

**CLEVELAND PUBLIC LIBRARY**

**Board Meeting**

March 15, 2016

**RESOLUTION TO RATIFY EXPENDITURE MADE TO WILLORY, LLC FOR  
STAFFING AND CONSULTING SERVICES**

WHEREAS, On February 23, 2015, the Executive Director entered into an agreement with Willory, LLC (“Willory”) to provide contract recruiting and HR Generalist support as assigned for an anticipated duration of six weeks with potential for extension, or termination based on the Library’s needs. As compensation for the services rendered, the Library agreed to pay Willory at an hourly rate not to exceed \$43.12 per hour worked by supplied personnel; and

WHEREAS, The cost of the original six week contract amounted to \$9,802, including mileage. In May of 2015, Willory placed an HR Generalist with the Library. Still needing the assistance of the HR Generalist, in July, the Director of Human Resources authorized the agreement to be extended to 14 weeks, for a total of \$22,378; and again in September to 26 weeks, for a total of \$42,142.00; and again in December to 52 weeks, for a total of \$64,780.00; and

WHEREAS, On February 22, 2016, the Library hired Crystal Brooks, the HR Generalist who had been placed with the Library. Because she was hired within 360 days from her start date, the contract required the Library to pay a pro-rated conversion fee equal to 25% of her salary with the Library. Willory has agreed to modify the terms of the conversion fee provision and discount the fee by 50%. The Library is, therefore, obligated to pay \$1,427.74; and

WHEREAS, On February 23, 2016, the Executive Director entered into a Release and Modification agreement with Willory to terminate the agreement and release the Library from any and all claims with respect to the conversion fee; and

WHEREAS, The Library has expended \$63,693.02 as of March 11, 2016 including the conversion fee for the services provided by the HR Generalist with the Human Resources Department; now therefore be it

RESOLVED, That the Board of Trustees ratifies the expenditure in the amount of \$63,693.02 with the expenditure being charged to the General Fund Account 11510053-53710 (Professional Services).