

CLEVELAND PUBLIC LIBRARY
Joint Finance & Human Resources Committee Meeting
January 16, 2024
Trustees Room Louis Stokes Wing
12:00 Noon

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

Absent: Mr. Hairston, Ms. Fryer

Mr. Corrigan called the Joint Finance & Human Resources Committee Meeting to order at 12:11 p.m.

Finance Committee Meeting (Mr. Corrigan, Chair)

Present: Melanie Shakarian, Thomas Corrigan, Anthony Parker

Absent: John Hairston

Resolution to Accept Gifts for the Month of December

After Mr. Corrigan highlighted the Public Artwork, Carrie Krenicky, Chief Financial Officer, stated that the Judd Fund, Schwinfurth Fund and Young Funds are received annually once per year. The remaining Funds are fourth quarter distributions as well as the United Way grant payment and the Early Literacy.

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

Resolution to Authorize Payment of Fees to the CLEVNET Special Revenue Fund Covering the Period January 1, 2024 through December 31, 2024

Mr. Corrigan stated that this is what we have done yearly in connection with the agreement between our CLEVNET partners.

Carrie Krenicky, Chief Financial Officer, explained that the total contract shared costs for the CLEVNET member libraries are presented to all of the CLEVNET directors per the agreement we have in place. Once presented to the directors, they have 90 days to agree to continue with their membership or not. This is why we must calculate them in October. The total shared costs, based on personnel salaries and benefits, hardware/software, maintenance, electronic database access and overhead costs, are calculated based on their 2024 calendar year budget. They are then presented to the directors at the full annual costs.

As she continued, Ms. Krenicky stated that the Executive Panel agree to apply half of the unencumbered balance once the year is closed and apply it to the costs they share. When we closed in December, the unencumbered balance was just over \$600,000 in the CLEVNET Special Revenue Fund and we applied the \$338,811.00 to the total shared contract costs which reduces the annual contract costs for all of the members. Now the total shared contract cost is just over \$5.5 million distributed among the members.

In response to Ms. Butts' inquiry, Ms. Krenicky confirmed that there are 47 member libraries and noted that their contract costs are listed on the report attached. Cleveland Public Library makes up about 28.5% of the total contract costs. The next highest are Geauga County Public Library and Medina County District Library respectively.

Mr. Corrigan noted that it was because each of these systems have multiple branches.

Ms. Krenicky stated that the costs are based on the following pricing measurements listed on Report 1: (1) Total Inventory; (2) Active Users; (3) Square Footage; and (4) Total Circulation. The costs are all allocated to the contracted library equally based on these measures.

Ms. Shakarian asked if the unencumbered balance just represented 2023 overage of if it were some carry over from another year.

Ms. Krenicky stated that the unencumbered balance is continuous from year to year. Last year, they applied one third of the unencumbered balance; it is decreasing.

For the record, Mr. Corrigan stated the CLEVNET saves taxpayers of the region for all their member libraries an estimated \$2-3 million. The intergovernmental cooperation of CLEVNET libraries is at the benefit of taxpayers.

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

Resolution Ratifying Agreements for Leased Vehicles with Enterprise FM Trust

Mr. Corrigan stated that this ratified agreement will allow us to accept the delivery of two new vehicles leased with Enterprise FM Trust.

Ms. Rodriguez stated that she understood that the Library was to receive 15 new vehicles and questioned if the vehicles we actually receive will be new.

In response, John Lang, Chief Operations Officer, stated that we work with Enterprise pricing agents on a vehicle-by-vehicle basis and that we typically receive new vehicles although occasionally we agree to accept lightly used vehicles at a discounted price if the CPL Property & Vehicle Management team finds it advantageous.

In response to Ms. Shakarian's inquiry, Mr. Lang stated that we took possession of the first eight vehicles for SPS and these two will be for maintenance crew trucks.

Carrie Krenicky, Chief Financial Officer, stated that currently, we have seven vehicles on order.

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

Resolution to Modify Terms of Donation from Cleveland Thermal

Mr. Corrigan stated that when the Public Utilities Commission changed that way it took tariffs, the owner of Cleveland Thermal at that time negotiated with the Library a resolution for the Library to accept a donation from Cleveland Thermal in the amount of \$100,000 for deposit into the Founders Fund with the restriction that the funds be used for expenditures in connection with the engagement of an engineering consultant to study the feasibility of acquiring and operating an on-site chiller system at the Main Library and Louis Stokes Wing. The Library engaged Spectrum Energy Concepts, Inc. and Osborn Engineering to conduct a feasibility study and spent a total of \$42,529.75, leaving \$57,470.25 of the original donation unspent.

Mr. Corrigan shared that in December 2023, Cleveland Thermal notified the Library that it could keep the remaining unspent \$57,470.25 free of any restrictions to which the funds were initially subjected when they were accepted by the Library.

Mr. Corrigan expressed his appreciation as it has been determined that the unspent donation of \$57,470.25 will remain in the Founders fund and that the funds be restricted to use for programming.

Mr. Corrigan motioned that this item would go to the full Board for approval. Mr. Parker seconded the motion, which passed unanimously by roll call vote.

First Amendment to the Year 2024 Appropriation

Carrie Krenicky, Chief Financial Officer, stated that this Amendment closes December and moves forward budgets from December into 2024.

Mr. Corrigan motioned that this item would go to the full Board for approval. Ms. Shakarian seconded the motion, which passed unanimously by roll call vote.

Human Resources Committee Meeting (Mr. Hairston, Chair)

Present: Alice Butts, Thomas Corrigan, Anthony Parker

Absent: John Hairston

In Mr. Hairston's absence, Mr. Parker presented the following report.

Regular Employment Report

Ms. Butts motioned that this item would go to the full Board for approval. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Retirement Citation Recognition

Ms. Butts motioned that this item would go to the full Board for approval. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Mr. Corrigan adjourned the Joint Finance & Human Resources Committee Meeting at 12:30 p.m.