

CLEVELAND PUBLIC LIBRARY
Joint Finance, Human Resources & Community Services Committee Meeting
December 14, 2021
Learning Commons Louis Stokes Wing
12:00 Noon

Present: Ms. Butts, Mr. Seifullah, Mr. Corrigan, Ms. Rodriguez, Mr. Hairston,
 Mr. Parker (departed, 1:30 p.m.)

Absent: Ms. Thomas

Mr. Seifullah called the Joint Finance, Human Resources & Community Services Committee Meeting to order at 12:05 p.m.

Finance Committee Members (Mr. Seifullah, Chair)

Present: Mr. Seifullah, Mr. Corrigan, Mr. Hairston, Mr. Parker

Absent: None

Resolution to Accept Gifts for the Month of November

Carrie Krenicky, Chief Financial Officer, noted that the Gift Report was attached to the resolution for reference.

In response to Mr. Corrigan’s inquiry, Ms. Krenicky stated that the Lockwood Thompson fund comes in this time of year.

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

Eleventh Amendment to the Year 2021 Appropriation

Carrie Krenicky, Chief Financial Officer, stated that we are updating our Certificate of Estimated Resources to the revenue that we are actually receiving and we are also finalizing our appropriation. We will be decreasing \$2.2 million from our General Fund appropriation; \$37,700 from our Special Revenue Funds; and \$11,788,810 will be reduced from our Capital Project fund appropriation to remove the MLK GMP budget and to budget for the Eastman Branch project which will be considered by the Board today.

Ms. Krenicky stated that our General Fund revenue will be increasing with this update. Although we have not received the final updated certificate from the Budget Commission yet, we have requested the actual amounts that we have received, which amounts to just over a \$1.1 million increase to the General Fund.

In response to Mr. Corrigan's inquiry, Ms. Krenicky stated that we have not been recertified by the Budget Commission but we will be receiving our PLF distribution by December 15, 2021. We will be receiving about \$2.8 million more in our PLF than we were certified in December of 2020. Our original certification starts in July. This is \$2.8 million more than our updated certificate of December.

Ms. Krenicky reported that we are updating our income from our Endowment Funds as was posted in November and also our investment earnings in our Debt Service and Capital Project Funds.

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

Resolution Authorizing Transfer of Funds from the General Fund to the Debt Service Fund

Carrie Krenicky, Chief Financial Officer, stated that this resolution authorizes the transfer of funds from the General Fund to our Debt Service fund in January 2022 in order to pay our Debt Service payments in 2022. That amount will be \$3,294,215.15 and considering our most recently amended Certificate of Estimated Resources and our final Appropriation and the repayment of the advances, this will leave about \$24.3 million in the General Fund's unencumbered balance so that it can cover the transfer.

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

Year 2022 Annual Appropriation Measure

Carrie Krenicky, Chief Financial Officer, explained that this will appropriate \$61,919,329.97 in our General Fund for next year. This also includes the transfer from the Debt Service to be appropriated out of the General Fund. 67% is appropriated to our Salaries/Benefits; 12% to our Library Materials/Information; and 21% to our Supplies, Purchased/Contracted Services, and Capital Outlay. \$19,192,244.56 will be appropriated in our Special Revenue Funds, Debt Service Funds, Capital Funds, Permanent Funds and Agency Funds that are attached to the resolution.

Ms. Krenicky noted that we have not received a Certificate of Estimated Resources from the Budget Commission yet but we are estimating our revenue coming in at the amount that we are certified for from the Ohio Department of Taxation for our Public Library Fund in July 2021 and we are estimating Property Tax at our actual collections for this year.

In response to Mr. Corrigan's inquiry, Ms. Krenicky stated that the 12 % for Library Materials/Information is the same as last year. We are strictly adhering to Library Materials/Information at 12% and 67% to Salaries/Benefits.

Mr. Seifullah asked for an explanation of Unclaimed Funds.

Ms. Krenicky explained that we have a policy that uncashed checks are stale dated and put in the Unclaimed Funds fund for five years. After five years, we are able to transfer funds that have not been claimed back into the General Fund. We have a reconciliation process that we complete every month with our outstanding checks.

Mr. Corrigan stated that it is important to be clear about what direct percentage of our budget is direct service product.

Ms. Krenicky noted that the OCLC Subscription is paid out of the Purchased/Contracted Services but all of our electronic resources and emedia is budgeted out of Library Materials/Information.

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

Resolution to Engage Charles E. Harris & Associates, Inc. to Perform the Regularly Scheduled Audits of the Cleveland Public Library for the Fiscal Periods from January 1, 2021 through December 31, 2025

Carrie Krenicky, Chief Financial Officer, stated that the Auditor of State has informed us that they cannot fit our audit into their schedule for the next five years. Per statutory authority, they put us out for bid and worked with us to develop an RFP and invited five IPA firms to bid. Four firms submitted bids. After the bids were evaluated and scored, they gave the Library preference points which is 6 points to add to the firms that we reviewed as well. The firm that was awarded our audit was Charles E. Harris & Associates, Inc. for a five year period at a total cost not to exceed \$105,000.

Ms. Krenicky stated that Charles E. Harris is a certified MBE vendor in the State of Ohio and their offices are located in Parma.

In response to Ms. Rodriguez' inquiry, Ms. Krenicky stated that last year the auditor's fee was \$20,090. For five years, that is over \$100,000. Charles E. Harris was not the cheapest as they were the highest in cost. However, they received higher preference points because they are an MBE firm and they also have experience with smaller libraries.

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

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

Carrie Krenicky, Chief Financial Officer, stated that the Library's agreement with Unique Management Services currently expires at the end of this year and this resolutions seeks authorization to extend our agreement. We have not been using Unique to recover our materials and cash. Therefore, we are requesting an amendment to extend the agreement through the end

of next year. We currently have a purchase order that is open at over \$44,000. At this time, there will be no increase in cost but this is extend us through the end of next year.

In response to Mr. Corrigan's inquiry, Ms. Krenicky confirmed that we stopped in March 2020 due to COVID.

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

Resolution Authorizing Contract with Medical Mutual of Ohio for Employee Healthcare Benefits

Carrie Krenicky, Chief Financial Officer, stated that resolution is to authorize a renewal premium with Medical Mutual effective January 1, 2022 through December 31, 2022 at the same premium rates that we are currently paying.

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

Resolution to Accept Pass Through Grant From AT&T Through the Cleveland Public Library Foundation

Dr. Shenise Johnson Thomas, Chief of External Relations & Development, stated that the Foundation received a donation of \$15,000 from AT&T that will go to the Library's Outreach & Programming Department that will be used to purchase STEM kits for programming with children.

Dr. Sadie Winlock, Chief Equity, Education, and Engagement Officer, stated that for the last year and a half, we have been providing STEM kits to students between the third and twelfth grades. Although they are teaching them to build robotics, in actuality they are learning how to code. Currently, we have 62 scholars in the program at two elementary schools and two high schools. This grant will allow us to expand and purchase more kits. In addition, we received additional funding to engage with NASA to expand the program.

Dr. Winlock shared additional details about the program and stated that it is broken up into beginners, intermediate and advanced. The advanced kit is for high schoolers who are building robots that walk and talk. At the beginning of the year, they have a program where they will show us what they have built.

In response to Ms. Butts' inquiry, Dr. Winlock stated that right now, we have 62 scholars and we are hoping to double that with the additional funds.

Charles Byrd, Director of Education, stated that the following schools are involved: John Marshall School of Engineering and John Haye High School. The following branches are involved: East 131st Street, Union and Glenville. In January 2022, we will be adding Patrick Henry Middle School and Miles Park

In response to Mr. Hairston's inquiry, Mr. Byrd stated that he works with participating school principals and classroom teachers regarding enrollment. The new kits will address scholars the following configuration: grades 3-5; grades 6-8; and grades 9-12.

Mr. Byrd stated that the projects coordinator for the STEM program is Charles Dotson from NASA. Working closely with Mr. Dotson is Dr. Bilal Bomani. We are looking to start a program in January 2022 called Stimulate Your Mind that Dr. Bomani initiates and facilitates with scholars and will be held at Memorial Nottingham.

Director Thomas stated that more information will be provided at the upcoming Regular Board Meeting as AT&T's Director of External Affairs will be in attendance to present a check to the Library.

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

Resolution to Accept Gift from Northeast Ohio Areawide Coordinating Agency (NOACA)

Dr. Shenise Johnson Thomas, Chief of External Relations & Development, stated that the Northeast Ohio Areawide Coordinating Agency (NOACA) had been allocated Federal funds and they have contributed to organizations to have electric vehicle charging stations installed. That gift is valued at \$15,000.

John Lang, Chief Operations Officer, stated that this gift is targeted for the new Hough Branch. The Facilities Master Plan has anticipated the potential for electric vehicle charging stations at Woodland, Hough and Rockport branches. The infrastructure is part of the construction project but the charging stations themselves are not budgeted. Acceptance of this grant will enable us to plan for procurement of the stations.

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

Resolution Authorizing Agreement for Construction Photography and Documentation Services

John Lang, Chief Operations Officer, stated that this would be a contract with MVC Limited ("Multivista"), a local MBE that is already working with the Library on construction photography for the Group 1A projects of the Facilities Master Plan. This agreement would allow MVC to provide construction photography and documentation services for Group 1B projects of the Facilities Master Plan in an amount not-to-exceed \$34,200.

Mr. Lang explained that this photography is focused on close documentation of the construction progress and it is used to validate the timeline to address any claims as well as to give the Property Management staff a pictorial history and record of where behind-the-wall infrastructure is located.

In response to Mr. Hairston's inquiry, Mr. Lang stated that this is a niche market with two firms that we know; one from Atlanta and the other Cleveland. The selected firm is MVC which is local and an MBE.

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

Resolution Ratifying Agreements for Leased Vehicles with Enterprise FM Trust

Carrie Krenicky, Chief Financial Officer, stated that this resolution is to ratify agreements for leased vehicles with Enterprise FM Trust. Due to long lead times caused by supply chain issues, the Library has only been able to replace eight of them.

Ms. Krenicky stated that we purchased the TechCentral Ford Transit and we are ratifying the amounts of the purchase and the new leases we are in with eight new vehicles. With the eight new vehicles that we are leasing to replace the eight we turned in, we will be saving just over \$1,300 per month with the new vehicles.

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

Resolution Authorizing Agreement with Squire Patton Boggs LLP for Agent and Lobbyist Services

After introducing Timothy Cosgrove, Partner, Squire Patton Boggs who joined the Finance Committee Meeting, Dr. Shenise Johnson Thomas, Chief of External Relations & Development, stated that Mr. Cosgrove and Squire Patton Boggs has been the Library's consultants for a long time and we would like to advance that work.

Dr. Johnson Thomas explained that relationships are essential in the work with local and federal government. Mr. Cosgrove has a multitude of relationships that speak to the priorities of the Library. This resolution requests authority to enter into an agreement with Squire Patton Boggs for another year to advance the work we have done. This year, we were able to work OLC and our various partners throughout the state to upgrade the PLF with an increase.

Mr. Cosgrove stated that he enjoys the partnership with the Library and thanked Director Thomas and the Board for the opportunity to continue this important work. Mr. Cosgrove added that he looks forward to discuss priorities with the Board next year in January or February.

Director Thomas explained that because of lengthy Board Meeting agenda, Mr. Cosgrove will have the opportunity to address the Board in January or February to give an overview of the status in Columbus and other legislation that we should be looking at.

Mr. Corrigan stated that the partisan environment only makes a person like Mr. Cosgrove more valuable. Mr. Corrigan expressed his appreciation to Mr. Cosgrove and thanked him for his work with Library.

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

Resolution to Ratify Agreement with OCLC

Carrie Krenicky, Chief Financial Officer, stated that this resolution will ratify the agreement with OCLC Cataloging and Metadata Subscription and OCLC Worldshare ILL Subscription for the period of July 1, 2021 through June 30, 2022 at a cost of \$276,616.76 with \$275,190.82 being charged to the General Fund and \$1,425.94 being charged to the CLEVNET Special Revenue Fund.

After stating that this agreement took a long time to reach, Director Thomas commended Ms. Krenicky, Hilary Prisbylla, Director of CLEVNET, Bryan Szalewski, Director of Legal Affairs, and others for her hard work on this item.

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

Resolution to Enter into an Agreement for Computer Hardware Maintenance

Carrie Krenicky, Chief Financial Officer, stated that this item is tabled and will be considered at next month's Regular Board Meeting.

Resolution to Enter into Renewal Agreement with VOYA Employee Benefits Company for Life Insurance and Disability Income Insurance Policies

Carrie Krenicky, Chief Financial Officer, stated that our current terms for our group life insurance and AD&D insurance expires in March 2022. This resolution will renew for a two year rate guarantee. Our basic life insurance will decrease and also our AD&D will decrease. However, our short term disability will stay at the rate we are currently paying.

Ms. Krenicky stated that this will guarantee our rate for two years and get us on the calendar year of January 1, 2022 through December 31, 2023.

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

Resolution Authorizing Purchase and Installation of High Density Mobile Shelving for the Louis Stokes Wing

John Skrtic, Chief of Special Projects and Collections, reminded the Board that as we had previously planned to build a facility at Woodland for our storage. As directed by Director Thomas and the Board, we revisited the idea of storage at Main Library instead.

Mr. Skrtic gave examples of the benefits of moving all of the materials from Lake Shore Facility to downtown. There will be no HVAC costs for a new building; no additional electric and water

costs; no expense for transferring books. Mr. Skrtic stated that we will be taking advantage of the existing investment in these reinforce floors; staff again will become more familiar with our collection; and patrons will not have to wait long periods of time to access historic materials.

Michael Ruffing, Special Projects Manager, stated that we put out an RFP in September. In the RFP, we asked for a Plan A with current ceiling heights restrictions and Plan B if we raised the ceiling's height limitation by approximately 2 feet. By raising the height limitations by two feet, we are able to add approximately 6.74 additional linear miles of material. Therefore, we are recommending Plan B.

Mr. Ruffing stated that we are hoping to have a contract signed within the six month cost period. By doing that, we would be saving about \$500,000.

In response to Ms. Butts' inquiry, Mr. Ruffing explained that on the upper floors, the ceilings are 15 feet high from floor to ceiling. They have decorative dropped ceilings and the sprinkler heads are in those. In order to be 18 inches away from a sprinkler head you would have to remove those. All three of the proposals have included integrated lighting. Spacesaver has lights with a life span of 50,000 hours attached to the shelving that turn on when you enter the aisle and turn off when you leave the aisle.

Mr. Ruffing added that we are able to achieve 27.79 miles of shelving on two floors in the Louis and still be below the weight limit 260 lbs. per square foot.

Mr. Corrigan stated that Bob Madison fought very hard to make sure that when we were doing value engineering on this building that we still provided that kind of physical prowess so that the floors could handle the additional shelving. This was significant at the time as we concerned about the budget on building this building. Mr. Madison advised that we not cut corners.

Mr. Lang stated that Bob Madison is an icon to many in the building and trades construction and reminded the Board that Robert P. Madison International is now led by his daughter Sandra Madison and they are the lead architect on the Walz project.

After suggesting that Mr. Madison be sent a letter of gratitude, Mr. Seifullah motioned that this item would go to the full Board for approval. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote

Resolution Authorizing Agreement with The Osborn Engineering Company for Engineering Services Related to Louis Stokes Wing Compact Shelving Project

John Lang, Chief Operations Officer, stated that in order to exercise Plan B of the high-density storage project which is the preferred configuration, modifications to the building infrastructure including the ceilings, lighting and sprinklers will be required. This resolution seeks authorization to enter into an agreement with The Osborn Engineering Company who has already done the structural calculations to design the building modifications to accommodate Plan B. There will be a additional price for the construction modification that are eventually proposed and will be brought before the Board in the late winter/early spring timeframe.

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

Resolution to Enter into an Agreement with ERC Services, Inc. for Conflict and De-Escalation Training

Lynn Sargi, Chief Talent Officer, stated that several months ago Human Resource and Public Services leadership met and conducted a survey of Public Services staff which included custodians, SPS officers, and patron facing positions to have them identify priority training needs. The area of de-escalation of patrons, lock downs and other emergencies, assisting patrons in crisis, and standard interventions emerged among the highest weighted areas. As a result, a group of Public Staff convened to determine how to address these needs.

Ms. Sargi explained that this training is design by and for Public Services staff. After looking at several different options and vendors, the Public Services Steering Committee selected the Employers Resource Council. We have worked with this organization in the past on training needs and they have conducted our employee engagement survey. With ERC, we will be contracting with Dr. Teresa Repicky who was a professor at Kent State University's School of Peace & Conflict Studies and possesses extensive experience in training and academic credentials in conflict resolution, de-escalation, etc.

Mr. Sargi stated that this \$70,000 will allow this group to work with ERC to develop training for Public Service staff for the next several months.

In response to Mr. Hairston's inquiry, Ms. Sargi explained that our concentration will begin with branch staff. This \$70,000 will cover staff in our branches and at Main Library. We will be including all of the SPS officers whether they are stationed at Main or in the branches. This will also include all of the branch and Main custodians. There are other staff in various departments who do not have as many touch points with the public. We are looking within this contract for the ability to do train-the-trainer so that perhaps we do not have to engage ERC directly in training other ancillary staff. We will try to build that capacity internally.

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

Resolution Establishing Project Budget and Approving Guaranteed Maximum Price Amendment with Regency Construction Services, Inc. for the Eastman Branch

John Lang, Chief Operations Officer, stated that this is the second GMP being brought by the Regency AKA team noted that this team continues to do well with minority subcontract goals. The City of Cleveland goals are 18% MBE and Regency established goal voluntarily for the Library was 25% and exceeded that with 31%. The combined total of MBE and FBE proposed subcontracts on the Eastman project will total 2/3 of the total expenditures.

Mr. Corrigan stated that the branch named in honor of Linda Eastman deserves this. As he reflected on the accomplishments of Linda Eastman, Mr. Corrigan stated that she was probably

the most successful woman to advance in library science and the Eastman Reading Garden is named after her as well.

In response to Ms. Rodriguez' inquiry, Mr. Lang stated that the Central Distribution Facility project at Woodland Branch was picketed last Friday by the IBEW Union Local 38. There is a non-union contractor on the project providing technology and data installation. The main electrical subcontract is with a union contractor Legacy Electric. Gilbane, the construction manager, selected with the Library's advisement a nonunion contractor for the technology piece happens to be a local minority owned business. This was the reason for the picket.

Mr. Lang reminded the Board that the Library as a government subdivision is required to follow State law regarding prevailing wage. Prevailing wage for all construction trades is set by the Ohio Department of Labor and is updated on a quarterly basis by county. For every building trade the prevailing wage is typically set at the local union scale.

Mr. Lang stated that the job was picketed on Friday for a few hours. The Construction Manager has implemented separate gates for the project for the union trades and nonunion trades which is not an unusual arrangement for public construction. The job has not been picketed since Friday 12/10.

Mr. Lang requested that Gilbane provide an overview of the total of scope of nonunion work for the entire FMP Group 1A projects. Out of 91 subcontracts, 86 of them are with union firms and 5 are with nonunion firms. The value of the 5 union firms' contracts totals approximately 1.5% of the total GMP's for the Group 1A projects. In other words, 98.5 cents of every \$1.00 is spent with construction trades is with union and 1.5 cents is with nonunion.

In response to Mr. Hairston's inquiry, Mr. Lang stated that \$69,000 is the value of the nonunion contract of the CDF project.

Mr. Hairston stated that although this is a Gilbane issue, it does affect the Library.

Mr. Lang stated that it affects the Library in the sense that we are going to receive the completed projects and are in the public eye. However, from our perspective, we are following State law and certifying that prevailing wages are being paid to everyone who works on the construction, and we believe our strategy is maximizing opportunities for diverse local contractors to participate on the project.

In response to Mr. Hairston's inquiry, Mr. Lang stated that although this has not had an effect on the progress of the work it would have had if the picketing extended. If this were a regular occurrence, it could have the potential to affect the progress of the work. Because there are separate entrances, the workforce can get on site.

Ms. Rodriguez acknowledged the support of citizens who supported the Library through the levy and expressed her concern the possibility of future pickets at other Library project sites.

Director Thomas stated that we are paying the same amount no matter who it is. We could say that we only want union workers working on our projects. However, every union worker that we have on our projects is likely decrease the opportunity for an MBE or FBE to participate as they are likely to be nonunion. We could work with the union and have an agreement that every contractor we have will be union. The only issue is that if we have two subcontractors, the contractors should try to get us people of color. If they go with union only that will significantly reduce the number they have.

Finally, Director Thomas stated that if the Board decides that we want union only we can do that. The problem is that our numbers will shift down quite a bit.

Ms. Butts stated that we feel angst about this as we believe in unions but we have been working very hard trying to ensure diversity.

Ms. Butts asked for more information about the nonunion firm.

Mr. Lang stated that this is a smaller firm that was the low bid on a number of our branches. However, Gilbane has not worked with them in the past so we were not comfortable giving them all of the projects for the technology scope but we agreed that they would be awarded the CDF project and the Westpark project.

Mr. Lang added that although it continues to be a difficult bidding market he is comfortable with the level of engagement that Regency and AKA did to market to the community and get the best response.

Ms. Rodriguez asked that Mr. Lang keep the Board informed about similar situations occurring at other Library projects.

Director Thomas stated that this will continue to come up. People from the union want to make a principal stand. Therefore, we will have to deal with this as we continue to make sure that diversity is on our projects.

Ms. Butts continued the discussion about efforts to help minorities to become union status.

Dr. Sadie Winlock, Chief Equity, Education, and Engagement Officer, stated that this is not a short term fix and we have joined the Minority Supplier Development Organization and we have partnered with the local Trade Association to try to figure out how to get more minorities into the trades. This is a long term process and we are working locally with that.

Ms. Butts continued the discussion regarding young people who desire to go into the trades.

Dr. Winlock noted that Director Thomas was recently a speaker at the ACE Mentor Program luncheon and explained that this afterschool program is designed to attract high school students into pursuing careers in the Architecture, Construction and Engineering industry, including skilled trades. Dr. Winlock stated that we are in partnership with this program. In Phase IA, we

identify a project for them to work on. They then put together a proposal and send it to different organizations to participate in the work. We will do similar in Phase 1B as well.

Mr. Hairston asked if information could be provided to the Board regarding GAP Productions' DEI initiatives for Cleveland.

Dr. Winlock stated that there are many projects around the city as people are trying to fit into this space and figure out the best way. We are trying to partner with as many people as possible around this issue.

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

Resolution to Enter into an Agreement for Branch Security and Night Alarm Services

Harriette Parks, Chief of Public Services, stated that earlier this year, the Board approved continued services provided by Royce Security Services through the end of the year. As a result, we had an opportunity to examine our current security infrastructure and safety complement of staff. With the Local 860 union contract in place that requires various posts and staffing mandates, in addition to call offs, medical leaves, days off, vacations and resignations, it was determined through consultation with ELT and Legal that we should maintain an RFP for contracted security support.

Ms. Parks stated that this resolution acknowledges that our selection team consisting of Legal, SPS, Finance, and DEI representation received four proposals, with the lowest vendor being Royce Security Services, servicing our day to day and night alarm services for a three-year period, with an option to renew last two years.

Ms. Parks continued and stated that after a thorough review by the selection committee, Royce was selected as the most qualified based on their proposal, ability to meet our needs, competitive pricing, and past performance. This resolution additionally allows us to effectively honor our commitment to our community and staff by ensuring we have a security presence in each of our locations during all hours of operation, particularly when we resume our 10:00AM -7:00PM hours of operation.

In conclusion, Ms. Parks stated that we are in the process of hiring a director of safety who will work with Lindsey Duncan, Safety & Protective Services Manager, to examine our infrastructure and complement for the future.

Ms. Parks and Mr. Duncan were available to answer any questions the Board may have had.

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

Resolution Authorizing Maintenance Agreement with Integrated Precision Systems for Video Surveillance and Access Control Systems

John Lang, Chief Operations Officer, stated that this resolution authorizes the Library again enter into a support agreement with IPS for the Library’s video surveillance and access control systems for all locations for the period of January 1, 2022 through December 31, 2022 at a contract amount not-to-exceed \$65,092.

Mr. Lang stated that there is an intent to competitively resource this scope of work in 2023. Mr. Lang added that there are software upgrades that are required and will not be under the scope of services but will be handled individually.

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

Before continuing to the Human Resources Committee Meeting Director Thomas announced that Cleveland Public Library has once again been awarded a 5-star rating by the Library Journal Index of Public Library Service.

Members of the Board extended wholehearted congratulations to Director Thomas and Library staff for this accomplishment.

Human Resources Committee Members (Mr. Hairston, Chair)

Present: Alice Butts, Mr. Corrigan, Mr. Hairston, Mr. Parker

Absent: None

Regular Employment Report

After reviewing highlights of the Regular Employment Report, Mr. Hairston 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 Authorizing Wage Increases for Non-Bargaining Unit Staff

Lynn Sargi, Chief Talent Officer, stated that this resolutions seeks authorizing to award a 4% increase to non-bargaining unit staff that are in range of the pay structure that the Board adopted in July 2021 or a 4% lump sum increase for 2022 if people are over the maximum of their pay range.

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

Before considering the next four resolutions which are related to union negotiations, Mr. Hairston asked Ms. Sargi to provide the Board with overall background information and detailed highlights of each individual resolution.

Ms. Sargi stated that a couple of months ago, we approached both of our unions, SEIU District 1199 as well as Laborers International Local 860, to determine their interest in talking about a proposal whereby we would modify the existing bargaining agreements for the period 2020-2022 in terms of reexamining the wages for an economic reopener but in parallel simultaneous negotiation for economics only for the next contract for the period 2023-2025.

Ms. Sargi stated that both unions agreed to meet with us and after several meetings between management and both of the unions we have reached an agreement. Both SEIU Local 1199 voted on their proposal and Laborers International Local 860 voted on their proposal and passed with a majority. Therefore, these next for resolutions are coming before the Board to ratify the amendments and extensions for the existing contracts.

Resolution Ratifying Amendment to Agreement with Laborers International Union of North America Local 860

Lynn Sargi, Chief Talent Officer, stated that this resolution authorizes an amendment to the agreement with Local 860 which would increase wages from 2.5% to 4% for 2022.

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

Resolution Ratifying Amendment to Agreement with SEIU District 1199

Lynn Sargi, Chief Talent Officer, stated that this resolution is for SEIU District 1199 and is to modify their contract and proposes a revised step schedule. SEIU members would still get the step as identified in the contract but on a new step schedule. Rather than a 2.5% wage increase, which is what the current contract calls for, we are modifying step schedules by 4%.

Ms. Sargi stated that SEIU members would receive either a 5.5% or 6.5% increase for 2022. This would be a 4% change plus a step. A step is either 1.5% or 2.5%.

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

Resolution Authorizing Extension with Laborers International Union of North America Local 860 for 2023 to 2025 Term

Lynn Sargi, Chief Talent Officer, stated that this resolution seeks to authorize an extension with Local 860 for the period of 2023-2025 and it awards members of Local 860 a 3.5% increase for each of those 3 years of the contract.

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

Resolution Authorizing Extension with SEIU District 1199 for 2023 to 2025 Term

Lynn Sargi, Chief Talent Officer, stated that this resolution seeks to authorize an extension with District 1199 for period 2023-2025 and explained that currently, 20 is the number of steps and this adds a 21st step which provides an additional step for very long tenured people. Also, in year 2025, it again adjusts all of the steps by 1.5%.

Ms. Sargi stated that this win-win provides financial stability for us as well as stability and greater rewards for our staff members. All parties recognize the potential benefits of this.

After Mr. Hairston and Ms. Rodriguez congratulated negotiation teams including Ms. Sargi, staff and union partners for their hard work, Mr. Hairston motioned that this item would go to the full Board for approval. Mr. Corrigan seconded the motion, which passed unanimously by roll call vote.

Resolution to Revise the Human Resources Manual

Lynn Sargi, Chief Talent Officer, stated that this resolution proposes to revise the Vacation Leave policy so that current and newly-hired staff are treated the same in terms of recognizing former public service for purposes of vacation time accrual. This resolutions also proposes and makes revisions to the Legal Holiday policy that codifies the policy that we negotiated in the most recent contracts that we eliminated Columbus Day and are adding Juneteenth as a holiday on which the Library will be closed.

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

Resolution for Special Closings and Holidays in 2022

Lynn Sargi, Chief Talent Officer, stated that this resolution identifies the special closings and holidays for calendar year 2022 and noted the inclusion of Juneteenth.

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

Community Services Committee Members (Mr. Corrigan, Chair)

Present: Mr. Corrigan, Alice Butts, Mr. Seifullah

Absent: Ms. Thomas, Mr. Parker (departed, 1:30 p.m.)

Resolution to Amend Fines and Fees Schedule

Mr. Corrigan stated that this resolution basically renews the daily \$1.00 credit to patrons for copying and printing on the multi-function devices. This courtesy was implemented last year due to COVID and was set to expire at the end of 2021 and is recommended to be continued.

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

Resolution to Revise Policy on Internet and Computer Use

Mr. Corrigan stated that the FCC has required us to include a patron confirmation declaration that they do not have access to the equipment or services sufficient to access the internet. Therefore, we must amend our policy to include that consideration as we receive funding from the federal Emergency Connectivity Fund (ECF) that has that regulatory requirement.

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

Before the Joint Finance, Human Resources & Community Services Committee Meeting adjourned, Director Thomas introduced John Malcolm, new Chief Information and Technology Officer.

After sharing information about his background and experience, Mr. Malcolm thanked Director Thomas and the Board of Trustees for the opportunity to serve the Library in this capacity.

Ms. Rodriguez adjourned the Joint Finance, Human Resources & Community Services Committee Meeting at 1:37 p.m.