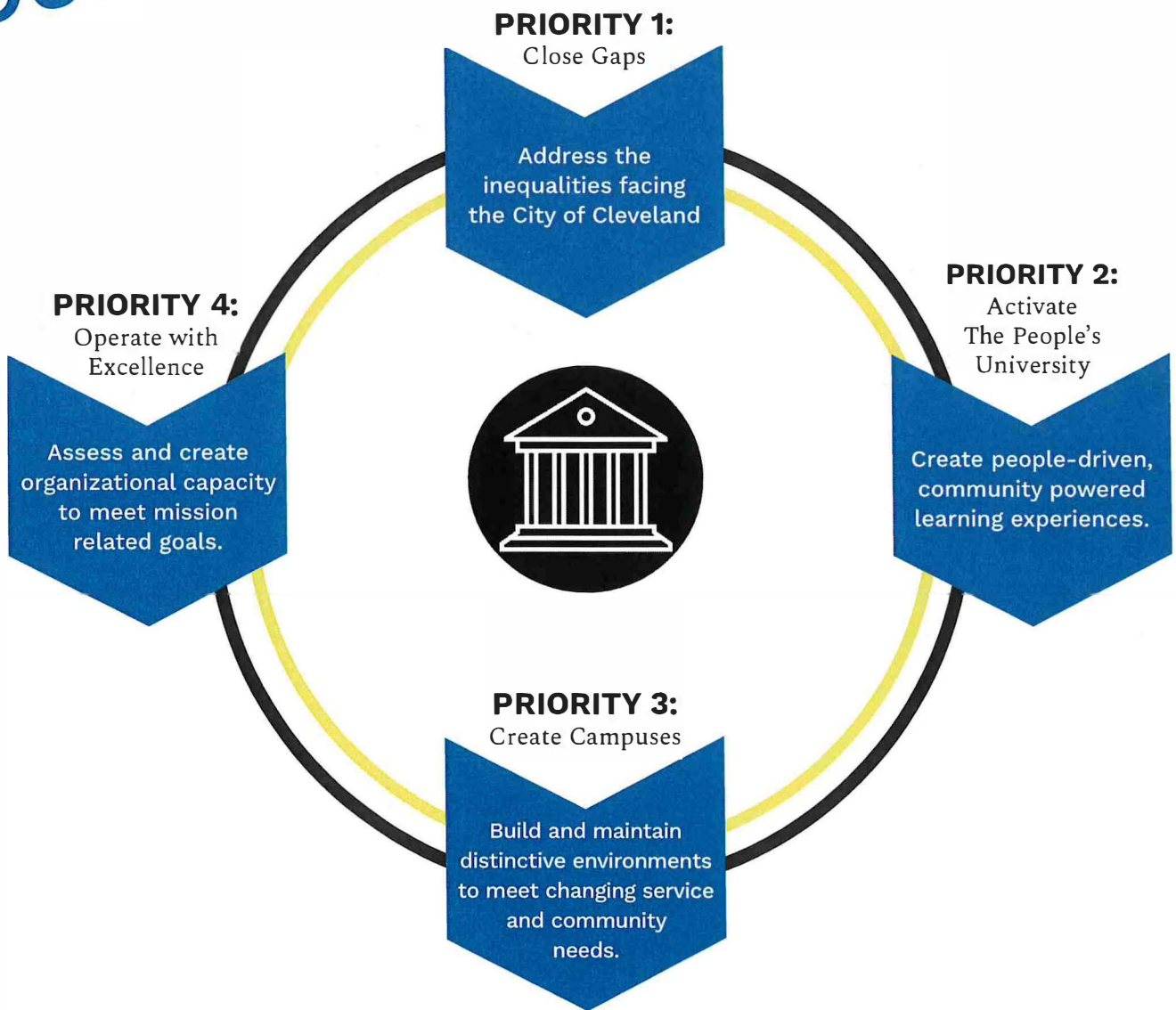
Sponsor: Shenise Johnson Thomas

Team: Leslie Barrett, Shayla Boyce, Melissa Canan, Zach Hay, Pasha Moncrief Robinson, Sherry Parker, Peter Roth, Robin Wood

For each priority area, the groups made recommendations to the Executive Leadership Team about:

1. The role the Library should play.
2. Existing programs and services that are: 1) strong and 2) have high community impact
3. New ideas that would: 1) have high community impact and 2) further strengthen CPL's work.

# OUR STRATEGIC FRAMEWORK



p. 11: Photos of Cleveland Public Library trustees, patrons and staff over our rich 154-year history including former Head of Library Linda Eastman (1918 to 1938). Eastman was a trailblazing pioneer and visionary leader who laid the foundation for a multitude of services and opportunities the Library offers today.







# OUR PRIORITIES *At a Glance*

## ***Closing Gaps: Addressing the inequalities facing the City of Cleveland.***

Our greatest impact will begin with our youngest Clevelanders. We will ensure families of children ages 0-5 have the LITERACY skills to be READY FOR KINDERGARTEN.

Cleveland is the worst internet-connected city in the United States. We need DIGITAL EQUITY. We will work to build skills and increase comfort with an increasingly digital world among Cleveland strivers and seniors.

Finding and keeping a job is the starting point in a journey to financial stability. We will connect Cleveland's strivers to JOBS and develop skills that are integral to finding, keeping, and progressing in a career.

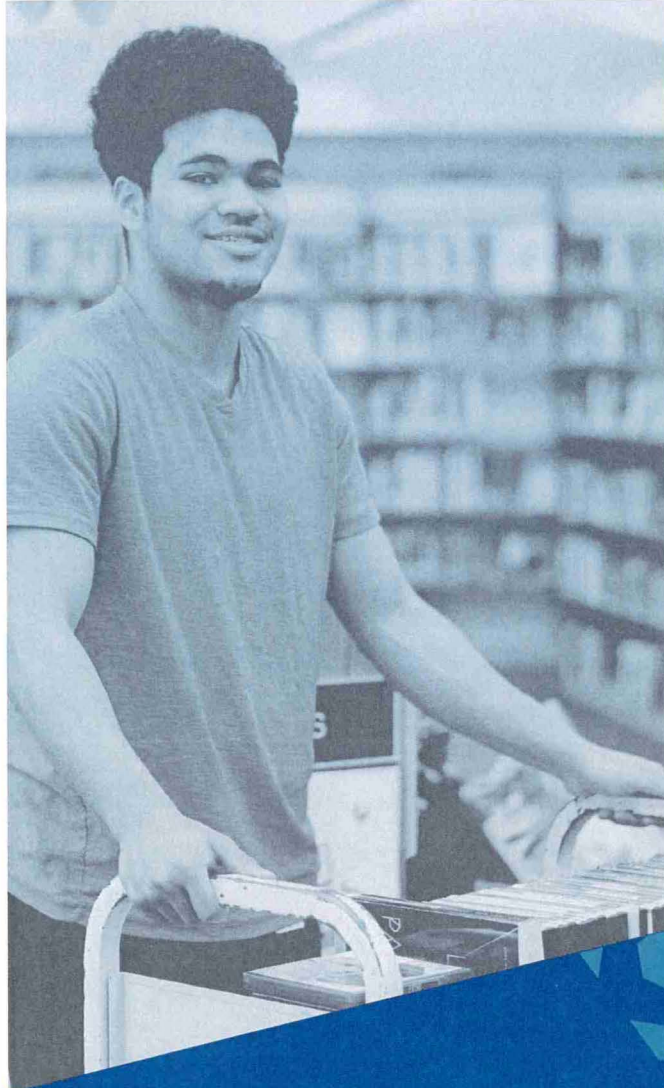
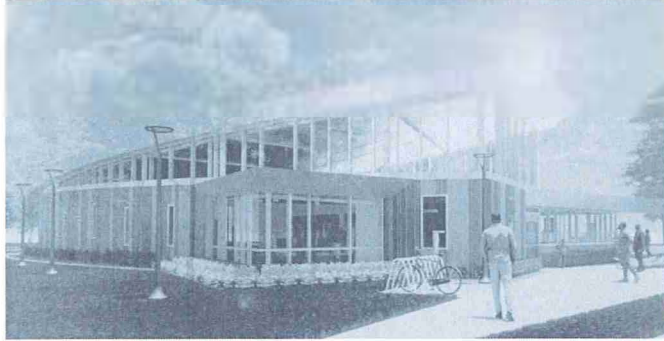
## ***Activating The People's University 2030: Creating people-driven, community-powered learning experiences.***

Cleveland Public Library isn't just any university. You can start (and stop) your learning journey at any age, when, and where you like. We are a barrier-breaking university that removes obstacles to opportunity. We do not care about your GPA, we do not require standardized tests or letters of recommendation and no tuition is required. You define your success.

We will build a university of the people, accessible to all. Our patrons will be our partners in teaching and learning. We will facilitate peer-to-peer learning with classes and services based on real-world experience and the interests of our patrons by our patrons.

The People's University will become a model of service that puts the "people" at the forefront of learning.





### ***Creating Campuses: Building & maintaining distinctive environments to meet changing service & community needs.***

Spread throughout the city of Cleveland, we will REIMAGINE each of our campuses to be safe and welcoming state-of-the-art, creative learning labs by 2030.

We will create a consistent, seamless technology experience and partner on pathways to access broadband for our community by 2025.

We will complement our Facilities Master Plan (FMP) by raising funds to activate our outdoor spaces to extend our reimagined campuses beyond four walls.

We will find creative solutions to closing gaps in service within the Cleveland community.

### ***Operating with Excellence: Assessing & creating organizational capacity to meet mission-related goals.***

We will work to be known and recognized as a model of diversity, equity, inclusion, and belonging (DEIAB) culture.

Align available financial resources and systems with strategic priorities and keep promises made to voters and funders.

Create and nurture an engaged workplace, putting people with the right skills and knowledge in the right places.

Build and foster a culture of continuous improvement, measuring our impact and evaluating and evolving our systems and processes equitably.

We will increase financial resources to extend the reach of the Library's strategic priorities.



# OUR PLAN

## Closing Gaps: Addressing the inequalities facing the City of Cleveland

### KINDERGARTEN READINESS

According to the Ohio School Report Card, 61.2% of Cleveland Metropolitan School District kindergarteners are not on track to meet state standards in early literacy. The Early Literacy Component is a measure of reading improvement and proficiency for students in kindergarten through third grade.

#### OUR GOAL:

Increase the number of children under five who have the LITERACY skills to be READY FOR KINDERGARTEN.

#### OUR ROLE:

Cleveland Public Library connects the community with experiences to play, learn, and grow together.



## MEASURING OUR PROGRESS

### By 2025

- Increase 0-5 Early Literacy programs offered by 36% and attendance by 50%.
- Increase the number of children (0-5) who have a library card by 10%.
- Each year, score in the 3+ pt range in feeling of preparedness for kindergarten among program participants (1=no change to 5=extremely prepared).

## KEY INITIATIVES

### 2023

Reinvigorate key kindergarten readiness programs, examining staples like story time, support for teachers and Young Scholars Academy as well as expanding services to our youngest Clevelanders and their families, (0-3).

### 2024

- Activate *On the Road to Reading*, a mobile unit designed to deliver literacy skills and services in neighborhoods throughout the City of Cleveland.
- Create a series of milestone kits to engage families and their early learners in reading: from birth to first haircut and first day of school.

### 2025

- Make Cleveland Public Library locations family destinations.
- Activate newly created Art & Education amphitheater on the Hough campus with a focus on kindergarten readiness and additional programming aligned for the space.





# DIGITAL

Cleveland is the worst internet-connected city in the United States. 86.9% of households (HH's) in Cleveland have a computer. 75.2% of HH's in Cleveland have a broadband internet subscription, leaving ~25% of Cleveland households without consistent broadband access v. 10% of households in the United States\*.

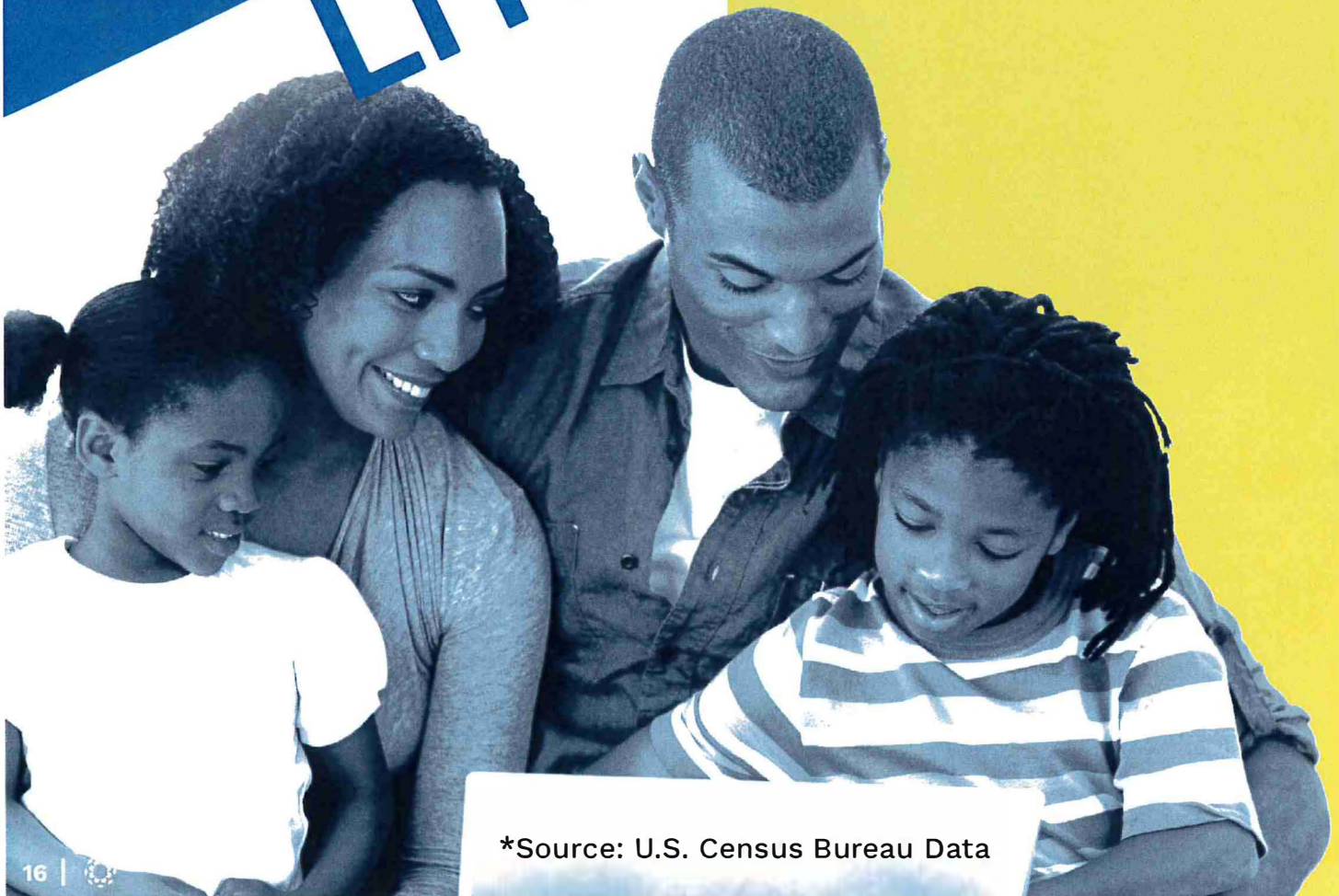
## OUR GOAL:

Build basic digital skills among Cleveland strivers and seniors.

## OUR ROLE:

Cleveland Public Library will be a personal, hands-on bridge to the digital space.

# LITERACY



\*Source: U.S. Census Bureau Data



## MEASURING OUR PROGRESS

### By 2026

- Increase the number of strivers and seniors (60+) in Cleveland Public Library digital-related programs, in-person and online, by 50%.
- Increase the number of CPL strivers and seniors using digital resources by 50%
- Increase the number of strivers and seniors with a library card by 5%

## KEY INITIATIVES

### 2023

Activate Mobile TechCentral, delivering digital skills and services in the community.

### 2024

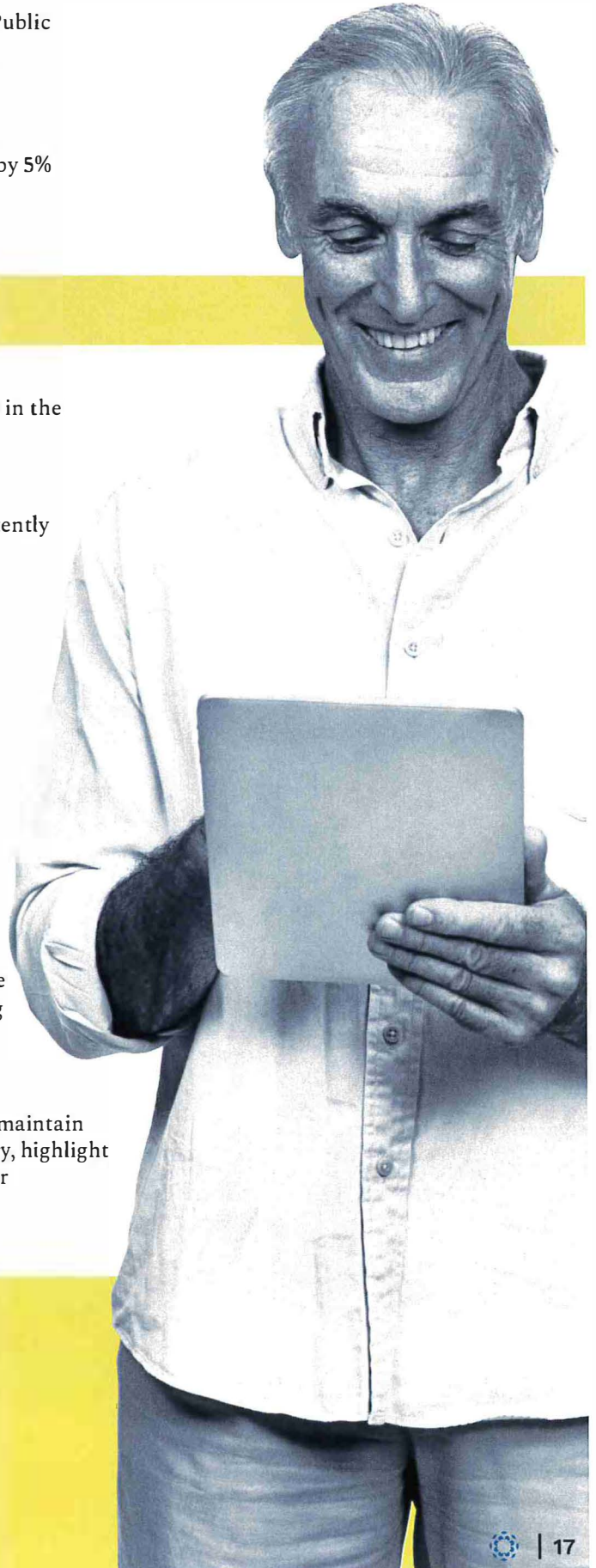
- Complete the creation of a sustainable infrastructure to consistently and progressively expose and build CPL staff and patron skills with digital tools and technology.
- Leverage game culture and its industry, expand CPL Play to expose young adults to technology and potential career paths in front or behind the console.
- Create and maintain a “Demystify Digital” program series to address computer anxiety.
- Extend the Library’s digital reach by piloting digital resource pods at high traffic points, neighborhood-by-neighborhood.

### 2025

- Expand My Digital Life, a hands-on, real-world approach to digital skill building, across the library system.
- Open and activate the Mandel Innovation Center at the Glenville campus designed to provide STEM-inspired, skill-based learning and proven drivers of economic empowerment.

### 2026+

- Video Virtual Assistant: Leverage AI technology to create and maintain a virtual assistant(s) designed to introduce patrons to the Library, highlight frequently requested collections, services or resources, or answer frequently asked questions.





# WORKFORCE

The City of Cleveland has a 52.4% employment rate and a median household income of \$35,562 v. the U.S. employment rate of 58.6% and median household income of \$69,717 according to the U.S. Census Bureau 2021 American Community Survey. The Pew Research Center consistently reports the “new normal” will be more tech-driven, worsening economic inequality.

# DEVELOPMENT

## OUR GOAL:

Increase the number of strivers we connect.

## OUR ROLE:

Cleveland Public Library will help patrons navigate real-time workforce development resources with a personal touch.

## MEASURING OUR PROGRESS

Participants indicate an overall positive job-related experience with Cleveland Public Library:

## KEY INITIATIVES

### 2024

Business department pilots the reimagination of workforce development at Cleveland Public Library with an emphasis on how Cleveland Public Library districts connect patrons with resources to help Clevelanders GET or CREATE a job, KEEP a job or GROW in a job.

### 2025

- Expand the reimagination of workforce development at Cleveland Public Library to create a more consistent workforce development experience throughout the library system.
- Business department and TechCentral work collaboratively to evolve and support entrepreneurs and small businesses.
- Offer bilingual workforce development resources at Spanish speaking locations.





# Activating The People's University:

Creating people-driven,  
community-powered  
learning experiences

## THE PEOPLE'S UNIVERSITY

### MEASURING OUR PROGRESS

By the end of 2026, implement The People's University model in 100% of Cleveland Public Library campuses, with over 50% of participants indicating an overall positive experience.

### KEY INITIATIVES

#### 2023

Lead a city-wide campaign to read 1 million books or 1 million minutes in 2023, in close partnership with the City of Cleveland, Cleveland Metropolitan School District, Cleveland Teacher's Union, RTA and more than 30 literacy-related organizations.

#### 2024

By the end of 2024, build and pilot the The People's University model.

#### 2025

- Expand The People's University model to 100% of Library campuses.
- Complete feasibility study for providing certifications.

### OUR GOAL:

Create community-driven,  
people-powered learning  
experiences.



# Creating Campuses:

Building & maintaining distinctive environments to meet changing service & community needs

## FACILITIES MASTER PLAN

### MEASURING OUR PROGRESS

Complete all Facilities Master Plan (FMP) capital projects within their allotted budget and schedule. Implement an annual facility condition assessment to ensure that deferred maintenance is being managed on every CPL building.

### KEY INITIATIVES

#### 2022-2023

Completion of Phase 1 campus reimagination, which includes the Brooklyn, Eastman, Jefferson, Hough, Lorain, West Park and Woodland campuses.

#### 2024

Completion of the balance of Phase 1 campus reimagination, including but not limited to Martin Luther King, Jr., Rockport and Walz campuses. Complete planning for reimagination of the Memorial-Nottingham branch and the Lakeshore campus.

#### 2025

Complete Glenville campus reimagination and commence Phase 2 of the Facilities Master Plan.

- Phase 2A: Sterling, Mount Pleasant, Addison, Collinwood, Harvard Lee, Union
- Phase 2B: South Brooklyn, Fleet, Carnegie West, Fulton, Langston Hughes, Rice, East 131<sup>st</sup> Street, Garden Valley

#### 2026+

The Main Library Campus will be reorganized to optimize our facility's spaces: The Main Building will become a unified hub for research and reading, providing a wide range of resources for scholars and enthusiasts to delve deep into their areas of interest.

The Louis Stokes Wing will focus on users who want to harness the power of creativity and personal enrichment, offering an array of workshops, collaborative spaces, and cutting-edge tools for patrons to explore new ideas and express unique visions.

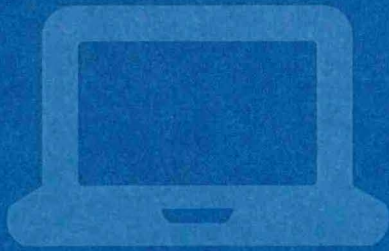
### OUR GOAL:

Spread throughout the city of Cleveland, we will REIMAGINE each of our campuses to be safe and welcoming state-of-the-art, creative learning labs by 2030.





# DIGITAL



# ACCESS

## OUR GOAL:

We will create a consistent, seamless technology experience and partner on pathways to access broadband for our community by 2025.

## MEASURING OUR PROGRESS

Complete all initiatives within their allotted budget and schedule.

## KEY INITIATIVES

### 2023 - 2025

- Pilot Exterior Wireless Access Point to extend CPL internet access 400-900 Meters.
- Coordinate with Cleveland Metropolitan School District (CMSD) on technology initiatives, increasing utilization among the 35,000 plus students and 7,000 employees during summer and holidays.
- Increase student access to Library resources and services by developing partnerships with greater Cleveland schools, making student ID cards library cards. Better understand the needs and interests of the local community and tailor Library services and resources accordingly.
- Partner with Northeast Ohio organizations including Cuyahoga County, the City of Cleveland, the Cleveland Foundation and CMSD, on a Digital Equity Planning Grant to develop and implement plans that address digital equity challenges, such as lack of access to reliable internet connectivity, lack of access to technology devices, and limited digital literacy skills.
- Continue to support the DigitalC Internet Availability Project to increase reliable high-speed internet access for Cleveland's un-served and underserved neighborhoods.





# CAPITAL

# ENHANCEMENTS

## OUR GOAL:

We will complement our Facilities Master Plan (FMP) by raising funds to activate capital enhancements, extending the patron experience.

## MEASURING OUR PROGRESS

By 2030, raise \$30 million in support of capital enhancements and deliver key initiatives on time and on budget.

## KEY INITIATIVES

### 2022-2023

Launch FMP capital enhancements campaign:

- Complete and activate the Clark-Fulton Learning Center Powered by Verizon in partnership with Verizon and JumpStart.
- Activate and maintain United Way FamilySpaces at Carnegie West and Hough campuses.

### 2024-2025

Launch FMP naming opportunities campaign

- Complete capital enhancement projects for Phase 1 of the FMP including:
  - The Jack, Joseph and Morton Mandel Workforce and Senior Digital Innovation Center capital enhancement project
  - Hough Campus Amphitheater
  - Woodland public art installations
- Develop capital enhancement strategy for Phase 2 of the FMP

### 2026+

- Activate all Cleveland Public Library locations to become destination locations through inviting and engaging spaces.
- Complete FMP naming opportunities campaign



# CLOSING



# SERVICE GAPS

## OUR GOAL:

We will find creative solutions to closing gaps in service within the Cleveland community.

## MEASURING OUR PROGRESS

**By 2025**, ensure that Cleveland Public Library materials and resources are within a two-mile radius of every resident.

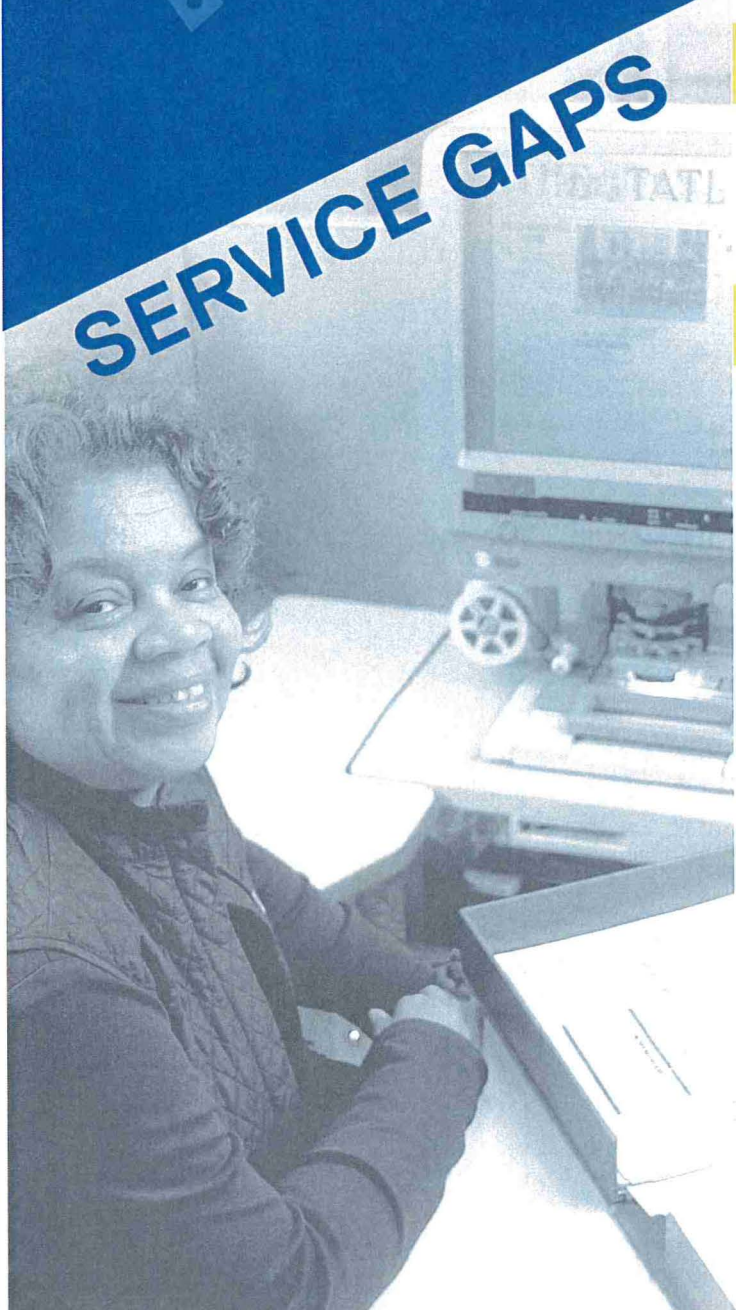
## KEY INITIATIVES

### 2024

Create and pilot an outreach model that better balances reaching Clevelanders where they are, whether it's out in the community or in our library locations.

### 2025

Library staff will be a consistent presence within each neighborhood providing service based on the specific needs of each community.





# Operating with Excellence:

Assessing & creating organizational capacity to meet mission-driven goals and outcomes

**DIVERSITY, EQUITY, INCLUSION,  
ACCESSIBILITY & BELONGING  
(DEIAB)**

## MEASURING OUR PROGRESS

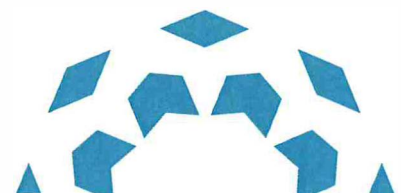
By 2026, improve the employee engagement survey score for “inclusion” from 57% to 60-74% (ERC survey “good” threshold).

## KEY INITIATIVES

- Cultivate a diverse, equitable, inclusive and accessible workplace environment, where all employees feel they belong.
- Refine CPL’s supplier diversity efforts to mirror the patrons we serve.
- Engage the board, leadership, and staff in ongoing inclusion training, education and dialogue.
- Highlight CPL as an invaluable inclusive community resource by introducing CPL patrons, employees, and community and business partners to a variety of DEI programs.

## OUR GOAL:

We will work to be known and recognized as a model of diversity, equity, inclusion, accessibility and belonging (DEIAB).





# RESOURCE



# ALLOCATION

## OUR GOAL:

Align available financial resources and systems with strategic priorities and keep promises made to voters and funders.

## MEASURING OUR PROGRESS

Allocate the funds needed to accomplish the strategic priorities while managing public funds in compliance with applicable laws, regulations, standards and Library policies.

## KEY INITIATIVES

- \*Maintain unencumbered fund balance in the general fund of no less than 2 months, but strive for 4 months, of regular general fund operating expenditures; an annual appropriation with no more than 67% allocated to salaries and benefits, while maintaining Library Materials at 12%.
- Perform long-term forecasting to ensure accountability and sustainability.
- Secure funding for Phase 2 of the Facilities Master Plan in 2025.
- Incorporate a capital project budget in the budget process
- By the end of 2024, review and improve planning and budgeting process for better efficiency and effectiveness, from resource allocation to spending and impact.

\* Does not include library materials purchased through other funds.





# STAFFING



# HUMAN RESOURCES

## OUR GOAL:

Create and nurture an engaged workplace, putting people with the right skills and knowledge in the right places.

## MEASURING OUR PROGRESS

Workforce staffing and development plans that are reflective of priorities, needs and available dollars. Improve employee engagement overall score from 69% to 75% (ERC survey “exceptional” threshold) by 2026.

## KEY INITIATIVES

- Employee Engagement and Satisfaction: Continuously look for ways to increase employee engagement and improve CPL’s work environment.
- Implement recommendations from Employee Engagement Committee to improve areas of Development & Growth, and Recognition & Rewards.
- Invest in workforce development and implement plans that are based on the knowledge and skills required to meet the Library’s strategic priorities.
- Implement pay for performance for non-bargaining unit employees, and ensure CPL maintains an externally competitive and internally equitable compensation program.
- Collaborate with our union partners on key workplace initiatives.
- Staffing: Create and implement staffing plans that support strategic and organizational initiatives and priorities.



# A CULTURE OF

## OUR GOAL:

Build and foster a culture of continuous improvement, measuring our impact and evaluating and evolving our systems and processes equitably.



# CONTINUOUS IMPROVEMENT

## MEASURING OUR PROGRESS

**By the end of 2025**, performance measurement and continuous improvement will be implemented across the organization, achieving measured improvement of 2-3 key systems and performance.

## KEY INITIATIVES

### 2023

- Identify and prioritize the top five processes that require improved efficiency and effectiveness.
- Develop dashboards for key initiatives from the strategic plan to track the Library's progress towards our strategic priorities and our financial position.

### 2024

Access to physical and digital collections will be made more readily available to Cleveland Public Library patrons. Focus groups and circulation analysis will enable our Collections team to better curate ordering per geographic area. Digital offerings will also be adjusted based on increased staffing that will allow us to digitize items and order more robustly in regard to eBooks.





**FUNDRAISING**

**OUR GOAL:**

We will increase financial resources to extend the reach of the Library's strategic priorities.

**ADVOCACY**





## MEASURING OUR PROGRESS

### FUNDRAISING

#### 2025

Raise \$500,000 by 2025 for Cleveland Public Library in the following areas...

- Reading literacy & digital equity programs
- Real-time community needs programming
- Library special projects

#### 2030

Raise \$30 million by 2030 for Facility Master Plan capital enhancements

### EXTERNAL RELATIONS/ADVOCACY

#### 2023-2027

Ensure the Public Library Fund (PLF) percentage allocation is maintained and/or increased in the state biennial budget over the next two budget cycles (2023-2027).

## KEY INITIATIVES

### FUNDRAISING

Launch and achieve fundraising campaign goals to:

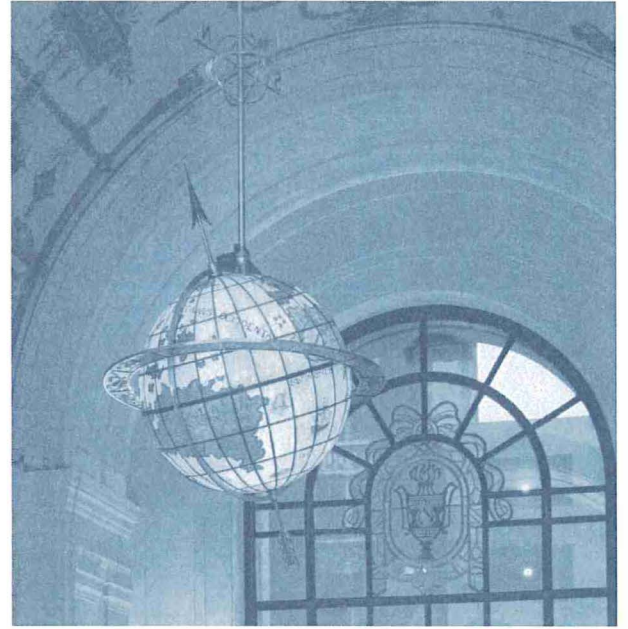
- Implement FMP capital enhancements
- Increase financial support for reading literacy & digital equity programs
- Increase financial support for Library programs that address real-time community needs
- Increase financial support for Library special projects

### EXTERNAL RELATIONS/ADVOCACY

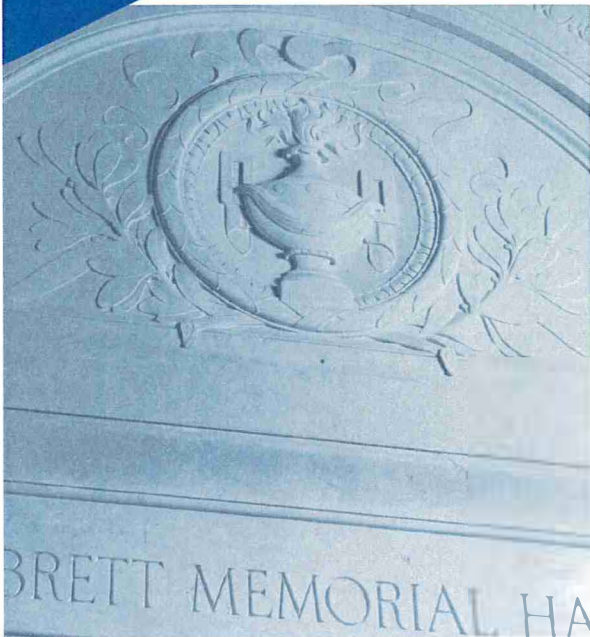
Launch and achieve advocacy goals by aligning outreach efforts with Ohio Library Council (OLC)'s strategy to sustain and/or increase the PLF; align local strategy with state strategy leveraging insights from Library local lobbyist



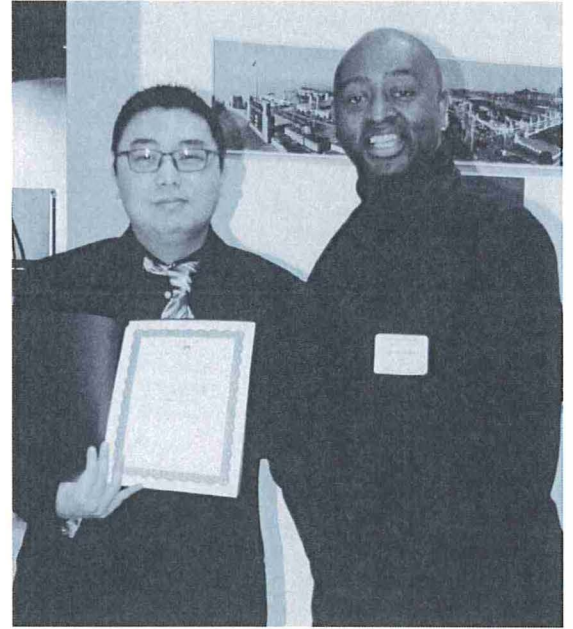
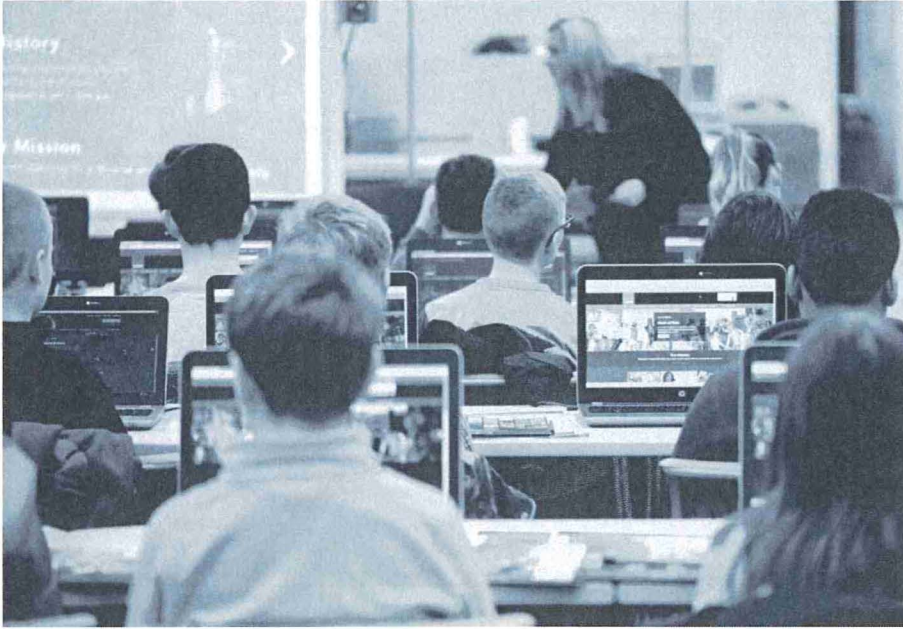




*A modern public library performs particularly intimate which confers blessings but no degrees, whose courses are of knowledge is unending, whose classes are open alike recognizes no social distinctions but caters to everyone*

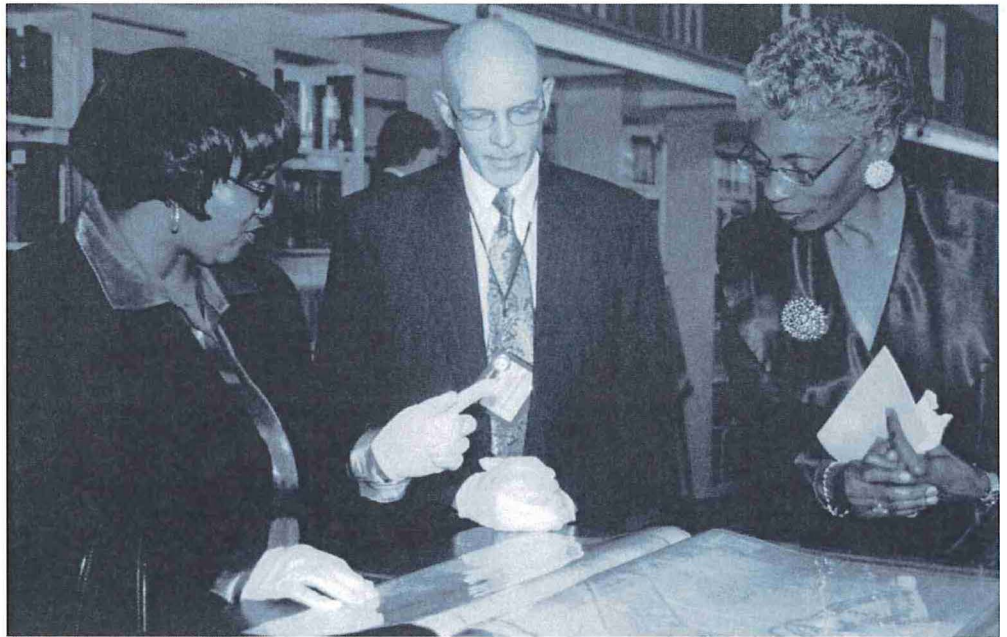






*functions for its community. It is a great educational institution all elective, whose students are never graduated because the pursuit to the humblest and the proudest — an institute of democracy which according to his thirst for knowledge.*

*Cramer's Open Shelves and Open Minds, Plain Dealer, 1925*





## BOARD OF TRUSTEES



Maritza Rodriguez  
President



Anthony T. Parker  
Vice President



Thomas D. Corrigan  
Secretary



Alice G. Butts



Jasmine N. Fryer



John M. Hairston, Jr.



Melanie A. Shakarian, Esq.

## EXECUTIVE LEADERSHIP TEAM



Felton Thomas, Jr.  
Executive Director, CEO

Shenise Johnson-Thomas, Ed.D.  
Chief of External Relations &  
Development

Carrie Krenicky  
Chief Financial Officer

John Lang  
Chief Operations Officer

John Malcolm  
Chief Innovation  
and Technology Officer

Harriette Parks  
Chief of Public Services

Tana Kung Peckham  
Chief Strategy Officer

Lynn Sargi  
Chief Talent Officer

John Skrtic  
Chief of Special Projects  
and Collections



# CLEVELAND PUBLIC LIBRARY

## FINES AND FEES SCHEDULE: PART A

### OVERDUE FINES

#### ADULT MATERIALS

Circulating Items .....	No charge
Reference Item .....	\$1.00 per day/item
Interlibrary Loan Material .....	\$3.00 per day/item

### REPLACEMENT PRICES

Borrower pays list price for material as shown online.

If database shows no list price, patron is charged as follows:

Hardcover Book .....	\$26.00
Adult Paperback Book .....	\$16.00
Children's Paperback Book .....	\$5.00
Audiobook .....	\$50.00
Blu-Ray .....	\$25.00
Comic Book .....	\$3.50
Compact Disc .....	\$14.00
DVD .....	\$15.00
DVD Set .....	\$60.00
Interlibrary Loan Material .....	Value of item
Magazine .....	\$6.00
Pamphlet .....	\$2.00
Reference Material .....	Value of item
Mobile Hotspot Device .....	\$75.00
Mobile Hotspot Case .....	\$15.00
Mobile Hotspot Cable .....	\$6.50
Self-Playing Device .....	\$80.00

LOST OR STOLEN LIBRARY CARD ..... \$1.00

### ELECTRONIC DEVICES AND OTHER UNCATALOGED EQUIPMENT

For Chromebooks, laptops, and other peripheral electronic devices loaned out for use within library buildings, Best Buy Teen Tech Center equipment, and any other devices or equipment not included in the Online Public Catalog that is loaned out as part of a program or other initiative – the responsible party will reimburse the Library for the cost of repair or replacement of the device or equipment plus any associated fees.

### DAMAGE FINES

Major..... Replacement price

**BILL THRESHOLD** ..... \$50.00

### MATERIAL RECOVERY REFERRAL

Fee for account referral to collection agency ..... \$15.00

### PASSPORT APPLICATION FEES

Application Processing fee..... \$35.00

Passport photo fee..... \$10.00

### PHOTOGRAPHING/TAPING/FILMING ON LIBRARY PROPERTY

Wedding photography..... \$100.00

Commercial filming ..... Charge quoted upon request

### INTERLIBRARY LOAN

#### LOAN FEES CHARGED TO LIBRARIES

Ohio Libraries .....	No charge
Out-of-State Libraries .....	\$10.00 per item
Foreign Libraries .....	\$20.00 per item

#### DUPLICATION FEES

Scans (1-30 images) .....	minimum \$15.00/item
Paper (1-30 images) .....	minimum \$30.00/item

*Additional fees may be charged. See Fines and Fees Schedule; Part B for list of fees for scans and printouts made by staff.*

#### FEES CHARGED TO INDIVIDUAL BORROWERS

Borrowing..... No charge

#### LOST ITEMS

Replacement price ..... Value of item

### SELF-SERVICE COPY/PRINTING

All patrons will receive a \$1.00 credit for printing per day. Beyond that, fees are charged as follows:

8½" x 11" and 8½" x 14" B&W.....	\$0.10 per page
11" x 17" B&W.....	\$0.20 per page
8½" x 11" and 8½" x 14" Color .....	\$0.25 per page
11" x 17" Color .....	\$0.50 per page

Copies from Microform Reader/Printer:

8½" x 11" and 11" x 17" B&W..... \$0.10 per page

Use of one's own paper ..... Charge based on paper size

### SCANNING

Self-service scanning sent to email address or one's own device from MFD or KIC Scanner in the Digital Public Library..... No charge

### FAXING

Self-service faxing from multifunction device ..... No charge

### MISCELLANEOUS

Tote Bags (non-complimentary) .....	\$0.10 per bag
Earbuds.....	\$1.00/pair
Flash drive .....	\$7.00/each

### SALES TAX

Ohio sales tax is included in fees charged for self-service copying, printing, scanning, and faxing from library multifunction devices, and for miscellaneous items such as passport photos.

# CLEVELAND PUBLIC LIBRARY

## FINES AND FEES SCHEDULE: PART B

### Photoduplication and MakerSpaces

**WARNING CONCERNING COPYRIGHT RESTRICTIONS:** The copyright law of the United States (Title 17 United States Code) governs the making of photocopies or other reproductions of copyrighted material.

Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of the specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

#### PRINT-OUTS MADE BY STAFF

Standard (8½" x 11" through 11" x 17" B&W)	\$0.50/page
Color (8½" x 11" through 8½" x 14")	\$0.50/page
Color (11" x 17")	\$1.00/page
Oversize (up to 18" x 24" B&W)	
Standard Weight Paper	\$2.00/page
Heavyweight Paper	\$4.00/page
Oversize (up to 18" x 24" Color)	
Standard Weight Paper	\$4.00/page
Heavyweight Paper	\$8.00/page
Other sizes	Price quoted upon request

#### MAKERSPACE

There is no charge to use the equipment in our MakerSpaces, however users are responsible for the costs of consumable materials (e.g., 3D printing filament, vinyl material), which will be charged to users based on the actual cost of such materials to the Library.

Limited supplies of consumable materials are available for purchase. Fees for consumable materials are posted in our MakerSpaces and are also available upon request. We encourage makers to bring their own pre-approved materials for their projects.

#### SELF-SERVICE SCANNING

Self-service scanning..... No charge

#### DIGITAL SCANS DONE BY STAFF

All scans are done at 300ppi. Scans greater than 300ppi are calculated at double the following fees.

Individual, flat items (up to 11" x 17")	\$0.50/image
Photographs, slides, negatives, other transparencies	\$0.50/image
Microfilm	\$0.50/image
Books (up to 11" x 17" page size)	\$0.50/image
Oversized items (up to 33" x 45")	\$1.00/image
Special Handling (fragile, etc.)	\$20.00/item

For large projects or those with exceptional requirements, a price will be quoted upon request.

#### MICROFILM

All microfilm/microfiche are charged at current lab pricing.

#### USE FEES FOR PUBLICATION OR DISPLAY

In cases where Cleveland Public Library owns copyright to materials, the library reserves the right to negotiate fees for use in any medium, format, or venue.

#### SHIPPING

Shipping fees are charged at current market rates.

#### SALES TAX

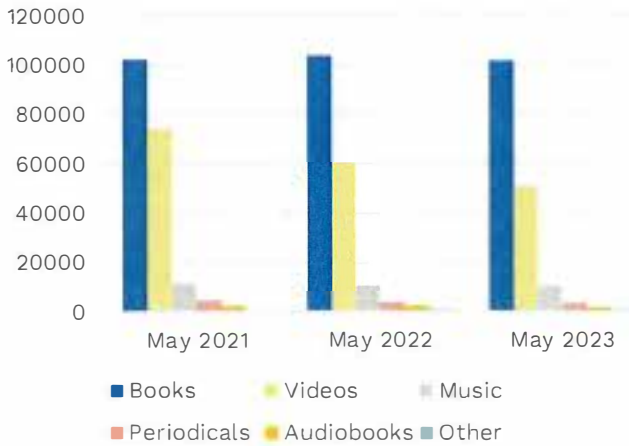
Ohio sales tax added when required.



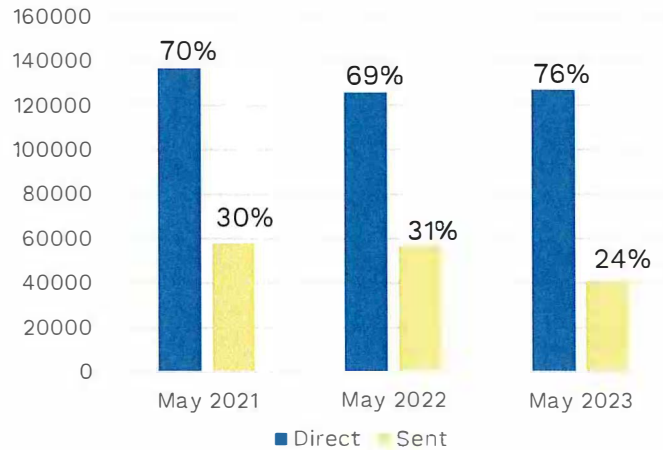
MONTHLY ACTIVITY REPORT – MAY 2023

Circulation

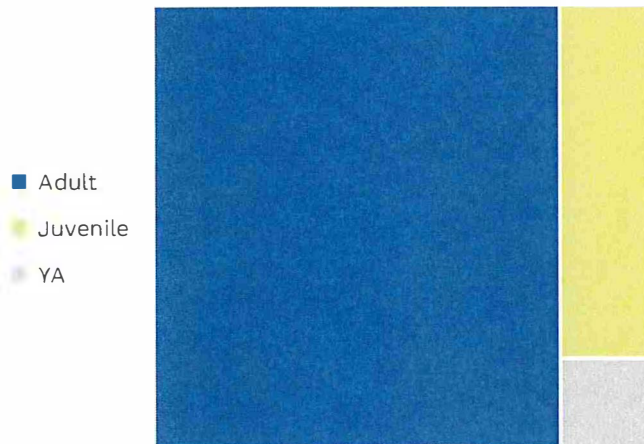
Physical Circulation



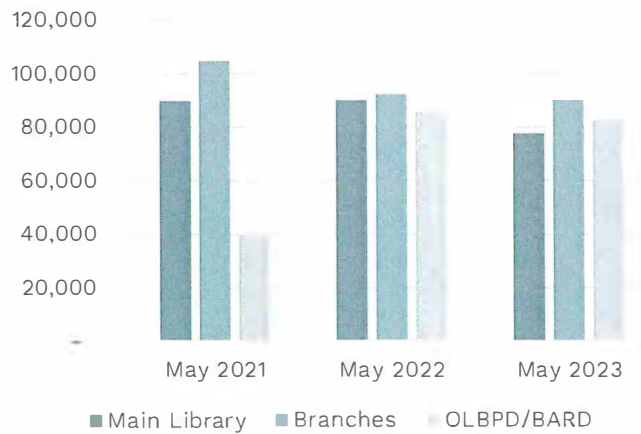
Direct vs Sent



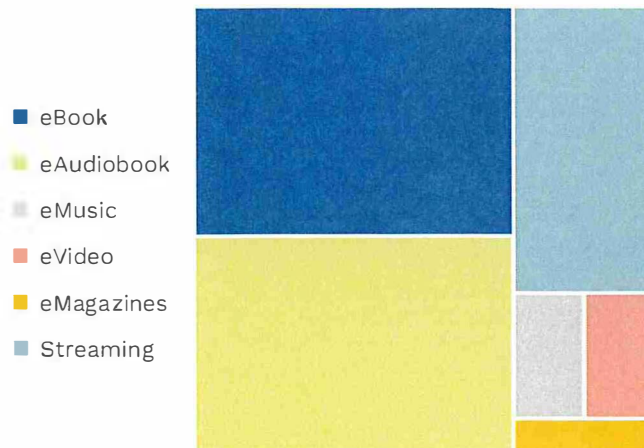
Circulation by Reading Level



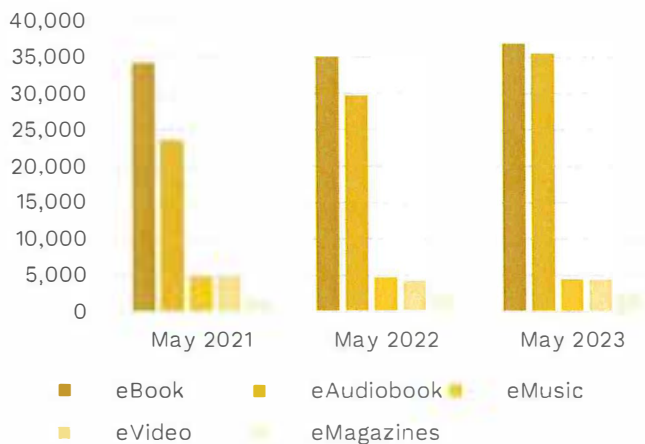
Circulation Trends



Electronic Circulation

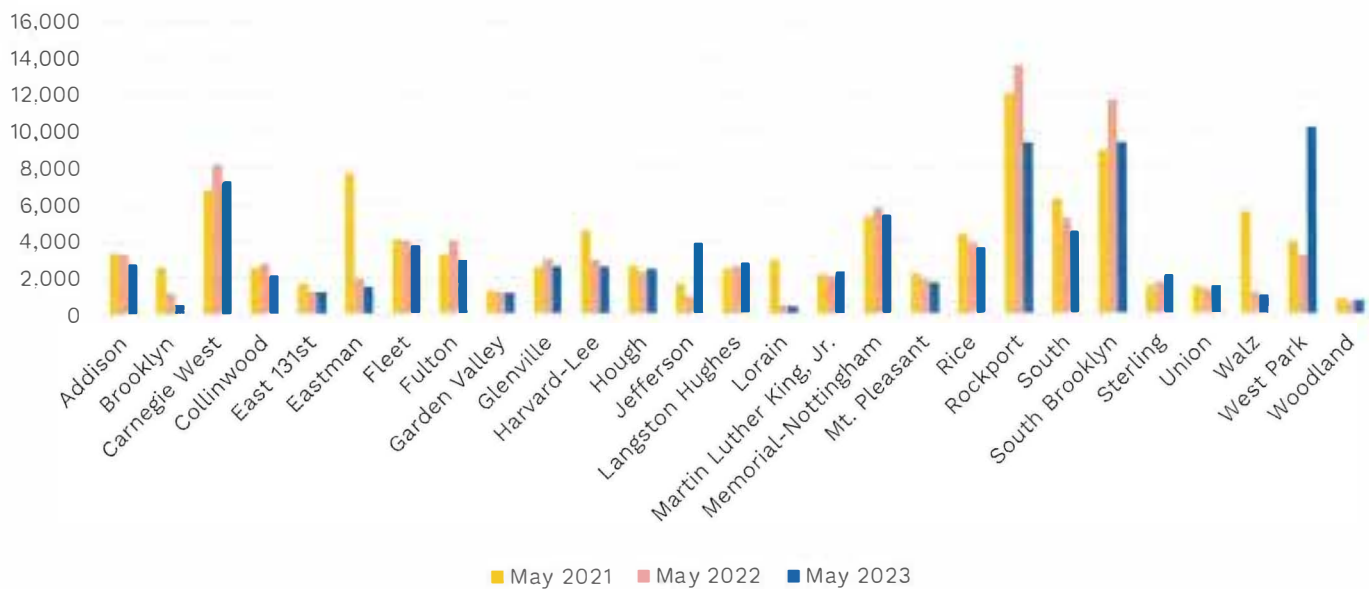


Emedia Circulation Trends

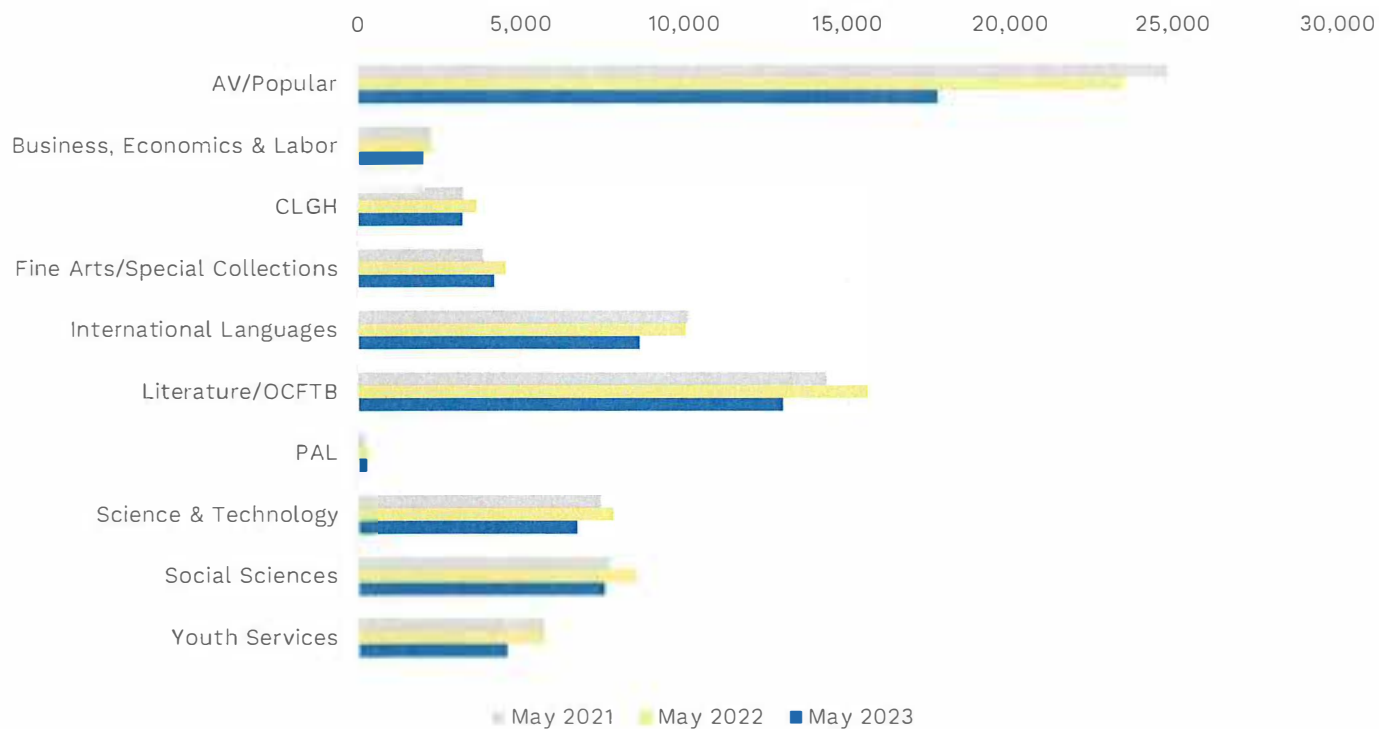


**Circulation**

Branch Circulation

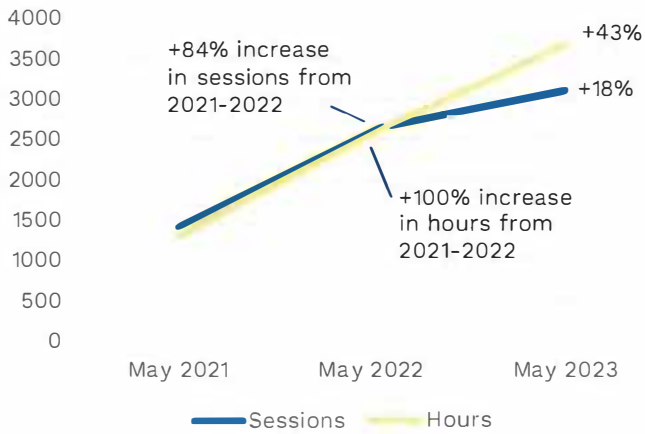


Main Library Circulation

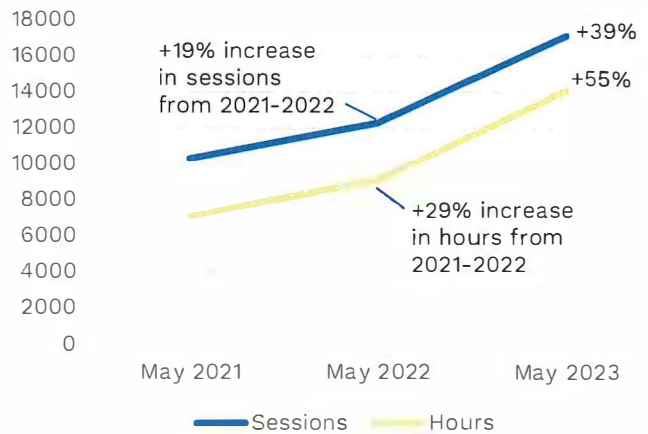


**Technology & Services**

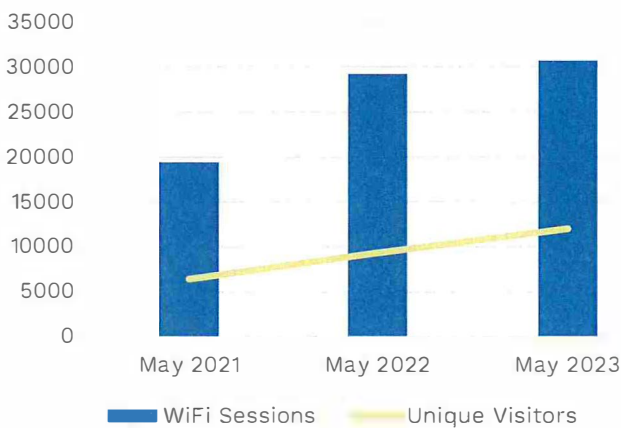
Computer Use - Main



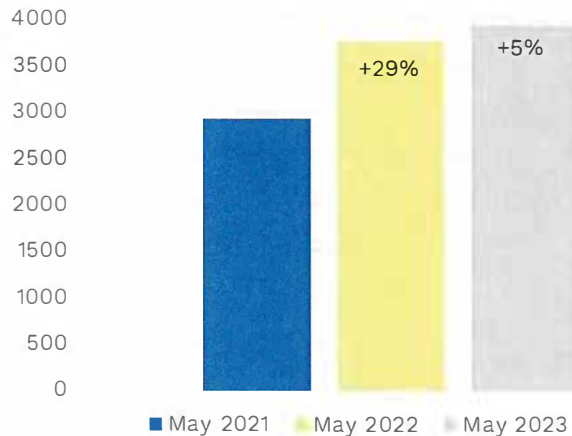
Computer Use - Branches



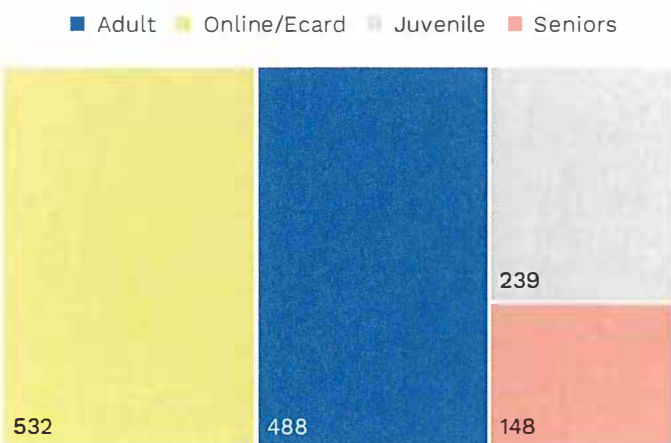
WiFi Use



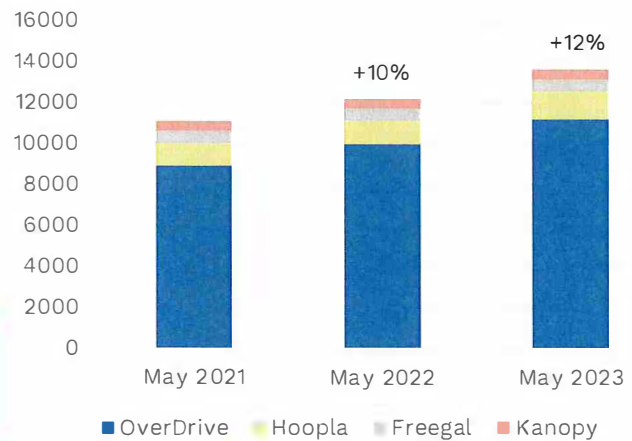
Virtual Reference



New Cards Issued

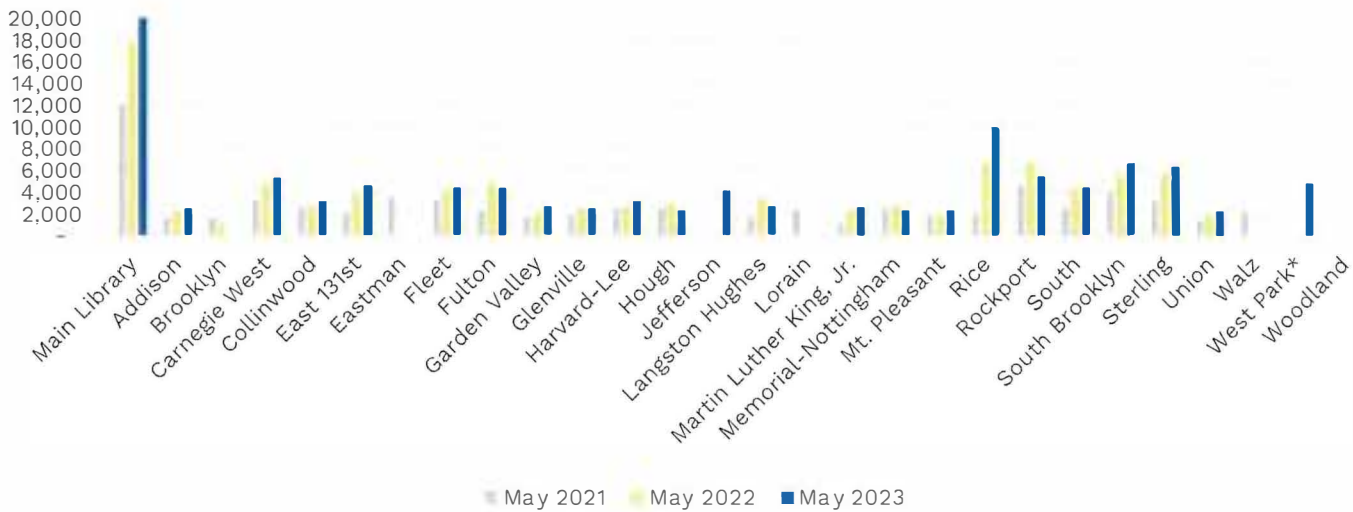


Unique eMedia Users

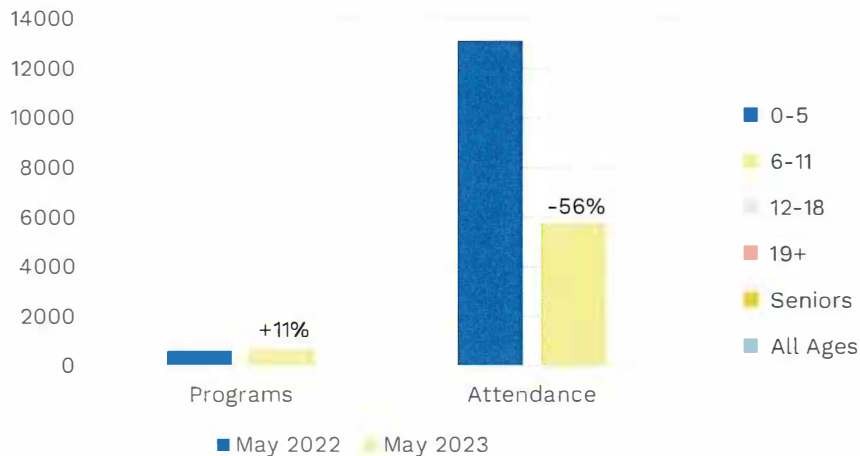


**Patron Visits & Programming**

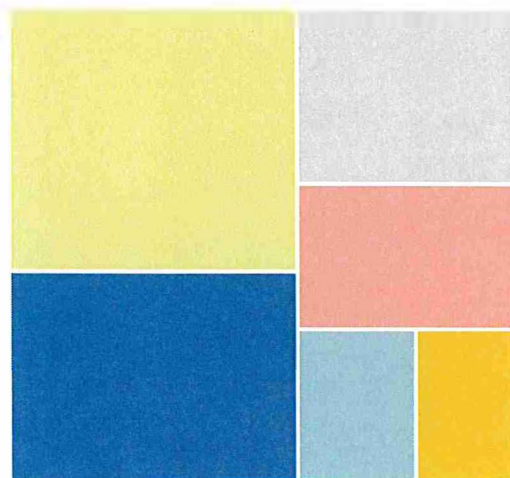
Patron Visits



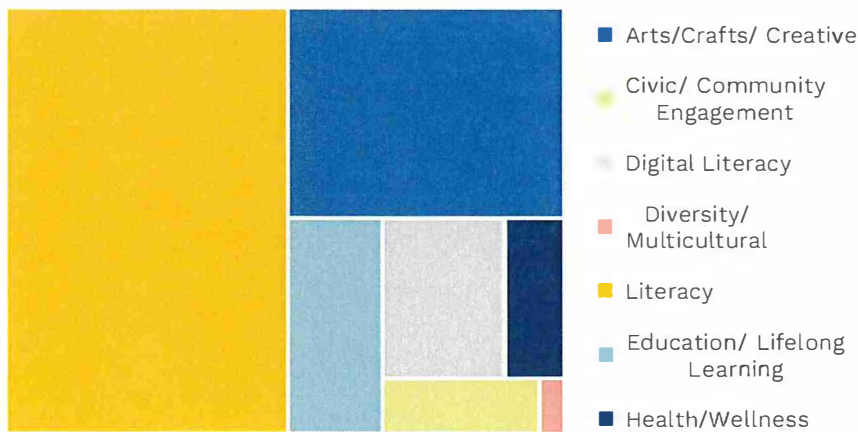
Programs & Attendance



Age Distribution of Programs



Program Topics





## Patron Interests

### May 2023 Top 10

#### Adult

The Light We Carry  
Spare  
I Will Find You  
Simply Lies  
The 23<sup>rd</sup> Midnight  
Where Are the Children Now?  
The Emotional Lives of Teenagers  
Fairy Tale  
Countdown  
Verity

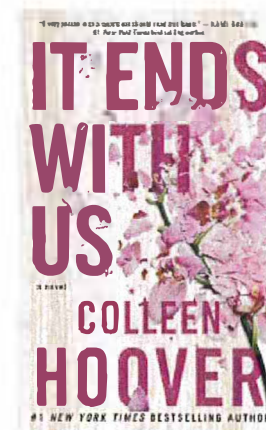
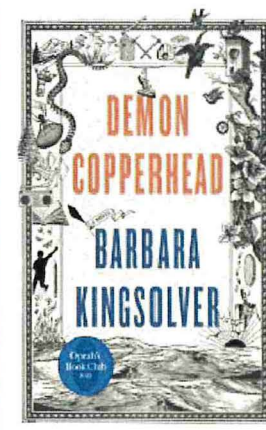
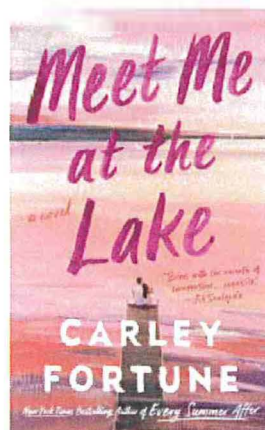
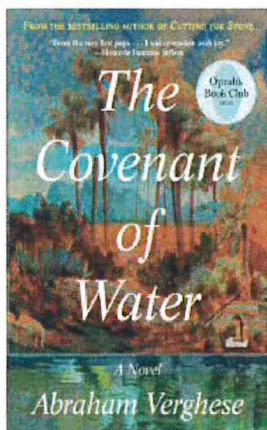
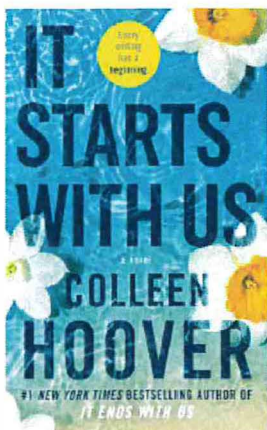
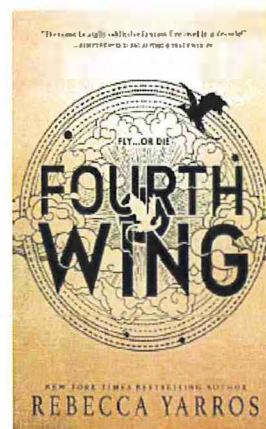
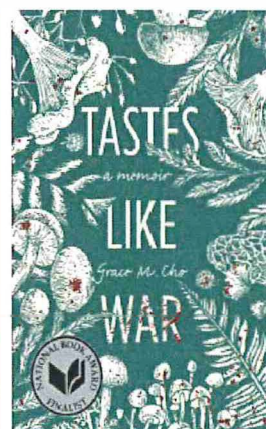
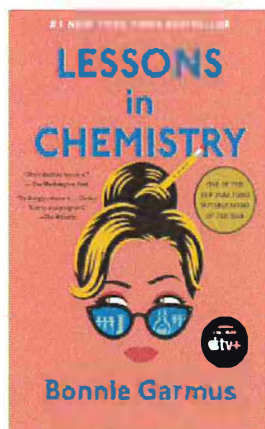
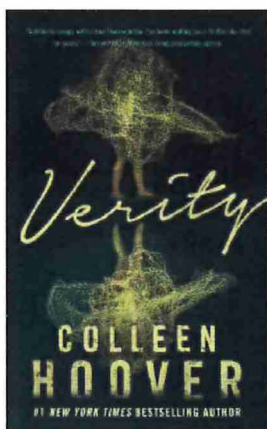
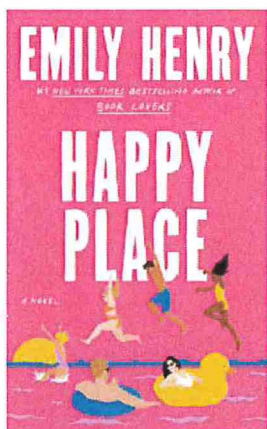
Michelle Obama  
Prince Harry  
Harlan Coben  
David Baldacci  
James Patterson  
Mary Higgins Clark  
Lisa Damour  
Stephen King  
James Patterson  
Colleen Hoover

#### Juvenile

Bob Books  
Dog Man  
Splatoon  
Yo-kai Watch  
Peppa Pig Phonics  
Paw Patrol Phonics  
Diper Överlöde  
The Girl Who Drank the Moon  
Are You There God? It's Me, Margaret  
Fluffy, Fluffy Cinnamoroll

Bobby Lynn Maslen  
Dav Pilkey  
Sankichi Hinodeya  
Noriyuki Konishi  
Lorraine Gregory  
Jennifer Liberts  
Jeff Kinney  
Kelly Regan Barnhill  
Judy Blume  
Yumi Tsukirino

### Top Ebook Titles on OverDrive



## Monthly Activity Analysis for May 2023

Highlights for this month at Cleveland Public Library.

### Circulation

Overall circulation dipped slightly compared to last year at this time. Books again outpaced all other formats. Direct circulation continues to gain a larger share of the total circulation. eAudiobooks have been gaining steadily, nearly matching ebook circulation last month.

Branches led the way over Main Library and OLBPD/BARD. The West Park Campus led all branches for circulation last month. It is notable that circulation at the Rockport Branch dipped considerably, which was to be expected once West Park reopened.

### Technology and Services

Computer and WiFi use at all locations continues to rise dramatically.

Virtual reference grew by 5% over this time last year, while unique eMedia users grew 12%.

CPL issued over 1400 new library cards in May.

### Patron Visits and Programming

Patron visits continue to go up, even with several branches closed for FMP work. 110,475 visitors came to the Library in May. The West Park Campus total is estimated due to the necessary calibration of the people-counting hardware.

While the number of programs was up slightly (+11%) compared to this time last year, program attendance dipped considerably (-56%). Most of our programming was devoted to literacy and the bulk of program attendees were youths aged 18 and under. Digital literacy, lifelong learning, and creative programming were also popular topics.

### Patron Interests

Michelle Obama's newest book continues to top the list of most popular books. With the coronation of King Charles, Prince Harry's book also made the top ten in May. While phonics books remain popular in the juvenile category, there is also a very familiar title. *Are You There God? It's Me, Margaret*, written by Judy Blume and first published in 1970 has cracked CPL's top ten list this month, thanks to the release of the film adaptation. We had a couple of fresh titles appear on the OverDrive list last month alongside the current BookTok sensation Colleen Hoover titles.

### Closures

**Facilities Master Plan:** Jefferson Branch closed for construction 4/5/2021-10/14/2022. West Park Branch closed for construction 4/5/2021-1/6/2023. Woodland Branch closed for construction as of 4/5/2021. Lorain Branch closed for construction as of 10/9/2021. Eastman Branch closed for construction as of 12/13/2021. Walz Branch closed for construction as of 3/5/2022. Brooklyn Branch closed for construction as of 5/7/2022. Hough Branch opened at new facility 11/12/2022.

**COVID:** Curbside/walk-up services only: 11/21/2020-2/21/2021; 12/27/2021-1/17/2022; Open with occupancy restrictions/time limits: 2/22/2021-12/25/2021, 1/18/2022-11/5/2022.

**Other:** Garden Valley Branch closed due to building issues 12/17/2022-1/31/2023

Nancy Mocsiran | Strategy Office | June 15, 2023



## POLICY ON PROTECTION OF CHILDREN AND VULNERABLE ADULTS

### Purpose and Intent

The Cleveland Public Library (the "Library") strives to be the center of learning for a diverse and inclusive community and is committed to providing a safe and secure environment for its patrons, visitors, staff, and volunteers. This Policy on Protection of Children and Vulnerable Adults ("Policy") establishes standards for behavior, a procedure for reporting possible abuse, and measures for preventing abuse. All Library employees, Board members, and volunteers are subject to this Policy.

The Cleveland Public Library does not permit or condone actual or threatened acts of physical or mental abuse, sexual abuse, sexual molestation, or sexual misconduct to occur on Library premises, at Library-sponsored activities, or in relation to any individual's service with the Library. The Library has a **Zero Tolerance Policy** regarding any acts of prohibited conduct.

Library employees, Board members, and volunteers may encounter situations during the course of their daily work where they suspect that a child or vulnerable adult, as defined below, is being abused, molested, or neglected. While Library employees are not considered mandated reporters of such abuse under Ohio Revised Code Section 2151.421(A)(1)(b), the Library requires employees, Board members, and volunteers to report suspected abuse of a child or vulnerable adult as long as they have an objectively reasonable cause for such suspicions.

### Prohibited Conduct

The Cleveland Public Library strictly prohibits all forms of child abuse and sexual abuse.

Child abuse occurs when an individual deliberately acts or fails to prevent something that causes serious harm to a person under 18 years of age (i.e., a child) or adult with a developmental disability or physical impairment (i.e., a vulnerable adult). This harm may take the form of serious physical injury, serious mental injury, neglect, or sexual abuse. Corporal punishment constitutes child abuse when performed by an employee, Board member, or volunteer. Corporal punishment is any type of physical punishment inflicted in any manner upon the body such as spanking, punching, paddling, shaking, or roughly handling a child or vulnerable adult.

Sexual abuse takes the form of inappropriate sexual contact or interaction for the gratification of the actor. Sexual abuse or misconduct may include, but is not limited to:

- Any sexual activity, involvement, or attempt of sexual contact with a child, vulnerable adult, or a person who is legally incompetent or otherwise unable to give consent;
- Physical assaults or violence, such as rape, sexual battery, abuse, molestation, or any attempt to commit such acts;
- Unwanted and intentional physical conduct that is sexual in nature, such as touching, pinching, patting, brushing, massaging, and/or pulling against another's body or clothes;
- Disseminating pornographic or sexually explicit images, posters, calendars or objects to a child or vulnerable adult; and/or
- Unwelcome and inappropriate sexual activities, advances, exploitation, exposure, or stalking.

Sexual abuse does not include sexual harassment, which is another form of behavior that is prohibited by the Cleveland Public Library.

### **Reporting Procedure**

Library employees, Board members, and volunteers must immediately report any suspected physical or mental abuse, sexual abuse, sexual molestation, or sexual misconduct of a child or vulnerable adult to the Director of Legal Affairs. If staff believe that an assault has just occurred, they should notify the police and Safety and Protective Services. Immediately after reporting the incident to the Director of Legal Affairs, employees who either witness or suspect the occurrence of child abuse or sexual abuse should complete and submit a Security Irregularity Report (“SIR”) containing the following information:

- Name and title of reporter;
- Name and address of individuals involved;
- Description of incident/activity/misconduct;
- How misconduct was discovered;
- Where and when misconduct took place;
- Names of witnesses and/or collaborating persons; and
- Description of physical injury and medical response.

If the victim is an adult, the abuse will be reported by the Director of Legal Affairs to the Cuyahoga County Board of Developmental Disabilities and the police. If a child is the victim, the Director of Legal Affairs will report it to the Ohio Department of Job and Family Services – Office of Families and Children and the police.

The Director of Legal Affairs will notify the Director and the Board of Trustees of the allegations. The Director of Legal Affairs should notify the Library’s insurance carrier and seek advice in the immediate handling of the matter. Legal advice and counsel regarding the handling of the matter should be obtained immediately. The Director of Legal Affairs should inform appropriate staff of the existence of the incident and the steps being taken in response and will oversee an investigation into the matter.

Any employee or volunteer who is suspected of engaging in the physical or mental abuse, sexual abuse, sexual molestation, or sexual misconduct of a child or vulnerable adult may be subject to immediate placement on administrative leave pending the outcome of an investigation into the allegations of abuse. Any employee or volunteer found to have engaged in child abuse or sexual abuse will be subject to disciplinary action up to and including termination. Anyone who commits child abuse or sexual abuse may be subject to criminal prosecution to the fullest extent allowed by law.

### **Retaliation Prohibited**

The Cleveland Public Library prohibits retaliation against anyone, including any employee, Board member, volunteer, or other individual, who in good faith reports child abuse and/or sexual abuse, alleges that it is being committed, or participates in the investigation. Intentionally false or malicious accusations of child abuse and/or sexual abuse are prohibited. Anyone who retaliates against someone who has made a good faith allegation of sexual abuse or intentionally provides false information to that effect will be subject to discipline up to and including termination.

**Preventing Abuse**

The Cleveland Public Library acknowledges that preventing abuse from occurring in the first place is of paramount importance. To this end, the Library conducts background checks on all employees and volunteers as a condition of employment or volunteer duties. Records of employee background checks will be maintained by the Human Resources Department. Any employee or volunteer who is subsequently found to have provided false or misleading information related to their background check may be subject to disciplinary action, up to and including termination.

Reasonable efforts will be made to ensure that two adult employees or volunteers are present or nearby when working with children and vulnerable adults. If two adults cannot be present, reasonable efforts should be made to work with children and vulnerable adults in locations within Library facilities that are visible to others such as open public spaces, rooms with windows, or rooms with open doors. In no instance may a child or vulnerable adult be left alone with only one adult present upon the closing of a branch or department. If any children or vulnerable adults are still present in Library facilities upon closing time, staff should immediately notify Safety and Protective Services, and two adults must remain until the child or vulnerable adult leaves the premises.

In no instance may employees, Board members, or volunteers provide transportation to a child or vulnerable adult in their personal vehicle or a Library-owned vehicle.

**Acknowledgement and Notification**

All employees, Board members, and volunteers are subject to this policy and should review and be familiar with it. This Policy will be posted in accordance with the Library's current practices and will be available for employees and members of the public to access electronically.

**Approved by the Board of Library Trustees on June 15, 2023**