

CLEVELAND PUBLIC LIBRARY
Joint Finance and Human Resources Committee Meeting
January 19, 2010
Trustees Room Louis Stokes Wing
12:00 Noon

Present: Ms. Butts, Mr. Corrigan, Mr. Seifullah, Mr. Hairston, Mr. Parker (arrived 12:16 p.m.)

Absent: Ms. Rodriguez, Mr. Werner

Mr. Corrigan called the joint meeting of the Finance and Human Resources Committee to order at 12:10 p.m.

FINANCE COMMITTEE

Resolution Regarding December 31, 2009 General Fund Balance

Mr. Corrigan stated that this resolution authorizes the Unencumbered General Fund Balance of \$24,665,941.40 be carried forward for 2010 operating expenses. This also means that we are able to satisfy the commitment made to voters about how much of the levy goes into capital funds evidenced by the \$3,000,000 set aside for the Capital Strategic Plan Initiatives be transferred to the Building Repair Fund. Mr. Corrigan thanked Director Thomas and Finance Administrator Sandy Kuban for their diligence in budget oversight and control during these challenging economic times.

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

First Amendment to the Year 2010 Appropriation

Sandy Kuban, Finance Administrator, explained that the 2010 Appropriation measure approved at the Board's December 17, 2009 meeting and that this First Amendment adjusts the estimates used in the 2010 Appropriation measure to the actual year end unencumbered balances now that 2009 has been financially closed. The General Fund's appropriation for transfers was reduced to zero since the transfer was completed at December 31, 2009.

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

Amendment to the Director's Employment Contract

Mr. Corrigan stated that the library director is not governed by a bargaining unit. However, Mr. Corrigan thanked Director Thomas for volunteering to amend his employment contract to share in the sacrifice with all Cleveland Public Library employees to accommodate unpaid furlough days.

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

Resolution to Accept Saint Luke's Foundation Grant as Administered by Neighborhood Progress, Inc., for a Student Learning Center at the New Rice Branch

Jan Ridgeway, Community Outreach and Public Affairs Administrator, gave background on this one year grant for the Student Learning Center that would provide the ability to utilize the center for youth as well as adults. The learning center will provide software and technology that will assist with student learning needs, GED and after school tutorial assistance as well as peer-to-peer tutoring. This grant budgets \$45,590.00 for personnel cost and \$8,400.00 for technology. An official dedication for the Student Learning Center is being planned.

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

Change Order #13: New Rice Branch Library Project

Myron Scruggs, Facilities Administrator, gave background on this change order totaling \$8,171.74, that increased East-West Construction's contract for additional lines and credit for materials and the removal and replacement of broken sidewalk not previously included in the contract and increases Harner Plumbing's contract for providing and installing a pressure reducing valve.

Mr. Corrigan stated that the total change orders for this project are below 3%.

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

HUMAN RESOURCES

Proposed Revisions to the Human Resources Manual

Sharon Tufts, Human Resources Administrators, stated that the proposed revisions in the Human Resources Manual mirror the language delineated in District 1199: Section 300–Compensation Practices; 385 Legal Holidays amended to accommodate the recent District 1199 negotiations. Specifically, for 2010 only, Presidents' day, Columbus day, Veterans' day and June 1 are designated as unpaid furlough days with the rate of pay for substitute and page employees adjusted to reflect the equivalent of four furlough days in 2010. Section 200-Employment Practices 241.3 Retirement reflects a new graduated scale that adjusts sick leave payouts at retirements; no change through April 2, 2010; then increasing years of services requirements and

per cent reduction effecting payouts at each of these phases in ranges from April 3, 2010 through December 31, 2010; from January 1, 2011 through June 30, 2011; and from July 1, 2011 and thereafter.

Mr. Seifullah stated that this item would go to the full Board for approval and concluded the Human Resources Committee meeting.

Mr. Corrigan adjourned the joint meeting of the Finance and Human Resources Committee at 12:36 p.m.